

**MINUTES
SEPTEMBER 28, 2015**

**PORT OF ASTORIA
WORKSHOP SESSION
PORT COMMISSION CHAMBERS
422 GATEWAY AVENUE, SUITE 100
ASTORIA, OR 97103**

Call to order

Chairman Raichl called the Regular Meeting to order at 8:30 am.

Roll Call

Commissioners present: John Raichl, Bill Hunsinger, Steve Fulton, Jim Campbell and Robert Mushen.

Budget Committee Members present: John Lansing, Richard Lee and Mary Iverson.

Staff present: Executive Director Jim Knight, Director of Business Development Mike Weston, Operations Manager Matt McGrath, Permit & Projects Manager Robert Evert; Finance Manager Jim Grey, Property Manager Shane Jensen, Marina Manager Janice Burk, and Executive Assistant Judy Farfan.

Port Counsel Tim Ramis of Jordan Ramis joined the session at 1:00 pm.

Guest Facilitator: George Dunkel with Special Districts Association of Oregon (SDAO).

Pledge of Allegiance

No flag present at the meeting facility.

Public Comment – items on the agenda.

None

Workshop – Goal Setting

❖ Introduction and Staff Reports

Mr. George Dunkel, of SDAO, began the workshop by asking for introductions of all in attendance, and explained the process by which the workshop would proceed.

Staff gave reports regarding their specific departments, and noted past experiences as well as present and future needs.

Staff reports were presented as follows:

- Executive Director Jim Knight
- Finance Manager Jim Grey
- Permit & Project Manager Robert Evert
- Operations Manager Matt McGrath
- Director of Business Development Mike Weston
- Marina Manager Janice Burk

The main topics of discussion, both during and after the staff reports, included: dredging; the condition of Port properties; infrastructure needs; and both the master and strategic plans.

Break for lunch from 12:00 PM to 1:00 PM.

❖ Establish Immediate Goals & Frame Strategic Goals

Mr. Dunkel lead the goal setting session by sharing strategies and involving the Commission and Port staff in discussion about information received during the staff reports, as well as additional feedback from the staff and Commission members.

Following the discussion, the Port staff was excused for the remainder of the meeting.

❖ Team Building

The team building portion involved a lengthy discussion between the Commissioners and the Executive Director, with Mr. Dunkel facilitating.

Mr. Dunkel told the Commission that he would take the information gathered from the session, and return with suggestions for the Commission, at a date to be determined in November.

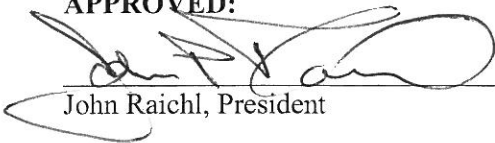
Next Meeting Dates

- Special Session – September 29, 2015 at 12:00 PM.
- Workshop Session – October 6, 2015 at 5:00 PM.
- Regular Session – October 20, 2015 at 6:00 PM.

Adjourned

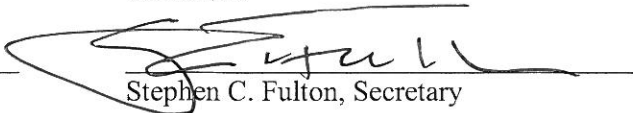
The meeting adjourned at 4:40 pm.

APPROVED:



John Raichl, President

ATTEST:



Stephen C. Fulton, Secretary

Respectfully submitted by:
Judy Farfan, Executive Assistant

10-20-2015
Date Approved