

Port of Skamania County

Minutes of Board of Commissioners July 15, 2025

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

Absent:

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

Public Comment: None

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
 - June 17, 2025

2. Consideration of Pre-Issued General Fund Vouchers * Corrected **\$15,208.51**
 - 22600-22601(Checking)
 - Electronic Fund Transfers (EFT) 06/05/2025-01 thru 06/05/2025-05

 - Consideration of Pre-Issued General Fund Vouchers **\$495.64**
 - 22602-22603 (Checking)
 - Dated 05/16/2025

 - Consideration of Pre-Issued General Fund Vouchers **\$26,000.00**
 - 22604 (Checking)
 - Dated: 06/03/2025

 - Consideration of Pre-Issued General Fund Vouchers **\$41,979.35**
 - 22605-22628(Checking)
 - Dated: 06/10/2025

 - Consideration of Pre-issued General Fund Vouchers **\$21,782.04**
 - 22637-22639 (checking)
 - Electronic Fund Transfers (EFT) 07/03/2025-01 thru 07/03/2025-05

Consideration of Pre-Issued General Fund Vouchers
22640-22654 (Checking)
Dated: 07/08/2025

\$31,141.12

Consideration of General Fund Vouchers
22655-22666 (Checking)
Electronic Fund Transfers(EFT) 07/15/2025-05 thru 07/15/2025-10
Dated: 07/15/2025

\$295,505.51

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 and reported that the budget is on track. Tenants behind continue to make payments. One tenant is behind on their utilities.

Facilities Manager's Report: Doug Bill reported an update on ongoing maintenance activities, including exterior maintenance on the Tichenor building, needed maintenance to open lease spaces, additional needed maintenance to a crack on the waterfront walking trail. Doug also reported that the lift has been successfully replaced, and the old tractor has been relocated to the storage container in North Bonneville to improve accessibility and use.

Commission Update: No Commissioners had updates.

Executive Director Report: Pat Albaugh updated the Commissioners on the activities happening on the waterfront. Additionally, he added that the Ecology grant has been officially closed and had come in under budget with \$14,695.90 being returned. He noted Maul, Foster & Alongi were excellent to work with. He requested input regarding the potential trade-in of the RAV-4 while it retains a high resale value. A discussion ensued. The Commission agreed that it should be revisited during the upcoming budget cycle.

New Business & Administrative Approvals

1. Consideration of Tower Co. rent prepayment proposal

Commissioner Taylor made the motion to authorize Executive Director, Pat Albaugh to sign Tower Co. 50 yr rent prepayment agreement in the amount of \$478,118.02 once Port Attorney accepts legal language and terms. Commissioner Broughton seconded, all in favor. Motion passed.

2. Consideration to approve new lease agreement with Rachel Year

Agenda item was tabled

3.Consideration to ratify lease agreement with Overkill Garage

Agenda item was tabled.

Adjourned: Meeting adjourned at 5:13 pm

APPROVED BY:

Commissioner Ray Broughton, Secretary (District 1)

Commissioner Jennifer Taylor, Vice President (District 2)

Commissioner Todd Kingston, President (District 3)

ATTEST:

Annette Sabourin, Minute Taker