



PORT OF HOOD RIVER COMMISSION

REVISED AGENDA

Tuesday, July 16, 2024

Port Conference Room

1000 E. Port Marina Drive, Hood River

1. **Call to Order** – 5:00 PM
 - a. Modifications, Additions to Agenda
 - b. Public Comment (5 minutes per person per subject; 30-minute limit)
 1. HRWSBA Aesthetics Committee – Assembling a Contingency Committee (*Written, Pg. 3*)
2. **Consent Agenda**
 - a. Approve Minutes from the June 11, 2024, Regular Session, and June 30, 2024, Special Meeting (*P. Rosas, Pg. 5*)
 - b. **Affirm Commission Officers** and Committee Assignments for FY 2024-25 (*K. Greenwood, Pg. 13*)
 - c. Approve 2023 Annual Report of the Board of Commissioners (*K. Greenwood, Pg. 17*)
 - d. Approve Reappointments of Auditor, Legal Counsel, Insurance, and Record of Change for Health Plan Services (*D. Smith-Wagar, Pg. 23*)
 - e. Ratify Contract with Kiewit Infrastructure West Co. for Emergency Repairs to the Hood River Bridge (*K. Greenwood, Pg. 29*)
 - f. Approve Accounts Payable to Beery, Elsner & Hammond, LLP (*D. Smith-Wagar, Pg. 31*)
3. **Informational Reports**
 - a. Bridge Replacement Project Update (*Michael Shannon, Pg. 35*)
4. **Presentations & Discussion Items**
 - a. Bridge Incident Report (*K. Greenwood, Pg. 37*)
5. **Executive Director Report** (*K. Greenwood, Pg. 217*)
6. **Commissioner, Committee Reports**
7. **Action Items**
 - a. **Oregon Special Registration Plates Discussion** (*Chapman & Gehring*)
8. **Commission Call/Upcoming Meetings**
 - a. Regular Session – August 20, 2024
 - b. Regular Session – September 17, 2024
 - c. Regular Session – October 15, 2024
9. **Confirmation of Commission Directives to Staff**
10. **Executive Session** – None

11. Adjourn

If you have a disability that requires any special materials, services, or assistance, please contact us at 541,386,1645 so we may arrange for appropriate accommodations.

*The chair reserves the opportunity to change the order of the items if unforeseen circumstances arise. The Commission welcomes public comment on issues not on the agenda during the public comment period. With the exception of factual questions, the Commission does not immediately discuss issues raised during public comment. The Commission will either refer concerns raised during public comment to the Executive Director for a response or will request that the issue be placed on a future meeting agenda. People distributing copies of materials as part of their testimony should bring **10 copies**. Written comment on issues of concern may be submitted to the Port Office at any time.*

Commission Memo

Prepared by: Kevin Greenwood
Date: July 16, 2024
Re: Election of Officers and Commissioner
Committee Assignments for FY 2024-25



Port Governance Policy requires the election of officers at the first meeting in July, or at a subsequent meeting at the discretion of the Commission.

Officers elected for FY 2023-24 were:

President – Kristi Chapman (first term)
Vice President – Heather Gehring
Secretary – Mike Fox
Treasurer – Tor Bieker

Traditionally, offices are held for a two-year term, but this requires affirmation by the board at the start of the second term. Staff recommends the Commission affirm officers and committee assignments during the July 16 meeting.

Each Port Commissioner has the opportunity to serve as the Commission’s representative on various internal and external committees and organizations. During the meeting on June 11, 2024, the Commission reviewed and provided feedback on the Committee Assignments document. Based on this feedback, the document has been updated and is attached for your review.

RECOMMENDATION: MOTION to affirm commission officer and committee assignments for fiscal year 2024-2025.

This page intentionally left blank.

Commission Memo

Prepared by: Kevin Greenwood
Date: July 16, 2024
Re: Oregon Special Registration Plates



Commissioners Kristi Chapman and Heather Gehring conducted research on Oregon Special Registration Plates designed for the water sports community to support operational and maintenance efforts at the Waterfront. Please find attached the application guide for your review.

I have talked to Minda Stiles, Administrative Manager and Communications Coordinator with the Marine Mammal Institute (MMI) in Newport. They successfully marketed a license plate program (e.g. Gray Whale) to help fund their mission. It took the MMI months to sell the 3,000 vouchers. Stiles also noted that there is significant ongoing marketing expense (both time and money) as the program requires MMI to sell 2,000 new plates each year.

The initial expense is \$5,000 plus \$120,000 for the 3,000 vouchers of which the non-profit would earn back through the voucher sales. More research is needed to fully understand the impact to Port finances and staff.

RECOMMENDATION: For discussion that may lead to an action item.