

PORT OF MANCHESTER  
MINUTES  
November 13, 2023

Manchester Library Meeting Room  
8067 E Main Street  
6:00 pm

**REGULAR MEETING**

**1.0 Call to Order** - Board President Strode called the meeting to order at 6:00 p.m. Present were Commissioners Ballard and Drotz. Also present were 5 guests.

**2.0 Approvals – Consent Agenda**

**2.1** Meeting minutes for the October 9, 2023, Regular business meeting and November 9, 2023, Special Meeting.

**2.2** Approval of vouchers numbered 2023.143-2023.157 audited and certified by the Auditing Officer as required by RCW 42.24 in the total sum of \$16,672.86.

After discussion, Commissioner Drotz moved to approve the Consent Agenda as presented. Commissioner Ballard seconded, **the motion carried unanimously.**

**3.0 Public Comment** – Parking at the Port and homeless person seen at the Port was discussed.

**4.0 Resolution 8-23 FY 2024 Budget** - After discussion, Commissioner Drotz moved to approve the FY 2024 Budget, Commissioner Ballard seconded, **the motion carried unanimously.**

**5.0 Resolution 9-23 2024 Fees & Charges** - After discussion, Commissioner Ballard moved to approve the 2024 Fees & Chargers, Commissioner Drotz seconded, **the motion carried unanimously.**

**6.0 Miscellaneous:**

**6.1 Financial Report** - Financial reports were presented. As of October 31, 2023, the Income & Expense Report showed a fund balance of \$118,512.76. The year-to-date Launch Fee Report shows total daily and overnight parking revenue totaling \$17,251.00.

**7.0 Future meeting dates:**

**7.1** December 11, 2023, 6:00 p.m. – Regular Meeting, Manchester

**7.2** January 8, 2024, 6:00 p.m. – Regular Meeting, Manchester Library

**7.3** February 12, 2024, 6:00 p.m. – Regular Meeting, Manchester Library

**8.0 Adjournment** - Commissioner Ballard moved to adjourn the meeting. Commissioner Drotz seconded and **the motion passed unanimously.** The meeting adjourned at 7:05 p.m.

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James Strode, President

  
Paul Drotz, Commissioner

  
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Robert Ballard, Secretary