

**MEETING MINUTES
MAY 24, 2018**

**PORT OF ASTORIA
BUDGET COMMITTEE MEETING
PORT ADMIN BUILDING
#10 PIER 1, SUITE 209
ASTORIA, OR 97103**

Call to Order

President Spence called the Budget Committee meeting to order at 12:00pm.

Roll Call

Commissioners Present: Frank Spence; and Robert Stevens.

Committee Members Present: Chris Connaway; John Lansing; Bill Young; Walt Postlewait; and Dave Phillips.

Staff present: Executive Director Jim Knight; Director of Finance Will Isom; Director of Operations Matt McGrath; Finance Manager Jim Grey; and Executive Assistant Judy Fattori.

Absent: Commissioners Dirk Rohne, Jim Campbell, and Bill Hunsinger.

Pledge of Allegiance

Commissioner Spence began the meeting with an opportunity for self-introductions and briefly explained some budget committee rules, such as not discussing details outside of the meeting.

Discussion followed regarding public comment as a courtesy/requirement.

Selection of Budget Committee Chairperson

Mr. Lansing nominated Chris Connaway as chairperson to the committee, Mr. Phillips seconded.

Mr. Connaway respectfully declined due to an unpredictable work schedule.

Mr. Young nominated Walt Postlewait as chairperson to the committee, Mr. Phillips seconded.

There being no objections, Mr. Walt Postlewait was appointed Chair of the Port of Astoria Budget Committee.

Appointment of Terms for Budget Committee Members

Commissioner Spence appointed terms to the new members as follows:

<u>Member Name</u>	<u>Term Expiration</u>
• Bill Young	6/30/2019
• Dave Phillips	6/30/2019
• Walt Postlewait	6/30/2020
• John Lansing	6/30/2020

Mr. Isom shared information regarding audit requirements, noting that the auditor requires terms to be staggered in such a way as to have at least one term expire every year going forward.

Discussion followed in regard to having one term expire in 2018 with a reappointment to a 3-year term to begin with the 2018-2019 fiscal year.

Presentation and Reading of the Budget Message for Fiscal Year 2018-2019

Mr. Knight spoke briefly about the budget process in Oregon, explaining that the budget message reflects the Port’s current status and provides a perspective of issues and challenges facing the Port.

In the Budget Message, Mr. Knight covered concerns for all areas of the Port, however special focus was given to several unresolved issues that will significantly impact the management of the 2018-19 fiscal budget, which are as follows:

- Resolution of the Port’s 2015 Storm Damage to FEMA
- AOC-4 (AreaWide Contamination) Resolution
- Riverwalk Inn Final Settlement
- East Mooring Basin Causeway
- Skipanon Property
- Dredging
- Loss of Connect Oregon Grants

In conclusion, Mr. Knight shared his optimism in the Port’s future, and his vision of what the Port can be. Mr. Knight spoke of how far the Port has come in recent years, noting it will take time to address all of the Port’s challenges; and expressed that this budget is a reflection of what can be done now.

Presentation and Review of the Proposed Budget for Fiscal Year 2018-2019

Mr. Isom began the budget review with the General Fund, addressing resources and expenditures; explaining drops and increases in line items as compared to prior fiscal years. Staff answered questions as needed.

Discussion included items such as: tariff basics; utility rebilling, past and present; FAA grant revenues; potential benefits of purchasing surplus equipment; credit card fees; emergency expenditures; dredging issues and permit process; budgetary compliance as a municipality; legal fees; Skipanon feasibility study and a potential for mitigation credits; contingency fund vs. unappropriated fund balance; Longshore Labor Workers Comp, and a potential to self-insure; debt service and refinancing; and the Special Revenue Fund. The review of the proposed budget will continue at the next budget committee meeting.

Upcoming Meeting Dates

- Budget Committee Meeting – May 30, 2018 at 12:00 PM.

Adjourned

Chairman Postlewait adjourned the meeting at 2:53 pm.

APPROVED:


Frank R. Spence, Board President
Board of Commissioners

ATTEST:


Robert Stevens, Secretary
Board of Commissioners

Respectfully submitted by:
Judy Dodge Fattori
Executive Assistant & Board Secretary

June 19, 2018
Date Approved