



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

December 8, 2021 Tariff Workshop Meeting

CALL TO ORDER

Commissioner Fred Perkins called the Special Meeting to order at 4:06 PM, In attendance were Commissioner Jack Bailey, Commissioner Shaun Nye, Interim Port Manager Jerral Williams, Auditor Joseph DaBell, CPA Jan Fancher, and Attorney Peter Ruffatto.

APPROVAL OF AGENDA

Commissioner Nye moved to approve the agenda as written. Commissioner Bailey seconded the motion. All approved and the motion passed.

OLD BUSINESS

2022 Tariff Work Session

IPM Williams and CPA Fancher presented the current draft rates for the 2022 Tariff. Comparisons to Port of Kingston and Port of Poulsbo showed the Port of Brownsville's rates to be very low in comparison. Included in the draft tariff is a dedicated Technology Fee in the amount of \$5.00 per month for technology that would assist in the marina as well as technical support. Also included is a dedicated Revenue Bond assessment fee to pay for the 2017 Revenue bond in the amount of \$25.55 per month. There is also a dedicated Camera System fee in the amount of \$7.14 per month to cover the cost of the camera system installation and support over a 5-year period. The Guest Moorage rate was proposed to be increased to \$1.50 per foot for 2022.

When asked, IPM Williams described the current preliminary camera system which includes cameras on the poles along the waterfront parking, cameras in the lower parking lot area, and a new camera on the pole above the mailboxes.

In continuing the tariff changes, Ramp fees were set to increase by 20% across the board. The Liveaboard Impact fee is set to increase to \$100.00 per month. Security Fees are set to increase by 26% to catch up and match the contracted rates of the Port's security contract. CPA Fancher also called out the increase in the Port's fuel mark-up to \$0.41 per gallon and an addition 10% of the receiving price. There is also a proposed charge of 2.40% on credit card payments which is a direct passthrough of costs to the Port.

Commissioner Bailey spoke on the presentations by Greg England regarding looking forward at upcoming costs and changes and implement a plan to adjust rates to meet those costs over 3 years.

Commissioner Bailey and CPA Fancher discussed adding levels of moorage rates based on slip size. These potential rates will be prepared for the next workshop meeting.



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

Commissioner Bailey brought up the ongoing costs associated with the Ramp Fee Kiosk project and whether it can be used by customers to pay their moorage. CPA Fancher stated that the ongoing costs are around \$50.00 per month.

Commissioner Bailey stated that the Port needs to notify the customers of the upcoming moorage changes and inform the customers of the reasons for the increase. Commissioner Perkins stated that this has been made plenty apparent based on the budget workshops and hearings over the past few months and through the meetings IPM Williams has had with the community group and yacht club.

The Commission continued discussion on creating different moorage rates based on the lengths of slips. The proposed starting rate would begin with the current draft 16.20% moorage increase and increase in \$0.50 increments based on slip size. The Commission also desires to maintain the in-district and out-of-district rate difference.

EXECUTIVE SESSION

At 5:43 PM Commission Perkins recessed the meeting to go into Executive Session for 40 minutes to begin at 5:48 PM after a 5-minute recess pursuant to RCW 42.30.110(1)(g) to review the performance of a public employee, RCW 42.30.110(1)(g) to review the performance of a public employee, RCW 42.30.110(1)(i) Potential Litigation. Possible action to follow the Executive Session.

The Commission came out of Executive Session at 6:28 PM and reopened the meeting to the public. Commissioner Perkins stated the no action was taken on any items in the Executive Session. During the Executive Session the Commission was briefed with facts regarding an employee holding the position of Office Assistant. Commissioner Perkins moved to confirm and approve the separation from employment of the person holding the position of Office Assistant, effective December 1, 2021. Commissioner Nye seconded the motion and the motion passed.

The next Tariff Workshop is planned to be held on December 14, 2021 at 4:00 PM.

CLOSE MEETING / ADJOURN

Commissioner Fred Perkins adjourned the meeting at 6:35 PM.



President / Commissioner



Secretary / Commissioner



Commissioner