

**MEETING MINUTES
MAY 19, 2026**

PORT OF ASTORIA
WORKSHOP SESSION
COMMISSION CHAMBERS
422 GATEWAY AVE., SUITE 100
ASTORIA, OR 97103

Call to Order

Chairman Rohne called the Workshop Session to order at 4:00 PM.

Roll Call

Commissioners Present: Robert Stevens; Dirk Rohne; James Campbell; and Tim Hill. Thaddeus Fickel was absent.

Staff Present: Executive Director Will Isom; Deputy Director Matt McGrath; Finance and HR Director Melanie Howard; Office Manager Dianna Delgado.

Port Counsel: Eileen Eakins was not present.

Also Attending: Jay Corella of *The Daily Astorian*; Finance Committee Member David Oser; and Garth Schlemlein of Astoria Port Development, LLC.

Pledge of Allegiance

Changes/Additions to the Agenda

Public Comment

No public comment was received.

Action Items

6a. Pacific Office Automation Contract for Boatyard Printer

Melanie Howard presented a proposed five-year lease agreement for a printer at the Boatyard. The contract is for \$22 per month for 60 months. Because the agreement duration exceeds one-year, formal Commission approval is required before execution.

Commissioner Campbell moved to approve the Boatyard printer contract with Pacific Office Automation as presented. Commissioner Stevens seconded. The motion carried 4-0 amongst the Commissioners present.

Votes were as follows: Stevens – Aye, Rohne – Aye, Campbell – Aye, Hill – Aye.

6b. Master Lease Agreement – Astoria Port Development, LLC

Executive Director Isom introduced the Master Lease and Development Option Agreement, describing it as the culmination of a multi-year planning and public engagement process associated with the Waterfront Master Plan. Key points include:

- The Waterfront Master Plan was developed jointly with the City of Astoria approximately five years ago with significant public participation, including large virtual meetings during COVID.

- Multiple proposals were reviewed; Astoria Port Development LLC (formerly Atlin) was selected after an extensive interview and evaluation process. An Exclusive Negotiating Agreement (ENA) preceded the current master lease.
- The agreement covers the overall development area and defines rules for future subleases. The agreement is for 40 years, with safeguards for the Port.
- Any future subleases within the development area will be presented to the Commission for individual approval.
- The duration of the lease agreement is due to financing considerations which require a long-term lease to support lender requirements. At this time, the development team has invested substantial planning funds, including surveyors, planners, and feasibility work.
- The vision includes a hotel, retail space, and a culinary center.
- Commissioners asked questions relating to potential impacts on Pier 1 operations, protection mechanisms for the Port, and cargo viability and long-term impacts on deep-water operations. For full discussion, please refer to the meeting audio.

Commissioner Hill moved to approve the lease agreement between the Port of Astoria and Astoria Port Development, LLC as presented. Commissioner Rohne seconded. The motion carried 3-1 amongst the Commissioners present.

Votes were as follows: Stevens – Aye, Rohne – Aye, Campbell – Nay, Hill – Aye.

Commission Comments

Commissioner Campbell commented on the following:

- Currently testing out a new chair for the Commissioners in the Commission Chambers to upgrade their seating.

Commissioner Stevens commented on the following:

- Participated in the plaque exchange for the Brilliant Lady cruise inaugural visit and recognized staff Katie Brown and Dianna Delgado for representing the Port at the plaque exchange. Suggested acquiring a glass display case for cruise plaques the Port receives.
- Attended the Budget Committee meeting, praised Melanie Howard and Executive Director Isom for an efficient budget presentation.
- Noted that he attended a Cruise Host meeting as part of his recent activities.

Commissioner Hill did not have anything to report.

Commissioner Rohne commented on the following:

- Offered closing remarks relating to past timber cargo efforts and market realities.

Chairman Rohne recessed the Workshop Session at 4:35 PM to enter Executive Session pursuant to: Review and evaluate the performance of an officer, employee or staff member if the person does not request an open meeting in accordance with ORS 162.660 (2)(i) and 192.660(8).

The Commission reconvened the Workshop Session at 5:30 PM

Action Item:**10. Executive Director Contact Extension**

- Chairman Rohne introduced the Executive Director Contract Extension for approval and stated that he had engaged in extensive conversations with Port stakeholders at the local and state levels and that the feedback he received was unanimously positive. Isom has been performing at an exceptional level, bringing professionalism and much improved operations to the Port.
- Commissioner Hill expressed full agreement with Commissioner Rohne's remarks.
Commissioner Hill moved to approve the Executive Director Contract Extension. Commissioner Stevens seconded. The motion carried 4-0 amongst the Commissioners present. Votes were as follows: Stevens – Aye, Rohne – Aye, Campbell – Aye, Hill – Aye.

Executive Director Comments

The Executive Director did not have any comments.

Upcoming Meeting Dates

- Regular Meeting – June 2, 2026, at 4:00 PM
- Airport Advisory Committee – June 8, 2026, at 4:00 PM
- Workshop Session – June 16, 2026, at 4:00 PM

Adjourned:

Chairman Rohne adjourned the meeting at 5:35 PM.

APPROVED:

Dirk Rohne, Board Chairman
Board of Commissioners

ATTEST:

Thaddeus Fickel, Secretary
Board of Commissioners

Respectfully submitted by:
Katie Brown, Administrative Assistant
Dianna Delgado, Office Manager

June 2, 2026
Date Approved by Commission