



**MEETING MINUTES
SEPTEMBER 6, 2022**

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

Call to Order:

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

Roll Call:

Commissioners Present: Dirk Rohne; Robert Stevens; Frank Spence; and Jim Campbell. Commissioner Scott McClaine was absent.

Staff Present: Executive Director Will Isom; Deputy Director Matt McGrath; Finance, HR and Business Services Manager Melanie Howard; and Executive Assistant/Administrative Coordinator Stacy Bandy.

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

Also Attending: Cindy Yingst of *The Columbia Press*; Ethan Myers of *The Astorian*; and Cameron Hunt with Rivian Automotive.

Pledge of Allegiance

Commission Reports:

Commissioner Campbell had nothing to report.

Commissioner Stevens reported on the following:

- Met with Chris Connaway about lumber and cargo operations on Pier 1.

Commissioner Rohne had nothing to report.

Commissioner Spence reported on the following:

- Attended the Special Districts Board Member training session last week.
- The City of Astoria's Development Commission will be discussing ongoing riverwalk improvements. Improvements include lighting, signage, and a Portland-loo type restroom at the 14th Street Astoria Nordic Heritage Park, among other improvements. The City has approved \$600,000 and \$180,000 in matching funds from the Astor West Urban Renewal District fund for Riverwalk improvements from the Astoria Megler Bridge to Hamburg Drive. In total, almost 2 million dollars will be spent on the beautification of the riverwalk. Spence thanks the City of Astoria for their efforts.

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 – 06/21/2022 Workshop Session, 07/05/2022 Regular Session, 07/19/2022 Workshop Session, and 08/02/2022 Regular Session.
- Financials – July 2022
- Event Calendar – September 2022

Finance, HR and Business Services Manager Melanie Howard discusses July 2022 financial highlights. Howard explains the actuals to budget are close to budget and prior year; expense increases can be attributed to the increased cost of fuel. July 2021 dockage was significantly higher than current year due to the dockage from the Norwegian cruise ship. There was \$31,467 budgeted for Harbor Fee income in July; total budgeted Harbor Fee income for the fiscal year is \$380,000, none of which is expected to be collected. There will be a running deficit due to the new developments with the Harbor Fee. Prior year differences will carry into August and September though transient dockage income will help to mitigate the differences. Marina and Boatyard revenues continue to exceed budget and prior year. Personnel services continue to be under budget.

Commissioner Spence moved to approve the consent calendar as presented. Commissioner Stevens seconded. The motion carried unanimously 4-0 amongst the Commissioners present.

Advisory Items:**8a. Rivian Charging Station**

Deputy Director Matt McGrath refers to the Rivian materials beginning on page 28 of the packet. McGrath explains that Rivian specializes in electric truck and SUV production. McGrath has been in discussion with Rivian over the last year to see if there are opportunities for electric vehicle charging stations on Port property. The proposed total area would be 35,000 square feet and include 12 charging stations. Expected revenues would be three times what the Port is currently receiving from parking fees. Rivian would be responsible for the development, infrastructure, installation, and maintenance of the area. McGrath introduces Cameron Hunt with Rivian to speak to the Commission. Discussion highlights include:

- Commissioner Rohne refers to the packet materials and inquires where the option II site is located. McGrath answers that the Journey's End lot has been identified.
- Executive Director Isom refers to the Astoria Waterfront Master Plan and notes that this project could be an early win in improving access and availability to amenities around the West Mooring Basin.
- Commissioner Spence notes that he likes the high-profile location of the proposed site.
- Commissioner Campbell notes the proposed site is highly developable and there may be more suitable sites in the area.
- Cameron Hunt with Rivian explains that the area does not have many options for electric vehicle charging. The Port's location is excellent for extending electric vehicle charging infrastructure for the area. Rivian is offering a cost-free option for the Port including ongoing operation and maintenance of the chargers.
- Commissioner Stevens inquires how revenue will be collected from the charging stations. Hunt explains that currently there is no fee for using the stations. The Port would see revenue in the form of rent from Rivian to the Port at a rate of \$125 monthly for each station (p37). Hunt adds there would be additional space required for Rivian infrastructure equipment, which would not be included in the rental space.
- Isom inquires if the charging stations can be used for other electric vehicles. Hunt answers that the charging plug is Combined Charging System (CCS), which allows for other vehicles to be accepted in the future. Another option is a Level II charger which would allow any electric vehicle to charge.

- Isom inquires about the length of the charging cables and comments that the Port has many users with trailers. Hunt answers that the charging cable is 4ft long and there are charging stations specifically for those with trailers.

8b. Boatyard Expansion – Feasibility Study

Deputy Director McGrath refers to the Final Boatyard Feasibility Report on page 44 of the packet. The Executive Summary on pages 50 and 51 of the packet shows the three components of the study and where the Port's priorities lie. The recommendation is to develop the existing boatyard with the existing lift. Discussion highlights include:

- Priorities include an environmental building to house the existing lift, shops for vendors, restroom facilities, and reconstructing the Pier to accommodate for additional moorage.
- The study serves as a guiding document to substantiate the development of the boatyard and will help the Port in securing grants from various agencies. McGrath notes there is potential for the boatyard with a larger lift, but currently it is best to proceed with boatyard development with the current lift.
- The recommendation for the East Morning Basin is to look into a public-private partnership.
- Commissioner Campbell is concerned about the boatyard's use of space with each vessel. Campbell recommends storing boats closer together when inactive. McGrath notes that the TravelLift limits how close vessels can be stored.
- Isom notes that with any of the waterfront assets the Port would want to ensure it is the best use for the space.
- Commissioner Rohne comments that the Boatyard Feasibility Study is a tool not just for planning purposes but serves as a defensible plan to use in applying for future grant funding.
- Isom comments that much like the early wins for the Astoria Waterfront Master Plan (AWMP), the Commission approved the expenditure for the restroom trailer at the last meeting.
- Commissioner Spence appreciates the detail of the study. It's helpful to see the cost alternatives and scaled-down options.
- Commissioner Stevens comments that a dependable boatyard is valuable. The study identified the value of the boatyard's proximity to marine parts and repair. Stevens inquires as to the difference between the current 88-ton lift and an 85-ton lift. McGrath answers that the standard specification for the lift is 85-ton, but due to a modification the current lift has an additional 3-ton capacity.
- Commissioner Stevens notes that the study states the current lift is deteriorated and inquires as to how much longer it will be operational. McGrath answers that it will need to be replaced within the next five years.
- Stevens notes that updating the signage for the boatyard is a low-hanging fruit. The current boatyard is not welcoming.
- Commissioner Spence comments that the East Mooring Basin is located in the Enterprise Zone and the Opportunity Zone. There are incentives and tax credits available for private developers.

Action Items:

9a. FY 2022-23 Pile Replacement Award

Deputy Director McGrath explains that the Port published an Invitation to Bid in August for the 2022-23 pile replacement. Bids were received from Bergerson Construction and Legacy Contracting. Bergerson Construction bid \$383,695 and Legacy Contracting bid \$547,760. The

disparity is due to mobilization costs. McGrath adds that the Port has budgeted a total of \$355,375 for this work; the project cost will be \$28,000 more than the budgeted amount. In four years, the West Basin piling replacements will be completed. Commissioner Rohne notes the evaluation forms and scoring elements for the award; the project was awarded to the highest scorer considering all factors.

Commissioner Spence moved to approve and award the contract for the FY 2022-23 Pile Replacement to Bergerson Construction in the amount of \$383,695. Commissioner Stevens seconded. The motion carried unanimously 4-0 amongst the Commissioners present.

9b. Request for Expenditure #0127 Emergency Repairs – Pier 1 Dock

Deputy Director McGrath explains this RFE is needed due to damage caused by a fishing vessel. Emergency repairs have been completed to repair the dock, and the charges will be billed to the vessel. The Port is looking for retroactive approval for this expenditure.

Commissioner Spence moved to approve the Request for Expenditure #0127 Emergency Repairs – Pier 1 Dock in the amount of \$11,164.96. Commissioner Rohne seconded. The motion carried unanimously 4-0 amongst the Commissioners present.

9c. Request for Expenditure #0128 Emergency Repairs – Pier 2 West

Deputy Director McGrath explains that Pier 2 West is continuing to deteriorate. McGrath shares a satellite image of the area in need of repair on Pier 2. The dock has deteriorated to a point where Da Yang is not able to use the area shown. The intent is to purchase steel plates that can be installed temporarily so that the dock will be functional. Once the Port can begin the long-term solution, the steel plates can be removed and reused. Commissioner Stevens inquires if they are similar to what the Port currently has for temporary repairs, McGrath answers, yes.

Commissioner Spence moved to approve Request for Expenditure #0128 Emergency Repairs – Pier 2 West in the amount of \$50,000. Commissioner Campbell seconded. The motion carried unanimously 4-0 amongst the Commissioners present.

Public Comment for items not on the agenda:

Retired longshoreman, Steve Kraske, recommends the Port seek opportunities for cargo on Pier 1. Kraske believes that logs and lumber are possibilities. For full comments, please see meeting audio.

Executive Director Comments:

- Thanks to Port staff and Deputy Director McGrath for filling in while Isom was on vacation.
- There are huge challenges for the Port moving forward. It's healthy to have conversations as to the best path forward.
- The first cruise ship of the fall season arrived today. There will be 12 ships coming to the Port this September and October.
- The Finance Committee has recommended for Port staff to move forward in evaluating Port property for potential sale or lease. Isom is working with Port Counsel, Eileen Eakins, to develop a Request for Proposal (RFP) to engage a commercial realtor. Isom would like the scope to be broad in how it is addressed in the RFP to allow for flexibility. Having a consultant in tune with

current market conditions to provide expertise on retainer would be a benefit. The RFP is currently in process.

- The Port held a celebration BBQ at the Boatyard last week; thanks to Melanie Howard for her efforts in putting the event together.
- Scouler will be holding a ribbon-cutting ceremony on Tuesday, October 18th.
- The quarterly Finance Committee meeting will be tomorrow at 12pm. Grant writer, Shane Jensen, will give a grant update.

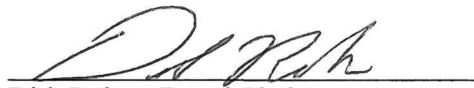
Upcoming Meeting Dates:

- Finance Advisory Committee – September 7, 2022 at 12:00 PM
- Workshop Session – September 20, 2022 at 4:00 PM
- Regular Session – October 4, 2022 at 4:00 PM

Adjourned:

Chairman Rohne adjourned the meeting at 5:12 PM.

APPROVED:



Dirk Rohne, Board Chairman
Board of Commissioners

ATTEST:



Frank R. Spence, Secretary
Board of Commissioners

Respectfully submitted by:
Stacy Bandy
Executive Assistant – Administrative Coordinator

October 4, 2022
Date Approved by Commission