

**MINUTES  
JULY 7, 2015**

**PORT OF ASTORIA  
WORKSHOP SESSION  
PORT COMMISSION CHAMBERS**

**Call to order**

Chairman Raichl called the Workshop Session to order at 5:00 pm.

**Roll Call**

Commissioners present: John Raichl, Steve Fulton, and Robert Mushen.

Commissioners excused: Bill Hunsinger and Jim Campbell.

Staff present: Executive Director Jim Knight, Director of Business Development Mike Weston, Finance Manager Jim Grey, Operations Manager Matt McGrath, Permits/Projects Manager Robert Evert, and Executive Assistant Judy Farfan.

Also Present: Port Counsel Tim Ramis.

**Pledge of Allegiance**

**Changes/Additions**

Commissioner Fulton requested the addition of Floodplain Mapping, as Warrenton Mayor Mark Kujala had consented to providing the Commission with an update immediately following the oath of office.

Executive Director Jim Knight requested the removal of action item Intergovernmental Agreement with Benton County, as the document was not ready.

Commissioner Fulton moved to approve the agenda as revised. Commissioner Mushen seconded.

Motion carried unanimously.

**Oath of Office**

The Commission invited the Mayor of Warrenton, Mark Kujala, to administer the oath of office to recently elected Commissioners John Raichl and Robert Mushen.

Once the Commissioners were sworn in, they returned to their seats to continue the meeting.

Commissioner Fulton took a moment to express his appreciation to Commissioners Raichl and Mushen for their past service to the Port, and welcomed them back to the Commission.

**Floodplain Mapping Update**

Warrenton Mayor Mark Kujala spoke to the Commission about the current status of the FEMA floodplain mapping. He explained that he had met with FEMA and their consultant in April to go over their findings, and that there had been errors in the initial computations of the floodplain levels.

Mayor Kujala also spoke about an amount of \$27,700 for retaining the consultant to assist with determining correct flood levels.

Mayor Kujala mentioned that he would be meeting the next day with representatives from the offices of Senators Wyden and Merkley, as well as Representative Bonamici's office.

### **Workshop – Committee Assignments**

Commissioner Raichl noted to the Commission that Commissioner Hunsinger, in his absence, had requested to remain on the committees on which he currently serves.

Discussion followed regarding the current committee assignments held, and the possibility of removing those that are no longer relevant.

The item was tabled until the next Regular Session on July 21, 2015, pending recommendations from staff.

### **Advisory Items**

#### **Goal Setting Discussion**

Commissioner Raichl noted that most of the goals previously set by the Commission have been met or have made progress. He explained that the Port could find a third party to assist with setting goals for the next year, or keep the goal setting entirely amongst the Commission, with input from the staff.

Discussion followed regarding providing staff perceptions on goals for the Port; realistic goal setting; updating the strategic plan; and timing the goal setting with the budget process in the future.

The Commission and staff will create lists of goals to examine at a meeting in the near future.

### **Action Items**

#### **NOAA License Agreement – Correction of Agreement Number**

Executive Director Jim Knight explained to the Commission that the previously approved NOAA License Agreement had an error in the agreement number, as NOAA had already assigned 15WBR0007N to another agreement. The correct number for the NOAA License Agreement with the Port of Astoria is 15WBR0008N.

Commissioner Mushen moved to approve the correction of the NOAA License Agreement number. Commissioner Fulton seconded.

Motion carried unanimously.

### **Public Comment**

None


### **Next Meeting Dates**

- Regular Session – July 21, 2015 at 6:00 PM

### **Adjourned**

There being no further business, Chairman Raichl adjourned the meeting at 6:00 pm.

**APPROVED:**

  
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John Raichl, President

Respectfully submitted by:  
Judy Farfan, Executive Assistant

7.21.15  
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Date Approved

**ATTEST:**

  
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Stephen C. Fulton, Secretary