



Meeting Minutes

Regular Meeting

Port of Brownsville Commission

Wednesday, May 22nd, 2024, at 6:00 PM

9756 Ogle Rd, Bremerton, WA 98311

And VIA ZOOM

1. Open Meeting / Call to Order

Commissioner Messing called to order 6pm PST.

2. Pledge of Allegiance

3. Approval of Agenda

Commissioner Messing moved to approve the agenda as written, Commissioner McEwan seconded the motion. All ayes and no opposed.

4. Approval of Consent Agenda

All matters listed under the Consent Agenda have been distributed to each member of the Commission for reading and study, are routine, and will be enacted by one motion of the Commission with no separate discussion. If a separate discussion by a commissioner is desired, that item may be removed from the Consent Agenda and placed under New Business.

Commissioner Messing moved to approve the agenda as written, Commissioner McEwan seconded the motion. All ayes and no opposed.

a. September 2023 meeting Minutes, 10-11-23 minutes, 11-8-23 minutes, 11-15-23 minutes

b. The following checks and electronic payments are approved for payment:

Accounts Payable:

| | | |
|------------------------|-----------------------|--------------------|
| Voucher Numbers | 51252-51280 | \$129,219.35 |
| Electronic Payments | 04/17/2024-05/22/2024 | <u>\$13,259.44</u> |
| Total Accounts Payable | | \$142,478.79 |

Payroll & Payroll Liabilities:

| | | |
|---------------------|-----------------------|--------------------|
| Electronic Payments | 04/17/2024-05/22/2024 | <u>\$41,291.84</u> |
|---------------------|-----------------------|--------------------|

Total General Fund checks and electronic payments in the amount of \$183,770.63

Commissioner McEwan made a motion to consent agenda, Commissioner Messing seconded. All ayes and no opposed.

5. Citizen Comments for items not listed on this agenda. LIMITED TO 3 MINUTES

Cheryl (Last Name Not Provided) wants receptionist to no longer say Port Manager Dally will call you back with answer, but to instead say I will ask Port Manager Dally and call you back.

6. Commissioner Response to Citizen Comment

a. This section is to allow Commissioners to respond to items that are not listed on the agenda that were brought up during the Citizen Comment period if they should so choose.

None.

7. Presentation to or by the Board

Commissioner McEwan addressed that he wants to have comments and concerns given to him outside of the commission meeting to take place during to be managed accordingly. Port Manager Dally recapped a meeting her and Commissioner McEwan went to. Advised we are not the only ports with issues right now and it is getting harder to make changes. Commissioner McEwan agreed and brought up examples of other

ports and their challenges as well as diversifying revenue. Port Manager Dally presented a slide show covering the following: moving the port out of its comfort zone fiscally, how we are represented, and highlighted Union port and its accommodations.

Sally Hass interjected that the yacht club and Brownsville Community group volunteer their support to help pull in more taxpayers and community to help shape what happens with the CERB.

8. Financial Reports

a. Financial Picture

Port Manager Dally stated this month we have been focused on the SAO report due the following week and are working with Clarke Whitney to help us with this and will have a rough draft for commissioners to review the following day. Interest payment of \$61k due June 3rd, 2024, for the bonds. Will have financials more sorted for the next meeting. She then provided Sage updates. Port Manager Dally also gave the following Quarter One financials: January income \$12,5090.27, expenses \$119,371.57, difference of \$5,718.70. February income \$120,674.97, expenses \$97,226.36, difference of \$23,448.61. March income \$114,474.49, expenses \$155,697.51, the of difference \$-41,223.02. Reviewed bond balances: 2012 GO is \$1,650,000 and 2017 GO \$845,000.

Commissioner McEwan commended Port Manager Dally's efforts in the report and also that CERB is not helping with retail, just economic and job growth.

9. Information, Staff, and Committee Reports

a. Manager's Report

Port Manager Dally discussed the following: vacant slips, what Freedom Boat Club does and that they have been contacted and awaiting reply as we have availability to accommodate them, new hours for office, SAO report set for completion, reimbursements, DRS changes, stabilizing YTD and BTA, Freedom of Information Act, MOLO, SOPs, promotion for the port, and advised of current status delinquent accounts.

Maintenance Supervisor Segerman advised fuel order in response to Commissioner McEwan's concerns about running low during busy months.

Commissioner McEwan wants to have consequences for boats that are refusing to do seaworthy checks. Port Manager Dally stated will bring it to peter and the June meeting.

Maintenance Supervisor Segerman covered the following: Memorial Day prep, wave attenuator, bidding out divers, weeds and curb clean up, part time helper brought in, MRSC roster changes, and maintenance request forms. Discussion was held about details on wave attenuator.

b. Commissioners Report

(None)

10. Old Business

a. 24-13 Haunted Harbor & Christmas

Commissioner Messing made a motion to approve, Commissioner McEwan seconded the motion. All ayes and no opposed.

b. 24-12 Port Auditor Role Description

Commissioner Messing made a motion to approve, Commissioner McEwan seconded. All ayes and no opposed.

11. New Business

a. RFA Fiber Installation

Port Manager Dally gave information on part of RCO grant uses including to upgrade all technology hooked to internet. Attorney Ruffatto made it apparent in the contract that the company will be in charge of wages. Also, we had a prevision for early termination of a 3-year agreement. Port Manager Dally explained why we chose Kitsap Public Wi-Fi and the benefits of that for us and them. Start date to be determined.

Commissioner McEwan moved to approve the agree, Commissioner Messing seconded. All ayes and no opposed.

12. Public Comment for items listed on the agenda. **No response from the Port during this period.**

Cheryl (Last Name Not Provided) said this was the most positive meeting. Seaworthy tests should be required.

Jack Baley commented that there was no agenda attached for the log in. Wants to go over the whisper wave with them in the future.


Sally Hass echoed Cheryl's comments and commended staff for their hard work. Pumpkin seedlings are available for pick up at yacht club.

13. Executive Session

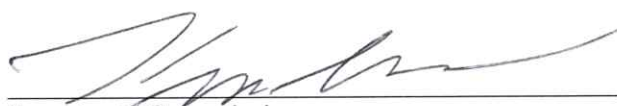
- a. Recess into Executive Session to discuss with Port legal counsel litigation and/or potential litigation including legal risks of a proposed action or practice under RCW 42.30.110(1)(i).

14. Close Meeting / Adjourn

Commissioner Messing adjourned the executive session and recording stopped at 7:28pm PST.



President / Commissioner



Secretary / Commissioner

Treasurer / Commissioner