

**MINUTES  
SEPTEMBER 29, 2015**

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

**Call to order**

Chairman Raichl called the Regular Meeting to order at 12:03 pm.

**Roll Call**

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

Staff present: Executive Director Jim Knight, Director of Business Development Mike Weston, and Executive Assistant Judy Farfan.

Port Counsel was Robert Koury of Jordan Ramis for this session.

**Pledge of Allegiance**

As this was a lunch time meeting held at the Commission conference table, the Pledge of Allegiance was not recited for this session.

**Changes/Additions**

No changes were made to the agenda.

**Public Comment – Items on the agenda.**

**William Orr, Astoria Hospitality Ventures**

Mr. Orr, along with Mr. Chester Trabucco, updated the Commission on the progress made with the Riverwalk Inn as short-term operators. Mr. Orr explained that during the first 3 weeks of operation, the main focus was on customer and employee satisfaction; as well as maintaining and improving the property. He noted that they currently had 97 rooms in operation, and pointed out several specific areas where improvements/upgrades had been made.

Discussion followed regarding items such as: walk-in business; Groupon reservations honored; and a need for additional outside lighting.

**Advisory Items**

**Discussion - Parameters for the Riverwalk Inn Request for Proposals (RFP)**

Port Counsel Robert Koury took the Commission through the draft version of the Riverwalk Inn RFP, section by section. During each section overview, the Commission had the opportunity to discuss possible changes, additions, etc., to the proposal.

Discussion included items such as: square footage of rooms; possibilities for the timeline; available parking; a form of security deposit; how specific to make the criteria; whether to include the restaurant as an optional item; and collecting on past due amounts owed to the Port.

Commissioner Hunsinger requested to go into Executive Session to discuss legal issues pertaining to the property.

The discussion on the parameters for the Riverwalk Inn RFP was tabled until the October 6, 2015 Workshop Session.

**Public Comment – Items not on the agenda.**

None

**Next Meeting Dates**

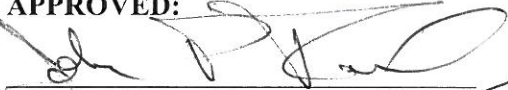
- Workshop Session – October 6, 2015 at 5:00 PM
- Regular Session – October 20, 2015 at 6:00 PM

**Adjourned**

Chairman Raichl adjourned the meeting at 1:58 pm.

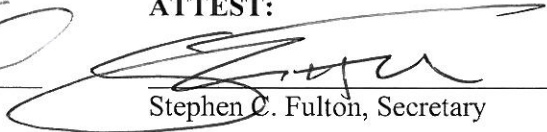
The Commission immediately went into Executive Session pursuant to ORS 192.660(2)(h), to discuss legal rights and duties regarding current litigation or litigation likely to be filed.

**APPROVED:**



John Raichl, President

**ATTEST:**



Stephen C. Fulton, Secretary

Respectfully submitted by:  
Judy Farfan, Executive Assistant

10-20-2015  
Date Approved