

PORT OF MANCHESTER
MINUTES
December 11, 2023

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

REGULAR MEETING

1.0 Call to Order – Commissioner Drotz called the meeting to order at 6:00 p.m. Present were Commissioners Ballard, President Strode was absent. 5 members of the public were also in attendance.

2.0 Approvals – Consent Agenda

2.1 Meeting minutes for the November 13, 2023, Regular business meeting.

2.2 Approval of vouchers numbered 2023.158-2023.172 audited and certified by the Auditing Officer as required by RCW 42.24 in the total sum of \$5,569.78.

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

3.0 Public Comment – There was a brief discussion between the Board and the public regarding the Port’s potential involvement in a Community Emergency Response Plan. The Manchester Community Center was also briefly discussed.

4.0 Miscellaneous:

4.1 Financial Report - Financial reports were presented. As of November 30, 2023, the Income & Expense Report showed a fund balance of \$108,452.04. The year-to-date Launch Fee Report shows total daily and overnight parking revenue totaling \$17,377.00.

4.2 Debt Service & Election Fees- Manchester Water District General Manager, Tony Lang explained to the Board that there will be a debt service payment of approximately \$40,000 and a Kitsap County Elections fee of approximately \$5,800 that will be reflected in next months Income & Expense report.

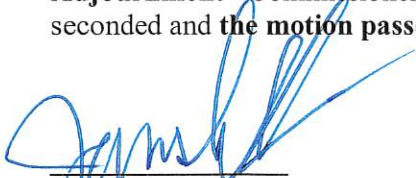
5.0 Future meeting dates:


5.1 January 8, 2024, 6:00 p.m. – Regular Meeting, Manchester Library

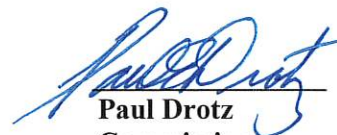
5.2 February 12, 2024, 6:00 p.m. – Regular Meeting, Manchester Library

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

6.0 Adjournment - Commissioner Drotz moved to adjourn the meeting. Commissioner Ballard seconded and **the motion passed unanimously.** The meeting adjourned at 6:23 p.m.


James Strode
President


Robert Ballard
Secretary


Paul Drotz
Commissioner