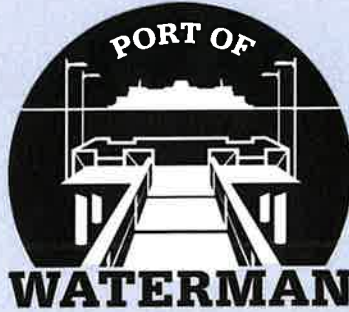


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June 17, 2025 Meeting Minutes

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 June 2025 meeting agenda was approved as written.

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

AUDITOR'S REPORT: Sheri McNeal

05/31/25 Account Balances:

Cash on Hand	\$ 13,472.66	Investment Account	\$441,696.32
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June 2025 Expenses:

Voucher (Warrants):	Checks 7258-7264	\$ 1,360.09
Payroll Warrants:	Checks 7265-7268	\$ <u>1,196.00</u>
Total June Expenses:		\$ 2,556.09

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 7258-7268 (breakdown of Voucher and Payroll Warrants listed above), in the amount of \$2,556.09, as submitted

Financial Statement Review: Commissioner Reynolds reviewed the May 2025 Statement, which continues to show a healthy year-to-date net revenue.

OLD BUSINESS

Website Update: Andrew says that he needs to be able to get into the router to retrieve the IP address for the pier camera, which requires us to get a factory reset and new password. Andrew will get the information this week and relay it to Joe, so that he can upload the feed onto the Port website.

Maintenance Update: Commissioner Acoba reports that Kitsap Industrial Electric will get some pricing information on different light fixtures for the pier, as the ones we've been using are no longer available. Also, Stateline says they can give us a 25% reduced price on anodes, if the Port acts quickly. They said that they can schedule the pilings project for after Labor Day.

M/S/C/U (Reynolds/Guthrie) Motion carried to have Stateline order anodes for the pilings project, at a 25% cost reduction, and approve a \$5,000 deposit. The Port also authorizes Stateline to schedule the project some time after Labor Day.

Life Ring/Garbage Cans: Commissioner Guthrie reports that the new Life Ring has been installed. Commissioner Reynolds called Waste Management, who have replaced the 2 missing garbage cans at no charge.

MRSC Membership: Commissioner Reynolds has renewed the Port's MRSC Small Works Roster membership.

NEW BUSINESS

Annual Report: The Secretary/Auditor has filed the 2024 Annual Report with the Secretary of State. Changes were made to the Port's chart of accounts to reflect the changes in the State's categories. The report was accepted and the Commissioners have all been sent a copy for review.

M/S/C/U (Reynolds/Guthrie) Motion carried to approve the 2024 Annual Report.

Fishing Season Preparation: Commissioner Reynolds will order an extra porta potty for July 1 and will put fishing season information up at the pier.

Commissioner District Reports:

- 1) Jeff Reynolds: Jeff noticed that the bulkhead wall, facing the water, had some graffiti on it. He was wondering if Stateline would be able and willing to remove it. Commissioner Acoba will contact Darren and ask him add this to their work list. Jeff also said that plants had been stolen from the pier planters. He added some dirt and rearranged the remaining plants.
- 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 July 15, 2025 at 6:00 pm, at Elim Lutheran Church (or via Zoom).

The meeting was adjourned at 6:30 pm.

Respectfully Submitted,



Sheri McNeal, Secretary



Jeff Reynolds, Chairman

