Port of Keyport

P.O. Box 195 • Keyport, WA 98345-0195

John Enriquez	Ellen Ross-Cardoso	Don McCracken
(480)444-6085	(360)981-5858	(360)830-9097

July 6, 2026

Present: Commissioner Ross-Cardoso, Commissioner McCracken
The meeting was called to order at 6:10pm by Commissioner Ross-Cardoso.
The minutes from the June 1, 2026 meeting were approved by both Commissioners.

Old Business

1) All marina slips are occupied.
2) After discussion, it was decided that pay for Commissioners is based on a monthly stipend, not a per meeting basis. Added work hours by Commissioners is not billed. Additional work by our Port Auditor will be billed as noted in last month's minutes.
3) Slow progress continues with permits to complete the maintenance projects we need on the pier. We are getting updates through Soundwest Engineering.
4) The modem/router and camera are now working properly after several issues were addressed. The modem router purchase will save on monthly rental from Astound.

New Business

1) Commissioner Enriquez made an emergency repair on a broken water line. In the future, should we experience a break, the water will be turned off at the street.
2) Commissioner Ross-Cardoso contacted PUD about relief on a possible large increase in usage due to the leak. They were very responsive and helpful about reviewing our bill in the coming month.
3) The Keyport Improvement Club will be added to the tenant list to be notified in the future about plant watering should we need to turn off the water.
4)

Auditor Report

1) Port financials were reviewed.
3) Checks #5503-#5510, totaling $1214.00, were paid.

The next Regular meeting will be held on Monday, August3, 2026 at 6:00pm.
This meeting was adjourned by Commissioner Ross-Cardoso at 7:20pm.
Respectfully submitted: Don McCracken, Secretary

PORT OF KEYPORT MEETING AGENDA

July 6, 2026 6:00 PM

Approval of June minutes

Moorage Report- John Enriquez

- Berthage agreements, vacancies, fees, etc.

Old Business

- Maintenance agreement with Port of Brownsville-return signed copy
- Modem/ router- John Enriquez

New Business

- Discuss latest info from John Piccone regarding dock repair cost
- Discuss June dock waterline leak
- Discuss method of keeping public from turning water off/on
- Notification to KIC if water is turned off in summer (hanging flower baskets)

Auditor's Report (Auditor Hunt out of town)

- Financial Report
- Warrant and check signing

Adjournment

Next meeting August 3, 2026

Port of Keyport

Balance Sheet

As of Jun 30, 2026

	TOTAL
Assets	
Current Assets	
Bank Accounts	
Key Bank - Checking	29,964
Key Bank - Investment	31,547
Total for Bank Accounts	**$61,511**
Accounts Receivable	
Accounts Receivable	533
Total for Accounts Receivable	**$533**
Total for Current Assets	**$62,043**
Total for Assets	**$62,043**
Liabilities and Equity	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Last month rent payable	3,234
LGTO 2019 Bond - Current	14,000
Total for Other Current Liabilities	**$17,234**
Total for Current Liabilities	**$17,234**
Long-term Liabilities	
LGTO 2019 Bond	236,000
Total for Long-term Liabilities	**$236,000**
Total for Liabilities	**$253,234**
Equity	
Retained Earnings	-214,257
Net Income	23,067
Total for Equity	**-$191,190**
Total for Liabilities and Equity	**$62,043**