

**MEETING MINUTES
JANUARY 16, 2018**

**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, Robert Stevens, Jim Campbell, and Bill Hunsinger.
Commissioner Rohne was excused.

Staff present: Director of Operations Matt McGrath, Director of Finance Will Isom, and Executive Assistant Judy Fattori.

Port Counsel was not present for this session.

Pledge of Allegiance

Commission Reports

Commissioner Hunsinger reported on the commercial fishing industry, noting observers will no longer be allowed on gillnet boats pending resolution of ticketing issues as well as the decline in fish runs and the economic impact.

Commissioner Campbell reported attending the Airport Advisory Committee.

Commissioner Stevens reported that he had attended the Airport Advisory Committee meeting and noted that he had spoken with the Airport Manager about the status of current projects.

Changes/Additions

There were no requests for changes or additions to 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:

- December 5, 2017 Workshop meeting minutes
- December 19, 2017 Regular Session meeting minutes
- February 2018 Events Calendar
- Financials through end of November 2017

(continued on next page)

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

▪ Operating Revenues:	\$ 4,317,192 (102.61% of budget)
▪ Operating Expenses:	\$ 3,429,265 (106.21% of budget)
▪ Total income from operations:	\$ 887,927 (90.71% of budget)
▪ Non-Operating Revenues:	\$ 1,038,271 (99.55% of budget)
▪ Non-Operating Expenses:	\$ 1,832,657 (96.98% of budget)
▪ Net Income:	\$ 93,541 (70.81% of budget)

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

Motion carried unanimously.

Action Items

❖ **8) RFP for Port Security Grant - Security Enhancements**

Mr. McGrath explained the types of equipment included in the RFP for Security Enhancements, and noted general Port property locations where equipment would be installed.

The RFP schedule is as follows:

- | | |
|------------------------------|-------------------|
| ○ Issue Request for Proposal | January 17, 2018 |
| ○ Site Visits Begin | January 22, 2018 |
| ○ Last day for Questions | February 9, 2018 |
| ○ Proposals Due | February 16, 2018 |
| ○ Selection | February 23, 2018 |

Commissioner Campbell moved to move forward with the RFP for the Port Security Grant – Security Enhancements. Commissioner Hunsinger seconded.

The motion carried unanimously.

Public Comment for non-agenda items

Kurt Englund, Englund Marine, Astoria

Noting a recent letter by Commissioner Hunsinger to the Daily Astorian, Mr. Englund spoke to the Commission about a need to know where the tenants stand in regard to their obligations for the cost share in stormwater system maintenance.

As Mr. Englund had pointed out a lack of communication on the issue, Commissioner Spence noted that staff would be in touch with him by the next commission meeting.

Upcoming Meeting Dates

- Workshop Session – February 6, 2018 at 4:00 PM
- Regular Session – February 20, 2018 at 4:00 PM

Adjourned

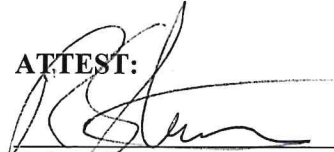
President Spence adjourned the Regular session at 4:17 pm.

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

2/20/18

Date Approved