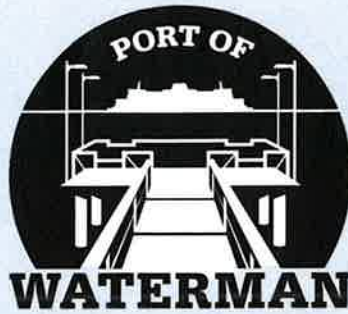


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April 15, 2025 Meeting Minutes

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

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

M/S/C/U (Reynolds/Acoba) The April 2025 meeting agenda was approved as amended, adding a New Business item concerning a potential website manager.

M/S/C/U (Guthrie/Acoba) The March 2025 meeting minutes were approved, as written.

AUDITOR'S REPORT: Sheri McNeal

03/31/25 Account Balances:

Cash on Hand	\$ 6,146.89	Investment Account	\$425,666.72
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April 2025 Expenses:

Voucher (Warrants):	Checks 7233-7238	\$	941.25
<i>(Checks #7239-7242 are VOID - Put in upside down)</i>			
Payroll Warrants:	Checks 7243-7246	\$	<u>1,068.00</u>
Total April Expenses:		\$	2,009.25

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 7233-7246 (breakdown of Voucher and Payroll Warrants listed above), in the amount of \$ 2,009.25, as submitted

Financial Statement Review: Commissioner Reynolds reviewed the March 2025 Statement, with a new format to match the current State Auditor's Bars Manual. Tax income started to come in, giving us a March surplus and a small YTD surplus.

NEW BUSINESS

Establish Maintenance Schedule: Commissioner Acoba reported that Stateline would be able to schedule a work day later in the month, so the Commissioners wanted to decide on a work list that would be needed before the fishing season and doable for a single work day. The list includes: ① Sand, clean & reseal railings; ② Pressure wash pier; ③ Remove all fishing pole holders (not just the broken ones); and ④ Tighten deck screws. The Commissioners also wanted Acoba to get more clarification on the piling treatment project from Stateline.

NEW BUSINESS

Discuss Potential Website Manager: Commissioner Reynolds' said that Joe Sorensen used to design websites in the military and would be willing to take on the job of maintaining the Port website, for \$50 per hour.

M/S/C/U (Guthrie/Acoba) Motion passed to approved Joe Sorensen to begin work on Port website for \$50/hour, starting with a trial of 10 hours.

To move forward, Commissioner Acoba will set up Joe as an administrator on the website account. The Commissioners then agreed to have him start with the following tasks: ① Get the pier camera feeds up on the website; ② Move the Commissioner information onto a separate page (if possible); and ③ Reorganize the site, including the addition of a separate page for Port meeting information.

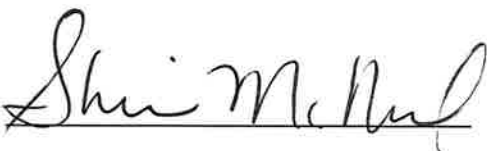
Commissioner District Reports:

- 1) Jeff Reynolds: Jeff had no new business.
- 2) Jeff Acoba: Acoba had no new business.
- 3) Casey Guthrie: Casey had no new business

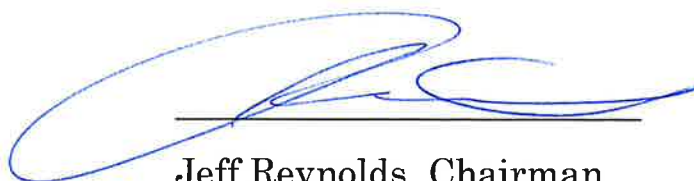
The next Port of Waterman meeting will be held on May 20, 2025 at 6:00 pm, at Elim Lutheran Church (or via Zoom).

The meeting was adjourned at 6:37 pm.

Respectfully Submitted,



Sheri McNeal, Secretary



Jeff Reynolds, Chairman