

PORT OF MANCHESTER
MINUTES
January 8, 2024

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 6:00pm. Commissioners Ballard and Drotz were present. Manchester Water District GM Tony Lang and 6 members of the public were also present.

2.0 Approvals – Consent Agenda

2.1 Meeting minutes for December 11, 2023, Regular business meeting.

2.2 Approval of vouchers numbered 2024.01-2024.15 audited and certified by the Auditing Officer as required by RCW 42.24 in the total sum of \$7,241.89.

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

3.0 Public Comment –

3.1 One member of the public noticed that Safe Security did not have a presence at the Port boat launch on New Year's Eve. They requested that the company monitor the boat launch on major holidays/events where people gather on the waterfront.

3.2 The smell of urine in the Port bathroom was discussed between the board and the public. It was suggested that the walls also be painted. President Strode stated he will look into options for bathroom deodorizers and the current condition of the wall paint.

4.0 Camera Update- Commissioner Strode updated everyone that the existing cameras are functional again. In the next couple months, he will be looking to get bids to add another camera in the west end of the parking lot.

5.0 Community Center- Strode updated the public on the historical background regarding the proposed community center. In the next few months, he would like to seek potential options for funding the project. He wants to determine how the Port will pay for the project before moving forward. At some point in the future, he will be giving a power point presentation so the public can understand funding options.

6.0 Resolution 2-24 – Elections of officers – Ballard moved to approve Strode for President, Ballard for Vice-President, and Drotz as Secretary. Drotz seconded, **the motion passed unanimously.**

7.0 Resolution 4-24 – Appointing of The Port of Manchester Agent to Receive Claims – Ballard moved to approve, Drotz seconded, **the motion passed unanimously.**

8.0 Resolution 6-24 – Appointing Contract Administrator – Ballard moved to approve, Drotz seconded, **the motion passed unanimously.**

9.0 Miscellaneous:

9.1 Financial Report - Financial reports were presented. As of December 31, 2023, the Income & Expense Report showed a fund balance of \$58,153.11 The year-to-date Launch Fee Report shows total daily and overnight parking revenue totaling \$17,531.00.

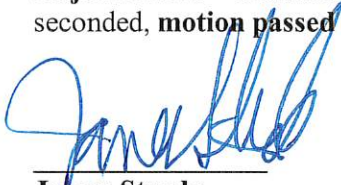
10.0 Future meeting dates:

10.1 February 12, 2024, 6:00 p.m. – Regular Meeting, Manchester

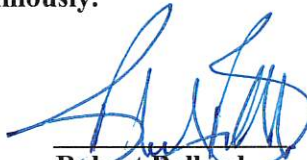
10.2 March 11, 2024, 6:00 p.m. – Regular Meeting, Manchester Library

10.3 April 8, 2024, 6:00 p.m. – Regular Meeting, Manchester Library

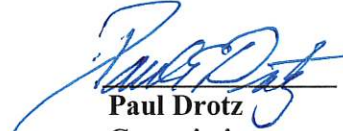
11.0 Adjournment – Commissioner Strode moved to adjourn the meeting at 6:39 pm, Ballard seconded, **motion passed unanimously.**



James Strode
President



Robert Ballard
Secretary



Paul Drotz
Commissioner