

Port of Skamania County

Minutes of Board of Commissioners March 18, 2025

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

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

Public Comment: Carolyn Sourek and Scott Anderson from the City of Stevenson were present to update the Commission on the ongoing Cascade Ave project. Carolyn added that the City Council would be reviewing the Ports request for water credit at its next council meeting. Scott finished up with an update on the interviews for the City Manager position.

Public comments ended at 5:03pm

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. Approval of the February 18, 2025 Minutes
2. Approval of Pre-Issued General Fund Vouchers
232496-22497 (Checking) **\$17,504.71**
Electronic Fund Transfers (EFT) 03/05/2025-01 thru 03/05/2025-05

Approval of Pre-Issued General Fund Vouchers **\$39,044.24**
22498-22517 (Checking)

Approval of General Fund Vouchers **\$49,513.73**
22518-22531(Checking)
Electronic Fund Transfers 03/20/2025 – 01 thru 03/20/2025 – 04

Commissioner Taulor made a motion, Commissioner Broughton seconded the motion to approve the consent agenda. All in favor, motion passed.

Commissioner & Staff Reports

Attorney's Report: Nothing to report.

Finance Manager's Report: Cindy Bradley presented the financial report. Port is in a positive cash flow state. She remarked that federal and state appropriations are on hold for the time. While the port has a few tenants behind on their lease payments, the tenants remain in communication while working on getting caught up.

Facilities Update: Doug Bill updated the Commission on Port projects. Fire and Life Inspections will wrap up next month. The alarm panels are being upgraded to a cell dialer, which will lower monthly expenses.

Commission Update: Commissioner Broughton noted that the EDC will be having a board meeting in April, that things are still moving along at a slower pace at this time. Nothing added by Commissioners Taylor or Kingston.

Executive Director Report: Pat Albaugh spoke to the Commission about the upcoming boat season. American Cruise Lines will be doing a test run, arriving here on Tuesday. ACL would like to have a small Conex box on the property to store 2, 6-person golf carts to help in luggage and passenger transport. Executive Director Pat will pursue options.

New Business & Administrative Approvals

1. Discussion/Action- Annual Report

Finance Manager Cindy Bradley presented the Annual Report. She recapped the 2024 audit and said that the Port is anticipating audit for 2025 in roughly October. A discussion ensued.

Commissioner Taylor made a motion to approve the annual report as present. Commissioner Broughton seconded. Motion passed.

Adjourned: Meeting adjourned at 5:16 pm

APPROVED BY:

Commissioner Ray Broughton, Secretary (District 1)

ATTEST: _____
Annette Sabourin

Commissioner Jennifer Taylor, Vice President (District 2)

Commissioner Todd Kingston, President (District 3)

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