

**MINUTES
NOVEMBER 7, 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 4:05 pm.

Roll Call

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

Staff present: Executive Director Jim Knight; Director of Finance Will Isom; Airport Manager Gary Kobes; and Executive Assistant Judy Fattori.

Port Counsel was not present for this session.

Pledge of Allegiance

Changes/Additions

Commissioner Hunsinger requested a brief discussion regarding the Pacific Marine Expo.

❖ **Resolution 2017-08 Boatyard and Marina Rate Increases**

Commissioner Spence noted that as the rate changes had previously been approved by the Commission, approving Resolution 2017-08 would make the rate changes official.

Commissioner Hunsinger moved to approve Resolution 2017-08 regarding boatyard and marina rate increases. Commissioner Rohne seconded.

Commissioners Campbell and Hunsinger both declared a potential conflict of interest. Commissioner Spence noted that as the rates are being increased rather than decreased, there would be no conflict of interest.

The motion carried unanimously.

❖ **Pacific Marine Expo**

Commissioner Hunsinger inquired about the scheduling for the booth, and whether there had been any updates made to the display.

Mr. Knight confirmed that no changes had been made to the display, and the booth schedule was not available for reference at the moment.

Mr. Knight took a moment to speak to the Commission about their new conference table which had recently been added to the meeting room. He explained the significance of the table's composition. The new table had not only been constructed from the previous commission conference table, but also had originally been a part of the old Pier 3 warehouse.

*A brief recess was called while awaiting the arrival of the guests from Business Oregon at 4:12 pm.
The meeting was reconvened at 4:18 pm.*

Workshop: Strategic Planning

➤ **Welcome Business Oregon – Infrastructure Finance Authority Staff**

Mr. Knight began with introductions of the guests from Business Oregon as follows:

Mr. Chris Cummings – Deputy Director

Mr. David Harlan – Port’s Manager

Ms. Melanie Olson – Regional Development Officer (arrived at 4:48 pm)

As well as:

Ms. Mary McArthur – Executive Director Columbia Pacific Economic Development District

➤ **Strategic Planning Discussion**

Mr. Knight briefly explained the importance of having Business Oregon join in the strategic planning discussion; as well as setting-off in the right direction with the planning process.

Mr. Cummings gave a brief introduction to strategic planning; explaining how it affects the Port, Business Oregon as a State agency; as well as the public and local communities.

Mr. Cummings and staff answered questions during discussion, which included items such as: whether there is an ideal process for updating the current plan; updating the plan periodically to reflect current needs; flexibility for unexpected issues; whether there would be potential for assistance with other state agencies; changing market conditions; challenges with infrastructure upkeep; consideration of post-disaster condition of infrastructure; protecting resources; investing in infrastructure for future needs; and marketing the Port.

The Commission expressed appreciation for the attendance of the Business Oregon staff.

Upcoming Meeting Dates

- Regular Session – November 21, 2017 at 4:00 PM.

Adjourned

President Spence adjourned the meeting at 5:54 pm.

APPROVED:



Frank R. Spence, Board President
Board of Commissioners

ATTEST:



Robert Stevens, Secretary
Board of Commissioners

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

12.19.17

Date Approved