

Port of Waterman
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January 21, 2025 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 January 2025 meeting agenda was approved.

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

AUDITOR'S REPORT: Sheri McNeal

12/31/24 Account Balances:

Cash on Hand	\$ 7,815.94	Investment Account	\$421,554.30
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January 2025 Expenses:

Voucher (Warrants):	Checks 7199-7204	\$ 1,264.82
Payroll Warrants:	Checks 7205-7208	\$ <u>1,196.00</u>
Total January Expenses:		\$ 2,460.82

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 7199-7208 (breakdown of Voucher and Payroll Warrants listed above), in the amount of \$ 2,460.82, as submitted

Financial Statement Review: Commissioner Reynolds reviewed the December 2024 Income Statement. There was a year-end surplus of \$28,618. He noted that maintenance was, again, under budget but that utilities were a bit high.

Financial Statement Review cont.

Commissioner Guthrie noted at the Garbage line item seemed to be most of the problem. In looking at the Waste Management invoice, it appears that the Port is automatically charged each month for having 4 of their garbage cans at the pier, increased from 2, regardless of how many of the cans are put out each week.

OLD BUSINESS

Maintenance Company Replacement Update: Commissioner Reynolds met with an official from the Port of Bremerton about the possibility of an interlocal agreement for pier maintenance (list of maintenance needs attached). He said that they seemed interested, but we are still waiting for an official response so that, if they make an offer, we can compare it to Stateside's bid. Jeff will follow up with the Port of Bremerton and Commissioner Acoba will let Stateside know that our decision will be delayed a week or so.

Pier Lights: Kitsap Industrial Electric is looking for replacement lights that have protective cages, as some of the lights were actually broken. He also brought up the possibility of using lights with dimmer capabilities, but all the commissioners agreed that they do not want to go in that direction. Acoba will let the contractor know about the decision.

NEW BUSINESS

Updated Comprehensive Plan: The commissioners went through the 2019 Comprehensive plan and updated or removed a few of the short and mid-term objectives. See the attached document for these changes, which Commissioner Reynolds will update for the current Comprehensive Plan.

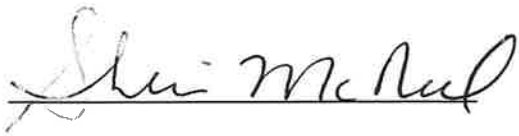
Commissioner District Reports:

- 1) Jeff Reynolds: Jeff reminded Commissioner Acoba that he is up for reelection this year and to make sure he files the appropriate paperwork. He also let the commissioners know about the All Ports Meeting on January 27.
- 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 February 18, 2025 at 6:00 pm,
at Elim Lutheran Church (or via Zoom).

The meeting was adjourned at 6:45 pm.

Respectfully Submitted,

Handwritten signature of Sheri McNeal in cursive script, written over a horizontal line.

Sheri McNeal, Secretary

Handwritten signature of Jeff Reynolds in cursive script, written over a horizontal line.

Jeff Reynolds, Chairman