



PORT OF BROWNSVILLE

9790 Ogle Rd • NE Bremerton, WA 98311
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Commissioners:

Shaun Nye
Jack Bailey
Fred Perkins

July 31, 2019

CALL TO ORDER

Commissioner Shaun Nye called the Study Session meeting to order at 5:01 PM. In attendance were Commissioner Jack Bailey, Commissioner Fred Perkins, and Port Manager Matt Appleton.

PLEDGE OF ALLEGIANCE

Commissioners led pledge of allegiance.

APPROVAL OF AGENDA

Commissioner Fred Perkins made a motion to approve the agenda. Commissioner Jack Bailey seconded the motion. The motion passed unanimously.

REVIEW FUTURE PROJECTS AND PRIORITIES

Matt Appleton directed the Commissioners to the Comprehensive Scheme Page 6 for the list of Projects and Priorities. Commissioner Fred Perkins stated the first priority is what was committed to when the boat ramp was put in for the recreational grant. One of them is difficult to do which is the main walkway. The other is the Kayak ramp access area. There was a committee that discussed the options for the kayak ramp. Commissioner Jack Bailey noted that the ramp suggested was usually covered in mud. He added that what was proposed was to remove the walkway on the side and put in a ramp that would have minimal impact. Commissioner Fred Perkins pointed out that the plan by the committee was the ramp by the Port Annex Building and the difficulty with what Commissioner Bailey was talking about was the traffic, not only cars but people as well. Commissioner Shawn Nye said he had been observing kayakers and they did not use the side area that was being discussed. Commissioner Jack Bailey stated that there were obstacles in the way such as a picnic table. Commissioner Fred Perkins said that the commissioners do agree to do a ramp for the kayakers as committed to previously but it would have to wait until funds were available. Commissioner Shawn Nye asked when those funds would be available and Matt Appleton said not for 4 to 5 years.

Commissioner Fred Perkins said there should be a time line for 5, 10 and 15 year projects. Commissioner Jack Bailey stated that at the last Comprehensive Scheme Committee Meeting he asked for people to give their ideas no matter how off the wall they were. He added that in the past there was a plan to have an industrial marina with shops but that has never become a reality. He went on to say that one of the first goals in the next 5 years is to have a restroom for the upper park. He gave a brief description of how the restroom should be located. Commissioner Shawn Nye said he used the upper park recently and he agreed that this is of major importance and something that could be done by the Port soon. Commissioner



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Fred Perkins said the upper park does not bring in a lot of income or use. Matt Appleton said it has increased in the last year and the word is getting out to the public.

Commissioner Shawn Nye brought up the problem of boats going aground at the gas pumps. Commissioner Jack Bailey said nothing could be done with that unless the marina was dredged. He added that there has been suggestions of having a large boat with big motors wash out that area. There was discussion about buoy placements and how difficult it is and the fact that some have broken loose. Commissioner Jack Bailey suggested a communication method to tell boats that are waiting for gas to moor at the breakwater and then be contacted when it is open.

Commissioner Shawn Nye asked what the priorities for the projects mentioned are. Commissioner Fred Perkins suggested there may be grants available for the kayak ramp and the restroom in the upper park. As far as the gas pump area, all agreed there could be signs and information put on the Port website informing people of the issue of going aground by the pumps.

Ed Wurden asked if there has been investigation into why the buoys are breaking loose. Matt Appleton said yes and the problem was the ropes were cut by props. Commissioner Shawn Nye stated there is now a plan in place for putting chains instead of rope.

Matt Appleton asked about the other projects such as a new Port Office, expanding the marina and lease lines. Commissioner Jack Bailey stated that he has been in favor of expanding the office for a long time especially making a separation between the reception area and the Port Manager Office. Commissioner Shawn Nye stated there may be a temporary solution of a connex box that wouldn't require permitting or construction costs. Matt Appleton said he did look into that and the price was \$38,000 to \$48,000 to purchase. Commissioner Fred Perkins said temporary buildings such as sheds could also be purchased. Commissioner Jack Bailey stated he thought a construction office building might be an option. Matt Appleton said he has looked into that as well and the cost is \$1,700 a month to rent a new one and \$780 a month for used. Commissioner Fred Perkins clarified that customer service would still be in the current location but the temporary building would be for the administration needs. All commissioners agreed this should happen sooner than later.

Commissioner Fred Perkins said the purpose of this meeting is to have a strategic plan to support the Comprehensive Scheme and feed that strategic plan. Commissioner Jack Bailey explained that the Comprehensive Scheme is a shotgun approach of what the Port would like to see happen and the strategic plan focuses on what the Port can do.

Commissioner Shawn Nye said there were 4 items to put in the strategic plan: Kayak Ramp, Restroom in Upper Park, Office Expansion and Dredging by the gas pump area. There was discussion on breaking up the project into smaller tasks. However, the main walkway cannot be ignored. Matt Appleton said the clamps for the power cables are not holding due to the wood being too soft.



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Commissioner Jack Bailey said the Port would soon have to address the storm water drainage. He stated he noted that the parking lot pavement is being affected due to the storm water drainage. There was more discussion on repairs to the parking lot for drainage and sealing.

Commissioner Shawn Nye stated that a public address system also needs to be installed. Matt Appleton said he has received some price numbers and will look at adding that to next year's budget.

Commissioner Fred Perkins said this should be bumped in priority and if possible installed next year.

Commissioner Jack Bailey said there should also be an evacuation plan as well.

Commissioner Shawn Nye addressed marketing and advertising in the Comprehensive Scheme and said there is money available now for that from other sources.

Commissioner Shawn Nye asked what the back-up generator plan was. Commissioner Jack Bailey explained what the plan was in backing up the marina and fuel pumps in an emergency situation. A large generator would be needed for this. How large the generator should be, maintenance issues and other related items were discussed.

Commissioner Jack Bailey said the rock bulkhead has not gotten any better and it should be addressed. There was more discussion on the cause of the failure and improvement items.

Commissioner Shawn Nye said that the next item on the Comprehensive Scheme was tenant storage.

Commissioner Jack Bailey said a good plan was to have SeaLand containers and located by the maintenance building. He added that storage for most people is needed due to current living situations.

CLOSE MEETING / ADJOURN

Meeting was adjourned at 5:51 PM.

President / Commissioner

Secretary / Commissioner

Commissioner

Recording Secretary