



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 15, 2021

CALL TO ORDER

Commissioner Fred Perkins called the regular session of the on-line meeting to order at 6:02 PM. In attendance were Commissioner Jack Bailey, Commissioner Shaun Nye, CPA Jan Fancher, Interim Port Manager Jerral Williams, Auditor Joseph DaBell and Attorney Peter Ruffatto of Chmelik Sitkin and Davis.

PLEDGE OF ALLEGIANCE

Commissioners led the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Perkins moved to amend the agenda and add "Resolution 21-13: Recognition of Jerry Rowland" to Old Business and add "Swearing in of the New Commissioner" to New Business. Commissioner Bailey motioned to approve the agenda as amended. Commissioner Nye seconded the motion. The motion was approved unanimously.

APPROVAL OF CONSENT AGENDA

The consent agenda included Meeting Minutes for November 3, 2021 Budget Workshop, November 10, 2021 Commission Meeting, and November 18, 2021 Budget Approval Meeting, 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 checks approved for payment are included in the audited and certified list and further described as follows:

Accounts Payable:

Voucher Numbers	50419 – 50455	\$99,494.69
Electronic Payments	11/24/21 – 12/15/21	<u>\$27,698.76</u>
Total Accounts payable		\$107,978.10

Payroll & Payroll Liabilities:

Voucher Numbers	-----	\$-----
Electronic Payments	11/24/21 – 12/15/21	<u>\$32,505.01</u>
Total Payroll & Payroll Liabilities		\$32,505.01

Total General Fund checks and electronic payments in the amount of \$137,681.57.

Motion made by Commissioner Bailey to approve the consent agenda. Commissioner Nye seconded. Motion was approved unanimously.



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

David Tippits, on behalf of the Brownsville Community Group, thanked Fred Perkins for his years serving as a Port of Brownsville Commissioner and presented a framed print to recognize his time.

Sally Hass thanked Commissioner Fred Perkins for his time serving on the Commission and stated that a group will be seeking to interview staff with the intention to investigate possibly changing Port of Brownsville Commissioner term lengths and increasing the Commission size to 5 members.

Steve Neuhauser asked CPA Fancher if the Port had looked into and mitigation efforts were investigated to keep moorage rates from increasing to a large degree.

Wesley Parsons commented that he and Joanie appreciate IPM Williams stepping up for the Port in recent months.

PRESENTATION TO OR BY THE BOARD

FINANCIAL REPORTS

CPA Fancher gave an update on cash and investments ending November 30, 2021, and year to date cash and investments. Moorage revenues were less than budgeted which can be partially attributed to several commercial fishing boat customers with unpaid invoices. IPM Williams commented that deposits will be required for commercial fishing customers moving forward. CPA Fancher stated that fuel revenues appear to be close to zero as the Port has begun tracking employee time spent on the fuel dock and counting against fuel revenues.

Commissioner Bailey questioned if employee time is being calculated included in capital projects. CPA Fancher stated that the Port will begin doing this on January 1, 2022.

INFORMATION, STAFF AND COMMITTEE REPORTS

- a. Manager's Report – Interim Port Manager Jerral Williams presented the Manager's report to the Commission. Tariff discussions have been underway and should be completed soon. The Port has received the final signed RCO Grant letter for a new electronic kiosk to be installed at the boat ramp to replace the current ramp fee box. Jingle Bell Dock may have been cancelled, but Jerry thanked the many volunteers still gathered to decorate the Port. IPM Williams is still acquiring bids for a new security camera system.
- b. Maintenance Report – Interim Port Manager Jerry Williams gave the Maintenance Report. He stated the maintenance crew has been working hard on the breakwater bull-rails having completed the North Breakwater and moved on to the East. Parts were salvaged from the scrap island to create a new finger pier for the East Breakwater replacing the finger pier that was sinking earlier this year. The portable



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water pump for firefighting was refurbished and is now up and running. All vessels have been moved inside from the outer breakwater for the Winter except the Kitsap Transit Ferry. IPM Williams reminded listeners to check their heaters and cords as head into Winter.

c. Comprehensive Plan for Harbor Improvement.

Commissioner Bailey restated that he intends for meetings on the Comprehensive Scheme to restart in mid-January. No specific date was set.

d. Commissioners Report

Commissioner Bailey attended the WPPA Annual Meeting in Bellevue. Mathew Messing also attended the New Commissioner training held at the same location as was reportedly enthusiastic and eager to learn. Topics included the installation of fiber-optic lines in Port Districts and grants. Most grants are for "Shovel-ready" projects, which the Port has few of. Permitting remains an issue for all marinas. The Derelict Vessel Removal Program is continuing to seek a dedicated revenue stream in the current legislative session.

Commissioner Nye Motioned to make Interim Port Manager Jerral Williams the full-time Port Manager. Fred seconded the motion to bring it to discussion. Commissioner Nye wants to see continuity and stated there is strong support from the public. Commissioner Bailey stated that professional Port experience is needed, adding that IPM Williams is good in the interim, but the Port needs a highly qualified person to take the position. Commissioner Perkins stated he would be abstaining but added that Jerral Williams is one of the best things to happen to the Port in recent time. Commissioner Nye withdrew the motion to be reviewed at a later time with consent of the body. All approved the withdrawal of the motion.

Commissioner Perkins stated that an Environmental Impact mitigation is being assessed on marinas and Ports based on the past 10 years of maintenance and history. The Port is looking to hire a consultant to handle communication. Commissioner Perkins also stated that there is still an outstanding lease payment issue with the Brownsville Yacht Club that was agreed upon by all parties but did not make it into the lease.

All Commissioners commented that Jerral Williams is a credit to the Port and is highly valued to them.

Commissioner Bailey and Commissioner Nye thanked Commissioner Perkins for his time on the Commission spent bettering the Community.

OLD BUSINESS

- a. CPA Contract Amendment: An amendment to the CPA's contract was prepared to extend the duration to the end of February 2022. Commissioner Nye motioned to approve the 2-month contract amendment. Commissioner Bailey seconded the motion.

The Vote:

Perkins: Aye

Bailey: Aye

Nye: Aye



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The motion passes and the CPA Contract Amendment is approved.

- b. Resolution 21-13 - Recognition of Jerry Rowland: Commissioner Perkins stated that Jerry Rowland did not desire to have anything named after him as it took the work of more than just himself. Commissioner Bailey motions to adopt the resolution. Commissioner Perkins seconded the motion. Commissioner Bailey added that Jerry Rowland was responsible for the grants on the pumpout boat, East Breakwater, and personally did much of the work on the pier to the North Breakwater.

The Vote:

Perkins: Aye

Bailey: Aye

Nye: Abstain

The motion passes and the resolution is adopted.

NEW BUSINESS

- a. Resolution 21-12 - Modify Tariff: Commissioner Perkins stated to the audience that the Tariff is a document that belongs to the Port and can be changed throughout the year. Commissioner Bailey motioned to adopt Resolution 21-12. Commissioner Nye seconded the motion. Commissioner Bailey stated the Port needs sustainability and thus is forced to raise the rates.

The Vote:

Perkins: Aye

Bailey: Aye

Nye: Aye

The motion passes and the resolution is adopted.

- b. Schedule Swearing in of New Commissioner: Commissioner Bailey informed all present he is seeking to swear in Commissioner Elect Mathew Messing on January 1, 2022 during the Polar Plunge event outside of the Port Office.

PUBLIC COMMENT

Johnathan Thomas thanked Commissioner Perkins for his time and thanked the Commission for recognizing Jerry Rowland. He commented the Port has spent a very high amount of money for contracted non-employee services. The CPI increase he was able to find was at 6%. He also questioned if it's possible for the Port to apply for a lid-lift on property taxes to increase tax funds.

Glen Cox thanked Commissioner Perkins for his time. He then asked how the Port arrived at the idea of step-increases based on slip size for the tariff.

Cheryl Estep stated the Port is fractured. The Brownsville Community Group is working to bring community back along with the Brownsville Yacht Club, Deli, and the Port through events. Over the Summer she saw mostly commercial vessels using the boat launch. She added that we have to work to bring back the community as a whole.



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Tammy Cox thanked Commissioner Perkins for his time. She stated she feels Jerral Williams is doing a great job but agrees with Commissioner Bailey that someone experienced would be better suited. She added she feels the increased cost to boaters in the tariff places an unfair burden on them.

David Tippits commented that Jerral Williams is the best manager the Port has had in years. He added that Jerral Williams gets things done and would be a credit to the Port as Port Manager.

Kim Brennan commented that Jerral Williams is doing great despite a lack of Port experience and that he is great for the Port. She also expressed her disappointment that the Commission is targeting their customers to resolve the Port's financial issues.

David Tippits added that he is unhappy with the Port's rate increases and does not believe the Port of Brownsville should be compared to Port of Poulsbo or Port of Kingston as the Port of Brownsville does not have a downtown area nearby.

Sally Hass commented that there have been many comments on the tariff increases. She suggested the Commission look to the community for ideas on ways to improve revenue generation and reduce costs.

Tammy Cox suggested the Port could look into hiring Jerry Rowland to mentor Jerral Williams on grants.

Commissioner Bailey stated that Commissioner Perkins' was very appreciated on the Commission even if they had butted heads a few times. He added that he hopes to continue seeing Fred Perkins around the Port.

Commissioner Perkins thanked everyone for their support. He stated that everyone can still look forward to seeing him at meetings in the future. Commissioner Perkins also agreed with Cheryl Estep's comment on bringing the community back to the Port.

Wesley Parsons thanked Commissioner Perkins for his time. He stated that Jerry Rowland was a huge benefit to the Port and that he wanted the Lighthouse to be named after Jerry Rowland. Commissioner Perkins responded that Jerry Rowland did not want anything at the Port named after him.



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CLOSE MEETING / ADJOURN

Next Regular Meeting is scheduled for January 12, 2022 at 6:00PM.

Meeting was adjourned at 8:00 PM.

A handwritten signature in blue ink, appearing to read "Fred Perkins", written over a horizontal line.

President / Commissioner

A handwritten signature in black ink, appearing to read "Jack Bailey", written over a horizontal line.

Secretary / Commissioner

A handwritten signature in black ink, appearing to read "Shaun Nye", written over a horizontal line.

Treasurer / Commissioner

Recording Secretary