

PORT OF BROWNSVILLE

9790 Ogle Rd • NE Bremerton, WA 98311
Office: 360-692-5498 • FAX 360-698-8023

Commissioners:

Jack Bailey
Fred Perkins

February 14, 2018

CALL TO ORDER

Commissioner Fred Perkins called the regular session of the meeting to order at 6:00 PM. In attendance were Commissioner Jack Bailey, Interim Port Manager Matt Appleton, Port Attorney John Mitchell and Port Accountant Dennis Bryan. Fred Perkins made an announcement that the meeting was being recorded.

PLEDGE OF ALLEGIANCE

Commissioners led pledge of allegiance.

APPROVAL OF AGENDA

Fred Perkins discussed the election of officers held at the last meeting and the reason the normal route of officer selection was not followed. He gave background of his abilities as a leader and there were some Port issues still not resolved from the previous year. For this reason he felt he should continue as President of the Board. He offered to have the election of officers held again at this meeting to resolve any issues from last month's elections. Jack Bailey stated that the election from last month should stay until there is a new board member selected. At that time he felt the new board member should take over the secretary position and new election of officers should be held. Jack Bailey made a motion to approve the agenda as written. Fred Perkins seconded the motion and motion passed unanimously.

APPROVAL OF CONSENT AGENDA

Consent agenda includes the 10 January 2018 Regular Meeting minutes, 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 vouchers approved for payment are included in the audited and certified list and further described as follows: February 2018 General Fund voucher numbers 41417 through 41474 for a total amount of \$97,659.88. Also approved for payment was February 2018 Electronic Transfer voucher numbers 2018-09 through 2018-16 for a total amount of \$11,327.13.

Motion made by Commissioner Jack Bailey to approve consent agenda. Motion was seconded by Commissioner Fred Perkins and motion was approved unanimously.

PUBLIC COMMENT FOR ITEMS NOT LISTED ON AGENDA

Jonathan Thomas, executive director of Kitsap Maritime Heritage Foundation, updated the board on the restoration of the Fiddler's Dream Schooner. He announced that the total volunteer hours for the last year were 1,760 and there was one volunteer that put in 540 hours which shows the dedication to the project. He said in January the windstorm caused the white cover on the boat to be torn down. He has put the picture of the schooner without the cover on Facebook showing the new deck and chart house and it has received 4,685 views, even one from Italy. He said that Kitsap Maritime participated in the Clearwater

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Casino FAT TUESDAY Mardi Gras parade of service and the float they entered was a replica of a pirate holding the wheel of a ship, taking hold of adventure. He announced that he was provided the dates of the next Lady Washington and Hawaiian Chieftain visit to the Port of Brownsville. Jack Bailey asked what the exact dates were and Jonathan replied August 7th through the 11th. Exact time of arrival depends on the tides. Jonathan said he attended the Maritime Legislative Day in Olympia and visited Senator Rolfes and Representative Appleton and other state representatives. He suggested everyone review House Bill 1510 which allows and defines the Ports to get involved with nonprofits that benefit the community. It has passed the House; the Senate has sent it to Development Education committee. He had the opportunity to talk to other Ports. He was glad to announce that there are no leaks in the new deck, only around post holes which is expected. He invited everyone to come to the schooner and take a closer look. He said that during the process of taking the protective cover off, one of the volunteers fell into the water but suffered no injury. Fred Perkins asked about the masts and Jonathan said they are still in the spar barn awaiting installation. Matt Appleton asked if the Lady Washington was planning on doing tours and sails and Jonathan replied yes. He added that he recently was working with a group with disabilities to arrange a tour for them. Jonathan said the next items to be installed are the port holes and they were polished by the military group from Joint Base Lewis McChord Reconnect Program. He said they have always done a very good job.

PRESENTATIONS TO OR BY THE BOARD

None

FINANCIAL REPORTS

Port Accountant Dennis Bryan provided the December 31, 2017 end of month financial report and end of year report. He announced that the power point presentation that was requested would not be ready until probably the month of June. He said that due to the State audit his organization had to refile some of the yearly reports and he was not charging the Port for this. As of December 31, 2017 the balance was \$1,505,494.21. He said this balance was down from last month due to bond payment and construction expenses in the Port. Net loss for the year is \$238,664.74 which is due to depreciation and large adjustment for gas and propane inventory. The largest reason is the update of the fixed asset list preparing for cash accounting instead of accrual accounting. \$181,000 loss was due to taking off the assets that were no longer of value or no longer owned by the Port. He added that this was mainly a paper transaction not a cash transaction. He said the next report will be cash accounting so there will not be these adjustments in the future. He reviewed commissioner's report. Financial report is available upon request.

Fred Perkins said the audit was still ongoing and started in December and there will be an out brief on March 6, 2018. Jack Bailey asked if there was a preliminary report and Matt Appleton said none had been given to the Port.

Julie Jablonski asked about maintenance expense increase in 2015 compared to 2017. Matt Appleton said that a lot of construction and maintenance was accomplished in 2015 that caused the increase.

Dennis Bryan excused himself from the meeting due to tax season.

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INFORMATION, STAFF AND COMMITTEE REPORTS

- a. Manager Report – Attached. Matt Appleton introduced his wife Jeri Appleton who is learning how to take the minutes in Marjie Rowland’s absence. He gave an update of the progress on the deck renovation and said it has been slow due to Mike getting injured with broken ribs and Jai being on vacation.
- b. Maintenance Report – Attached. Matt Appleton gave the report which Jai Tew wrote.
- c. Commissioners Report –
Jack Bailey said he attended the Maritime Legislative Maritime Day in Olympia on January 23, 2018. He said there was more agreement between the legislators on the issues brought up and they were working on the budget already. The WPPA is concerned about the carbon tax which has not had enough research. He said he attended 3 hearings and they were very interesting and a good way to find out what’s happening.

Fred Perkins asked if everyone had received their property tax statement from the county. There was some discussion on the amount that had increased in the taxes.

- d. Standing Committee Report – Fred Perkins announced that there was a committee meeting for the Kayak Recreation Area. The purpose was to come up with specific items to add to the Comprehensive Scheme. Carolyn Thomas asked Fred Perkins questions about the kayak camping area. Fred Perkins said there were minutes available of the committee meeting if anyone wanted to read them.

OLD BUSINESS

- a. Boathouse Compliance – Matt Appleton said the last boat house that is not in compliance is rumored to be up for sale. Matt asked if this item could be removed from Old Business, since 99% of the boathouses are in compliance. Commissioners agreed to have this item removed. Someone asked what the boathouse number was that was for sale and Matt said it was C-32. Steve Neuhauser asked if there was a boat compliance list that was similar to the boathouse list. Matt said not at this time but it is being formulated.
- b. Boat Compliance list – Matt Appleton reported nothing new on this list.
- c. Boat Launch Update - Matt Appleton said that the State budget had been passed and RCO now had the funds for the grant that they approved for the Port of Brownsville. He said contacts are being drafted now and would be out for bid soon. Fred Perkins showed the diagram on an easel which depicted the new design of the boat launch. Some suggestions were made for safety such as railing and painting designated areas.

NEW BUSINESS

None

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PUBLIC COMMENT

Fred Perkins discussed the evaluations of employees and how important it was. For this reason and because there is an interim Port Manager, he decided the commissioners would perform the employee evaluations.

Ken McEwan said he lives in District 1 and wanted to discuss the new boat launch proposal. He said he has launched his boat here over 200 times and other ports that have boat launches. He said his intent was not to undermine the decisions already made about the boat launch design but rather to address some concerns he had about the design. He said the marina was one of the best and he wanted to continue to be able to use the boat launch for his family activities. He said the current angle does not meet the purpose of the documents that were presented for the grant and permitting. The purpose stated was to improve trailer maneuvering which he believes it does not meet that. He added that the angle adds a safety problem to the pedestrian area around the deli. He said that he felt this was overlooked when the ramp was proposed. Currently the existing design creates an unsafe condition when the vehicles back up to enter the launch ramp. He demonstrated on the laminated design on the easel the area he was addressing. Fred Perkins said that they have done measurements and they don't agree with his assessment of the unsafe area but they do agree there is some concern for an unsafe condition. Ken McEwan continued to delineate the unsafe condition for pedestrians as well as vehicle maneuverability. He gave the design standards for boat launch areas but identified the constraints this Port has so they cannot make those standards. He added that the angle of Ogle Road added to the vehicle maneuverability problem and pedestrian safety. He said that he had contacted fisheries, Mike Blanton, about the permit process and asked if there were some changes if the permit would be voided and the answer was not really. Fred Perkins said if there was modification in any way the grant would be voided. Ken McEwan also notified the grant organization and the unofficial indication he got was that the grant would not be affected. He said he wished he had been involved earlier to do this research and give suggestions to make this new ramp improve safety and maneuverability. Fred Perkins asked why it took Ken a long time to come forward with this and why he did not get involved in the past. Ken said he thought the ramp was being repaired not replaced and he did not know about the change in design. He added that the advisory committee that Julie Jablonski suggested may be a good idea to have for projects such as this to take advantage of the expertise of the individuals in the Port district.

Vic Peters said one of the reasons that he did not get involved earlier was that the Comprehensive Scheme clearly stated that the boat ramp will be repaired, not replaced. He didn't understand how the RCO grant was given with replacement since that is not what the Comprehensive Scheme states. He said there was no reason the rebuilding of the ramp couldn't be in the same location. He said the current ramp could be repaired. He saw no reason to have it replaced.

Julie Jablonski reported on the financial analysis that she suggested before. She addressed the sump costs which are expenses that an organization has already put into a project. Some organizations fail in evaluating what is the best thing to do going forward based on costs that have already been put into the

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project. She asked the commissioners to keep an open mind about the launch and not be afraid to change their mind even though \$60,000 had been spent on engineering. She said that she has not seen evidence that there was an analysis for repair versus replacement.

David Holman said he did not know a lot about the launch ramp issue but he gave some suggestions of changing the alignment and angle of the new launch ramp.

Ken McEwan said he would be willing to work with the Port to discuss moving the alignment of the new launch ramp.

Steve Neuhauser said some of the problems could be eliminated if the middle isle was removed. He described how that would eliminate the safety concerns.

EXECUTIVE SESSION – Commissioner Fred Perkins recessed the regular session of the meeting at 7:07 PM for a five minute recess. At 7:12 PM the Executive Session would convene and it was estimated to be 25 minutes long. A decision may be made after the executive session based on discussions in the executive session. At 7:37 PM Fred Perkins said they would need 4 more minutes.

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|----------------|------|------------------------|
| a. Legal | None | RCW 42/3-/11-(1) (I) |
| b. Real Estate | None | RCW 42.30.110(1) (b-c) |
| c. Personnel | Yes | RCW 42.30.110(1) (f-h) |

Executive session was adjourned at 7:41 PM with no decisions made and regular session was reconvened.

CLOSE MEETING / ADJOURN

Meeting was adjourned at 7:41 PM.

President / Commissioner

Secretary / Commissioner

Commissioner

Recording Secretary