

PORT OF MANCHESTER
MINUTES
October 13, 2025

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 5:58 pm. Commissioner Ballard, Commissioner Drotz, Manchester Water District GM Tony Lang, and 7 public guests were also present.

2.0* Consent Agenda

2.1 Meeting minutes for September 8th, 2025, Regular Business meeting.

2.2 Approval of vouchers numbered 2025.134 - 2025.153 were audited and certified by the Auditing Officer as required by RCW 42.24 in total sum of \$10,364.31.

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

3.0 Public Comment

The tenant renting the Daniel's Loop property thanked the Board for repairing the bathroom floor and installing new laminate flooring last month. She stated she is happy and pleased with the results.

One public guest asked about the status for repair of the potholes developing in the concrete boat ramp. Lang stated when the Marine Floats representative comes to look at the docks and pilings later this week, he'll inquire about a recommended concrete product that should be used to repair the developing holes. Lang explained the area is subject to erosion, degradation, and is located close to an aquatic environment so certain aspects need to be considered prior to repair.

A Friends of the Manchester Library representative presented the full lease agreement payment, a check in an amount of \$50.00, for leasing the Manchester Library Property through the end of the renewed lease terminating in 2079.

4.0 Regular Agenda

4.1 Draft 2026 Budget Review

President Strode discussed the draft budget that was included in the meeting packet materials. A short discussion took place but no concerns from the public or the Board were noted. The final 2026 Budget will be presented at November's regular Board meeting for Board ratification.

4.2 Financial Report

The financial report was discussed briefly. There were no concerning items identified.

5.0 Executive Agenda

5.1 Commissioner Comments

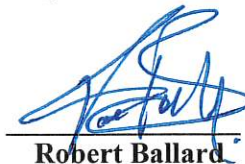
Lang stated a representative from Marine Floats will be visiting the Port later this month to perform a conditional assessment of the docks and pilings. This will give the Board an idea of the condition of the docks/pilings and their anticipated life span until replacement is required.

6.0 Future Meeting Dates:

- 6.1 November 10, 2025, 6:00 p.m. – Regular Meeting, Manchester Library
- 6.2 December 8, 2025, 6:00 p.m. – Regular Meeting, Manchester Library
- 6.3 January 12, 2026, 6:00 p.m. – Regular Meeting, Manchester Library

7.0* Adjournment

Commissioner Ballard moved to adjourn the meeting at 6:17 pm. Commissioner Drotz seconded, and the **motion passed unanimously.**


James Strode
President
Robert Ballard
Secretary
Paul Drotz
Commissioner

* Indicates Action Item