

PORT OF MANCHESTER
MINUTES
February 10, 2020
Manchester Library Meeting Room, 8067 E. Main Street

REGULAR MEETING

1.0 Call to Order. Board President Strode called the meeting to order at 6:02 p.m. Present were Commissioners Strode, Fallstrom and Ballard. Also present was Contract Administrator O'Connell and 5 guests. Attorney Ron Thompson was excused.

2.0* Consent Agenda

2.1 January 13, 2020, Regular Meeting Minutes

2.2 Vouchers numbered 20115 through 20128 in the total sum of \$3,667.98.

After discussion, Commissioner Fallstrom moved to approve the consent agenda as presented. Commissioner Ballard seconded and **the motion carried unanimously.**

3.0 Public Comment – Manchester resident Paul Nuchims advised the commissioners that he noticed one particularly long boat trailer recently parked at the Port had its frame extended into the path of traffic. Following brief discussion, Administrator O'Connell stated that he would ask the crew to park in another location if he noticed that happening again.

No action was required on this Agenda item

4.0* Security Services – Strode – Administrator O'Connell presented slides and information regarding ongoing complaints of suspicious activity and possible drug use taking place at the Port during late night hours. Commissioner Strode reported that he had met with representatives from Safe Security of Silverdale to discuss providing security patrols at the boat launch and Pomeroy Park facility. The company will provide after hours security patrols at a rate of \$23.00 per hour, with a minimum of 6-hour shifts. These patrols may be scheduled for specific nights or set up as random arrivals to further deter suspicious activity. Administrator O'Connell noted that the vending machine capital improvement project has been deferred until further notice. The \$5,000.00 budgeted for the project may be used to offset the cost of security services that were not included in the FY 2020 Budget adopted last November. Commissioner Strode explained that the Port could hire the security service for a few months as a pilot program to determine their effectiveness. Following discussion, Commissioner Fallstrom moved to authorize Commissioner Strode to enter into a services agreement with Safe Security for two nights a week until further notice. Commissioner Ballard seconded and **the motion carried unanimously.**

5.0 Project Update – O'Connell – Administrator O'Connell reported on the status of various planned projects at the Port. Replacement of the picnic pavilion is delayed pending renewal of the building permit. Staff is working with Kitsap County Department of Community Development to expedite the process. Relocating the dumpster is postponed indefinitely until a determination of need is established. The dumpster was to be relocated as part of the addition of vending machines, but that project is now deferred. Nature's Design will be assisting with park maintenance this spring and summer, and the addition of hanging flower baskets is still planned for summer of 2020.

6.0 Miscellaneous

6.1 Financial Report - Contract Administrator O'Connell gave a written and oral report. For the period ending January 31, 2020, there was a total fund balance of \$56,722.64, including year-to-date launch fees collected totaling \$721.00.

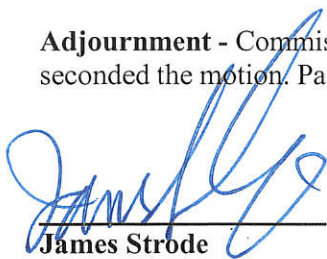
6.2 Commissioner Comments – Commissioner Strode stated that he met with an engineer to discuss the proposed event center and commercial building on the Daniels Loop property. The engineer offered to do a topographical survey of the land to allow further engineering to be done. Commissioner Strode will keep everyone abreast of further developments.

Commissioner Fallstrom reported that state funding for derelict vessel removal remains available as needed.

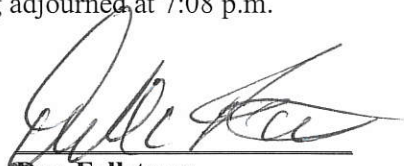
7.0 Future Meeting Dates:

- 7.1** March 9, 2020, 6:00 pm - Regular Business Meeting, Manchester Library
- 7.2** April 13, 2020, 6:00 pm - Regular Business Meeting, Manchester Library
- 7.3** May 11, 2020, 6:00 pm - Regular Business Meeting, Manchester Library

8.0 Adjournment - Commissioner Ballard moved to adjourn the meeting. Commissioner Fallstrom seconded the motion. Passed unanimously. The meeting adjourned at 7:08 p.m.



James Strode
President



Dan Fallstrom
Vice President