



**MEETING MINUTES
AUGUST 1, 2023**

**PORT OF ASTORIA
REGULAR SESSION
PIER ONE BUILDING
#10 PIER 1, SUITE 209
ASTORIA, OR 97103**

Call to Order:

Chairman Stevens called the Regular Session to order at 4:00 PM.

Roll Call:

Commissioners Present: Dirk Rohne; Robert Stevens; Frank Spence; Jim Campbell; and Tim Hill.

Staff Present: Executive Director Will Isom; Deputy Director Matt McGrath; and Executive Assistant/Administrative Coordinator Stacy Bandy.

Port Counsel: Eileen Eakins was not present at this session.

Also Attending: Bob Dorn with Hyak Maritime and Rebecca Nordin- Bright with *The Astorian*.

Pledge of Allegiance

Commission Reports:

Commissioner Hill had nothing to report.

Commissioner Spence had nothing to report.

Commissioner Rohne had nothing to report.

Commissioner Campbell had nothing to report.

Commissioner Stevens reported on the following:

- Attended the City of Astoria Planning Commission meeting. The Astoria Waterfront Master Plan (AWMP) zoning amendments are still pending. Discussions have returned to issues thought previously resolved.
- Attended the boatyard cookout; it was a good time for all. Suggest to increase marketing for the event next year.

Changes/Additions to the Agenda: There were no changes or additions to the agenda.

Public Comment for items on the agenda: There were no requests for public comment.

Consent Calendar:

The Consent Calendar consisted of the following:

- Meeting Minutes – 06/06/2023 Regular Session, 06/21/2023 Finance Committee Meeting, and 06/27/23 Special Session
- Financials – June 2023 Estimated
- Event Calendar – August 2023

Commissioner Spence moved to approve the consent calendar as presented. Commissioner Rohne seconded. The motion carried 5-0 amongst the Commissioners present.

Action Items:**8a. Pier 2 West Engineering Services**

Commissioner Stevens introduces the action item and asks the Commission to turn to page 20 of the packet. This is a significant step for the rehabilitation of Pier 2 West. Deputy Director McGrath provides background for the Pier 2 West Engineering Services project; previously, KPFF was selected by the Port to complete the 30% design of Pier 2 West. Once that was completed, it was determined that the Port needed to bring on experienced marine construction management to shepherd the Port through the rehabilitation process. Bergerson Construction was selected to be the Port's Construction Manager General Contractor (CM/GC). The next step was to bring an engineer into the project to complete the remainder of the design. The Port issued a Requests for Proposal (RFP) for engineering services on June 1st, 2023, with proposals due on June 30th, 2023. The Port received proposals from PND Engineers and KPFF. The selection criteria was based on several factors, including project history, staffing and staff qualifications, and, most importantly, project approach. Reviewers included Greg Morrill from Bergerson Construction, Port Grant Writer Shane Jensen, and Port Deputy Director Matt McGrath. The unanimous determination was that PND had a superior proposal.

Rian Johnson, Principal Engineer with PND Engineers, joined the meeting in person to discuss the proposal and address any questions from the Commission. Johnson shares a PowerPoint presentation. Discussion highlights include:

- PND Engineers provides services in marine facilities planning, coastal engineering, structural and civil engineering, highway bridge construction, constructability analysis permitting, hydrology surveying, and construction inspection. In summary, PND Engineers can bring a project from conceptual design all the way through construction.
- PND Engineers would be the prime engineer doing civil structural engineering joined by Appledore Marine Engineering, an independent technical reviewer for PND designs. GeoEngineers are subcontractors who will be reviewing the geotechnical information that has been developed so far and doing review on implementation for the proposed approach and looking for any optimizations.
- KPFF brought a Combi-Wall approach concept to 30% design. Potential issues include the need for a large amount of steel tonnage, the design is more sensitive to seismic liquefaction and settlement, design sequencing and construction is difficult, and ground improvements are difficult to install with tie-backs.
- PND Engineers' approach follows the KPFF approach to include a filled bulkhead but using an open cell design. The open cell design requires lower steel tonnages, the design accommodates movements from seismic loads and settlement, the project can be sequenced in a simple, repeatable pattern, obstructions can be encapsulated within the cells, and if needed, ground improvements can be done after sheet installation and filling from land without interference.
- Williams addressed concerns about a previous project at Port of Anchorage by explaining that issues arose due to improper construction techniques rather than problems with the design itself.
- Executive Director Isom notes that preconstruction costs have been fully funded by Business Oregon in the amount of \$1.2 million. Isom has also been pursuing both federal and state legislators. As previously reported, Pier 2 West has made the final cut on Congresswoman Bonamici's priority list of 15 items. The Port will know the result when the budget is finalized towards the end of the calendar year. Isom spoke with Senator Weber yesterday morning and was notified that the Port was not the recipient of any additional state monies. In reference to the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) and Port Infrastructure Development Program (PIDP) grant

applications, Isom adds that the work to get the Pier 2 West Rehabilitation project through the pre-construction phase to get the project shovel ready will help to raise the application high enough to be funded. McGrath adds that permit readiness is another important component of grant funding, and bringing PND Engineers onboard to start the design will also begin the permitting process.

For the complete presentation and discussion, please see meeting audio.

Commissioner Rohne moved to select PND Engineers for Pier 2 West Engineering Services. Commissioner Spence seconded.

The roll call vote occurred as follows:

Commissioner Hill: Yes.

Commissioner Spence: Yes.

Commissioner Rohne: Yes.

Commissioner Campbell: Yes.

Commissioner Stevens: Yes.

The motion carried 5-0 amongst the Commissioners present.

8b. Popkin Professional Services Agreement

Executive Director Isom refers to the Popkin professional services agreement on page 118 of the packet. Isom explains that this agreement is unique for the Port, and it took considerable time to finalize the contract. The agreement states the two types of services Popkin would provide. If there's a sales transaction, the total fee in their proposal is the 5% split 50% between the listing and buying brokerage. The more complicated matter had to do with leases, and in particular, long-term leases. The proposal broadly stated that they would receive 5% of all lease revenue that they brought to the Port. The biggest hang-up was on a longer-term lease, making sure that the port would have an end date to the 5% fee. Compensation is listed on page 119 of the packet, for all leases Popkin secures, Popkin will receive 8% of the annual value of the lease for up to five years of the original lease term. Additionally, if Popkin successfully secures an extension, that extension would be at 4% at a maximum of five years. Isom notes that there are specific properties outlined in Popkin's portfolio for the Port.

Commissioner Spence moved to approve the contract with Popkin Real Estate. Commissioner Rohne seconded. The motion carried 5-0 amongst the Commissioners present.

8c. New Lewis & Clark Bank Account for AOC4 Funds

Executive Director Isom explains that the Port requires Commission approval to open a new bank account. The need for this account stems from the Area of Contamination (AOC) 4 agreement. As a part of the agreement, the Department of Environmental Quality (DEQ) is requiring that \$250,000 be carried as a set-aside. Originally when the agreement was made, it was thought that the Port would be the custodian of the operating funds, but DEQ has decided that they will be the custodians of the funds. DEQ has agreed to have the Port be the custodian of the \$250,000 set-aside, which, while it sits there, would allow the Port to accrue interest. Currently, the \$250,000 is being held in a trust account with our attorney. The plan is to put this in the money market account to accrue interest.

Commissioner Spence moved to approve the new Lewis & Clark bank account for AOC4 funds. Commissioner Rohne seconded. The motion carried 5-0 amongst the Commissioners present.

8d. Commission Committee Assignments 2023-2024

Chairman Stevens asks the Commissioners to turn to the Commission Assignments included on page 124 of the packet. Stevens inquires if the Commissioners have any objections or if anyone is interested in trading assignments. Commissioner Rohne asks if he can serve on the Marina Advisory Committee. Stevens agrees to update the assignment to have Commissioners Rohne and

Campbell serve on the committee. Stevens notes that he has listed all Commissioners for the Pacific Northwest Waterways Association (PNWA). Port staff attend PNWA meetings, and the Commission should too. PNWA sends informational emails with valuable information. There is consensus among the Commission for the FY 2023-2024 Committee Assignments.

Public Comment for items not on the agenda:

Commissioner Spence inquires if meeting attendee Bob Dorn of Hyak Maritime has a status update on Hyak operations. Dorn discusses progress with pier construction, decking, stormwater plans, dredging, and hoist construction.

For the complete discussion, please see meeting audio.

Executive Director Comments:

- Last Tuesday was the third City of Astoria Planning Commission Meeting regarding the Astoria Waterfront Master Plan (AWMP) zoning amendments. Isom thanks the Executive Director of the Astoria-Warrenton Chamber of Commerce, David Reid, Business Oregon Regional Representative, Melanie Olson, and Executive Director of Clatsop Economic Development Resources (CEDR), Kevin Leahy, for presenting testimony on behalf of the Port. Isom notes that reporter Nicole Bales of *The Astorian* did a commendable job reporting on the meeting; the article was well-presented and fair. The Planning Commission will hold a formal hearing on August 22nd to give a final recommendation on the zoning amendments.
- Finance, HR, and Business Services Manager Melanie Howard is not present at tonight's meeting as this week is the Port's interim audit. Accounting staff have been busy with the audit process.

Upcoming Meeting Dates:

- Workshop Session – August 15, 2023 at 4:00 PM
- Regular Session – September 5, 2023 at 1:00 PM

Adjourned:

Chairman Stevens adjourned the meeting at 5:24 PM.

APPROVED:



Robert Stevens, Board Chairman
Board of Commissioners

ATTEST:



Tim Hill, Secretary
Board of Commissioners

Respectfully submitted by:
Stacy Bandy
Executive Assistant – Administrative Coordinator

September 05, 2023

Date Approved by Commission