

MINUTES
AUGUST 1, 2017

**PORT OF ASTORIA
WORKSHOP SESSION
PORT ADMIN BUILDING
10 PIER 1, SUITE 209
ASTORIA, OR 97103**

Call to Order

President Spence called the Workshop Session to order at 4:00 pm.

Roll Call

Commissioners Present: Frank Spence; Dirk Rohne; Jim Campbell; and Bill Hunsinger.

Staff present: Executive Director Jim Knight, Director of Finance Will Isom, Property Manager Shane Jensen, Airport Manager Gary Kobes, and Executive Assistant Judy Dodge Fattori.

Port Counsel was not available for this session.

Pledge of Allegiance

Plaque Presentation – Robert L. Mushen

The Commission took a moment to present a plaque recognizing recently resigned Port Commissioner Robert (Bob) Mushen and expressing deep appreciation for his service to the Port of Astoria Commission, and the citizens of Clatsop County, during his time at the Port (2014-2017).

Changes/Additions

Mr. Knight requested changing positions of the first two workshop items Port Bylaw Review and Discussion Regarding Tongue Point, as some guests needed to leave early.

Commissioner Spence removed agenda item, Create Airport Brand and Logo, to be discussed at another time.

Workshop: Discussion Regarding Tongue Point

Mr. Knight spoke briefly to the Commission about the Port's history with trying to develop the Tongue Point area, noting that he had recently been approached by Port tenant, WCT Marine, and Hyak Maritime, a U.S. based marine transportation company that builds and charters vessels.

Mr. Knight introduced Mr. Robert (Bob) Dorn, CEO of Hyak Maritime, to the Commission to speak about his company and share his vision for Tongue Point.

Mr. Dorn began by giving the Commission a brief history of his business, and his background in the marine industry. He noted that he had been looking for waterfront property, and is interested in the Tongue Point property. He further explained that Hyak Maritime is interested in assisting WCT Marine with their opportunity for further growth on Tongue Point, and would like to purchase the property from the Washington Development Group, which currently leases the area to the Port.

Mr. Dorn then answered questions from the Commission regarding his plans for Tongue Point.

Discussion included items such as: current and future development plans; servicing commercial fishing vessels; and the possibility of the Port subleasing the property.

Workshop: Discussion Regarding Tongue Point (continued)

Commissioner Rohne moved to direct the Port Director to write a letter to the Washington Development Group to request termination of the Port of Astoria's lease at Tongue Point. Commissioner Campbell seconded.

Discussion included items such as: the potential for private industry to invest in Tongue Point; an opportunity to create jobs for the area; and the need for additional time to consider the Port's options and allow for public input on the matter.

The vote went as follows:

Commissioner Hunsinger: Abstain

Commissioner Rohne: Yes

Commissioner Campbell: Yes

Commissioner Spence: Yes

The motion passed with a majority vote.

It was noted that any documents related to the request will come back before the Commission for execution.

Public Comment – for items on the agenda

There were no public comments for items on the agenda.

Workshop: Port Bylaws Review

Following a brief discussion by the Commission, the Bylaw Review was tabled to be discussed further after the vacancy on the Commission is filled.

Workshop: Correct Roadway Safety Issues on Flightline Drive at Airport

Commissioner Spence expressed concern in regard to the condition of SE Flight Line Drive in Warrenton. While speaking to the Commission, he referred to a recent memo, dated July 24, 2017, which was sent to the Commission from the Airport Advisory Committee (AAC).

Discussion followed regarding a suggestion from the memo to reach out to Clatsop County to see if there could be a joint agreement to repave the road.

Commissioner Spence requested that the Executive Direct pursue resolution to the matter.

Action Items

❖ KPFF Amendment #1

Mr. Knight gave the Commission a brief overview of the storm damage assessment process with FEMA and KPFF, the engineering firm hired by the Port to further assess storm damage after FEMA's initial assessment.

A rather large disparity between the two storm damage estimates resulted, which is due largely to findings of additional damage that was not initially recognized during the FEMA assessment.

The amendment, Task 5 – Storm Damage Assessment Report – Baseline Conditions, will allow the engineers to further evaluate the storm damaged sites to determine pre-existing conditions, as requested by FEMA. The additional evaluation is estimated to be \$65,070.

Commissioner Campbell moved to approve KPFF Amendment #1 (Task 5). Commissioner Rohne seconded.

Motion carried unanimously.

❖ Concessionaire Agreement with Enterprise Rent-a-Car for Airport

Mr. Kobes explained to the Commission that the agreement would allow for the airport to be an agent of Enterprise and would fill a need for transportation to fly-in customers while visiting. Enterprise will provide the vehicles and rental contracts.

Commissioner Rohne moved to approve the Concessionaire Agreement with Enterprise Rent-a-Car, and authorize the Executive Director to execute the agreement. Commissioner Campbell seconded.

Motion carried unanimously.

❖ Clarify Airport Advisory Committee Composition and Procedures

Commissioner Spence offered some thoughts on options for the AAC regarding committee composition and meeting minutes.

Mr. Kobes suggested that the committee could come back before the Commission with recommendations for changes to the AAC bylaws. The Commission agreed to the suggestion.

Commissioner Hunsinger took a moment to recognize the importance of the AAC, and noted the importance of having a complete Budget Committee.

Commissioner Hunsinger moved to begin advertising in the local newspaper for budget committee members.

Motion failed for lack of a second.

Public Comment – for items not on the agenda.

Peter Roscoe, Astoria, OR

Mr. Roscoe spoke to the Commission regarding the Port's Tongue Point lease, noting concern about whether language in the lease allows for current tenants to stay on Tongue Point.

Upcoming Meeting Dates

- Special Session – August 22, 2017 at 4:00 PM for Commission Candidate Interviews and Selection.
- Regular Session – August 22, 2017 at 5:00 PM. (rescheduled from 8/15/2017)

Adjourned

President Spence adjourned the meeting at 5:36 pm.

APPROVED:



Frank R. Spence, Chairman/President
Board of Commissioners

ATTEST:



Bill Hunsinger, Assistant Secretary
Board of Commissioners

Respectfully submitted by:
Judy Dodge Fattori
Executive Assistant & Board Secretary

NOV. 21, 2017

Date Approved