

PORT OF MANCHESTER  
MINUTES  
September 19, 2022

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 PM. Also present were Commissioners Coppola and Ballard. Also present were three Manchester residents.

**2.0 Approvals – Consent Agenda**

**2.1** Meeting minutes for the August 8, 2022, Regular business meeting.

**2.2** Approval of vouchers numbered 2022.123-2022.136 audited and certified by the Auditing Officer as required by RCW 42.24 in the total sum of \$5,918.38.

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

**3.0 Public Comment** – Carol Campbell discussed the care of the Veterans Memorial at the Port.

**4.0 Shoreline Restoration Project Update** - Commissioner Strode discussed the proposed planting schedule for the Restoration project. The plants will be purchased and planted next month.

**5.0 Safe Security-** Commissioner Strode discussed the hourly rate change of \$23.00 per hour to \$26.75 per hour for Safe Security and it will be added to the 2023 budget

**6.0 Miscellaneous:**

**7.1 Financial Report** - Financial reports were presented. As of August 30, 2022, the Income & Expense Report showed a fund balance of \$68,711.65. The year-to-date Launch Fee Report shows total daily and overnight parking revenue totaling \$13,286.00.

**7.2 2023 Budget-** The budget will be discussed at the October meeting.

**7.3 State Audit-** The State Audit was discussed and their findings were minimal.

**7.4 Commissioner Comments-**Commissioner Coppola will look into getting cameras for the Port. He will contact a new Attorney for the Port and make a template for the Impress account.


**8.0 Future meeting dates:**


**7.1** October 10, 2022, 6:00 pm - Regular Meeting, Manchester Library

**7.2** November 14, 2022, 6:00 pm – Regular Meeting, Manchester Library

**7.3** December 12, 2022, 6:00 pm - Regular Meeting, Manchester Library

**8.0 Adjournment** - Commissioner Coppola moved to adjourn the meeting. Commissioner Ballard seconded and the motion passed unanimously. The meeting adjourned at 6:35 p.m.

  
James Strode, President

  
Robert Ballard, Secretary