

PORT OF ASTORIA

REGULAR COMMISSION MEETING MINUTES

April 21, 2009

1. CALL TO ORDER/ROLL CALL

President Larry Pfund called the Regular Meeting to order at 6:00 pm and took roll call.

Persons present were:

Commissioners: Larry Pfund, President; Bill Hunsinger, Vice-President; Kathy Sanders, Secretary; Floyd Holcom, Treasurer; and Dan Hess, Asst. Secretary/Treasurer

Staff: Jack Crider, Executive Director and Colleen Browne, Finance Manager

Also present were Janet Farstad; and John Lansing Budget Committee Chair

News Media: Cassandra Profita, The Daily Astorian and Jeff Nelson, Radio KAST

Guests: (see sign-in sheet)

2. CHANGES TO AGENDA

ADD: 9.a. Resolution 2009-16 for US Coast Guard City Designation

9.b. Airport Committee

Delete: 10.a. US Coast Guard

3. MINUTES of March 17 and April 14.

Commissioner Sanders requested the following corrections:

March 17 – Item 12.A. Comm. Sanders report, add NW ACT “briefed on federal” stimulus funds...

April 14: Item 6. add “Commissioners Hess and Sanders expressed their preference for Andrew Bornstein to be primary”.

Item 7. who made the motion was discussed and it was decided to leave Commissioner Holcom.

Commissioner Holcom moved to approve the minutes as corrected, seconded by Commissioner Hess.

DISCUSSION:

Commissioner Holcom requested that the President sign the minutes. After discussion it was decided that the President and Secretary would sign the approved minutes.

VOTE: Unanimously approved.

4. VOUCHERS & FINANCIALS – MONTH OF MARCH 2009

a. VOUCHERS:

Discussion on the following vouchers:

PAPE - 2 new forklifts

OECD - loan

CREST – environmental work of Jay Flint

VISA – 5 cards issued, charges approved by Executive Director

Jordan – legal high

Lanzarotta – audit preparation high

Commissioner Hess moved to pay the bills, seconded by Commissioner Sanders and unanimously approved.

b. FINANCIALS

Operating Profit and Loss:

Colleen Browne noted that the \$56,000 utility loss from last month was caught up this month through re-billings and utility charges.

Jack Crider said that Herb Florer and Colleen are working on utility accuracy.

Herb is also working on garbage dumpster control. An option under consideration is for the Port to collect some of the garbage and take to the landfill. This would lower the expense from \$60,000/year and keep other people from using the Port's dumpsters for their personal garbage.

Commissioner Holcom questioned control of the marina and airport fuel.

Jack Crider said that he is working on the market and vendors, trying to get both departments on the same control tracking system. Prices need to be adjusted to market.

Accounts Receivable:

David Graves – working on paying it.

Overbay – wants roof repaired so he stopped paying. Roof repair only had half done.

West Bay – sent numerous requests and they said they would pay May 6.

Need to send a Notice of Default.

NWFF – credit payment in advance

Commissioner Holcom moved to approve the financials, seconded by Commissioner Sanders and unanimously approved.

5. PUBLIC COMMENT

Lori Durham asked several questions.

1. Boat Auction – does the Port get the money?

Jack Crider responded that 15 vessels were seized by the Port for non-payment of moorage fees. The Port only recovers what is owed, balance goes to the county. The fireboat may go to the Maritime Museum as the Port has removed the engine and sold it.

2. Skipanon Peninsula – who owns it, when?

Jack Crider responded that DSL will meet with the Commissioners on May 6 to talk about that.

3. Tongue Point – progress?

Jack Crider responded that several options are under consideration and the Port is going forward working on the negotiations. The Washington Marine Group has agreed to lease 10,000 sf to a Port tenant who brings 5 jobs.

6. RESOLUTIONS for COMPASS BANK

- 2009-13 General Fund Checking
- 2009-14 Payroll Account
- 2009-15 Bornstein Money Market

Commissioner Sanders moved to approve Resolutions 2009-13, 14, & 15, seconded by Commissioner Hess.

DISCUSSION: Bornstein Money Market account is to earn interest only for the Port.

VOTE: unanimously approved.

7. T-HANGAR TAXILANE – BID

Jack Crider explained that the single original bid from Big River Construction was opened May 29, 2008, but not awarded until the funding could be confirmed and winter weather subsided. Big River was then requested to revise their bid due to insufficient funding for the entire project. The revised bid came back sufficiently lower but not enough to award the Base Bid and Alternates #1 and #2. Therefore, only the work for the Base Bid in the amount of \$309,994 and Additive #2 in the amount of \$55,495 is recommended for award in the Notice of Intent to Award the Bid.

Commissioner Holcom moved to award the bid to Big River in the amount of \$365,489, seconded by Commissioner Hess and unanimously approved.

8. PEDESTRIAN ACCESS PATH (ODOT) AMEND 2

Amendment #2 provides \$400,000 in federal stimulus funds from American Recovery and Reinvestment Act to pay for design and construction of lighting along the Riverwalk Trail extension on Port property. The benefits will provide power to Pier 3 and breakwater entrance to the mooring basin.

Commissioner Holcom moved to go forward with the Amendment, seconded by Commissioner Hess and unanimously approved.

9. STRATEGIC BUSINESS PLAN – CONSULTANT SELECTION

<u>Firm</u>	<u>Points</u>	<u>Ranked</u>
Al Benkendorf, Portland OR	319	1
Harper Houf, Clackamas OR	283	2
Makers, Seattle WA	265	3
Maul Foster, Portland OR	250	4
Morgan CPS, Keizer OR	231	5
FCS Group, Milwaukie OR	227	6
SAF, Ontario Canada	168	7

Consensus of the board was to interview the top 5 consultants beginning June 1.

9.a. RESOLUTION 2009-16 US COAST GUARD CITY DESIGNATION

Commissioner Holcom read Resolution 2009-16 in support of the US Coast Guard City Designation for the City of Astoria. Discussion followed on the Coast Guard's important influence within the community.

Commissioner Holcom moved to approve Resolution 2009-16, seconded by Commissioner Hunsinger and unanimously approved.

9.b. AIRPORT COMMITTEE

Fifteen persons were asked to participate in the reconstructed Airport Committee. Of those Jim Campbell, John Raichl, Stan Tussing, Jack Cullimore, Eric Paulson, Dr. Phillip Bales and Bob Maxfield agreed to participate. All meetings will be open to the public.

Commissioner Holcom moved to appoint the seven to the Airport Committee, seconded by Commissioner Hunsinger and unanimously approved.

10. DISCUSSION ITEMS

(a) ~~US Coast Guard City Designation~~

(b) Small Ship Yard & EDA Grant

The Port is seeking a \$3 million federal Maritime Administration grant and a \$1.8 million Economic Development Administration grant to acquire North Tongue Point and build a small shipyard there. Jack Crider said the narrative is the same as other federal requests. He received a notice from Peter Friedman that the requests are in and waiting for administrator acceptance from the Maritime for \$3 million. The solicitation is in August.

(c) Ports Day at the Capitol is schedule for April 29 from 8:00 am to 2 PM.

Commissioner Hunsinger moved to send Jack Crider, Dan Hess and Kathy Sanders, seconded by Commissioner Hess, and unanimously approved.

(d) New Calendar is being devised that represents all the Commissioner assignments and who's responsible for attending. (see attached)

Commissioner Holcom pointed out the need to focus on direction from the Board and Jack Crider; and the critical need to approve the committees for budgetary purposes.

(e) 100-Year Anniversary celebration was discussed. Parade entry suggestions will be considered later.

11. COMMISSION

(a) Reports

Commissioner Holcom:

- a. He appreciated the work to reinstate the Airport Committee and now need to work on the Marina Committee. The liveboards saved boats during the storm of 2007, some of those people need to be on the committee.
- b. East End Basin sea lions are back, tourists are coming and the railing needs work.

Commissioner Hess:

- a. Western Fishboat Owners event – They had good things to say about the Port’s haulout and the lunch the Port provided. Appreciated the Port’s support.

Commissioner Hunsinger:

- a. Washington Group – met on tenant lease and walked around the facility.

Commissioner Sanders:

- a. Boat Show reception – Westport put \$20 million into coldstorage.
- b. Seaside Arboretum dedication – went very well, talked about energy needs.
- c. OPPA – Legislative bills are fluid, unlike prior years. Bylaws of OPPA were discussed. Ports Day on April 29.
- d. OECD – talked about potential budget cuts.
- e. Aviation Board reception and meeting were good.

Commissioner Pfund:

- a. ODA Meeting – Members were excited about the airport, new Seaport passenger service, USCG demonstration, and Bar Pilot presentation on their work.

(b) Concerns/Comments

Commissioner Sanders said that during the executive session last week to evaluate the Executive Director, verbal personal attacks were made to her. She said these were outside the advertised meeting subject matter of the Executive Director evaluation. She was offended and said it was inappropriate and unprofessional.

Commissioner Pfund said he didn’t feel it was an attack, he was defending the Director who was being attacked by Kathy Sanders, that has happened at the last 3 meetings.

Commissioner Hunsinger asked that the meeting to move on.

12. OTHER BUSINESS

Commissioner Hess asked about the Project Tank information request due April 14. Jack Crider responded that it went out with photos. Project would be a nice fit. Commissioner Holcom said the reason for CEDR was to generate information for the county.

Jack Crider responded that the Project Tank information came from CEDR.

Commissioner Hunsinger said as he listened to the news about the pirates, they were saying 80% of goods are moved by water. The Port needs to capture more of that. Commissioner Hess's responded they are trying to take 20,000 trucks off the highway.

Commissioner Holcom said constituents represented #4449 Train Group working with passenger rail. He believes the Port should look into train use for cruise ship passengers.

Audit for last year was handed out to the Commissioners. Colleen Browne said the auditor was to be at the next meeting to discuss the audit findings. As a reminder, the Budget Committee Meeting is June 18.

Janet Farstad said there were 2 submittals received for the Airport Engineering Request for Qualifications. They would be in the Commissioners bin tomorrow.

13. PUBLIC COMMENT

Lori Durham asked about SeaPort (airport passenger service). Jack Crider responded that passenger counts are improving, hauling 1-2 people a flight keeps them OK; some canceled flights due to weather.

Lori Durham noted several forums for Port Commissioner candidates in Seaside and Astoria.

~~14. RECESS TO EXECUTIVE SESSION IN ACCORDANCE WITH ORS 192.660 (2)(e) REAL PROPERTY NEGOTIATIONS AND ORS 192.660 (2)(h) LITIGATION.~~

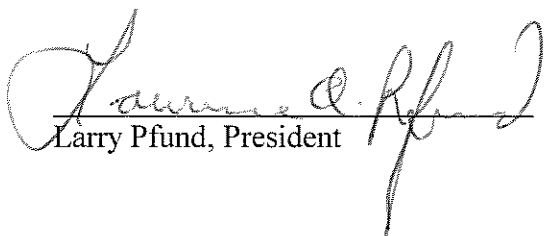
~~15. RECONVENE REGULAR MEETING~~

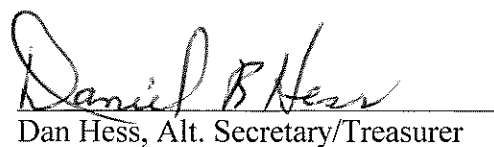
16. ADJOURN at 7:45 pm.

Submitted by Janet Farstad

APPROVED

ATTEST:


Larry Pfund, President


Dan Hess, Alt. Secretary/Treasurer

PORT OF ASTORIA
COMMITTEE ASSIGNMENTS

<u>ORGANIZATION</u>	<u>DELEGATE</u>	<u>ALTERNATE</u>
NW Area Committee on Transportation	K. Sanders	D. Hess
C.R.E.S.T.	J. Crider	B. Hunsinger
Western Fish Boat Owners	D. Hess	F. Holcom
N.W. Oregon Economic Alliance Board	K. Sanders	J. Crider
Columbia Pacific Economic Develop.Dist.	K. Sanders	L. Pfund
Lower Columbia Solutions Group	B. Hunsinger	L. Pfund
C.E.D.R.	J. Crider	L. Pfund
Clatsop Cruise Committee	D. Hess	R. Fahrney
O.P.P.A.	K. Sanders	J. Crider
Columbia River Salmon Advisory	B. Hunsinger	
OCZMA	F. Holcom	Dan Hess
<u>Active Port Committees</u>		
Airport Advisory Committee	L. Pfund	F. Holcom
Air Service Consortium	L. Pfund	J. Crider
Port 100-Year Anniversary	F. Holcom	B. Hunsinger & Kathy Sanders

