



PORT OF BROWNSVILLE

9790 Ogle Rd • NE Bremerton, WA 98311
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Commissioners:
Mathew Messing
Shaun Nye
Kenneth McEwan

Special Meeting
Port of Brownsville Commission
Wednesday, October 12, 2022, 4:30 PM
9756 Ogle Road, Bremerton, WA 98311

Special Meeting Minutes

CALL TO ORDER

Commissioner Messing called the special meeting to order at 4:30 PM. In attendance were Commissioner Shaun Nye, Executive Director Jerry Williams, CPA Jan Fancher, Auditor Joseph DaBell, Administrative Assistant Heidi Cross, and via Zoom, Commissioner Kenneth McEwan.

APPROVAL OF AGENDA

Commissioner Messing motioned to approve the Agenda as written, Commissioner McEwan seconded the motion. All approve, none opposed.

BUDGET WORK SESSION

Executive Director Williams starts with the Capital Assets Budget with Increased Capital labor, he states it was not changed from the last meeting, October 4th, 2022.

ED Williams notes an increase in labor costs. Commissioner McEwan asks if certain projects can be approved individually. Commissioner Messing says yes, before the Port spends anything on them. ED Williams states the budget isn't contractual, the budgeted money can be moved around. Prioritizing can be done, and these are sort of "wish-list" items.

2023 Operating and Nonoperating Estimated Budget Draft – Updates – V3 was reviewed in the last meeting, on October 4th, 2022. Updates were done between the last meeting, and today's meeting, October 12th, 2022. Total operating revenues was increased by \$25,605. CPA Fancher states the big ticket item is property tax revenue which decreased, by \$43,000. \$37,900 was missed and then factored back into to the budget, ended up with a reduction of \$15,102. The updated budget total is \$75,424.

CPA Fancher thanks Auditor DaBell for looking back over the tax bond. He saw that the Port overshot by \$37,900.

Commissioner McEwan asks about the Yacht Club revenue. In the modified version, the Deli revenue increases by \$9,525, the Brownsville Yacht Club has \$8,980 in increased revenue. CPA Fancher states that if that revenue was lost, renting it at a commercial rate could make up for it.

Boat ramp, new kiosk charges, and liveboard fees were updated, as well as wait list fees for a total of \$7,100.



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Payroll and Administration Operating expenses was increased by \$2,807.

Total Capital & Operating costs – floating restroom grant increased by \$3,600.

The combined updates decrease the Port's 2023 Budget by 15,102.

Net increase in Cash and Investments is 112.91% from 2022 to 2023.

The Port will be paying off the GO bond in 2023.

Commissioner Nye asks if the Budget includes the 5% payroll increase and CPA Fancher confirms.

The Resolution that is to be submitted only includes 2 sheets of the same information but is condensed.

(2023 Draft Budget attached.)

Commissioner Messing adjourned the meeting at 4:46 PM

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

President / Commissioner

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

Secretary / Commissioner

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

Treasurer / Commissioner