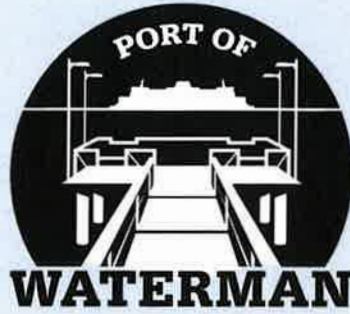


Port of Waterman
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October 15, 2024 Meeting Minutes

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 (Guthrie/Acoba) The October 2024 meeting agenda was approved.

M/S/C/U (Guthrie/Acoba) The September 2024 meeting minutes were approved,
as written.

AUDITOR'S REPORT: Sheri McNeal

09/30/24 Account Balances:

Cash on Hand	\$ 2,881.35	Investment Account	\$407,558.34
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October 2024 Expenses:

Voucher (Warrants):	Checks 7161-7167	\$ 1,423.10
Payroll Warrants:	Checks 7168-7171	\$ <u>812.00</u>
Total October Expenses:		\$ 2,235.10

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 (Acoba/Guthrie) Motion carried to approve the Auditor's Report (copy attached) and payment of warrants numbering 7161-7171 (breakdown of Voucher and Payroll Warrants listed above), in the amount of \$ 2,235.10, as submitted.

Financial Statement Review: Commissioner Reynolds reviewed the September Income Statement. The Port continues to be on track and have a good surplus of income over expenses.

OLD BUSINESS

Maintenance Work Update: Commissioner Acoba said that Darren Lee of Stateline, the only contractor to reply to the maintenance bid invitation, feels that he needs to come out and look at the pier in order to make an accurate bid for the maintenance contract. To date, no other contractors have responded to our invitation to bid. The Commissioners noted that the rails are in need of oiling.

Pier Lights: Check #7166 in this month's payment vouchers was for Kitsap Industrial Electric, but was for an invoice from December of 2023. They did not think that it had been invoiced or paid in 2023, but the Secretary/Auditor will check on that before the payment is mailed. Due to post-surgery recovery, it will be a few weeks until he can do the current bulb replacements.

NEW BUSINESS

2025 Budget/Levy Certificate: Commissioner Reynolds handed out his initial 2025 budget proposal and Levy Certificate for the Commissioners to review. The official presentation of the budget will be made at the November meeting, as the Secretary/Auditor needs to make an announcement in the local paper.

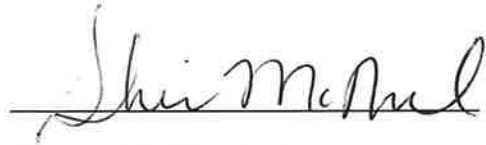
Commissioner District Reports:

- 1) Jeff Reynolds: Jeff met the new WPPA Government Relations Manager, James Cockburn, at the pier. He wanted to see the facility and get a history of the pier, which Jeff gave to him (copy attached).
- 2) Jeff Acoba: Acoba had no new business.
- 3) Casey Guthrie: Casey had no new business.

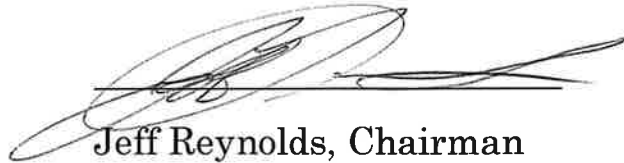
The next Port of Waterman meeting will be held on November 19, 2024 at 6:00 pm, at Elim Lutheran Church (or via Zoom).

The meeting was adjourned at 6:25 pm.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Sheri McNeal". The signature is written in black ink and is positioned above a horizontal line.

Sheri McNeal, Secretary

A handwritten signature in cursive script that reads "Jeff Reynolds". The signature is written in black ink and is positioned above a horizontal line.

Jeff Reynolds, Chairman