

Port of Skamania County

Minutes of Board of Commissioners April 9, 2026

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

Absentees: Commissioner Broughton

Guests: None

Call to Order: Commissioner Kingston opened the meeting at 1:00pm

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.)

Consideration of the Minutes

March 12, 2026, Minutes

Consideration of Pre – Issued General Fund Vouchers **\$25,868.11**

22926-22937

EFT 03/20/2026-01 thru 03/20/2026-04

Dated 03/20/2026

22938-22939

EFT 04/03/2026-01 thru 04/03/2026-05

\$19,975.10

Dated 04/03/2026

Consideration of General Fund Vouchers **\$86,534.74**

22940-22959

EFT 04/09/26-01 thru 04/09/26-08

Dated 04/09/26

Consent Agenda Approval:

Commissioner Taylor made a motion to approve consent agenda items 1 and 2. Commissioner Kingston seconded. Motion passed.

Commissioner & Staff Reports

Attorney’s Report: No update at this time.

Finance Manager’s Report: The Finance Manager, Cindy Bradley, stated that revenues remain strong. Skunk is paying according to agreement.

Facilities Update: Doug Bill reported that the sewer issues have been resolved and tenants appear to be satisfied at this time. Boat and trailer signage have been prepared in anticipation of the upcoming fishing season. Additionally, work at Beverly Park is nearly complete.

Commission Update: No update at this time

Executive Director's Report: Executive Director Pat provided the Commission with an update regarding the progress of the Cascades Business Park project. The Port intends to apply for a \$75,000 CERB grant to support the architectural planning for the initial building at Cascades Business Park. Additional funding opportunities may be pursued for subsequent phases of construction in the future.

New Business & Administrative Approvals

Approve EDC quarterly performance review

Executive Director Albaugh discussed the performance of the EDC staff and asked the Commission to approve the quarterly performance review. Commissioner Taylor made a motion to approve the EDC quarterly review, Commissioner Kingston, Motion carried.

Approve IT migration to Microsoft 365 Government G3 (GCC)

Executive Director Albaugh presented the IT migration plan and associated costs. The proposed transition to a cloud data service platform will eliminate the need for external servers, resulting in future cost savings for the Port. Furthermore, utilizing a government platform will provide enhanced security features appropriate for public entities. Commissioner Taylor made a motion to approve the migration proposal agreement with Phoenix Technology not to exceed \$21,000. Commissioner Kingston seconded. Motion carried.

Adjourned: Meeting adjourned at 1:12pm

APPROVED BY:

Commissioner Ray Broughton, Secretary (District 1)

Commissioner Andrew Taylor, Vice President (District 2)

Commissioner Todd Kingston, President (District 3)

ATTEST: _____
Annette Sabourin, Minute Taker