

Board of Commissioners

Dirk Rohne – Chairman
Robert Stevens – Vice-Chair
Frank Spence – Secretary
James Campbell – Treasurer
Scott McClaine – Assistant Secretary/Treasurer

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STANDING FINANCE ADVISORY COMMITTEE

March 15, 2023 @ 12:15 PM
10 Pier 1, Suite 209, 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 available via Zoom. Meeting ID: 869 0588 1635 and Passcode: 422.

Agenda

1. Call to Order
2. Roll Call
3. Cashflow projections report
4. Grants update from Shane Jensen
5. Pier 2 West project updates
6. Update on real estate agent/potential tenants
7. Confirm upcoming Finance Committee meeting date
8. Adjourn

HOW TO JOIN THE ZOOM MEETING:

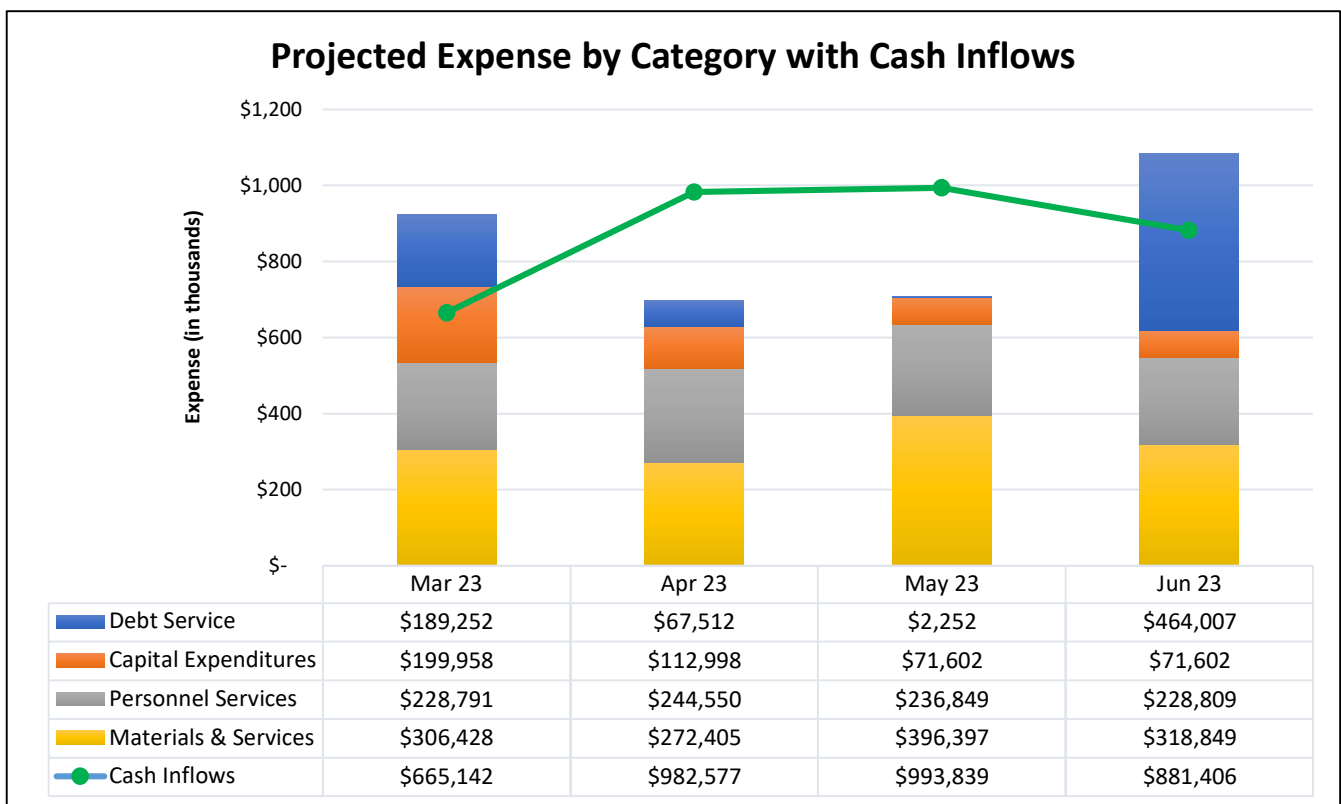
Online: Direct link: <https://us02web.zoom.us/j/86905881635?pwd=amhtTTBFcE9NUeIxNy9hYTZFPQTlZQT09>
Or go to [Zoom.us/join](https://zoom.us/join) and enter Meeting ID: 869 0588 1635, Passcode: 422

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.

Port of Astoria Projected Cash Flows FY2022-23

	Mar 23	Apr 23	May 23	Jun 23
BUDGETED Cash Balance Forward		\$ 636,024	\$ 921,136	\$ 1,207,875
ACTUAL Cash Balance Forward	\$ 895,310			
Cash Inflows	\$ 665,142	\$ 982,577	\$ 993,839	\$ 881,406
Total Available	\$ 1,560,452	\$ 1,618,600	\$ 1,914,975	\$ 2,089,280
Total Disbursements / Cash Outflows	\$ 924,428	\$ 697,464	\$ 707,100	\$ 1,083,267
Cash Inflow (Outflow)	\$ (259,286)	\$ 285,112	\$ 286,739	\$ (201,862)
Ending Cash Balance	\$ 636,024	\$ 921,136	\$ 1,207,875	\$ 1,006,013
Days Cash on Hand**	32	46	60	50



**Days cash on hand estimates the number of days that the Port can keep up with operating expenses using cash available as of the end of the month. This operates under the assumption that there are no cash inflows from sales.

Port of Astoria Projected Cash Flows FY2022-23

	Mar 23	Apr 23	May 23	Jun 23
BUDGETED Cash Balance Forward		\$ 636,024	\$ 921,136	\$ 1,207,875
ACTUAL Cash Balance Forward	\$ 895,310			
Receipts/Deposits				
Marina moorage, rebilling, other	182,932	303,286	355,128	338,129
Marina fuel sales	21,336	30,140	55,031	36,188
Airport fuel sales	73,155	77,775	78,925	62,093
Dockage and misc receipts	67,316	296,908	195,610	68,726
Lease & Rental income	259,693	265,480	269,679	275,577
County revenues & transfers	60,711	8,988	39,466	100,693
Cash Inflows	\$ 665,142	\$ 982,577	\$ 993,839	\$ 881,406
Total Available	\$ 1,560,452	\$ 1,618,600	\$ 1,914,975	\$ 2,089,280
Disbursements				
Payroll & Benefits	\$ 228,791	\$ 244,550	\$ 236,849	\$ 228,809
Utilities	94,015	53,193	116,605	156,222
Regular Operating Costs	80,353	130,338	109,081	79,918
Fuel costs	63,534	72,657	89,620	66,343
Audit & Accounting	-	-	-	-
Legal Services	10,833	10,833	10,833	10,833
Conferences, travel, trade shows	11,509	5,383	8,258	1,533
DSL Land Rent:				
Piers 1, 2 & 3	-	-	50,000	-
660-6 Non-Marine Use	-	-	12,000	-
Land Lease West Basin	39,975	-	-	-
Land Lease East Basin	5,908	-	-	-
Misc prepaids	300	-	-	4,000
Total Materials & Services	\$ 306,428	\$ 272,405	\$ 396,397	\$ 318,849
Debt Service:				
West Basin Repairs	-	-	-	79,831
T-Hangars	-	-	-	94,125
Lektro Elec.Upgrade	-	-	-	15,800
Bornstein	187,000	-	-	187,000
Lektro Hangar Expan	-	14,627	-	-
Stormwater Plant	-	50,633	-	-
2020 LED Lighting	2,252	2,252	2,252	2,252
Pier 1 Bldg	-	-	-	85,000
Total Debt Service	\$ 189,252	\$ 67,512	\$ 2,252	\$ 464,007
Capital Projects:				
P2 West PS&E Documents; CM/GC work to	25,000	25,000	25,000	25,000
Airport Master Plan	1,045	1,045	2,702	2,702
West Marina Dredging	84,250	10,106	-	-
2022-23 IT Upgrades	-	3,000	3,000	3,000
Backfill and Site Prep Behind Recology	5,000	-	10,000	10,000
Boatyard Upgrades	19,011	10,000	10,000	10,000
Fire suppression/system upgrades - Pier 2	4,000	4,000	4,000	4,000
Industrial Park	4,900	4,900	4,900	4,900
Replace Cruise Ship Gangway Decking	-	5,000	-	-
Terminal Building Upgrades	1,000	1,000	1,000	1,000
Tide Gate Feasibility Study	1,000	1,000	1,000	1,000
Lektro Roof Repairs	-	12,500	-	-
HVAC Unit for 422 Gateway RFE #0130	29,171	-	-	-
Cruise ship gangway RFE #0136	-	25,447	-	-
Misc projects	15,581	-	-	-
Total Capital Projects	\$ 199,958	\$ 112,998	\$ 71,602	\$ 71,602
Total Disbursements / Cash Outflows	\$ 924,428	\$ 697,464	\$ 707,100	\$ 1,083,267
Cash Inflow (Outflow)	\$ (259,286)	\$ 285,112	\$ 286,739	\$ (201,862)
Ending Cash Balance	\$ 636,024	\$ 921,136	\$ 1,207,875	\$ 1,006,013