

**MINUTES  
AUGUST 22, 2017**

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

**Call to order**

President Spence called the Regular Meeting to order at 5:30 pm, following the Special Session.

**Roll Call**

Commissioners present: Frank Spence, Dirk Rohne, Robert Stevens, Jim Campbell, and Bill Hunsinger.

Staff present: Executive Director Jim Knight, Director of Operations Matt McGrath, Director of Finance Will Isom, Airport Manager Gary Kobes, and Executive Assistant Judy Dodge Fattori.

Port Counsel was Eileen Eakins for this session.

**Pledge of Allegiance**

**Commission Reports**

Commissioner Hunsinger reported on the commercial fishing industry, noting that the commercial fishermen have given up a half of their fishing season to protect the salmon run. He also noted that he would be leaving the meeting early to attend a meeting in St Helens as a representative for the commercial fishermen of Oregon and Washington.

Commissioner Stevens Expressed his appreciation for the opportunity to serve the Port of Astoria and offered his dedication to his service with the Port.

Commissioner Spence took a moment to explain the public comment process.

**Changes/Additions**

Commissioner Hunsinger requested moving up agenda item 9a Pacific Marine Expo Discussion.

The item will be place immediately following the scheduled presentation.

Commissioner Hunsinger also requested a meeting to discuss Tongue Point, and to allow the public an opportunity to comment on the issue.

Commissioner Spence noted that the request would be taken under advisement.

**Presentation – Astoria Middle School Rain Garden Project - Cem Gokcora/Maul, Foster & Alongi (MFA)**

Mr. Knight gave a brief background on the rain garden project, and its association as a supplemental environmental project to the Port's DEQ fine.

Mr. Knight introduced the MFA consultant/AMS Rain Garden project manager, Cem Gokcora to the Commission; as well as Jennifer Rouda, with the Master Gardener Program.

Mr. Gokcora, with the aid of a PowerPoint presentation, spoke to the Commission about the project processes such as: the site selection; project design; environmental and educational benefits; and some of the more specific and technical details of the project.

**Presentation – Astoria Middle School Rain Garden Project (continued)**

Mr. Knight asked the Commission for permission allocate up to \$29,532 which is 80 percent of the amount of the fine, to continue moving the project forward.

*Commissioner Campbell moved to approve the Astoria Middle School Rain Garden project; and an expenditure not to exceed \$29,532. Commissioner Rohme seconded.*

*Motion carried unanimously.*

**Advisory Item**

❖ **Pacific Marine Expo Discussion**

Commissioner Hunsinger spoke to the Commission regarding the importance of the Port continuing the practice of attending the annual Pacific Marine Expo. He explained that the expo offers an opportunity for the Port to market its many assets, as well as marketing for the Port's tenants.

*Commissioner Hunsinger moved to authorize the Port of Astoria to continue to represent themselves with a booth at the Pacific Marine Expo 2017. Commissioner Stevens seconded.*

Discussion followed regarding items such as: current tenant involvement; the need for Commission involvement; marketing alternatives; expo costs; and benefits to the community.

*Motion carried unanimously.*

Commissioner Hunsinger was excused from the meeting at 6:29 pm.

**Public Comment for items on the agenda**

There were no requests for public comment for items on the agenda.

**Consent Calendar**

The Consent Calendar consisted of the following items:

- Regular meeting minutes for July 25, 2017
- Event Calendar for September 2017
- Financials through June 29, 2017

Overview of the Profit & Loss Actual vs. Budget statement through the end of May 2017:

○ Operating Revenues:	\$8,662,558 (98.21% of budget)
○ Operating Expenses:	\$6,854,088 (96.54% of budget)
○ Total income from operations:	\$1,808,469 (105.09% of budget)
○ Non-Operating Revenues:	\$6,379,957 (86.68% of budget)
○ Non-Operating Expenses:	\$8,370,378 (95.49% of budget)
○ Net Income:	\$ -181,951 (-57.76% of budget)

*Commissioner Rohme moved to approve the consent calendar as presented. Commissioner Campbell seconded.*

*There being no objections, the motion passed.*

**Advisory Item**

❖ **Chinook Building Lease**

Mr. Knight explained that the final version of the lease will come before the Commission in September for approval.

Mr. Knight introduced William Orr and Chester Trabucco of Astoria Hospitality Ventures, noting that they would be providing an update on the Astoria Riverwalk Inn remodeling progress.

Mr. Orr and Mr. Trabucco spoke on their vision for the Chinook Building, and provided a brief presentation on the remodeling status of the Riverwalk Inn. Mr. Trabucco noted that a presentation on the Chinook Building plans will be forthcoming.

Mr. Trabucco introduced Ms. Karen Niemi, their interior architect. Ms. Niemi provided a preview of plans for expanding the areas of the hotel for dining and a bar.

**Action Items**

❖ GSA Lease Amendment #6

Mr. Knight explained that the amendment is for GSA lease’s first renewal option for a 5-year period.

Commissioner Campbell moved to approve the GSA lease amendment 6 and authorize the Executive Director to execute the lease document. Commissioner Stevens seconded.

Motion carried unanimously.

**Public Comment - for non-agenda items**

• Chris Connaway, Astoria, OR

Mr. Connaway spoke to the Commission in regard to Port management and suggested to the Commission that they, and some Port staff, visit the Port of Aberdeen, a small but successful port in Washington.

• Jennifer Bentley, Astoria, OR

Ms. Bentley spoke to the Commission about her concerns regarding Tongue Point, noting that a meeting with public input would be desirable.

**Upcoming Meeting Dates**

- Workshop Session – September 5, 2017 at 4:00 PM
- Executive Session – September 19, 2017 at 3:00 PM
- Regular Session – September 19, 2017 at 4:00 PM

**Adjourned**

President Spence adjourned the Regular session at 7:04 pm.

**APPROVED:**



Frank R. Spence, President  
Board of Commissioners

**ATTEST:**



Robert Stevens, Secretary  
Board of Commissioners

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

NOV. 21, 2017

Date Approved