

Port of Waterman
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December 19, 2023 Meeting Minutes

Attendance: Commissioners Jeff Reynolds, Jeff Acoba & Casey Guthrie;
and Secretary/Auditor Sheri McNeal;

Commissioner Jeff Reynolds called the meeting to order at 6:00 pm.

M/S/C/U (Acoba/Guthrie) The December 2023 meeting agenda was approved.

M/S/C/U (Guthrie/Acoba) The November 2023 meeting minutes were approved, as written.

AUDITOR'S REPORT: Sheri McNeal

11/30/23 Account Balances:

Cash on Hand	\$ 23,210.66	Investment Account	\$380,782.50
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December 2023 Expenses:

Voucher (Warrants):	Checks 7054-7062	\$ 1,573.80
Payroll Warrants:	Checks 7063-7066	\$ <u>812.00</u>
Total December Expenses:		\$ 2,385.80

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 (Guthrie/Acoba) Motion carried to approve the Auditor's Report (copy attached) and payment of warrants numbering 7054-7066 (breakdown of Voucher and Payroll Warrants listed above), in the amount of \$2,385.80, as submitted.

Financial Statement Review: Commissioner Reynolds reviewed the statement for November 2023. Finances for the year look good.

OLD BUSINESS

Maintenance Work Update: Commissioner Acoba contacted Kitsap Electric about replacing another light fixture that has gone out. It will be taken care of soon. Tikar will do a walk-through of the pier, in February, to see if there are any maintenance issues that need to be taken care of outside of regular maintenance.

IT Support/Cameras: Commissioner Reynolds says that the mid-pier camera is now working, but the parking lot camera froze on December 2nd at 7:30. The parking lot camera is being fixed today. The Port still needs a website tech in order to get our camera feed back onto the site.

NEW BUSINESS

Commissioner District Reports:

- 1) Jeff Reynolds: Jeff affirmed that Silverdale is no longer doing the Small Works Roster. We will have to use MRSC going forward.
- 2) Jeff Acoba: Acoba had no new business.
- 3) Casey Guthrie: Casey had no new business.

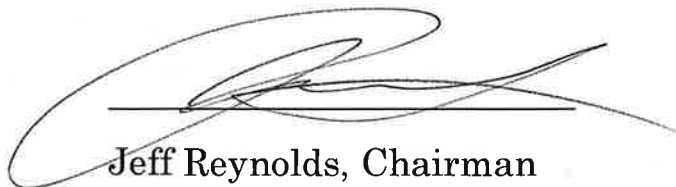
The next Port of Waterman meeting will be held on January 16, 2024 at 6:00 pm, at Elim Lutheran Church (or via Zoom).

The meeting was adjourned at 6:25 pm.

Respectfully Submitted,



Sheri McNeal, Secretary



Jeff Reynolds, Chairman