

Port of Waterman  
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## October 20, 2020 Meeting Minutes

**Attendance:** Commissioners Ben Compton & Jeff Reynolds; Secretary/Auditor Sheri McNeal; and David of Nerd Squad (by phone).

Commissioner Jeff Reynolds called the meeting to order at 6:03 pm.

M/S/C/U (Compton/Reynolds) The October meeting agenda was approved.

M/S/C/U (Compton/Reynolds) The September meeting minutes were approved as written.

### **AUDITOR'S REPORT: Sheri McNeal**

Cash on Hand (9/30/20)	\$ 8,268.72
Investment Account (9/30/20)	\$330,295.56
October Expenses	\$ 1,601.69

Vouchers were audited and certified by the Auditing Officer, as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090 have been recorded on a listing, which has been made available to the Commissioners.

M/S/C/U (Reynolds/Compton) Motion carried to approve the auditor's report (copy attached) and payment of warrants, numbering 6622 through 6630, in the amount of \$1,601.69 as submitted.

Credit card charges for the period ending 10/12/20 totaled \$269.84. Each Commissioner reviewed the statement and backup documentation.

M/S/C/U (Reynolds/Compton) Motion carried to allow the auditor to set up Wave Cable monthly payments as auto-draws on the Port credit card.

Jeff Reynolds reviewed the YTD Income Statement. The statement shows the Port to be mostly on track with the budget. We are just waiting on the October tax revenue amount to finish out the year.

## OLD BUSINESS

**Security Cameras/Website & Website Management:** David, of Nerd Squad, asked the Commissioners for their thoughts on the rotating picture of the pier, for the main page of the website. Both Ben & Jeff like the position David chose and asked him to make it live.

**Maintenance Work Pending:** Jeff reported that Tikar is still awaiting the permits they have applied for, but will be going ahead with the pressure washing of the pier this month.

**Poster Holders:** Casey Guthrie was not in attendance, so this subject was tabled.

**Telephone Messages:** Jeff will ask David, of Nerd Squad, to personalize our Google message phone message.

**Life Ring:** Jeff has gotten a couple of bids, which varied quite a bit. One bid was for \$795, but Cheyenne Manufacturing gave a bid for \$504.

M/S/C/U (Reynolds/Compton) Motion carried to accept the lower bid from Cheyenne Mfg.

## NEW BUSINESS

**2021 Tax Levy Calculation/Approval:** Jeff and Ben discussed the 2021 tax proposal (Ordinance Resolution 2020-0010), which included a small increase. Ben stated that he didn't want to raise taxes at all. The discussion was tabled until November, so Casey Guthrie can cast the deciding vote.

**Small Ports Conference:** The Commissioners looked at this year's online seminar offerings and were not interested.

Jeff Reynolds also submitted a proposed budget for the upcoming budget year, November 2020 - October 2021. This will be discussed at the November meeting.

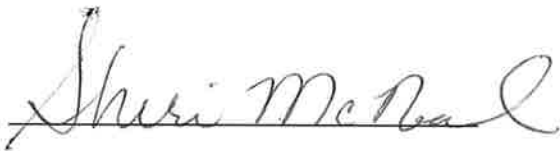
**Commissioner Comments:**

- 1) Jeff Reynolds: Jeff wants the Port to have something that can be handed out to the public; such as keychains, magnets, or bumper stickers. Everyone will look into affordable options to bring to the next meeting.
- 2) Ben Compton: Ben noted that the parking lot project is not looking good at the moment as the building across the street seems to be getting a facelift, but a conversation with the property owner has been started.
- 3) Casey Guthrie: Casey was not in attendance.

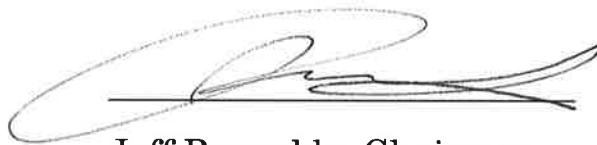
The next Port of Waterman meeting will be held on November 17, 2020 at 6:00 pm, at Elim Lutheran Church.

The meeting was adjourned at 7:05 pm.

Respectfully Submitted,



Sheri McNeal, Secretary



Jeff Reynolds, Chairman