

**Port of Hood River**  
**MARINA AD-HOC COMMITTEE MEETING MINUTES**

**Tuesday, March 17, 2015 – 8:00 a.m.**  
**Marina Center Boardroom**

Present: Committee Members: Josh Sceva, Steve Tessmer, Lance Staughton, Tammy Lakey. From staff, Michael McElwee and Laurie Borton. Guest, Jaime Mack.

Absent: Commissioners Brian Shortt and Jon Davies

The meeting was called to order at 8:00 a.m. by Michael McElwee.

**1. Additions to Agenda:**

None.

**2. Approve Minutes of November 18, 2014 Meeting:**

Approved.

**3. Marina Manager Update:**

- Boathouse Connections-- One connection remains to be completed. The Port has received chains from Even Construction and will complete the connection.
- GFCI/Panel Update-- A bad panel was replaced under warranty. Maintenance staff has been trained to monitor levels, which, with the exception of the boathouses, are currently below national standards.
- South Basin Dock Lottery-- Not as many applications have been received for this year's lottery (Session 1 is May, June, July; and Session 2 is August, September, October) so all applicants will receive seasonal moorage offers. There was discussion that splitting the lottery into two sessions didn't hit the preferred summer target of June-August.
- Betterment List, Sublease Procedures-- Betterment moves and Wait List offers have been made and there are a few slips remain to be filled. The committee said they would be interested in knowing the classification of terminations (power vs. sail); this information will be provided at the next meeting.

One Wait List offer has been made to the Hood River Yacht Club. An end dock has been requested for a storage dock (shells, dinghies, etc.); however, nothing is available. It was identified in the meeting that perhaps the narrow slip adjacent to the current dinghy dock at the end of the main walkway would work. The Port will contact the HRYC to request that they submit a proposal.

There was no discussion regarding sublease procedures; however, Marina Moorage Rules & Regulations are being revised for Commission approval in April. A draft will be provided to the Committee for review and comment.

**4. Committee Dock Walk Reports:**

Committee members reported dock walks had been done. One installation of a cleat by maintenance staff was done with a lag bolt instead of a through both so the cleat didn't hold. This information will be passed along to Port maintenance staff. An abandoned jet ski, found underwater at the Event Site dock, has been removed and impounded by the Hood River County Sheriff's Office.

**5. Marine Deputy Funding Actions:**

Funding assistance discussions have taken place on staff and Commission levels. A proposal to increase day and season use fees at the Event Site could generate approximately \$10,000, of which half would assist the HRSO Marine Deputy

budget and half going back to teaching concessionaires that perform rescue services. In addition to a commitment by the Marine Deputy to provide an increased presence on the water, the Hood River County Sheriff's Office would also repaint and brand (logo) their boathouse structure in the Marina.

**6. Marina Master Plan:**

The Port has contracted with Halgren & Associates to update the Marina Master Plan. Larry Halgren's background, the project scope and list of telephone interview questions were provided to the Committee. The next step after phone interviews are conducted will be to schedule a work session with Ad-hoc committee members who will also be asked for their input on the interview questions. There was a recommendation to add Steve Tessmer and Andy Mack to the telephone interview list and their contact information will be provided to Halgren. A tentative date of Thursday, April 16 for the work session will be provided to Halgren for confirmation.

McElwee commented that staff has begun preparation of the FY15-16 budget and the committee was requested to let us know if there were items that should be considered, although monies won't be available for a couple of years. McElwee noted a future project would be an application to the Oregon State Marine Board for transient boat dock engineering and permit funding assistance.

**7. Next Meeting:**

**Thursday, April 16 – work session with Halgren & Associates**

Meeting adjourned at 9:13 a.m.

*Respectfully Submitted: Laurie Borton*

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**Staff Action:**

- a) Confirm when water will be turned back on: April 15<sup>th</sup>
- b) Boathouse dock leveling – send notice to BH tenants once date identified (Even Construction will submit proposal once all connections have been made)
- c) Electrical hazard warning – a 4-line stencil will be painted on all docks (moorage, south basin, transient moorage, commercial) with the wording CAUTION – NO SWIMMING – ELECTRICAL SHOCK - DANGER
- d) Provide report at next meeting on moorage termination types of boats
- e) Maritime Dock – ask Marc Even for his opinion on how to level dock so it doesn't roll when craned
- f) HRYC Wait List slip offer: Inquire if slip 259 would work for shell/dinghy storage use
- g) Send draft Marina Moorage Rules & Regulations in track change form to committee for review and comment (will be sent under separate email)
- h) Confirm when recycling cans will be brought back in: April 15<sup>th</sup>. Can additional pick-ups be scheduled to accommodate Wednesday night sailing?