



PORT OF BROWNSVILLE NEWSLETTER

LOGO



Stop by the office windows and see the logos that were discussed at the October Commission meeting. Vote on your favorite to represent the Port of Brownsville into the future. There will be a box in the office to submit your vote. We will tally the votes on the 31st of December and provide a recommendation to the commission during the January commission meeting.

SEAWORTHINESS CHECKS

'Tis the season for seaworthiness, as we move into the winter storm season, $\frac{3}{4}$ of the marina still have not completed their seaworthiness checks.

We are in the process of going through our records and writing letters to our tenants who have not either reached out to us or completed the seaworthy check. The last thing we want to do is evict someone. Please reach out to the office to discuss your seaworthy check.

PAYMENT REMINDER

As a reminder, The Port of Brownsville is unable to easily accept pre-payment of Moorage. The Port Manager is happy to explain this in greater detail, but there is a great deal of work that goes into our staff processing overpayments of moorage. We are working to eliminate this problem, but need your assistance by only paying what is owed. We appreciate your understanding and cooperation moving forward!



INVOICES

Friendly reminder that according to the moorage agreement, your moorage is due no later than the 10th of every month, regardless of if you receive an invoice. If you have not received an invoice by the 3rd of the month and would like one, please reach out to our Admin and we will gladly send you another. Our invoices are sent via email, please reach out to our Admin to ensure we have an updated email address or submit an email address if you have not done so.

OFFICE HOURS

You may have already noticed that the Office hours have been reduced. This is to help us get the books in order, office organized, and needed training completed. We don't intend on keeping these hours permanently, but we have a great deal of work to get through in updating policies and getting us moved up to the Firehall Office.



The new office hours are Tuesday & Thursday 8-5 with an hour for lunch, Monday, Wednesday, & Friday By Appointment 8-5 (just call and leave a message or send an email to POB@portofbrownsville.org to let us know you need something other than Tuesday or Thursday, we are more than happy to assist you!).

The fuel dock will continue to be open Monday to Saturday 8:30-4:30.

Park/Pavilion Rentals & Yacht Clubs

Date	Event
12.09.23	Brownsville Yacht Club Santa event
Any Ideas for us? Let us know!!!	
12.24.23-12.25.23	Christmas break for the team! The office and fuel dock will be closed so our team can spend time with their families.
01.01.24	The office and fuel dock will be closed in celebration of the new year



PARKING PERMITS

In January the Port will be issuing parking permits to our tenants. This is to better protect you and the Port. Every slip will get one parking permit and all liveaboards will receive two. If you lose your parking permit it is a \$5.00 fee to replace it.

RATE CHANGES

Come January 1st our rates will be changing. There are quite a few changes moving forward that were approved in the tariff. If you have any questions don't hesitate to ask. Please be patient with our staff as they take the time to adjust all of the changes.

