

PORT OF MANCHESTER
MINUTES
February 12, 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 9 members of the public were also present.

2.0 Approvals – Consent Agenda

- 2.1** Meeting minutes for January 8, 2024, Regular business meeting.
- 2.2** Approval of vouchers numbered 2024.16-2024.29 audited and certified by the Auditing Officer as required by RCW 42.24 in the total sum of \$5,915.25.

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 Manchester Water District General Manager, Tony Lang discussed some improvements that district staff have been working on at the Port. He stated the motion detector has been replaced in the bathroom, so the light and fan come on when someone enters for a 15-minute period. The Pomeroy Park plaque has been removed from the rock and is being refurbished and the Ron Thompson commemorative plaque has been installed at the gazebo.

3.2 President Strode informed the public that the existing cameras are working and there are plans to install another camera in the middle of the parking lot this spring/summer.

4.0 Kitsap Bank- Paul Drotz made a motion to approve adding Erin Civilla as an authorized signatory on the Port’s bank account. Commissioner Ballard seconded, **the motion carried unanimously.**

5.0 Community Center- President Strode discussed the history and acquisition of the Port property where the mobile home is located. He explained he has been performing preliminary research pertaining to the permitting and anticipated costs for construction of the proposed community center. He reported the preliminary costs for permitting, design, and surveying would be approximately \$70,000. Construction and frontage improvements are anticipated to be around \$2.1 million.

Ballard discussed the process the Port of Bremerton used to fund a few of their projects. He stated legislative involvement would be important for the project to be successful.

6.0 Miscellaneous:

6.1 Financial Report - Financial reports were presented. As of January 31, 2024, the Income & Expense Report showed a fund balance of \$52,622.78. The year-to-date Launch Fee Report shows total daily and overnight parking revenue totaling \$450.00.

6.2 A public guest asked about the hanging flower basket expense for January in the income and expense report. GM Lang stated he would look into the expense and what it reflected.

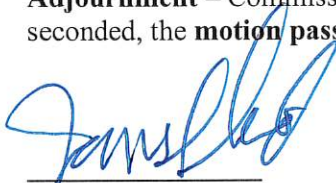
7.0 **Future meeting dates:**

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

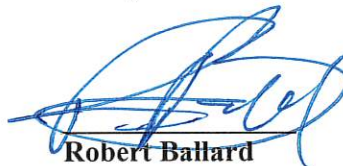
7.2 April 8, 2024, 6:00 p.m. – Regular Meeting, Manchester Library

7.3 May 13, 2024, 6:00 p.m. – Regular Meeting, Manchester Library

8.0 **Adjournment** – Commissioner Drotz moved to adjourn at 7:21pm, Commissioner Ballard seconded, the **motion passed unanimously.**



James Strode
President



Robert Ballard
Secretary



Paul Drotz
Commissioner