



PORT OF BROWNSVILLE

9790 Ogle Rd • NE Bremerton, WA 98311
Office: 360-692-5498 • FAX 360-698-8023
pob@portofbrownsville.org

Commissioners:

Fred Perkins
Jack Bailey
Shaun Nye

January 13, 2021

CALL TO ORDER

Commissioner Shaun Nye called the regular session of the on-line special meeting to order at 6:00 PM. In attendance were Commissioner Jack Bailey, Commissioner Fred Perkins, CPA Jan Fancher, Interim Port Manager Wendy Smith, Maintenance Manager Jerry Williams and Attorney Jon Sitkin, Chmelik Sitkin and Davis.

PLEDGE OF ALLEGIANCE

Commissioners led the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Perkins made a motion to approve the agenda as written. Commissioner Bailey seconded the motion. Motion was approved unanimously.

ELECTION OF OFFICERS

Commissioner Bailey nominated himself for President and Commissioner Perkins for Secretary. Commissioner Nye indicated there was a motion on the floor to nominate Commissioner Bailey for President and Commissioner Perkins for Secretary. Motion failed for a lack of a second. Commissioner Perkins shared that since Commissioner Bailey cannot communicate with either the Interim Port Manager or the CPA. In that current state, Commissioner Perkins feels Commissioner Bailey and staff would be handcuffed. The need is to work as a team. Commissioner Bailey is not sure that he will be around much next year. Commissioner Nye made a motion to nominate Commissioner Perkins as President, Commissioner Nye as Treasurer and Commissioner Bailey as Secretary. Commissioner Perkins seconded the motion. Commissioner Bailey said he always makes decisions best for the Port not personal. This is what happens when politics and lawyers get into the middle. Cannot believe what is happening with the Yacht Club and Kitsap Maritime.

The Vote:

Commissioner Nye – Aye

Commissioner Perkins – Aye

Commissioner Bailey – Abstain

Motion Carries.

Commissioner Perkins took over the meeting as President.

APPROVAL OF CONSENT AGENDA

Consent agenda includes Special Meeting Minutes for December 16, 2020, December 21, 2020, and December 22, 2020, vouchers audited and certified by the auditing officer as required by RCW 42.24.080



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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:

December 24th 2020 Vouchers numbered 50000-50014 and two electronic payments totaling \$39,877.66

January 8th 2021 Vouchers numbered 50015-50020 and two electronic payments totaling \$11,652.80

January 13th 2021 Vouchers numbered 50021-50046 and one electronic payment totaling \$63,461.02

Motion made by Commissioner Nye to approve consent agenda as written. Motion was seconded by Commissioner Bailey. Commissioner Bailey said the agenda did not have the items on the agenda for the consent items. Motion was approved unanimously.

PUBLIC COMMENT – Citizen comments for items not on the agenda.

Interim Port Manager Smith asked the audience to please use the “raise your hand” function in zoom and when called upon make your comments within three minutes.

Jana Brown

Family has had property in the district for over 75 years and had a boat moored for 10 years. Made comments about the Port Manager and the job posting on the website. Capital Improvements – kayak ramp. Asked the question on where this makes sense? Understands that when the ramp was redone the kayak ramp was part of that design. Would like to see the funds spent on the breakwater and bulkhead. Commented on lack of transparency and communication. Feels the website should be utilized. Reminded the commissioners of their role. Sent these comments in writing including the audit comments.

Tammy Cox

Emailed the Port a few times and has recently requested Shaun Nye’s resume. Per the RCW he has to have financial experience. She spoke about his LinkedIn page and having to find information there. Commented about lack of transparency.

PRESENTATION TO THE BOARD

The State of Washington Auditor’s Office gave a report to the Board which included the Exit Conference for the 2017, 2018, 2019 Audit Findings. The full report and responses can be found on the State Auditor’s Office website and the Port of Brownsville website.

FINANCIAL REPORTS

CPA Fancher provided the financial and cash flow report as well as budget to actual for December 2020. CPA Fancher discussed the transition in becoming the Port’s own Treasurer and moving away from Kitsap County Treasurer.

INFORMATION, STAFF AND COMMITTEE REPORTS

- a. Manager’s Report – Attached. Wendy Smith reported on the various happenings at the port in the last month.



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- b. Maintenance Report. Jerry Williams reported on the various maintenance events that have occurred in the last month. Included were updates on the Waterloo and problems that have occurred with blockages, the raising of the radio tower, the breakwater, new security gate and key FOBS. Jerry also gave reminders to check on boats in the wet weather. Jerry commented that the new gate gives total control even off site. This is a much needed improvement.
- c. Commissioners Report.
Commissioner Bailey commented that he was reviewing the 2018/2019 minutes for institutional knowledge. Spoke about Kitsap Maritime and Brownsville Yacht Club and the need to have them as tenants as they help with community events. Attorney Sitkin stated this will be addressed and updated in Executive Session.

NEW BUSINESS

- a. 2021 Proposed Meeting Dates –The Vote:
The commission reviewed and approved the meeting dates for 2021.
January 13, 2021
February 10, 2021
March 10, 2021
April 14, 2021
May 12, 2021
June 16, 2021 **Third Wednesday as the second Wednesday is too early in the month
July 14, 2021
August 11, 2021
September 15, 2021 **Third Wednesday as the second Wednesday is too early in the month
October 13, 2021
November 10, 2021
December 15, 2021 **Third Wednesday as the second Wednesday is too early in the month

PUBLIC COMMENT

Commissioner Perkins made comments about the recent tenant survey of twelve people. Suggested a bigger sample.

Cheryl Estep

Excited about seeing where the Port is headed. Commented on the BYC and their being not up to date on rent. BYC is your community. Referenced Jingle Bell Dock, Haunted Harbor and other community events. Raised \$1000 for BAD in 2019. Would like to be part of the solution.

Tammy Cox

Reiterated comments about BYC and events. Is happy about Fred being the President and asks Fred to keep Jack's vulnerability to COVID. Wants the community to come together for this special community.



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Steve Tillery

This is his first meeting. New to the marina and suggests that we keep a count of boats launching and that they match the dollars taken in each day.

Sally Hass

Sent an email requesting an item on the agenda for the actions to hire the port manager and the actions in the last thirty days and what will happen in the next 30 days. She would like to see that as a standing item on the agenda each month. She also would like a presentation of priorities from the commissioners. Pleased that the breakwater is being looked at.

Jana Brown

Would like to see the 2021 Budget on the website along with the Capital Projects. Reiterate getting a good port manager takes a good job description.

Kim Brennan

Thank you Jerry for calling about the Boathouse next to hers. She saw the owner there last weekend. Appreciated the phone call. Also would like to see a ramp camera. Wondering if Jerry would hand out FOBs on Saturdays. Jerry said he could probably make himself available but will hopefully have it set up for Mike and Garrett to handle on Saturdays.

Jim Holmes, Commodore of the Brownsville Yacht Club

BYC has always paid the lease terms requested and prepared by the Port. Discussed paying the fair market rent but stated they have always paid per terms of the port. Feels they are being treated like the Kitsap Maritime and being threatened by litigation.

EXECUTIVE SESSION

Commissioner Perkins recessed the meeting to go into Executive Session starting at 8:05PM for 30 minutes pursuant to RCW 42.30.10(1)(i) Potential Litigation. No action expected. Commissioner Perkins announced at 8:35PM another 10 minutes more was needed.

Out of executive session at 8:45PM.

CLOSE MEETING / ADJOURN

Next Regular Meeting is scheduled for February 10, 2021 at 6PM.

Meeting was adjourned at 8:46 PM.

A handwritten signature in black ink, appearing to read "Fred Perkins".

President / Commissioner




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Secretary / Commissioner


Treasurer / Commissioner

Recording Secretary

