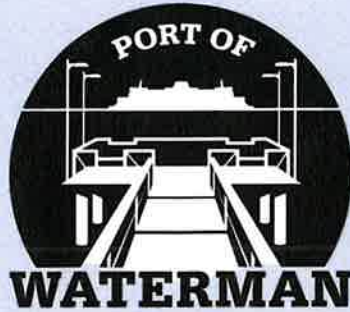


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October 21, 2025 Meeting Minutes

Attendance: Commissioners Jeff Reynolds, Jeff Acoba, & Casey Guthrie;
Secretary/Auditor Sheri McNeal; and Kevin Holst, Port of Manchester.

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

M/S/C/U (Guthrie/Reynolds) The October 2025 meeting agenda was approved as written.

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

AUDITOR'S REPORT: Sheri McNeal

09/30/25 Account Balances:

Cash on Hand	\$ 8,207.06	Investment Account	\$432,760.66
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October 2025 Expenses:

Voucher (Warrants):	Checks 7302-7309	\$ 20,865.43
Payroll Warrants:	Checks 7310-7313	\$ <u>812.00</u>
Total September Expenses:		\$ 21,677.43

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. Note: A transfer, from the Investment Account to Cash on Hand, of \$19,000, was made on October 15 to cover a large maintenance invoice.

M/S/C/U (Guthrie/Reynolds) Motion carried to approve the Auditor's Report (copy attached) and payment of warrants numbering 7302-7313 (breakdown of Voucher and Payroll Warrants listed above), in the amount of \$21,677.43, as submitted

Financial Statement Review: Commissioner Reynolds reviewed the September 2025 Statement. Everything seems to be mostly as expected for the year so far.

OLD BUSINESS

Maintenance Update: Commissioner Acoba reported that Stateline did part of the anode project (along the power washing and graffiti removal), but still has the underwater portion of the anode project to complete - which they hope to do in November due to low tides. Lee Knapp, our former maintenance contact, called Acoba and said that our permit expired yesterday. Acoba will see if Stateline can do the paperwork for a new permit and will also check to see if we need to wait until next August to complete the anode project, as per some new information received from Lee Knapp.

Small Ports Conference: Due to family and work issues, only Commissioner Acoba and the Secretary/Auditor will be attending the conference this coming Thursday.

NEW BUSINESS

2026 Budget: Commissioner Reynolds handed out his proposed 2026 budget (copy attached) and gave a brief overview. The Commissioners will look it over and make changes as needed. The final version will be voted on at the November meeting.

Commissioner District Reports:

- 1) Jeff Reynolds: Jeff says he has not yet updated the bulletin board at the pier for the post-crabbing season. Commissioner Guthrie said that he would take care of it. Jeff will be unable to attend the conference due to family issues.
- 2) Jeff Acoba: Acoba had no new business.
- 3) Casey Guthrie: Casey will be unable to attend the conference due to work.

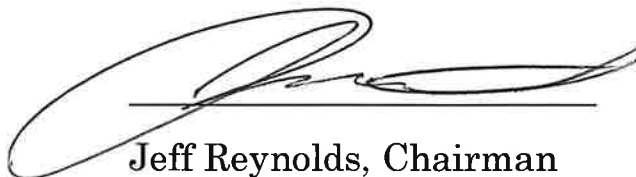
The next Port of Waterman meeting will be held on November 18, 2025 at 6:00 pm, at Elim Lutheran Church (or via Zoom).

The meeting was adjourned at 6:30 pm.

Respectfully Submitted,



Sheri McNeal, Secretary



Jeff Reynolds, Chairman