

WAHKIAKUM PORT DISTRICT #1

August 13th, 2026

SIGN IN SHEET

Print

Megan Blackburn Friend
Ken Brewer
DAVE WHITNEY
Paige Lake

Signature

Megan Blackburn
Ken Brewer
Dave Whitney
Paige Lake

Wahkiakum Port District No. 1

Location:

DeBriar Room



Date: August 13th, 2026



Time: Noon

Meeting Agenda

August 13th, 2026

- I. OPEN THE MEETING**
- II. Approval of Minutes- July 9th, 2026**
- III. Approval of Financial Report**
- IV. Approval of Vouchers-Sign Documents**
- V. Open Forum (open to the public for comment - five-minute limit)**
- VI. Action Items**
 - Resolution 2026-03 CERB Planning Grant
 - Purchase of Dock
- VII. Discussion Items**
 - Future Projects
- VIII. Manager's Report**
- IX. Commissioner's Comments**
- X. Adjournment (Next Meeting September 10th)**

July 9, 2026

The regular meeting of the Board of Commissioners of Port District No. One of Wahkiakum County, Washington, convened on the above date with Commissioner Brett Deaton presiding. Also in attendance were Commissioner James Sorensen, Commissioner Scott Anderson, Manager Todd Souvenir, Assistant Manager Mackenzie Jones, Attorney Tim Hanigan, and Secretary Nadia Goldinov.

The general public attended by Zoom teleconference.

The meeting opened at 12:00 p.m.

APPROVAL OF MINUTES

Commissioner Anderson made a motion to approve the minutes of the regular board meeting held on June 11, 2026, as submitted, and Commissioner Deaton seconded. The motion passed 3-0.

FINANCIAL REPORT:

Manager Souvenir submitted the financial reports for June 2026, copies of which are attached. Commissioner Deaton made a motion to approve the financial reports for June 2026, and Commissioner Anderson seconded. The motion passed 3-0.

APPROVAL OF VOUCHERS:

Manager Souvenir provided a brief rundown of the voucher report.

Commissioner Anderson made a motion to approve vouchers 2026-215—2026-255 in the amount of \$79,146.55 for the month of July 2026, and Commissioner Sorensen seconded. The motion passed 3-0.

OPEN FORUM:

There were no public comments at that time.

ACTION ITEMS:

Approve Letter of Intent to Acquire Town Property

Manager Souvenir presented the letter of intent to acquire Town property to the board for approval. Discussion ensued.

Commissioner Deaton made a motion to approve the letter of intent to acquire Town property, and Commissioner Sorensen seconded. The motion passed 3-0.

Commissioner Deaton made a motion to authorize Manager Souvenir to negotiate, enter into, and sign the purchase and sale agreement, and sign all necessary documentation to acquire the property, and Commissioner Sorensen seconded. The motion passed 3-0.

MANAGER'S REPORT

Manager Souvenir commented the Port has been doing a lot of preparation for the upcoming Regatta and Bald Eagle Days event. The Regatta is happening this weekend and the Bald Eagle Days event is the following weekend. They are expecting about sixty to seventy people to show for the Regatta, and there will be about fifteen to twenty sailboats racing this Saturday and Sunday. Discussion ensued.

Manager Souvenir commented that they have finished the rock pit project. Everything looks very nice. They will work on cleaning and fixing up a few things in that area. Discussion ensued.

Manager Souvenir commented that they have added a thirty-amp electric breaker to the Last Place since it is often in use.

Manager Souvenir commented that they are testing out painting the lines for the gravel spaces. They want to see how long the painted lines will last. Discussion ensued.

Assistant Manager Jones commented that the street market will have live music today and next week.

Manager Souvenir commented that the month of July is really busy for reservations. All cabins have been booked, the Bell House has been reserved, and several of the rock pit sites have already been reserved for the Bald Eagle Days event and for the end of August. Discussion ensued.

COMMISSIONER COMMENTS:

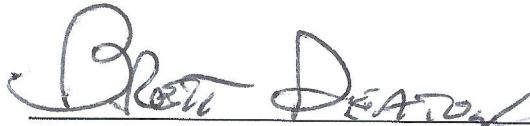
There were no commissioner comments at that time.

ADJOURNMENT:

The regular meeting was adjourned at 12:12 p.m.

The next regular meeting will be held August 13, 2026, in the DeBriae Meeting Room at 12:00 p.m.

Approval of the minutes of the regular meeting of July 9, 2026.


Brett Deaton, President


James Sorensen, Vice-President


Scott Anderson, Secretary

PORT DISTRICT NO. 1
Wahkiakum County, Washington

FINANCIAL STATEMENT
July 1 to July 31, 2026

BEGINNING CASH BALANCE	<u>\$ 320,747.38</u>
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REVENUE

Marina and Lodging Income	\$ 92,125.53
Tax Income (Real and Timber)	\$ 767.96
Interest Income	\$ 850.47
All Other Income	\$ 6,960.61
Total Revenue:	<u>\$ 100,704.57</u>

EXPENSE

Payroll and Benefit Expense	\$ 27,931.02
WCIF (medical insurance)	\$ 2,482.67
Capital Outlay	\$ 11,992.50
All Other Expense (see attached report)	\$ 38,338.20
Total Expense:	<u>\$ 80,744.39</u>

ENDING CASH BALANCE	<u><u>\$ 340,707.56</u></u>
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Net Cash Increase/Decrease	\$ 19,960.18
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08/06/26
Cash Basis

Wahkiakum Port District No. 1
All Other Expense
July 2026

	<u>Jul 26</u>
Expense	
All Other Expense	
Advertising & Legal Publication	60.00
Audit & Professional Fees	700.00
Electricity.	2,718.05
Fuel- Gas, Diesel, Propane	7,675.53
Garbage Service	1,050.95
Leasehold Tax	9,848.36
Legal Fees	1,196.85
Maintenance & Repairs	2,730.30
Repair & Maint / County Line	1,590.03
Market Expenses Port	109.39
Miscellaneous Services	1,307.76
Operating Expenses / Port	4,269.84
Operating Exp / County Line	1,263.67
Professional Services	300.00
Retail Sales Tax	2,109.29
Water / Sewer	1,408.18
	<u>38,338.20</u>
Total All Other Expense	<u>38,338.20</u>
Total Expense	<u>38,338.20</u>
Net Income	<u><u>-38,338.20</u></u>

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08/06/26

Wahkiakum Port District No. 1
VOUCHER APPROVAL LIST
Vouchers Submitted at Regular Scheduled Meeting

Date	Num	Name	Amount
Aug 13, 26			
08/13/2026	2026-274	Ace Security	90.55
08/13/2026	2026-275	Active Enterprises	199.59
08/13/2026	2026-276	Amazon Capital Services	1,683.20
08/13/2026	2026-277	Christenson, Inc	21,005.05
08/13/2026	2026-278	Enduris of Washington	29,792.00
08/13/2026	2026-279	Feltons' Heating & Cooling, Inc.	461.62
08/13/2026	2026-280	Goebel's Septic Service-PT	300.00
08/13/2026	2026-281	Hanigan Law Office, P.S.	1,052.42
08/13/2026	2026-282	Herb Tompkins	300.00
08/13/2026	2026-283	Interstate Pest Management, Inc.	161.70
08/13/2026	2026-284	Lowes	2,386.58
08/13/2026	2026-285	MAYFIELD ELECTRIC LLC	1,185.80
08/13/2026	2026-286	Renaud Electric	986.37
08/13/2026	2026-287	Sam Longtain Construction	11,965.80
08/13/2026	2026-288	Shelby Garrett	700.00
08/13/2026	2026-289	Stanley's Sanitary	1,254.93
08/13/2026	2026-290	Town of Cathlamet	202.13
08/13/2026	2026-291	The Eagle News	161.70
08/13/2026	2026-292	Wahkiakum County Health Depar...	50.00
08/13/2026	2026-293	Wahkiakum County Treasurer	4,812.11
08/13/2026	2026-294	Wahkiakum Noxious Weed Board	501.27
08/13/2026	2026-295	Wahkiakum PUD	3,908.92
08/13/2026	2026-296	Wahkiakum PUD	180.06
08/13/2026	2026-297	Walter E. Nelson Co. of Astoria	336.90
08/13/2026	2026-298	Washington State Department of ...	110.00
Aug 13, 26			83,788.70

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08/05/26

Wahkiakum Port District No. 1
VOUCHER APPROVAL LIST

Vouchers Submitted Prior to Regular Scheduled Meeting

Date	Num	Name	Amount
Aug 3, 26			
08/03/2026	2026-256	Amber Cameron	2,659.44
08/03/2026	2026-257	Brett Deaton	147.74
08/03/2026	2026-258	Coral Ruch	1,106.75
08/03/2026	2026-259	Dennis E Mueller	367.77
08/03/2026	2026-260	Hans D Dykstra	1,188.78
08/03/2026	2026-261	James Sorensen	147.75
08/03/2026	2026-262	Jayden Stoddard	1,313.60
08/03/2026	2026-263	Kenneth Ruch	1,367.51
08/03/2026	2026-264	Mackenzie Jones	3,326.61
08/03/2026	2026-265	Scott Anderson	147.74
08/03/2026	2026-266	Todd Souvenir	4,710.60
08/03/2026	2026-267	Wahkiakum County Treasurer	2,262.48
08/03/2026	2026-268	Wahkiakum County Treasurer	4,690.60
08/03/2026	2026-269	Health Care Authority	2,093.88
08/03/2026	2026-270	Wahkiakum County Treasurer	388.79
08/03/2026	2026-271	Washington State Departme...	230.00
08/03/2026	2026-272	VISA - BOP	701.86
08/03/2026	2026-273	VISA - BOP	1,079.42
Aug 3, 26			27,931.32