

**MINUTES
MARCH 4, 2014**

**PORT OF ASTORIA
WORK SESSION
PORT COMMISSION CHAMBERS**

Call to order

Chairman Jim Campbell called the work session to order.

Roll Call

Commissioners present: Jim Campbell, Bill Hunsinger, Steve Fulton, Ric Gerttula and Jack Bland.

Staff present: Interim Director Michael Weston and Finance Manager Colleen Browne.

Also present: Ron Guerra, Port Counsel

Presentation of Parking Plan

Interim Director Michael Weston presented the Parking Plan with the aid of a 9 page illustrated draft which includes photographs of proposed parking zones with specific areas outlined. The last page includes estimated costs and projected revenue. Parking zones were identified as follows:

- Pier 1 building and terminal
- Riverwalk Inn
- Chinook Building
- Pier 3
- Vacant lots TL5400 and TL900
- Pier 2

Option of 3 year phased approach as follows:

- Phase 1 – Implement parking restrictions on Chinook building and surrounding lots. Develop lots 3, 4, and 5.
- Phase 2 – Implement restrictions on developed lots 1, 2, 6, and 8.
- Phase 3 – Develop lot 7.

Discussion followed regarding estimated costs and projected revenue following plan implementation.

Public Comments

Brad Smithart, Operations Manager, Riverwalk Inn, Astoria, OR

Brad noted that they have the software in place to distinguish which vehicles are theirs, and also expressed concern over public parking for visitors to the Trolley.

Adjourned

**MINUTES
MARCH 4, 2014**

**PORT OF ASTORIA
SPECIAL MEETING
PORT COMMISSION CHAMBERS**

Call to order

Chairman Jim Campbell called the Special Meeting to order.

Roll Call

Commissioners present: Jim Campbell, Bill Hunsinger, Steve Fulton, Ric Gerttula and Jack Bland.

Staff present: Interim Director Michael Weston and Financial Director Colleen Browne.

Also present: Ron Guerra, Port Counsel

Pledge of Allegiance

Changes/Additions to Agenda

At the request of Chairman Campbell, the East Mooring Basin Causeway was added to the agenda. The decision was made to include the East Mooring Basin Causeway under Old Business, in position #4.

Also added to the agenda was the Financials Review, to take the position before New Business.

Public Comments

Pat O'Grady, Astoria, OR

Pat expressed concern over going outside to hire a new Executive Director, and encouraged the commission to keep Interim Executive Director, Mike Weston, in that position.

Public Hearings

N/A

Financials Review

Finance Manager Colleen Browne gave 3 standard reports for January 2014. Also noted was a correction made in account coding which resulted in an increase of the airport year-to-date net income. Discussion followed regarding a loss of income from the marina during the period of July 13, 2013 to January 14, 2014.

New Business

1. Nadler Group – AOC4

Interim Director Mike Weston requested approval of a contract to retain the services of the Nadler Group for some pending litigation.

Commissioner Bland made a motion to approve, motion seconded by Commissioner Fulton.

Motion carried unanimously.

2. CD Account – Res. No. 2014-03
Adoption of Resolution to place remaining restricted funds on AOC4 into a Certificate of Deposit Account. Commissioner Gerttula made the motion to approve, motion seconded by Commissioner Bland. Motion carried unanimously.

Old Business

1. Bylaw Amendment – Res. No. 2014-04
Interim Director Mike Weston presented Resolution No. 2014-03 to amend Resolution No. 93-01 by adding a new section to Article 5, in regard to creating bylaws for special committees and creating the Airport Advisory Committee and the Marina Advisory Committee.
Commissioner Fulton moved to approve, motion seconded by Commissioner Gerttula.
Motion carried unanimously.
2. Westerlund Assignment (continued)
Regarding agreement between Westerlund Log Handlers, LLC and Murphy Overseas U.S.A., DBA Astoria Forest Products for sublease. In the case of default, Murphy Overseas U.S.A. agrees to assume the lease and lease responsibility. Consent to Sublease also identifies three concerns, included in sections 11, Costs for Consent, and 14, Special Conditions. Commissioner Fulton noted that he would like to see these concerns included in leases moving forward.
Commissioner Gerttula moved to approve, seconded by Commissioner Bland. Vote was as follows:
Commissioner Bland, Yes; Commissioner Gerttula, Yes; Commissioner Hunsinger, Abstain;
Commissioner Fulton, Yes; Commissioner Campbell, Yes.
3. Executive Director Job Description
Interim Executive Director Mike Weston explained that he and Former Clatsop County Commissioner Patricia Roberts worked together to revise the Executive Director Job description. He also recommends placing an Organization Chart into the description. During discussion, Commissioner Fulton requested to amend the first question, to be two questions, as follows:
 - 1) Please explain your experience of land use planning and property development.
 - 2) Explain how you have managed a budget to meet changing economic conditions.Commissioner Gerttula revised his motion to include the amended questions, Commissioner Bland revised his second. Motion carried unanimously.
4. East Mooring Basin Causeway
Discussion on security/safety issues and possible solutions. There is concern regarding the safety of the people that visit the Basin to see the sea lions, while on the ramps and causeway. Interim Executive Director Mike Weston explained that the repairs to the railings are a top priority and estimates a couple of months for completion of repairs. There are currently a Marina crew and a Maintenance crew preparing to work on the railings. Possible short term solutions discussed included:
 - Putting up gates at ramps and no trespassing signs.
 - More enforcement on no trespassing.
 - Enter at your own risk signs.

Public Comment for items not on the agenda

No public comment

Director/Commissioner Reports

Interim Executive Director Mike Weston recently sent out emails regarding the City of Astoria's Riverfront Visioning Plan. The City is working on a height restriction on all water property at 15 feet above ordinary high water and will also prohibit boathouses and structure width. These restrictions could eliminate the opportunity for the Port of Astoria to build on the water in the future. If these restrictions are passed, there is the possibility that the Port, as land owners, could file a Measure 49 claim.

Good of the Order

A letter from Mark Freeman, with Infrastructure Finance Authority, reports that FCS Group did a study on the economic benefits of Oregon Ports and revealed that 1,830 jobs are attributed to the Port of Astoria, not including the jobs at Tongue Point. Also, the Port of Astoria has had a net economic benefit of \$437,000,000 on Clatsop County. Interim Executive Director Mike Weston will be taking this information with him to Washington D.C.

Commissioner Gerttula expressed concern that the Port of Astoria Commission has too many meetings, in comparison with other commissions.

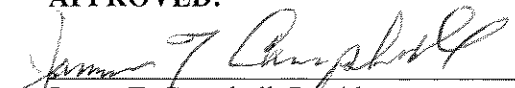
There was discussion on the impending trip to Washington D.C. and the application to be submitted with the Department of Transportation. Also discussed were the possible amounts of funds to be awarded, and the options for improvements to be made with the funds.

Next meeting Date

- Regular Meeting, March 18th, 2014 at 6:00 PM
- Budget Meeting, March 20th, 2014 at 12:00 PM

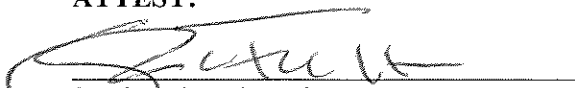
Adjourned

APPROVED:



 James T. Campbell, President

ATTEST:



 Stephen C. Fulton, Secretary

Respectfully submitted by:
Judy Farfan, Administrative Clerk

4-31-2014

 Date Approved