

**Port of Hood River Commission**  
**Meeting Minutes of February 18, 2025 Regular Session**  
**Via Remote Video Conference & Marina Center Boardroom**  
**5:00 p.m.**

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**REGULAR SESSION**

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**PRESENT: Commissioners:** Kristi Chapman, Heather Gehring, Mike Fox, Ben Sheppard, and Tor Bieker. **Staff:** Kevin Greenwood, Debbie Smith-Wagar, Daryl Stafford, Ryan Klapprich, and Patty Rosas **Guests:** Jeff Renard, Aviation Management Services; Tom Bacci, Kidder Mathews; Bonifacio Romero, Hood River Resident; Deborah Phillips, Parkdale Resident; Susan Froehlich, Mosier Resident; Brian Carlstrom, Hood River Resident; Steve Fisher, Mosier Resident; Karen Ford, Hood River Resident; Joan Graham, Washington Resident; Mark Heumann, Mosier Resident; Linda Maddox, Hood River Resident; Jacob Anderson, HRWSBA; Grant Polson, HRWSBA; Gretchen Goss, Gretchen Goss Creative.

**ABSENT:** None

**1. CALL TO ORDER:** President Kristi Chapman called the meeting to order at 5:01 p.m.

**a. Modifications, Additions to Agenda:**

1. Add additional written comment from Brian Robb – Marina Hotel Proposal
2. Add Discussion Item to 4(c) – Clarification of Columbia Area Transit (CAT) and Mt. Hood Meadows Shuttle Contract.
3. A change to the agenda was made during the meeting, with item 4(a) moved to follow item 4(b). The Commission agreed to modify the agenda accordingly.

**b. Public Comment:**

1. **Deborah Phillips, Parkdale Resident**, spoke in support of Measure 14-3, a local ordinance requiring Port Marina Park to be used for public recreational purposes. She shared her background as a practicing attorney and emphasized that Measure 14-3 is a binding ordinance that the Port must enforce, prohibiting the use of Marina Park for a boutique hotel.
2. **Susan Froehlich, Mosier Resident**, expressed concerns about the potential boutique hotel development, emphasizing the importance of preserving Marina Green as a community space. She urged the Port to proceed cautiously and consider a unified plan that maintains the area's connection to the waterfront and green spaces.
3. **Brian Carlstrom, Hood River Resident**, urged the Port to respect a 1995 voter-approved ordinance restricting development north of the freeway. He questioned whether Board members were aware of the ordinance and expressed concern over potential waterfront hotel development, suggesting alternative locations for hotels.
4. **Joan Graham, Washington Resident**, expressed concerns about the tollbooth closure, especially for tourists, and asked about costs for vehicles without BreezeBy accounts and how they would be contacted. She also questioned the clarity of signage and suggested finding ways to reduce costs in the budget.
5. **Susan Froehlich, speaking on behalf of Hood River resident Brian Robb**, read a written public comment from Robb expressing concerns about the potential hotel development at Port Marina Park. Robb referenced Measure 14-3, a 1995 ordinance that prohibits commercial development in the park, and emphasized that the proposed hotel would violate the ordinance. He urged the Port to respect the community's wishes and uphold the park's designation for public recreational use.
6. **Linda Maddox, Hood River Resident**, opposed hotel development at Port Marina Park, stressing that the area is public land protected by Measure 14-3. She urged the Port Commissioners to respect the community's wishes and keep the waterfront for recreational use, suggesting that hotels could be developed elsewhere in town.

**2. CONSENT AGENDA:**

- a. Approve Minutes from January 21, 2025 Regular Session
- b. Approve Resolution No. 2024-25-18, Updating Tolling Policy, and Approve Resolution No. 2024-25-19, Updating BreezeBy Terms & Conditions
- c. Approve Resolution No. 2024-25-20 Appointing Bonifacio Romero to the Budget Committee
- d. Approve Contract with Boly:Welch for Temporary Administrative Support
- e. Approve Resolution No. 2024-25-21 to Dissolve Waterfront and Marina Committees
- f. Authorize Negotiations with BMS for Invoice Printing and Mailing Services
- g. Authorize Letter of Support for USACE Habitat Restoration Funding
- h. Approve Purchase & Installation from Bob’s Glass for Windows in Big 7 Building
- i. Approve Accounts Payable to Beery, Elsner & Hamond, LLP

**Motion:** Move to approve Consent Agenda.

**Move:** Bieker

**Second:** Fox

**Discussion:** The Commission discussed funding for habitat restoration and the purchase of windows for the Big 7 building. Concerns were raised about receiving only one bid for the window project. Ryan Klapprich, Facilities Manager, explained that the specific materials required for the project could have contributed to the limited responses.

**Vote:** **Ayes:** Chapman, Gehring, Sheppard, Fox, and Bieker

**MOTION CARRIED**

**3. INFORMATIONAL REPORTS:**

- a. **Monthly Financial Report** – The Commission requested a breakdown of operational costs in the financial report, and staff agreed to provide it.
- b. **Draft Review of Commission Bylaws** – The Commission reviewed Section 15(c) of the proposed bylaws, suggesting that officer election terms should allow for greater flexibility at the Board's discretion. Kevin Greenwood, Executive Director, asked the Commission to review the bylaws and submit any concerns for further discussion at the next meeting.

**4. PRESENTATIONS & DISCUSSION ITEMS:**

- a. **Marina Upland Development Approach** – Greenwood discussed potential development at the Marina site and proposed a background presentation as a first step to gather public input. The Commission emphasized the importance of reviewing historical ordinances, financial sustainability, and community impact before moving forward. They highlighted the need for a structured evaluation process, including public engagement and a comprehensive background review. Commissioners also expressed concerns about the financial viability of existing properties and the urgency of identifying new revenue sources as bridge toll revenue phases out. Staff was directed to discontinue the process outlined in the meeting packet (Page 125), develop a background presentation covering the entire waterfront to facilitate public input, and bring it back to the Commission for further discussion.
- b. **Airport Operational Assessment** – Jeff Renard from Aviation Management Services (AMS) provided a brief overview of the airport's opportunities and challenges. The discussion centered on potential development opportunities, including private investment in hangars, land lease issues, and funding options for infrastructure projects. While private builders have shown interest, FAA regulations limit lease terms to 40 years. Staff is exploring strategies to attract investment while ensuring mutual benefits for both the airport and developers. Immediate priorities include addressing insulation issues in existing hangars and finalizing plans for new T-hangars. Staff is also evaluating funding options, including grants, with an emphasis on sustainable revenue and long-

term planning. The Commission reached consensus for staff to collaborate with AMS on moving forward with the development of a 13-unit hangar. Renard asked the Commission for feedback on future airport plans, based on the report provided. Commissioner Fox suggested exploring the use of the Port's administrative building as a potential catalyst for a more upscale FBO and restaurant. Commissioner Tor Bieker proposed cost-cutting measures, such as reducing groundskeeping maintenance.

- c. **Clarification of Columbia Area Transit (CAT) and Mt. Hood Meadows Shuttle Contract** – Commissioner Bieker voiced concerns that delaying the shuttle agreement discussions with CAT and Meadows could result in the issue being overlooked entirely. CAT is open to renegotiating for the next winter season, but the details must be finalized before their spring budget. Staff was tasked with coordinating a meeting between CAT, Meadows, and Port staff to finalize the agreement, ensuring a balance between costs and benefits.

**5. EXECUTIVE DIRECTOR REPORT:** No discussion.

**6. COMMISSIONER, COMMITTEE REPORTS:**

- a. Commissioner Bieker noted that he and Commissioner Heather Gehring attended the SDAO conference.

**7. ACTION ITEMS:**

- a. **Hood River White Salmon Bridge Authority Request for Financial Assistance** – Greenwood noted that the Bridge Authority is facing funding challenges due to slow federal grant processes and the need for loans with non-reimbursable interest costs. To address this, they are proposing to extend their \$500,000 line of credit to \$1 million, drawn from the Bridge Operations Reserve. This extension would cover non-reimbursable expenses like lobbying and travel, with the funds replenished once grant revenue is received. In addition, the HRWSBA requested use of the reserve funds that have been compiling since Sep. 2023 as a line of credit to be replenished by grant reimbursements. Commissioner Fox withdrew himself from participating in this discussion as he is Co-Chair of the Bridge Authority. The bridge’s maintenance needs are manageable in the short term, but concerns about emergency repairs were raised. It was clarified that withdrawals from reserve funds would not jeopardize TIFIA and that toll revenue, starting in 2026, will help fund future maintenance.

**Motion:** Move to direct staff to prepare appropriate documents for Commission approval allowing the TIFIA reserve fund to be used for cash flow purposes and to extend an additional \$500,000 line of credit to the Hood River White Salmon Bridge Authority.

**Move:** Bieker

**Second:** Gehring

**Discussion:** None

**Vote:** **Ayes:** Chapman, Gehring, Sheppard, Fox, and Bieker

**MOTION CARRIED**

**8. COMMISSION CALL:**

- a. Commissioner Ben Sheppard thanked the facilities department for their hard work during the snowstorm.

**9. UPCOMING MEETINGS:** No Discussion

**10. CONFIRMATION OF DIRECTIVES:**

- a. Staff to provide a breakdown of operational costs in the financial report.
- b. Staff to develop a background presentation covering the entire waterfront to facilitate public input, and bring it back to the Commission for further discussion.
- c. Staff to coordinate a meeting between CAT, Meadows, and Port staff to finalize the agreement, ensuring a balance between costs and benefits.

**11. ADJOURN:** The meeting was adjourned at 6:35 p.m.

**ATTEST:**

Signed by:  
  
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Kristi Chapman, President

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Michael Fox, Secretary