

PORT OF SKAMANIA COUNTY  
RESOLUTION NO. 10-2026

ADOPTING AND PUBLISHING PUBLIC RECORDS POLICY AND PROCEDURE

WHEREAS, the Washington Public Records Act, Chapter 42.56 RCW, and WAC 44-14-02001 require a public agency to publish its public records policies, organizational information, and methods for requesters to obtain public records; and

WHEREAS, it would be unduly burdensome to calculate the actual costs for providing public records because the financial analysis necessary for such calculations was not budgeted for by Port of Skamania County for the year 2026;

WHEREAS, because Port records are diverse and are stored in multiple locations and computer systems, and because the Port has limited staffing and administrative capacity, it is unduly burdensome to create and maintain a current public records index;

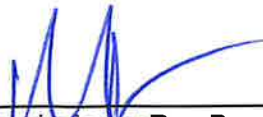
WHEREAS, the requirement to maintain such a public records index would interfere with the Port's operations because limited staff time must be prioritized toward retaining records, locating responsive records, reviewing records, applying exemptions when necessary, and producing records in response to requests; and the administrative burden of creating and continually updating a separate records index outweighs any public benefit;

NOW, THEREFORE, BE IT RESOLVED that the Public Records Policy and Procedure attached hereto as Exhibit A is hereby adopted by the Board of Commissioners (the "Board") of Port of Skamania County (the "Port" or "Agency"). This Public Records Policy and Procedure replaces any previous Public Records Policy and Procedure. A copy of the attached Policy shall be made available to the public and prominently displayed at the Agency's headquarters and on the Agency's website.

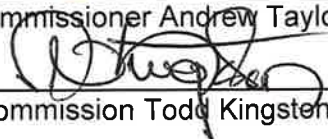
NOW, THEREFORE, BE IT FURTHER RESOLVED the Port is not required to maintain a current index of public records due to the above findings that the requirement is unduly burdensome and such a list is nearly impossible to create and/or maintain.


ADOPTION: ADOPTED by the Board of Commissioners of Port of Skamania County, at a meeting of such Board on the 14<sup>th</sup> day of May, 2026; the following Board Commissioners being present and voting:

Approved by:

  
\_\_\_\_\_  
Commissioner Ray Broughton, (District 1)

  
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Commissioner Andrew Taylor, (District 2)

  
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Commissioner Todd Kingsten, (District 3)

ATTEST:  
  
\_\_\_\_\_  
Executive Director, Pat Albaugh