

PORT OF MANCHESTER
MINUTES
September 12, 2016

Manchester Library Meeting Room, 8067 E. Main Street

REGULAR MEETING

Call to Order. Board President Strode called the meeting to order at 6:00 PM. Present were Commissioners Strode, Pedersen, and Fallstrom. Also present were Contract Administrator O’Connell, and 2 guests. Attorney/Auditor Thompson was excused.

2.0 Approvals – Consent Agenda

2.1 Regular meeting minutes for August 8, 2016.

2.2 Vouchers numbered 16-096 through 16-106 in the total sum of \$2,743.91. After discussion, Commissioner Pedersen moved to approve the Consent Agenda. Commissioner Fallstrom seconded the motion. Passed unanimously.

3.0 Public Comment. - No public comment was offered.

4.0 Resolution 6-16 – Parking Area Control – Attorney Thompson revised the Port’s Parking Area control resolution to reflect the addition of paid overnight parking, as directed by the Port Commission at the August meeting. Following brief discussion, Commissioner Fallstrom moved to adopt Resolution 6-16 as presented. Commissioner Pedersen seconded and the motion carried unanimously.

5.0 Resolution 7-16 – Rules for Use of Port Property – Attorney Thompson prepared a revised resolution adopting rules for use of Port property reflective of the addition of paid overnight parking, and requesting Kitsap County Sheriff’s Office enforcement of the revised rules. Following brief discussion, Commissioner Fallstrom moved to adopt Resolution 7-16 as presented. Commissioner Pedersen seconded and the motion carried unanimously.

5.1 Pomeroy Park Hedge & Fence – Commission President Strode advised the other Commissioners that he had received an estimate to remove the hedge at the top of the bank on the west property line of Pomeroy Park. Strode also received an estimate to replace the 3-foot tall chain link fencing along the same west side of the property, and the 6-foot perimeter fence on the south side of Pomeroy Park. The estimate includes removal of two existing walk-through gates and replaces old fencing with black, vinyl coated chain link fabric and posts. Estimates are as follows:

• Hedge Removal (C&L Lawn Maintenance)	\$ 845.00
• 3-foot Tall Fence Replacement (Viking Fence)	\$ 1,486.00
• South Perimeter Fence Replacement (Viking Fence)	<u>\$ 2,316.00</u>
TOTAL	\$ 4,647.00

Administrator O'Connell reminded the commissioners that \$ 4,000 was budgeted in FY 2016 for replacement of the south perimeter fencing, and that year-to-date, the Port is under budget on various facilities maintenance.

Commissioner Pedersen moved to authorize Commissioner Strode to have the hedge removed and fencing replaced as described in the estimates. Commissioner Fallstrom seconded and the motion carried unanimously.

6.0 FY 2017 Budget Draft – In response to Commissioner Fallstrom's request at the August meeting, Administrator O'Connell prepared a draft of the FY 2017 Budget for Commissioner review. The annual budget presentation is slated for the October 10th meeting and the Commissioners are encouraged to contact O'Connell with any questions or concerns prior to that meeting. No further action was taken.

7.0 South Kitsap High School Rowing Team – Administrator O'Connell advised that he had been contacted by the rowing team coach for South Kitsap High School. The coach was inquiring whether the team could launch their rowing scull at the Port for team practice. He explained that the scull was very long and wondered if there was room for the tow vehicle and trailer. O'Connell advised the coach that they could use the facility and park in the overflow parking area at the library if space was available. If the school and the Port Commission find the arrangement satisfactory, discussion of the school purchasing an annual launch pass will follow.

8.0 Upcoming Events

8.1 Friday, December 9, 2016 – Argosy Christmas Boat Viewing (8:05 p.m.)

9.0 Miscellaneous

9.1 Financial Report – O'Connell presented the Income & Expense reports for August showing an available fund balance of all accounts totaling \$ 72,176.26. Launch fee revenue was reported as \$ 15,667.95 year-to-date.

9.2 Commissioner Comments - No further comments were offered.

10.0 Future Meeting Dates

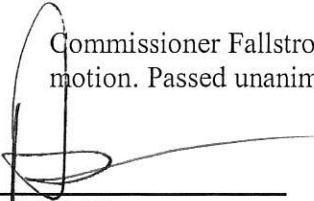
10.1 October 10, 2016, 6:00 PM - Regular Meeting & Budget Presentation

10.2 November 14, 2016, 6:00 PM - Regular Meeting & Final Budget Hearing

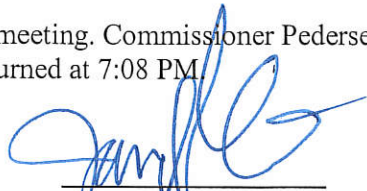
10.3 December 12, 2016, 6:00 PM - Regular Meeting

11.0 Adjournment.

Commissioner Fallstrom moved to adjourn the meeting. Commissioner Pedersen seconded the motion. Passed unanimously. The meeting adjourned at 7:08 PM.



Ronald E. Thompson
Attorney/Auditor



James Strode
President