



**MEETING MINUTES
NOVEMBER 7, 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: Robert Stevens; Frank Spence; Jim Campbell; Tim Hill; and Dirk Rohne.

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: John McDougall and Ray Liebe of Northwest Forest Link; George Dunkel of SDAO; and Rebecca Norden-Bright of *The Astorian*.

Pledge of Allegiance

Commission Reports:

Commissioner Campbell did not have anything to report.

Commissioner Rohne reported on the following:

- The \$25 million dollar Pier 2 grant award is a huge thing for the Port and merits a moment of reflection. The work that Shane Jensen, Matt McGrath, Will Isom and the team have completed is unbelievably important. Would like to hear the long version of how the Port got to this point.

Commissioner Spence reported on the following:

- Attended the Astoria City Council meeting sitting as the Astoria Development Commission. The Oregon Department of Transportation Community Paths program awarded the City of Astoria's Parks and Recreation department \$433,766 for improvements to the Riverwalk trail from Hamburg Ave to the Maritime Museum. Improvements include Bollard lighting, wayfinding signage, and safety enhancements. The Port and the Astoria-Warrenton Chamber of Commerce both wrote letters of support for the application.
- The City of Astoria has implemented a system development charge for new developments connecting to utilities. Executive Director Isom comments that he has been in communication with City Manager Scott Spence in regard to this matter. The system development charge is only for new development and would not effect the Riverwalk Inn replacement hotel as the project would be a re-development. Isom does have concerns about the Port or Port tenants paying this charge in the future as the Port owns and maintains its own infrastructure regarding water and sewer utilities. It is unique for a landowner to maintain utilities. The Port is well aware of the surcharge and staff are working with the City to develop a proposal.

Commissioner Hill reported on the following:

- Would like to echo Commissioner Rohne's comments. Congratulations to all regarding the \$25 million dollar Pier 2 West grant received.

Commissioner Stevens reported on the following:

- Regarding the \$25 million dollar Pier 2 West grant, Stevens echoes the achievement of staff, particularly grant writer, Shane Jensen.
- Tonight, there is a significant development with the Port on the threshold of bringing back cargo operations with the Northwest Forest Link lease on the agenda.

Changes/Additions to the Agenda:

There were no changes or additions to the agenda.

Public Comment for items on the agenda:

No public comment was received.

Consent Calendar:

The Consent Calendar consisted of the following:

- Meeting Minutes – 09/19/2023 Workshop Session and 10/03/2023 Regular Session
- Financials – August 2023 and September 2023
- Event Calendar – November 2023

Commissioner Campbell moved to approve the meeting minutes as presented. Commissioner Spence seconded. The motion carried 5-0 amongst the Commissioners present.

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

There was consensus to approve the event calendar.

Action Items:

8a. Northwest Forest Link - Lease

John McDougall, the General Manager of Northwest Forest Link (NFL) introduces himself as well as NFL staff Ray Liebe and Amber Rosewood. McDougall thanks Liebe and Executive Director Isom for bringing the agreement together. McDougall shares a PowerPoint presentation regarding the proposed NFL lease for Pier 1 operations. Presentation highlights include:

- NFL is primarily a log and lumber export company. The main office is based out of Longview, Washington. NFL has been in business for two and a half years and is a subsidiary of Western Coast Enterprises Ltd, headquartered in Richmond, BC, Canada. McDougall and Ray Liebe have been in the log export business for 15-20 years each.
- NFL is well positioned for growth and has historical relationships with local suppliers as well as a diversified customer base.
- NFL has log yards in Rainier, Oregon and Aberdeen, Washington. The Port of Astoria location fits in well with these locations.
- Primary export products include Douglas Fir, True Fir, Hemlock, and Spruce Fir for the Chinese, Japanese, and Korean markets.
- Operations on Pier 1 will include storing, handling, and shipping logs. NFL has agreed to minor terminal improvements, including rocking and paving, as well as roadway improvements.
- There are expected to be 20-25 inbound loads per day, and exports will be scheduled every two months. There will be no debarking on site.

The Commission thanks Liebe and McDougall for their presentation.

Commissioner Rohne moved to approve the commercial lease agreement between the Port of Astoria and Northwest Forest Link. Commissioner Campbell seconded. The motion carried 5-0

amongst the Commissioners present.

8b. Approve SDAO Contract

Executive Director Isom refers to the Consulting Services Agreement on page 43 of the packet. The contract with Special Districts Association of Oregon (SDAO) is not to exceed \$1,000.00. SDAO will be leading the Executive Director's evaluation process.

Commissioner Rohne moved to approve the Consulting Services Agreement between the Port of Astoria and SDAO. Commissioner Hill seconded. The motion carried 5-0 amongst the Commissioners present.

Advisory Items:

9a. Executive Director Evaluation – George Dunkel

George Dunkel begins by congratulating the Port on the Pier 2 West grant award and the log export lease on Pier 1. Dunkel comments that last year, the Commission asked to review the evaluation process to develop a new form; Isom has been working under the goals established last spring. SDAO will be sending the evaluation sheets this week. The email will include instructions and allow for one week to submit. SDAO will compile the five Commissioner reviews into a single document. The evaluation composite will be returned to the Port at the next meeting in December. Isom will also submit a self-evaluation. The process is confidential. Commissioners should expect emails from Shanta Carter at the end of the week. Stevens comments that in the past, there was an uncertainty if the reviews had been received. Dunkel comments that each Commissioner will receive a confirmation email after the review is received. Stevens requests that each Commissioner receive a copy of their submission. Dunkel notes that the confirmation response email can include the original submission as well.

The Commission thanks Dunkel for his time.

9b. Port Infrastructure Development Program Announcement

Executive Director Isom discusses the Port Infrastructure Development Grant (PIDP) grant award. It is an understatement to comment that this is huge news for the Port. Isom received call from Congressman Bonamici last week informing him of the PIDP grant award. Isom thought the call would be regarding the Community Funding Request announcement. Initially, the Port requested \$2.5 million dollars for Pier 2. Bonamici gave Isom the news that the Port would receive the \$25 million PIDP grant award.

The importance of Pier 2 to the Port, City, the seafood processors, and the local community cannot be overstated. The Port has contracted with Bergerson Construction to be the Construction Manager/General Contractor (CM/GC) to help guide the project. The Port has received \$1.2 million dollars from Business Oregon for pre-construction costs. The elephant in the room was that even if the Port brought the project to be shovel-ready, funding was still needed. There was overwhelming bi-partisan support on every level for this grant application. On the federal level, support from Senators Wyden and Merkley, Congresswoman Bonamici; and at the state level, Senator Suzanne Weber, and Representative Cyrus Javadi. The Port also received support from County Commissioner Leanne Thompson and organizations such as the Pacific Northwest Waterways Association (PNWA) and Oregon Public Ports Association (OPPA), as well as the local business community. In the current political climate, having support from both sides of the aisle is unique. The Port has done a good job over the last few years to repair our image and move things in the right direction. Grant writer, Shane Jensen, deserves real kudos for his efforts. His skills and talent and the work that he does for the Port cannot be overstated. Isom continues that, "although we've been successful with a lot of the smaller grants, I think it's a real feather in Jensen's cap that we were successful with this PIDP grant."

Earlier this year, Isom and McGrath went to Washington DC and Salem, Oregon. It can be difficult

to see if the money and time are worth the effort. Having a Commission that is supportive of staff is important; legislators are careful of who they associate with. The process has just begun for the Pier 2 West rehabilitation.

Public Comment for items not on the agenda:

There was no public comment.

Executive Director Comments:

- McGrath gives an update on dredge season. The EMB dredge meeting was held yesterday. There are 2 dredging projects this year. The central waterfront permit will be finalized next week; the Port will be able to begin dredging Slip 1 in January. The in-water work window (INWW) is from November 1st to February 28th. This should be the most productive year in regard to cubic feet removed.
- Isom recently learned of the passing of Barbara Blue. Blue was a local CPA who previously worked as an advisor to the Port. She was more than willing to offer help or answer questions.
- Regarding dredging, Stevens inquires if spoils are testing ok. McGrath explains that the re-characterization was raised to -32ft, and we can deposit in water; anything below would need to be deposited out of water.
- Stevens notes that with the grant award achievement noted today, the Commission needs to pivot to help the directors in the oversight of grant funds.
- Spence inquires if the Port will need additional contracts for Pier 2 improvements. Isom answers that the Port has been notified of the grant acceptance and once the documents are ready, there will be multiple points where the Commission will need to approve contracts. The Port has approved the CM/GC contract and the engineering contract with PND Engineers.

Upcoming Meeting Dates:

- Workshop Session – November 21, 2023 at 4:00 PM
- Regular Session – December 5, 2023 at 4:00 PM

Adjourned:

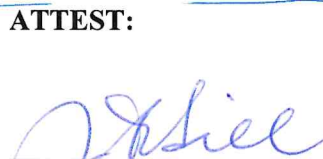
Chairman Stevens adjourned the meeting at 5:02 PM.

APPROVED:



Robert Stevens, Board Chairman
Board of Commissioners

ATTEST:



Tim Hill, Secretary
Board of Commissioners

Respectfully submitted by:
Stacy Bandy
Executive Assistant – Administrative Coordinator

January 09, 2024

Date Approved by Commission