PORT OF MANCHESTER

MINUTES

October 12, 2026

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

REGULAR MEETING

1.0* **Call to Order** – President Kevin Holst called the meeting to order at 6:00 pm. Vice-President Alexis Pappas, Commissioner Scott Williams, Manchester Water District GM Tony Lang, and 5 public guests were also present.

2.0* **Consent Agenda**

2.1 September 14, 2026, Regular Meeting Minutes.
2.2 Approval of vouchers numbered 2026.136 – 2026.153 were audited and certified by the Auditing Officer as required by RCW 42.24 in total sum of $20,244.06.
2.3 Approval of Port Payroll Affidavit

Commissioner Williams moved to approve the Consent Agenda as presented. President Holst seconded; ***the motion carried unanimously****.*

3.0 Public Comment

A public participant stated that boaters are complaining that the concrete repairs to the boat ramp are too smooth and would like the repairs to be roughed up so they are not so slippery.

4.0 Regular Agenda

4.1* Daniel's Loop Rental Property Lease Renewal Discussion

After a brief discussion regarding the rental properties future for short and long-term income for the Port, the Board recommended raising the monthly rental rate from $1,500 to $1,575, a 5% increase. The rental rate was not increased at the previous lease renewal period in late 2025. The Board also prefers to switch to a month-to-month agreement until they determine the long-term plan for the property.

Vice-President Pappas moved to increase the Daniel's Loop rental property rent by 5% and switch to a month-to-month agreement. President Holst seconded; and ***the motion passed unanimously.***

4.2 South Pier Piling Removal Project Update

GM Lang updated the Board and public on Global Diving & Salvages progress on the project. The contractor is currently seeking permits from Kitsap County and the Department of Fish & Wildlife.

4.3 Storm System Cleaning/Repairs Update

GM Lang stated the Port's storm system cleaning has been completed by Drain-Pro. During the process he had them jet/clean all the conveyance pipes as well. There is one more repair to the isolation/diversion control structure gate that needs to be completed. Lang is waiting on the necessary parts so the District can make the final repair.

4.4 RCO & Boat Launch Commercial Use Discussion

President Holst discussed the virtual meeting he and GM Lang had with RCO regarding commercial use of the facilities by geoduck harvesters. RCO stated they would support the Port with whatever determination the Port Board decides. The Port could charge the harvesting companies for commercial use, or they could determine they do not want any commercial activity utilizing the piers. President Holst will bring up the topic at the next All Port's meeting to see what other Ports are doing prior to making a determination.

4.5 Kitsap County Vessel Tracking Repository Agreement

A short discussion took place regarding Kitsap County's Vessel Tracking Repository Program. The overall consensus was that it was a great collaborative program for tracking boats throughout the area. There were a few concerns regarding potential breaches in cybersecurity and how that would affect the District. President Holst will discuss the program at the next All Port's meeting to see what concerns there may be with other Port leaders.

4.6 2027 Preliminary Budget Discussion

The 2027 draft budget was reviewed. GM Lang stated the suggested modifications from last month have been reflected in the revised copy. The 2027 fee schedule was also discussed. No modifications were requested to the draft budget or to the schedule of fees. GM Lang stated the budget will be presented for approval at next month's Board meeting.

4.7 Financial Report

No concerns were identified or discussed. GM Lang requested authorization to buy a replacement piling hoop for the first pile on the south dock. He stated it is severely bent from catching on the pile and needs to be replaced. All commissioners felt the purchase was necessary and approved Lang to move forward with the fabrication.

5.0 Commissioner Comments

President Holst discussed an email he received from a concerned citizen regarding Safe Security personnel. The email stated security personnel were not wearing proper identifying clothing, and they were startled when approached. President Holst stated the Port would reach out to Safe Security to make sure they are wearing proper identifying attire when onsite.

6.0 POM Future Meeting Dates:

6.1 November 9, 2026, 6:00 p.m. – Regular Meeting, Manchester Library
6.2 December 14, 2026, 6:00 p.m. – Regular Meeting, Manchester Library
6.3 January 11, 2027, 6:00 p.m. – Regular Meeting, Manchester Library

7.0 Kitsap All Ports Future Meeting Dates

7.1 January 25, 2027, 6:30 p.m. – Port of Brownsville
7.2 April 26, 2027, 6:30 p.m. – Port of Brownsville

8.0* Adjournment

Vice-President Pappas moved to adjourn the meeting at 7:12 pm. Commissioner Williams seconded, and the **motion passed unanimously.**

Scott Williams Commissioner	Kevin Holst President	Alexis Pappas Vice-President

* Indicates Action Item