

**Board of Commissioners**

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

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

**Regular Session**

August 6, 2024 @ 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 REPORTS
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. Financials – June 2024 Estimated ..... 3
  - b. Event Calendar – August 2024 ..... 9
8. ACTION:
  - a. US Customs and Border Protection Letter ..... 10
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. Public comment received by the deadline will be read aloud during the meeting.
10. EXECUTIVE DIRECTOR COMMENTS
11. UPCOMING MEETING DATES:
  - a. Finance Committee Meeting – August 14, 2024 at 12:00 PM
  - b. Workshop Session – August 20, 2024 at 4:00 PM
  - c. Regular Session – September 3, 2024 at 4:00 PM
12. 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=amhtTTBFcE9NUeIxNy9hYTFPQTlzQT09>  
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](mailto:admin@portofastoria.com).

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.



JUNE 2024

## ESTIMATED FINANCIALS NARRATIVE \*

For July 2023 through June 2024, the Port shows an operating gain of \$2,070,000. This operating gain is ahead of supplemental budget expectations by \$58,500 and prior-year profits by \$872,300. Operating revenue YTD is at 96% and expenses are at 94% of budget. Non-operating income is 110% of budget, while non-operating income is 98% of budget. Total net profit YTD is \$1,255,700, which is \$392,500 ahead of supplemental budget expectations and **\$1,672,800** ahead of prior-year profits.

Major contributors to the increase in net profit from the prior year include:

- Dockage revenues up \$407,500
- Lease and rental income up \$455,100
- Rebilled expense revenues (tenant utilities, longshore labor, etc.) up \$467,900
- Net capital spending (after grant reimbursements) down \$1,025,800
- Settlement from Astoria Forest Products of \$250,000

While operating expense and debt service were up by \$533,300 and \$123,300, respectively, these cost increases were more than offset by increased operating revenue and grant activity

Gross Marina revenues were 94% of budget but 102% of prior-year. Boatyard gross revenues were at 105% of budget and 114% of the prior year. Net profits from marina fuel sales were down \$38,500 from the prior year, while net profits from airport fuel sales were up by \$21,000.

Personnel services and materials and services were under budget by \$9,800 and \$471,500, respectively.

Capital spending in June was primarily for Pier 2 West Preconstruction, backfill and site prep behind Overbay, and a new maintenance truck.

Fuel Sales Summary:

Marina Fuel	Unleaded Sales \$	Unleaded Sales Gal	Unleaded COGS	Unleaded Profit	Diesel Sales \$	Diesel Sales Gal	Diesel COGS	Diesel Profit
Jul - Jun 2024	\$ 434,011	67,506	\$ 301,081	\$ 132,930	\$ 182,185	33,649	\$ 120,533	\$ 61,652
Jul - Jun 2023	\$ 484,919	71,362	\$ 343,202	\$ 141,717	\$ 272,947	46,397	\$ 181,600	\$ 91,347
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 - Jun 2024	\$ 870,631	162,793	\$ 565,967	\$ 304,664	\$ 297,156	51,914	\$ 256,977	\$ 40,179
Jul - Jun 2023	\$ 857,254	149,103	\$ 572,932	\$ 284,322	\$ 175,478	26,642	\$ 135,941	\$ 39,537

\*Numbers have been rounded to the nearest hundredth value. Final financials should be presented in September or October.

**Port of Astoria**  
**Profit & Loss Actual vs. Budget**  
 Estimated June 2024

	ESTIMATED Actuals Jul 2023 - Jun 2024	Actuals Jul 2022 - Jun 2023	Budget Jul 2023 - Jun 2024	Budget Variance Through Jun	% of Budget Through Jun	Full '23-'24 Budget
<b><u>Operating Revenues</u></b>						
Dockage & Vessel Service	1,184,998	777,536	1,216,906	-31,908	97%	1,216,906
Lease & Rental Income	3,236,497	2,781,442	3,261,571	-25,074	99%	3,261,571
Rebilled Expenses	2,232,285	1,764,346	2,293,288	-61,003	97%	2,293,288
Boat Haulout	751,875	660,068	717,840	34,035	105%	717,840
Marina Revenues	666,790	650,650	691,060	-24,270	96%	691,060
Fuel Sales	1,783,983	1,790,598	2,072,009	-288,025	86%	2,072,009
Ticket Revenues	2,010	2,320	3,600	-1,590	56%	3,600
Other Income	45,508	71,387	70,393	-24,885	65%	70,393
<b>Total Operating Revenues</b>	<b>9,903,945</b>	<b>8,498,348</b>	<b>10,326,666</b>	<b>-422,720</b>	<b>96%</b>	<b>10,326,666</b>
<b><u>Operating Expenses</u></b>						
Personnel Services	2,984,511	2,726,796	2,994,266	-9,755	100%	2,994,266
Materials and Services	4,849,404	4,573,861	5,320,893	-471,489	91%	5,320,893
<b>Total Operating Expenses</b>	<b>7,833,915</b>	<b>7,300,657</b>	<b>8,315,159</b>	<b>-481,244</b>	<b>94%</b>	<b>8,315,159</b>
<b>Income from Operations</b>	<b>2,070,031</b>	<b>1,197,691</b>	<b>2,011,507</b>	<b>58,524</b>	<b>103%</b>	<b>2,011,507</b>
<b><u>Non-Operating Revenues</u></b>						
Property Tax Revenues-Genl Fund	958,411	876,101	954,000	4,411	100%	954,000
Timber Tax Revenues	163,645	193,744	163,645	0	100%	189,164
Other County Revenues	7,841	36,091	39,500	-31,660	20%	39,500
Grants*	1,401,707	514,188	1,392,182	9,525	101%	2,065,120
Settlement	250,000	0	0	250,000	100%	0
Interest Income	26,194	6,242	9,780	16,414	268%	9,780
<b>Total Non-Operating Revenues</b>	<b>2,807,797</b>	<b>1,626,365</b>	<b>2,559,107</b>	<b>248,691</b>	<b>110%</b>	<b>3,257,564</b>
<b><u>Total Non-Operating Expenses</u></b>						
Capital Outlay*	2,051,741	2,190,002	2,051,741	0	100%	3,489,034
Interest Expense	447,657	249,725	447,114	543	100%	447,114
Principal Expense	1,122,704	801,432	1,208,513	-85,809	93%	1,208,513
<b>Total Non-Operating Expenses</b>	<b>3,622,102</b>	<b>3,241,159</b>	<b>3,707,368</b>	<b>-85,266</b>	<b>98%</b>	<b>5,144,661</b>
<b>Net Income (Loss)</b>	<b>1,255,726</b>	<b>-417,103</b>	<b>863,246</b>	<b>392,480</b>	<b>145%</b>	<b>124,410</b>

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

**Port of Astoria**  
**Balance Sheet**  
ESTIMATED as of June 2024

June 29, 2024

**ASSETS**

**Current Assets**

**Cash & Cash Equivalents**

<b>Cash Funds</b>	745
Operating Account #1442	1,403,095
Payroll Account #5344	70,525
Bornstein MMA #0004	0
Money Market #1259	269,757
Restricted AOC4 MMA #0760	255,587

**Total Clatsop Community Bank** 1,998,963

**Total Cash & Cash Equivalents** 1,999,708

**Accounts Receivable** 850,304

**Other Current Assets** 3,323,288

**Total Current Assets** 6,173,300

**Fixed Assets** 35,346,412

**Other Assets**

**Long-term Receivables** 16,346,601

**TOTAL ASSETS** **57,866,313**

**LIABILITIES & EQUITY**

**Liabilities**

**Current Liabilities**

**Accounts Payable** 510,511

**Other Current Liabilities** 14,765,814

**Total Current Liabilities** 15,276,325

**Long Term Liabilities**

**Accrued Vacation Payable** 156,798

**Accrued Sick Leave** 167,614

**Notes Payable** 13,007,848

**Net Pension Liability** 1,337,577

**OPEB Liability** 738,399

**Lease Liability** 132,494

**Pollution Remediation AOC 4 Liability** 2,564,338

**Less Current Portion LT Debt** -1,342,522

**Total Long Term Liabilities** 16,762,546

**Total Liabilities** 32,038,871

**Equity**

**Retained Earnings** 24,581,241

**Net Income** 1,246,201

**Total Equity** 25,827,442

**TOTAL LIABILITIES & EQUITY** **57,866,313**



Capital Projects  
Estimated June 2024  
Budget to Actual

DEPARTMENT AND PROJECT			CAPITAL PROJECTS & GRANTS As Budgeted			CAPITAL PROJECTS & GRANTS Actual Spending To-Date			REMAINDER & PRIORITY	
Department	Acctg Ref #	Description	Adopted Capital Expenditure	Adopted Grant Funding	Adopted POA Expense	Expenses through 06/29/2024	Grants Received through 06/29/2024	Expenses through 06/29/2024 NET OF GRANTS	Budgetary Estimate of Remaining POA Expense	Priority (1-10) 9=Comp 10=Rem
WFW	21	P2 West Preconstruction	1,500,000	1,325,000	175,000	684,826	678,561	6,265	168,735	1
Airport	03	Airport Master Plan	88,885	82,470	6,415	72,356	21,764	50,592	(44,177)	2
Administration	01	2023-24 IT Upgrades	30,000	-	30,000	12,001	-	12,001	17,999	3
WFW	27	Security Upgrades: Trident equipment; Pier 1 Generator; Pier 1 Booth; Cyber Security	122,800	92,100	30,700	157,335	124,629	32,705	(2,005)	3
Airport	05	Backfill and Site Prep Behind Recology	100,000	-	100,000	2,609	-	2,609	97,391	3
Airport	07	Hangar Maintenance	25,000	-	25,000	6,800	-	6,800	18,200	4
Airport	13	Vegetation Management	30,000	-	30,000	101,491	-	101,491	(71,491)	4
WFW	23	Pier 2 East - Repairs based on ODOT reports	50,000	-	50,000	17,425	-	17,425	32,575	4
Airport	08	Industrial Park	300,000	250,000	50,000	-	250,000	(250,000)	300,000	5
Airport	09	Terminal Building Upgrades	75,000	-	75,000	63,767	2,500	61,267	13,733	5
Airport	11	Tide Gate Feasibility Study	49,800	49,800	-	28,319	28,318	1	(1)	5
WFW	19	Fire Suppression/System Upgrades - Pier 2	20,000	-	20,000	2,104	-	2,104	17,896	5
WFW	24	Repave Gateway Avenue / Restripe	110,000	82,500	27,500	-	-	-	27,500	5
WFW - Boatyard	30	Boatyard Upgrades	150,000	-	150,000	33,512	-	33,512	116,488	5
WFW - Boatyard	15	Boatyard Master Plan	87,500	76,000	11,500	124,796	60,000	64,797	(53,297)	9
WFW	22	Pier 1 Building - New HVAC Outdoor Units (3)	25,000	-	25,000	23,823	-	23,823	1,177	9
WFE - Marinas	06	West Basin T-Dock Power	60,000	51,000	9,000	67,962	-	67,962	(58,962)	9
WFW	10	422 Gateway Building - Remodel/Upgrades	100,000	-	100,000	35,609	-	35,609	64,391	9
WFW	17	Slip 1 Sampling and Analysis Plan	50,000	-	50,000	53,142	-	53,142	(3,142)	9
WFW	18	Fender Pile Replacement (25) Pier 1 West, Pier 2 East, Pier 2 West	195,049	-	195,049	286,133	-	286,133	(91,084)	9
WFW	20	Dredge Repairs - repair dredge pipe/replace cutter head	25,000	-	25,000	19,373	-	19,373	5,628	9
WFW	26	Link Belt Crane - load cells and wind meter	15,000	-	15,000	9,570	-	9,570	5,430	9
WFW	25	Waterfront Master Plan - Wayfinding Signage	15,000	-	15,000	-	-	-	15,000	10
WFE - Marinas	02	Dumpster Enclosure	10,000	-	10,000	-	-	-	10,000	10
Airport	04	Backfill and Site Prep Behind Overbay	60,000	-	60,000	64,264	-	64,264	(4,264)	10
WFW	12	413 Gateway Building - Replace Siding/Flooring	55,000	-	55,000	-	-	-	55,000	10
WFW	16	2023-24 Security Upgrades: Security cameras, Marina security fencing	75,000	56,250	18,750	-	-	-	18,750	10
WFW - Cruise	14	Gangway Landing Tower	65,000	-	65,000	-	-	-	65,000	10
		Misc	-	-	-	184,523	87,695	96,828	(96,828)	
<b>TOTALS</b>			<b>3,489,034</b>	<b>2,065,120</b>	<b>1,423,914</b>	<b>2,051,741</b>	<b>1,253,467</b>	<b>798,274</b>	<b>625,640</b>	



Port of Astoria  
Vouchers Paid -- Operating Acct

Type	Date	Num	Name	Memo	Credit
<b>102-00 - Cash</b>					
<b>102-02 - CCB Operating #1442</b>					
Bill Pmt -Check	07/05/2024	83926	Advanced Remediation Technologies, Inc.	Job # OR0203-006.001	370.00
Bill Pmt -Check	07/05/2024	83927	America's Phone Guys	Acct# 31377 June 2024	408.30
Bill Pmt -Check	07/05/2024	83928	Astoria-Warrenton Chamber of Commerce	Inv# 17131 Renewal of Annual Membership - 2024-25	446.10
Bill Pmt -Check	07/05/2024	83929	Astoria Ford	W/O# 3552	340.25
Bill Pmt -Check	07/05/2024	83930	AT&T	Acct # 019 295 1870 001 June 24	24.49
Bill Pmt -Check	07/05/2024	83931	AVH Consulting, LLC	PoA_040824	10,068.36
Bill Pmt -Check	07/05/2024	83932	Bergerson Construction, Inc	Project # 23101 - POA PIER 2 CMGC (emailed to sh...	10,360.00
Bill Pmt -Check	07/05/2024	83933	Brendon Stock (A/P)		210.89
Bill Pmt -Check	07/05/2024	83934	Campbell Environmental		6,695.00
Bill Pmt -Check	07/05/2024	83935	Capt Robert Stevens - Commissioner	Reimb for Commission Mtgs 2024	500.00
Bill Pmt -Check	07/05/2024	83936	Cartomation, Inc.	Invoice #76	650.00
Bill Pmt -Check	07/05/2024	83937	CenturyLink	Acct # 497163267	105.41
Bill Pmt -Check	07/05/2024	83938	Cintas Corporation	10829	261.37
Bill Pmt -Check	07/05/2024	83939	City Lumber	Cust # 7259	314.29
Bill Pmt -Check	07/05/2024	83940	City of Astoria - utilities		158,683.74
Bill Pmt -Check	07/05/2024	83941	CityServiceValcon ( CSV )		30,665.03
Bill Pmt -Check	07/05/2024	83942	Clatsop County Lawn & Tractor	544212	629.99
Bill Pmt -Check	07/05/2024	83943	Clean Water Technologies, LLC ( CWT )	Inv# 36446 June 2024 support	2,123.75
Bill Pmt -Check	07/05/2024	83944	Columbia Dockworks.	Pier 2 East Consulting	4,555.00
Bill Pmt -Check	07/05/2024	83945	Curtis Blue Line	C193585	1,239.00
Bill Pmt -Check	07/05/2024	83946	Del's OK Point S Tire	POR101	116.35
Bill Pmt -Check	07/05/2024	83947	Dianna Degado (A/P)	June 2024 Luncheon	209.43
Bill Pmt -Check	07/05/2024	83948	Dominic Spediacci	Port of Astoria	956.50
Bill Pmt -Check	07/05/2024	83949	Earthworx Excavation, LLC		8,040.00
Bill Pmt -Check	07/05/2024	83950	Englund Marine (Boatyard) 15589	Acct# 15589	14.68
Bill Pmt -Check	07/05/2024	83951	Englund Marine (Marina) 14130	Acct# 14130	669.17
Bill Pmt -Check	07/05/2024	83952	Englund Marine (MX) 14129	Acct# 14129	1,075.86
Bill Pmt -Check	07/05/2024	83953	iFocus Consulting, Inc.		12,700.00
Bill Pmt -Check	07/05/2024	83954	J P Plumbing Company, Inc.	Cust ID: AS75	1,631.40
Bill Pmt -Check	07/05/2024	83955	Jackson and Son Oil		29,084.78
Bill Pmt -Check	07/05/2024	83956	Janice Burk (A/P)	June 2024 Reimb	199.98
Bill Pmt -Check	07/05/2024	83957	Joey Gochis (A/P)	June 2024 Reimb	190.80
Bill Pmt -Check	07/05/2024	83958	Lawson Products		441.00
Bill Pmt -Check	07/05/2024	83959	MarinaWare	Quarterly Software License - July, Aug, Sept 2024	450.00
Bill Pmt -Check	07/05/2024	83960	Matthew McGrath (A/P)	Reimbursement	254.60
Bill Pmt -Check	07/05/2024	83961	Northwest Local Gov't Legal Advisors LGL	Professional Services Inv# 13767	7,410.00
Bill Pmt -Check	07/05/2024	83962	NW Marine Terminal Assn	2024 NWMTA Summer Meeting in Bellingham for Su...	500.00
Bill Pmt -Check	07/05/2024	83963	NW Natural		176.58
Bill Pmt -Check	07/05/2024	83964	Office Express	June office furniture - Stacy desk	1,873.28
Bill Pmt -Check	07/05/2024	83965	Olson Asphalt Maintenance, LLC	Inv# 3791 Pier 1 & 2 CB Maint	1,900.00
Bill Pmt -Check	07/05/2024	83966	P & L Johnson Mechanical, Inc.		1,517.41
Bill Pmt -Check	07/05/2024	83967	Pacific Power		5,321.11
Bill Pmt -Check	07/05/2024	83968	PacificSource Administrators	Employer ID: P00431	1,969.88
Bill Pmt -Check	07/05/2024	83969	PERS Health	AS - Group: 10013822 Subscriber: H80550901	278.28
Bill Pmt -Check	07/05/2024	83970	PetroCard, Inc.	01-0004280	1,861.69
Bill Pmt -Check	07/05/2024	83971	QT POD		40.72
Bill Pmt -Check	07/05/2024	83972	Recology Western Oregon		2,979.58
Bill Pmt -Check	07/05/2024	83973	Recology Western Oregon (LA) #232	A1080000232	1,362.59
Bill Pmt -Check	07/05/2024	83974	Rickenbach Construction, Inc.	Inv# 3842 Boatyard Restroom Door	270.14
Bill Pmt -Check	07/05/2024	83975	Rose City Laboratories, LLC	Inv# GSA.POA.retest (emailed to Kate)	1,026.50
Bill Pmt -Check	07/05/2024	83976	S. Bruce Conner	Cruise marketing per contract	2,100.00
Bill Pmt -Check	07/05/2024	83977	SAIF Corporation	Policy # 100014156 Estimated Premium Assesment ...	62,385.08
Bill Pmt -Check	07/05/2024	83978	Sherwin-Williams	4251-5877-1	257.38
Bill Pmt -Check	07/05/2024	83979	Shred-It ( Stericycle )	Cust # 16971101	128.40
Bill Pmt -Check	07/05/2024	83980	Sierra Springs	928320221793628	284.18
Bill Pmt -Check	07/05/2024	83981	Special Districts Health Premiums	Cust # 03-0016324	55,198.94
Bill Pmt -Check	07/05/2024	83982	Special Touch Janitorial, Inc.	Inv# 3050 May-June 2024	3,650.00
Bill Pmt -Check	07/05/2024	83983	Spectrio, LLC	Acct # SPX755863	210.00
Bill Pmt -Check	07/05/2024	83984	Spectrum - 5501	8787 14 001 0420590	39.99
Bill Pmt -Check	07/05/2024	83985	Stacy Bandy (A/P)	SB June Mileage 2024	156.38
Bill Pmt -Check	07/05/2024	83986	Staples Advantage		476.08
Bill Pmt -Check	07/05/2024	83987	The North Coast Oregonian	Acct #R100 June/July 2024	120.00
Bill Pmt -Check	07/05/2024	83988	Two Branches Consulting	Project: 51 - Pier 2 West Wetlands Mitigation RFE#0...	342.00
Bill Pmt -Check	07/05/2024	83989	ULINE	Cust # 21657453	4,201.18
Bill Pmt -Check	07/05/2024	83990	VenTek International	Cust # PORTASTORIA - July 2024 monthly service f...	475.00
Bill Pmt -Check	07/05/2024	83991	Verizon Wireless #7705-1	270297705-00001	1,366.64
Bill Pmt -Check	07/05/2024	83992	Viking Automatic Sprinkler Co	Cust# 3331	4,940.00
Bill Pmt -Check	07/05/2024	83993	Walter E. Nelson Co.	Cust # 1629	1,106.52
Bill Pmt -Check	07/05/2024	83994	Walter Rilatos (AP)	June 2024 Reimb	200.00
Bill Pmt -Check	07/05/2024	83995	Whitney Equipment Co., Inc. ( WECI )	Inv# 109084	1,844.00

Total 102-02 - CCB Operating #1442

452,655.05

Total 102-00 - Cash

452,655.05

TOTAL

452,655.05

Handwritten notes: 770, 7-5-24, OK

Handwritten signature and initials



12:26 PM

07/19/24

Accrual Basis

Port of Astoria  
Vouchers Paid -- Operating Acct

Type	Date	Num	Name	Memo	Credit
<b>102-00 - Cash</b>					
<b>102-02 - CCB Operating #1442</b>					
Bill Pmt -Check	07/19/2024	83997	A & A Pest Control	105650	580.00
Bill Pmt -Check	07/19/2024	83998	A Coastal Lock & Key, LLC		222.50
Bill Pmt -Check	07/19/2024	83999	Brendon Stock (A/P)	Reimb for BY Motor stands 2024	667.17
Bill Pmt -Check	07/19/2024	84000	Cable Huston LLP	File Number : 32457.001 Inv# 142940	2,886.00
Bill Pmt -Check	07/19/2024	84001	Campbell Environmental	Project: CWD Wetlands Mitigation Bank Feasibility St...	6,301.50
Bill Pmt -Check	07/19/2024	84002	Card Service Center		4,969.99
Bill Pmt -Check	07/19/2024	84003	Carl Paronen (Retiree) <i>uoiP</i>	Reimb Medicare Supplement Plan	<u>278.28</u> <i>VOID</i>
Bill Pmt -Check	07/19/2024	84004	Carpet Corner Company	Inv# 5141 Airport Carpet Installation, June 2024 Inv# ...	4,607.00
Bill Pmt -Check	07/19/2024	84005	Cartomation, Inc.	Inv# 77 June 2024	1,100.00
Bill Pmt -Check	07/19/2024	84006	CARY COGGINS (A/P)	Reimbursement for workwear	44.95
Bill Pmt -Check	07/19/2024	84007	CHS Inc/Cenex	Cust # 195072	518.78
Bill Pmt -Check	07/19/2024	84008	Citi Cards	1985	2,173.35
Bill Pmt -Check	07/19/2024	84009	City Lumber	Cust # 7259	694.50
Bill Pmt -Check	07/19/2024	84010	City of Warrenton		19,534.37
Bill Pmt -Check	07/19/2024	84011	CityServiceValcon ( CSV )		75,391.59
Bill Pmt -Check	07/19/2024	84012	DEQ	Astoria Port Permit File #107184 Permit# 13191 STM...	1,527.76
Bill Pmt -Check	07/19/2024	84013	Dianna Degado (A/P)	July 2024 - A	43.98
Bill Pmt -Check	07/19/2024	84014	DSL	Acct ID: APP0063235 - EMB Causeway Repairs	990.00
<i>XX</i> Bill Pmt -Check	07/19/2024	84015	Earthworx Excavation, LLC <i>-VOID</i>		<u><del>108,139.65</del></u> <i>VOID</i>
Bill Pmt -Check	07/19/2024	84016	Fast Lube & Oil	Inv# 223323	58.95
Bill Pmt -Check	07/19/2024	84017	Harold Culver (Retiree)	Reimb Medicare Supplement Plan - July 2024	278.28
Bill Pmt -Check	07/19/2024	84018	Hauer's Lawn Care & Equip	Inv# 86956	148.85
Bill Pmt -Check	07/19/2024	84019	Home Depot	6035 3225 3191 4798	3,082.64
Bill Pmt -Check	07/19/2024	84020	Homes By the Sea	Inv date: May 31, 2024 Airport Install Baseboard, May...	1,430.00
Bill Pmt -Check	07/19/2024	84021	iFocus Consulting, Inc.		5,989.20
Bill Pmt -Check	07/19/2024	84022	J & S Appliance	Inv# 10957 - Washer	1,599.00
Bill Pmt -Check	07/19/2024	84023	Jackson and Son Oil		13,026.20
Bill Pmt -Check	07/19/2024	84024	Laser Print & Copy		431.25
Bill Pmt -Check	07/19/2024	84025	Lawson Products	Cust # 10075026 Inv# 9311540978	235.22
Bill Pmt -Check	07/19/2024	84026	M&N WORKWEAR	June 2024 - Boots for Airport staff POA240001 June ...	674.85
Bill Pmt -Check	07/19/2024	84027	Maritime Fire & Safety Assoc.	Cust ID: PORAST02 Inv# F005650 (kate)	540.00
Bill Pmt -Check	07/19/2024	84028	Matt Hansen (A/P)	July 2024	65.62
Bill Pmt -Check	07/19/2024	84029	Matthew McGrath (A/P)	Reimb July 2024	38.40
Bill Pmt -Check	07/19/2024	84030	Napa Auto Parts	Cust # 76004	19.27
Bill Pmt -Check	07/19/2024	84031	Northwest Parking Equipment Co.	Inv# 027	318.58
Bill Pmt -Check	07/19/2024	84032	NW Natural		229.39
Bill Pmt -Check	07/19/2024	84033	Oregon DMV	Acct #101001 Media No:216346672 June 2024	0.35
Bill Pmt -Check	07/19/2024	84034	P & L Johnson Mechanical, Inc.	#10 Pier 1 Ste 103 & 104 issues - Inv# 51539	475.00
Bill Pmt -Check	07/19/2024	84035	Pacific Power		13,094.17
Bill Pmt -Check	07/19/2024	84036	PND ENGINEERS, INC	Project # 234038 Astoria Pier 2 West Inv# 2406224	114,694.51
Bill Pmt -Check	07/19/2024	84037	QT POD	Inv# 1300-SP2024	1,675.00
Bill Pmt -Check	07/19/2024	84038	Quadient (leasing)	Cust #00386151 Inv# Q1417466	251.97
Bill Pmt -Check	07/19/2024	84039	Quadient (postage)	X3391	362.00
Bill Pmt -Check	07/19/2024	84040	Sherwin-Williams	4251-5877-1	40.94
Bill Pmt -Check	07/19/2024	84041	Solutions YES, LLC	Acct # PO03 INV410924	108.82
Bill Pmt -Check	07/19/2024	84042	Special Touch Janitorial, Inc.	Inv# 3051 May-June 2024	2,090.00
Bill Pmt -Check	07/19/2024	84043	Spectrum - 0901	Acct # 176560901 Inv# 176560901070724	189.97
Bill Pmt -Check	07/19/2024	84044	Spectrum - 1001	Acct # 176561001 Inv# 176561001070724	39.99
Bill Pmt -Check	07/19/2024	84045	Spectrum - 6401	Acct # 176526401 July 2024	2,090.10
Bill Pmt -Check	07/19/2024	84046	Staples Advantage		225.63
Bill Pmt -Check	07/19/2024	84047	Sweet Septic and Portable Service		1,240.00
Bill Pmt -Check	07/19/2024	84048	Walter E. Nelson Co.	Cust # 1629	2,116.44
Bill Pmt -Check	07/19/2024	84049	Cintas Corporation	10829	105.70

Total 102-02 - CCB Operating #1442

Total 102-00 - Cash

TOTAL

*Ch# 84050  
Earthworx Excavation  
\$64,264.39  
ADDED*

*OK  
JFO  
7-19-24*

*OK  
Wm  
7-19-24*

397,637.66  
397,637.66  
397,637.66



# August 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Jul 28	29	30 7:45AM AWACC Breakfa	31	1	2	3
4	5 6PM Astoria City Council	6 4PM Regular Session	7 6PM Gearhart City Council	8 1PM NWACT Clatsop Coun	9	10
11	12 6PM Seaside City Council	13 6PM CB City Council Work 6PM Warrenton City Council	14 5PM Clatsop County Comm	15	16	17
18	19 6PM Astoria City Council	20 4PM Regular Workshop	21	22	23	24
25	26 6PM Seaside City Council	27 6PM Warrenton City Council 7:45AM AWACC Breakfa	28 5PM Clatsop County Comm	29	30	31

**US Customs and Border Protection****Local Office****Regional Office****State Headquarters****Federal Headquarters**

Due to its inability to efficiently process cruise passengers entering the US from foreign ports, Customs and Border Protection (“CBP”) personnel approached the Port of Astoria in early 2023 and encouraged enrollment in CBP’s Reimbursable Services Program (“RSP”). As intimated by CBP staff, the request for enrollment into the RSP was based on several factors:

- Aging computers / infrastructure
- Insufficient internet processing speeds
- Insufficient personnel
- Longer per-passenger processing times due to CBP’s new “*Simplified Arrival*” biometric identification processes

**Computer Infrastructure**

CBP personnel explained that through the RSP, the Port must purchase \$103,441 of computers and equipment for ten CBP personnel, even though CBP’s Astoria office employs only three:

- Three desktop computers
- Six 24-inch monitors
- Ten high-performance laptops
- Ten Integrated Biometrics Print Scanners w/brackets
- Ten Passport Readers
- Ten Webcams
- Ten Portable 4-port SuperSpeed Mini USB hubs
- Cisco 48-Port switch
- Dejero GateWay Internet Gateway Bundle

CBP personnel further explained that the Port would have no control over what equipment was ordered and that the Port would neither own the equipment nor be able to use it for any Port

purposes. CBP personnel stated that the \$103,441 would be a “gift” to CBP and CBP would be the stewards of any and all equipment purchased by the Port. It was further explained that the Dejero internet connection subscription would cost approximately \$700 per month and could not be utilized by the Port for any purpose. CBP also stated that the purchase of this equipment would not guarantee faster/adequate processing times by CBP personnel.

## Personnel

CBP further explained that inadequate local staffing required additional personnel call-ins from regional locations such as Vancouver and Portland:

- Each additional staff member would cost the Port \$200 per hour for a minimum of ten hours
- \$2,000 daily charge per CBP employee (\$200 per hour X 10 hours)
- \$20,000 daily charge for ten additional CBP personnel to process larger vessel

CBP personnel again explained that the additional personnel costs would not guarantee faster processing times.

## Economic Impacts

CBP’s inability to efficiently process cruise passengers is negatively impacting the local and regional economy. Cruise passenger complaints about CBP’s processing times in Astoria have led Princess Cruise Lines to cancel three (3) Victoria, BC to Astoria calls for the fall of 2024. Princess has also cancelled all reservations for the fall of 2025 pursuant to these complaints. The Port of Astoria and the local and regional economies realize the resulting economic impacts:

- Port net revenue lost: **\$457,000**
- Longshore lost wages: **\$60,700**
- Columbia Bar Pilots: **\$340,000** (est lost income)

## Community impacts

Estimates put the total community impact at about \$1.8 million<sup>1</sup>. Using a conservative estimate of the local multiplier<sup>2</sup> **total lost income within our community could exceed \$2.5 million.**

## Conclusion

While the Port understands the importance of passenger screening, CBP's request to enroll in the RSP is unacceptable, as it provides no guaranteed improvement. Similarly, If CBP is to improve processing times to acceptable levels, an alternative solution with guaranteed results must be crafted.

The Port of Astoria is willing to assist in these endeavors, but it is not willing to subsidize a federal agency.

Sincerely,

---

Robert Stevens, Board Chairman  
Board of Commissioners

---

Will Isom, Executive Director  
Port of Astoria

1. Report from Cruise Lines International Association on Economic Contributions of Cruise Industries in the United States. Averages from four different regions (between \$84 to \$321 per passenger). <https://cruising.org/-/media/clia-media/research/2019/economic-impact/2019-usa-cruise-eis.ashx>

2. Report from the American Independent Business Association compiling studies done by Civic Economics puts the local multiplier at 48% recirculation. <https://amiba.net/wp-content/uploads/2021/02/The-Local-Multiplier-Effect.pdf>.