



**MEETING MINUTES
JUNE 14, 2022**

**PORT OF ASTORIA
BUDGET ADOPTION HEARING
AND WORKSHOP SESSION
PIER ONE BUILDING
#10 PIER 1, SUITE 209
ASTORIA, OR 97103**

BUDGET ADOPTION HEARING

Call to Order

Chairman Spence called the Budget Adoption Hearing to order at 4:00 pm.

Roll Call

Commissioners Present: Dirk Rohne; Robert Stevens; Frank Spence; Jim Campbell; and Scott McClaine.
Staff Present: Executive Director Will Isom; Deputy Director Matt McGrath; Finance, HR & Business Services Manager Melanie Howard; and Executive Assistant / Administrative Coordinator Stacy Bandy.
Port Counsel: Eileen Eakins was not present for this session.
Also Attending: Erik Bakkum with Maul Foster; Jerod Goodin and Jonathan Mark with Astoria, Crab & Fish Co.; MB; Jeremy McNett; and Ethan Myers of *The Astorian*.

Pledge of Allegiance

Presentation of Proposed Budget for Fiscal Year 2022-2023

Finance, HR & Business Services Manager Melanie Howard introduced the budget appropriations for fiscal year 2022-2023 as noted on Resolution 2022-06 with a General Fund total of \$12,872,207 and a Special Revenue Fund Interfund Transfer of \$198,811. The total presented budget for consideration for fiscal year 2022/2023 will be \$14,134,432.

Call for Public Comment on Proposed Budget

There were no requests for public comment.

Adjourned

Commissioner Spence adjourned the Budget Adoption Hearing at 4:03 pm.

WORKSHOP SESSION

Call to Order

Chairman Spence called the Regular Session to order at 4:03 pm, immediately following the adjournment of the Budget Adoption Hearing.

Changes/Additions to the Agenda:

There were no changes or additions to the agenda.

Public Comment:

There were no requests for public comment.

Consent Calendar:

The consent calendar consisted of the following:

- Meeting Minutes – 04/05/22 Regular Session, 4/19/22 Workshop Session
- Financials – April 2022
- Event Calendar – June 2022

Commissioner Rohne moved to approve the consent calendar as presented. Commissioner Campbell seconded. The motion carried unanimously 5-0 amongst the commissioners present.

Advisory/Discussion:

11a. Offshore Wind Energy – Lori Steel of the West Coast Seafood Processors Association
Executive Director of the West Coast Seafood Operators Association (WCSPA), Lori Steel, introduced herself and explained that she is here looking for support from the Port to provide comment to the Bureau of Ocean Energy Management’s (BOEM) proposed off-shore wind energy development. Steel explains that BOEM has fast-tracked their process and they have not considered environmental impacts nor engaged with the fishing industry. WCSPA is in support of a deliberate process that would slow down the current process and evaluate the environmental and economic impacts and the trade-offs between the two. This topic will be added to the next agenda for action.

Action Items:

12a. Approval of Contract with Maul Foster for AOC 4

Executive Director, Will Isom refers to the Maul Foster Work Order Authorization beginning on page 25 of the packet. Now that the consent judgement has been finalized the Port is now ready to begin the cleanup process. Deputy Director, Matt McGrath, explains the contract with Maul Foster will cover two required elements from the Consent Judgement with the Department of Environmental Quality (DEQ) including a remedial design/remedial action work plan and a Port layout plan. The fee structure is estimated to be a total of \$40,000. Isom adds that the contract is funded by the Partially Responsible Parties (PRP). DEQ holds the funds in an account, though the Port is the custodian of the funds.

- Commissioner Spence asks if the timeline is accurate. Erik Bakkom of Maul Foster explains that there is still sufficient time to adhere to the timeline.

Commissioner McClaine moved to approve the contract with Maul Foster Alongi. Commissioner Rohne seconded. The motion carried unanimously 5-0 amongst the Commissioners present.

12b. Memorandum of Understanding – Astoria Crab & Fish, Co.

Executive Director Isom introduces Jerod Goodin and Johnathan Mark with Astoria, Crab & Fish Co. and refers to the Memorandum of Understanding (MOU) on page 36 of the packet. Isom and McGrath have been in contact with Pacific Dream Seafoods for the last year. In conjunction with

the Astoria Waterfront Master Plan, the idea is to have a location on Pier 1 not only for tourists but for community members to use year-round. Development ideas include an interpretive center and a multi-use common area. Jeremy McNett, the project architect, explains that the MOU is the first step in the development of Pier 1. The goal is to create a facility, a community landmark, that can be used by Astoria, Crab & Fish company, local fishermen, tourists from Cruise Ships, and the community to enjoy the facility. The first stage is to re-develop the pier with new cranes. After cranes are installed, the planning and design phase will begin. Ideas include cold storage, fishermen welfare, small processing space, and eventually retail, restaurant, and community gathering space. McNett opens the floor for questions.

- Commissioner Campbell inquires how legally binding the Memorandum of Understanding (MOU) is. McGrath answers that the MOU is an agreement with an understanding that the Port will move forward with the development of Pier 1 with Astoria, Crab & Fish Co. McGrath adds that the MOU has been reviewed by Port counsel.
- Commissioner Rohne is excited to hear there is a party interested in developing Pier 1. This is a big step in the Astoria Waterfront Master Plan (AWMP) that will benefit the Port and the Community.
- Commissioner Spence agrees with Rohne and adds that the development will be for year-round use. Spence thanks Isom and McGrath for their efforts in negotiating this agreement.
- Commissioner Stevens inquires if the facility will be an all-weather facility. McNett answers that, yes, the facility will be designed for year-round use.
- Isom notes that any proposed lease would come to the Commission for approval. Isom adds that the MOU serves as a transparency document to show the direction the Port is going before a final agreement is brought to the Commission. Isom notes that he has spoken with Andrew Bornstein of Bornstein Seafoods and he is in support of the project.

Commissioner Rohne moved to approve the Memorandum of Understanding with Astoria Crab & Fish, Co. Commissioner Stevens seconded. The motion carried unanimously 5-0 amongst the Commissioners present.

12c. ILWU #50 Collective Bargaining Agreement

Executive Director Isom announces that the Local #50 ILWU Collective Bargaining Agreement contract negotiations are complete, before the self-imposed contract renewal deadline of July 1st. Isom thanks the leadership of the Local #50 ILWU hall and ILWU represented Port staff. The agreement has been approved by the president of the local hall and has been voted on and agreed on by the local bargaining unit members. The contract is a five-year agreement, with a re-opener to negotiate salary and benefits after year three. Other changes include legal changes due to updated laws and language changes to clarify dispute resolution and grievance procedures.

- Commissioner Spence notes how detailed the contract document is. Spence references the drug policy in Article 12 and is glad these policies are in place.
- Commissioner McClaine inquires as to the difference between informal and formal email. Isom explains that informal refers to without union representation and formal would be with union representation.

Discussion continues. Please see the meeting audio for full details.

Commissioner Campbell moved to approve the agreement with the Local #50 ILWU.

Commissioner Rohne seconded the motion. The motion carried unanimously 5-0 amongst the Commissioners present.

12d. Consideration of Donation to Astoria Regatta 2022

Commissioner Spence explains the Sponsorship of the 2022 Astoria Regatta is on the agenda due to his request. The Regatta had been celebrated since 1894 and has returned from the pandemic hiatus. Spence notes that it is appropriate for the Port to sponsor the Regatta. Spence refers to the sponsor ship levels on page 70 of the packet and supports the Sockeye (\$1,000) level of sponsorship. The Commissioners discuss the benefits of the various sponsorships. Discussion continues as to the Port's use of funds for sponsorships. Commissioners discuss donating Commission meeting allowance funds to use for sponsorship. For full details, please see meeting audio.

Commissioner Campbell moved to approve the Sockeye \$1,000 sponsorship for the Astoria Regatta. Commissioner Spence seconded the motion. The motion carried unanimously 5-0 amongst the Commissioners present.

12e. Resolution 2022-05: Adopt Supplemental Budget 2021-2022

Commissioner Spence explains that there is a need to adopt a supplemental budget under Oregon statutes, if spending exceeds budgeted amounts. Spence notes the need for a supplemental budget is attributed to fuel sales.

Commissioner Stevens moved to approve Resolution 2022-05 Adopt a Supplemental Budget. Commissioner McClaine seconded the motion. The roll call vote occurred as follows:

Commissioner McClaine: Yes.

Commissioner Rohne: Yes.

Commissioner Stevens: Yes.

Commissioner Campbell: Yes.

Commissioner Spence: Yes.

The motion carried unanimously 5-0 amongst the Commissioners present.

12f. Resolution 2022-06: Adopt Budget and Make Appropriations for Fiscal Year 2022-2023

Commissioner Spence explains that this is a Resolution to adopt the proposed budget from the Budget Adoption Hearing prior to the meeting. The General Fund total appropriations are \$12,872,207. The Special Revenue Fund total appropriations are \$198,811, making total appropriations for all funds \$13,071,018. With unappropriated balance and reserve funds of \$1,063,413 the total adopted budget is \$14,134,432.

Commissioner McClaine moved to approve Resolution 2022-06 Adopt Budget and Make Appropriations for Fiscal Year 2022-2023 as written. Commissioner Campbell seconded the motion. The roll call vote occurred as follows:

Commissioner McClaine: Yes.

Commissioner Rohne: Yes.

Commissioner Stevens: Yes.

Commissioner Campbell: Yes.

Commissioner Spence: Yes.

The motion carried unanimously 5-0 amongst the Commissioners present.

12g. Resolution 2022-07: Imposing and Categorizing Taxes 2022-2023

Commissioner Spence presented the Resolution to impose taxes at the rate of \$.1256 per \$1,000 of assessed value for the year 2022-23.

Commissioner Rohne moved to approve Resolution 2022-07 Resolution Imposing and Categorizing taxes 2022-2023. Commissioner McClaine seconded the motion.

The roll call vote occurred as follows:

Commissioner McClaine: Yes.

Commissioner Rohne: Yes.

Commissioner Stevens: Yes.

Commissioner Campbell: Yes.

Commissioner Spence: Yes.

The motion carried unanimously 5-0 amongst the Commissioners present.

Public Comment

There were no requests for public comment.

Commission Reports:

Commissioner Campbell had nothing to report.

Commissioner Stevens commented on the following:

- Made a presentation at the Rotary meeting on behalf of the Port.

Commissioner McClaine commented on the following:

- Attended the Clatsop Economic Development Recourses (CEDR) awards banquet.
- Attended the welcome reception for the Navy League at the Elks Lodge.
- Recommends that each Commissioner attend the Clatsop County Fair and look at the vendor booths for Port marketing opportunities. A booth would allow the Port to educate the public on the Port's tremendous forward movement; a booth may be an opportunity for the Port next year.

Commissioner Rohne commented on the following:

- Attended the CEDR awards banquet. It was inspirational to hear about the different businesses and the hard work that is going on in the community.

Commissioner Spence commented on the following:

- Commissioners need to complete education requirements through the Special Districts Association of Oregon (SDAO) for the Port to receive up to a 10% reduction in insurance rates. Participation is simple to comply with.
- Prepared a letter to the Department of Forestry in response to the proposed Forest Habitat Conservation Plan.
- Finance Committee will be meeting tomorrow. The committee will be discussing the vacant lot across from Fred Meyer.

Executive Director Comments:

- To receive a Special Districts Insurance Services (SDIS) discount, all Commissioners need to attend an SDAO training or watch the SDAO training videos online. Additionally, two Commissioners are needed to sign up for the Special Districts Board Leadership Academy.
- Finance Committee will meet tomorrow at 12pm. The Committee was originally intending to discuss the Harbor Fee. On the advise of legal counsel, this topic will be deferred to a later date.
- There is a Commission workshop session scheduled for next week. BST Associates will present the results of the Boatyard Feasibility Study.
- Longtime GIS consultant, Mark Scott, has unexpectedly passed away. Mark Scott will be greatly missed throughout the region. Isom extends condolences to Mark's family and friends; he will be missed here at the Port.
- Commissioner Spence inquires as to the status of the City of Astoria's contract with Walker Macy. Isom explains that the contract will allow Walker Macy to develop the code changes needed for the Astoria Waterfront Master Plan (AWMP). It's exciting to see the AWMP moving forward with the MOU with Astoria, Crab & Co. and the additional contract with Walker Macy.

- Commissioner Stevens inquires as to the construction at the airport. Deputy Director McGrath explains that the work is related to washout on the east side of the ramp. This work will no effect the runways.

Upcoming Meeting Dates

- Finance Advisory Committee – June 15, 2022 at 12:00 pm
- Workshop Session – June 21, 2022 at 4:00 pm
- Regular Session – July 5, 2022 at 4:00 PM

Adjourned

Chairman Spence adjourned the meeting at 5:44 pm.

APPROVED:

Dirk Rohne, Board Chairman
Board of Commissioners

ATTEST:

Frank Spence, Secretary
Board of Commissioners

Respectfully submitted by:
Stacy Bandy
Executive Assistant / Administrative Coordinator

August 2, 2022

Date Approved by Commission