

Port of Waterman
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August 18, 2026 Meeting Minutes

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

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

M/S/C/U (Acoba/Guthrie) The August 2026 meeting agenda was approved.

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

AUDITOR'S REPORT: Sheri McNeal

7/31/26 Account Balances:

Cash on Hand	\$ 12,904.89	Investment Account	\$441,124.56
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August 2026 Expenses:

Voucher (Warrants):	Checks 7416-7422	\$ 13,025.10
Payroll Warrants:	Checks 7423-7426	\$ <u>812.00</u>
Total August Expenses:		\$ 13,837.10

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 7416-7426 (breakdown of Voucher and Payroll Warrants listed above), in the amount of \$13,837.10, as submitted

Financial Statement Review: Commissioner Reynolds reviewed the July 2026 Income Statement and noted that the Port is still showing over \$13,000 of income over expenses for the year.

OLD BUSINESS

Maintenance Update: Commissioner Acoba said that he would check with Stateline to see if the rail oiling was completed. If not, he will see that it's done before winter. The remaining maintenance projects are on hold until after fishing season. He also said that he will check the pier lights at night to see if any are out.

New Parking Lot Signs: Commissioner Acoba said that he will put a design together and prepare an estimate.

Affidavit of Prevailing Wages: Commissioner Acoba said that he would be sure to get this from Stateline before the next meeting.

Travel Policy: The Secretary/Auditor presented an initial draft of the policy (copy attached) and was asked to remove the specific language about seminars and resubmit at the September meeting.

NEW BUSINESS

Small Ports Conference: This year's conference is on October 22-23. Commissioner Reynolds will be unable to attend. As soon as the agenda is available, the other Commissioners and the Secretary/Auditor will decide on attendance.

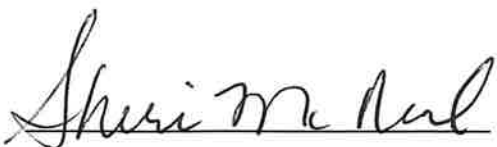
Commissioner District Reports:

- 1) Jeff Reynolds: Jeff had no new business.
- 2) Jeff Acoba: A small dingy is still attached to the pier and a 30-Day Notice has been put inside (copy attached). The next step is the 'Derelict Boat Process'.
- 3) Casey Guthrie: Casey had no new business.

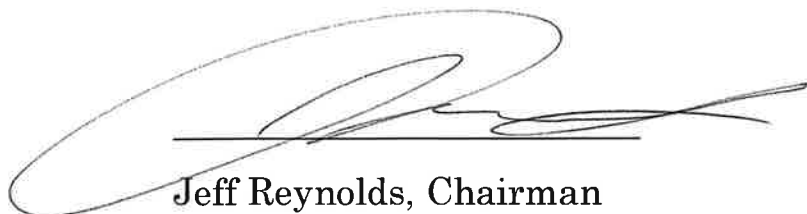
The next Port of Waterman meeting will be held on September 15, 2026 at 6:00 pm, at Elim Lutheran Church (or via Zoom).

The meeting was adjourned at 6:15 pm.

Respectfully Submitted,



Sheri McNeal, Secretary



Jeff Reynolds, Chairman