

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

REGULAR SESSION

PRESENT: Commissioners: Kristi Chapman, Ben Sheppard, and Mike Fox, Tor Bieker. **Staff:** Kevin Greenwood, Debbie Smith-Wagar, Daryl Stafford, Ryan Klapprich, and Patty Rosas. **Legal Counsel:** Ashleigh Dougill, Beery Elsner & Hammond LLP. **Guests:** Jeff Renard, Aviation Management Services; Tom Bacci, Kidder Mathews; Bonifacio Romero, Hood River Resident; Lisa Commander, The History Museum of Hood River County; Kathryn Thomas, Hood River Resident.

ABSENT: Commissioner Heather Gehring

1. CALL TO ORDER: President Kristi Chapman called the meeting to order at 5:00 p.m.

a. **Modifications, Additions to Agenda:** Executive Director Kevin Greenwood noted that Eric Hoffman from SUM Design was unable to attend the meeting, so Greenwood will deliver Hoffman's presentation on his behalf.

b. **Public Comment:**

1. **Linda Maddox, Hood River Resident**, identified errors in the Marina Basin Update. She expressed concerns about the feasibility of financial self-sufficiency for non-bridge areas and consultant contract costs, suggested clarifying language on recreational use exceptions, and recommended increasing the Port's share of local property taxes.

2. **Brian Robb, Hood River Resident**, opposed reinterpreting the 1995 ordinance prohibiting additional commercial development at Port Marina Park, emphasizing it reflects voter intent and that parks should not be expected to be financially self-sustaining.

2. CONSENT AGENDA:

- a. Approve Minutes from February 18, 2025 Regular Session and March 10, 2025 Special Meeting
- b. Approve Amendment to Hood River White Salmon Bridge Authority (HRWSBA) Intergovernmental Agreement (IGA)
- c. Approve Amendment to HRWSBA Loan
- d. Approve Resolution No. 2024-25-22 Adopting the Safety & Health Policy Handbook
- e. Approve Dockage Agreement with American Cruise Lines
- f. Approve Use Agreement with Warm Springs for Temperature Probes at Nicholas Basin
- g. Approve Contract with Bulldog Welding for Bridge Deck Welding
- h. Approve Accounts Payable to Beery, Elsner & Hamond, LLP

Motion: Move to approve Consent Agenda.

Move: Fox

Second: Bieker

Discussion: None

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

Absent: Gehring

MOTION CARRIED

3. INFORMATIONAL REPORTS:

a. **Monthly Financial Report** – Commissioner Mike Fox expressed appreciation for the financial reporting improvements, noting that while the budget projected a \$3.5 million draw on reserves, \$1.6 million has already been used halfway through the year. He raised concerns about underperformance in capital improvement spending and revenue shortfalls in certain buildings,

emphasizing the need for departmental ownership and mid-year forecasting to guide strategic decisions.

- b. **Tollbooth Closure Update** – No discussion.
- c. **2024 Waterfront Report** – Commissioners acknowledged staff for the Waterfront Report and the Safety & Health Policy Handbook.

4. PRESENTATIONS & DISCUSSION ITEMS:

- a. **Administration Relocation Criteria** – Executive Director Kevin Greenwood gave a brief update on the relocation criteria. Commissioners expressed support for the project direction and affirmed staff should proceed. Staff will test the criteria on sites like the Marina East building, the airport, and a new construction option. Results will be shared at the Spring Planning Session, with the report expected in May.
- b. **Marina Upland Discussion** – Greenwood provided an overview of the Port’s commercial properties, clarifying that only the Port Office, Marina West (DMV building), and Marina East (old Chamber building) are commercial, while all others are industrial. Marina Green is open yard space, and Marina Park includes various Port-owned amenities.

Discussion then addressed toll subsidies, noting that Resolution 2022-23-13 requires non-bridge operations to be toll-free by June 30, 2026. While Marina buildings and Waterfront recreation areas operate at a deficit, paid parking helps offset costs. Parks aren’t expected to generate revenue, but additional strategies are being explored.

Zoning and development constraints were reviewed, including Land and Water Conservation Fund (LWCF) restrictions on Marina Green and mitigation requirements for the new bridge landing. Greenwood also summarized the 1995 Port Ordinance, which prohibits new commercial development in Port Marina Park. Legal counsel outlined its complex adoption history, and staff emphasized that amending the ordinance may be necessary to accommodate bridge construction.

Commissioners agreed the ordinance should be amended rather than repealed to balance public space preservation with necessary updates for bridge construction and Port development. Staff was directed to refine the language for clarity on recreational land use and development restrictions.

- c. **Draft Review of Commission Bylaws** – Greenwood began with a review of the draft Bylaws. The first decision was to remove Commissioner compensation.

Motion: Move to eliminate Commissioner compensation immediately.
Move: Sheppard
Second: Bieker
Discussion: None
Vote: **Ayes:** Chapman, Sheppard, Fox, and Bieker
Absent: Gehring
MOTION CARRIED

The Commission discussed officer elections and agreed to retain one-year terms. Greenwood also noted a revision related to written notes submitted to the record. Additionally, proposed language regarding a safe work environment was presented, and training requirements from House Bill 2805

were incorporated into the Bylaws. There were no objections from the Commission to any of the recommended changes.

The Commission discussed communication procedures between the Commission and staff. It was agreed to retain the suggested language in the draft Bylaws, establishing a single point of contact, with exceptions granted on a case-by-case basis. The general language will be incorporated into the Bylaws, with the common practice of the Commission meeting annually to grant exceptions by resolution.

The censure process was also discussed. It was agreed to include a censure procedure in the Bylaws, serving as a formal record of disapproval but not a removal from office. The goal was accountability rather than punishment.

5. EXECUTIVE DIRECTOR REPORT: Greenwood reported that the Senate passed recreational immunity legislation, which aims to make it easier for public and private property owners to allow recreational use on their lands. The bill now heads to the House. Additionally, it was noted that Cardinal Glass will host a Star Status celebration for safety achievements. The Port was encouraged to consider pursuing Star Status, which would signify a high level of safety culture.

6. COMMISSIONER, COMMITTEE REPORTS:

- a. Commissioner Ben Sheppard reminded Commissioners to file their SEI reports within the next couple of weeks.
- b. Commissioner Tor Bieker addressed a letter from constituent Keir Bryerton, who expressed concern about jet fuel services at the airfield, and clarified that there are no current plans for jet services or extended runway operations. To address misinformation, the possibility of creating short videos to share accurate information with the public was suggested. Staff will coordinate with the Commission to create these videos.

7. COMMISSION CALL: None

8. UPCOMING MEETINGS: No Discussion

9. CONFIRMATION OF DIRECTIVES:

- a. Staff was directed to refine the language of the Marina ordinance for clarity on recreational land use and development restrictions.
- b. Staff to coordinate with the Commission to create short informational videos.

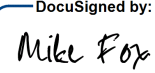
10. ADJOURN: The meeting was adjourned at 6:27 p.m.

ATTEST:

Signed by:

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Kristi Chapman, President

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Michael Fox, Secretary