

Board of Commissioners

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

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

Regular Session

May 3, 2022 @ 4:00 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 accessible via Zoom. Please see page 2 for login instructions.

Agenda

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. RECOGNITION OF GARY KOBES
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. In person, those wishing to speak must fill out a public comment form. Those participating via Zoom may raise their hands during the public comment period.
7. CONSENT CALENDAR:
 - a. Meeting Minutes – Finance Committee Minutes 3/16/22 3
 - b. Financials – March 2022 7
 - c. Event Calendar – May 2022 13
8. ACTION:
 - a. Resolution 2022-04 Amended Resolution to Raise Rates at the Airport 14
9. 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. In person, those wishing to speak must fill out a public comment form. Those participating via Zoom may raise their hands during the public comment period.
10. COMMISSION REPORTS
11. EXECUTIVE DIRECTOR COMMENTS
12. UPCOMING MEETING DATES:
 - a. Budget Committee Meeting – May 4, 2022 at 1:00 PM
 - b. Workshop Session – May 17, 2022 at 4:00 PM
 - c. Budget Committee Meeting – May 18, 2022 at 1:00 PM
13. ADJOURN

Please Note:

Agenda packets are available online at: <https://www.portofastoria.com/CommissionMeetings/AgendaMinutes.aspx>

Please allow time for the normal posting procedure for agendas and meeting packets.



Board of Commissioners

HOW TO JOIN THE ZOOM MEETING:

Online: Direct link: <https://us02web.zoom.us/j/86905881635?pwd=amhtTTBFcE9NUElxNy9hYTZFPQTizQT09>
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

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**MEETING MINUTES
MARCH 16, 2022**

PORT OF ASTORIA
FINANCE ADVISORY COMMITTEE MEETING
PIER ONE BUILDING
#10 PIER 1, SUITE 209
ASTORIA, OR 97103

Call to Order:

The meeting was called to order at 12:07 pm by John Lansing, Finance Committee Chairman.

Roll Call:

Committee Members Present: John Lansing; David Oser; Walt Postlewait; Commissioner Jim Campbell; and Port Accounting & Business Services Manager Melanie Howard. Citizen members Cliff Fick and Mindy Landwehr were not present for this meeting.

Commissioners Present: Robert Stevens; Scott McClaine; and *Frank Spence. Commissioner Dirk Rohne was not present for this meeting.

Staff Present: Executive Director Will Isom; Deputy Director Matt McGrath; Finance & HR Manager Jim Grey; and Executive Assistant/Administrative Coordinator Stacy Bandy.

Also Attending: Ethan Myers of *The Astorian*

**Commissioner Spence attended via teleconference*

Chairman Lansing welcomed the Finance Committee members to the meeting. Lansing notes how nice it is to have this meeting in person.

Staff update on Budget Timeline - Melanie Howard:

Accounting and Business Services Manager, Melanie Howard, refers to the budget calendar in the packet and explains that the budget calendar has been moved up this year; the first Budget Committee Meetings will begin at the beginning of May. The budget will then be presented to the Commission at the June 7th meeting. Howard asked the committee if they have input or suggestions as to methods of preparing the budget or estimating revenues and expenditures. Howard stated that the Port's revenues are not fixed, unlike typical governmental budgets.

- Chairman Lansing appreciates the method Howard used to prepare budget materials last year. The data paints a picture that is easy to follow.
- Budget Committee Chair, Walt Postlewait, suggests that additional information around the cruise industry at the Port would be beneficial.
- David Oser notes that it's important to not lose sight of what the budget is, which is a tool for management to run the organization.
- Executive Director Isom explains that he would like the state to have a special category for Special Districts with a modified budget process. Typically in governmental budgeting, resources are fixed; the Port is different in that the Port operates more like a business.
- Isom notes that the Port has several cruise ships scheduled to arrive in April. This data will be beneficial when staff meets in May to discuss the budget. The Port has not had a passenger-carrying cruise ship since 2019.

- Lansing explains that it would be helpful for the public to understand Isom's thought process relative to where the Port has come from during the pandemic. Lansing continues that information relative to inflation and increased fuel prices will be helpful for the public to understand how these factors affect the Port's vision.
- Lansing asks if the Budget Committee has its full contingency of members. Howard answers that there is a vacancy on the committee, and the Port has posted information on social media and the Port website. Howard continues that the local papers have also published the vacancy.

Update on Waterfront Master Plan – Will Isom:

Isom explains that the final draft of the Astoria Waterfront Master Plan (AWMP) was presented to the Commission last night. The AWMP will be on the agenda for formal adoption at the regular Commission session on April 5th. Highlights include redeveloping the Riverwalk Hotel with a new design, including a restaurant on the ground floor, creating a Fishing Village along the waterfront, and preserving industrial areas. Early wins include adding wayfinding signage along the waterfront, specifically the Riverwalk Inn area. The following comments were made:

- Lansing inquires if Hollander has a set date to develop the property they lease from the Port. Lansing asks what the best use for the Hollander property would be. Isom explains that Mark Hollander leased the property five years ago. The lease included a 12-month due diligence contingency. During that time, the City of Astoria implemented a view corridor along both Bay and Basin streets. The view corridor interfered with Hollander's plans for development. Isom has met with Hollander several times in the last six months. Isom notes that the former Executive Director, Jim Knight, is now working as a consultant Hollander. Isom has met with Knight to discuss the status of the master plan. As the Port is near completion of the master plan, Isom will be sitting down with leaseholders for discussions.
- David Oser notes that at last night's Commission meeting, the discussion around the AWMP was cooperative with excellent suggestions. Oser asks what parts of the plan the Port will be implementing this upcoming fiscal year and what costs would be associated with these early wins. Isom explains that signage and addressing traffic flows have been identified as early wins this year. Isom adds that it's essential that this plan remains a priority for the community. The elected bodies and administrative staff change, but the community remains consistent. Oser suggests adding AWMP accomplishments into the quarterly financial report.
- Commissioner Campbell is concerned that the design for the new hotel is too small. Campbell explains that for a hotel to be profitable, there should be at least 100 rooms. Campbell also voices concern about the planned outdoor spaces along the waterfront as they do not offer protection from the elements. Lansing adds that the Marina is an opportunity.
- Campbell notes the Port would be in a better position if there was more cash flow. He suggests selling the Port property across from Fred Meyer in Warrenton. The property is in a prime location and is not designated as wetlands, though the property would need to be cleared before it could be leased or sold. Isom adds that generally, the Port does not sell assets, but he isn't opposed to looking at the idea.

Status of Connect Oregon and Other Grant Opportunities – Matt McGrath & Shane Jensen:

Grant Writer Shane Jensen explains that the Connect Oregon grant for Pier 2 is still in review. The grant application goes through various stages of review with committees. Using matching funds is often problematic, and federal funds cannot be used to match a federal grant. The Port is currently working on an Economic Development Administration (EDA) grant to match the Connect Oregon grant, should the Connect Oregon grant be approved. Isom notes that grant funding is a short-term solution; ultimately, the operation needs to be sustainable. Coastal ports, in general, have funding gaps. Investing in the Airport Industrial Park will pay off in the future. Increasing operational revenue has to be a high priority. Jensen continues with the following grant updates:

- The wastewater system grant under the Oregon Department of Aviation (ODA) has been completed. The final report is done, and the final reimbursement request has been submitted.
- A fuel farm grant is in progress. This would supply a backup generator to the fuel farm at the airport. The project development is almost complete, and the grant agreement will be generated.
- There is an additional grant approved by the ODA in the amount of \$37,000 for fencing behind the hangars at the airport. This project plan is currently in development.
- The Airport Improvement Program (AIP) under the FAA, in combination with the ODA grant for the Airport Master Plan, is moving along; the application will be submitted within the next couple of months.
- The first draft of the boatyard feasibility study report is expected by the end of the month. The first reimbursement request has been submitted.
- The Port has received \$13,000 in FAA funds under the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) and will be receiving \$32,000 in American Rescue Plan Act (ARPA) funds. The Port is working with the FAA on a development addendum necessary for the ARPA funds. These funds can be applied towards the wastewater system expenses at the airport.
- The two grants under development are under the Maritime Administration (MARAD). They include the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant and the Port Infrastructure Development Program (PIDP) grant.
- The Economic Development Administration (EDA) grant is progressing in development. Jensen notes that this is one of the more complex grant applications.
- An Industrial Lands Grant is in progress through Business Oregon. This grant would assist with costs for a steel hangar building at the airport.
- An application is in progress through the Airport Terminal Program, which can provide funds for the airport terminal building.
- The Congressional District Spending (CDS) and Community Project Funding (CPF) requests will be opening soon. These requests open for a period of two weeks each year. Jensen has been in communication with Senator Wyden's office regarding these requests.

Jensen opens the floor for questions:

- Lansing inquires as to which elected officials Jensen works with. Jensen answers that his interactions with federal offices relate to requests for letters of support. Every office has been relatively responsive and has provided the letters of support that the Port has needed. Jensen notes that Fritz Graham with Senator Wyden's office has been especially helpful. Isom adds that the Port will be hosting a meeting for Senator Wyden on April 13th.

Update on Airport Industrial Plan – Matt McGrath:

Deputy Director McGrath explains that the purpose of the Airport Industrial Park (AIP) is to help the airport become self-sustainable. The AIP has been around for decades, but the area has not been developed. The Scoular project is the first major new tenant. McGrath is looking to partner with Clatsop County to get industrial funds for the airport. Last month, McGrath made a presentation to the County Commission to request funds for the AIP. The County Commission directed staff to work with Port staff to submit a proposal to the County Commission. McGrath also met with County Commissioner Pamela Wev this week to give her a tour of the Airport. The Port hopes to use the industrial development funds to develop the remainder of the AIP. There has also been interest from two potential tenants for the AIP. McGrath asks the Commission if they have any questions:

- Isom explains that the funds the Port is looking to obtain from the County are from the Industrial Development Revolving Fund, which was created initially to develop the North Coast Business Park. The AIP meets the criteria for the fund.

- Walt Postlewait asks if the development of the AIP is contingent on receiving the funds from the County. McGrath explains that the funds would pay for the entire development of the AIP, though the Port could develop portions of the AIP without it.

General Discussion:

- Isom notes that the current staffing structure at the Port is not sustainable. The Port has 18 full-time employees. Due to the uncertainty of the 2023 fiscal year, this upcoming year may not be the time to expand staff. Considering total full-time equivalent staff, the Port is down seven to eight employees than staffing levels five years ago. There will be a point when staffing will need to increase in some key areas. Isom is concerned about staff burnout with top-level staff. Lansing inquires if the Port uses contract labor. Isom explains that the Port does have some contract labor, such as Grant Writer Shane Jensen and Gary Kobes at the Airport. The Port has also engaged with contractors for maintenance work.
- Postlewait asks if the city is concerned about potential wastewater problems with seafood processors on Port property. Isom explains that it is a concern, though he does not have specifics as to the gravity of the risk at this point. McGrath continues that a concern with the city is the ability to provide the volume of water that is required.
- Lansing asks for an update on the East Basin. McGrath explains that the causeway collapse has been cleaned up, and power has been restored to the vessels on the Q and R docks. McGrath continues that this ties into one component of the boatyard feasibility study, which is the expansion of the East Basin. If the Port has the capacity to haul out larger commercial fishing vessels, there will be a need for moorage. McGrath has initial drawings from Hod Wells at PBS Engineering, but the Port will know more when the boatyard feasibility study is complete at the end of April. Discussion continues concerning the East Basin. Please see meeting audio for full details.
- Lansing comments that under the direction of the Executive Director and his leadership team at the Port, there are many good things on the horizon. Lansing compliments Howard for her preparations with respect to the budget.
- Isom announces that Jim Grey will be retiring in early May. Jim started at the Port over seven years ago during a turbulent time and has been instrumental in restoring public trust and bringing the Port's finances to order.

Adjourned

Finance Advisory Committee Chairman Lansing adjourned the meeting at 1:38 pm.

APPROVED:

ATTEST:

Frank Spence, Board Chairman
Board of Commissioners

Dirk Rohne, Secretary
Board of Commissioners

Respectfully submitted by:
Stacy Bandy
Executive Assistant / Administrative Coordinator

May 3, 2022

Date Approved by Commission



MARCH 2022 FINANCIALS NARRATIVE

For July through March 2022, the Port is showing a \$665,226 operating gain. This operating gain is ahead of prior-year profits by \$415,066 and is \$565,326 ahead of budget projections. Operating revenue YTD is at 115% and operating expense is at 103% of seasonally trended budget. Non-operating income is at 101% and non-operating expense is 100% of budget. Total net income YTD is \$225,922, which is \$583,927 ahead of budget expectations.

The budget surplus/deficit for dockage and rebilled expenses are \$85,523 and \$(-8,901) respectively. Boatyard gross revenues are at roughly 160% of both prior-year and budget expectations. Gross Marina revenues year-to-date are at 112% of budget and 119% of the prior year.

Total gross fuel sales were at 155% of budget and 153% of the prior year but it should be noted that a recent spike in the price of fuel was a largely contributing factor for the months of February and March.

Personnel services came in \$225,064 under budget while materials and services were \$364,960 over budget. Of the overage in materials and services, approximately \$257,000 can be attributed to fuel costs as a result of higher-than-expected fuel sales and increases in fuel prices.

Looking at non-operating totals, most revenues and expenses were reasonably close to budget expectations. Capital spending in March totaled \$39,515.

Fuel Sales Summary:

Marina Fuel	Unleaded Sales \$	Unleaded Sales Gal	Unleaded COGS	Unleaded Profit	Diesel Sales \$	Diesel Sales Gal	Diesel COGS	Diesel Profit
Jul - Mar 2021	\$ 404,506	74,036	\$ 266,089	\$ 138,417	\$ 196,784	48,995	\$ 129,276	\$ 67,508
Jul - Mar 2020	\$ 227,369	58,568	\$ 144,662	\$ 82,707	\$ 105,502	40,637	\$ 64,698	\$ 40,804
Airport Fuel	Jet A Sales \$	Jet A Sales Gal	Jet A COGS	Jet A Profit	100LL Sales \$	100LL Sales Gal	100LL COGS	100LL Profit
Jul - Mar 2021	\$ 391,027	91,737	\$ 261,955	\$ 129,072	\$ 66,174	12,141	\$ 52,964	\$ 13,210
Jul - Mar 2020	\$ 294,142	83,372	\$ 144,890	\$ 149,252	\$ 62,978	15,413	\$ 48,702	\$ 14,276

Port of Astoria
Profit & Loss Actual vs. Budget
March 2022

	Actuals Jul 2021 - Mar 2022	Actuals Jul 2020 - Mar 2021	Budget Jul 2021 - Mar 2022	Budget Variance Through Mar	% of Budget Through Mar	Full '21-'22 Budget
<u>Operating Revenues</u>						
Dockage & Vessel Service	838,914	841,018	753,391	85,523	111%	1,180,000
Lease & Rental Income	1,601,205	1,433,860	1,610,106	-8,901	99%	2,163,925
Rebilled Expenses	1,014,796	932,554	967,443	47,353	105%	1,499,380
Boat Haulout	420,618	258,248	266,471	154,147	158%	390,000
Marina Revenues	443,686	372,896	397,685	46,001	112%	626,480
Fuel Sales	1,058,491	689,991	683,003	375,488	155%	890,000
Ticket Revenues	5,135	5,440	5,944	-809	86%	8,500
Other Income	82,017	96,726	75,597	6,420	108%	100,800
Total Operating Revenues	5,464,862	4,630,733	4,759,640	705,222	115%	6,859,085
<u>Operating Expenses</u>						
Personnel Services	1,913,773	1,951,898	2,138,837	-225,064	89%	2,879,677
Materials and Services	2,885,863	2,428,675	2,520,903	364,960	114%	3,444,948
Total Operating Expenses	4,799,636	4,380,573	4,659,740	139,896	103%	6,324,625
Income from Operations	665,226	250,160	99,900	565,326	666%	534,460
<u>Non-Operating Revenues</u>						
Property Tax Revenues-Genl Fund	826,067	794,607	801,740	24,327	103%	841,048
Timber Tax Revenues	83,258	100,365	83,258	0	100%	139,458
Other County Revenues	36,084	41,438	38,126	-2,042	95%	39,500
Grants*	2,023,293	755,278	2,023,293	0	100%	4,678,334
Interest Income	1,328	1,017	6,453	-5,125	21%	8,250
Total Non-Operating Revenues	2,971,242	1,692,706	2,952,870	18,372	101%	5,706,590
<u>Total Non-Operating Expenses</u>						
Capital Outlay*	3,298,773	1,850,440	3,298,773	0	100%	6,881,192
Interest Expense	42,966	102,005	42,891	75	100%	95,000
Principal Expense	68,807	104,383	69,111	-304	100%	220,000
Total Non-Operating Expenses	3,410,546	2,056,829	3,410,775	-229	100%	7,196,192
Net Income (Loss)	225,922	-113,963	-358,005	583,927		-955,142

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

Port of Astoria

Balance Sheet

As of March 2022

	<u>March 31, 2022</u>
ASSETS	
Current Assets	
Cash & Cash Equivalents	
Cash Funds	745
Operating Account #1442	433,449
Payroll Account #5344	12,910
Bornstein MMA #0004	63,301
Money Market #1259	262,345
Total Lewis & Clark Bank	<u>772,004</u>
Total Cash & Cash Equivalents	772,749
Accounts Receivable	983,875
Other Current Assets	1,577,542
Total Current Assets	<u>3,334,167</u>
Fixed Assets	34,408,861
Other Assets	
Long-term Receivables	<u>6,271,496</u>
TOTAL ASSETS	<u><u>44,014,524</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	65,026
Other Current Liabilities	1,133,127
Total Current Liabilities	<u>1,198,152</u>
Long Term Liabilities	
Accrued Vacation Payable	137,170
Accrued Sick Leave	150,986
Notes Payable	13,991,007
Net Pension Liability	2,050,327
OPEB Liability	1,069,338
Pollution Remediation AOC 4 Liability	1,456,000
Less Current Portion LT Debt	<u>-361,076</u>
Total Long Term Liabilities	<u>18,493,752</u>
Total Liabilities	19,691,904
Equity	
Retained Earnings	24,064,698
Net Income	257,922
Total Equity	<u>24,322,620</u>
TOTAL LIABILITIES & EQUITY	<u><u>44,014,524</u></u>



Capital Projects
March 2022
Budget to Actual

DEPARTMENT AND PROJECT			CAPITAL SPENDING & GRANTS - AS BUDGETED			ACTUAL CAPITAL SPENDING & GRANTS			REMAINDER & PRIORITY	
Department	Accounting Reference #	Description	Adopted Capital Expenditure	Adopted Grant Funding	Adopted POA Expense	Expenses through 03/31/2022	Grants Received through 03/31/2022	Expenses through 03/31/2022 NET OF GRANTS	Budgetary Estimate of Remaining POA Expense	Priority Level (1-10) 9=Completed 10=Removed
WFW	32	P2 West 30% Design	40,000		40,000	82,212	-	82,212	(42,212)	1
WFW	33	P2 West Final PS&E Documents; Permitting & Mitigation	250,000		250,000	-	-	-	250,000	1
Airport	04	Backfill and Site Prep Behind Overbay	30,000		30,000	5,233	-	5,233	24,767	2
Airport	05	Backfill and Site Prep Behind Recology	25,000		25,000	10,243	-	10,243	14,758	2
Airport	06	FBO Upgrades	15,000		15,000	24,115	-	24,115	(9,115)	2
WFE - Marinas	26	West Marina Dredging	482,500		482,500	388,663	-	388,663	93,837	2
Airport	07	Hangar Maintenance	50,000		50,000	-	-	-	50,000	3
WFE - Marinas	22	EMB Dredging - Sampling & Analysis	29,650		29,650	35,263	-	35,263	(5,613)	3
WFW	41	Waterfront Bathymetry	22,000		22,000	-	-	-	22,000	3
Airport	08	Industrial Park	250,000	225,000	25,000	630	-	630	24,370	4
Boatyard	14	Boatyard Feasibility Study	66,666	50,000	16,666	45,490	24,829	20,661	(3,995)	4
Administration	01	2021-22 IT Upgrades	10,000		10,000	-	-	-	10,000	5
Airport	03	Airport Master Plan	107,500	90,000	17,500	5,950	-	5,950	11,550	5
WFW	27	422 Gateway - siding, windows, interior upgrades	75,000		75,000	-	-	-	75,000	6
Airport	02	AIP 26 Apron Ph. 2	2,388,852	2,381,352	7,500	1,596,377	1,524,175	72,202	-	9
WFE - Marinas	23	Marina Piling Replacement (25)	95,000		95,000	133,286	-	133,286	(38,286)	9
WFW	30	Fender Pile Replacement (40) Pier 1 West, Pier 2 East, Pier 2 West	125,000		125,000	273,712	-	273,712	(148,712)	9
Airport	11	Repair Fencing	7,500		7,500	6,200	-	6,200	1,300	9
Airport	13	Vegetation Management	42,500		42,500	43,300	-	43,300	(800)	9
WFW	39	Slip 1 Debris Removal	25,000		25,000	21,750	-	21,750	3,250	9
Airport	09	Overbay Building - windows, siding, exterior upgrades	20,000		20,000	9,695	-	9,695	10,305	9
Boatyard	15	Heat Pump for new shop	5,500		5,500	1,906	-	1,906	3,594	9
WFW	34	Pier 1 Building - paint	25,000		25,000	36,589	-	36,589	-	9
WFW	37	Seal Coat and Stripe Pier 1 Lot	12,500		12,500	26,834	-	26,834	-	9
WFW	28	AOC4	300,000	300,000	-	-	-	-	-	10
WFW	29	Central Waterfront Master Plan - Permitting and Design	12,500		12,500	-	-	-	12,500	10
Airport	10	Rehab Tetrahedron	15,000		15,000	-	-	-	15,000	10
Airport	12	Taxiway/Ramp Striping; Closed Runway Marking; 12,000 LF	10,000		10,000	-	-	-	10,000	10
Boatyard	17	Sandblasting Building	10,000		10,000	-	-	-	10,000	10
Boatyard	16	Refurbish Boatyard dually Forklift (new tower and hydraulic components)	20,000		20,000	-	-	-	20,000	10
WFE	18	Central Waterfront Master Plan - Permitting and Design	12,500		12,500	59	-	59	12,441	10
WFE	20	Seal Coat and Stripe Chinook Lot	12,500		12,500	-	-	-	12,500	10
WFE	19	Chinook Building Repairs (roof and interior)	5,000		5,000	-	-	-	5,000	10
WFE - Marinas	21	Causeway Repairs	1,809,980	1,491,810	318,170	207,418	-	207,418	110,752	10
WFE - Marinas	25	T-Dock Power	150,000		150,000	-	-	-	150,000	10
WFE - Marinas	24	Marina Truck	20,000		20,000	-	-	-	20,000	10
WFW	31	Fire suppression/system upgrades - Pier 2	20,000		20,000	-	-	-	20,000	10
WFW	35	Pier 2 East - Repairs based on ODOT reports	50,000		50,000	-	-	-	50,000	10
WFW	38	Security Upgrades: Trident equipment; Pier 1 Generator; Pier 1 Booth	201,544	140,172	61,372	-	-	-	61,372	10
WFW	36	Replace 200' storm water pipe	12,000		12,000	-	-	-	12,000	10
WFW	40	Stormwater Upgrades / Maintenance	20,000		20,000	-	-	-	20,000	10
		Misc				343,849	430,826	(86,977)	-	
TOTALS			6,881,192	4,678,334	2,202,858	3,298,773	1,979,830	1,318,943	887,563	

Port of Astoria
Vouchers Paid -- Operating Acct

EBAT

Type	Date	Num	Name	Memo	Credit
102-00 - Cash					
102-02 - CCB Operating #1442					
Bill Pmt -Check	03/07/2022	80800	A Coastal Lock & Key, LLC		240.00 -OK
Bill Pmt -Check	03/07/2022	80801	Advanced Remediation Technologies, L...	Job # OR0203-001.001	1,504.80 -OK
Bill Pmt -Check	03/07/2022	80802	Airside Solutions, Inc.		342.35 -OK
Bill Pmt -Check	03/07/2022	80803	Astoria Ford		140.47 -OK
Bill Pmt -Check	03/07/2022	80804	AT&T	Acct # 019 295 1870 001	22.64 -OK
Bill Pmt -Check	03/07/2022	80805	Blue Line Courier, LLC		150.00 -OK
Bill Pmt -Check	03/07/2022	80806	Brendon Stock (A/P)	Reimb for work wear	96.95 -OK
Bill Pmt -Check	03/07/2022	80807	Builders First Source	Acct # 825101	472.15 -OK
Bill Pmt -Check	03/07/2022	80808	Card Service Center		2,340.68 -OK
Bill Pmt -Check	03/07/2022	80809	Cartomation, Inc.	Invoice #49	1,704.00 -OK
Bill Pmt -Check	03/07/2022	80810	CenturyLink	Acct # 497163267	104.73 -OK
Bill Pmt -Check	03/07/2022	80811	Charter Business - 0590	8787 14 001 0420590	40.58 -OK
Bill Pmt -Check	03/07/2022	80812	Charter Business - 5595	Acct # 8787 14 002 0105595	179.97 -OK
Bill Pmt -Check	03/07/2022	80813	Chris Gibbs - A/P	Reimb for TWIC card	125.25 -OK
Bill Pmt -Check	03/07/2022	80814	Cintas Corporation	10829	366.04 -OK
Bill Pmt -Check	03/07/2022	80815	City Lumber	Cust # 7259	54.91 -OK
Bill Pmt -Check	03/07/2022	80816	City of Astoria - utilities		70,697.33 -OK
Bill Pmt -Check	03/07/2022	80817	Del's OK Point S Tire	POR101	20.00 -OK
Bill Pmt -Check	03/07/2022	80818	DEQ	Application Fee - Solid Waste Disposal Site Permit	500.00 -OK
Bill Pmt -Check	03/07/2022	80819	DSL	Joint Permit Application Fee - EMB Dredging	1,420.00 -OK
Bill Pmt -Check	03/07/2022	80820	EPIIC Aviation, LLC - fuel	AST0770GP	24,612.74 -OK
Bill Pmt -Check	03/07/2022	80821	Industrial Tire Service	Cust # 4512	2,202.80 -OK
Bill Pmt -Check	03/07/2022	80822	Inland Electric, Inc.	Job # S11944S	244.00 -OK
Bill Pmt -Check	03/07/2022	80823	J P Plumbing Company, Inc.	Cust ID: AS75	1,766.30 -OK
Bill Pmt -Check	03/07/2022	80824	Jackson and Son Oil	Acct # 63045	9,319.15 -OK
Bill Pmt -Check	03/07/2022	80825	Joey Gochis (A/P)	Reimb for work wear	96.95 -OK
Bill Pmt -Check	03/07/2022	80826	Lawson Products		377.63 -OK
Bill Pmt -Check	03/07/2022	80827	Mascott Equipment Co, Inc		317.95 -OK
Bill Pmt -Check	03/07/2022	80828	New Pig Corporation	Cust # 5051449	1,738.32 -OK
Bill Pmt -Check	03/07/2022	80829	North Coast Truck Parts	Acct # 358	300.00 -OK
Bill Pmt -Check	03/07/2022	80830	Northwest Local Government Legal Ad...	February 2022	250.00 -OK
Bill Pmt -Check	03/07/2022	80831	NW Natural	Acct #2737126-9	132.63 -OK
Bill Pmt -Check	03/07/2022	80832	P & L Johnson Mechanical, Inc.	W/O # 32361	10,317.47 -OK
Bill Pmt -Check	03/07/2022	80833	Pacific Power		13,567.55 -OK
Bill Pmt -Check	03/07/2022	80834	PacificSource Administrators	Employer ID: P00431	2,015.27 -OK
Bill Pmt -Check	03/07/2022	80835	PBS Engineering & Environmental Inc.	Project: 0074242.000	3,300.00 -OK
Bill Pmt -Check	03/07/2022	80836	PetroCard, Inc.	01-0004280	676.59 -OK
Bill Pmt -Check	03/07/2022	80837	Shane Jensen - Grant Writer	Grant Writing - February 2022	10,406.25 -OK
Bill Pmt -Check	03/07/2022	80838	Solutions YES, LLC	Acct # PO03	58.05 -OK
Bill Pmt -Check	03/07/2022	80839	Special Touch Janitorial, Inc.	February 2022	3,718.75 -OK
Bill Pmt -Check	03/07/2022	80840	Spectrio, LLC	Acct # SPX755863	199.00 -OK
Bill Pmt -Check	03/07/2022	80841	Standard Insurance Co.	Policy # 00 158620 0001	1,863.19 -OK
Bill Pmt -Check	03/07/2022	80842	Staples Advantage		382.75 -OK
Bill Pmt -Check	03/07/2022	80843	Sunset Auto Parts	Cust # 6004	162.17 -OK
Bill Pmt -Check	03/07/2022	80844	The North Coast Oregonian		160.00 -OK
Bill Pmt -Check	03/07/2022	80845	Verizon Wireless #7705-1	270297705-00001	562.57 -OK
Bill Pmt -Check	03/07/2022	80846	Walter E. Nelson Co.	1629	1,063.01 -OK
Bill Pmt -Check	03/07/2022	80847	WatchPoint Video, LLC		9,645.00 -OK
Bill Pmt -Check	03/07/2022	80848	Wood's Logging Supply	Cust ID 11402	2,238.69 -OK
Total 102-02 - CCB Operating #1442					182,217.63
Total 102-00 - Cash					182,217.63
TOTAL					182,217.63

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Port of Astoria
Vouchers Paid -- Operating Acct

03/25/22

Accrual Basis

Type	Date	Num	Name	Memo	Credit
102-00 - Cash					
102-02 - CCB Operating #1442					
Bill Pmt -Check	03/25/2022	80849	A Coastal Lock & Key, LLC		200.00
Bill Pmt -Check	03/25/2022	80850	Advanced Remediation Technologies, Inc.		678.00 -OK
Bill Pmt -Check	03/25/2022	80851	Airside Solutions, Inc.		254.84 -OK
Bill Pmt -Check	03/25/2022	80852	America's Phone Guys		1,150.47
Bill Pmt -Check	03/25/2022	80853	Bergerson Construction, Inc		150,682.75 -OK
Bill Pmt -Check	03/25/2022	80854	Big River Construction, Inc.	Contract # 21008	5,796.77 -OK
Bill Pmt -Check	03/25/2022	80855	BST Associates	Boatyard Study	8,480.00 -OK
Bill Pmt -Check	03/25/2022	80856	Burl (Bud) Shoemaker II		2,660.75 -OK
Bill Pmt -Check	03/25/2022	80857	Business Radio Licensing	Call Sign KMA594	105.00
Bill Pmt -Check	03/25/2022	80858	Campbell Environmental		3,160.00 -OK
Bill Pmt -Check	03/25/2022	80859	CenturyLink	Acct # 497163267	101.51 -OK
Bill Pmt -Check	03/25/2022	80860	Charter Business - 0229	8787 14 680 0000229	2,112.52
Bill Pmt -Check	03/25/2022	80861	Charter Business - 5587	Acct # 8787 14 002 0105587	39.99
Bill Pmt -Check	03/25/2022	80862	City of Astoria - Finance		375.00 -OK
Bill Pmt -Check	03/25/2022	80863	City of Warrenton		3,067.15 -OK
Bill Pmt -Check	03/25/2022	80864	Clean Water Technologies, LLC	February Support	2,340.00
Bill Pmt -Check	03/25/2022	80865	DEQ	Project # 117902-00	534.48 -OK
Bill Pmt -Check	03/25/2022	80866	DEQ	Project # T12102-00	131.04 -OK
Bill Pmt -Check	03/25/2022	80867	Emerald Recycling	Billing Acct # PO22268	505.78 -OK
Bill Pmt -Check	03/25/2022	80868	Englund Marine (Boatyard)		1,385.27 -OK
Bill Pmt -Check	03/25/2022	80869	Englund Marine (Marina)		100.26 -OK
Bill Pmt -Check	03/25/2022	80870	Englund Marine (MX)		298.14 -OK
Bill Pmt -Check	03/25/2022	80871	EPIC Aviation, LLC - fuel	AST0770GP	1,000.00 -OK
Bill Pmt -Check	03/25/2022	80872	EPIC Aviation, LLC - fuel	AST0770GP	33,387.99 -OK
Bill Pmt -Check	03/25/2022	80873	Erin Hawkinson	Reimb for mileage driven - Jan - March 2022	112.32
Bill Pmt -Check	03/25/2022	80874	Haglund Kelley LLP		9,807.50 -OK
Bill Pmt -Check	03/25/2022	80875	Home Depot	6035 3225 3191 4798	110.10
Bill Pmt -Check	03/25/2022	80876	iFocus Consulting, Inc.		6,013.00
Bill Pmt -Check	03/25/2022	80877	Inland Electric, Inc.		4,096.59 -OK
Bill Pmt -Check	03/25/2022	80878	J P Plumbing Company, Inc.	Cust ID: AS75	10.00
Bill Pmt -Check	03/25/2022	80879	Jackson and Son Oil	Acct # 63045	24,892.35 -OK
Bill Pmt -Check	03/25/2022	80880	Kiwi Glass, Inc.		2,391.00 -OK
Bill Pmt -Check	03/25/2022	80881	LANDA Northwest, Inc.	Acct # B18231	1,844.06
Bill Pmt -Check	03/25/2022	80882	Lawson Products	Cust # 10075026	188.94 -OK
Bill Pmt -Check	03/25/2022	80883	Northwest Roofing & Construction LLC		17,625.00 -OK
Bill Pmt -Check	03/25/2022	80884	Pacific Power		14,318.48 -OK
Bill Pmt -Check	03/25/2022	80885	Performance Systems Integration, LLC	901626	1,697.00 -OK
Bill Pmt -Check	03/25/2022	80886	PERS Health		794.34
Bill Pmt -Check	03/25/2022	80887	PetroCard, Inc.	01-0004280	812.90 -OK
Bill Pmt -Check	03/25/2022	80888	QT POD		95.25 -OK
Bill Pmt -Check	03/25/2022	80889	Quadient (postage)	X3391	126.00 -OK
Bill Pmt -Check	03/25/2022	80890	Recology Western Oregon		2,937.97 -OK
Bill Pmt -Check	03/25/2022	80891	Rick Yelton (A/P)		291.91
Bill Pmt -Check	03/25/2022	80892	S. Bruce Conner	March 2022	2,100.00
Bill Pmt -Check	03/25/2022	80893	SAIF Corporation	Policy # 100014156 Final Installment	2,346.47 -OK
Bill Pmt -Check	03/25/2022	80894	Shred-It	Cust # 16971101	60.00 -OK
Bill Pmt -Check	03/25/2022	80895	Sierra Springs	928320221793628	137.20
Bill Pmt -Check	03/25/2022	80896	Special Districts Health Premiums	Cust # 03-0016324	43,981.59 -OK
Bill Pmt -Check	03/25/2022	80897	Standard Insurance Co.	Policy # 00 158620 0001	1,863.19 -OK
Bill Pmt -Check	03/25/2022	80898	Staples Advantage	Cust # LA 1833939	239.62 -OK
Bill Pmt -Check	03/25/2022	80899	Sweet Septic and Portable Service	February 2022	260.00
Bill Pmt -Check	03/25/2022	80900	Terry's Plumbing LLC.	W/O # 211164	23.59 -OK
Bill Pmt -Check	03/25/2022	80901	Thyssenkrupp Elevator Corporation	Cust # 71259	461.50
Bill Pmt -Check	03/25/2022	80902	VenTek International	Cust # PORTASTORIA	380.00 -OK
Bill Pmt -Check	03/25/2022	80903	Wadsworth Electric		129.00 -OK
Bill Pmt -Check	03/25/2022	80904	Walter E. Nelson Co.	1629	52.81 -OK
Bill Pmt -Check	03/25/2022	80905	WatchPoint Video, LLC		1,340.00
Total 102-02 - CCB Operating #1442					360,087.39
Total 102-00 - Cash					360,087.39
TOTAL					360,087.39

JTC OK
3-25-22

OK
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May 2022

May 2022							June 2022						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7	5	6	7	1	2	3	4
8	9	10	11	12	13	14	12	13	14	8	9	10	11
15	16	17	18	19	20	21	19	20	21	15	16	17	18
22	23	24	25	26	27	28	26	27	28	22	23	24	25
29	30	31								29	30		

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
May 1	2 7PM Astoria City Council Mtg	3 4PM Regular Session 6PM CB City Council Mtg	4 1PM Budget Committee 7PM Gearhart City Council Mtg	5	6	7
8	9 7PM Seaside City Council Mtg	10 6PM CB City Council Work Mtg 6PM Warrenton City Council Mtg	11 6PM Clatsop Cnty Commission	12 10AM Col-Pac EDD Mtg 10AM NW OEA Mtg 1PM NW ACT Clatsop Comm College	13	14
15	16 7PM Astoria City Council Mtg	17 4PM Regular Workshop Session	18 1PM Budget Committee	19	20	21
22	23 7PM Seaside City Council Mtg	24 330PM CEDR Board Mtg 530PM Astoria Planning Commission 6PM Warrenton City Council Mtg	25 6PM Clatsop Cnty Commission	26	27	28
29	30	31 7:30AM AWACC Breakfast Mtg	Jun 1	2	3	4



RESOLUTION
NO. 2022-04

AMENDED RESOLUTION TO RAISE RATES AT THE AIRPORT

WHEREAS the Port of Astoria Commission did by Resolution No. 2022-01 on January 18, 2022, establish updated airport rates, and

WHEREAS the Port of Astoria Commission did by Amended Resolution No. 2022-02 on February 15, 2022, amend updated airport rates, and

WHEREAS the Port of Astoria Commission finds it necessary to make amendments to that fee schedule,

NOW THEREFORE, be it resolved that the Port of Astoria Commission hereby approves the updated Airport rates as set forth below:

AS ADOPTED BY FEBRUARY 15, 2022 RESOLUTION 2022-02

Facility Fee: \$5

AS AMENDED

Ramp Fee: \$5 per aircraft over 10,000 lbs Maximum Take Off Weight (MTOW)

ADOPTED BY THE BOARD OF COMMISSIONERS this 3rd day of May 2022.

Yes _____ No _____ Absent _____

ATTEST:

Frank Spence, Chairman
Board of Commissioners

Dirk Rohne, Secretary
Board of Commissioners