



**MEETING MINUTES  
MAY 18, 2022**

**PORT OF ASTORIA  
BUDGET COMMITTEE MEETING  
PIER ONE BUILDING  
#10 PIER 1, SUITE 209  
ASTORIA, OR 97103**

**Call to Order:**

Budget Committee Chair Walt Postlewait called the Budget Committee Meeting to order at 1:02 pm.

**Roll Call:**

**Commissioners Present:** Frank Spence\*; Robert Stevens; Dirk Rohne\*; and Jim Campbell. Commissioners Frank Spence and Dirk Rohne attended via Zoom. Commissioner Scott McClaine was not present.

**Citizen Committee Members Present:** Walt Postlewait; John Lansing; Bill Young; Tad Pedersen; and Steve Kraske.

**Staff Present:** Executive Director Will Isom; Deputy Director Matt McGrath; and Accounting & Business Services Manager Melanie Howard.

**Also Attending:** Ethan Myers of *The Astorian*

**Continue Review of Proposed Budget for Fiscal Year 2022-2023:**

Budget Committee Chair, Walt Postlewait notes how impressed he was with the Committee's work at the last Budget Committee meeting and thanks Port staff for their work in putting together the budget package. Postlewait asks the committee if there are any items to discuss before the Committee continues the budget packet review. John Lansing refers to the Budget Committee's recommendation at the last meeting to include staffing recommendations in the Airport Master Plan scope of work and asks to reconsider the matter. Lansing questions if the Budget Committee or the Commission has the authority to recommend to the Executive Director to hire staff. Lansing conferred with George Dunkel of the Special Districts Association of Oregon (SDAO), Port Manager with Business Oregon Stephanie Prybyl, the Director of the Sunset Transportation District, and the former Oregon Senator (Betsy Johnson); all parties answered a firm no to the question. Lansing would like unanimous consent from the committee to change his vote on the matter. Postlewait clarifies that the motion was to include a staffing model for the airport in the feasibility study. Postlewait does not agree that there is an issue with the recommendation.

Postlewait moves on to the memo Finance, HR & Business Services Manager Melanie Howard included in the meeting packet. The memo lists updates from the original proposed budget that was presented at the May 4<sup>th</sup> meeting. The discussion included the following:

- Items 2 and 3 on the memo are proposed language edits to the narrative language. Postlewait references item 3b, and suggests to edit the last sentence to include updated page numbers for the East Mooring Basin Design & Repairs project. Howard notes that Commissioner Spence has also proposed a small language edit for item 2. The first sentence states, "The principal framework for this budget was informed by the Strategic Business Plan Update"; Spence requests to remove the language stating, "informed by".

- Postlewait introduces item 1. At the first Budget Committee meeting, the committee recommended adding \$10,000 to the Airport Capital Outlay for Land & Land Improvements “Vegetation Management” project. The committee has not discussed where \$10,000 would be reallocated from. Commissioner Campbell identifies the \$25,000 expenditure for a Gator Utility Vehicle; Steve Kraske recommends reducing the line item by \$10,000 to offset the increased expenditure for airport vegetation management.

*Steve Kraske moved to approve items 2, 3a, & 3b updates to the original proposed budget for FY 2022-2023. John Lansing seconded. The motion passed unanimously.*

*Steve Kraske moved to reduce the \$25,000 line item allocated for the Gator Utility Vehicle to \$15,000 and increase the Airport Vegetation Management line item from \$20,000 to \$30,000. John Lansing seconded. The motion passed unanimously.*

#### **Public Comment:**

There were no requests for public comment.

#### **Approval of Proposed Budget for Fiscal Year 2022-2023:**

*John Lansing moved to approve the proposed budget for fiscal year 2022-2023 and forward it to the Port Commission. The motion was seconded. The motion passed unanimously.*

#### **Approval of Tax Rate for Fiscal Year 2022-2023:**

Executive Director Isom advised that the Port is seeking the maximum allowable tax rate of \$.1256 per \$1,000 of assessed value for the upcoming fiscal year 2022-2023. This is the permanent rate that was included in the budget.

*John Lansing moved to approve the tax rate of \$0.1256 per \$1,000 of assessed value within the taxing district for fiscal year 2022-2023. The motion was seconded. The motion passed unanimously.*

#### **General Discussion**

- Executive Director Isom informs the committee that there may be a need to reappropriate the current FY budget due to increased sales and costs of materials.
- Isom goes on to say, Cruise ships will return this September. There were unique challenges this spring to restarting the cruise ship season after the pandemic hiatus. Isom will be meeting with Terminal Manager Susan Transue and Cruise Marketing Director Bruce Conner to discuss challenges for the fall season.
- Steve Kraske asks what the long-term goals are for the West side of Pier 1. Isom explains that the Pier 1 area is included in the footprint of the Astoria Waterfront Master Plan (AWMP). The area is for mixed-use and industrial use. There have been multiple opportunities for Pier 1; Isom is working with staff to see which opportunities fit in with the AWMP. Isom notes that dredging in Pier 1 is problematic as the Port does not have a permit to discharge dredge materials (materials must be discharged upriver).

#### **Adjourned**

Budget Committee Chairman Postlewait thanked the citizen committee for their time and Port staff for their time and efforts. Postlewait adjourned the meeting at 1:37 PM.

**APPROVED:**

**ATTEST:**



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Dirk Rohne, Board Chairman  
Board of Commissioners



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Frank Spence, Secretary  
Board of Commissioners

Respectfully submitted by:  
Stacy Bandy  
Executive Assistant / Administrative Coordinator

August 2, 2022  
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Date Approved by Commission