

WAHKIAKUM PORT DISTRICT #1

July 9th, 2026

SIGN IN SHEET

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Signature

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Meeting Agenda

July 9th, 2026

- I. OPEN THE MEETING
- II. Approval of Minutes- June 11th, 2026
- III. Approval of June 2026 Financial Report
- IV. Approval of Vouchers-Sign Documents
- V. Open Forum (open to the public for comment - five-minute limit)
- VI. Action Items
 - Approve Letter of Intent to Acquire Town Property
- VII. Discussion Items
- VIII. Manager's Report
- IX. Commissioner's Comments
- X. Adjournment - Next Meeting August 13th

June 11, 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 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 May 14, 2026, as submitted, and Commissioner Deaton seconded. The motion passed 2-0.

FINANCIAL REPORT:

Manager Souvenir submitted the financial reports for May 2026, copies of which are attached. Commissioner Anderson made a motion to approve the financial reports for May 2026, and Commissioner Deaton seconded. The motion passed 2-0.

APPROVAL OF VOUCHERS:

Manager Souvenir provided a brief rundown of the voucher report.

Commissioner Anderson made a motion to approve vouchers 2026-180—2026-214 in the amount of \$59,152.88 for the month of June 2026, and Commissioner Deaton seconded. The motion passed 2-0.

OPEN FORUM:

There were no public comments at that time.

ACTION ITEMS:

Pet Policy

Manager Souvenir stated he wanted to update the pet policy to take care of some of the issues they had regarding pets during springer season. The Port used to follow the city ordinance, but the ordinance was a little loose and had ways to get around not having your pet on a leash. The updated pet policy makes it very specific that pets have to be on a leash. Discussion ensued.

Commissioner Anderson made a motion to adopt the attached updated pet policy, and Commissioner Deaton seconded. The motion passed 2-0.

DISCUSSION ITEMS:

Rock Pit Project

Manager Souvenir provided an update on the ongoing rock pit project. Discussion ensued.

MANAGER'S REPORT

Manager Souvenir stated that the Port invited LNI to come down for a consultation visit. They did an inspection, and gave some advice. The visit went really well. There were several issues, but they have already been taken care of. Discussion ensued.

Manager Souvenir commented that the wooden boat show committee had a meeting last week. At this point since it has been a big struggle, they are going to cancel the 2026 wooden boat show. They will notify the public that there is a reorganization of the board and that they are excited to make the show bigger in 2027. Discussion ensued.

Manager Souvenir commented that the Bell House had its second long time rental. There were no major issues. Manager Souvenir also provided an update on the exterior construction of the Bell House. Discussion ensued.

Manager Souvenir commented that they have added internet at County Line Park, so customers will have internet moving forward.

Manager Souvenir commented that the Port is moving into the Bald Eagle Days and Regatta preparation. They are doing some work around the Port to make sure it is looking as good as possible for those events. Discussion ensued.

Manager Souvenir commented that the Wheel House group had a walk through the Johnson House. On the walls inside the house there were different potential ideas with what to do with the surrounding areas. Discussion ensued.

Manager Souvenir commented that he received a call from Manson, the dredging company. The dredge crew, that has been coming here the past six to seven years, will be coming down here again. Discussion ensued.

Manager Souvenir commented that there is a large deadhead around the green can. They tried to put a buoy on it to try and pull it out, but it didn't work. They have contacted the Coast Guard about it, and are waiting to hear back. Discussion ensued.

Manager Souvenir commented that they got an extended fishing season which was a nice surprise. Discussion ensued.

Manager Souvenir commented that the Columbia Coast TV show is on Amazon Prime, so the marina's TV episode can be watched on there now. Manager Souvenir also commented that Jeremiah

Rounds with Wahkiakum West is working on finalizing their commercial. He got three of the commercials done, and is working on the fourth one. Discussion ensued.

Commissioner Anderson made a motion to excuse Commissioner James Sorensen, and Commissioner Deaton seconded. The motion passed 2-0.

Assistant Manager Jones provided an update on the ongoing street market. Discussion ensued.

Assistant Manager Jones commented that people have been coming up to her about the radio ad. It's good to hear people have heard it, and it's a good way to get the word out there about the market. Discussion ensued.

Manager Souvenir showed the board one of the commercials he received from the Columbia Coast production team. They are still working on it. Once the commercials have been finalized, the Port will put them up on their website and social media page. Discussion ensued.

Commissioner Deaton asked if there will be a Hook the Hawg in August this year. Assistant Manager Jones stated there will be. It will be August 27th through August 29th.

COMMISSIONER COMMENTS:

Commissioner Anderson asked Manager Souvenir if the Port is now fully staffed. Manager Souvenir stated that they are.

ADJOURNMENT:

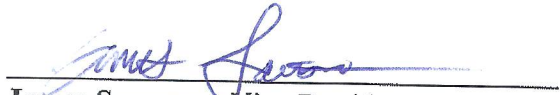
The regular meeting was adjourned at 12:33 p.m.

The next regular meeting will be held July 9, 2026, in the DeBriac Meeting Room at 12:00 p.m.

Approval of the minutes of the regular meeting of June 11, 2026.

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Brett Deaton, President

A handwritten signature in blue ink, appearing to read "James Sorensen", written over a horizontal line.

James Sorensen, Vice-President

A handwritten signature in black ink, appearing to read "Scott Anderson", written over a horizontal line.

Scott Anderson, Secretary

PORT DISTRICT NO. 1
Wahkiakum County, Washington

FINANCIAL STATEMENT

June 1 to June 30, 2026

BEGINNING CASH BALANCE	<u>\$ 305,565.46</u>
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REVENUE

Marina and Lodging Income	\$ 67,744.10
Tax Income (Real and Timber)	\$ 1,007.39
Interest Income	\$ 854.49
All Other Income	\$ 6,241.40
Total Revenue:	<u>\$ 75,847.38</u>

EXPENSE

Payroll and Benefit Expense	\$ 18,039.99
WCIF (medical insurance)	\$ 2,482.67
Capital Outlay	\$ 10,148.67
All Other Expense (see attached report)	\$ 29,994.13
Total Expense:	<u>\$ 60,665.46</u>

ENDING CASH BALANCE	<u>\$ 320,747.38</u>
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Net Cash Increase/Decrease	\$ 15,181.92
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07/01/26

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

Date	Num	Name	Amount
Jul 9, 26			
07/09/2026	2026-231	Herb Tompkins	300.00
07/09/2026	2026-232	Shelby Garrett	700.00
07/09/2026	2026-233	Department of Labor & Industries	2,963.16
07/09/2026	2026-234	Employment Security Department	154.69
07/09/2026	2026-235	Amazon Capital Services	2,345.72
07/09/2026	2026-236	Anderson Shake and Shingle	1,603.53
07/09/2026	2026-237	Christenson, Inc	7,385.45
07/09/2026	2026-238	Cowlitz River Rigging Inc.	753.70
07/09/2026	2026-239	Wahkiakum County Treasurer	9,848.36
07/09/2026	2026-240	Wahkiakum County Treasurer	2,409.96
07/09/2026	2026-241	Goebel's Septic Service-PT	300.00
07/09/2026	2026-242	Hanigan Law Office, P.S.	1,196.85
07/09/2026	2026-243	Interstate Pest Management, Inc.	161.70
07/09/2026	2026-244	Lowes	2,635.75
07/09/2026	2026-245	MAYFIELD ELECTRIC LLC	1,994.30
07/09/2026	2026-246	Moore Auto Parts	620.67
07/09/2026	2026-247	NW Dock & Pile	3,773.00
07/09/2026	2026-248	Sam Longtain Construction	3,314.85
07/09/2026	2026-249	The Sherwin Williams	1,133.87
07/09/2026	2026-250	Stanley's Sanitary	1,302.31
07/09/2026	2026-251	The Eagle News	60.00
07/09/2026	2026-252	Vancouver Bolt and Supply Inc.	420.80
07/09/2026	2026-253	Wahkiakum PUD	4,126.23
07/09/2026	2026-254	Employment Security - PFML	471.52
07/09/2026	2026-255	Employment Security - WA Cares	338.82
Jul 9, 26			50,315.24

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

Date	Num	Name	Amount
Jul 1, 26			
07/01/2026	2026-215	Amber Cameron	2,259.79
07/01/2026	2026-216	Brett Deaton	147.76
07/01/2026	2026-217	Coral Ruch	1,145.01
07/01/2026	2026-218	Dennis E Mueller	2,027.26
07/01/2026	2026-219	Hans D Dykstra	970.63
07/01/2026	2026-220	Jayden Stoddard	1,171.97
07/01/2026	2026-221	Kenneth Ruch	1,213.56
07/01/2026	2026-222	Mackenzie Jones	3,327.73
07/01/2026	2026-223	Scott Anderson	147.76
07/01/2026	2026-224	Todd Souvenir	4,714.09
07/01/2026	2026-225	Wahkiakum County Treasurer	4,704.56
07/01/2026	2026-226	Wahkiakum County Treasurer	2,172.71
07/01/2026	2026-227	Health Care Authority	2,093.88
07/01/2026	2026-228	Wahkiakum County Treasurer	388.79
07/01/2026	2026-229	VISA - BOP	231.05
07/01/2026	2026-230	VISA - BOP	2,114.76
Jul 1, 26			28,831.31

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07/01/26
Cash Basis

Wahkiakum Port District No. 1

All Other Expense

June 2026

	<u>Jun 26</u>
Expense	
All Other Expense	
Advertising & Legal Publication	2,650.05
Audit & Professional Fees	700.00
Electricity.	2,791.06
Fuel- Gas, Diesel, Propane	8,397.80
Fuel-Port Use	264.98
Garbage Service	627.67
Legal Fees	408.04
Maintenance & Repairs	1,458.99
Repair & Maint / County Line	1,290.35
Market Expenses Port	125.74
Miscellaneous Services	1,304.88
Office Supplies	53.67
Operating Expenses / Port	5,716.18
Operating Exp / County Line	517.00
Professional Services	300.00
Retail Sales Tax	1,699.00
Telephone/Internet	334.35
Water / Sewer	1,354.37
Total All Other Expense	<u>29,994.13</u>
Total Expense	<u>29,994.13</u>
Net Income	<u><u>-29,994.13</u></u>