

**MINUTES
NOVEMBER 21, 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 4:00 pm.

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 Fattori.
Port Counsel was Eileen Eakins for this session.

Pledge of Allegiance

Commission Reports

Commissioner Hunsinger reported he was not able to attend the Pacific Marine Expo this year due to unexpected medical issues.

The Commission took a moment to express appreciation for the volunteer participation of Port tenants at the PME booth for the trade show.

Commissioner Spence reported that the Warrenton Planning Commission had unanimously approved the Port's request to fill certain wetlands in order to extend a runway at the airport.

Commissioner Spence also reported on attending the recent Oregon Coastal Zone Management Association (OCZMA) fall membership meeting and announced that he had been chosen to take part in the newly created Task Force on Maritime Sector Workforce Development.

Changes/Additions

No changes or additions were requested for the agenda.

Public Comment for items on the agenda

There were no public comments for items on the agenda.

Consent Calendar

The Consent Calendar consisted of the following:

- August 1, 2017 Workshop meeting minutes
- August 22, 2017 Regular Session meeting minutes
- September 5, 2017 Workshop meeting minutes
- October 17, 2017 Regular Session meeting minutes
- December 2017 Events Calendar
- Financials through end of September 2017

Consent Calendar (continued)

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

▪ Operating Revenues:	\$ 2,833,711 (93.60% of budget)
▪ Operating Expenses:	\$ 2,095,853 (97.54% of budget)
▪ Total income from operations:	\$ 737,858 (83.97% of budget)
▪ Non-Operating Revenues:	\$ 21,753 (46.06% of budget)
▪ Non-Operating Expenses:	\$ 509,403 (92.72% of budget)
▪ Net Income:	\$ 250,208 (66.45% of budget)

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

Discussion followed in regard to providing a separate breakdown on Tongue Point in the financials.

Motion carried unanimously.

Advisory item

❖ 8a) Port Security Grant Award Review – Matt McGrath

Mr. McGrath gave a brief update of the Port Security Grant status with the aid of a PowerPoint presentation.

Mr. McGrath explained that the grant would allow for security updates for Port ‘maritime’ properties which will include: new lighting for Pier 1 and the East Basin breakwater; several new security cameras and updates to older analog cameras; servers; fencing; and wireless bridges. The estimated cost to the Port for the grant match is \$71,250 of which \$50,000 has been budgeted in the 2017-2018 fiscal year. Previous updates to lighting on Pier 1 were taken into consideration with regard to the match, and the Port will only need to come up with a minimal amount for the match. Mr. Knight explained that there would be annual inspections by the US Coast Guard to ensure compliance with area maritime security requirements.

During the review Mr. McGrath addressed questions and concerns from the Commission.

Action Items

❖ 9b) Englund Lease Merger – Jim Knight

Mr. Knight gave a brief history of the Englund Marine leases, and the process of combining the two separate leases into one.

Commissioner Rohne moved to approve the commercial lease amendment and the termination agreement between the Port of Astoria and Englund Marine LLC. Commissioner Campbell seconded the motion.

The motion carried with a unanimous vote.

❖ 9c) Team Oregon Agreement Amendment – Jim Knight

Mr. Knight shared a brief background on the Team Oregon facility use agreement and the reasoning for the amendment, which will give clarity on the area to be used.

Discussion involved the lease amount and concerns regarding potential interaction with airport activity.

Commissioner Rohne moved to approve the Team Oregon Use Agreement Amendment. Commissioner Campbell seconded.

The motion carried with a unanimous vote.

❖ 9a) Tongue Point Lease Termination – Jim Knight

Mr. Knight spoke to the Commission about the final draft version of the Lease Termination Agreement. He explained that the language of the document had to be worked with to ensure protection for the Port against liabilities; and that if there are any modifications made to the agreement, the document will come back before the Commission.

Mr. Knight requested the Commission authorize the execution of the lease termination agreement.

❖ 9a) Tongue Point Lease Termination (continued)

Discussion followed regarding items such as: the original lease termination date; purchase options within the lease agreement; and the Port's loss of monies over the lease term.

Commissioner Rohne moved to approve the execution of the Termination of Lease Agreement for Tongue Point with Washington Development Group. Commissioner Campbell seconded for discussion.

The Commission first discussed a need to allow public input.

Mr. Chris Connaway and Mr. Martin Kelly, both with the ILWU, spoke to the Commission on items which included: several reasons to keep the Tongue Point property; the importance of the railhead at Tongue Point; a lack of commitment to the public on behalf of the Port; and a suggestion to sublease the Tongue Point property to Hyak Maritime.

Further discussion by the Commission included items such as: the cost to restore the rail line; deferred maintenance issues and a lack of funds to update the property; the potential for a barge facility as the property is not suited for large ships; a lack of research into the possibilities for the property; the property potential under private ownership, and the ability of private industry to keep family wage jobs in the area; a lack of opportunities for the Commission to examine the actual financial aspect of the property; and the importance of access to water.

The vote went as follows:

- Commissioner Hunsinger: No
- Commissioner Rohne: Yes
- Commissioner Campbell: Yes
- Commissioner Stevens: Yes
- Commissioner Spence: Yes

The motion carried with a majority vote.

Executive Director Comments – Jim Knight

Mr. Knight took a moment to express appreciation for the volunteer efforts of Port tenants to man the display booth at the 2017 Pacific Marine Expo.

Commissioner Hunsinger requested an update on the expected time for the start-up of the stormwater system facility. Staff explained that the start-up would take place at 9:00 am the following day.

Public Comment for non-agenda items

There were no public comments for non-agenda items.

Upcoming Meeting Dates

- Workshop Session – December 5, 2017 at 4:00 PM
- Regular Session – December 19, 2017 at 4:00 PM

Adjourned

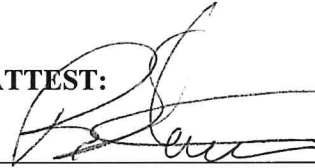
President Spence adjourned the Regular session at 5:16 pm.

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

12.19.17

Date Approved