

PORT OF MANCHESTER
MINUTES
October 14, 2019
Manchester Library Meeting Room, 8067 E. Main Street

REGULAR MEETING

1.0 Call to Order. Board President Strode called the meeting to order at 6:00 PM. Present were Commissioners Strode, Fallstrom and Ballard. Also present were Attorney Thompson, Contract Administrator O'Connell and 11 guests.

2.0 Approvals – Consent Agenda

2.1 Regular meeting minutes for September 9, 2019.

2.2 Vouchers numbered 9114 through 9128 in the total sum of \$4,645.89.

After discussion, Commissioner Fallstrom moved approval of the consent agenda. Commissioner Ballard seconded the Motion. Passed unanimously.

3.0 Public Comment.

A question was raised as to whether the property most recently acquired North and West of the library has been surveyed. The response from Chairman Strode was yes.

No action was required on this Agenda item

4.0 FY 2020 Budget Proposal. Contract Administrator O'Connell furnished written copies of his proposals for our forthcoming budget, and presented explanation of each item contained in his proposals. It is based on figures from the Kitsap County Assessor. It does not contemplate a raise in launch fees or in rent. It is estimating \$51,771 in retained earnings at year end, and a total budget of \$188,842 from all sources. It is based on expenses of \$138,831. The sum of \$7000 is budgeted for the pavilion restoration. The sum of \$8000 is budgeted for a Daniels Loop Land Use Study. The sum of \$5000 is budgeted for possible vending machines to be located by Pomeroy Park.

Attorney Thompson will cause Notice of a public hearing for adoption of the budget to be published with the hearing to take place at the November meeting.

It appeared that there is a consensus for the adoption of the budget as presented, but attorney Thompson stated that Notice must be published and a hearing must take place at our November meeting before the budget can be adopted.

No action was required on this Agenda item.

5.0 Project Updates - Contract Administrator O'Connell reported on project updates.

The picnic pavilion will not be constructed until off season so that the facilities can be used until weather becomes an adverse factor.

No action was required on this Agenda item.

6.0 Upcoming Events:

6.1 October 31st - Trunk or Treat, 6:00 pm to 7:30 pm, Manchester Library Parking Lot. A question was raised as to what insurance would apply in the event of a claim arising out of this activity. Attorney Thompson responded that the primary insurance would be on the library policy, with secondary on the Port's policy.

6.2 November 5, 2019, Election Day

6.3 December 7, 2019, Argosy Christmas Boat, Pomeroy Park, 8:05 pm

No action was required on this Agenda item

7.0 Miscellaneous:

7.1 Financial Report - Contract Administrator O'Connell gave a written and an oral report. Launch fees are slightly down from last year (\$849).

7.2 Commissioner Comments - It was reported that a fast ferry study is being prepared with a target of late 2020 to initiate the service. There will be a meeting on October 26, 2019 from 9:30 to 11:00 to present plans to date.

No action was required on this Agenda item

8.0 Future meeting dates:

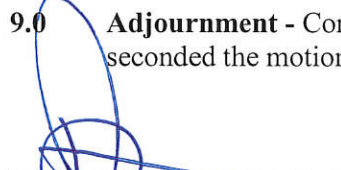
8.1 October 28, 2019, 6:00 pm - All Ports Meeting, Brownsville Marina

8.2 November 11, 2019, 6:00 p.m. - Regular meeting and public hearing to adopt Port budget.

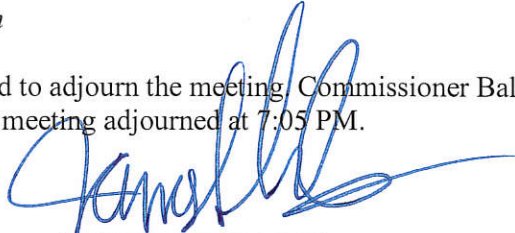
8.3 December 9, 2019, 6:00 p.m. - Regular meeting

No action was required on this Agenda item

9.0 Adjournment - Commissioner Fallstrom moved to adjourn the meeting. Commissioner Ballard seconded the motion. Passed unanimously. The meeting adjourned at 7:05 PM.



Ronald E. Thompson
Attorney/Auditor



James Strode
President