

PORT OF MANCHESTER  
**MINUTES**  
May 20, 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. Commissioner Ballard, Water District GM Tony Lang and 13 members of the public were present. Commissioner Drotz was absent.

**2.0 Approvals – Consent Agenda**

**2.1** Meeting minutes for April 8, 2024, Regular business meeting.

**2.2** Approval of vouchers numbered 2024.57-2024.68 audited and certified by the Auditing Officer as required by RCW 42.24 in the total sum of \$6,066.96.

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

**3.0 Public Comment –**

FOML Co-Chair Ray Pardo discussed the cancellation of this year’s FOML Salmon Bake. He expressed his desire for serious volunteers to assist in making future Salmon Bake events successful. He stated that the goal is to have Salmon Bake in 2025.

The MCAC is hoping to utilize the library’s back parking lot on August 3<sup>rd</sup> for the Manchester Festival. The festival has outgrown Quqad Park and needs additional space for vendors. The Water District will work with MCAC on the facility use agreement and the required insurance.

There was a discussion between the Board and the Public concerning the recent gunshots that occurred at the port parking lot in April. Kitsap County Sherrif’s Officer responded and investigated the incident. There’s not much the Port can do outside of having cameras and keeping an eye out for suspicious activity.

**4.0 Miscellaneous:**

**4.1 Financial Report** - Financial reports were presented. As of April 30, 2024, the Income & Expense Report showed a fund balance of \$97,103.02. The year-to-date Launch Fee Report shows total daily and overnight parking revenue totaling \$4,204.00.

**4.2 Park Maintenance-**

GM Lang stated that MWD staff made some pier repairs this last month. They replaced broken deck grating, rub rails, solar ramp lighting, installed hanging flower baskets, and turned on the irrigation system.

The hedge on the north side of the parking lot west of the ventek machine has been repaired after a vehicle drove through it

#### 4.3 Commissioner Comments-

Ballard discussed the status of the mobile home rental on Daniels Loop. He explained he is working with the tenant on timely rent payments and late charges for not paying on time.

Strode commented on the upcoming Board meeting dates. There were some date modifications due to commissioner obligations.

#### 5.0 Future meeting dates:

5.1 June 17, 2024, 6:00 p.m. – Regular Meeting, Manchester Library

5.2 July 8, 2024, 6:00 p.m. – Regular Meeting, Manchester

5.3 August 12, 2024, 6:00 p.m. – Regular Meeting, Manchester Library

#### 6.0 Adjournment – Commissioner Ballard moved to adjourn at 6:52pm, Commissioner Strode seconded, the motion passed unanimously.



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**James Strode**  
President



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**Robert Ballard**  
Secretary

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**Paul Drotz**  
Commissioner