

**MEETING MINUTES
MAY 22, 2019**

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

Call to Order

The meeting was called to order at 12:00 pm by Commissioner Spence. The meeting was then turned over to Vice Chair John Lansing.

Roll Call

Roll was performed by going around the table with each attendee introducing themselves and noting their capacity of involvement with the proposed budget. Those present were as follows:

- Commissioners present: Frank Spence; Dirk Rohne; Jim Campbell; Robert Stevens; Bill Hunsinger and Commissioner-Elect Scott McClaine.
- Budget Committee Members present: John Lansing; Bill Young; David Phillips; and Chris Connaway. Walt Postlewait's absence was excused.
- Port Staff present: Executive Director Jim Knight; Director of Finance Will Isom; Finance Manager Jim Grey; Interim Director of Operations Susan Transue; Airport Manager Gary Kobes; Marina Manager Janice Burk; Maintenance Manager Joe Tadei; and Executive Assistant Judy Fattori.

1. Selection of Budget Committee Chair

Commissioner Hunsinger moved to nominate current Budget Committee Chair Walt Postlewait as Chair and John Lansing as Vice Chair for Fiscal Year 2019-2020. Chris Connaway seconded the motion.

The motion was unanimously approved.

2. Reading of the Budget Message for Fiscal Year 2019-2020

Vice Chair John Lansing welcomed those in attendance for the Budget Committee meeting and expressed his appreciation to Commissioner Hunsinger for his years of service with the Port of Astoria Commission.

The reading of the Budget Message for FY 2019-2020 by Jim Knight covered the following:

- Introduction: noting the upcoming 5-year Strategic Business Plan for the Port and the use of its guidance in addressing several current issues facing the Port;
- Staffing: noting a decrease in full-time employees from the prior year with a personnel service costs decreased by 4.25 percent;

- Environmental Issues: noting an upcoming conclusion to the 18-year-old AOC-4 (Area of Concern #4) issue; and developing a cost sharing strategy for the central waterfront stormwater treatment facility costs;
- Airport/Skipanon: the airport as a significant regional asset which is underfunded and requires better funding mechanisms, as well as a dedicated Advisory Committee which addresses several airport issues;
- West Mooring Basin: an opportunity for the Port to seek a ‘Special District’ designation with the City of Astoria which will allow for a Master Plan to address area challenges and protect the existing waterfront views, cruise ship tourism growth, and marina dredging needs;
- Piers: implementing fees to assist with the repair and maintenance of pier infrastructure and protection of hundreds of local jobs; and
- Conclusion: noting the Port’s highest priorities and expressing appreciation to the Port staff, tenants and customers.

Presentation and Review of Proposed Budget for Fiscal Year 2019-2020

Will Isom introduced the proposed budget for FY 2019-2020 to those in attendance, and began an overview of the budget document.

The review began with review of the General Fund Resources and Expenditures Summaries, followed by the proposed Capital Projects for FY 2019-2020.

Discussion followed regarding various items of the presented information. Details available on meeting audio.

Next Meeting Date:

- a. Budget Committee Meeting – May 29, 2019 at 12:00 PM

Adjourn Meeting

APPROVED:



Frank R. Spence, Board President
Board of Commissioners

ATTEST:



Robert Stevens, Secretary
Board of Commissioners

Respectfully submitted by:
Judy Dodge Fattori
Executive & Board Secretary

8.6.2019

Date Approved by Commission