

Board of Commissioners

Dirk Rohne - TBD
 Robert Stevens – TBD
 Thaddeus Fickel – TBD
 James Campbell – TBD
 Tim Hill – TBD

422 Gateway Ave, Suite 100
 Astoria, OR 97103
 Phone: (503) 741-3300
 Fax: (503) 741-3345
www.portofastoria.com

Regular Meeting

July 7, 2026 @ 4:00 PM

422 Gateway Ave, Suite 100, Astoria, OR*

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting by calling the Port of Astoria at (503) 741-3300.

*This meeting will also be accessible via Zoom. Please see page 2 for login instructions.

Agenda

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. COMMISSION
 - a. Elect Officers for Fiscal Year 2026-2027
5. CHANGES/ADDITIONS TO THE AGENDA
6. PUBLIC COMMENT – for items on the agenda, when not covered by a public hearing
 This is an opportunity to speak to the Commission for 3 minutes regarding any item on the agenda.
 Public comment received by the deadline will be read aloud at the meeting.
7. CONSENT CALENDAR
 - a. Meeting Minutes –
 - BAH & Regular Meeting 06/02/2026 3
 - Airport Advisory Committee Meeting 06/08/2026..... 7
 - Workshop Session 06/16/2026..... 10
 - b. Financials – May 2026 14
 - c. Event Calendar – July 2026 22
8. ADVISORY
 - a. Letter from Airport Advisory Committee 23
9. ACTION
 - a. TKW Audit Engagement Letter 25
 - b. RFE #0251 – Pier 2 Building 75 Roof Replacement..... 37
 - c. Commission Committee Assignments 2026-2027 48
 - d. Resolution 2026-06 Making Business Appointments and Authorizations 49
10. PUBLIC COMMENT – for non-agenda items
 This is an opportunity to speak to the Commission for 3 minutes regarding Port concerns not on the agenda. Public comment received by the deadline will be read aloud during the meeting.
11. COMMISSION REPORTS
12. EXECUTIVE DIRECTOR COMMENTS
13. UPCOMING MEETING DATES

Please Note:

Agenda packets are available online at: <https://www.portofastoria.com/commission-meetings>. Please allow time for the normal posting procedure for agendas and meeting packets.

Board of Commissioners

- a. Workshop Session – July 21, 2026, at 4:00 PM
- b. Regular Meeting – August 4, 2026, at 4:00 PM

14. ADJOURN

HOW TO JOIN THE ZOOM MEETING:

Online: Direct link: <https://us02web.zoom.us/j/86905881635?pwd=amhtTTBFcE9NUElxNy9hYTZFPQTlZQT09>
Or go to [Zoom.us/join](https://zoom.us/join) and enter Meeting ID: 869 0588 1635, Passcode: 422

Dial In: (669) 900-6833, Meeting ID: 869 0588 1635, Passcode: 422

This meeting is accessible to persons with disabilities or persons who wish to attend but do not have computer access or cell phone access. If you require special accommodations, please contact the Port of Astoria at least 48 hours prior to the meeting by calling [\(503\) 741-3300](tel:5037413300) or via email at admin@portofastoria.com.

Please Note:

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**MEETING MINUTES
JUNE 02, 2026**

PORT OF ASTORIA
BUDGET ADOPTION HEARING
AND REGULAR MEETING
422 GATEWAY AVE, STE 100
ASTORIA, OR 97103

BUDGET ADOPTION HEARING

Call to Order

Chairman Rohne called the Budget Adoption Hearing to order at 4:00 PM.

Roll Call

Commissioners Present: Dirk Rohne; Robert Stevens; Jim Campbell; Tim Hill; and Thaddeus Fickel.

Staff Present: Executive Director Will Isom; Deputy Director Matt McGrath; Finance & HR Director Melanie Howard; Marina Manager Janice Burk; Terminal Manager Dianna Delgado; and Administrative Assistant Katie Brown.

Port Counsel: Eileen Eakins was not present at this session.

Also Attending: Finance Committee Chairman David Oser; Budget Committee Member Steve Kraske; Clatsop County Commissioner Mike Brosius; and Jay Corella of *The Daily Astorian*.

Pledge of Allegiance

Presentation of Proposed Budget for Fiscal Year 2026-2027

Finance & HR Director Melanie Howard presented the proposed FY 2026-2027 budget appropriations. The appropriations were previously reviewed and approved by the Budget Committee. The appropriations included:

- Personnel Services: \$3,766,029
- Materials & Services: \$5,624,808
- Capital Outlay: \$9,035,033
- Debt Service: \$1,645,693
- General Fund Total: \$20,271,563
- Special Revenue Fund Total: \$171,322
- Unappropriated/Reserve Amount: \$1,144,881
- Total Budget: \$21,587,766

Call for Public Comment on Proposed Budget

No public comment requests were received.

Adjourned

Chairman Rohne adjourned the hearing at 4:06 PM.

REGULAR MEETING

Call to Order

Chairman Rohne called the Regular Meeting to order at 4:07 PM.

Changes/Additions to the Agenda

There were no changes to the agenda.

Public Comment for items on the agenda

No public comment was received.

Consent Calendar

The Consent Calendar consisted of the following:

- Minutes – Workshop Session 4/21/26; Finance Committee Meeting 5/4/2026; Regular Meeting 5/5/2026; and Workshop Session 5/19/2026
- Financials – April 2026
- Event Calendar – June 2026

Commissioner Fickel moved to approve the consent calendar as presented. Commissioner Hill seconded. The motion carried 5-0 amongst the Commissioners present. Votes were as follows: Rohne – Aye, Stevens – Aye, Campbell – Aye, Hill – Aye, Fickel – Aye

Advisory Items

5a. Marina Proposed Rate Increase

Marina Manager Janice Burk presented a three-year rate increase for the marina moorage, Vehicles with Trailer parking and waitlist fees.

- Annual moorage would increase \$3/year for three years; monthly and off-season moorage \$2/month for three years. Daily rates would be tiered by vessel size, averaging 15% summer and 18% off-season increases. Comparative graphs of nearby marinas indicate that Port of Astoria's rates generally fall in the middle range, occasionally landing slightly above or below peers depending on the category.
- Vehicles with Trailer parking would increase from \$10 to \$20/day. Single vehicles remain \$10/day.
- Waitlist fees would include \$50 setup fee and \$25 annual renewal. These fees align with practices at other marinas and ensure commitment and maintain an accurate list (currently 134 on the waitlist).

Action Items

6a. Resolution 2026-01 Adopting the Budget 2026-2027

The budget for fiscal year 2026-2027 in amount of \$21,587,766 was presented to the commission by Melanie Howard for approval and adoption.

Commissioner Fickel moved to approve the Resolution 2026-01 as presented to adopt the budget and make appropriations for the Fiscal Year 2026-2027. Commissioner Hill seconded. The motion carried 5-0 amongst the Commissioners present. Votes were as follows: Rohne – Aye, Stevens – Aye, Campbell – Aye, Hill – Aye, Fickel – Aye

6b. Resolution 2026-02 Imposing and Categorizing Taxes 2026-2027

Taxes provided for the adopted budget for fiscal year 2026-27 are imposed at the rate of \$.1256 per \$1,000.

Commissioner Stevens moved to approve Resolution 2026-02 to impose and categorize taxes for

the Fiscal Year 2026-2027 at the rate of \$.1256 per \$1,000. Commissioner Campbell seconded. The motion carried 5-0 amongst the Commissioners present. Votes were as follows: Rohne – Aye, Stevens – Aye, Campbell – Aye, Hill – Aye, Fickel – Aye

6c. Executive Director Contract Approval

The Executive Director contract was presented to the commission for approval.

Commissioner Fickel moved to approve the Executive Director Contract as presented. Commissioner Hill seconded. The motion carried 4-1 amongst the Commissioners present. Votes were as follows: Rohne – Aye, Stevens – Aye, Campbell – Abstain, Hill – No, Fickel – Aye

Public Comment for items not on the agenda

There were no public comments.

Commission Reports:

Commissioner Hill reported on the following:

- Attended the Navy reception and commended the professionalism and character of the service members.
- Commended Melanie Howard and the Budget Committee for their extensive work in preparing the budget.

Commissioner Campbell did not have anything to report.

Commissioner Fickel reported on the following:

- Echoed Commissioner Hill’s comments regarding the Navy reception.
- Expressed appreciation for staff efforts on the budget.
- Congratulated Will Isom on his Executive Director Contract Extension.

Commissioner Rohne reported on the following:

- Expressed appreciation to County Manager Don Bohn for assisting in mediating the Executive Director contract.

Commissioner Stevens reported on the following:

- Shared observations from attending the Clatsop Economic Development Resource Awards; encouraged Commissioners to represent the Port at similar events for engagement with local officials and businesses.

Executive Director Comments

- Reported on the recent oil-spill incident at the Port; The incident began with an initial report of a small amount of oil under the pier, which was confirmed by staff before bringing in Graymar Environmental to assess and begin cleanup; however, additional sheening was observed over the weekend between Pier 2 and Pier 3, indicating the leak was more significant than first believed.
 - The source was identified as an abandoned 12-inch bunker-fuel pipe beneath the pier, where residual fuel had collected in a low point and ultimately escaped due to a failed flange. In response, approximately 50 feet of the damaged pipe section was removed, while the remaining pipe sections were securely capped.
 - Containment booms were deployed, including around fishing vessels during offloading, to prevent contamination.

- A unified response was coordinated with the U.S. Coast Guard serving as incident command along with Oregon DEQ, NOAA, and the Oregon Department of Fish and Wildlife.
- Cleanup operations were carried out while accommodating active seafood-processor traffic.
- Financial impacts are still being calculated on a time-and-materials basis, and staff are reviewing potential funding sources and whether past agreements, such as AOC4-related PRP responsibilities, may apply.
- Future remediation requirements will be evaluated as more information becomes available, and staff will provide updates as cost assessments are finalized.
- Recognized newly elected County Commissioner Mike Brosius in attendance.

Upcoming Meeting Dates

- Airport Advisory Committee – June 8, 2026, at 4:00 PM
- Workshop Session – June 16, 2026, at 4:00 PM
- Regular Meeting – July 7, 2026, at 4:00 PM

Adjourned

Chairman Rohne adjourned the meeting at 4:33 PM.

APPROVED:

ATTEST:

Dirk Rohne, Board Chairman
Board of Commissioners

Thaddeus Fickel, Secretary
Board of Commissioners

Respectfully submitted by:
Katie Brown, Administrative Assistant

July 7th, 2026
Date Approved by Commission

MEETING MINUTES
JUNE 8, 2026

PORT OF ASTORIA
AIRPORT ADVISORY COMMITTEE
KAST TERMINAL BUILDING
1110 SE FLIGHTLINE DRIVE
WARRENTON, OR 97146

Call to Order

Chairman Steven Dillard called the meeting to order at 4:00 pm.

Roll Call

All Present: Steve Dillard, John Raichl, Henry Balensifer III, Matt McGrath, United States Coast Guard Lt. Luke Mills, and Katie Brown.

Reports

a) Open House & Fly-In Planning Updates

Deputy Director Matt McGrath and John Raichl reported on the following:

- Planning for the Airport Open House on August 22 continues on schedule, with forms, maps, and logistics materials now being finalized.
- A request has been submitted to bring in a PBY aircraft and other warbirds.
- Sponsorship outreach is progressing, with approximately \$1,250 collected to date. Currently working on a public facing sponsorship summary to explain how sponsorships help keep the event free.
- Two local classic auto clubs expected to bring approximately 100 classic cars, arriving around 11:00 a.m. and staging a departure at approximately 1:30 p.m.
- Life Flight aircraft positioning for the event has been resolved; aircraft will be staged on the opposite side of the fuel farm to avoid previous congestion issues.
- Planning meetings for the event are currently held on Mondays on a biweekly basis.

b) Port Staff

Matt McGrath and reported on the following:

- The FBO Building Remodel is underway. The delivery of doors has been delayed, which has pushed the completion date to mid-July. The work is expected to be completed before the Airport Open House.
- Work continues on Taxiway A and B realignment through FAA coordination. FAA asked to decommission the very high frequency omni directional range station (VOR) the Port declined so the FAA agreed to do upgrades to it.
- Wildlife management efforts continue. Deer have returned to the airfield, and fall culling (likely October) is anticipated, pending ODFW coordination. Staff is exploring setting up a feeder to better consolidate the deer.
- The airport has become eligible for military contract fueling through Valcon after reaching the required 50,000 gallons of qualifying sales. Margins remain favorable, and significant growth in jet fuel volume is expected. Additional fuel capacity may eventually be required; solutions include an extra tank or additional mobile fuel trucks.
- Improvements to customer service, facilities, and airfield maintenance remain ongoing.

c) U.S. Coast Guard

Flight Services Officer, Lt. Luke Mills reported on the following:

- Major construction projects are underway at the Air Station, including roof replacement and ventilation system upgrades. Contractors will be onsite frequently, and staff will remain vigilant about Foreign Object Prevention “FOD”.
- Due to national shortages of MH-60 aircraft, the Air Station’s third helicopter is unlikely to be operational before the Airport Open house.
- Coast Guard-wide planning continues toward eventually phasing out the MH-65 Dolphin, with long-term fleet replacement shifting to MH-60 variants. For full discussion, please refer to the meeting audio.

d) EAA

Steve Dillard reported on behalf of the EAA on the following:

- Planning another Young Eagles Day during the Airport Open House.
- Continuing the Flying Start program for adults.

Discussion Items

a) Airport Status and Improvements

Committee member John Raichl emphasized the importance of communicating recent improvements and positive trends at the airport to the Port Commission, noting written remarks shared by retired Coast Guard Operations Officer Dan Leary highlighting that Astoria FBO service is “at an all time best,” with customer service, responsiveness, and innovation from airport staff particularly Chris and Johnson, significantly transforming the airport and earning strong industry feedback from groups such as Brim Aviation and AOPA representatives. John Raichl stated that providing a formal Airport Status Report to the Commission would help showcase improvements in drainage, hangar maintenance, access roads, and FBO service quality, reinforce growing community and pilot support, and provide positive visibility for the Port’s investments and staff efforts. He volunteered to draft a written summary of these improvements for committee review before forwarding it for inclusion in Commission materials.

b) Electronic Attendance and Quorum Options

- Chairman Steve Dillard revisited the committee’s earlier discussions on establishing remote participation options with the goal of allowing remote members to participate, count toward quorum, and vote.
- Dillard explained that draft procedures for hybrid and virtual meetings had been prepared using existing Port bylaws as a template. The committee discussed requirements of the Oregon Government Ethics Commission “OGEC”, noting that any formal remote meeting policy would require publicly posted access information such as a phone number or videoconference link and that access must remain available throughout the meeting.
- Henry Balensifer offered to request an informal OGEC opinion.
- Because there were not enough members present to take action, the committee agreed to defer any formal adoption of remote participation procedures until the next meeting.

Good of the Order

- Committee members echoed improvements in maintenance practices, tenant relations, and airfield appearance.
- Increased student pilot activity and flight-training presence were noted as positive indicators.
- The airport vehicle program, including the crew car and two rentals, has improved transient-pilot access.
- Balensifer noted anticipated future CIP needs include a road review or overlay for 12th Street where cracking has begun on the city side.
- Members briefly discussed business changes at Oshkosh Aerotech and impacts of national manufacturing shifts on local operations.

Upcoming Meeting Dates

- Airport Advisory Committee – September 14th, 2026, at 4:00 PM

Adjourned

Steve Dillard adjourned the meeting at 4:50 PM.

APPROVED:

ATTEST:

 TBD, Board Chairman
 Board of Commissioners

 TBD, Secretary
 Board of Commissioners

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

July 7, 2026
 Date Approved by Commission

MEETING MINUTES
JUNE 16, 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: Dirk Rohne; Robert Stevens; Tim Hill; James Campbell via zoom; and Thaddeus Fickel via zoom.

Staff Present: Executive Director Will Isom; Finance and HR Director Melanie Howard; Marina Manager Janice Burk; and Administrative Assistant Katie Brown.

Port Counsel: Eric Brickenstein of Haglund Kelley, LLP

Also Attending: Jay Corella of *The Daily Astorian*; Katie Frankowicz of *KMUN*; Finance Committee Member David Oser; Norma Hernandez; Debra Ferency; Tom Jenkins; Iris Douglas; and other community members.

Pledge of Allegiance

Changes/Additions to the Agenda

There were no changes to the agenda.

Public Comment

Norma Hernandez – Astoria, OR.

Ms. Hernandez expressed disappointment regarding the Federal Agent (ICE) incident on June 7th, citing concerns about public accountability, integrity, workplace culture. She urged the Commission to take responsibility, increase transparency, and address systemic issues rather than hoping the situation will be forgotten.

Danielle Maillard – Bay City, OR.

No response; did not speak when called.

Debra Ferency – Warrenton, OR.

Ms. Ferency also addressed the June 7 incident, requesting transparency regarding the Port's obligations under the Oregon Sanctuary Law and any potential violations. She asked the Port to evaluate the Federal Agents' (ICE) activity on Port property, provide employees with training on the First Amendment rights and sanctuary protections, and develop a public-facing plan outlining corrective actions.

Tom Jenkins – Astoria, OR.

Mr. Jenkins, identifying as an employee of the Oregon Department of Emergency Management, highlighted available state and federal grant programs for which the Port is eligible. He reminded the Commission of its participation in the Oregon Resource Coordination Assistance Agreement and encouraged the Port to reach out for multilingual public-information resources.

Iris Douglas – Astoria, OR.

Ms. Douglas voiced concern about the June 7 incident, acknowledging the Commission may not have been aware of federal activity in advance but urging the Port to establish and publicly share a plan ensuring compliance with the Oregon Sanctuary Law and proper employee training. She emphasized the seriousness of the event and encouraged proactive communication with the community.

Commission Response to Public Comment:

Chairman Rohne stated that the Port takes the concerns seriously and is working closely with the Oregon Department of Justice. Rohne emphasized the Port's commitment to transparency and noted his understanding that the security guard on duty acted appropriately under Oregon law. Additional information will be shared as legally permissible.

Action Items

6a. Contract Agreement Renewal – America's Phone Guys

Finance & HR Director Melanie Howard presented a renewal of the Port's 3-year telecommunications service agreement. The monthly amount is decreasing from \$447 to \$426.09
Commissioner Hill moved to approve the lease agreement with America's Phone Guys at a monthly rate of \$426.09 for a 36-month term and authorize the Executive Director to sign the agreement. Commissioner Stevens seconded. The motion carried 5-0 amongst the Commissioners present.

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

6b. Resolution 2026-03 Authorization for Financing Agreement

Howard requested approval to move forward with negotiations for a short-term loan of approximately \$500,000 to support dredging work in November. Executive Director Isom explained that completing years two and three of the dredging contract together would save mobilization costs. The contractor, Brennan Construction, is prepared to accelerate work.
Commissioner Stevens moved to adopt Resolution 2026-03, authorizing the Financing Agreement as presented. Commissioner Hill seconded. The motion carried 5-0 amongst the Commissioners present.

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

6c. Resolution 2026-04 Adopting the Supplemental Budget 2025-2026

Howard outlined the need for a supplemental budget due to over-expenditures in Materials and Services, largely tied to \$2.5 million in unbudgeted environmental cleanup costs. Capital Outlay is under budget by approximately \$2.9 million, allowing the Port to reallocate appropriations to remain in compliance with Oregon budget law. Isom provided context regarding the environmental cleanup costs, including early detection, containment success, and ongoing coordination with the U.S. Coast Guard and DEQ.

Commissioner Stevens moved to approve Resolution 2026-04, adopting the Supplemental Budget for Fiscal Year 2025-2026, as presented. Commissioner Hill seconded. The motion carried 5-0 amongst the Commissioners present.

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

6d. Resolution 2026-05 Authorization for the Marina Proposed Rate Increase

Marina Manager Janice Burk presented the proposed implementations:

- A three-year moorage rate increase
- A new parking rate for vehicles with trailers
- A new fee for placement on the moorage waitlist.

Commissioner Hill moved to adopt Resolution 2026-05, authorizing the proposed Marina Rate Increase as presented. Commissioner Stevens seconded. The motion carried 5-0 amongst the Commissioners present.

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

Commission Comments

Commissioner Campbell commented on the following:

Reported he is in Coeur d’Alene, Idaho and there is heavy wildfire smoke in the area.

Commissioner Fickel commented on the following:

Thanked the public commenters and highlighted the importance of transparency regarding the sanctuary-law compliance and staff staining. Noted that many jurisdictions nationwide are facing similar issues.

Commissioner Stevens commented on the following:

Thanked the public for attending the meeting. Recently attended a cruise host meeting, though there were no notable updates.

Commissioner Hill did not have anything to report.

Commissioner Rohne commented on the following:

Reiterated gratitude for community engagement and stated confidence that the Port acted responsibly under difficult circumstances. He expressed hope to release more information as legally allowed.

Executive Director Comments

The Executive Director did not have any comments.

Upcoming Meeting Dates

- Regular Meeting – July 7, 2026, at 4:00 PM
- Workshop Session – July 21, 2026, at 4:00 PM

Adjourned:

Chairman Rohne adjourned the meeting at 4:28 PM.

APPROVED:

ATTEST:

TBD, Board Chairman
Board of Commissioners

TBD, Secretary
Board of Commissioners

Respectfully submitted by:
Katie Brown, Administrative Assistant

July 7, 2026
Date Approved by Commission

DRAFT

Port of Astoria
Vouchers Paid -- Operating Acct

Type	Date	Num	Name	Memo	Credit
102-00 - Cash					
102-02 - CCB Operating #1442					
Bill Pmt -Check	05/22/2026	EFT 1976	AFLAC	BM482	172.04
Bill Pmt -Check	05/28/2026	EFT 1977	OR PERS	EFT PAYMENT	13,372.71
Bill Pmt -Check	05/28/2026	EFT 1978	OR PERS	EFT PAYMENT	5,335.63
Bill Pmt -Check	06/01/2026	EFT 1979	Gravity Payments	Merch ID#517924510061062	3,370.93
Check	06/01/2026	EFT 1980	PNC Bank National Assoc.		25.00
Check	06/02/2026	EFT 1981	PNC Bank National Assoc.		140.51
Check	06/03/2026	EFT 1982	PNC Bank National Assoc.		37.32
Check	06/03/2026	EFT 1983	Principal National Life Ins Co	Life Insurance - Will Isom	34.68
Check	06/03/2026	EFT 1984	Intuit (cc fees)	Intuit Customer Payment fee	13.92
Check	06/04/2026	EFT 1985	PNC Bank National Assoc.		272.55
Check	06/04/2026	EFT 1986	PNC Bank National Assoc.		77.00
Check	06/05/2026	EFT 1987	PNC Bank National Assoc.		180.45
Bill Pmt -Check	06/05/2026	86543	A Coastal Lock & Key, LLC		145.00
Bill Pmt -Check	06/05/2026	86544	Advanced Remediation Technologie...	Job # OR0203-001.001 WMB	4,955.30
Bill Pmt -Check	06/05/2026	86545	ALS Environmental	Cust # 207691-01 Inv# 36-51-679248-0 DMMO ...	1,370.00
Bill Pmt -Check	06/05/2026	86546	America's Phone Guys	Cust #1271	447.62
Bill Pmt -Check	06/05/2026	86547	AVH Consulting, LLC	PoA_040824	13,150.01
Bill Pmt -Check	06/05/2026	86548	B&S Pest Management, LLC	Acct#: 5096	95.00
Bill Pmt -Check	06/05/2026	86549	Bergerson Construction, Inc	Job #26500 POA PIER 1 INSPECTION	19,693.85
Bill Pmt -Check	06/05/2026	86550	Brendon Stock (A/P)	Reimb for Clothing BS	117.92
Bill Pmt -Check	06/05/2026	86551	Campbell Environmental	Environmental Services	1,282.50
Bill Pmt -Check	06/05/2026	86552	Canon Financial Services	Cust# 939795	215.00
Bill Pmt -Check	06/05/2026	86553	CenturyLink	Acct # 497163267	122.38
Bill Pmt -Check	06/05/2026	86554	Cintas Corporation	10829	279.10
Bill Pmt -Check	06/05/2026	86555	City Lumber	Cust # 7259	220.09
Bill Pmt -Check	06/05/2026	86556	City of Astoria - utilities	Utilities - Water & Sewer	337.94
Bill Pmt -Check	06/05/2026	86557	CityServiceValcon (CSV) / Coleman...	Fuel Supplies & Refuelers	102,868.57
Bill Pmt -Check	06/05/2026	86558	Clatsop County Fair & Expo	AIRPORT FLY-IN EVENT	400.00
Bill Pmt -Check	06/05/2026	86559	Clatsop County Lawn & Tractor	544212	708.19
Bill Pmt -Check	06/05/2026	86560	Clean Water Technologies, LLC (C...		550.00
Bill Pmt -Check	06/05/2026	86561	Columbia Pacific EDD	Annual Dues 2025-2026 - Inv#210	1,000.00
Bill Pmt -Check	06/05/2026	86562	Complete Septic Service	Inv #8510	400.00
Bill Pmt -Check	06/05/2026	86563	CORRECT Equipment	Airport: Pump repair- Inv# INV60881	7,919.56
Bill Pmt -Check	06/05/2026	86564	Cummins Sales & Service	254600	2,376.28
Bill Pmt -Check	06/05/2026	86565	DJC - Bridge Tower OpCo, LLC	Cust ID #36724 - Engineering Services for P3 B...	67.23
Bill Pmt -Check	06/05/2026	86566	Earthworx Excavation, LLC		36,885.00
Bill Pmt -Check	06/05/2026	86567	Eide Bailly LLP	Client #316680	180.00
Bill Pmt -Check	06/05/2026	86568	Englund Marine (Airport) 18868	Acct 18868 - Airport - May 2026	3,355.20
Bill Pmt -Check	06/05/2026	86569	Englund Marine (Boatyard) 15589	Acct# 15589	29.29
Bill Pmt -Check	06/05/2026	86570	Englund Marine (Marina) 14130	Acct# 14130	312.14
Bill Pmt -Check	06/05/2026	86571	Englund Marine (MX) 14129	Acct# 14129	1,000.67
Bill Pmt -Check	06/05/2026	86572	EO Media Group - The Daily Astorian		1,476.30
Bill Pmt -Check	06/05/2026	86573	Equipment Rental Services (ERS) (...	Cust # 205559	351.05
Bill Pmt -Check	06/05/2026	86574	Gravity Consulting, LLC		9,784.00
Bill Pmt -Check	06/05/2026	86575	Hauer's Lawn Care & Equip		136.60
Bill Pmt -Check	06/05/2026	86576	J P Plumbing Company, Inc.	Cust ID: AS75	82.00
Bill Pmt -Check	06/05/2026	86577	J.F. Brennan Co. Inc.	Central Waterfront Dredging 2025	62,964.48
Bill Pmt -Check	06/05/2026	86578	Lawson Products	Cust # 10075026	179.07
Bill Pmt -Check	06/05/2026	86579	Lum's Auto Center	Security: Inv# 778192/1	956.86
Bill Pmt -Check	06/05/2026	86580	Maritime Fire & Safety Assoc.	Cust#PORAST02 - APR Services Inv# F006027	1,350.00
Bill Pmt -Check	06/05/2026	86581	Metro Overhead Door	Acct # 80007A - Inv#283235	1,183.00
Bill Pmt -Check	06/05/2026	86582	Napa Auto Parts	Cust # 76004	1,503.36
Bill Pmt -Check	06/05/2026	86583	NW Natural	Natural Gas Services	147.00
Bill Pmt -Check	06/05/2026	86584	Olson Asphalt Maintenance, LLC		402.50
Bill Pmt -Check	06/05/2026	86585	Oregon Dept. of Agriculture		1,411.00
Bill Pmt -Check	06/05/2026	86586	Pacific Office Automation - Printers	PORT PRINTER EQ# 8X13956	167.27
Bill Pmt -Check	06/05/2026	86587	Pacific Office Automation -Subscrip ...	Cust# 80M829	5,671.70
Bill Pmt -Check	06/05/2026	86588	Pacific Power	Electrical Power Services	14,074.79
Bill Pmt -Check	06/05/2026	86589	PAPE Group	Cust # 101890	627.92
Bill Pmt -Check	06/05/2026	86590	Performance Systems / Summit Fire...	901626	2,782.50
Bill Pmt -Check	06/05/2026	86591	PetroCard, Inc.	01-0004280 & 00-0300590	2,236.54
Bill Pmt -Check	06/05/2026	86592	Porior Engineering LLC		5,000.00
Bill Pmt -Check	06/05/2026	86593	PRIMO / Sierra Springs	928320221793628	196.64
Bill Pmt -Check	06/05/2026	86594	Recology Western Oregon (Acct #43...	1080854307	46.94
Bill Pmt -Check	06/05/2026	86595	S. Bruce Conner	December 2022	2,100.00
Bill Pmt -Check	06/05/2026	86596	Sherwin-Williams	4251-5877-1	113.04
Bill Pmt -Check	06/05/2026	86597	Shred Northwest	Inv.#05594032426 Shred Bin Service	60.00
Bill Pmt -Check	06/05/2026	86598	Special Touch Janitorial, Inc.		5,665.00
Bill Pmt -Check	06/05/2026	86599	Specialty Rents	Inv# 6823	2,436.60
Bill Pmt -Check	06/05/2026	86600	Staples Advantage	Act #LA 1833939 - Office Supply	182.90
Bill Pmt -Check	06/05/2026	86601	Streamline Software	A627DDCE-0016	367.00
Bill Pmt -Check	06/05/2026	86602	Sundial Travel Services, Inc.	Inv#NWMMA 4/16 - Charter	570.00
Bill Pmt -Check	06/05/2026	86603	Sweet Septic and Portable Service	Boatyard & Airport weekly cleaning	935.00
Bill Pmt -Check	06/05/2026	86604	TICOR Title Insurance		500.00
Bill Pmt -Check	06/05/2026	86605	Trails End Recovery	Inv# 7895	101.99
Bill Pmt -Check	06/05/2026	86606	Turnstone Environmental Consultants		2,774.50

12:26 PM

06/05/26

Accrual Basis

Port of Astoria
Vouchers Paid -- Operating Acct

Type	Date	Num	Name	Memo	Credit
Bill Pmt -Check	06/05/2026	86607	VenTek International	Cust # PORTASTORIA	475.00
Bill Pmt -Check	06/05/2026	86608	Verizon Wireless #7705-1	270297705-00001	448.70
Bill Pmt -Check	06/05/2026	86609	Viking Automatic Sprinkler Co	Cust# 3331	26,574.11
Bill Pmt -Check	06/05/2026	86610	Wells Electrical Contracting, Inc.		9,836.12
Bill Pmt -Check	06/05/2026	86612	A & A Pest Control	105650	115.00
Total 102-02 · CCB Operating #1442					389,503.06
Total 102-00 · Cash					389,503.06
TOTAL					389,503.06

6-5-26 OK
 Jens Campbell

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Port of Astoria
Vouchers Paid -- Operating Acct

Type	Date	Num	Name	Memo	Credit
102-00 · Cash					
102-02 · CCB Operating #1442					
Bill Pmt -Check	06/09/2026	EFT 1988	PMA		17,693.57
Check	06/09/2026	EFT 1989	PNC Bank National Assoc.		1,431.47
Check	06/09/2026	EFT 1990	MAPS Credit Union (L&C Bank) - Wirr	PAY BY WIRE TRANSFER	20.00
Check	06/09/2026	EFT 1991	MARINA CUSTOMER		1,421.00
Check	06/10/2026	EFT 1992	PNC Bank National Assoc.		219.17
Check	06/11/2026	EFT 1993	Clover Network, Inc	Merchant Equipment Fees - MARINA	35.85
Bill Pmt -Check	06/12/2026	EFT 1994	OR PERS	EFT PAYMENT	13,992.73
Bill Pmt -Check	06/12/2026	EFT 1995	OR PERS	EFT PAYMENT	5,700.86
Bill Pmt -Check	06/15/2026	EFT 1997	Kitsap Bank	EFT - Payment on Pier 1 Bldg Loan	103,986.75
Check	06/15/2026	EFT 1998	PNC Bank National Assoc.		20.00
Bill Pmt -Check	06/17/2026	EFT 1999	PMA	PAY BY WIRE TRANSFER	2,762.97
Check	06/17/2026	EFT 2000	MAPS Credit Union (L&C Bank) - Wirr	PAY BY WIRE TRANSFER	20.00
Bill Pmt -Check	06/18/2026	86613	3J Consulting	Industry St. Restriping	783.00
Bill Pmt -Check	06/18/2026	86614	Amazon	Acct#: A3O230TH9VG0U	39.74
Bill Pmt -Check	06/18/2026	86615	Billy Burgher (AP)		509.75
Bill Pmt -Check	06/18/2026	86616	Brendon Stock (A/P)	Reimb for Clothing BS	109.92
Bill Pmt -Check	06/18/2026	86617	Brian Jacobsen (A/P)		200.00
Bill Pmt -Check	06/18/2026	86618	C-TechSolutions LLC		900.00
Bill Pmt -Check	06/18/2026	86619	Cable Huston LLP		8,330.00
Bill Pmt -Check	06/18/2026	86620	Cartomation, Inc.	GIS Applications	950.00
Bill Pmt -Check	06/18/2026	86621	CHS Inc/Cenex	Cust # 195072 - Propane	435.56
Bill Pmt -Check	06/18/2026	86622	Cintas Corporation	10829	279.10
Bill Pmt -Check	06/18/2026	86623	City Lumber	Cust # 7259	159.69
Bill Pmt -Check	06/18/2026	86624	City of Warrenton	Water & Sewer Services	21,165.67
Bill Pmt -Check	06/18/2026	86625	CityServiceValcon (CSV) / Coleman	Fuel Supplies & Refuelers	44,215.02
Bill Pmt -Check	06/18/2026	86626	Clatsop Cruise Hosts (AP)		12,000.00
Bill Pmt -Check	06/18/2026	86627	Del's OK Point S Tire	POR101	117.36
Bill Pmt -Check	06/18/2026	86628	DSL		92,856.76
Bill Pmt -Check	06/18/2026	86629	EO Media Group - The Daily Astorian		37.80
Bill Pmt -Check	06/18/2026	86630	Helligso Construction		60,887.40
Bill Pmt -Check	06/18/2026	86631	Home Depot	6035 3225 3191 4798	528.27
Bill Pmt -Check	06/18/2026	86632	HR Answers		329.00
Bill Pmt -Check	06/18/2026	86633	Jackson and Son Oil		25,434.43
Bill Pmt -Check	06/18/2026	86634	Joey Gochis (A/P)		200.00
Bill Pmt -Check	06/18/2026	86635	Lawson Products	Cust # 10075026	239.54
Bill Pmt -Check	06/18/2026	86636	Lower Columbia Engineering LLC	3553 - Boat haulout evaluation	1,261.25
Bill Pmt -Check	06/18/2026	86637	Melanie Howard (A/P)		361.57
Bill Pmt -Check	06/18/2026	86638	NW Natural	Natural Gas Services	366.32
Bill Pmt -Check	06/18/2026	86639	P & L Johnson Mechanical, Inc.		231.25
Bill Pmt -Check	06/18/2026	86640	Pacific Office Automation - Printers		212.27
Bill Pmt -Check	06/18/2026	86641	Pacific Power	Electrical Power Services	4,951.75
Bill Pmt -Check	06/18/2026	86642	PAPE Group	Cust # 101890	880.36
Bill Pmt -Check	06/18/2026	86643	Peterson / CAT		131.34
Bill Pmt -Check	06/18/2026	86644	PetroCard, Inc.	01-0004280 & 00-0300590	2,194.47
Bill Pmt -Check	06/18/2026	86645	Recology Western Oregon		3,223.35
Bill Pmt -Check	06/18/2026	86646	Special Districts Health Premiums	Cust # 03-0016324 Health Insurance	63,031.85
Bill Pmt -Check	06/18/2026	86647	Spectrum - 0901	Acct # 176560901	199.21
Bill Pmt -Check	06/18/2026	86648	Spectrum - 1001	Acct # 176561001	47.74
Bill Pmt -Check	06/18/2026	86649	Spectrum - 1101	250481101	1,863.92
Bill Pmt -Check	06/18/2026	86650	Spectrum - 6401	Acct # 176526401	273.87
Bill Pmt -Check	06/18/2026	86651	Staples Advantage	Act #LA 1833939 - Office Supply	210.88
Bill Pmt -Check	06/18/2026	86652	Sundial Travel Services, Inc.		4,939.69
Bill Pmt -Check	06/18/2026	86653	Terry's Plumbing LLC.		155.00
Bill Pmt -Check	06/18/2026	86654	ULINE	Cust # 21657453	6,660.74
Bill Pmt -Check	06/18/2026	86655	US Bank - Credit Cards	Card# 2090 - CPN# 002706885	8,016.93
Bill Pmt -Check	06/18/2026	86656	Viking Automatic Sprinkler Co	Cust# 3331	6,399.35
Bill Pmt -Check	06/18/2026	86657	Walter E. Nelson Co.	Cust # 1629	723.78
Total 102-02 · CCB Operating #1442					524,349.27
Total 102-00 · Cash					524,349.27

OK [Signature] 18 June 26

[Signature]



MAY 2026 FINANCIALS NARRATIVE *

Summary

For July 2025 through May 2026, the Port reported an operating net gain of \$1.34 million, which was approximately \$600,000 behind budget and \$743,000 behind the prior year. Operating revenue was 99% of budget while operating expense was 106% of budget. Included in the Materials & Services category was \$373,000 related to the Pier 2 cleanup, with additional expense expected in June.

Non-operating revenues and expenses were both at 98% of budget. Overall, the Port reported a total net loss of \$685,000, which was \$547,000 short of budget expectations. Compared to the prior year's loss of \$605,000, total profits were down \$81,000; without the oil spill, profits would be closer to budget and up from prior year.

Operating Revenue

- **Dockage:** Under budget by \$103,000 and \$200,000 lower than the previous fiscal year. In FY 2024–25, dockage income associated with the now-ceased log-yard activities totaled \$218,000.
- **Lease & Rentals:** Under budget by \$89,000 and down by \$64,000 compared to the prior year. While tenant revenue continues to trend upward year-over-year due to new leases and scheduled annual adjustments, income tied to log-yard activities totaled \$121,000 in FY 2024–25.
- **Rebilled Expenses:** Ahead of budget by \$68,000 and prior year by \$357,000. A significant portion of these overages were for water/sewer rebilling, which was offset by an increase in related expenses.
- **Marina & Boatyard:**
 - Boatyard revenue continues to outperform significantly at \$162,000 ahead of budget (118%) and \$256,000 above prior year (132%), reflecting expanded services and strong demand. Five-year comparisons show a threefold increase in year-to-date revenues.
 - Marina revenue was \$20,500 ahead of budget (104%) and \$28,000 ahead of prior year (105%).
- **Fuel Profits:**
 - Marina net fuel profits through May were \$205,000, which was \$13,000 behind budget but \$27,000 ahead of prior year.
 - Airport fuel profits were \$311,700, which was \$49,000 behind budget and \$22,000 behind prior year.

Operating Expense

Personnel costs and materials and services were at 97% and 113% of budget, respectively, resulting in a budget difference of \$522,000. The biggest differences were in outside services – which includes oil spill cleanup costs (↑\$497,000), water/sewer costs (↑\$238,000), fuel cost of sales (↑\$101,000), and salary and wages (↓\$130,000).

Capital Spending

May's capital spending was primarily for Terminal Building Upgrades; offset by grant reimbursements; additional CWD Dredging expense, and Pier 2 Fire System Upgrades & Repairs. After grant activity, net capital spending was down \$476,000 from the prior year.

Port of Astoria
Profit & Loss Actual vs. Budget
for May 2026

	Actuals Jul 2025 - May 2026	Actuals Jul 2024 - May 2025	Budget Jul 2025 - May 2026	Budget Variance Through May	% of Budget Through May	Full '25-'26 Budget
<u>Operating Revenues</u>						
Dockage & Vessel Service	686,057	885,487	788,776	-102,719	87%	872,684
Lease & Rental Income	3,093,641	3,157,645	3,182,248	-88,607	97%	3,474,821
Rebilled Expenses	2,751,716	2,394,348	2,683,366	68,350	103%	3,015,158
Boat Haulout	1,051,767	795,882	889,746	162,021	118%	1,000,000
Marina Revenues	605,306	576,883	584,752	20,554	104%	690,606
Fuel Sales	1,693,412	1,523,615	1,856,301	-162,889	91%	1,993,536
Ticket Revenues	3,575	2,135	1,907	1,668	187%	2,200
Other Income	89,516	60,248	64,371	25,145	139%	68,057
Total Operating Revenues	9,974,990	9,396,242	10,051,467	-76,477	99%	11,117,062
<u>Operating Expenses</u>						
Personnel Services	3,216,957	2,936,335	3,319,824	-102,867	97%	3,643,334
Materials and Services	5,415,928	4,275,097	4,791,105	624,823	113%	8,229,871
Bad Debt Expense	0	99,845	0	0		0
Total Operating Expenses	8,632,884	7,311,278	8,110,929	521,955	106%	9,002,501
Income from Operations	1,342,106	2,084,964	1,940,538	-598,432	69%	2,114,561
<u>Non-Operating Revenues</u>						
Property Tax Revenues-Genl Fund	996,967	965,352	1,034,666	-37,699	96%	1,058,242
Timber Tax Revenues	166,838	171,322	170,523	-3,685	98%	186,023
Other County Revenues	280	4,156	7,800	-7,520	4%	7,800
Grants*	957,418	874,439	957,418	0	100%	3,218,736
Settlement	0	0	0	0	0%	0
Interest Income	27,343	22,790	30,668	-3,325	89%	33,450
Total Non-Operating Revenues	2,148,847	2,038,058	2,201,075	-52,229	98%	4,504,251
<u>Total Non-Operating Expenses</u>						
Capital Outlay*	2,939,906	3,332,883	2,939,906	0	100%	3,175,340
Interest Expense	313,441	372,658	353,021	-39,580	89%	405,048
Principal Expense	922,949	1,022,098	987,251	-64,302	93%	1,226,211
Total Non-Operating Expenses	4,176,296	4,727,639	4,280,178	-103,882	98%	7,677,303
Net Income (Loss)	-685,343	-604,616	-138,565	-546,779	-295%	-1,058,491

**Capital Outlay/Grants year-to-date budget set to match Revenue/Expense, not seasonally adjusted.

Port of Astoria

Balance Sheet

as of May 2026

May 31, 2026

ASSETS

Current Assets

Cash & Cash Equivalents

Cash Funds	745
Operating Account #1442	287,939
Payroll Account #5344	17,389
Money Market #1259	2,919
Restricted AOC4 MMA #0760	265,310
LGIP Savings #6728	530,399
Undeposited Funds	155,451

Total Cash & Cash Equivalents 1,260,152

Accounts Receivable 813,530

Other Current Assets

Grant Receivables	23,906
Inventory	125,928
Prepaid Expenses	175,503
Property Taxes Receivable	46,011
Deferred Pension Outflows	802,257
Deferred OPEB Outflows	95,191
Current Maturities LT Rcvble	2,334,427

Total Other Current Assets 3,603,224

Total Current Assets 5,676,906

Fixed Assets 36,195,605

Other Assets

Long-term Receivables 14,235,491

TOTAL ASSETS **56,108,002**

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable	997,712
Accrued Interest Payable	90,764
Retainage Payable	39,523
Accrued Liabilities	0
Accrued Payroll Liabilities	-88
Prepaid Rent	55,262
Deposits and Overpayments	43,097
LT Debt Obligation - Current Portion	1,572,614
Unearned Tenant Improvements	22,800
Deferred Pension Inflows	319,448
Deferred OPEB Inflows	315,367
Deferred Lease Inflows	10,522,834

Total Current Liabilities 13,979,333

Long Term Liabilities

Accrued Vacation Payable	227,980
Accrued Sick Leave	291,331
Notes Payable	11,003,419
Net Pension Liability	1,656,585
OPEB Liability	723,312
Lease Liability	812,516

Port of Astoria

Balance Sheet

as of May 2026

	<u>May 31, 2026</u>
Pollution Remediation AOC 4 Liability	2,936,234
Less Current Portion LT Debt	<u>-1,572,614</u>
Total Long Term Liabilities	16,078,763
Total Liabilities	<u>30,058,096</u>
Equity	
Retained Earnings	26,735,249
Net Income	<u>-685,343</u>
Total Equity	26,049,906
TOTAL LIABILITIES & EQUITY	<u><u>56,108,002</u></u>



Capital Projects
May 2026
Budget to Actual

DEPARTMENT AND PROJECT		BUDGETED SPENDING & GRANTS			ACTUAL SPENDING & GRANTS				
Department	Description	Adopted Capital Expenditure	Adopted Grant Funding	Adopted POA Expense	Expenses through 05/31/2026	Grants Received through 05/31/2026	Expenses through 05/31/2026 NET OF GRANTS	Estimate of Remaining POA Expense	Priority 9 = Def'd 10 = Comp
WFW	Pier 2 West - Engineering	100,000	-	100,000	11,566	-	11,566	88,434	1
WFW	Pier 2 West Mitigation & Permitting	80,000	60,000	20,000	92,792	37,352	55,440	(35,440)	1
WFW	Pier 2 West NEPA Requirements	50,500	-	50,500	570	-	570	49,930	1
Airport	Terminal Building - Remodel/Upgrades	191,700	143,775	47,925	83,767	12,200	71,567	(23,642)	2
WFW - Boatyard	Boatyard Upgrades	25,000	-	25,000	13,192	-	13,192	11,808	5
WFW - Boatyard	Boatyard Expansion - Phase 1	750,000	675,000	75,000	9,268	-	9,268	65,732	8
Airport	Tractor Equipment - Front-end mulcher	8,000	-	8,000	-	-	-	8,000	9
Security	2025-26 Security Upgrades: Camera and Infrastructure Upgrades	125,000	93,750	31,250	1,708	-	1,708	29,542	9
WFE - Marinas	East Mooring Basin Boarding Docks Replacement	405,613	312,322	93,291	1,572	-	1,572	91,719	9
WFE - Marinas	East Mooring Basin Dredging	762,745	381,373	381,372	17,347	-	17,347	364,025	9
WFW	Gateway Avenue Repair / Restripe	27,500	-	27,500	-	-	-	27,500	9
WFW	Pier 2 East - Repairs based on ODOT reports/bent repairs	500,000	-	500,000	-	-	-	500,000	9
WFW - Boatyard	Boatyard Equipment - Travelift and Misc	1,377,000	1,032,750	344,250	15,886	15,886	-	344,250	9
Airport	Airport Industrial Park Design	300,000	216,780	83,220	213,863	-	213,863	(130,643)	10
Airport	FEMA Equipment: Tractor Equipment - Bat-wing Mower Deck	17,933	-	20,000	17,933	13,450	4,483	15,517	10
Airport	Hangar Maintenance - A Row Rehabilitation	300,000	270,000	30,000	347,278	298,797	48,481	(18,481)	10
Airport	Tide Gate Feasibility Study	32,986	32,986	-	5,000	-	5,000	(5,000)	10
WFW	2025-26 Pier 2 West - Emergency Repairs	500,000	-	500,000	736,149	-	736,149	(236,149)	10
WFW	2025-28 CWD Piers Maintenance Dredging	400,000	-	400,000	460,469	-	460,469	(60,469)	10
WFW	Fire System Upgrades	90,000	-	90,000	101,161	-	101,161	(11,161)	10
	Misc Projects	-	-	-	810,386	578,963	231,423	(231,423)	
TOTALS		6,043,977	3,218,736	2,827,308	2,939,906	956,648	1,983,258	844,050	

MARCH 2026

SUN MON TUES WED THURS FRI SAT

1 4:00PM POA Regular Session	2	3 4:00PM POA Regular Session 6:00PM Astoria City Council Mtg 6:00PM CB City Council Mtg	4	5 6:00PM CB City Council Work Session	6	7
8 5:00PM Seaside City Council Work Session 6:00PM Seaside City Council Meeting	9	10 6:00PM CB City Council Work Session 6:00PM Warrenton City Commission Meeting 10:00AM Clatsop County Planning Commission Regular Meeting	11 5:00PM Clatsop County Board of Commissioners Work Session & Regular Meeting	12 1:30PM Clatsop Cruise Hosts Meeting 6:00PM Warrenton Planning Commission Meeting	13	14
15	16	17 4:00PM POA Workshop Session	18 10:30AM Clatsop County Board of Commissioners Work Session	19	20	21
22 5:00PM Seaside City Council Work Session 6:00PM Seaside City Council Meeting 6:00PM Astoria City Council Work Session	23	24 3:00PM CEDR Meeting @ Astoria Golf & Country Club 5:30PM Astoria Planning Commission Meeting 6:00PM Warrenton City Commission Meeting	25 5:00PM Clatsop County Board of Commissioners Work Session & Regular Meeting	26	27	28
29	30	31 7:45AM AWACC Breakfast Networking 6:00PM Gearhart City Council Work Session				

TO: President Rohne and
Port of Astoria Commissioners
FROM: Airport Advisory Committee
DATE: June 30, 2026
RE: Airport status report

Although not requested by the Port Commission, your Airport Advisory Committee wanted to communicate to the Board that we have noticed a very positive trend occurring at the airport.

We appreciate the commitment by the Port Commission to renovate and upgrade the airport - there now appears to be a vision for the future, with the realization that even though funding for improvements is scarce, issues are incrementally being addressed.

- Two years ago some hangars had standing water up to 3” deep all through the rainy season. Since then, new drainage has been created, and improvements continue to be implemented to address water runoff, and those hangars are now functional.
- The process of replacing long overdue door tracks has started, which now makes all the hangars in “A” row practical and usable.
- Long deferred roof repairs have been addressed in the last couple of years salvaging and extending the usability of the 50-year-old roofing in Hangar rows A, B, and C.
- An effort to enhance the presentation of the facilities is obvious by multiple improvements to the airport terminal, the maintenance of the lawn and common areas and the tidiness of the facilities in general.
- There is a visible effort by staff to preserve the existing facilities through systematic maintenance and improvements. They have been steadily gaining on the overgrowth of vegetation that has encroached on the runway clear zone, the ditches and especially the perimeter game fence (which was being destroyed from entanglement of willows and other brush).
- Staff also made repairs to the very rough section of SE Flightline Drive which was damaging users’ cars (south of the entrance to the Coast Guard base).

The focus by the Airport Manager on fuel sales is creating a virtuous circle of higher sales volume, leading to better pricing, which encourages higher sales. Pilots from out of the area now proactively plan their flights to top off at AST. The recently acquired Military Fuel Contract (which the Port lost in 1997) is a big benefit to the Port and will add even more to this momentum.

With the advent of Astoria Aviation and the current environment at the airport, we are seeing young people who are seeking a future in aviation, as well as people of all ages wanting to learn to fly. There is also a list of people wanting to base their aircraft here when space becomes available.

Mostly, we want to compliment the staff. Although the phrases “government agency” and “superior customer service” seldom appear together, Deputy Director/Airport Manager Matt McGrath, with the help of Chris Gibbs and Johnson Smith, have created a very Customer Service oriented atmosphere that is providing dividends to the Port.

- They are exceptionally focused on the needs of airport tenants and visitors, whether they are business, recreational or military users.
- Staff actively looks for things to correct whenever they have time.
- Relationships with the Coast Guard and other military units have never been better.
- Complaints made through the Aircraft Owners and Pilots Association that use to average two to three a month have all but disappeared, and positive remarks have been submitted about treatment here at the airport.
- Residents of the Port District that utilize Seaside's airport no longer feel alienated, and a good dialogue now exist between the entities.

Thank you again for your service and your commitment to making improvements to the airport.
Respectfully submitted on behalf of the Airport Advisory Committee,

Steve Dillard
AAC Chairman



Your peace of mind is our passion.

June 18, 2026

Board of Commissioners
Port of Astoria
422 Gateway Ave, Suite 100
Astoria, Oregon 97103

Attention: President, Board of Commissioners

The Objective and Scope of the Audit of the Financial Statements

You have requested Talbot, Korvola & Warwick, LLP (“TKW”, “we”, “us”, or “our”) audit the basic financial statements of the Port of Astoria (the Port), as of and for the year ending June 30, 2026. Our audit will also consider required supplementary information (“RSI”) and supplementary information (“SI”) as presented by the Port. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter (“Engagement Letter”).

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor’s report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (“GAAS”) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of controls.

The Responsibilities of the Auditor

We will conduct our audit in accordance with GAAS. Those standards require that we comply with applicable ethical requirements. As part of an audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, based on an understanding of the entity and its environment, the applicable financial reporting framework, and the entity’s system of internal control, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.
- Consider the entity’s system of internal control in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of Port’s internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.

The Responsibilities of the Auditor (Continued)

- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Port's ability to continue as a going concern for a reasonable period of time.

Because of the inherent limitations of an audit, together with the inherent limitations of controls, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS.

We will also communicate to the Board of Commissioners (a) any fraud involving senior management and fraud (whether caused by senior management or other employees) that causes a material misstatement of the financial statements that becomes known to us during the audit, and (b) any instances of noncompliance with laws and regulations that we become aware of during the audit (unless they are clearly inconsequential).

We will maintain our independence in accordance with the standards of the American Institute of Certified Public Accountants ("AICPA").

The Responsibilities of Management and Identification of the Applicable Financial Reporting Framework

Management is responsible for:

1. Identifying and ensuring that the Port complies with the laws and regulations applicable to its activities, and for informing us about all known violations of such laws or regulations, other than those that are clearly inconsequential;
2. The design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the Port involving management, employees who have significant roles in internal control, and others where the fraud could have a material effect on the financial statements; and
3. Informing us of its knowledge of any allegations of fraud or suspected fraud affecting the Port received in communications from employees, former employees, analysts, regulators, vendors, customers or others.

Management is responsible for the preparation of the Required Supplementary Information ("RSI") which accounting principles generally accepted in the United States of America ("U.S. GAAP") requires to be presented to supplement the basic financial statements. Management is also responsible for the preparation of Supplementary Information ("SI") presented in relation to the financial statements as a whole in accordance with U.S. GAAP. Management agrees to include the auditor's report on the RSI and SI in any document that contains the RSI and SI and will indicate that the auditor has reported on such RSI and SI. Management also agrees to present the RSI and SI with the audited financial statements or, if the RSI and SI will not be presented with audited financial statements, to make the audited financial statements readily available to the intended users of the RSI and SI no later than the date of issuance of the RSI and SI and the auditor's report thereon.

The Board of Commissioners is responsible for informing us of its views about the risks of fraud within the Port, and its knowledge of any fraud or suspected fraud affecting the Port.

The Responsibilities of Management and Identification of the Applicable Financial Reporting Framework (Continued)

Our audit will be conducted on the basis that management and when appropriate, those charged with governance acknowledge and understand that they have responsibility:

1. For the preparation and fair presentation of the financial statements in accordance with U.S. GAAP;
2. To evaluate subsequent events through the date the financial statements are issued. Management also agrees that it will not conclude on subsequent events earlier than the date of the management representation letter referred to below;
3. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error; and
4. To provide us with:
 - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements including information relevant to disclosures;
 - b. Draft financial statements, including information relevant to their preparation and fair presentation, when needed, to allow for the completion of the audit in accordance with the proposed timeline;
 - b. Additional information that we may request from management for the purpose of the audit; and
 - c. Unrestricted access to persons within the Port from whom we determine it necessary to obtain audit evidence.

The Port's financial statements and auditor's report thereon, as contained in the Annual Financial Report (AFR), will be issued concurrently with other information included within the AFR. This information will be provided to TKW prior to the issuance of the documents and prior to the issuance of the auditor's report.

As part of our audit process, we will request from management and when appropriate, those charged with governance, written confirmation concerning representations made to us in connection with the audit, including among other items:

1. That management has fulfilled its responsibilities as set out in the terms of this Engagement Letter; and
2. That it believes the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

Reporting

We will issue a written report upon completion of our audit of the Port's financial statements. Our report will be addressed to the Board of Commissioners. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinion, or add an emphasis-of-matter paragraph or other-matter paragraph to our auditor's report.

If circumstances arise relating to the condition of the Port's records, the availability of appropriate audit evidence or indications of a significant risk of material misstatement of the financial statements because of error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment, prevent us from completing the audit or forming an opinion, we retain the unilateral right to take any course of action permitted by professional standards, including, but not limited to, declining to express an opinion or issue a report, or withdrawing from the engagement.

Reporting (Continued)

In connection with our audit of the financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

In addition to our report on the Port's financial statements, we will issue the following report:

- Independent Auditor's Report on Compliance and Internal Control over Financial Reporting Based on an Audit of Financial Statements Performed in Accordance with Oregon State Regulations.

Records and Assistance

During the course of our engagement, we may accumulate records containing data that should be reflected in the Port's books and records. The Port will determine that all such data, if necessary, will be so reflected. Accordingly, the Port will not expect us to maintain copies of such records in our possession.

The assistance to be supplied by Port personnel, including the preparation of schedules and analyses of accounts, will be discussed and coordinated with Melanie Howard, Finance/HR Director. The timely and accurate completion of this work is an essential condition to our completion of the audit and issuance of our audit report.

Accounting Services

If, in connection with our audit, you request us to perform accounting services necessary for the preparation of the financial statements (such as drafting the financial statements or assistance with the adoption of GASB Statements, etc.), Melanie Howard, Finance/HR Director, will oversee the services, make all significant judgments that are the proper responsibility of management, evaluate the adequacy of the services, make an informed judgment about the results of the services, and accept responsibility for them. You also agree to establish and maintain internal control over these services, including ongoing monitoring activities. At the conclusion of our audit, we will ask you to provide written representations to that effect.

Fees and Costs

Our fees for the services described above are based upon the value of the services performed and the time required by the individuals assigned to the engagement, plus direct expenses. Our fee estimate and completion of our work is based upon the following criteria:

1. Anticipated cooperation from Port personnel.
2. Timely responses to our inquiries.
3. Timely completion and delivery of client assistance requests.
4. Timely communication of all significant accounting and financial reporting matters.
5. The assumption that unexpected circumstances will not be encountered during the engagement.

If any of the aforementioned criteria are not met, then fees may increase. Interim billings will be submitted as work progresses and expenses are incurred. Billings are due upon submission. Our fee for the services described in this letter is expected not to exceed \$56,500 for the year ending June 30, 2026 for the audit of the financial statements, unless the scope of the engagement is changed, the assistance which the Port has agreed to furnish is not provided, or unexpected conditions are encountered, in which case we will discuss the situation with you before proceeding. All other provisions of this letter will survive any fee adjustment.

Invoices for our services pursuant to this Engagement Letter will be sent to: mhoward@portofastoria.com.

Use of Subcontractors and Third-Party Products

We may, in our sole discretion, use qualified third-party service providers to assist us in providing professional services to you. In such circumstances, it may be necessary for us to disclose Confidential Information and Personal Information (as such terms are defined below) to them. We may share your information, including Confidential Information and Personal Information, with these third-party service providers; provided that such recipients are bound by written obligations of confidentiality. You acknowledge and agree that our use of a third-party service provider may involve the processing, input, disclosure, movement, transfer, and storage of your information and data, including Confidential Information and Personal Information, outside of the United States and outside of our technology infrastructure. We will be responsible to you for the performance of our third-party service providers, solely as related to the services performed under this Engagement Letter, subject to all limitations and disclaimers set forth herein.

We also may provide services to you using certain third-party hardware, software, equipment, or products (collectively, "Third-Party Products" and each, individually, a "Third-Party Product"). You acknowledge that the use of a Third-Party Product may involve the processing, input, disclosure, movement, transfer, and storage of information provided by or on behalf of you to us, including Confidential Information and Personal Information, within the Third-Party Product's infrastructure and not ours which may result in the access, transfer, disclosure, storage or processing of such information and data outside of the United States. You further acknowledge that the terms of use and service, including, but not limited to, applicable laws, set forth in the end-user license, end-user subscription agreement, or other end-user agreement for such Third-Party Product (collectively, "EULA(s)") will govern all obligations the licensor of such Third-Party Product relating to data privacy, storage, recovery, security, and processing within such Third-Party Product's infrastructure, as well as, the service levels associated with such Third-Party Product. You hereby consent to the disclosure of your information, including your Confidential Information and Personal Information, to the licensors of such Third-Party Products for the purpose described herein, and you acknowledge and agree that such Port-provided data and information may be collected, processed, stored, and used by such licensors for benchmarking, analytics, marketing, and other business purposes in support of the Third-Party Product.

To the extent TKW gives the Port access to a Third-Party Product in connection with the services contemplated herein, the Port agrees to comply with the terms of any applicable EULA for such Third-Party Product, and the Port shall be solely responsible for the improper use of a Third-Party Product or a violation of the applicable EULA for such Third-Party Product by the Port, or any user to whom the Port grants access to such Third-Party Product. The Port agrees to indemnify and hold TKW harmless from and against any claims, actions, lawsuits, proceedings, judgments, liens, losses, damages, costs, expenses, fees (including reasonable legal fees, expenses, and costs) and other liabilities relating to, or arising from or out of, the improper use of a Third-Party Product, or a violation of the terms of the applicable EULA for such Third-Party Product, by the Port, or any user to whom the Port grants access to such Third-Party Product.

You acknowledge that the use of Third-Party Products may be subject to limitations, delays, interruptions, errors, and other problems which are beyond our control, including, without limitation, internet outage or lack of availability related to updates, upgrades, patches, fixes, or maintenance. We will not be liable for any damages relating to such limitations, delays, delivery failures, interruptions, errors, or other problems. Nor will we be held responsible or liable for any loss, or unauthorized use or disclosure, of any information or data provided by you, including, without limitation, Personal Information provided by you, resulting from the use of a Third-Party Product.

Use and Ownership; Access to Audit Documentation

The Audit Documentation for this engagement is the property of TKW. For the purposes of this Engagement Letter, the term "Audit Documentation" shall mean the confidential and proprietary records of TKW's audit procedures performed, relevant audit evidence obtained, other audit-related workpapers, and conclusions reached. Audit Documentation shall not include custom-developed documents, data, reports, analyses, recommendations, and deliverables authored or prepared by TKW for the Port under this Engagement Letter, or any documents belonging to the Port or furnished to TKW by the Port.

Use and Ownership; Access to Audit Documentation (Continued)

Review of Audit Documentation by a successor auditor or as part of due diligence is subject to applicable TKW policies, and will be agreed to, accounted for and billed separately. Any such access to our Audit Documentation is subject to a successor auditor signing an Access & Release Letter provided by TKW, without substantive modifications thereto. TKW reserves the right to decline a successor auditor's request to review our Audit Documentation.

In the event we are required by government regulation, subpoena or other legal process to produce our documents or our personnel as witnesses with respect to our engagement for the Port, the Port will, so long as we are not a party to the proceeding in which the information is sought, reimburse us for our professional time and expenses, as well as the fees and expenses of our counsel, incurred in responding to such requests.

Indemnification, Limitation of Liability, and Claim Resolution

Because TKW will rely on the Port and its management and Board of Commissioners to discharge the foregoing responsibilities, the Port agrees to indemnify, hold harmless and release TKW and its partners, principals, officers, directors, employees, affiliates, subsidiaries, contractors, Subcontractors, agents, representatives, successors, or assigns from all claims, liabilities, losses and costs arising in circumstances where there has been a knowing misrepresentation by a member of the Port's management.

THE PORT AND TKW AGREE THAT NO CLAIM ARISING OUT, FROM, OR RELATING TO THE SERVICES RENDERED PURSUANT TO THIS ENGAGEMENT LETTER SHALL BE FILED MORE THAN TWO YEARS AFTER THE DATE OF THE AUDIT REPORT ISSUED BY TKW OR THE DATE OF THIS ENGAGEMENT LETTER IF NO REPORT HAS BEEN ISSUED. IN NO EVENT SHALL TKW OR THE PORT, OR ANY OF THEIR RESPECTIVE PARTNERS, PRINCIPALS, OFFICERS, DIRECTORS, EMPLOYEES, AFFILIATES, SUBSIDIARIES, CONTRACTORS, SUBCONTRACTORS, AGENTS, REPRESENTATIVES, SUCCESSORS, OR ASSIGNS (COLLECTIVELY, THE "COVERED PARTIES" AND EACH INDIVIDUALLY, A "COVERED PARTY"), BE LIABLE FOR THE INTERRUPTION OR LOSS OF BUSINESS, ANY LOST PROFITS, SAVINGS, REVENUE, GOODWILL, SOFTWARE, HARDWARE, OR DATA, OR THE LOSS OF USE THEREOF (REGARDLESS OF WHETHER SUCH LOSSES ARE DEEMED DIRECT DAMAGES), OR INCIDENTAL, INDIRECT, PUNITIVE, CONSEQUENTIAL, SPECIAL, EXEMPLARY, OR SIMILAR SUCH DAMAGES, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. EXCEPT FOR A COVERED PARTY'S INDEMNIFICATION OBLIGATIONS UNDER THIS ENGAGEMENT LETTER, TO THE FULLEST EXTENT PERMITTED BY LAW, THE TOTAL AGGREGATE LIABILITY OF THE COVERED PARTIES ARISING OUT OF, FROM, OR RELATING TO THIS ENGAGEMENT LETTER, OR THE REPORT ISSUED OR SERVICES PROVIDED HEREUNDER, REGARDLESS OF THE CIRCUMSTANCES OR NATURE OR TYPE OF CLAIM, INCLUDING, WITHOUT LIMITATION, CLAIMS ARISING FROM A COVERED PARTY'S NEGLIGENCE OR BREACH OF CONTRACT OR WARRANTY, OR RELATING TO OR ARISING FROM A GOVERNMENT, REGULATORY OR ENFORCEMENT ACTION, INVESTIGATION, PROCEEDING, OR FINE, WILL NOT EXCEED THE TOTAL AMOUNT OF THE FEES PAID BY THE PORT TO TKW UNDER THIS ENGAGEMENT LETTER. NOTWITHSTANDING THE FOREGOING, NOTHING IN THIS LIMITATION OF LIABILITY PROVISION SHALL, OR SHALL BE INTERPRETED OR CONSTRUED TO, RELIEVE THE PORT OF ITS PAYMENT OBLIGATIONS TO TKW UNDER THIS ENGAGEMENT LETTER.

Confidentiality

TKW and the Port may, from time to time, disclose Confidential Information (as defined below) to one another. Accordingly, TKW and the Port agree as the recipient of such Confidential Information (the "Receiving Party") to keep strictly confidential all Confidential Information provided to it by the disclosing party (the "Disclosing Party") and use, modify, store, and copy such Confidential Information only as necessary to perform its obligations and exercise its rights under this Engagement Letter. Except as otherwise set forth herein, the Receiving Party may only disclose the Confidential Information of the Disclosing Party to its personnel, agents, and representatives who are subject to obligations of confidentiality at least as restrictive as those set forth herein and only for the purpose of exercising its rights and fulfilling its obligations hereunder. To avoid any doubt, TKW is permitted to disclose the Port's Confidential Information to TKW's personnel, agents, Subcontractors, and representatives (collectively, the "TKW Parties" and each, individually, a "TKW Party") for the purpose of exercising its rights and fulfilling its obligations hereunder and to comply with applicable laws and professional, regulatory, and/or ethical standards.

"Confidential Information" means, information in any form consisting of: (i) any nonpublic information provided by the Disclosing Party, (ii) any information that the Disclosing Party identifies as confidential; or (iii) any information that, by its very nature, a person in the same or similar circumstances would understand should be treated as confidential, including, but not limited to, this Engagement Letter. Without limiting the generality of the foregoing, the Port acknowledges and agrees that Audit Documentation constitutes Confidential Information of TKW.

"Confidential Information" will not include information that: (i) is publicly available at the time of disclosure by the Disclosing Party; (ii) becomes publicly available by publication or otherwise after disclosure by the Disclosing Party, other than by breach of the confidentiality obligations set forth herein by the Receiving Party; (iii) was lawfully in the Receiving Party's possession, without restriction as to confidentiality or use, at the time of disclosure by the Disclosing Party; (iv) is provided to the Receiving Party without restriction as to confidentiality or use by a third party without violation of any obligation to the Disclosing Party; or (v) is independently developed by employees or agents of the Receiving Party who did not access or use the Disclosing Party's Confidential Information.

The Receiving Party will treat the Disclosing Party's Confidential Information with the same degree of care as the Receiving Party treats its own confidential and proprietary information, but in no event will such standard of care be less than a reasonable standard of care.

Notwithstanding anything stated to the contrary in this Engagement Letter, the Port consents to the TKW Parties using any information or data, including Confidential Information and Personal Information, provided by or on behalf of the Port, or otherwise obtained by TKW, in connection with the services provided under this Engagement Letter, to provide the Port with professional services under any other professional services agreement the Port enters into or has entered into with a TKW Party; and (ii) those professional services provided by a TKW Party under another professional service agreement with the Port, including to provide the services under this Engagement Letter to the Port.

The Port consents to the TKW Parties using Confidential Information and Personal Information provided by or on behalf of the Port to: (i) improve the quality of our services and offerings; and/or (ii) develop or perform internal data analysis, business analytics or insights, or other internal insight generation. Information developed in connection with these purposes may be used or disclosed to current or prospective clients to provide services or offerings. The TKW Parties will not use or disclose such Confidential Information or Personal Information in a way that would permit the Port or an individual to be identified by third parties without your prior written consent.

Data Protection Compliance

Prior to disclosing to a TKW Party or the granting of access to a TKW Party, you will identify in writing any personal, technical, or other data, information, or items provided or made accessible to a TKW Party pursuant to this Engagement Letter that may be subject to heightened protections under applicable statutes, regulations, governmental directives or guidance documents, or other legally binding standards relating to privacy, cybersecurity, export controls, controlled unclassified information, and/or data protection, and will ensure compliance with all such requirements. This includes, but is not limited to, protected health information pursuant to the Health Information Portability and Accountability Act of 1996 (“HIPAA”), classified or controlled unclassified information subject to the National Industrial Security Program Operating Manual (“NISPOM”) (which classified information shall not be provided to any TKW Party unless appropriate security clearances have been obtained prior to any such access), marked or unmarked controlled unclassified information (“CUI”) (subject to any provisions of the NISPOM, the Federal Acquisition Regulation (“FAR”) or any FAR supplement, DoD Instruction 5200.48, requirements of the National Archives and Records Administration, or those of the General Services Administration or any other federal government agency), unclassified nuclear technology pursuant to 10 C.F.R. Parts 110 and 810, and exports controlled by the NISPOM, or the Defense Federal Acquisition Regulation Supplement (“DFARS”), data, information, or items subject to the Export Administration Regulations (“EAR”), or International Traffic in Arms Regulations (“ITAR”) controlled data. Unless otherwise expressly agreed upon and specified in writing by TKW and the Port, you shall not disclose to a TKW Party, or provide any TKW Party access to, such data, information, and items, and you shall be responsible for the handling of all such data, information, and items in connection with the performance of the services requested hereunder, including, but not limited to, the scrubbing, de-identification, de-aggregation, protection, encryption, transfer, movement, input, storage, migration, deletion, copying, processing, and modification of such data.

Personal Information

As used herein, the term “Personal Information” means any personal information or data, as may be defined by applicable privacy, data protection, or cybersecurity laws, that directly or indirectly identifies a natural person.

Each party agrees to transmit Personal Information consistent with applicable laws and any other obligations the respective party may have. We are permitted to use all such Personal Information to perform our obligations and exercise our rights under this Engagement Letter.

You represent and warrant that you have provided all notices and obtained all consents required under applicable data protection laws prior to your collection, use and disclosure to a TKW Party of such Personal Information and shall take reasonable steps to ensure that such Personal Information does not include irrelevant or unnecessary information about individuals.

To the extent the California Consumer Privacy Act and California Privacy Rights Act, including as amended or replaced, and the associated regulations (“CCPA”), are applicable, TKW is a “Service Provider” for the Port as such term is defined by the CCPA. Limited to the applicability of this paragraph, the terms “Personal Information” (or “PI”) and “Consumer” shall have the same meaning as such terms are defined by the CCPA. The Port may disclose PI to the TKW Parties solely for: (i) a valid and specific business purpose as specified in this Engagement Letter; and (ii) to perform the services in this Engagement Letter. For any PI disclosed to TKW by the Port, or obtained or accessible by a TKW Party on the Port’s behalf under this Engagement Letter, we will not (i) “sell” or “share” the PI (as those terms are defined by the CCPA); (ii) retain, use, or disclose PI for any purpose other than for the specific business purpose as specified in this Engagement Letter; or (iii) retain, use, or disclose the information outside of the direct business relationship between the parties unless to another service provider as a subcontractor, where the subcontractor meets the requirements for a “Service Provider” under the CCPA. At your written request, and at your cost, we

Personal Information (Continued)

shall reasonably assist you in addressing your obligations under the CCPA with regard to privacy rights requests related to your PI held by us, directly resulting from our business relationship with you. We reserve the right to decline such a request where, as determined in our sole discretion, the request for our assistance could violate or impair a Consumer's (as that term is defined by the CCPA) rights under the CCPA or another applicable law or regulation, or professional and/or ethical obligation. We certify that we understand and will comply with the requirements enumerated in (i), (ii), and (iii) above.

Retention of Records

We will return to you all original records you provide to us in connection with this engagement. Further, in addition to providing you with those deliverables set forth in this Engagement Letter, we will provide to you a copy of any records we prepare or accumulate in connection with such deliverables which are not otherwise reflected in your books and records without which your books and records would be incomplete. You have the sole responsibility for retaining and maintaining in your possession or custody all of your financial and nonfinancial records related to this engagement. We will not host, and will not accept responsibility to host, any of your records. We, however, may maintain a copy of any records of yours necessary for us to comply with applicable law and/or professional standards or to exercise our rights under this Engagement Letter. Any such records retained by us will be subject to the confidentiality obligations set forth herein and destroyed in accordance with our record retention policies.

Termination

Your failure to make full payment of any and all undisputed amounts invoiced in a timely manner constitutes a material breach for which we may refuse to provide deliverables and/or, upon written notice, suspend or terminate our services under this Engagement Letter. We will not be liable to you for any loss, damage or expense arising out of or from, or relating to, such termination or suspension of our services.

Either party hereto may terminate this Engagement Letter for any reason upon fifteen (15) days' prior written notice to the other party. In the event you terminate this engagement, you will pay us for all services rendered (including deliverables and products delivered), expenses incurred, and noncancelable commitments made by us on your behalf through the effective date of termination.

Either party may terminate this Engagement Letter upon written notice if: (i) circumstances arise that in its judgment would cause its continued performance to result in a violation of law, a regulatory requirement, a legal process, a contractual obligation with a third party, applicable professional or ethical standards, or, in the case of TKW, our client acceptance or retention standards; or (ii) if the other party, or any director, executive, partner or principal thereof, is placed on a Sanctioned List (as defined herein), or if any director or executive of, or other person closely associated with such other party or its affiliate, is placed on a Sanctioned List (as defined below).

Neither TKW nor the Port shall be responsible for any delay or failure in its performance resulting from acts beyond its reasonable control (each, a "Force Majeure Event"). Force Majeure Events include, but are not limited to, acts of God, government or war, riots or strikes, disasters, fires, floods, epidemics, pandemics or outbreaks of communicable disease, cyberattacks, and internet or other system or network outages. At your option, you may terminate this Engagement Letter where our services are delayed more than 120 days by a Force Majeure Event; however, you are not excused from paying us for all amounts owed for services rendered and deliverables provided prior to the termination of this Engagement Letter.

Termination (Continued)

When an engagement has been suspended at the request of management or those charged with governance and work on that engagement has not recommenced within 120 days of the request to suspend our work, we may, at its sole discretion, terminate this Engagement Letter without further obligation to you. Resumption of our work following termination may be subject to our client acceptance procedures and, if resumed, will require additional procedures not contemplated in this Engagement Letter. Accordingly, the scope, timing and fee arrangement discussed in this Engagement Letter will no longer apply. In order for us to recommence work, the execution of a new Engagement Letter will be required.

The parties agree that those provisions of this Engagement Letter which, by their context, are intended to survive, including, but not limited to, payment, limitations on liability, claim resolution, use and ownership, and confidentiality obligations, shall survive the termination of this Engagement Letter.

Miscellaneous

We may mention your name and provide a general description of the engagement in our client lists and marketing materials.

The Port agrees that it will not include our reports or otherwise associate us with any public or private securities offering without first obtaining our consent. Therefore, the Port agrees to contact us before it includes our reports, or otherwise makes reference to us, in any public or private securities offering. Our association with an official statement is a matter for which separate arrangements may be necessary. The Port agrees to provide us with printer's proofs or masters of such offering documents for our review and approval before printing, and with a copy of the final reproduced material for our approval before it is distributed. If, based on our review, we identify no material inconsistencies with our audit, or other misstatements of fact, we will promptly communicate in writing to the Port that we do not object to the inclusion of our report in the offering documents. In the event our auditor/client relationship has been terminated when the Port seeks such consent, we will be under no obligation to grant such consent or approval.

We agree that our association with any proposed offering is not necessary, providing the Port agrees to clearly indicate that we are not associated with the contents of any such official statement or memorandum. The Port agrees that the following disclosure will be prominently displayed in any such official statement or memorandum:

Talbot, Korvola & Warwick, LLP, our independent auditor, has not been engaged to perform, and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. Talbot, Korvola & Warwick, LLP also has not performed any procedures relating to this official statement or memorandum.

Our professional standards require that we perform certain additional procedures, on current and previous years' engagements, whenever a partner or professional employee leaves the Firm and is subsequently employed by or associated with a client in a key position. Accordingly, the Port agrees it will compensate us for any additional costs incurred as a result of the Port's employment of one of our partners, principals, or employees.

Miscellaneous (Continued)

Each party hereto affirms it has not been placed on a Sanctioned List (as defined below) and will promptly notify the other party upon becoming aware that it has been placed on a Sanctioned List at any time throughout the duration of this Engagement Letter. The Port shall not, and shall not permit third parties to, access or use any of the deliverables provided for hereunder, or Third-Party Products provided hereunder, in violation of any applicable sanctions, laws or regulations, including, but not limited to, accessing or using the deliverables provided for hereunder or any Third-Party Products from any territory under embargo by the United States or Canada. The Port shall not knowingly cause TKW to violate any sanctions applicable to TKW. As used herein "Sanctioned List" means any sanctioned person or entity lists promulgated by the Office of Foreign Assets Control of the U.S. Department of the Treasury, the U.S. State Department, the Consolidated Canadian Autonomous Sanctions List, the United Nations Security Council, the European Union, and United Kingdom.

We may use generative artificial intelligence ("AI") tools to improve efficiencies in areas such as accounting research, document drafting, or other analysis to assist us with rendering services to you under the terms of this agreement. We have policies and procedures in place to ensure that any AI-generated content is subject to our Firm's strict quality control guidelines which include protocols for applying professional expertise, judgment, and oversight in the review and interpretation of any AI-generated content. In addition, we maintain reasonable safeguards to ensure responsible use of AI which includes strict adherence to the requirements set forth for confidentiality, privacy, security, and ethical use of AI in accordance with applicable laws and our professional standards.

Any term of this Engagement Letter that would be prohibited by or impair our independence under applicable law or regulation shall not apply, to the extent necessary only to avoid such prohibition or impairment.

Notices

Unless otherwise expressly agreed upon by the parties in this Engagement Letter, all notices required to be given hereunder will be in writing and addressed to the party at the business address provided in this Engagement Letter, or such other address as such party may indicate by a notice delivered to the other party. A copy of any legal notice (e.g., any claimed breach or termination of this Engagement Letter) sent by the Port to TKW shall also be sent to the following address: 14945 SW Sequoia Parkway, Suite 150, Portland, OR 97224. Except as otherwise expressly provided in this Engagement Letter, notices hereunder will be deemed given and effective: (i) if personally delivered, upon delivery; (ii) if sent by registered or certified mail or by overnight courier service with tracking capabilities, upon receipt; and, (iii) if sent by electronic mail (without indication of delivery failure), at such time as the party that sent the notice receives confirmation of receipt, whether by read-receipt confirmation or otherwise.

Governing Law

This Engagement Letter, including, without limitation, its validity, interpretation, construction, and enforceability, and any dispute, litigation, suit, action, claim, or other legal proceeding arising out of, from, or relating in any way to this Engagement Letter, any provisions herein, a report issued or the services provided hereunder, will be governed and construed in accordance with the laws of the State of Oregon, without regard to its conflict of law principles, and applicable U.S. federal law.

Entire Agreement

This Engagement Letter, including any exhibits, policies, schedules, and/or other documents expressly incorporated herein by reference or attached hereto, constitutes the entire agreement between TKW and the Port and supersedes all prior agreements, understandings, and proposals, whether oral or written, relating to the subject matter of this Engagement Letter, including any separate nondisclosure agreement executed between the parties.

Entire Agreement (Continued)

If any term or provision of this Engagement Letter is determined to be invalid or unenforceable, such term or provision will be deemed stricken, and all other terms and provisions will remain in full force and effect.

This Engagement Letter may be amended or modified only by a written instrument executed by both parties.

Electronic Signatures and Counterparts

This Engagement Letter may be executed in one or more counterparts, each of which will be deemed to be an original, but all of which taken together will constitute one and the same instrument. Each party agrees that any electronic signature of a party to this Engagement Letter or any electronic signature to a document contemplated hereby (including any representation letter) is intended to authenticate such writing and shall be as valid, and have the same force and effect as a manual signature.

Acknowledgement and Acceptance

Each party acknowledges that it has read and agrees to all of the terms contained herein, including any exhibits, policies, schedules, and/or other documents expressly incorporated herein by reference or attached hereto. Each party and its signatory below represent that said signatory is a duly authorized representative of such party and has the requisite power and authority to bind such party to the undertakings and obligations contained herein.

AGREED TO AND ACKNOWLEDGED BY:

TALBOT, KORVOLA & WARWICK, LLP

By *Julie B. Fahey*
Julie B. Fahey, Partner

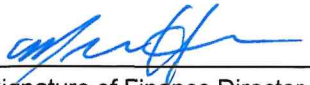
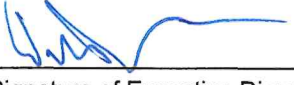
Confirmed on behalf of the addressee:
Port of Astoria

Signature

Title

Date

REQUEST FOR EXPENDITURE

S E C T I O N A	Date:	7/1/2026	Department:	Maintenance
	Staff Contact:	Joe Tadei	Vendor (if determined):	Dr. Roof
	Project Name:	Pier 2 - Bldg.75 Roof Replacement		
	Location & Purpose of Service or Product:	The metal roof for Bldg. 75 on Pier 2 has severely deteriorated which will require the roof panels to be replaced with new.		
	Cost Estimate:	\$92,710.00		
S E C T I O N B	1. Will services be performed on Port of Astoria property? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
	2. Does this expenditure exist within the Capital Projects List? (Original Budget Amount)			
	<input checked="" type="checkbox"/> No / <input type="checkbox"/> Yes		\$ 	
S E C T I O N C	Account # for Item (ex: XXX-XX)	TOTAL		NET OF GRANTS
		710-00		
	FY 2026-2027 Budget for this Account	\$ 9,035,033	\$ 2,742,955	
	Amount Spent Year-to-Date for this Account	\$ 0	\$ 0	
	Amount Available to Spend for this Account	\$ 9,035,033	\$ 2,742,955	
	Does this Request for Expenditure require Commission Approval (>=\$75,000)? <input type="checkbox"/> No / <input checked="" type="checkbox"/> Yes (Skip to D.4)			
S E C T I O N D	3. Under Executive Director's discretion, will Request for Expenditure be submitted to Commission for approval?			
	<input type="checkbox"/> No / <input type="checkbox"/> Yes			
	4. (Specify date of Commission meeting when item is scheduled to be heard/approved)			
	July 7, 2026			
S E C T I O N E	Signature of Department Head		Signature of Deputy Director	
	Date		Date	
	 7-1-26		 7-1-26	
	Signature of Finance Director		Signature of Executive Director	
Date		Date		
		(required if cost is unbudgeted, or > \$5,000 budgeted)		

(over for Quotation Analysis)

Project: Pier 2 - Bldg.75 Roof Replacement

Project Manager: Joe Tadei

Quotes obtained by: Joe Tadei

Procurement Method:

- Small procurement
 Sole source

- Intermediate procurement
 Emergency

- Request for Bid
 Request for Proposal

Solicitation Method:

- Verbal quotes (informal)

- Requests for written quotes (informal)

- Public solicitation (formal)

Vendor	Amount	Description	Availability	Specific expertise	Other information
Apple Roofing, LLC.	\$160,000.00 = Total Note: Insulation blanket is included in bid.	Install new metal roof panels, insulation blanket, ridge cap, hardware, and fasteners as per quote.	immediate	Contractor has experience in commercial and industrial roofing systems.	Contractor has worked on port property tenant owned buildings.
Dr. Roof Inc.	\$78,140.00 (base bid) \$14,570.00 (insulation blanket) Total = \$92,710.00 \$7570.00 (gutters) Total = \$100,280.00	Install new metal roof panels,insulation blanket, ridge cap, hardware, and fasteners as per quote.	immediate	Contractor has experience in commercial and industrial roofing systems.	Contractor has worked on port property buildings.
Weatherguard Inc.	\$99,900.00 (base bid) \$19,995.00 (insulation blanket) Total = \$119,895.00 \$9,390.00 (gutters) Total = \$129,285.00	Install new metal roof panels, insulation blanket, ridge cap, hardware, and fasteners as per quote.	immediate	Contractor has experience in commercial and industrial roofing systems.	Contractor works in the local area.
Vendor selection & justification: (REQUIRED) The port recommends awarding the contract to Dr. Roof Inc. who was the lowest bidder.					



Port of Astoria—Building 75

Roof Replacement Proposal

Port of Astoria
Pier 2 –Building 75
Astoria, OR 97103

Joe Tadei
Port of Astoria
Pier 2 –Building 75
Astoria, OR 97103



Prepared By:
Tom Shannon—360-214-6387 Cell

Date: May 21, 2026—Revised #1

Existing Conditions / Roof Sample

2

Port of Astoria

Pier 2 –Building 75

Astoria, OR 97103

The existing roof assembly consists of the following: (From Top To Bottom)

- Metal Roof Panels (mechanically attached)
- Insulation / Vapor Barrier
- Steel Purlins

A test sample was not removed from this roof area. The above listed system is based upon visual inspection and if the existing system is different from the listed system we may need to revise our proposal.



Roof Plan

Port of Astoria
Pier 2 – Building 75
Astoria, OR 97103



New Roof System—Scope of Work

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Port of Astoria

Pier 2 –Building 75

Astoria, OR 97103

Standing Seam Metal Panels—Scope of Work

- Remove one existing metal roof system down to an acceptable substrate and dispose of legally off-site. **If additional layers exist, we will remove at an additional charge.**
- Inspect the steel purlins and the insulation / vapor barrier and replace any damaged on a Time and Material Basis. We will obtain the Owners permission prior to any replacement.
- The existing gutters and downspouts will be replaced with new 7" box style gutters.
- Mechanically attach new Taylor Metals 22 GA MS-200 Standing Seam Panel over the existing purlins using FM Clips. **This is a hidden fastener system.**
- Install new 22 GA Hook Eave flashing at the eaves and standard gable flashings at the rakes..
- Install new 22 GA ridge cap including Snap-Z at the ridge area.
- Install new pipe boots at all pipe penetrations.
- Roofing Permit to be purchased by Dr Roof and paid for by the Owner **if required.**
- Issue a 2-Year Contractor Warranty.

Pricing / Alternates / Unit Costs

5

Port of Astoria

Pier 2 –Building 75

Astoria, OR 97103

Base Bid: Roof Replacement—Standing Seam Metal Roof Panels

Taylor Metal MS-200 Standing Seam Roof System.

Base Bid: \$78,140.00 ***Pricing includes Prevailing Wage Rates

****Pricing does not include lifts—Port is to supply all needed lifts.

Alternate Add #1

Install a new Bilco Style Roof Access Hatch.

Alternate Add #1: \$3,500.00 Per Unit ***Actual price will be based upon size and type selected.

Alternate Add #2

Install a new 7" Box style gutters and downspouts.

Alternate Add #2: \$7,570.00

Alternate Add #3

Replace all of the existing Insulation / Vapor Barrier with new.

Alternate Add #3: \$14,570.00

Qualifications / Exclusions

6

Port of Astoria

Pier 2 –Building 75

Astoria, OR 97103

Qualifications:

- Quote is Valid Through 6/30/26—**No price escalation or protection.**
- We may require a Hazardous Material report or Good Faith Letter.
- **If damaged decking / substrate is discovered we will replace the damaged wood on a Time and Material Basis. It is the Owners responsibility to either approve Dr Roof to replace or provide alternative replacement in a timely manner and in sufficient time for the area to be brought into a watertight condition before the end of the work day.**
- **Our proposal does not include any guarantee, for or against, or provide for proper ventilation which, without, could lead to condensation. In addition, we do not assume any design liability in these areas. Condensation and associated damage is not covered by either the Contractor or Manufacturer's warranties.**

Exclusions:

- All Wood Work unless listed, Interior work of any kind including cleaning and protection
- Installation over buried components on the deck surface
- Hazardous Material testing and abatement, Demolition other than listed
- Electrical, Plumbing and Mechanical work, Correction of roof slope or ponding water conditions
- Shop and As-Built Drawings, Permits, Bonds, Code Compliance and Upgrades
- Fume Mitigation, Dust Control, Upgrading Ventilation / Condensation Mitigation
- Unforeseen Conditions



ESTIMATE

RESIDENTIAL

Structure(s)	Home Phone	Work Phone	Date June 15, 2026
Proposal Submitted to PORT OF ASTORIA		Job Name PIER 2 REROOF	
Street 422 GATEWAY AVE, SUITE 100		Job Location	
City, State, Zip ASTORIA, OR 97103		Cell Phone (503) 791-2251	Email jtadei@portofastoria.com

Under the terms and conditions described below, we hereby submit specifications and estimates for:

- | | |
|--|--|
| <ul style="list-style-type: none"> <input checked="" type="checkbox"/> 1. PROTECT ALL LANDSCAPING, SIDING AND GUTTERS <input checked="" type="checkbox"/> 2. REMOVE AND HAUL AWAY ONE EXISTING LAYER OF ROOFING <input checked="" type="checkbox"/> 3. INSTALL NEW HOOKEAVE FLASHING <input checked="" type="checkbox"/> 4. INSTALL SUPPORT FLASHING AT GABLE ENDS <input checked="" type="checkbox"/> 5. INSTALL 22-GAUGE ROOF PANELS <input checked="" type="checkbox"/> 6. INSTALL 1 ROOF HATCH <input checked="" type="checkbox"/> 7. INSTALL GABLE FLASHING <input checked="" type="checkbox"/> 8. INSTALL END DAMS & RIDGE CAP | <ul style="list-style-type: none"> <input checked="" type="checkbox"/> 9. COMPLETE CLEANUP OF ROOFING DEBRIS <input checked="" type="checkbox"/> 10. WRITTEN 2-YEAR WORKMANSHIP WARRANTY |
|--|--|

★ REPAIR WORK WILL BE BILLED @ \$85.00 PER MAN HOUR PLUS MATERIAL.

COMMENTS:

FINANCING AVAILABLE

To apply, go to:
www.weatherguardinc.net

WE HEREBY PROPOSE TO FURNISH LABOR AND MATERIALS, COMPLETE IN ACCORDANCE WITH THE ABOVE SPECIFICATIONS, FOR THE SUM OF:

BASE PRICE: (Prices do not include sales tax)

OPTIONS:

TAYLOR METAL PRODUCTS	2" INSULATED VAPOR BARRIER	\$19,955.00
MS200	3" SPRAY FOAM INSULATION	\$29,730.00
MS200 MARINEGUARD	STAINLESS GUTTERS	\$9,390.00

- ★ Weatherguard will provide proper roof ventilation. The homeowner is responsible to make sure all soffit vents have a clear air path for intake to flow.
- ★ Roof mounted Satellite Dishes reinstallation are responsibility of the homeowner.

Payment is due in full upon completion. (3% Fee will be added on Credit Card Charges) NO DOWN PAYMENT REQUIRED

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from specifications above involving extra costs will become extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Our workers are fully covered by Workers Compensation Insurance. Incidental damage to persons' items and property, not caused by negligence or contractors part, will be the responsibility of the owner.

Authorized Signature _____

Note: This proposal may be withdrawn if not accepted within 30 days.

Acceptance of Estimate

The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be made upon completion. If termination of contract by Acceptor without just cause occurs, Weatherguard, Inc. is entitled to 30% of remaining value of the work, in addition to payment for work already completed. Acceptor agrees to pay all court costs, attorney fees or other expenses incurred in the collection of the above payment upon default thereof by Acceptor. Acceptor realizes and acknowledges that the Contractor's Notice to Customer Statement (required by RCW 18.27.114) is on the backside of this contract.

Signature _____

Signature _____

Date of Acceptance _____

Quote



From:

WA: CL# APPLERL824KP | OR: CCB# 249646

Mailing Address:

Apple Roofing, LLC
1659 Altoona Pillar Rock Rd.
Rosburg WA 98643
Phone: 1.360.942.7199
E-Mail: applerootingllc@gmail.com

Quote Number	QUO-996
Quote Date	April 27, 2026
Total	\$160,000.00

To:

Port Of Astoria
422 Gateway Ave Ste 100, Astoria, OR
Pier 2 bldg. 50-65
jtadei@portofastoria.com

- Remove existing ridgecap
- Remove existing single layer mechanically fastened metal roofing
- Remove existing insulation blanket
- Install all new insulation blanket
- Install ice & water to all penetrations
- Install all new edgemetals/flashings
- Install all new vents/pipejacks
- Install all new 22 gauge white mechanically fastened metal panels
- Install all new closure strip
- Install all new baffles
- Install all new ridgecap to match existing
- Caulk all penetrations/baffles/flashings/ridgecap
- All work performed to be high wind/coastal application
- Clean up/haul away all job related debris
- Optional
- Add new stainless steel gutters/ to match existing with 6" pvc downs

Thanks for choosing [Apple Roofing, LLC](#) : WA OR Pacific Northwest Roofers and Contractors,
Licensed and Bonded, General Contractor | applerootingllc@gmail.com



Install all new roof access hatch

Hrs/Qty	Service	Rate/Price	Adjust	Sub Total
1	New roof replacement Pier 2 bldg. 75	\$160,000.00	0.00%	\$160,000.00
			Sub Total	\$160,000.00
			Tax	\$0.00
			Total	\$160,000.00

Estimate is valid for 30 days from Estimate Date. Important Notice: Notify building occupants that they are not to stand under nor near the roofing/work area while work is being performed. Please ensure all vehicles, boats, trailers and other equipment are moved a safe distance from the work area perimeter. Those at the site must stay safely clear of all materials and tools.

All workmanship is guaranteed for twenty five years. We provide the materials and labor to perform the above specified work at the stated total amount shown.

Any plywood replacement is \$100 per sheet. The payment is one half down, and the last half due and payable upon completion. All materials are guaranteed as described. All work will be performed in a professional manner to standard specifications.

Any deviation from the above descriptions that incur extra costs will be performed at a rate of \$75 per man hour plus materials. This would be an additional charge in addition to the estimate total stated. All agreements are contingent upon accident or delay beyond our control.

Apple's workers are fully covered by workman's compensation insurance. Apple Roofing, LLC is fully licensed, bonded, and insured.

If Applicable, Washington Sales Tax: (8%) will be added.

[Information Notice To Owner About Construction Liens \(ORS 87.093\)](#)

Thanks for choosing [Apple Roofing, LLC](#) : WA OR Pacific Northwest Roofers and Contractors,
Licensed and Bonded, General Contractor | appleroofingllc@gmail.com

COMMITTEE ASSIGNMENTS

ORGANIZATION	FY 2025 - 2026	FY 2026 - 2027
Airport Advisory Committee	Jim Campbell & Tim Hill	
Budget Committee	All Commissioners	
CEDR Clatsop Economic Development Resources	Thaddeus Fickel & Jim Campbell	
Clatsop Cruise Committee/ Cruise Hosts	Robert Stevens & Jim Campbell	
Col-Pac EDD/ NOEA Columbia-Pacific Economic Development District/ Northwest Oregon Economic Alliance	Thaddeus Fickel	
Columbia River Salmon Advisory	Dirk Rohne	
Finance Advisory Committee	All Commissioners	
Fish Expo	Robert Stevens & Tim Hill	
LCSG Lower Columbia Solutions Group	Dirk Rohne	
Marina Advisory Committee	Jim Campbell & Dirk Rohne	
NWACT Northwest Area Committee on Transportation	Dirk Rohne	
OCZMA Oregon Coastal Management Association	Robert Stevens	
OPPA Oregon Public Ports Association	Jim Campbell & Robert Stevens	
Regional Solutions Group	Dirk Rohne	
WFOA Western Fishboat Owners Association	Tim Hill	
PNWA Pacific Northwest Waterways Association	All Commissioners	
City of Astoria	As Needed Basis: Staff/Commissioner	
City of Cannon Beach	As Needed Basis: Staff/Commissioner	
City of Gearhart	As Needed Basis: Staff/Commissioner	
City of Seaside	As Needed Basis: Staff/Commissioner	
City of Warrenton	As Needed Basis: Staff/Commissioner	
Clatsop County	As Needed Basis: Staff/Commissioner	



RESOLUTION
NO. 2026-06

MAKING BUSINESS APPOINTMENTS AND AUTHORIZATIONS

BE IT RESOLVED that the Board of Commissioners for the Port of Astoria hereby establishes the following appointments and authorizations for the Fiscal Year July 1, 2026, to June 30, 2027:

OFFICERS FOR BOARD OF COMMISSIONERS:

President – TBD
Vice-President – TBD
Secretary – TBD
Treasurer – TBD
Assistant Secretary/Treasurer – TBD

FINANCIAL:

1. Auditors (ORS 297.425) – Talbot, Korvola & Warwick, LLP
2. Municipal Finance (ORS 279.01) – David C. Ulbricht, Director of Municipal Advisory Services, Special Districts Association of Oregon
3. Budget Officer (ORS 294.331) – Finance and HR Director
4. Custodians of Funds – Board Treasurer and Executive Director, or their appointee
5. Investment of Surplus Funds (ORS 294.035 1 to 9) – Custodians of Funds
6. Authorized officer for application, receipt, or expenditure of loan and grant funds – Board Treasurer, Executive Director, or their appointee.
7. Expenditures:
 - A. Checks require a signature from one Commissioner and Executive Director or their authorized appointee.
 - B. Expenditures of funds shall comply with Oregon’s public contracting laws and the Port of Astoria’s financial policies and procedures.
8. Authorized Financial Institutions:
 - A. Checking and Money Market Accounts - MAPS Credit Union, Astoria Branch.
 - B. Property Tax Revenue Receipts and Disbursements: Clatsop County Treasurer

LEGAL NOTICES:

1. Official Notice posting sites:
 - A. Port Office Lobby
 - B. Port website: www.portofastoria.com
2. Local Newspaper of Record: *The Astorian*
3. Trade Newspaper of General Statewide Circulation of Record for public improvement projects in excess of \$125,000: *The Daily Journal of Commerce*.
4. News media to receive notices by email: *The Astorian, Cannon Beach Gazette, Coast River Business Journal, Chinook Observer, Seaside Signal, Merchant's Exchange, KAST Radio, KMUN Radio, Astoria Warrenton Chamber of Commerce.*
5. Organizations receiving notices by email:
 - Cities: Astoria, Cannon Beach, Gearhart, Seaside, and Warrenton
 - Counties: Clatsop
 - Chambers of Commerce: Astoria-Warrenton, Seaside, Cannon Beach

REGULAR MONTHLY BOARD MEETINGS:

1. Location: Port of Astoria, Commission Chambers, 422 Gateway Avenue, Suite 100, Astoria, Oregon.
2. Time: First Tuesday of each month, 4:00 PM Pacific Time, unless modified by the Commission with prior notice.

SPECIAL/WORKSHOP BOARD MEETINGS:

1. Location: Port of Astoria, Commission Chambers, 422 Gateway Avenue, Suite 100, Astoria, Oregon.
2. Time: Third Tuesday of each month, 4:00 PM Pacific Time, unless modified by the Commission with prior notice.
3. Other special meetings scheduled as necessary with proper notice.

OTHER BUSINESS:

1. Election Officer – Executive Director
2. Bond Officer – Executive Director
3. Legal Counsel – Eileen Eakins, Cable Huston LLP
4. Insurance Agent of Record – Wilson-Heirgood Associates
5. Employment-related documents shall recognize the Port of Astoria is an equal opportunity employer.
6. Registered office and agent (ORS 198.340):
 - Office – 422 Gateway Avenue, Suite 100, Astoria, Oregon 97103
 - Agent – Executive Director

7. Public Records Custodian (ORS 192.410 to 192.505) – Executive Director or his or her appointee.

ADOPTED BY THE BOARD OF COMMISSIONERS this 7th day of July 2026.

Yes _____

No _____

Absent _____

ATTEST:

TBD, Chairman
Board of Commissioners

TBD, Secretary
Board of Commissioners

DRAFT