

# Port of Skamania County

## Minutes of Board of Commissioners November 18<sup>th</sup>, 2025

**In Attendance:** Commissioner Taylor, Commissioner Kingston, Director - Pat Albaugh, Finance Manager – Cindy Bradley (zoom), Facilities Manager – Doug Bill, Auditor- Monica Masco, Minute Taker- Annette Sabourin and Attorney Seth Woolson (Zoom)

**Absent:** None

**Call to Order:** Commissioner Kingston called the meeting to order at 5pm

**2026 BUDGET HEARING 5:02 p.m.**

**Hearing Called to Order 5:02pm**

**Public Comment- None**

**Hearing Closed 5:03pm**

**Public Comment:** Cody Rosander, City of Stevenson, provided an update on the Cascade Ave Project. Explaining that there has been challenges and that while the project is behind schedule it remains under budget. He expressed the potential of a by-pass water supply for Port tenants during the water line transitions. He agreed to keep the Port and the tenants up to date as the project continues and hopes to be wrapped up in the coming weeks.

**Changes to the Agenda:** No changes.

**Consent Agenda:** The following items were presented for Commissioner’s approval. (Consent agenda items are intended to be passed by a single motion to approve all listed actions.)

1. Consideration of the Minutes
  - October 21, 2025, Minutes
  
2. Consideration of Pre-Issued General Fund Vouchers **\$146.26**
  - 22776-22776(Checking)
  - Dated 10/28/2025
  
- Consideration of Pre-Issued General Fund Vouchers **\$18,494.56**
  - 22777-22778(Checking)
  - Electronic Fund Transfers (EFT) 11/05/2025 -01 thru 11/05/2025 -05
  - Dated 11/05/2025
  
- Consideration of Pre-Issued General Fund Vouchers **\$43,056.83**
  - 22779-22800(Checking)
  - Dated 11/10/2025

Consideration of General Fund Vouchers

**\$23,638.82**

22801-22810(checking)

Electronic Fund Transfers (EFT) 11/20/2025 -01 thru 11/20/2025 -04

Dated 11/20/2025

Commissioner Taylor made a motion; Commissioner Broughton seconded the motion to approve the consent agenda. All in favor, motion carried.

### **Commissioner & Staff Reports**

**Attorney's Report:** Nothing to report.

**Finance Manager's Report:** Cindy Bradley presented the financial report. The operating budget is on track with a positive bottom line. Expressing that Knucklebusters remains negative and this would need to be addressed at a later time.

**Facilities Manager's Report:** Doug Bill reported seasonal winterization is complete and American Cruise Lines has finished for the season. He was happy to share that he and his crew were busy putting Christmas lights up along the waterfront.

**Commission Update:** No Commissioner updates

**Executive Director Report:** Director Albaugh updated the Commission on the Cascades Business Infrastructure Expansion Park project. Storm Water permit has been approved by Ecology. A public hearing is scheduled for January 6<sup>th</sup>, 2026, in North Bonneville with the Planning Commission, to consider the site plan permit application. He said that the Port could be going out for bids in late January or February with construction possibly beginning around March 2026. Director Albaugh recapped the recent audit and gave kudos to Cindy, finance manager, and Monica, auditor, for their hard work. Resulting in another clean audit.

### **New Business & Administrative Approvals**

Consideration of Resolution 9-2025 Adopting 2026 Tax Levy

Commissioner Taylor made a motion to adopt Resolution 9-2025 accepting and approving the 2026 Port ad valorem Tax Levy with a regular property tax levy for 2026 of \$382,388.33, which is a **1 percent** increase of \$3,748.62 over the 374,862.44 assessed in 2025, plus an increase amount resulting from the addition of new construction and improvements to property, of \$3,696.59 and the state assessment of \$80.41. Commissioner Broughton seconded. All in favor. Motion carried.

## **Budget Presentation**

Director Albaugh and Finance Manager, Cindy Bradley, presented the 2026 Budget to the Commission. As discussion ensued, Commissioners opted to increase VEBA from the \$2500 annual to \$4,000 annual contribution, in addition they changed the employee only healthcare coverage to employee plus family coverage. These costs were added to the presented draft budget. A formal change to the insurance benefits in the personnel policy manual will occur at a future Commission meeting.

### Consideration of Resolution 10-2025 Adopting 2026 Budget

Commissioner Taylor made the motion to adopt Resolution 10-2025 accepting and approving the 2026 Budget as amended above in the amount of \$ 4,386,097.00. Commissioner Broughton seconded the motion. All in favor. Motion carried.

### Consideration of Resolution 11-2025 Surplus of 1992 GMC Dump Truck

Commissioner Taylor made a motion approve Resolution 11-2025 authorizing the Surplus of Port Property consisting of a 1992 GMC Dump Truck, VIN 1GDKC34N8NJ523285 and hereby authorize Executive Director Pat Albaugh to sell or otherwise convey the surplus property in a reasonable manner. Commissioner Broughton seconded the motion. All in favor. Motion carried.

### Consideration of Approval- EDC Shared Services Agreement

Commissioner Taylor made a motion to approve EDC Shared Services Contract 2026 as presented. Commissioner Broughton seconded the motion. All in favor. Motion carried.

### Consideration- to ratify Columbia Gorge Esthetics lease

Commissioner Taylor made a motion to ratify Columbia Gorge Esthetics lease. The Commission acknowledges the security deposit is less than the 1-year statutory deposit. Commissioner Broughton seconded the motion. All in favor. Motion carried.

### Consideration- to ratify Guerrilla Tactical, LLC lease

Commissioner Taylor made a motion to ratify Guerrilla-Tactical, LLC lease. The Commission acknowledges the security deposit is less than the 1-year statutory deposit. Commissioner Broughton seconded the motion. All in favor. Motion carried.

Adjourned: Meeting adjourned at 6:01 pm

**APPROVED BY:**

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Commissioner Ray Broughton, Secretary (District 1)

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Commissioner Jennifer Taylor, Vice President (District 2)

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Commissioner Todd Kingston, President (District 3)

**ATTEST:**

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Annette Sabourin, Minute Taker