



**MEETING MINUTES  
FEBRUARY 14, 2024**

**PORT OF ASTORIA**  
FINANCE ADVISORY COMMITTEE MEETING  
PIER ONE BUILDING  
#10 PIER 1, SUITE 209  
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; Walt Postlewait; Commissioner James Campbell; and Finance and HR Director Melanie Howard.

**Commissioners Present:** Robert Stevens; Frank Spence; and Tim Hill.

**Staff Present:** Executive Director Will Isom.

Committee Chair John Lansing thanks Port staff and Finance Committee members for their attendance. Lansing refers to the original memorandum, written by Walt Postlewait, establishing the Finance Committee and addresses the improvements made by staff and the Commission in terms of culture and formalized strategic plans. The tenor has changed dramatically since 2019, and the community has acknowledged this.

**Discuss the Finance Committee's Role and Opportunities to Assist Staff**

Discussion highlights include:

- Committee member Walt Postlewait comments that the current environment at the Port is completely different than when the ad hoc committee was formed. Leadership and staff have done a phenomenal job in changing course. The best role for the Finance Committee moving forward is to be a tool of the commission for creative brainstorming.
- The Committee discusses its role in supporting the Commission, including lobbying efforts and brainstorming for the best use of funds.
- There is a focus on repairing the Port's image and the need to build relationships with representatives and stakeholders.
- The Port is exploring non-governmental funding sources and collaborating with other ports and organizations.
- The Port's cash flows have improved with the return of cruise ships, but there is still concern about funding for projects.
- The committee's role is described as providing financial expertise to assist Commissioners in decision-making.
- Commissioner Campbell notes that the two-year joint permit application process for the Pier 2 West project is a stumbling block for the project. Lansing responds that constant outreach to Congressional leaders will be needed and recommends contacting Congresswoman Bonamici. Committee member Oser notes that there should be specific asks when contacting congressional leaders instead of general criticisms.
- Committee member Cliff Fick notes that the committee should consider the broader impacts of the Pier 2 West project and bring more stakeholders into this process going forward. The project

may impact other areas where representatives would have a vested interest in supporting and expediting the process.

- The outreach discussions for the Pier 2 West rehabilitation project need to tell the story on behalf of the seafood processing industry. Lansing recommends that the Port consider having personnel consolidate information about what and how our facilities impact the industry coastwide.

### **Staff Updates on Port Real Estate**

Executive Director Isom introduces the topic and gives an overview on current real estate activities.

Discussion highlights include:

- The Port is evaluating options for selling or leasing Port-owned properties. Popkin Real Estate is working to streamline development plans and address any necessary repairs or mitigation efforts on specific properties as well as investigating integrating the Riverwalk Inn replacement hotel with development around the marina.
- There are ongoing discussions with Param regarding the repair needs of the current hotel property lease while clarifying maintenance responsibilities outlined in the lease agreement.
- Port staff have been in contact with current tenants to see about future expansion needs.
- The Airport Industrial Park consists of developable property and wetlands; roughly 12-13 acres are currently available for development.

### **General Discussion**

- The Finance Committee vacancy was published, but no applications were received. Lansing has a candidate in mind for the vacancy.
- Current Airport Industrial Park tenants and Central Waterfront District tenants are being consulted regarding their expansion needs.
- The Port is working on a grant application for the 2024 Connect Oregon grant pool, which has \$46 million available this grant cycle. The priority request is for Pier 2 West Rehabilitation matching funds; the Port also plans on submitting a second application for infrastructure improvements at the boatyard. Grant writer Shane Jensen is currently requesting letters of support from various stakeholders for the grant applications.
- Executive Director Isom and Deputy Director McGrath will attend the Pacific Northwest Waterways Association's (PNWA) annual Mission to D.C. outreach trip in March.
- Isom and McGrath recently met with the Director of the Department of Environmental Quality (DEQ), Leah Feldon, as well as Nate Stice from the Governor's Regional Solutions team. Isom thanks McGrath for his robust presentation regarding the Rehabilitation of Pier 2 and the Area of Concern 4 projects. There is hope that the project can be a collaborative effort with DEQ.
- Multiple meetings have been held with Port leadership and the Regional Solutions group to discuss the Pier 2 rehabilitation project.
- Discussed the prospect of non-governmental funding for Pier 2 West Rehabilitation.
- There are 17 ships scheduled for the 2024 cruise ship season and 21-23 for the 2025 season.

### **Confirm an upcoming meeting date**

Chairman Lansing suggests that the committee reconvene in July after the budget process is complete.

### **Adjourn**

Chairman Lansing thanks the Finance Committee members and Commissioners for their comments and participation; it was an enlightening and productive meeting. Lansing adjourned the meeting at 1:38 PM.



**APPROVED:**

A handwritten signature in black ink, appearing to read "Robert Stevens", written over a horizontal line.

Robert Stevens, Board Chairman  
Board of Commissioners

**ATTEST:**

A handwritten signature in black ink, appearing to read "Tim Hill", written over a horizontal line.

Tim Hill, Secretary  
Board of Commissioners

Respectfully submitted by:  
Stacy Bandy  
Executive Assistant/Administrative Coordinator

April 2, 2024  
Date Approved by Commission