



Meeting Minutes

Regular Meeting

Port of Brownsville Commission

Thursday August 15th, 2024 at 6:00 PM

9756 Ogle Rd, Bremerton, WA 98311

And VIA ZOOM

1. Open Meeting / Call to Order
Commissioner McEwan opens meeting for Commissioner Messing who is not in attendance at 6pm PST.
2. Pledge of Allegiance
3. Approval of Agenda
Commissioner McEwan moved to approve the agenda as written, Commissioner Keita seconded the motion.
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.
 - a. Meeting Minutes from July. 2024
 - b. The following checks and electronic payments are approved for payment:
 - c. Accounts Payable:
 - i. Voucher Numbers 51405-51434 \$149,289.88
 - ii. Electronic Payments \$ 5,120.91
 - iii. Total Accounts Payable \$154,410.79
 - d. Payroll & Payroll Liabilities:
 - i. Electronic Payments \$ 42,690.40
 - e. Total General Fund checks and electronic payments in the amount of \$197,101.19
5. Citizen Comments for items not listed on this agenda. LIMITED TO 3 MINUTES
Fred Barnet gave a written speech about our community and how things have been handled for port. He stresses the importance of communication, and how the community would like a more active role in the decisions and actions in the port. The community would like a committee board set up that the port manager would need to report to and work with.
Wes Parsons brings up a boat that is causing a huge wake to go through the marina at 4:30 am. Port Manager Dally reiterated that anything operations needs to be brought to her attention, while the commissioners deals with governance.
Sally Hass invites Commissioner Keita to a meet and great.
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.
Commissioner McEwan comments on a committee board and how that will not be set up. The port has come a long way and is already working with the community. He also invites everyone to attend the budget and tariff workshops.
Commissioner also introduces our new commissioner, Dan Keita.
Commissioner Keita asked Mr. Barnett if he spoke for a specific group and no true answer was given. Port Manager Dally informs the commission she is not in favor of a board but is in favor of a list of people and their specialties. She also notes how much time a board would take up for the port staffs time.
7. Presentation to the Board

a. Olalla Bay Market

Port Manager Dally discusses Olalla Bay Market, and how the Port would like to take certain aspects for inspiration for the port.

8. Information, Staff, and Committee Reports

a. Manager's Report

Port Manager Dally goes over July's financials, working on integrating sage, and ADP. The port is working on going through all old and new documentation for the incoming audit. We are also working on fixing the worker compensation rates as they were never updated in Quickbooks for 2024. She informs that we have spent money on creating a parts reserve for maintenance so the guys can immediately fix something, we have been ordering fuel twice a week. We updated our insurance, and we had to purchase the new computer systems. The LGIP, we currently have a balance of \$742,867.75 we make a 5.4% interest. We can access this at any time, and we can add to it at any time. We had a 2-million-dollar goal to have on hand. This affects our bond rating, not that we are going for one. What is actively happening at the port, working on Sage, budget will solely be in Sage, MOLO is close to full implantation, Stellar, our rental software is live! We have the option to reject anything that comes in, but people can start renting through the website. Port Manager Dally went briefly over the CERB survey results.

b. Maintenance Report

Maintenance Supervisor Segerman discussed the dock walks her team does and requests that customers make sure the vessels are tied up properly, and ensure all garbage and hazards are picked up. The waterloo motor broke, the team is waiting for a new motor. She also stresses to try and not overload the docks, we try our hardest to get power turned on as soon as possible. We are trying our best to keep our fuel docks up and running with Poulsbo being out.

9. Old Business

a. Fiber Installation

Waiting on WSDOT permit.

b. 24-19 Boating Facilities Grant Resolution

Port Manager Dally goes into detail on different ideas the port could use the grant for, including bathroom renovations, a boat wash station, and working on parts of the breakwater.

c. 24-20 No Child Left Inside Grant Resolution

Port Manager Dally goes into detail on different ideas the port could use the grant for, including a rental spot, and cabins for outdoor classes.

10. New Business

a. 24-22 Surplus Port Items

Resolution is requesting the Port Manager authority to dispose or sell surplus items as listed.

b. 2025 Tariff

Port Manager Dally introduces the 2025 Tariff

c. 2024 & 2025 Budget

Port Manager Dally discusses the budget for 2024, and a predicted budget for 2025.

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

Jack Bally comments on the boat launch disagreeing with it, he recommends to repair the wave attenuation.

Sally Hass requests a list of vacancies.

12. Executive Session

Goes into Executive Session for 30 minutes

13. Recess into Executive Session pursuant to RCW 42.30.110(1)(g) to review the performance of a public employee

OR evaluate the qualifications of an applicant for public employment.


No decisions were made.

14. Close Meeting / Adjourn

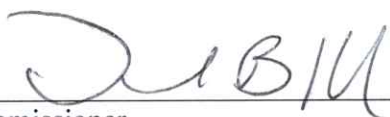
Commissioner McEwan closed the meeting at 8:26 pm PST



Commissioner



Commissioner



Commissioner