



**MEETING MINUTES  
AUGUST 14, 2024**

**PORT OF ASTORIA**  
FINANCE ADVISORY COMMITTEE MEETING  
COMMISSION CHAMBERS  
422 GATEWAY AVE., SUITE 100  
ASTORIA, OR 97103

**Call to Order:**

The meeting was called to order at 12:00 PM by John Lansing, Finance Committee Chairman.

**Roll Call:**

Committee Members Present: John Lansing; Cliff Fick; David Oser; Commissioner James Campbell; and Finance and HR Director Melanie Howard.

Commissioners Present: Robert Stevens; Dirk Rohne; and Frank Spence.

Staff Present: Executive Director Will Isom and Grant Writer Shane Jensen.

Committee Chair John Lansing thanked Port staff and Finance Committee members for their attendance. He informed the Committee that Walt Postlewait has retired and relocated to Texas with his family.

**Elect Officers for Fiscal Year 2024-25**

Lansing nominated David Oser as Chairman of the Standing Finance Advisory Committee. The nomination was accepted without opposition.

Commissioner Frank Spence suggested adding an agenda item to discuss revenue losses resulting from decreased cruise ship visits. Lansing agreed, recommending that the director of cruise operations be invited to provide insights at a future meeting. This suggestion was accepted by Commissioner Spence.

**Grants Update – Shane Jensen**

Commissioner Spence initiated the Finance Advisory Committee to review and discuss the Port's unique developments. Since its inception, community perception of the Port has notably improved. Executive Director Will Isom and Deputy Director Matt McGrath recently visited the delegation in Washington, D.C., securing a significant grant for the Port.

Grant writer Shane Jensen provided an update on the Port's grant activities, highlighting the following:

- AOC4 Integrated Planning Project – \$25,000 awarded to assess the feasibility of AOC4 treatment. Currently in the grant closeout phase.
- Compensatory Mitigation Project – \$90,000 awarded to identify and assess potential compensatory mitigation sites around the Port. Fieldwork and functional assessments are complete, and cultural resource surveys are underway.
- Boatyard Master Plan – \$60,000 awarded for the Boatyard Master Plan, currently in closeout review by Business Oregon.
- Pier 2 West Rehabilitation – \$1.2 million awarded for design and permitting. Design is progressing and is at the 30-60% stage.
- Tide Gate 22 at Airport – \$90,000 awarded for design engineering and permitting of tide gate replacement. The Fish Passage plan is under review by Oregon Department of Fish and Wildlife.

- Pier Infrastructure Development Plan – \$25 million awarded for a mixed-use development along the Astoria waterfront. Currently in grant agreement development and tribal consultations. An additional \$1 million in community project funds is administered through MARAD.
- Port Security Grant – \$53,000 awarded for cybersecurity, security booth on Pier 1, crowd control barriers, signage, security cameras, and a backup generator for 10 Pier 1. Three of five projects are complete.
- Connect Oregon 9 – \$9 million grant application for Pier 2 and Boatyard development. Unlikely to be awarded in this cycle; the Port plans to reapply in 2026.
- Boating Facility Waterway Access Grant (BFG) – Application for \$170,000 for West Basin piling replacement. Award decision expected in the fall.
- Airport Master Plan – 99% complete, pending FAA review.
- Core Grant Through Oregon Department of Aviation – Grant for T-hanger repairs and upgrades, with project start pending.
- Grant through Northwest Oregon Works – \$11,800 awarded for a used forklift for the Boatyard.
- Port Security 2024 Grant – Applied for \$36,000 for upgrades to the Trident Quick Response Marine Vessel; awaiting a decision.
- Small Shipyard Program Grant – Application for \$1.37 million for a new Boatyard lift was not approved.
- Upcoming Projects – Future funding efforts include the Byproduct Recovery Center, Boatyard Master Plan, and Astoria Waterfront Redevelopment.

David Oser inquired about additional funding requirements for the Pier 2 rehabilitation. Jensen noted that a definitive construction budget will be determined once the design process reaches 90% completion.

**Due to technical issues, only a partial audio recording of this meeting is available. The existing Zoom recording concluded after the Grants Update provided by Shane Jensen, and no further record of the meeting proceedings is accessible**

**APPROVED:**



Robert Stevens, Board Chairman  
Board of Commissioners

**ATTEST:**



Tim Hill, Secretary  
Board of Commissioners

Respectfully submitted by:  
Dianna Delgado  
Executive Assistant

November 5, 2024

Date Approved by Commission