



# Port of Brownsville

Minutes of Meeting

8 August 2012

## **CALL TO ORDER**

Commissioner Bob Kalmbach called the regular session of the meeting to order at 7:03 PM. In attendance were Commissioner Jack Bailey, Commissioner Allen Miller, Port Manager Jerry Rowland, Assistant Port Manager Gregg Faulkner, Port Attorney John Mitchell and Port Accountant Dennis Bryan.

## **PLEDGE OF ALLEGIANCE**

Commissioners led pledge of allegiance.

## **APPROVAL OF AGENDA**

Motion made by Allen Miller to approve agenda as written. Motion seconded by Jack Bailey and approved unanimously.

## **APPROVAL OF CONSENT AGENDA**

Motion made by Jack Bailey to approve consent agenda. Consent agenda includes the 18 July 2012 regular meeting minutes, vouchers audited and certified by the auditing officer as required by RCW 42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090, which have been recorded on a listing and have been made available to the public. Those vouchers approved for payment are included in the audited and certified list and further described as follows: July 2012 Special voucher numbers 27664 through 27667 for a total amount of \$103,702.57, August 2012 General Fund voucher numbers 27668 through 27710 for a total amount of \$106,800.92. Also approved for payment was August Electronic Voucher Numbers 2012-65 through 2012-68 for a total amount of \$10,533.58

Motion seconded and approved unanimously.

## **PUBLIC COMMENT FOR ITEMS NOT LISTED ON AGENDA**

None

## **PRESENTATION TO OR BY THE BOARD**

None

## **FINANCIAL REPORTS**

The reports from County were not available in time for this Port meeting. Port Accountant Dennis Bryan will present the July and August financial reports at next month's meeting.



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## INFORMATION, STAFF AND COMMITTEE REPORTS

- a. Manager Report – Attached. There was discussion on the storage units and how the county views the units. Jack Bailey noted that there are many areas that have these units with no additional requirements. Jerry Rowland said he will pursue getting more data on the units concerning engineered structure.
- b. Commissioners Report – Jack Bailey said he went to the Commissioners Annual Seminar. There were 3 legislators that spoke at the seminar. One was the head of transportation committee, Mr. Armstrong. He stated that the Ports are not doing a good job of letting their wishes known. He said there needs to be more respect for Port needs and development. Jack added that there was also discussion on the Strategic Plan which is similar to the Port's Comprehensive Plan. It was suggested to add the budget yearly to the plan as an attachment. Jack thought it was a good idea to run the Comprehensive Plan through the CEPA process. Jack added that he also attended a session on "How effective are you as a Commissioner". He said it stressed the importance of getting along with people, keeping informed on current issues and doing the job to the best of your ability.
- c. Standing Committee Report –BAD VIII  
Cassandra Rowland, event coordinator, gave the report on the BAD committee progress. She stated that Shameless would be the band playing at the event. Also the schools would be performing. The events would include a dunk tank this year and the first on the dunk platform would be the Port Manager, Jerry Rowland. Cassandra will be the last. The committee is looking for other volunteers for this and other events. There has been about \$1,800.00 donated for the food. There was still a need to find an Art Show judge and money was needed for the prizes for the art show. Commissioners Jack Bailey and Bob Kalmbach donated \$50.00 each for the art show. Bob Kalmbach asked about the price of Pepsi products. Jerry Rowland stated he wouldn't know until the day of the event.

## OLD BUSINESS

- a. None

## NEW BUSINESS

- a. 2013 Preliminary Budget – Jerry Rowland presented the first draft of the budget for 2013. The tariff was not discussed in July as agreed on but there is no planned change in the tariff. Jerry stated the commissioners should review this budget and be prepared to discuss in more detail at the next meeting which will have a public hearing on the budget.

## PUBLIC COMMENT

Jack Bailey requested to attend the next meeting via phone conference. The next meeting will be September 12, 2012. All agreed that it would be acceptable to have Jack at the meeting by phone.



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Jack Bailey asked “what was the estimated completion date of the F Dock replacement”. Jerry Rowland replied next Friday, August 17, 2012.

## **EXECUTIVE SESSION**

None

## **CLOSE MEETING / ADJOURN**

Commissioner Allen Miller made a motion to adjourn, Commissioner Jack Bailey seconded. Motion passed unanimously. Meeting adjourned at 7:45 P.M.

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President/Commissioner

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Secretary/Commissioner

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Commissioner

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Recording Secretary