



**MEETING MINUTES
JUNE 5, 2018**

**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 4:09 pm.

Roll Call

Commissioners Present: Frank Spence; Robert Stevens; Jim Campbell; and Bill Hunsinger.
Commissioner Rohne was absent.

Staff present: Executive Director Jim Knight; Director of Operations Matt McGrath; Airport Manager Gary Kobes; and Executive Assistant Judy Fattori.
Port Counsel was not present for this session.

Pledge of Allegiance

Changes/Additions

A request was made for an opportunity for public comment.

Ted Thomas, Astoria, OR

Mr. Thomas spoke to the Commission about a unique and complicated situation that he is trying to resolve and requested a waiver from the Commission in regard to a current moorage issue.

Discussion followed regarding whether the Commission would/could change policy for the situation; and possible alternatives for Mr. Thomas.

5a) GIS System Update

Mr. McGrath shared a presentation with the Commission which included screen shots from the GIS system and a demonstration of the system. He explained how information for the system was gathered from drawings ranging from the early days of the Port to present times and will mirror the City of Astoria's and the County's GIS. In addition to the waterfront district, the GIS system will include the airport and east basin as well. The system is already aiding in leasing of property and maintenance issues. Other capabilities can be added to the system at a later date.

Mr. McGrath explained that the creation of the system is currently in phase 2 of 4 and is expected to be complete and ready to roll-out to the Commission in June 2019.

Discussion included items such as: including property deeds as part of the system information; and researching and defining the unknown aspects of the infrastructure (phase 3).

5b) Transportation Growth Management (TGM) Grant Application

Mr. Knight spoke with the Commission about an opportunity to apply for the TGM grant, which would benefit the East Basin area by aiding in the funding of a master plan for the East Basin District. As the mooring basin is located in an area designated as an opportunity zone, the Port can develop partnerships with local agencies and private parties to assist with redevelopment of the area, bringing opportunities for job creation and transportation enhancements to the area.

Commissioner Spence read Resolution 2018-03 by Title Only:

‘A RESOLUTION OF THE BOARD OF COMMISSIONERS FOR THE PORT OF ASTORIA, AUTHORIZING GRANT APPLICATION AND ENDORSING MASTER PLAN FOR EAST BASIN PLAN DISTRICT’.

Commissioner Campbell moved to approve Resolution 2018-03. Commissioner Stevens seconded.

Commissioner Hunsinger voiced concerns regarding a lack of opportunity to review documents and the Port giving property away.

The vote went as follows:

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

Motion carried by majority vote.

6) Strategic Planning Session

Mr. Knight explained to the Commission that the drafting process is almost complete and hopefully within a months’ time the draft will be approved by the Commission and ready for public review and input.

For the review of draft #6, Ms. McArthur covered the following areas: Financial and Market Conditions (competition and existing markets); Trends for Regional Key Industries; Industry Trends for State and Nation; Situational Analysis (critical issues); and Goals and Objectives (financial, property, and environmental).

During the review Ms. McArthur and staff answered questions from the Commission.

The Commission was asked to forward any suggestions/comments to Mr. Knight.

Commissioner Spence requested that staff poll the Commission to ensure a quorum present at the July 3, 2018 workshop due to potential travel plans for the holiday.

Upcoming Meeting Dates

- Executive Session – June 19, 2018 at 3:00 PM.
- Budget Adoption Hearing / Regular Session – June 19, 2018 at 4:00 PM.

Adjourned

President Spence adjourned the meeting at 5:55 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

June 19, 2018

Date Approved