Port of Skamania County Board of Commissioners

Regular Meeting Minutes — DRAFT

Date: November 16, 2026

Time: 11:00 a.m.

Location: 212 SW Cascade Ave, Stevenson WA 98648

Remote Attendance: Zoom

Attendance

Commissioners

Commissioner Todd Kingston
Commissioner Andrew Taylor
Commissioner Ray Broughton

Staff and Counsel

Pat Albaugh, Executive Director
Cindy Bradley, Finance Manager
Doug Bill, Facilities Manager
Monica Masco, Port Auditor- Absent
Seth Woolson, Attorney — via Zoom
Annette Sabourin – Minute Taker

Others Present

Randy Hayden
Michael Miller — via Zoom

Call to Order

Commissioner Kingston called the meeting to order at 11:00 a.m.

Public Budget Hearing

The public budget hearing opened at 11:00 a.m. and closed at 11:01 a.m.

No public comment

Changes to the Agenda

No changes made to the agenda

Public Comment

No public comment.

Consent Agenda

The consent agenda was presented for approval by a single motion: Any Commissioner may request that an item be removed from the Consent Agenda for separate discussions upon approval.

1. Approval of minutes
    - October 19, 2026

2. Approval of Pre-Issued Vouchers
    - Vouchers 23146-23152 dated October 26, 2026, in the amount of **$4,817.46**, including EFT 11/05/2026-01 through 11/05/2026-05 in the amount of **$15,214.30**.

3. Approval of General Fund Vouchers
    - Vouchers 23154-23171 dated November 16, 2026, including EFT 11/16/2026-01 through 11/16/2026-06 in the amount of **$36,121.11**
    - Voucher 23172 date November 20,2026, in the amount of $**12,380.18** including EFT 11/20/2026-01 through 11/20/2026-04
4. Approval of correction of previously approved Voucher Reports
    - Administrative correction of clerical errors in voucher numbers and ranges on previously signed vouchers, not altering payments, dating May 2026, September 2026, October 2026

Commissioner and Staff Reports

Attorney's Report

No report provided.

Commission Report

Commissioner Kingston reported that the Wind River Business Association dinner was successful.

Executive Director's Report

Executive Director Pat Albaugh reported that construction bids were due November 19, 2026, at 2:00 p.m. Numerous questions had been received, and the deadline had been extended to allow additional time.

The consultant selection process for the CERB project was underway.

Two banking proposals had been received. The submission deadline had been extended due to a Microsoft outage.

Finance Manager's Report

The Finance Manager reported continued progress and discussed late tenant fees.

Facilities Manager Report

Facilities Manager Doug Bill reported on new lighting at the Teitzel building, removal of a yellow jacket hive, in North Bonneville and a water line break, in Stevenson. All have been addressed.

Facilities will finish winterizing following the last boat departure. Other work included sanding and seeding lots and installing Christmas lights has begun. Restrooms have been closed for the winter.

American Cruise Lines was expected to begin replacing the gangway during the off-season.

New Business and Administrative Approvals

Resolution No. 19-2026 — Property Tax Levy

The Commission discussed the property tax levy.

Commissioner Broughton made the motion to approve Resolution No. 19-2026 at a 1% increase. Commissioner Taylor seconded the motion.

Allin favor. Motion passed.

Resolution No. 20-2026 — Adoption of the 2027 Budget

The Commission discussed the proposed 2027 budget.

Commissioner Taylor made the motion to approve Resolution No. 20-2026, adopting the 2027 budget in the amount of $3,914,965.00. Commissioner Broughton seconded the motion.

All in favor. Motion passed.

2027 Arrowhead Accounting Professional Services Agreement

Commissioner Taylor made the motion to approve the 2027 Arrowhead Accounting Professional Services Agreement. Commissioner Broughton seconded the motion.

All in favor. Motion passed.

Adjournment

Meeting was adjourned at 11:32 a.m.

Next Meeting: December 14, 2026, at 11:00 a.m.

Approved By

_____
Commissioner District #1, Ray Broughton, Vice-President

_____
Commissioner District #2, Andrew Taylor

_____
Commissioner District #3, Todd Kingston, President

Attest

_____
Minutes Taker, Annette Sabourin