

Port of Waterman
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July 21, 2026 Meeting Minutes

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

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

M/S/C/U (Guthrie/Reynolds) The July 2026 meeting agenda was approved.

M/S/C/U (Guthrie/Reynolds) The June 2026 meeting minutes were approved as written.

AUDITOR'S REPORT: Sheri McNeal

6/30/26 Account Balances:

Cash on Hand	\$ 16,391.43	Investment Account	\$439,657.97
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July 2026 Expenses:

Voucher (Warrants):	Checks 7407-7412	\$ 2,846.87
Payroll Warrants:	Checks 7413-7415	\$ <u>812.00</u>
Total July Expenses:		\$ 3,658.87

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/Reynolds) Motion carried to approve the Auditor's Report (copy attached) and payment of warrants numbering 7407-7415 (breakdown of Voucher and Payroll Warrants listed above), in the amount of \$3,658.87, as submitted

Financial Statement Review: Commissioner Reynolds reviewed the June 2026 Income Statement and noted that, despite the large maintenance bill, the Port is still running an income over expenses surplus for the year.

OLD BUSINESS

Maintenance Update: Commissioner Acoba was not in attendance, so there was no new information on pier maintenance.

Life Ring Replacement: Commissioner Guthrie purchased and installed a new Life Ring at the pier, as the old one was found to be missing after the rescue in June.

Affidavit of Prevailing Wages: Commissioner Acoba was not in attendance, so this item was tabled until August.

Travel Policy: The Secretary/Auditor shared her ideas for points to be included in a Port Travel Policy, as requested in the last audit. These points were based on the Port's travel reimbursement form and Port Association travel guidance. The Commissioners agreed with the ideas and asked Sheri to type up an official policy for the August Meeting.

NEW BUSINESS

Commissioner District Reports:

- 1) Jeff Reynolds: Jeff said that he would remind Acoba about making a new 'parking lot hours' sign for the pier. He also said that the pier seems to be looking good during this fishing season, but that the parking lot needs to be cleared off more often.
- 2) Jeff Acoba: Acoba was not in attendance.
- 3) Casey Guthrie: Casey had no new business.

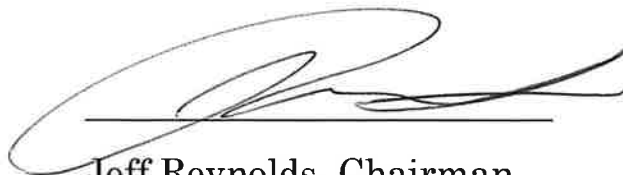
The next Port of Waterman meeting will be held on August 18, 2026 at 6:00 pm, at Elim Lutheran Church (or via Zoom).

The meeting was adjourned at 6:15 pm.

Respectfully Submitted,



Sheri McNeal, Secretary



Jeff Reynolds, Chairman