



**PORT OF HOOD RIVER COMMISSION**  
**MEETING AGENDA**  
**January 9, 2018**  
**Marina Center Boardroom**

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**5:00 P.M.**  
**Regular Session**

1. Call to Order
    - a. Modifications, Additions to Agenda
  2. Public Comment (5 minutes per person per subject; 30-minute limit)
  3. Consent Agenda
    - a. Approve Minutes of December 19, 2017 Regular Session (*Jana Scoggins – Page 3*)
    - b. Approve Lease Amendment 2 with Big Y Fly in the Big 7 Building (*Anne Medenbach – Page 9*)
    - c. Approve Lease Amendment 1 with CRY Consulting in the Wasco Building (*Anne Medenbach – Page 13*)
    - d. Approve Bridge Insurance Policy Renewal (*Fred Kowell – Page 17*)
  4. Reports, Presentations and Discussion Items
    - a. Gorge Regional Transit Service Hub - Kathy Fitzpatrick, Regional Mobility Manager, MCEDD and Patty Fink, Executive Director, CAT (*Michael McElwee – Page 57*)
    - b. Bridge Replacement Progress Update - (*Kevin Greenwood – Page 59*)
  5. Director's Report (*Michael McElwee – Page 61*)
  6. Commissioner, Committee Reports
    - a. Airport Advisory Committee, December 21 (Everitt)
  7. Action Items
    - a. Approve 2018 Waterfront Events Rules & Regulations, New Fee Schedule (*Steve Carlson – Page 67*)
    - b. Approve Master Interlocal Services Agreement with Southwest Washington Regional Transportation Council for Transportation Planning Services Associated with Replacement of the Hood River Interstate Bridge (*Kevin Greenwood – Page 73*)
    - c. Authorize Work Order with Southwest Washington Regional Transportation Council to Coordinate FEIS Engineer Selection Process Not to Exceed \$10,000 (*Kevin Greenwood – Page 73*)
    - d. Approve Contract with OTAK for Bridge Replacement Advisory Services Not to Exceed \$20,000 (*Kevin Greenwood – Page 85*)
    - e. Approve Amendment No. 3 to Contract with Steve Siegel for Consulting Services Related to Bridge Replacement (*Michael McElwee – Page 103*)
  8. Commission Call
- 
9. Executive Session under ORS 192.660(2)(e) Real Estate Negotiations and ORS 192.660(2)(f) Attorney/Client Consultation
  10. Possible Action
  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.*

*Port of Hood River Commission  
Meeting Minutes of December 19, 2017 Regular Session  
Marina Center Boardroom  
5:00 p.m.*

**THESE MINUTES ARE NOT OFFICIAL until approved by the Port Commission at the next regular meeting.**

**5:00 P.M.  
Regular Session**

**Present:** Commissioners Hoby Streich, John Everitt, Ben Sheppard, Brian Shortt, David Meriwether; Legal Counsel Jerry Jaques; from staff, Michael McElwee, Fred Kowell, Genevieve Scholl, Anne Medenbach, Jana Scoggins

**Absent:** None

**Media:** None

**1. CALL TO ORDER:** President Streich called the meeting to order at 5:03 p.m.

**a. Modifications, Additions to Agenda.** All three original action items were modified, and an updated packet materials were provided at the meeting. The Bridge Replacement Project Management Position has been added as an action item (b). The Airport Advisory Committee Report had been discussed at the previous meeting and thus that item was removed from the agenda.

**2. PUBLIC COMMENT:** The Port Commission received three public testimonies following the Ken Jernstedt Airfield Fly-Friendly Program presentation. Mr. Charles Cox from Hood River commented that, as a pilot, he prefers using the runway (25) which allows landing uphill and slowing down enough to make safe turns toward the FBO or the north ramp; however, he commented that landing on runway (7), the plane must touch the ground quicker if landing downhill to make those turns safely. According to Mr. Cox, this practice would bring more noise over Tucker Road which was an issue in the past. Mr. Cox stated that the reason why the airport received so many noise complaints is due to the increased operations of TacAero, and therefore the Fly Friendly Program should affect the use of TacAero’s airplanes and not the other pilots.

Matt Swihart, Hood River, stated that the Fly-Friendly program is an admirable approach to mitigate some of the sound complaints residents have had; however, Mr. Swihart is concerned that some of the language in the Fly-Friendly program was encouraging unsafe flying practices. Most of the pilots would agree that using runway (25) to land to the west is the safest procedure. Taking of downwind on the preferred runway (7) would increase the possibility of a midair incident if another pilot is landing on runway (25). Both Mr. Cox and Mr. Swihart agreed that it is necessary to attend the Airport Advisory Committee meeting to help create better language about the safe flying practices in the Fly-Friendly Program.

Ms. Lynn Gwenthler of Hood River commented that increased airplane noise is an issue up the valley as well as close-in neighborhoods.

**3. CONSENT AGENDA:**

- a. Approve Minutes of December 5, 2017 Regular Session.
- b. Approve Sanitary Sewer Easement for City of Hood River.
- c. Approve Accounts Payable to Jaques Sharp in the Amount of \$7,706.

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

**Move:** Meriwether

**Second:** Everitt

**Discussion:** None

**Vote:** **Aye:** Unanimous

**MOTION CARRIED**

#### 4. REPORTS, PRESENTATIONS, AND DISCUSSION ITEMS:

**a. Bridge Replacement Administrative Rules – Steve Siegel, Siegel Consulting:** Michael McElwee, Executive Director, introduced Steve Siegel who joined the meeting remotely. Siegel has been working on the bridge replacement administrative rules in accordance with the HB 2750 legislation passed in July of 2017. These rules have to be substantially similar to ODOT Administrative Rules and will allow the Port to consider a Public/Private Partnership to construct a future replacement for the Hood River/White Salmon Toll Bridge. Siegel provided an overview of the alternative procurement procedures contained in the draft and presented diagrams which offer different pathways to accept, evaluate, and negotiate unsolicited and solicited proposals, as well as establish submittal requirements, and set evaluation criteria. These procedures will be explained in detail in the draft rules which are expected to be ready for Commission consideration in January.

**b. Web Portal Live Demo:** Fred Kowell, Chief Financial Officer, presented a live demonstration of the new online customer account management portal which had a soft launch Friday, December 15. This portal allows a customer to sign up for a new account, pay for tolls electronically, order new transponders, remove and add vehicles, and other features. The office staff then fulfills the orders and send new packets with transponders to the customer via mail. Kowell encouraged the Commission to review the portal and submit any comments and suggestions to Staff.

**c. BreezeBy Marketing Campaign Report:** Genevieve Scholl, Communications and Special Project Manager, provided a report on the efforts to raise awareness of the benefits provided to customers using BreezeBy account. Scholl reported that with the new customer account management system being operational, Staff will implement a regional marketing campaign to encourage local residents to apply for BreezeBy accounts. Scholl listed several marketing items that will be included in this campaign, including handout cards, promotion packets targeting major employers, Spanish language version of the Quick Start Guide, newspaper ads, and special edition newsletter.

**d. Ken Jernstedt Airfield Fly-Friendly Program Report:** Anne Medenbach, Property and Development Manager, reported that the Port held two public meetings this summer focused on addressing noise complaints at the airport. The outcome of the meetings was the development and implementation of a voluntary Fly-Friendly Program as well as other operational changes. Medenbach reported that this program was designed by airport users, neighbors, concerned community members, TacAero, and the Port of Hood River. This program encourages using Runway 07 as a preferred departure runway if conditions and aircraft performance allow. Also, the goal of the program is to give guidance to pilots who are based in Hood River as well as visiting pilots, regarding: safety, noise reduction, and neighborly flying.

**e. Lower Mill Irrigation Water Right and Wetlands:** Anne Medenbach reported that the Port received a request to transfer water rights of the industrially zoned orchard property at the Lower Mill to East Fork Irrigation District ("EFID"), so that EFID can transfer the rights to an agricultural user on the water rights wait list. Medenbach reported that if a property is not using the water (irrigating for agriculture or landscaping) a transfer of the right occurs; otherwise, within five years of ownership transfer, the water right goes to the State for in-stream flow. EFID approved the industrial land permit for the Lower Mill under the condition that the water right will be transferred prior to issuing building permits. Medenbach reported that the Port has several options to consider, including transferring the water right to East Fork Irrigation District or to another Port owned property within the District. Also, the Port can have an in-stream lease with the State for up to three more years which must be used in a beneficial way on the property, or the Port has the option to forfeit the water right to the State in three years or when building permits are approved.

**5. EXECUTIVE DIRECTOR’S REPORT:** Michael McElwee, Executive Director, proposed that the two meetings in January be moved ahead one week to avoid conflict with the holidays. January 9<sup>th</sup> and 23<sup>rd</sup> are the new dates. Commissioners are invited to join the Staff Holiday Potluck on Thursday, December 21 from 1:30 pm to 4:30 pm. PNWA Mission to Washington is on March 11, 2018. McElwee noted that a sink hole emerged underneath Hood River Distillers’ unit. It is being monitored by a surveyor. The Port has executed an agreement with Mt. Hood Meadows to allow a Park & Ride operation at the Event Site on weekends and holidays this winter. McElwee suggested that the Commission and Staff meet the third Thursday in January from 9:00am until 12:00pm for a work session to learn about Private/Public Partnerships across the country.

**6. COMMISSIONER, COMMITTEE REPORT:** None.

**7. ACTION ITEMS:**

**a. Approve IGA with Oregon Department of Transportation for Pre-Development Tasks Associated with Bridge Replacement.** HB 2017 was passed by the Oregon Legislature in July 2017. Over the past two months, Port staff has been in negotiations with ODOT staff regarding the final form of the Inter-Governmental Agreement (“IGA”) that would confirm the terms and conditions of this legislative funding commitment. The form of the IGA is standard for ODOT and consistent with funding agreement with other non-ODOT agencies stemming from HB 2017.

**Motion:** Approve Inter-Governmental Agreement with the Oregon Department of Transportation for funding to prepare a final Environmental Impact Statement associated with the replacement of the Hood River Bridge in the amount of \$5 million subject to legal counsel review.

**Move:** Shortt

**Second:** Sheppard

**Discussion:** Legal Counsel Jacques noted that it is essential to confirm with ODOT that a task falls under the HB 2017 legislature prior to proceeding.

**Vote:** **Aye:** Unanimous

**MOTION CARRIED**

**b. Approve Bridge Replacement Project Manager Position Description and Authorize Executive Director to Fill the Position.** The Commission has discussed a general management structure for pre-development activities associated with replacement of the Hood River/ White Salmon Interstate Bridge. The Project Director is an important position that has to fill soon, and the individual selected must be experienced in public administration and public contracting. Essential skills will also include excellent verbal and written communication skills. The individual will act as the Port’s representative in meetings and presentations with local, state, and federal agencies.

**Motion:** Approve Bridge Replacement Project Director Position and authorize the Executive Director to fill the position.

**Move:** Shortt

**Second:** Sheppard

**Discussion:** Discussion occurred about the key responsibilities of this position and the timeframe of the hiring process.

**Vote:** **Aye:** Unanimous

**MOTION CARRIED**

**c. Approve Utility Easement for NW Natural Gas.** Northwest Natural Gas Company (“NWNG”) has an existing utility easement on Port property south of the Hood River Bridge. Due to increasing demand for natural gas in their Hood River service area, NWNG is requesting an expanded easement to accommodate new apparatus needed to meet the increasing demand. The easement document has been reviewed by the Port’s General Counsel and it is standard for this kind of utility.

- Motion:** Approve Pipeline Easement in Gross with Northwest Natural Gas Company.
  - Move:** Meriwether
  - Second:** Sheppard
  - Discussion:** None.
  - Vote:** **Aye:** Unanimous
- MOTION CARRIED**

**d. Approve Amendment 7 to the Amended and Restated Disposition and Development Agreement with Key Development for Development of Parcels 1 and 2 of the Former Expo Property.** The first phase of construction on Parcel 1 and 2 of the Expo Property is underway based on the terms of an Amended and Re-Stated Disposition & Development Agreement (“DDA”) with Key Development. The DDA has been amended multiple times in the last several years to accommodate schedule and scope changes. The changes in the Amendment #7 include a completion of a detailed parking analysis to provide the basis for a decision by the Port as to whether it would allow Re-Plat Parcel One to remain as a Key Development parking resource.

- Motion:** Approve Amendment #7 to the Amended and Restated Disposition and Development Agreement with Key Development for the Forder Expo Property upon the approval and review of Port’s legal counsel.
  - Move:** Meriwether
  - Second:** Shortt
  - Discussion:** None
  - Vote:** **Aye:** Unanimous
- MOTION CARRIED**

**8. COMMISSION CALL:** Commissioners thanked Port staff for the work involved in developing the Fly-Friendly Program, as well as the Crystal Springs IGA, and the BreezeBy web portal. Commissioners also complimented the recent correspondence to Hood River News which explained the complex and risky bridge replacement project.

**9. EXECUTIVE SESSION:** President Streich recessed Regular Session at 8:30 p.m. to call the Commission into Executive Session under ORS 192.660(2)(e) Real Estate Negotiations and ORS 192.660(2)(f) Attorney/Client Consultation.

**10. POSSIBLE ACTION:** The Commission was called back into Regular Session 9:00 p.m. No action was taken as a result of Executive Session.

**11. ADJOURN:**

- Motion:** Motion to adjourn the meeting.
  - Move:** Meriwether
  - Second:** Shortt
  - Discussion:** None
  - Vote:** **Aye:** Unanimous
- MOTION CARRIED**

The meeting was adjourned at 9:00 p.m.

Respectfully submitted,

\_\_\_\_\_  
Jana Scoggins

**ATTEST:**

\_\_\_\_\_  
Hoby Streich, President, Port Commission

\_\_\_\_\_  
John Everitt, Secretary, Port Commission

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# Commission Memo



Prepared by: Anne Medenbach  
Date: January 9, 2018  
Re: Big Y Fly - Lease Amendment #2

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Big Y Fly Co., Inc has been a tenant in the Big 7 building since 2015. They manufacture and sell gear and tackle for fly fishing. They would like to exercise their option to extend the lease for another 3 years. They are up to date on their payments and have been good tenants.

**RECOMMENDATION:** Approve Amendment #2 to Lease with Big Y Fly Co., Inc. at the Big 7 building.

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**AMENDMENT 2 TO LEASE**

Whereas, the Port of Hood River ("Lessor") and Big Y Fly Co. Inc., ("Lessee") entered into a lease of 2,774 square feet at 616 Industrial Way, Suite 404 effective February 1, 2015 ("Lease"); and,

Whereas, Lessor and Lessee executed Lease Amendment #1, effective August 1, 2015 which added Suite 403 containing 1,300 square feet; and,

Whereas, Lessee would like to exercise the option to renew per Section 2 of the Lease;

Therefore, all parties agree to the following,

1. The Term shall be extended by three years, terminating on January 31, 2021 with no further extension options.

Except as modified by Amendment #1 and this Amendment #2, the Lease shall remain in full force and effect.

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2018

By: \_\_\_\_\_  
Michael S. McElwee, Port of Hood River, Executive Director

By: \_\_\_\_\_  
Cameron Larsen, President, Big Y Fly Co., Inc

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# Commission Memo



Prepared by: Anne Medenbach  
Date: January 9, 2018  
Re: CRY Consulting - Lease Amendment #1

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CRY Consulting has been a tenant in the Wasco building for nearly 1 year. Ms. Yackley is the owner and does consulting for Pacific Source, the local Coordinate Care Organization (CCO). She would like to exercise her option to extend her lease for another year. She is up to date on her lease and has been a good tenant.

**RECOMMENDATION:** Approve Amendment #1 to Lease with CRY Consulting at the Wasco building.

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**AMENDMENT 1 TO LEASE**

Whereas, the Port of Hood River ("Lessor") and CRY Consulting ("Lessee") entered into a lease of 207 square feet at 205 Wasco Loop, Suite 101 effective February 15, 2017 ("Lease"); and,

Whereas, Lessee would like to extend the lease for a one year term; and,

Therefore, all parties agree to the following changes to the Lease,

- 1. The Term shall be extended by one year, terminating on January 31, 2019.

Except as modified by this Amendment #1, the Lease shall remain in full force and effect.

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2017

By: \_\_\_\_\_  
Michael S. McElwee, Port of Hood River, Executive Director

By: \_\_\_\_\_  
Colynne Yackley, CRY Consulting, Owner

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# Commission Memo



Prepared by: Fred Kowell  
Date: January 9, 2018  
Re: Bridge and Port Liability/Casualty Insurance Renewal

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The bridge insurance policy renewal, underwritten by ACE USA and brokered by Durham and Bates (of Portland), will remain the same for calendar 2018 at \$249,759.

The renewal has most of the same terms as before with a couple of exceptions. The renewal is for two years and this is the second year of the policy. The policy's deductible regarding the lift span did go down to \$500,000 beginning in 2017. This was attributable to the continued work and inspection efforts that the Port has been accomplishing over the last year.

With regard to the Port's SDIS property/casualty coverage, the premium went down most notably due to the credits given the Port for board member attendance to training classes as well as our longevity credits provided to the Port for our continued membership in the SDIS insurance program. The premium for the calendar year 2017 was \$76,644 as compared to the new 2018 premium amount of \$72,187. It pays for staff and our board to go to the SDIS training classes which by themselves are a terrific value and provide a breadth of educational opportunities in various areas.

**RECOMMENDATION:** Approve the Bridge Insurance Policy underwritten by ACE USA and brokered by Durham & Bates for \$249,759 and the SDIS insurance renewal for the property/casualty coverage for the Port for \$72,187.

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12/26/2017

DURHAM & BATES AGENCIES INC  
720 SW WASHINGTON STREET  
SUITE 250  
PORTLAND OR 97205-3554

**RE: Insured Name: Port of Hood River**  
**Policy No.: I2071153A 011**  
**Company: ACE American Insurance Company**

- Enclosed please find the original and copies of the captioned policy. Please check to see that everything is in order, and let us know if there are any discrepancies or if you have any questions.
- Attached to this policy is the U.S. Treasury Department’s Office of Foreign Assets Control (“OFAC”) Advisory Notice to Policyholder.
- Enclosed please find the original and copies of Endorsement No(s). 2 to the captioned policy.
- In order to complete our file, please forward :
  - A copy of the primary policy.
  - Underlying Policy No(s). for \_\_\_\_\_
  - Other: \_\_\_\_\_
- Other: \_\_\_\_\_

Thank you for working with us on the placement of this risk. We appreciate your support and look forward to working with you in the future.

Regards,

Michael Giambra

# General Endorsement

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**General Policy Information**

Named Insured: **Port of Hood River**

Policy Symbol: **IMC**

Policy Number: **I2071153A 011**

Endorsement Number: **2**

Effective date of Endorsement: **01/01/2018**

Policy Period: **01/01/2017 to 01/01/2019**

Issued by: **ACE American Insurance Company**  
 (Name of Insurance Company)

**This Endorsement changes the policy – Please read it carefully**

This endorsement modifies insurance provided under the following:

**Inland Marine Engineered Risk** **COVERAGE FORM**

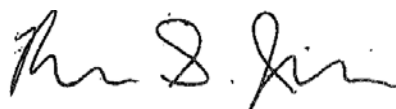
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**Endorsement Information**

**Premium for the term 01/01/2018 to 01/01/2019 shall be \$249,759 pursuant to the terms and conditions set forth in the Multi-Year Program Conditions Endorsement.**

**The Total Insured Value for the period 01/01/2018 to 01/01/2019 is declared to be: \$122,032,595.**

**All other terms, conditions and exclusions remain unchanged.**




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Authorized Agent



720 SW Washington St., Ste 250 Portland, OR 97205-3554  
Phone: 503.224.5170 Fax: 503.221.0540  
www.durhamandbates.com

|                                 |                             |           |
|---------------------------------|-----------------------------|-----------|
| <b>Invoice # 10474</b>          |                             | Page 1 of |
| Account Number                  | Date                        |           |
| PORTOFH-01                      | 12/27/2017                  |           |
| <b>BALANCE DUE UPON RECEIPT</b> |                             |           |
| AMOUNT PAID                     | Amount Due                  |           |
|                                 | \$249,759.00                |           |
| Customer Service                | David Hearn<br>Dara Reffitt |           |

Port of Hood River  
1000 E. Port Marina Dr.  
Hood River, OR 97031

|                               |                                |                                 |
|-------------------------------|--------------------------------|---------------------------------|
| Inland Marine - Equip Floater | Policy Number: IMCI2071153A011 | Effective: 1/1/2018 to 1/1/2019 |
|                               | ACE American Insurance Company |                                 |

| Item #                                       | Eff Date | Inv Date | Trans | Description   | Amount       |
|--|----------|----------|-------|---|--------------|
| Participation Policy Number: IMCI2071153A011 |          |          |       |   |              |
| 68293  | 1/1/2018 | 1/1/2018 | RENB  | 18-19 Insurance Renewal   Inland Marine   Yr 2 of 2-yr term | \$249,759.00 |

**Total Invoice Balance: \$249,759.00**

**BALANCE DUE UPON RECEIPT**

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## MEMORANDUM

**DATE:** November 30, 2017

**TO:** SDIS Independent Insurance Agents & SDIS Property/Casualty Insurance Program Participants

**FROM:** SDIS Underwriting Department

**SUBJECT:** 2018 SDIS Property/Casualty Insurance Renewal

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Attached is the 2018 SDIS proposed property/casualty insurance renewal packet. The official renewal including all of the declarations pages and final invoices will be updated and posted to the web on January 2, 2018.

*Note that these packets **do not** contain Proposed Flood or Earth Movement Endorsements. This is because we are waiting for reinsurer approval. However, Proposed Flood and Earth Movement Coverage is indicated where applicable on each individual structure on the Schedule of Property Values.*

### RENEWAL HIGHLIGHTS

- A two percent (2%) trend factor has been applied to property values.
- Best Practices credits were applied to those districts that submitted surveys. To view the total percentage that was obtained, please login to [www.sdao.com](http://www.sdao.com) and go to the Insurance Site (this is where you took the survey) and the percentages are displayed at the bottom left hand corner.

### New Changes Effective January 1, 2018

SDIS has added or improved the following:

- Physical damage coverage for drones if they are scheduled on Section II of the SDIS property schedule. Physical damage coverage is provided *only if* the scheduled drone is damaged in a scheduled structure or scheduled auto. Coverage is excluded for any damage done while in flight.
- Up to \$250,000 of Limited Marine Salvage Coverage for expenses required by a regulatory authority arising from a sudden and accidental sinking of watercraft at the Named Participant's premises (waterway).
- Increased limit for sudden and accidental pollution coverage from \$100,000 to \$250,000.

### **PROPOSED Renewal Documents**

Enclosed you will find the following applicable **proposed** renewal documents for the SDIS members you represent:

- Renewal Invoice - *Reflects the Best Practices credit and the Longevity Credit amount (if applicable)*
- Liability Coverage Declaration
- Property Coverage Declaration
- Supplemental Coverage for Equipment Breakdown Declaration
- Comprehensive Crime Policy Certificate
- Updated General Liability, Automobile, Property- Schedule I and Schedule II and Extra Items Schedules
- Policy Year 2017 to 2018 Rate Change Comparison
- Loss ratio reports for districts that have over a 65% loss ratio in any one line of coverage from policy years 2011-2016. These are the years we use to calculate each district's experience factor.
- Automobile ID Cards – These are at the end of the packet. There is a separate page that can be combined with and used as the back of the ID cards if you wish to print them yourself. If you want a card-stock version of the auto ID cards mailed to you, please contact us at [underwriting@sdao.com](mailto:underwriting@sdao.com).

Thank you for your continued support of Special Districts Insurance Services. We are pleased to continue offering the best coverage at the most affordable price for Oregon's special districts. If you have any questions or concerns, please contact us at [underwriting@sdao.com](mailto:underwriting@sdao.com) or 800-285-5461.





# PROPOSED INVOICE - NOT A BILL

Date: 01-Dec-17

**Named Participant:** Port of Hood River  
1000 E Port Marina Dr  
Hood River, OR 97031

**Agent:** Columbia River Insurance  
P.O. Box 500  
Hood River, OR 97031-0059

| Invoice #    | Entity ID | Effective Date | Expiration Date | Invoice Date |
|--------------|-----------|----------------|-----------------|--------------|
| 33P16164-182 | 16164     | 01-Jan-18      | 31-Dec-18       | 01-Dec-17    |

**2018 Longevity Credit Amount\*\***  
**\$6,461.00**

| Coverage  | Contribution   |
|---|--|
| <b>General Liability</b>                          | General Liability Contribution \$24,810<br>Less Best Practices Credit (\$2,481)<br>Less Multi-Line Discount Credit (\$992)<br><hr/> Adjusted Contribution \$21,337 |
| <b>Auto Liability</b>                             | Auto Liability Contribution \$3,069<br>Less Best Practices Credit (\$320)<br><hr/> Adjusted Contribution \$2,749   |
| <b>Non-owned and Hired Auto Liability</b>         | \$150  |
| <b>Auto Physical Damage</b>                       | \$1,507  |
| <b>Hired Auto Physical Damage</b>                 | \$0  |
| <b>Excess Liability</b>                           | \$7,446  |
|   | Property Contribution \$37,649<br>Less Best Practices Credit (\$3,922)<br><hr/> Adjusted Contribution \$33,727   |
| <b>Earthquake</b>                                 | \$4,949  |
| <b>Flood</b>                                      | \$0  |
| <b>Equipment Breakdown / Boiler and Machinery</b> | \$0  |
| <b>Crime</b>                                      | \$322  |

\*\*Only Eligible Districts that signed the Longevity Credit and Rate Lock Guarantee Agreement will receive the indicated Longevity Credit Amount

**Total: \$72,187** \*\*\*This amount may change if further coverage changes are made prior to January 1.

Coverage is proposed for only those coverages indicated above for which a contribution is shown or that are indicated as "included."

FINAL INVOICES for payment will be generated on January 1, 2018.



# Longevity Credit and Rate Lock Agreement

## Port of Hood River

By signing this Agreement the Member agrees to remain a participant in the Special Districts Insurance Services (SDIS) Property and Liability Program from January 1, 2018 to December 31, 2019.

In return for this commitment the SDIS Trust agrees to the following:

1. Provide the Member with a Longevity Credit equal to: **\$12,922**
  - a. Amount to be mailed to the Member in January 2017: \$6,461.00
  - b. Amount to be mailed to the Member in January 2018: \$6,461.00
  
2. A maximum annual rate increase of five percent (5%) for policy year January 1, 2019 – December 31, 2019 based on the Member’s rates for the January 1, 2018 – December 31, 2018

The Member understands that breach of this agreement will require the Member to return the Longevity Credit plus interest to SDIS and will subject the Member to retroactive rate increases above the five percent (5%) maximum Rate Lock Guarantee.

*\* Total contributions assessed may increase more or less than the maximum guaranteed rate for changes in exposures such as the addition of vehicles, purchase of buildings, increase in operating budget or the addition of personnel. The rate guarantee does not apply to Excess Liability, Boiler and Machinery and Crime contributions because these are pass through costs to re-insurance carriers.*

It is so agreed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Special Districts Insurance Services

Port of Hood River

\_\_\_\_\_  
Authorized Representative (Member)

\_\_\_\_\_  
Print Name and Title



Special Districts Insurance Services

Proposed Liability Coverage Declaration

\*\*Not a Declaration of Coverage\*\*

**Certificate Number:** 33P16164-182

**Coverage Period:** 1/1/2018 through 12/31/2018

**Named Participant:**

Port of Hood River  
1000 E Port Marina Dr  
Hood River, OR 97031

**Agent of Record:**

Columbia River Insurance  
P.O. Box 500  
Hood River, OR 97031-0059

Coverage is provided for only those coverages indicated below for which a contribution is shown or that the contribution is indicated as "included."

| Coverage  | Per Occurrence Limit | Annual Aggregate | Deductible   | Contribution |
|---|----------------------|------------------|--------------|--------------|
| <b>Public Entity Liability Coverage including:</b>  | \$500,000            | None             | None         | \$21,337.00  |
| Increased Limits of Liability   | \$9,500,000          | None             | N/A          | \$7,446.00   |
| <b>Total Limit of Liability</b>   | <b>\$10,000,000</b>  | <b>None</b>      | None         | <b>N/A</b>   |
| Tort Liability - Coverage A   | Included             | Included         | None         | Included     |
| Federal Acts Liability - Coverage B   | Included             | Included         | None         | Included     |
| Other Jurisdictions - Coverage C  | Included             | Included         | None         | Included     |
| Employee Benefits Liability   | Included             | Included         | None         | Included     |
| Wrongful Acts/Public Officials  | Included             | Included         | None         | Included     |
| Employment Practices (see below)  | Included**           | \$5,000,000      | See Below**  | Included     |
| Sexual Molestation  | Included**           | Included         | None         | Included     |
| Emergency Operations Pollution  | Included             | Included         | None         | Included     |
| Potable Water Treatment Pollution   | Included             | Included         | None         | Included     |
| Auto Liability  | Included             | Included         | None         | \$2,749.00   |
| Non-Owned/Hired Auto Liability  | Included             | Included         | None         | \$150.00     |
| <b>Additional Coverages</b>   |                      |                  |              |              |
| Unless otherwise indicated in Section III. ADDITIONAL COVERAGES of the SDIS Liability Coverage Document, the following Additional Coverages will not be in addition to the Total Limit of Liability identified above. |                      |                  |              |              |
| Marine Salvage Liability  | \$250,000            | \$250,000        | None         | Included     |
| Ethics Complaint Defense  | \$2,500              | \$5,000          | None         | Included     |
| EEOC/BOLI Defense Costs   | \$50,000             | \$50,000         | None         | Included     |
| Lead Liability Defense Costs  | \$50,000             | \$50,000         | None         | Included     |
| Certified Acts of Terrorism   | \$500,000            | \$500,000        | None         | Included     |
| OSHA Defense Costs  | \$5,000              | \$5,000          | None         | Included     |
| Premises Medical Expense  | \$5,000              | \$5,000          | None         | Included     |
| Limited Pollution Coverage  | \$250,000            | \$250,000        | None         | Included     |
| Applicators Pollution Coverage  | \$50,000             | \$50,000         | None         | Included     |
| OCITPA/ Credit Monitoring Expense Reimbursement   | \$100,000            | \$100,000        | None         | Included     |
| Data Disclosure Liability   | \$1,000,000          | \$1,000,000      | None         | Included     |
| Injunctive Relief Defense Costs   | \$25,000             | \$25,000         | None         | Included     |
| Criminal Defense Costs  | \$100,000            | \$100,000        | None         | Included     |
| Uninsured/Underinsured Motorist   | \$500,000            | None             | None         | Included     |
| <b>Auto Physical Damage</b>   | Per Schedule         | Per Schedule     | Per Schedule | \$1,507.00   |
| Hired Auto Physical Damage  | No Coverage          | No Coverage      | No Coverage  | No Coverage  |

\*\* \$25,000,000 maximum per Occurrence limit for all SDIS Trust Participants involved in the same Occurrence.  
 \$5,000,000 maximum per Occurrence and annual aggregate limit for all Employment Practices related Claims.  
 \$25,000 Employment Practices deductible for terminations when SDIS is not contacted for legal advice in advance.



Special Districts Insurance Services  
Proposed Liability Coverage Declaration

**\*\*Not a Declaration of Coverage\*\***

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**\$10,000 controlled burn deductible if DPSST guidelines are not followed.**

**Lead Liability Defense Costs limited to \$200,000 for all members combined during the Coverage Period.**

**OCITPA Expense Reimbursement limited to \$500,000 for all members combined during the Coverage Period.**

**Forms Applicable to Named Participant:**

SDIS Liability Coverage Document

SDIS Auto Physical Damage Coverage Document

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**This certificate is made and is mutually accepted by the Pool and Named Participant subject to all provisions, stipulations, and agreements which are made a part of the SDIS Liability Coverage Document. This certificate represents only a brief summary of coverages. Other conditions and exclusions apply as described in the SDIS Liability Coverage Document and/or SDIS Auto Physical Damage Document.**

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Special Districts Insurance Services  
 Proposed Property Coverage Declarations

\*\*Not a Declaration of Coverage\*\*

**Certificate Number:** 33P16164-182

**Coverage Period:** 1/1/2018 through 12/31/2018

**Named Participant:**

Port of Hood River  
 1000 E Port Marina Dr  
 Hood River, OR 97031

**Agent of Record:**

Columbia River Insurance  
 P.O. Box 500  
 Hood River, OR 97031-0059

**Scheduled Property Values:**

- \$25,284,904 Buildings, Other Structures and Scheduled Outdoor Property
- \$558,159 Personal Property
- \$204,877 Mobile Equipment, Scheduled Personal Property and Scheduled Fine Arts

**Total Limit of Indemnification (Per Occurrence)**

- \$26,047,940** The Trust shall not pay, or be liable for more than the Total Limit of Indemnification in any single "occurrence" during the Property Coverage Period, including all related costs and expenses, all costs of investigation, adjustment and payment of claims, but excluding the salaries of your regular employees and counsel on retainer.
- \$300,000,000 SDIS Per Occurrence Aggregate Loss Limit

**Sublimits (Per Occurrence):**

The subjects of coverage listed below are sub-limited within the "occurrence" Total Limit of Indemnification shown above. The limits reflect the maximum amount the Trust will pay for losses involving these coverages. The titles below are provided merely for convenience of reference and shall not be deemed in any way to limit or affect the provisions to which they relate.

**Sublimits for Covered Property:**

(Reference Section VIII - Covered Property in the SDIS Property Coverage Document)

- \$250,000 Personal Property of Others within your Care, Custody, or Control, other than Mobile Equipment
- \$100,000 Property of Employees/Volunteers - (subject to a \$5,000 maximum per person)
- \$100,000 Mobile Equipment of others that is within your Care, Custody or Control or Rented or Leased for up to 30 days
- \$10,000 Unscheduled Fine Arts (Fine Art may be specifically scheduled for higher limits)

**Sublimits for Additional Coverages:**

(Reference Section X - Additional Coverages in the SDIS Property Coverage Document)

- \$5,000,000 Debris Removal - (Sublimit is \$5,000,000 or 25% of loss, whichever is less)
- \$50,000 Pollutant Clean-up and Removal From Land or Water- (Sublimit is \$50,000 or 20% of the scheduled location(s) value whichever is less)
- \$10,000 Fungus as a Result of a "Covered Cause of Loss" - (Sublimit is \$10,000 or 10% of the covered portion of the loss whichever is less)
- \$10,000 Preservation of Undamaged Covered Property - (Sublimit is \$10,000 or 10% of the covered portion of the loss whichever is less)
- \$250,000 Professional Services - (Sublimit is \$250,000 or 10% of the covered portion of the loss whichever is less)
- \$25,000 Fire Department Service Charge
- \$10,000 Recharging of Fire Extinguishing Equipment
- \$10,000 Arson Reward
- \$5,000,000 Increased Cost of Construction - Enforcement of Ordinance or Law - (Sublimit is \$5,000,000 or 50% of loss, whichever is less)
- \$500,000 Increased Cost of Construction - Cost Resulting From Unforeseen Delay - (Sublimit is \$500,000 or 25% of loss, whichever is less)



Special Districts Insurance Services  
 Proposed Property Coverage Declarations

\*\*Not a Declaration of Coverage\*\*

**Sublimits for Additional Coverages - Business Income and Extra Expense:**

(Reference Section XI - Additional Coverages - Business Income and Extra Expense in the SDIS Property Coverage Document)

- \$1,000,000 Business Income
- \$1,000,000 Extra Expense
  - \$25,000 Enforcement of Order by Government Agency or Authority
  - \$25,000 Business Income from Dependent Property
- \$100,000 Interruption of Utility Services
- \$25,000 Inability to Discharge Outgoing Sewage

**Sublimits for Coverage Extensions:**

(Reference Section XII - Coverage Extensions in the SDIS Property Coverage Document)

- \$2,000,000 Property in the Course of Construction. (If you have not complied with all of the notification requirements set forth in Section XII.A. within 90 days, the most the Trust will pay for property in the Course of Construction is \$500,000. If after 90 days you have not complied with all the notification requirements set forth in Section XII.A. then no coverage will be provided for property in the Course of Construction).
- \$500,000 Newly Acquired or Constructed Property. (No coverage will be provided for newly acquired or constructed property unless you notify the Trust in writing no later than 90 days after the dates specified in section XII. A.)
  - \$25,000 Unscheduled Outdoor Property
- \$250,000 Vandalism and Malicious Mischief to Tracks and Artificial Turf Fields
- \$250,000 Property in Transit
- \$250,000 Accounts Receivable
- \$50,000 Property Damaged by Overflow of Sewers or Drains
- \$100,000 Covered Leashold Interest - (Sublimit is lesser of amount listed here, or an amount pro-rated based on time between the Loss and the earlier of: Lease Expiration; Re-occupancy of leased property; or lease of new property)
- \$250,000 Valuable Papers and Records - (Sublimit is lesser of: Cost to research, replace, or restore the lost information; Actual Cash Value in blank state of paper, tape or other media if records are not actually researched, restored or replaced; or amount of sublimit listed here)
  - \$25,000 Property Damaged by Computer Virus
- \$250,000 Miscellaneous Property Damaged by Specified Cause of Loss or Theft - (Sublimit lesser of: Appraised Value; Fair Market Value; or Sublimit listed here)
- \$20,000,000 Property Damaged by an Act of Terrorism or Sabotage. The most the Trust will pay for Property Damaged by an Act of Terrorism or Sabotage is described in Section XII.K.9.



Special Districts Insurance Services  
Proposed Property Coverage Declarations

\*\*Not a Declaration of Coverage\*\*

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**Additional Sublimits and Deductibles (Per Occurrence):**

Sublimits and Deductibles shown below, if any, are in addition to the sublimits shown above.

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**Locations Covered:** Locations specifically listed on the Named Participant's Schedule of Property Values.

**Perils Covered:** Risks of Direct Physical Loss subject to the terms, conditions and exclusions of the current SDIS Property Coverage Document.

**Deductibles:** As indicated on the Schedule of Property Values on file with the Trust

**Contribution:** \$33,727.00

**Forms Applicable:** SDIS Property Coverage Document

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**This Declaration is made and is mutually accepted by the Trust and Named Participant subject to all provisions, stipulations, and agreements which are made a part of the SDIS Property Coverage Document. This Declaration represents only a brief summary of coverages.**

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Special Districts Insurance Services



Proposed Comprehensive Crime Policy Certificate

Insured by the Travelers Casualty and Surety Company of America

\*\*Not Evidence of Coverage

**Certificate Number:** 33P16164-182

**Coverage Period:** 1/1/2018 through 12/31/2018

**Named Participant:**

Port of Hood River  
1000 E Port Marina Dr  
Hood River, OR 97031

**Agent of Record:**

Columbia River Insurance  
P.O. Box 500  
Hood River, OR 97031-0059

This Certificate of Insurance is a coverage description intended to provide important information about the protection available to the the referenced Insured under the Crime Master Policy (the "Master Policy" ). Keep this coverage description for your records. This coverage description is not an insurance policy and does not amend, extend or alter coverage afforded by the Master Policy described herein. The insurance afforded by the Master Policy as described herein is subject to all the terms, exclusions and conditions of such Master Policy. The period is specified in the Master Policy.

The Master Policy has been issued to: Special Districts Insurance Services Trust - see attached Schedule of Named Insured's listed per spreadsheet List of Special Districts Members, Scheduled Limits and Retentions. Address: 727 Center Street NE, Salem, Oregon, 97301. Policy Number: 105870359 Underwritten by: Travelers Casualty and Surety Company of America, Hartford, CT 06183 ("Travelers") to provide insurance to an Insured for as described in this Certificate.

| <b><u>For Any One Loss:</u></b>  | <b><u>Limit:</u></b> | <b><u>Retention:</u></b> |
|--|----------------------|--------------------------|
| A1. Employee Theft - Per Loss Includes Faithful Performance of Duty, same limit as A1, CRI-7126 Non-Compensated Officers, Directors-includes Volunteer Workers as employees, Deletion of Bonded Employee and Treasurer/ Tax Collectors Exclusion - CRI-19044 | \$25,000             | \$500                    |
| A2. ERISA Fidelity - same limit as A.1 (CRI-19044)   | \$25,000             | \$500                    |
| B. Forgery or Alteration   | \$25,000             | \$500                    |
| C. On Premises   | \$25,000             | \$500                    |
| D. In Transit  | \$25,000             | \$500                    |
| E. Money Order Counterfiet Currency  | \$25,000             | \$500                    |
| F1. Computer Fraud   | \$25,000             | \$500                    |
| F2. Computer Restoration - same limit as A1 or maximum limit of \$100,000  | \$25,000             | \$500                    |
| G. Funds Transfer Fraud  | \$25,000             | \$500                    |
| H1. Personal Accounts Forgery or Alteration - same limit as A.   | \$25,000             | \$500                    |

**General Information:**

Should you have any questions regarding the Master Policy or wish to view a complete copy of the Master Policy, please call Special Districts Insurance Services for general information at 1-800-285-5461





Special Districts Insurance Services



Proposed Comprehensive Crime Policy Certificate

Insured by the Travelers Casualty and Surety Company of America

\*\*Not Evidence of Coverage

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|   |                             |          |
|---|-----------------------------|----------|
| H2. Identity Fraud Expense Reimbursement - same limit as A1<br>or maximum of \$25,000 | \$25,000                    | \$0      |
| CRI-19070 Social Engineering Fraud  | \$25,000                    | \$500    |
| I. Claims Expense \$5,000   | \$5,000                     | \$0      |
|   | <b><u>Contribution:</u></b> | \$322.00 |

**Claim Filing and General Information including a complete copy of the Master Policy:**

Special Districts Association of Oregon  
PO Box 23879  
Tigard, OR  
Phone: 800-305-1736

**Our claims staff will then coordinate and submit the official claim to:**

Travelers Casualty and Surety Company of America  
Bond and Specialty Insurance Claim Department  
Cindy Bruder, 6060 S. Willow Drive, Greenwood Village, CO 80111  
Phone: 720-200-8476      Email: BFPCLAIMS@travelers.com

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General Information:

Should you have any questions regarding the Master Policy or wish to view a complete copy of the Master Policy, please call Special Districts Insurance Services for general information at 1-800-285-5461

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**Port of Hood River**

Agent: Columbia River Insurance

Special Districts Insurance Services

Policy Year: 1/1/2018 to 12/31/2018

**Automobile Schedule**

Auto Liability Per Occurrence Deductible: \$0.00

| Auto Code | Year                 | Make         | Description        | Vehicle Identification #      | Comp                                | Collision | Deductible | Value    | AL Contribution | APD Contribution |
|-----------|----------------------|--------------|--------------------|-------------------------------|-------------------------------------|-----------|------------|----------|-----------------|------------------|
|           | 1990                 | Dodge        | 4X4                | 1B7FL26X2YS781167             | Yes                                 | Yes       | \$100      | \$15,400 | \$207.00        | \$83.00          |
|           | <b>Weight Class:</b> |              | Lgt Truck          | <b>Valuation:</b> Functional  | <b>Term:</b> 1/1/2018 to 12/31/2018 |           |            |          |                 |                  |
|           | 2002                 | Ford         | F250 Flat Bed Dump | 1FTNF20L52ED28515             | No                                  | No        |            | \$2,400  | \$276.00        | \$0.00           |
|           | <b>Weight Class:</b> |              | Lgt Truck          | <b>Valuation:</b> No APD      | <b>Term:</b> 1/1/2018 to 12/31/2018 |           |            |          |                 |                  |
|           | 2003                 | Freightliner | FL70 Dump Truck    | 1FVABUBSX3DL06175             | Yes                                 | Yes       | \$100      | \$8,000  | \$289.00        | \$43.00          |
|           | <b>Weight Class:</b> |              | Hvy Truck          | <b>Valuation:</b> Functional  | <b>Term:</b> 1/1/2018 to 12/31/2018 |           |            |          |                 |                  |
|           | 2003                 | Chevrolet    | Flat Bed PU        | 1GBHC24U43E339116             | No                                  | No        |            | \$2,500  | \$207.00        | \$0.00           |
|           | <b>Weight Class:</b> |              | Lgt Truck          | <b>Valuation:</b> No APD      | <b>Term:</b> 1/1/2018 to 12/31/2018 |           |            |          |                 |                  |
|           | 2006                 | Dodge        | Dakota Pickup      | 107HW22K56S715987             | Yes                                 | Yes       | \$100      | \$30,000 | \$207.00        | \$161.00         |
|           | <b>Weight Class:</b> |              | Lgt Truck          | <b>Valuation:</b> Functional  | <b>Term:</b> 1/1/2018 to 12/31/2018 |           |            |          |                 |                  |
|           | 2013                 | Nissan       | Frontier           | 1N6AD0CW7DN727425             | Yes                                 | Yes       | \$100      | \$23,466 | \$198.00        | \$140.00         |
|           | <b>Weight Class:</b> |              | Med Truck          | <b>Valuation:</b> Replacement | <b>Term:</b> 1/1/2018 to 12/31/2018 |           |            |          |                 |                  |
|           | 2013                 | Nissan       | Frontier           | 1N6AD0CW7DN724695             | Yes                                 | Yes       | \$100      | \$22,361 | \$198.00        | \$133.00         |
|           | <b>Weight Class:</b> |              | Med Truck          | <b>Valuation:</b> Replacement | <b>Term:</b> 1/1/2018 to 12/31/2018 |           |            |          |                 |                  |
|           | 2015                 | Nissan       | Frontier SV        | 1N6AD0CW5FN729595             | Yes                                 | Yes       | \$100      | \$24,492 | \$276.00        | \$146.00         |
|           | <b>Weight Class:</b> |              | Lgt Truck          | <b>Valuation:</b> Replacement | <b>Term:</b> 1/1/2018 to 12/31/2018 |           |            |          |                 |                  |
|           | 2015                 | Dodge        | Ram 2500           | 3C6LR5BT1FG508240             | Yes                                 | Yes       | \$100      | \$29,521 | \$207.00        | \$176.00         |
|           | <b>Weight Class:</b> |              | Lgt Truck          | <b>Valuation:</b> Replacement | <b>Term:</b> 1/1/2018 to 12/31/2018 |           |            |          |                 |                  |

**Port of Hood River**

Agent: Columbia River Insurance

Special Districts Insurance Services

Policy Year: 1/1/2018 to 12/31/2018

**Automobile Schedule**

Auto Liability Per Occurrence Deductible: \$0.00

| Auto Code | Year                            | Make    | Description                   | Vehicle Identification #            | Comp | Collision | Deductible | Value    | AL Contribution | APD Contribution |
|-----------|---------------------------------|---------|-------------------------------|-------------------------------------|------|-----------|------------|----------|-----------------|------------------|
|           | 2015                            | Nissan  | Murano                        | 5n1az2m12fn227414                   | Yes  | Yes       | \$100      | \$40,568 | \$226.00        | \$242.00         |
|           | <b>Weight Class:</b> Priv. Pass |         | <b>Valuation:</b> Replacement | <b>Term:</b> 1/1/2018 to 12/31/2018 |      |           | \$500      |          |                 |                  |
|           | 2016                            | Nissan  | Frontier                      | 1N6AD0CWXGN73500                    | Yes  | Yes       | \$100      | \$25,798 | \$188.00        | \$154.00         |
|           | <b>Weight Class:</b> Priv. Pass |         | <b>Valuation:</b> Replacement | <b>Term:</b> 1/1/2018 to 12/31/2018 |      |           | \$500      |          |                 |                  |
|           | 2017                            | Utility | Addco DH25 Trailer            | 4SEPA0913HM4SE196                   | Yes  | Yes       | \$100      | \$16,000 | \$63.00         | \$95.00          |
|           | <b>Weight Class:</b> Priv. Pass |         | <b>Valuation:</b> Replacement | <b>Term:</b> 1/1/2018 to 12/31/2018 |      |           | \$500      |          |                 |                  |
| 09        | 2005                            | Ford    | F250 Pickup                   | 1FTSW21Y65EC25668                   | Yes  | Yes       | \$100      | \$25,000 | \$207.00        | \$134.00         |
|           | <b>Weight Class:</b> Lgt Truck  |         | <b>Valuation:</b> Functional  | <b>Term:</b> 1/1/2018 to 12/31/2018 |      |           | \$500      |          |                 |                  |

**Weight Class**

- Pri Pass - (0 - 10,000 LBS)
- Lgt Truck - (0 - 10,000 LBS)
- Med Truck - (10,001 - 20,000 LBS)
- Hvy Truck - (20,001 - 45,000 LBS)
- Xhvy Truck - (45,000 - OVER 45,000 LBS)

**Valuation Codes**

- Replacement = Replacement Cost Valuation
- Functional = Functional Replacement Cost

|               |           |         |         |
|---------------|-----------|---------|---------|
| <b>Total:</b> | \$265,506 | \$2,749 | \$1,507 |
|---------------|-----------|---------|---------|



**Port of Hood River**

Agent: Columbia River Insurance

Special Districts Insurance Services

Policy Year: 1/1/2018 to 12/31/2018

**Schedule of Property Values - Section 1**  
**Building, Other Structures and Scheduled Outdoor Property**

**Premises: District Facility - 200 PWA**

|  |              |                                 |                     |         |              |    |              |     |                |              |                         |             |          |
|--|--------------|---------------------------------|---------------------|---------|--------------|----|--------------|-----|----------------|--------------|-------------------------|-------------|----------|
| <b>Structure:</b> Restroom - Eventside |              | <b>Coverage Class:</b> Building |                     |         |              |    |              |     |                |              |                         |             |          |
| 16164P5323                             | Const. Class | JOISTED MASONRY                 | YR. Built           | 2001    | % Sprinkler  | 0  | Flood Cov.   | No  | Flood Zone **  | C            | Structure Value         | \$98,161    |          |
| 200 Portway Avenue                     | Prot. Class  | 7                               | # Stories           | 1       | Fire Alm.    | No | Quake Cov.   | Yes | Effective Date | 1/1/2018     | Personal Property Value | \$0         |          |
| Hood River                             | Valuation    | Replacement                     | SQF.                | 360     | Security Alm | No | Vacant (Y/N) | No  | Deductible     | \$1,000      | Total Value             | \$98,161    |          |
| American Appraisal                     | Date         | 9/21/2006                       | Appraisal Rpt Code: | 001-008 | Comment      |    |              |     | Contribution   | \$144        |                         |             |          |
| <b>Premises Total:</b>                 |              |                                 |                     |         |              |    |              |     |                | Contribution | \$144                   | Total Value | \$98,161 |

**Premises: District Facility - 320 PMD**

|   |              |                                 |                     |         |              |     |              |     |                |              |                         |             |           |
|---|--------------|---------------------------------|---------------------|---------|--------------|-----|--------------|-----|----------------|--------------|-------------------------|-------------|-----------|
| <b>Structure:</b> Maintenance/Restroom/Shower |              | <b>Coverage Class:</b> Building |                     |         |              |     |              |     |                |              |                         |             |           |
| 16164P611                                     | Const. Class | JOISTED MASONRY                 | YR. Built           | 1972    | % Sprinkler  | 100 | Flood Cov.   | No  | Flood Zone **  | C            | Structure Value         | \$286,000   |           |
| 320 East Port Marina Drive                    | Prot. Class  | 7                               | # Stories           | 1       | Fire Alm.    | No  | Quake Cov.   | Yes | Effective Date | 1/1/2018     | Personal Property Value | \$46,866    |           |
| Hood River                                    | Valuation    | Replacement                     | SQF.                | 2,193   | Security Alm | No  | Vacant (Y/N) | No  | Deductible     | \$1,000      | Total Value             | \$332,866   |           |
| American Appraisal                            | Date         | 9/21/2006                       | Appraisal Rpt Code: | 001-007 | Comment      |     |              |     | Contribution   | \$440        |                         |             |           |
| <b>Premises Total:</b>                        |              |                                 |                     |         |              |     |              |     |                | Contribution | \$440                   | Total Value | \$332,866 |

**Premises: District Facility - 800 PMD**

|  |              |   |                     |         |              |    |              |     |                |              |                         |             |          |
|--|--------------|---|---------------------|---------|--------------|----|--------------|-----|----------------|--------------|-------------------------|-------------|----------|
| <b>Structure:</b> Restroom - Boat Launch |              | <b>Coverage Class:</b> Scheduled Outdoor Property |                     |         |              |    |              |     |                |              |                         |             |          |
| 16164P625                                | Const. Class | JOISTED MASONRY                                   | YR. Built           | 1998    | % Sprinkler  | 0  | Flood Cov.   | No  | Flood Zone **  | D            | Structure Value         | \$77,559    |          |
| 800 Port Marina Drive                    | Prot. Class  | 7   | # Stories           | 1       | Fire Alm.    | No | Quake Cov.   | Yes | Effective Date | 1/1/2018     | Personal Property Value | \$0         |          |
| Hood River                               | Valuation    | Replacement                                       | SQF.                | 234     | Security Alm | No | Vacant (Y/N) | No  | Deductible     | \$1,000      | Total Value             | \$77,559    |          |
| American Appraisal                       | Date         | 9/22/2006   | Appraisal Rpt Code: | 001-009 | Comment      |    |              |     | Contribution   | \$114        |                         |             |          |
| <b>Premises Total:</b>                   |              |   |                     |         |              |    |              |     |                | Contribution | \$114                   | Total Value | \$77,559 |

**Premises: District Facility - 800 PMD**

|                                  |              |   |                     |         |              |    |              |     |                |              |                         |             |           |
|----------------------------------|--------------|---|---------------------|---------|--------------|----|--------------|-----|----------------|--------------|-------------------------|-------------|-----------|
| <b>Structure:</b> Transient Dock |              | <b>Coverage Class:</b> Scheduled Outdoor Property |                     |         |              |    |              |     |                |              |                         |             |           |
| 16164P627                        | Const. Class | FIRE RESISTIVE                                    | YR. Built           | 1993    | % Sprinkler  | 0  | Flood Cov.   | No  | Flood Zone **  | A            | Structure Value         | \$199,263   |           |
| 800 Port Marina Drive            | Prot. Class  | 7   | # Stories           | 1       | Fire Alm.    | No | Quake Cov.   | Yes | Effective Date | 1/1/2018     | Personal Property Value | \$0         |           |
| Hood River                       | Valuation    | Replacement                                       | SQF.                |         | Security Alm | No | Vacant (Y/N) | No  | Deductible     | \$1,000      | Total Value             | \$199,263   |           |
| American Appraisal               | Date         | 6/10/2007   | Appraisal Rpt Code: | 001-013 | Comment      |    |              |     | Contribution   | \$276        |                         |             |           |
| <b>Premises Total:</b>           |              |   |                     |         |              |    |              |     |                | Contribution | \$390                   | Total Value | \$276,822 |

**Port of Hood River**

Agent: Columbia River Insurance

Special Districts Insurance Services  
Policy Year: 1/1/2018 to 12/31/2018

**Schedule of Property Values - Section 1**  
**Building, Other Structures and Scheduled Outdoor Property**

**Premises: District Facility- 900 PWA**

|                                     |              |                                 |                     |           |              |     |              |     |                |          |                         |             |
|-------------------------------------|--------------|---------------------------------|---------------------|-----------|--------------|-----|--------------|-----|----------------|----------|-------------------------|-------------|
| <b>Structure: KWP Building</b>      |              | <b>Coverage Class: Building</b> |                     |           |              |     |              |     |                |          |                         |             |
| 16164P5898                          | Const. Class | NONCOMBUSTIBLE                  | YR. Built           | 1980      | % Sprinkler  | 100 | Flood Cov.   | No  | Flood Zone **  | C        | Structure Value         | \$2,325,318 |
| 900 Portway Avenue                  | Prot. Class  | 7                               | # Stories           | 1         | Fire Alm.    | No  | Quake Cov.   | Yes | Effective Date | 1/1/2018 | Personal Property Value | \$0         |
| City                                | Valuation    | Replacement                     | SQF.                | 38,806    | Security Alm | No  | Vacant (Y/N) | No  | Deductible     | \$1,000  | Total Value             | \$2,325,318 |
| Appraiser                           | Date         | 5/8/2014                        | Appraisal Rpt Code: | 161640501 | Comment      |     |              |     | Contribution   | \$3,028  |                         |             |
| <b>Premises Total: Contribution</b> |              |                                 |                     |           |              |     |              |     |                | \$3,028  | <b>Total Value</b>      | \$2,325,318 |

**Premises: District Facility- Marine Drive**

|                                     |              |                                 |                     |         |              |     |              |     |                |          |                         |           |
|-------------------------------------|--------------|---------------------------------|---------------------|---------|--------------|-----|--------------|-----|----------------|----------|-------------------------|-----------|
| <b>Structure: State Office</b>      |              | <b>Coverage Class: Building</b> |                     |         |              |     |              |     |                |          |                         |           |
| 16164P609                           | Const. Class | FRAME                           | YR. Built           | 1974    | % Sprinkler  | 0   | Flood Cov.   | No  | Flood Zone **  | D        | Structure Value         | \$405,412 |
| 600 E Port Marine Drive             | Prot. Class  | 7                               | # Stories           | 1       | Fire Alm.    | No  | Quake Cov.   | Yes | Effective Date | 1/1/2018 | Personal Property Value | \$0       |
| City                                | Valuation    | Replacement                     | SQF.                | 2,365   | Security Alm | Yes | Vacant (Y/N) | No  | Deductible     | \$1,000  | Total Value             | \$405,412 |
| Appraiser                           | Date         | 9/21/2006                       | Appraisal Rpt Code: | 001-006 | Comment      |     |              |     | Contribution   | \$574    |                         |           |
| <b>Premises Total: Contribution</b> |              |                                 |                     |         |              |     |              |     |                | \$574    | <b>Total Value</b>      | \$405,412 |

**Premises: GL Only**

|  |              |                                    |                     |   |              |    |              |    |                |          |                         |     |
|--|--------------|------------------------------------|---------------------|---|--------------|----|--------------|----|----------------|----------|-------------------------|-----|
| <b>Structure: 9 Acres of Light Industrial Land</b> |              | <b>Coverage Class: Not Covered</b> |                     |   |              |    |              |    |                |          |                         |     |
| 16164P10604  | Const. Class | NONCOMBUSTIBLE                     | YR. Built           |   | % Sprinkler  | 0  | Flood Cov.   | No | Flood Zone **  |          | Structure Value         |     |
| 3289 Neal Mill Creed Road                          | Prot. Class  | 5                                  | # Stories           | 0 | Fire Alm.    | No | Quake Cov.   | No | Effective Date | 1/1/2018 | Personal Property Value | \$0 |
| City   | Valuation    | No Coverage                        | SQF.                |   | Security Alm | No | Vacant (Y/N) | No | Deductible     | \$1,000  | Total Value             | \$0 |
| Appraiser  | Date         |                                    | Appraisal Rpt Code: |   | Comment      |    |              |    | Contribution   | \$0      |                         |     |
| <b>Premises Total: Contribution</b>                |              |                                    |                     |   |              |    |              |    |                |          | <b>Total Value</b>      |     |

**Port of Hood River**

Agent: Columbia River Insurance

Special Districts Insurance Services  
Policy Year: 1/1/2018 to 12/31/2018

**Schedule of Property Values - Section 1**  
**Building, Other Structures and Scheduled Outdoor Property**

**Premises: Haylard Building**

| Structure: Main Building     |            | Coverage Class: Building |                |                     |           |              |     |              |     |                |          |                 |             |
|------------------------------|------------|--------------------------|----------------|---------------------|-----------|--------------|-----|--------------|-----|----------------|----------|-----------------|-------------|
| 16164P9253                   | 16164P9253 | Const. Class             | NONCOMBUSTIBLE | YR. Built           | 2010      | % Sprinkler  | 100 | Flood Cov.   | No  | Flood Zone **  |          | Structure Value |             |
| 707 Port Way Ave.            |            | Prot. Class              |                | # Stories           | 2         | Fire Alm.    | No  | Quake Cov.   | Yes | Effective Date | 1/1/2018 | Personal        | \$2,058,637 |
| City                         | Hood River | Valuation                | Replacement    | SQF.                | 20,148    | Security Alm | No  | Vacant (Y/N) | No  | Deductible     | \$1,000  | Property Value  | \$0         |
| Appraiser                    | ASSETWorks | Date                     | 5/8/2014       | Appraisal Rpt Code: | 161640401 | Comment      |     | Contribution |     |                | \$2,288  | Total Value     | \$2,058,637 |
| Premises Total: Contribution |            |                          |                |                     |           |              |     |              |     |                | \$2,288  | Total Value     | \$2,058,637 |

**Premises: Heron Drive**

| Structure: Yellow Building   |            | Coverage Class: Building |                |                     |           |              |    |              |     |                |          |                 |           |
|------------------------------|------------|--------------------------|----------------|---------------------|-----------|--------------|----|--------------|-----|----------------|----------|-----------------|-----------|
| 16164P631                    | 16164P631  | Const. Class             | NONCOMBUSTIBLE | YR. Built           | 1997      | % Sprinkler  | 0  | Flood Cov.   | No  | Flood Zone **  | C        | Structure Value |           |
| 3875 Heron Drive             |            | Prot. Class              |                | # Stories           | 1         | Fire Alm.    | No | Quake Cov.   | Yes | Effective Date | 1/1/2018 | Personal        | \$469,903 |
| City                         | Odell      | Valuation                | Replacement    | SQF.                | 5,000     | Security Alm | No | Vacant (Y/N) | No  | Deductible     | \$1,000  | Property Value  | \$0       |
| Appraiser                    | ASSETWorks | Date                     | 5/8/2014       | Appraisal Rpt Code: | 161640801 | Comment      |    | Contribution |     |                | \$680    | Total Value     | \$469,903 |
| Premises Total: Contribution |            |                          |                |                     |           |              |    |              |     |                | \$680    | Total Value     | \$469,903 |

**Schedule of Property Values - Section 1**  
**Building, Other Structures and Scheduled Outdoor Property**

**Premises: Hood River Airport**

Structure: **Airport Administration - FBD**

Coverage Class: Building

|                    |                |             |                     |         |              |         |              |     |                |          |                         |           |
|--------------------|----------------|-------------|---------------------|---------|--------------|---------|--------------|-----|----------------|----------|-------------------------|-----------|
| 16164P616          | Const. Class   | FRAME       | YR. Built           | 1975    | % Sprinkler  | 0       | Flood Cov.   | No  | Flood Zone **  | C        | Structure Value         | \$239,720 |
| 3608 Airport Drive | Prot. Class    | 7           | # Stories           | 1       | Fire Alm.    | No      | Quake Cov.   | Yes | Effective Date | 1/1/2018 | Personal Property Value | \$11,716  |
| City               | Valuation      | Replacement | SQF.                | 1,445   | Security Alm | Yes     | Vacant (Y/N) | No  | Deductible     | \$1,000  | Total Value             | \$251,436 |
| Appraiser          | Appraisal Date | 9/21/2006   | Appraisal Rpt Code: | 002-001 |              | Comment |              |     |                |          |                         |           |

Structure: **Fuel Tank**

Coverage Class: Scheduled Outdoor Property

|              |                |                |                     |         |              |         |              |     |                |          |                         |          |
|--------------|----------------|----------------|---------------------|---------|--------------|---------|--------------|-----|----------------|----------|-------------------------|----------|
| 16164P630    | Const. Class   | FIRE RESISTIVE | YR. Built           | 1997    | % Sprinkler  | 0       | Flood Cov.   | No  | Flood Zone **  | C        | Structure Value         | \$66,020 |
| Airport Road | Prot. Class    | 7              | # Stories           | 9       | Fire Alm.    | No      | Quake Cov.   | Yes | Effective Date | 1/1/2018 | Personal Property Value | \$0      |
| City         | Valuation      | Replacement    | SQF.                | 0       | Security Alm | No      | Vacant (Y/N) | No  | Deductible     | \$1,000  | Total Value             | \$66,020 |
| Appraiser    | Appraisal Date | 6/10/2007      | Appraisal Rpt Code: | 002-009 |              | Comment |              |     |                |          |                         |          |

Structure: **Helicopter Hangar**

Coverage Class: Building

|                    |                |                |                     |         |              |         |              |     |                |          |                         |           |
|--------------------|----------------|----------------|---------------------|---------|--------------|---------|--------------|-----|----------------|----------|-------------------------|-----------|
| 16164P624          | Const. Class   | NONCOMBUSTIBLE | YR. Built           | 1997    | % Sprinkler  | 0       | Flood Cov.   | No  | Flood Zone **  | C        | Structure Value         | \$197,616 |
| 3602 Airport Drive | Prot. Class    | 7              | # Stories           | 1       | Fire Alm.    | No      | Quake Cov.   | Yes | Effective Date | 1/1/2018 | Personal Property Value | \$0       |
| City               | Valuation      | Replacement    | SQF.                | 2,193   | Security Alm | No      | Vacant (Y/N) | No  | Deductible     | \$1,000  | Total Value             | \$197,616 |
| Appraiser          | Appraisal Date | 9/21/2006      | Appraisal Rpt Code: | 002-007 |              | Comment |              |     |                |          |                         |           |

Structure: **New Hangar - East T-Hang**

Coverage Class: Building

|                    |                |                |                     |           |              |         |              |     |                |          |                         |           |
|--------------------|----------------|----------------|---------------------|-----------|--------------|---------|--------------|-----|----------------|----------|-------------------------|-----------|
| 16164P622          | Const. Class   | NONCOMBUSTIBLE | YR. Built           | 2004      | % Sprinkler  | 0       | Flood Cov.   | No  | Flood Zone **  | C        | Structure Value         | \$524,980 |
| 3600 Airport Drive | Prot. Class    | 7              | # Stories           | 1         | Fire Alm.    | No      | Quake Cov.   | Yes | Effective Date | 1/1/2018 | Personal Property Value | \$0       |
| City               | Valuation      | Replacement    | SQF.                | 13,110    | Security Alm | No      | Vacant (Y/N) | No  | Deductible     | \$1,000  | Total Value             | \$524,980 |
| Appraiser          | Appraisal Date | 5/8/2014       | Appraisal Rpt Code: | 161640903 |              | Comment |              |     |                |          |                         |           |

Structure: **North Hangar T-Hang**

Coverage Class: Building

|                    |                |                |                     |           |              |         |              |     |                |          |                         |           |
|--------------------|----------------|----------------|---------------------|-----------|--------------|---------|--------------|-----|----------------|----------|-------------------------|-----------|
| 16164P619          | Const. Class   | NONCOMBUSTIBLE | YR. Built           | 1970      | % Sprinkler  | 0       | Flood Cov.   | No  | Flood Zone **  | C        | Structure Value         | \$431,806 |
| 3701 Airport Drive | Prot. Class    | 7              | # Stories           | 1         | Fire Alm.    | No      | Quake Cov.   | Yes | Effective Date | 1/1/2018 | Personal Property Value | \$0       |
| City               | Valuation      | Replacement    | SQF.                | 14,400    | Security Alm | No      | Vacant (Y/N) | No  | Deductible     | \$1,000  | Total Value             | \$431,806 |
| Appraiser          | Appraisal Date | 5/8/2014       | Appraisal Rpt Code: | 161640901 |              | Comment |              |     |                |          |                         |           |



**Schedule of Property Values - Section 1  
Building, Other Structures and Scheduled Outdoor Property**

|   |            |  |             |           |   |              |    |              |     |                |  |                |          |                         |          |
|---|------------|--|-------------|-----------|---|--------------|----|--------------|-----|----------------|--|----------------|----------|-------------------------|----------|
| <b>Structure:</b> Runway Lighting Airport |            | Coverage Class: Scheduled Outdoor Property |             |           |   |              |    |              |     |                |  |                |          |                         |          |
| 3600 Airport Drive                        | 16164P618  | Const. Class                               | FRAME       | YR. Built |   | % Sprinkler  | 0  | Flood Cov.   | No  | Flood Zone **  |  | Effective Date | 1/1/2018 | Structure Value         | \$15,863 |
|   |            | Prot. Class                                | 7           | # Stories | 0 | Fire Alm.    | No | Quake Cov.   | Yes | Effective Date |  | Deductible     | \$1,000  | Personal Property Value | \$0      |
| City                                      | Hood River | Valuation                                  | Replacement | SQF.      |   | Security Alm | No | Vacant (Y/N) | No  | Contribution   |  |                | \$24     | Total Value             | \$15,863 |
| Appraiser                                 |            | Appraisal Rpt Code:                        |             | Comment   |   |              |    |              |     |                |  |                |          |                         |          |

|   |                    |                          |             |           |       |              |    |              |     |                |   |                |          |                         |           |
|---|--------------------|--------------------------|-------------|-----------|-------|--------------|----|--------------|-----|----------------|---|----------------|----------|-------------------------|-----------|
| <b>Structure:</b> Shop Maintenance Hangar |                    | Coverage Class: Building |             |           |       |              |    |              |     |                |   |                |          |                         |           |
| 3624 Airport Drive                        | 16164P617          | Const. Class             | FRAME       | YR. Built | 1970  | % Sprinkler  | 0  | Flood Cov.   | No  | Flood Zone **  | C | Effective Date | 1/1/2018 | Structure Value         | \$263,224 |
|   |                    | Prot. Class              | 7           | # Stories | 1     | Fire Alm.    | No | Quake Cov.   | Yes | Effective Date |   | Deductible     | \$1,000  | Personal Property Value | \$0       |
| City                                      | Hood River         | Valuation                | Replacement | SQF.      | 4,522 | Security Alm | No | Vacant (Y/N) | No  | Contribution   |   |                | \$392    | Total Value             | \$263,224 |
| Appraiser                                 | American Appraisal | Appraisal Rpt Code:      | 002-005     | Comment   |       |              |    |              |     |                |   |                |          |                         |           |

|                                       |            |                          |                |           |        |              |    |              |     |                |   |                |          |                         |           |
|---------------------------------------|------------|--------------------------|----------------|-----------|--------|--------------|----|--------------|-----|----------------|---|----------------|----------|-------------------------|-----------|
| <b>Structure:</b> South Hangar T-Hang |            | Coverage Class: Building |                |           |        |              |    |              |     |                |   |                |          |                         |           |
| 3600 Airport Drive                    | 16164P620  | Const. Class             | NONCOMBUSTIBLE | YR. Built | 1970   | % Sprinkler  | 0  | Flood Cov.   | No  | Flood Zone **  | C | Effective Date | 1/1/2018 | Structure Value         | \$398,589 |
|                                       |            | Prot. Class              | 7              | # Stories | 1      | Fire Alm.    | No | Quake Cov.   | Yes | Effective Date |   | Deductible     | \$1,000  | Personal Property Value | \$0       |
| City                                  | Hood River | Valuation                | Replacement    | SQF.      | 13,680 | Security Alm | No | Vacant (Y/N) | No  | Contribution   |   |                | \$577    | Total Value             | \$398,589 |
| Appraiser                             | ASSETWorks | Appraisal Rpt Code:      | 161640902      | Comment   |        |              |    |              |     |                |   |                |          |                         |           |

|                                |            |                             |             |           |   |              |    |              |    |                |  |                |          |                         |     |
|--------------------------------|------------|-----------------------------|-------------|-----------|---|--------------|----|--------------|----|----------------|--|----------------|----------|-------------------------|-----|
| <b>Structure:</b> White Hangar |            | Coverage Class: Not Covered |             |           |   |              |    |              |    |                |  |                |          |                         |     |
| 3700 Airport Drive             | 16164P6541 | Const. Class                | FRAME       | YR. Built |   | % Sprinkler  | 0  | Flood Cov.   | No | Flood Zone **  |  | Effective Date | 1/1/2018 | Structure Value         | \$0 |
|                                |            | Prot. Class                 | 2           | # Stories | 0 | Fire Alm.    | No | Quake Cov.   | No | Effective Date |  | Deductible     | \$1,000  | Personal Property Value | \$0 |
| City                           | Hood River | Valuation                   | No Coverage | SQF.      |   | Security Alm | No | Vacant (Y/N) | No | Contribution   |  |                | \$0      | Total Value             | \$0 |
| Appraiser                      |            | Appraisal Rpt Code:         |             | Comment   |   |              |    |              |    |                |  |                |          |                         |     |

|                                 |                    |                          |                |           |       |              |    |              |     |                |   |                |          |                         |           |
|---------------------------------|--------------------|--------------------------|----------------|-----------|-------|--------------|----|--------------|-----|----------------|---|----------------|----------|-------------------------|-----------|
| <b>Structure:</b> Yellow Hangar |                    | Coverage Class: Building |                |           |       |              |    |              |     |                |   |                |          |                         |           |
| 3650 Airport Drive              | 16164P621          | Const. Class             | NONCOMBUSTIBLE | YR. Built | 1970  | % Sprinkler  | 0  | Flood Cov.   | No  | Flood Zone **  | C | Effective Date | 1/1/2018 | Structure Value         | \$365,107 |
|                                 |                    | Prot. Class              | 7              | # Stories | 1     | Fire Alm.    | No | Quake Cov.   | Yes | Effective Date |   | Deductible     | \$1,000  | Personal Property Value | \$0       |
| City                            | Hood River         | Valuation                | Replacement    | SQF.      | 4,104 | Security Alm | No | Vacant (Y/N) | No  | Contribution   |   |                | \$528    | Total Value             | \$365,107 |
| Appraiser                       | American Appraisal | Appraisal Rpt Code:      | 002-006        | Comment   |       |              |    |              |     |                |   |                |          |                         |           |

|                        |                     |         |                    |             |
|------------------------|---------------------|---------|--------------------|-------------|
| <b>Premises Total:</b> | <b>Contribution</b> | \$3,638 | <b>Total Value</b> | \$2,514,641 |
|------------------------|---------------------|---------|--------------------|-------------|

**Port of Hood River**

Agent: Columbia River Insurance

Special Districts Insurance Services

Policy Year: 1/1/2018 to 12/31/2018

**Schedule of Property Values - Section 1**  
**Building, Other Structures and Scheduled Outdoor Property**

**Premises: Industrial Avenue**

Structure: **Big 7 Building**

Coverage Class: Building

|                       |            |              |                           |                     |             |              |     |              |     |                |          |                            |             |
|-----------------------|------------|--------------|---------------------------|---------------------|-------------|--------------|-----|--------------|-----|----------------|----------|----------------------------|-------------|
| 16164P613             |            | Const. Class | MASONRY<br>NONCOMBUSTIBLE | YR. Built           | 1950        | % Sprinkler  | 100 | Flood Cov.   | No  | Flood Zone **  | C        | Structure Value            | \$6,743,765 |
| 700 Industrial Avenue |            | Prot. Class  | 7                         | # Stories           | 3           | Fire Alm.    | Yes | Quake Cov.   | Yes | Effective Date | 1/1/2018 | Personal<br>Property Value | \$0         |
| City                  | Hood River | Zip          | 97031                     | Valuation           | Replacement | Security Alm | Yes | Vacant (Y/N) | No  | Deductible     | \$1,000  | Total Value                | \$6,743,765 |
| Appraiser             | ASSETWorks | Date         | 5/8/2014                  | Appraisal Rpt Code: | 161640101   | Comment      |     |              |     | Contribution   | \$7,813  |                            |             |

|                        |  |  |  |  |  |  |  |  |  |  |                     |         |                    |             |
|------------------------|--|--|--|--|--|--|--|--|--|--|---------------------|---------|--------------------|-------------|
| <b>Premises Total:</b> |  |  |  |  |  |  |  |  |  |  | <b>Contribution</b> | \$7,813 | <b>Total Value</b> | \$6,743,765 |
|------------------------|--|--|--|--|--|--|--|--|--|--|---------------------|---------|--------------------|-------------|

**Premises: Luhr Jensen Building**

Structure: **Main Building**

Coverage Class: Building

|              |            |              |                           |                     |             |              |     |              |     |                |          |                            |             |
|--------------|------------|--------------|---------------------------|---------------------|-------------|--------------|-----|--------------|-----|----------------|----------|----------------------------|-------------|
| 16164P9220W  |            | Const. Class | MASONRY<br>NONCOMBUSTIBLE | YR. Built           | 1975        | % Sprinkler  | 100 | Flood Cov.   | No  | Flood Zone **  |          | Structure Value            | \$4,307,974 |
| 400 Port Way |            | Prot. Class  | 2                         | # Stories           | 1           | Fire Alm.    | No  | Quake Cov.   | Yes | Effective Date | 1/1/2018 | Personal<br>Property Value | \$0         |
| City         | Hood River | Zip          | 97031                     | Valuation           | Replacement | Security Alm | No  | Vacant (Y/N) | No  | Deductible     | \$1,000  | Total Value                | \$4,307,974 |
| Appraiser    | ASSETWorks | Date         | 5/8/2014                  | Appraisal Rpt Code: | 161640301   | Comment      |     |              |     | Contribution   | \$4,703  |                            |             |

|                        |  |  |  |  |  |  |  |  |  |  |                     |         |                    |             |
|------------------------|--|--|--|--|--|--|--|--|--|--|---------------------|---------|--------------------|-------------|
| <b>Premises Total:</b> |  |  |  |  |  |  |  |  |  |  | <b>Contribution</b> | \$4,703 | <b>Total Value</b> | \$4,307,974 |
|------------------------|--|--|--|--|--|--|--|--|--|--|---------------------|---------|--------------------|-------------|

**Premises: Marina**

Structure: **North Dock**

Coverage Class: Scheduled Outdoor Property

|             |            |              |                           |                     |             |              |    |              |     |                |          |                            |          |
|-------------|------------|--------------|---------------------------|---------------------|-------------|--------------|----|--------------|-----|----------------|----------|----------------------------|----------|
| 16164P9549W |            | Const. Class | MASONRY<br>NONCOMBUSTIBLE | YR. Built           | 2003        | % Sprinkler  | 0  | Flood Cov.   | No  | Flood Zone **  |          | Structure Value            | \$45,046 |
| Port Way    |            | Prot. Class  | 9                         | # Stories           | 1           | Fire Alm.    | No | Quake Cov.   | Yes | Effective Date | 1/1/2018 | Personal<br>Property Value | \$0      |
| City        | Hood River | Zip          | 97031                     | Valuation           | Replacement | Security Alm | No | Vacant (Y/N) | No  | Deductible     | \$1,000  | Total Value                | \$45,046 |
| Appraiser   |            | Date         |                           | Appraisal Rpt Code: |             | Comment      |    |              |     | Contribution   | \$105    |                            |          |

|                        |  |  |  |  |  |  |  |  |  |  |                     |       |                    |          |
|------------------------|--|--|--|--|--|--|--|--|--|--|---------------------|-------|--------------------|----------|
| <b>Premises Total:</b> |  |  |  |  |  |  |  |  |  |  | <b>Contribution</b> | \$105 | <b>Total Value</b> | \$45,046 |
|------------------------|--|--|--|--|--|--|--|--|--|--|---------------------|-------|--------------------|----------|

**Port of Hood River**

Agent: Columbia River Insurance

Special Districts Insurance Services  
Policy Year: 1/1/2018 to 12/31/2018

**Schedule of Property Values - Section 1**  
**Building, Other Structures and Scheduled Outdoor Property**

**Premises: Marina Center**

| Structure:               |            | Garage              |             | Coverage Class: Building |       |              |    |              |     |               |                |                         |                 |
|--------------------------|------------|---------------------|-------------|--------------------------|-------|--------------|----|--------------|-----|---------------|----------------|-------------------------|-----------------|
| Address                  | Zip        | Const. Class        | FRAME       | YR. Built                | 2009  | % Sprinkler  | 0  | Flood Cov.   | No  | Flood Zone ** | Effective Date | 1/1/2018                | Structure Value |
| City                     | Hood River | Prot. Class         | 2           | # Stories                | 1     | Fire Alm.    | No | Quake Cov.   | Yes | Deductible    | \$1,000        | Personal Property Value |                 |
| Appraiser                | Date       | Valuation           | Replacement | SQF.                     | 2,000 | Security Alm | No | Vacant (Y/N) | No  | Contribution  | \$293          | Total Value             |                 |
|                          |            | Appraisal Rpt Code: | Comment     |                          |       |              |    |              |     |               |                |                         |                 |
| 16164P9076W              |            |                     |             |                          |       |              |    |              |     |               |                |                         | \$172,302       |
| 1000 E Port Marina Drive |            |                     |             |                          |       |              |    |              |     |               |                |                         | \$57,433        |
|                          |            |                     |             |                          |       |              |    |              |     |               |                |                         | \$229,735       |

**Structure: Port Office**

| Structure:                          |            | Port Office         |                 | Coverage Class: Building |       |              |     |              |     |               |                |                         |                 |
|-------------------------------------|------------|---------------------|-----------------|--------------------------|-------|--------------|-----|--------------|-----|---------------|----------------|-------------------------|-----------------|
| Address                             | Zip        | Const. Class        | JOISTED MASONRY | YR. Built                | 1986  | % Sprinkler  | 100 | Flood Cov.   | No  | Flood Zone ** | Effective Date | 1/1/2018                | Structure Value |
| City                                | Hood River | Prot. Class         | 7               | # Stories                | 1     | Fire Alm.    | No  | Quake Cov.   | Yes | Deductible    | \$1,000        | Personal Property Value |                 |
| Appraiser                           | Date       | Valuation           | Replacement     | SQF.                     | 8,160 | Security Alm | No  | Vacant (Y/N) | No  | Contribution  | \$1,572        | Total Value             |                 |
|                                     |            | Appraisal Rpt Code: | 161640601       | Comment                  |       |              |     |              |     |               |                |                         |                 |
| 16164P6356                          |            |                     |                 |                          |       |              |     |              |     |               |                |                         | \$861,513       |
| 1000 E Port Marina Drive            |            |                     |                 |                          |       |              |     |              |     |               |                |                         | \$327,276       |
|                                     |            |                     |                 |                          |       |              |     |              |     |               |                |                         | \$1,188,789     |
| <b>Premises Total: Contribution</b> |            |                     |                 |                          |       |              |     |              |     |               | \$1,865        | <b>Total Value</b>      | \$1,418,524     |

**Premises: Marina Park**

(43)

**Structure: Shed #1**

| Structure:                          |            | Shed #1             |             | Coverage Class: Building |   |              |    |              |     |               |                |                         |                 |
|-------------------------------------|------------|---------------------|-------------|--------------------------|---|--------------|----|--------------|-----|---------------|----------------|-------------------------|-----------------|
| Address                             | Zip        | Const. Class        | FRAME       | YR. Built                |   | % Sprinkler  | 0  | Flood Cov.   | No  | Flood Zone ** | Effective Date | 1/1/2018                | Structure Value |
| City                                | Hood river | Prot. Class         | 7           | # Stories                | 0 | Fire Alm.    | No | Quake Cov.   | Yes | Deductible    | \$1,000        | Personal Property Value |                 |
| Appraiser                           | Date       | Valuation           | Replacement | SQF.                     |   | Security Alm | No | Vacant (Y/N) | No  | Contribution  | \$21           | Total Value             |                 |
|                                     |            | Appraisal Rpt Code: | Comment     |                          |   |              |    |              |     |               |                |                         |                 |
| 16164P6539                          |            |                     |             |                          |   |              |    |              |     |               |                |                         | \$14,102        |
| Port Marina Drive                   |            |                     |             |                          |   |              |    |              |     |               |                |                         | \$0             |
|                                     |            |                     |             |                          |   |              |    |              |     |               |                |                         | \$14,102        |
| <b>Premises Total: Contribution</b> |            |                     |             |                          |   |              |    |              |     |               | \$42           | <b>Total Value</b>      | \$28,204        |

**Structure: Shed #2**

| Structure:                          |            | Shed #2             |             | Coverage Class: Building |   |              |    |              |     |               |                |                         |                 |
|-------------------------------------|------------|---------------------|-------------|--------------------------|---|--------------|----|--------------|-----|---------------|----------------|-------------------------|-----------------|
| Address                             | Zip        | Const. Class        | FRAME       | YR. Built                |   | % Sprinkler  | 0  | Flood Cov.   | No  | Flood Zone ** | Effective Date | 1/1/2018                | Structure Value |
| City                                | Hood River | Prot. Class         | 7           | # Stories                | 0 | Fire Alm.    | No | Quake Cov.   | Yes | Deductible    | \$1,000        | Personal Property Value |                 |
| Appraiser                           | Date       | Valuation           | Replacement | SQF.                     |   | Security Alm | No | Vacant (Y/N) | No  | Contribution  | \$21           | Total Value             |                 |
|                                     |            | Appraisal Rpt Code: | Comment     |                          |   |              |    |              |     |               |                |                         |                 |
| 16164P6540                          |            |                     |             |                          |   |              |    |              |     |               |                |                         | \$14,102        |
| Port Marina Drive                   |            |                     |             |                          |   |              |    |              |     |               |                |                         | \$0             |
|                                     |            |                     |             |                          |   |              |    |              |     |               |                |                         | \$14,102        |
| <b>Premises Total: Contribution</b> |            |                     |             |                          |   |              |    |              |     |               | \$42           | <b>Total Value</b>      | \$28,204        |

**Port of Hood River**

Agent: Columbia River Insurance

Special Districts Insurance Services  
Policy Year: 1/1/2018 to 12/31/2018

**Schedule of Property Values - Section 1**  
**Building, Other Structures and Scheduled Outdoor Property**

**Premises: Port Marina Docks**

Structure: 20 Boat Slips

Coverage Class: Scheduled Outdoor Property

|                        |                     |                |           |      |              |    |              |     |                |          |                         |           |
|------------------------|---------------------|----------------|-----------|------|--------------|----|--------------|-----|----------------|----------|-------------------------|-----------|
| 16164P9236W            | Const. Class        | FIRE RESISTIVE | YR. Built | 2010 | % Sprinkler  | 0  | Flood Cov.   | No  | Flood Zone **  |          | Structure Value         | \$344,605 |
| 200 E. Port Marina Dr. | Prot. Class         | 2              | # Stories | 1    | Fire Alm.    | No | Quake Cov.   | Yes | Effective Date | 1/1/2018 | Personal Property Value | \$0       |
| City                   | Valuation           | Replacement    | SQF.      |      | Security Alm | No | Vacant (Y/N) | No  | Deductible     | \$1,000  | Total Value             | \$344,605 |
| Appraiser              | Appraisal Rpt Code: |                | Comment   |      |              |    |              |     | Contribution   | \$404    |                         |           |

Structure: Picnic Shelter

Coverage Class: Other Structure

|                            |                     |             |           |      |              |    |              |     |                |          |                         |          |
|----------------------------|---------------------|-------------|-----------|------|--------------|----|--------------|-----|----------------|----------|-------------------------|----------|
| 16164P612                  | Const. Class        | FRAME       | YR. Built | 1975 | % Sprinkler  | 0  | Flood Cov.   | No  | Flood Zone **  |          | Structure Value         | \$11,162 |
| 200 East Port Marina Drive | Prot. Class         | 7           | # Stories | 1    | Fire Alm.    | No | Quake Cov.   | Yes | Effective Date | 1/1/2018 | Personal Property Value | \$0      |
| City                       | Valuation           | Replacement | SQF.      | 500  | Security Alm | No | Vacant (Y/N) | No  | Deductible     | \$1,000  | Total Value             | \$11,162 |
| Appraiser                  | Appraisal Rpt Code: |             | Comment   |      |              |    |              |     | Contribution   | \$17     |                         |          |

Structure: Port Marina Docks

Coverage Class: Scheduled Outdoor Property

|                         |                     |                |           |                            |              |    |              |     |                |          |                         |           |
|-------------------------|---------------------|----------------|-----------|----------------------------|--------------|----|--------------|-----|----------------|----------|-------------------------|-----------|
| 16164P626               | Const. Class        | FIRE RESISTIVE | YR. Built | 1989                       | % Sprinkler  | 0  | Flood Cov.   | No  | Flood Zone **  | C        | Structure Value         | \$570,179 |
| 200 E Port Marina Drive | Prot. Class         | 7              | # Stories | 1                          | Fire Alm.    | No | Quake Cov.   | Yes | Effective Date | 1/1/2018 | Personal Property Value | \$0       |
| City                    | Valuation           | Actual Cash    | SQF.      | 17,302                     | Security Alm | No | Vacant (Y/N) | No  | Deductible     | \$1,000  | Total Value             | \$570,179 |
| Appraiser               | Appraisal Rpt Code: | 161640603      | Comment   | Value Lower than Appraised |              |    |              |     | Contribution   | \$789    |                         |           |

|                 |              |         |             |           |
|-----------------|--------------|---------|-------------|-----------|
| Premises Total: | Contribution | \$1,210 | Total Value | \$925,946 |
|-----------------|--------------|---------|-------------|-----------|

**Premises: Toll Plaza**

Structure: Toll Plaza

Coverage Class: Other Structure

|                |                     |                 |           |      |              |    |              |     |                |          |                         |           |
|----------------|---------------------|-----------------|-----------|------|--------------|----|--------------|-----|----------------|----------|-------------------------|-----------|
| 16164P7103     | Const. Class        | JOISTED MASONRY | YR. Built | 2005 | % Sprinkler  | 0  | Flood Cov.   | No  | Flood Zone **  |          | Structure Value         | \$172,302 |
| 1010 HR/WS Hwy | Prot. Class         | 2               | # Stories | 1    | Fire Alm.    | No | Quake Cov.   | Yes | Effective Date | 1/1/2018 | Personal Property Value | \$114,868 |
| City           | Valuation           | Replacement     | SQF.      | 40   | Security Alm | No | Vacant (Y/N) | No  | Deductible     | \$1,000  | Total Value             | \$287,170 |
| Appraiser      | Appraisal Rpt Code: |                 | Comment   |      |              |    |              |     | Contribution   | \$361    |                         |           |

|                 |              |       |             |           |
|-----------------|--------------|-------|-------------|-----------|
| Premises Total: | Contribution | \$361 | Total Value | \$287,170 |
|-----------------|--------------|-------|-------------|-----------|

**Port of Hood River**

Agent: Columbia River Insurance

Special Districts Insurance Services

Policy Year: 1/1/2018 to 12/31/2018

**Schedule of Property Values - Section 1**  
**Building, Other Structures and Scheduled Outdoor Property**

**Premises: Wasco**

| Structure:             |            | Office |             | Coverage Class: Building |             |         |                |              |               |                     |                 |                         |             |
|------------------------|------------|--------|-------------|--------------------------|-------------|---------|----------------|--------------|---------------|---------------------|-----------------|-------------------------|-------------|
| Const. Class           | YR. Built  | 2005   | % Sprinkler | 0                        | Flood Cov.  | No      | Flood Zone **  | C            | Flood Zone ** | 1/1/2018            | Structure Value | Personal Property Value | Total Value |
| 16164P7003             | FRAME      | 2005   |             | 0                        |             | No      |                | C            |               | 1/1/2018            |                 |                         | \$2,209,860 |
| 205 Wasco Loop         | 7          | 2      | Fire Alm.   | No                       | Quake Cov.  | Yes     | Effective Date |              |               |                     |                 |                         |             |
| City                   | Hood River | Zip    | 97031       | Valuation                | Replacement | SOQF.   | 14,650         | Security Alm | Yes           | Deductible          | \$1,000         |                         | \$0         |
| Appraiser              | ASSETWorks | Date   | 5/8/2014    | Appraisal Rpt Code:      | 161640701   | Comment |                | Contribution | \$3,128       | Total Value         |                 |                         | \$2,209,860 |
| <b>Premises Total:</b> |            |        |             |                          |             |         |                |              |               | <b>Contribution</b> | \$3,128         | <b>Total Value</b>      | \$2,209,860 |

\*\* Flood Zones: The flood zone shown on the Schedule of Property Values is an estimate, either provided by the member, the insurance agent, or an independent appraiser. It is not a guarantee that the location is or is not in federally designated Special Flood Hazard Area (SFHA). In the event of a covered claim under this Supplemental Coverage, a determination on the flood zone will be made based on a review of Federal Emergency Management Agency flood maps, not by the estimated flood zone indicated on this Schedule of Property Values. If there is any question that a location is in a Special Flood Hazard Area, then make sure you obtain NFIP coverage for the location.

**Construction Class Options**

Fire Resistive Noncombustible  
Modified Fire Resistive Joisted Masonry  
Masonry Noncombustible Frame

**Valuation Options**

Actual Cash Value  
Replacement Cost  
Stated Value

**Protection Class**

Fire Protection Class is determined by the level of fire protection in your area. Your local fire department should be able to tell you which Protection Class your property is in.

|   |              |
|---|--------------|
| <b>Total Building, Other Structure and Scheduled Outdoor Property Value</b> | \$25,284,904 |
| <b>Total Personal Property Value</b>  | \$558,159    |
| <b>Total Value</b>  | \$25,843,063 |
| <b>Total Contribution</b>   | \$32,337     |

**Port of Hood River**

Agent: Columbia River Insurance

Special Districts Insurance Services

Policy Year: 1/1/2018 to 12/31/2018

**Schedule of Property Values - Section 2**

**Scheduled Mobile Equipment, Scheduled Personal Property and Scheduled Fine Arts**

| Code           | Description                              | Coverage Class              | Deductible | Serial # (optional) | Valuation     | Effective Date | Expiration Date | Value     | Property Contribution | Quake Contribution | Flood Contribution |
|----------------|--|-----------------------------|------------|---------------------|---------------|----------------|-----------------|-----------|-----------------------|--------------------|--------------------|
|                | 2005 John Deere Tractor Front End Loader | Scheduled Mobile Equipment  | \$250      |                     | Stated Value  | 1/1/2018       | 12/31/2018      | \$38,810  | \$263                 | \$7                | \$0                |
|                | Automated Weather Observation System     | Scheduled Personal Property | \$250      |                     | Stated Value  | 1/1/2018       | 12/31/2018      | \$85,500  | \$580                 | \$16               | \$0                |
|                | Miscellaneous                            | Scheduled Personal Property | \$250      |                     | Stated Value  | 1/1/2018       | 12/31/2018      | \$18,950  | \$129                 | \$4                | \$0                |
|                | Mower & Bagger - John Deere 355D         | Scheduled Mobile Equipment  | \$250      |                     | Stated Value  | 1/1/2018       | 12/31/2018      | \$7,510   | \$51                  | \$1                | \$0                |
|                | S630 T4 Bobcat Skid-Steer Loader         | Scheduled Mobile Equipment  | \$250      | AHGL12379           | Stated Amount | 1/1/2018       | 12/31/2018      | \$50,386  | \$342                 | \$9                | \$0                |
|                | Snow Plow                                | Scheduled Personal Property | \$250      |                     | Stated Value  | 1/1/2018       | 12/31/2018      | \$3,721   | \$25                  | \$1                | \$0                |
| <b>Totals:</b> |  |                             |            |                     |               |                |                 | \$204,877 | \$1,390               | \$38               | \$0                |

\* Any equipment or item \$10,000 or greater in value must be specifically scheduled.

\* All equipment or items less than \$10,000 in value may be aggregated together and reported as one total miscellaneous amount.



**Port of Hood River**

Agent: Columbia River Insurance

Special Districts Insurance Service

Policy Year: 1/1/2018 to 12/31/2018

**General Liability Schedule**

Per Occurrence Deductible: \$0.00

| Code   | Description                                 | Unit     | Amount    | Effective | Expiration | Contribution |
|--------|---|----------|-----------|-----------|------------|--------------|
|        |   |          |           | Date      | Date       |              |
| 160150 | 2017-2018 Budgeted Personal Services *      | Dollars  | 2,218,500 | 1/1/2018  | 12/31/2018 | \$3,276      |
| 160160 | 2017-2018 Budgeted Materials and Supplies * | Dollars  | 2,942,750 | 1/1/2018  | 12/31/2018 | \$9,179      |
| 160170 | 2017-2018 Budgeted Contingencies *          | Dollars  | 1,000,000 | 1/1/2018  | 12/31/2018 | \$0          |
| 160180 | Number of Employees                         | Each     | 27        | 1/1/2018  | 12/31/2018 | \$0          |
| 160190 | Number of Volunteers                        | Each     | 0         | 1/1/2018  | 12/31/2018 | \$0          |
| 160192 | Number of Board Members                     | Each     | 5         | 1/1/2018  | 12/31/2018 | \$0          |
| 160200 | District Size                               | Sq Miles | 522       | 1/1/2018  | 12/31/2018 | \$0          |
| 160210 | Population Served                           | Each     | 26,000    | 1/1/2018  | 12/31/2018 | \$0          |
| 16100  | Number of Drones (UAVs) Owned or Operated   | Each     | 0         | 1/1/2018  | 12/31/2018 | \$0          |
| 16108  | Marina Slips - Number Of                    | Each     | 194       | 1/1/2018  | 12/31/2018 | \$8,882      |
| 16110  | Commercial Terminals - Number Of            | Each     | 1         | 1/1/2018  | 12/31/2018 | \$0          |
| 16117  | Vessels - (Owned and Operated Under 30 FT.) | Each     | 0         | 1/1/2018  | 12/31/2018 | \$0          |
| 16215  | Buildings & Premises - Occupied by District | Sqf      | 0         | 1/1/2018  | 12/31/2018 | \$0          |
| 16801  | Wharf and Waterfront - Occupied by District | Sqf      | 0         | 1/1/2018  | 12/31/2018 | \$0          |
| 16900  | Dollars Paid For Services                   | Dollars  | 110,000   | 1/1/2018  | 12/31/2018 | \$0          |
| 16996  | Number of Airports                          | Each     | 1         | 1/1/2018  | 12/31/2018 | \$0          |
| 16997  | Events/Fundraisers - No Alcohol Served      | Days     | 0         | 1/1/2018  | 12/31/2018 | \$0          |
| 16998  | Events/Fundraisers - Alcohol Served         | Days     | 0         | 1/1/2018  | 12/31/2018 | \$0          |
|        |   |          |           |           |            | \$21,337     |

Claims Schedule

Port of Hood River

Auto Physical Damage

Type      Paid      Reserve      Collection      Incurred

2010

|                |                    |             |            |           |                    |      |         |     |         |
|----------------|--------------------|-------------|------------|-----------|--------------------|------|---------|-----|---------|
| Claim Number:  | VAAP2010046173     | Class Code: |            | Source:   |                    | COMP | \$1,357 | \$0 | \$1,357 |
| Claimant Name: | Port of Hood River | Status:     | Closed     | Cause:    |                    |      |         |     |         |
| Age:           |                    | Claim Type: | AP         | Anatomy:  |                    |      |         |     |         |
| Accident Date: | 12/10/2010         | Open Date:  | 12/17/2010 | Injury:   |                    |      |         |     |         |
| Adjuster:      | Baker              | Close Date: | 12/21/2010 | District: | Port of Hood River |      |         |     |         |
| Description:   |                    |             |            |           |                    |      |         |     |         |

Claim Count: 1

\$1,357      \$0      \$0      \$0      \$1,357

2011

|                |   |             |           |           |                    |      |       |     |       |
|----------------|---|-------------|-----------|-----------|--------------------|------|-------|-----|-------|
| Claim Number:  | VAAP2011046646  | Class Code: |           | Source:   |                    | COMP | \$726 | \$0 | \$726 |
| Claimant Name: | Port of Hood River                                    | Status:     | Closed    | Cause:    | Run Over           |      |       |     |       |
| Age:           |   | Claim Type: | AP        | Anatomy:  |                    |      |       |     |       |
| Accident Date: | 2/15/2011   | Open Date:  | 2/25/2011 | Injury:   |                    |      |       |     |       |
| Adjuster:      | Baker   | Close Date: | 9/30/2011 | District: | Port of Hood River |      |       |     |       |
| Description:   | District vehicle ran over a rock and punctured tires. |             |           |           |                    |      |       |     |       |

Claim Count: 1

\$726      \$0      \$0      \$0      \$726

2013

|                |  |             |           |           |                    |      |         |     |         |
|----------------|--|-------------|-----------|-----------|--------------------|------|---------|-----|---------|
| Claim Number:  | VAAP2013052591   | Class Code: |           | Source:   |                    | COLL | \$2,552 | \$0 | \$2,552 |
| Claimant Name: | Port of Hood River   | Status:     | Closed    | Cause:    | Rain               |      |         |     |         |
| Age:           |  | Claim Type: | AP        | Anatomy:  |                    |      |         |     |         |
| Accident Date: | 8/29/2013  | Open Date:  | 8/29/2013 | Injury:   |                    |      |         |     |         |
| Adjuster:      | Sprague  | Close Date: | 10/1/2013 | District: | Port of Hood River |      |         |     |         |
| Description:   | An insured driver was caught in a downpour from a thunderstorm and veered too close the the edge of the road whereby s |             |           |           |                    |      |         |     |         |

Claim Count: 1

\$2,552      \$0      \$0      \$0      \$2,552

2017

|                |   |             |           |           |                         |  |  |  |  |
|----------------|---|-------------|-----------|-----------|-------------------------|--|--|--|--|
| Claim Number:  | VAAP2017061255  | Class Code: |           | Source:   |                         |  |  |  |  |
| Claimant Name: | Port of Hood River                                      | Status:     | Closed    | Cause:    | Struck By Other Vehicle |  |  |  |  |
| Age:           |   | Claim Type: | AP        | Anatomy:  |                         |  |  |  |  |
| Accident Date: | 6/26/2017   | Open Date:  | 6/26/2017 | Injury:   |                         |  |  |  |  |
| Adjuster:      | Smith   | Close Date: | 9/25/2017 | District: | Port of Hood River      |  |  |  |  |
| Description:   | Another vehicle changed lanes into the insured vehicle. |             |           |           |                         |  |  |  |  |

Claim Count: 1

\$0      \$0      \$0      \$0      \$0

Claim Count: 4

\$4,635      \$0      \$0      \$0      \$4,635



Claims Schedule

General Liability

Type Paid Reserve Collection Incurred

2009

|   |                              |  |  |         |         |
|---|------------------------------|--|--|---------|---------|
| <b>Claim Number:</b> GCGL2009041309   | <b>Class Code:</b>           | <b>Source:</b> Unclassified, Insuff                |  |         |         |
| <b>Claimant Name:</b> Chadwick, Mike  | <b>Status:</b> Closed        | <b>Cause:</b> Equipment                            |  |         |         |
| <b>Age:</b>   | <b>Claim Type:</b> GL        | <b>Anatomy:</b>                                    |  |         |         |
| <b>Accident Date:</b> 1/25/2009   | <b>Open Date:</b> 4/7/2009   | <b>Injury:</b>                                     |  |         |         |
| <b>Adjuster:</b> Baker  | <b>Close Date:</b> 5/11/2009 | <b>District:</b> Port of Hood River                |  |         |         |
| <b>Description:</b> Clmt has a breeze-by-pass for bridge. Clmt alleges the gate did not lift fast enough and the clmt crashed threw the gate, d |                              |  |  |         |         |
| <b>Claim Number:</b> GCGL2009042119   | <b>Class Code:</b>           | <b>Source:</b> Unclassified, Insuff                |  | \$7,660 | \$6,998 |
| <b>Claimant Name:</b> Papastratakos, Zafiro   | <b>Status:</b> Closed        | <b>Cause:</b> Access to public: failure to control |  |         |         |
| <b>Age:</b>   | <b>Claim Type:</b> GL        | <b>Anatomy:</b>                                    |  | \$0     | \$662   |
| <b>Accident Date:</b> 7/15/2009   | <b>Open Date:</b> 7/16/2009  | <b>Injury:</b>                                     |  | \$7,660 | \$6,998 |
| <b>Adjuster:</b> Baker  | <b>Close Date:</b> 9/30/2011 | <b>District:</b> Port of Hood River                |  |         |         |
| <b>Description:</b> Claimant drove into the gate at the Port.   |                              |  |  |         |         |

Claim Count: 2

\$7,660 \$0 \$662 \$6,998

2010

|   |                               |                                     |  |  |  |
|---|-------------------------------|-------------------------------------|--|--|--|
| <b>Claim Number:</b> GCGL2010045954   | <b>Class Code:</b>            | <b>Source:</b> Unclassified, Insuff |  |  |  |
| <b>Claimant Name:</b> Barone, Pasquale  | <b>Status:</b> Closed         | <b>Cause:</b> Landscaping hazards   |  |  |  |
| <b>Age:</b>   | <b>Claim Type:</b> GL         | <b>Anatomy:</b>                     |  |  |  |
| <b>Accident Date:</b> 11/14/2010  | <b>Open Date:</b> 11/18/2010  | <b>Injury:</b>                      |  |  |  |
| <b>Adjuster:</b> Baker  | <b>Close Date:</b> 12/21/2010 | <b>District:</b> Port of Hood River |  |  |  |
| <b>Description:</b> Claimant has damage from wind blown branches from the Port. |                               |                                     |  |  |  |

Claim Count: 1

\$0 \$0 \$0 \$0

2012

|  |                               |  |       |          |          |
|--|-------------------------------|--|-------|----------|----------|
| <b>Claim Number:</b> GCGL2012050868  | <b>Class Code:</b>            | <b>Source:</b>                               |       |          |          |
| <b>Claimant Name:</b> Reynolds, Peter  | <b>Status:</b> Closed         | <b>Cause:</b> Hiring and retention practices |       |          |          |
| <b>Age:</b> 68   | <b>Claim Type:</b> GL         | <b>Anatomy:</b>                              |       |          |          |
| <b>Accident Date:</b> 8/9/2012   | <b>Open Date:</b> 8/9/2012    | <b>Injury:</b>                               |       |          |          |
| <b>Adjuster:</b> Hackbart  | <b>Close Date:</b> 10/28/2016 | <b>District:</b> Port of Hood River          |       |          |          |
| <b>Description:</b> The claimant, through an attorney, is presenting a Tort Claim Notice to the district alleging; wrongful termination. |                               |  |       |          |          |
|  |                               |  | LEG   | \$22,907 | \$22,907 |
|  |                               |  | B/I/P | \$25,000 | \$25,000 |
|  |                               |  |       | \$47,907 | \$47,907 |

Claim Count: 1

\$47,907 \$0 \$0 \$47,907

Claims Schedule

2016

|                       |  |                    |           |                  |                    |              |     |       |     |       |
|-----------------------|--|--------------------|-----------|------------------|--------------------|--------------|-----|-------|-----|-------|
| <b>Claim Number:</b>  | GCGL2016059071   | <b>Class Code:</b> |           | <b>Source:</b>   |                    | <b>B/I/P</b> |     |       |     |       |
| <b>Claimant Name:</b> | Frank, Pam   | <b>Status:</b>     | Open      | <b>Cause:</b>    | Structure          |              | \$0 | \$100 | \$0 | \$100 |
| <b>Age:</b>           | 55   | <b>Claim Type:</b> | GL        | <b>Anatomy:</b>  |                    |              | \$0 | \$100 | \$0 | \$100 |
| <b>Accident Date:</b> | 9/5/2016   | <b>Open Date:</b>  | 9/19/2016 | <b>Injury:</b>   |                    |              |     |       |     |       |
| <b>Adjuster:</b>      | Dragoo   | <b>Close Date:</b> |           | <b>District:</b> | Port of Hood River |              |     |       |     |       |
| <b>Description:</b>   | The claimant was riding her bike as she came under the Hood River Bridge when she missed the turn in the path and fell d |                    |           |                  |                    |              |     |       |     |       |

Claim Count: 1

Claim Count: 5

| Type | Paid     | Reserve | Collection | Incurred |
|------|----------|---------|------------|----------|
|      | \$55,567 | \$100   | \$662      | \$55,005 |

Property

2013

|                       |   |                    |           |                  |                    |           |          |     |     |          |
|-----------------------|---|--------------------|-----------|------------------|--------------------|-----------|----------|-----|-----|----------|
| <b>Claim Number:</b>  | GCPR2013052350                                  | <b>Class Code:</b> |           | <b>Source:</b>   |                    | <b>PD</b> |          |     |     |          |
| <b>Claimant Name:</b> | Port of Hood River                              | <b>Status:</b>     | Closed    | <b>Cause:</b>    | Water Damage       |           | \$15,356 | \$0 | \$0 | \$15,356 |
| <b>Age:</b>           |   | <b>Claim Type:</b> | PR        | <b>Anatomy:</b>  |                    |           | \$15,356 | \$0 | \$0 | \$15,356 |
| <b>Accident Date:</b> | 6/30/2013                                       | <b>Open Date:</b>  | 7/19/2013 | <b>Injury:</b>   |                    |           |          |     |     |          |
| <b>Adjuster:</b>      | Sullivan  | <b>Close Date:</b> | 8/1/2013  | <b>District:</b> | Port of Hood River |           |          |     |     |          |
| <b>Description:</b>   | A sprinkler head broke loose and caused damage. |                    |           |                  |                    |           |          |     |     |          |

Claim Count: 1

2015

|                       |  |                    |           |                  |                    |           |          |     |     |          |
|-----------------------|--|--------------------|-----------|------------------|--------------------|-----------|----------|-----|-----|----------|
| <b>Claim Number:</b>  | GCPR2015056949   | <b>Class Code:</b> |           | <b>Source:</b>   |                    | <b>PD</b> |          |     |     |          |
| <b>Claimant Name:</b> | Port of Hood River                                       | <b>Status:</b>     | Open      | <b>Cause:</b>    | Leaky Roof         |           | \$12,596 | \$0 | \$0 | \$12,596 |
| <b>Age:</b>           |  | <b>Claim Type:</b> | PR        | <b>Anatomy:</b>  |                    |           | \$12,596 | \$0 | \$0 | \$12,596 |
| <b>Accident Date:</b> | 6/29/2015  | <b>Open Date:</b>  | 6/29/2015 | <b>Injury:</b>   |                    |           |          |     |     |          |
| <b>Adjuster:</b>      | Hackbart   | <b>Close Date:</b> |           | <b>District:</b> | Port of Hood River |           |          |     |     |          |
| <b>Description:</b>   | The roof leaked water into the building, causing damage. |                    |           |                  |                    |           |          |     |     |          |

Claim Count: 1

Claim Count: 2

Claim Count: 11

Claim Count: 11

| Type | Paid     | Reserve | Collection | Incurred |
|------|----------|---------|------------|----------|
|      | \$12,596 | \$0     | \$0        | \$12,596 |
|      | \$27,952 | \$0     | \$0        | \$27,952 |
|      | \$88,153 | \$100   | \$662      | \$87,591 |
|      | \$88,153 | \$100   | \$662      | \$87,591 |

Special Districts Insurance Services - Policy Year 2017-2018 Comparison Report

Columbia River Insurance

**Port of Hood River**

The following comparison shows the difference in contributions from the 2017 policy year to the 2018 policy year renewal. The following summary shows the amounts and percentages that have changed from 2017 to 2018. This summary is intended only to give you a general idea of the rating components that influence contributions.

| Coverage                      | Annualized 2017 Contribution | 2018 Contribution after rate and best practices changes | Change after rate and best practices changes | % change after rate and best practices changes | Change in Exposures | 2018 Contribution after exposure, and all other changes | Total contribution change | Total % contribution change |
|-------------------------------|------------------------------|---|--|--|---------------------|---|---------------------------|-----------------------------|
| General Liability             | \$22,825                     | \$19,867  | (\$2,958)                                    | -12.96%  | See Below           | \$21,337  | (\$1,488)                 | -6.52%                      |
| Auto Liability                | \$2,567                      | \$2,402   | (\$165)                                      | -6.42%   | 2                   | \$2,749   | \$182                     | 7.09%                       |
| Non-Owned Auto Liability      | \$150                        | \$150   | \$0  | 0.00%  |                     | \$150   | \$0                       | 0.00%                       |
| Auto Physical Damage          | \$1,359                      | \$1,226   | (\$133)                                      | -9.78%   | \$41,798            | \$1,507   | \$148                     | 10.89%                      |
| Non-Owned APD                 | \$0                          | \$0   | \$0  | 0.00%  |                     | \$0   | \$0                       | 0.00%                       |
| Property                      | \$31,027                     | \$32,700  | \$1,673                                      | 5.39%  | \$557,112           | \$33,727  | \$2,700                   | 8.70%                       |
| Earthquake                    | \$4,949                      | \$5,196   | \$247  | 5.00%  | \$557,112           | \$4,949   | \$0                       | 0.00%                       |
| Flood                         | \$0                          | \$0   | \$0  | 0.00%  | \$557,112           | \$0   | \$0                       | 0.00%                       |
| Total                         | \$62,877                     | \$61,541  | (\$1,336)                                    | -2.12%   |                     | \$64,419  | \$1,542                   | 2.45%                       |
| <b>Pass Through Coverages</b> |                              |   |  |  |                     |   |                           |                             |
| Excess Liability              | \$6,940                      |   |  |  | 350,350             | \$7,446   | \$506                     | 7.29%                       |
| Boiler and Machinery          | \$0                          |   |  |  | \$557,112           | \$0   | \$0                       | 0.00%                       |
| Crime                         | \$322                        |   |  |  |                     | \$322   | \$0                       | 0.00%                       |
| Total                         | \$7,262                      |   |  |  |                     | \$7,768   | \$506                     | 6.97%                       |
| <b>TOTAL ALL LINES</b>        | <b>\$70,139</b>              |   |  |  |                     | <b>\$72,187</b>   | <b>\$2,048</b>            | <b>2.92%</b>                |

**General Liability Exposure Comparison**

| Description                                 | Last Year | Current year | Difference |
|---|-----------|--------------|------------|
| 2017-2018 Budgeted Personal Services *      | 2,042,200 | 2,218,500    | 176,300    |
| 2017-2018 Budgeted Materials and Supplies * | 2,768,700 | 2,942,750    | 174,050    |
| Marina Slips - Number Of                    | 186       | 194          | 8          |
| Events/Fundraisers - Alcohol Served         | 0         | 0            | 0          |

\* Auto Liability Exposure = Number of Autos  
 Auto Physical Damage Exposure = Total Insured Automobile Values  
 Property Exposure = Total Insured Property Values  
 Excess Liability = Materials and Supplies + Personal Services  
 Boiler and Machinery = Total Insured Property Values

**Loss Ratio**

2012-2016 Loss Ratio: **23.73%**

**Best Practices**

|      | % Credit |
|------|----------|
| 2017 | 6.00%    |
| 2018 | 10.00%   |

**Oregon Auto Liability  
Coverage Identification Card**

**Special Districts Insurance Services Trust**

Port of Hood River  
1000 E Port Marina Dr  
Hood River, OR 97031

**Policy:** 33P16164-182      **VIN:** 1B7FL26X2YS781167  
**Effective Date:** 1/1/2018      **Expiration Date:** 12/31/2018  
**Year/Make/Model:** 1990 / Dodge / Pickup

*This card must be carried in the vehicle at all times as evidence of coverage.*

**Oregon Auto Liability  
Coverage Identification Card**

**Special Districts Insurance Services Trust**

Port of Hood River  
1000 E Port Marina Dr  
Hood River, OR 97031

**Policy:** 33P16164-182      **VIN:** 1FVABUBSX3DL06175  
**Effective Date:** 1/1/2018      **Expiration Date:** 12/31/2018  
**Year/Make/Model:** 2003 / Freightliner / Dump Truck

*This card must be carried in the vehicle at all times as evidence of coverage.*

**Oregon Auto Liability  
Coverage Identification Card**

**Special Districts Insurance Services Trust**

Port of Hood River  
1000 E Port Marina Dr  
Hood River, OR 97031

**Policy:** 33P16164-182      **VIN:** 107HW22K56S715987  
**Effective Date:** 1/1/2018      **Expiration Date:** 12/31/2018  
**Year/Make/Model:** 2006 / Dodge / Pickup

*This card must be carried in the vehicle at all times as evidence of coverage.*

**Oregon Auto Liability  
Coverage Identification Card**

**Special Districts Insurance Services Trust**

Port of Hood River  
1000 E Port Marina Dr  
Hood River, OR 97031

**Policy:** 33P16164-182      **VIN:** 1N6AD0CW7DN724695  
**Effective Date:** 1/1/2018      **Expiration Date:** 12/31/2018  
**Year/Make/Model:** 2013 / Nissan / Pickup

*This card must be carried in the vehicle at all times as evidence of coverage.*

**Oregon Auto Liability  
Coverage Identification Card**

**Special Districts Insurance Services Trust**

Port of Hood River  
1000 E Port Marina Dr  
Hood River, OR 97031

**Policy:** 33P16164-182      **VIN:** 3C6LR5BT1FG508240  
**Effective Date:** 1/1/2018      **Expiration Date:** 12/31/2018  
**Year/Make/Model:** 2015 / Dodge / Pickup

*This card must be carried in the vehicle at all times as evidence of coverage.*

**Oregon Auto Liability  
Coverage Identification Card**

**Special Districts Insurance Services Trust**

Port of Hood River  
1000 E Port Marina Dr  
Hood River, OR 97031

**Policy:** 33P16164-182      **VIN:** 1FTNF20L52ED28515  
**Effective Date:** 1/1/2018      **Expiration Date:** 12/31/2018  
**Year/Make/Model:** 2002 / Ford / Truck

*This card must be carried in the vehicle at all times as evidence of coverage.*

**Oregon Auto Liability  
Coverage Identification Card**

**Special Districts Insurance Services Trust**

Port of Hood River  
1000 E Port Marina Dr  
Hood River, OR 97031

**Policy:** 33P16164-182      **VIN:** 1GBHC24U43E339116  
**Effective Date:** 1/1/2018      **Expiration Date:** 12/31/2018  
**Year/Make/Model:** 2003 / Chevrolet / Pickup

*This card must be carried in the vehicle at all times as evidence of coverage.*

**Oregon Auto Liability  
Coverage Identification Card**

**Special Districts Insurance Services Trust**

Port of Hood River  
1000 E Port Marina Dr  
Hood River, OR 97031

**Policy:** 33P16164-182      **VIN:** 1N6AD0CW7DN727425  
**Effective Date:** 1/1/2018      **Expiration Date:** 12/31/2018  
**Year/Make/Model:** 2013 / Nissan / Pickup

*This card must be carried in the vehicle at all times as evidence of coverage.*

**Oregon Auto Liability  
Coverage Identification Card**

**Special Districts Insurance Services Trust**

Port of Hood River  
1000 E Port Marina Dr  
Hood River, OR 97031

**Policy:** 33P16164-182      **VIN:** 1N6AD0CW5FN729595  
**Effective Date:** 1/1/2018      **Expiration Date:** 12/31/2018  
**Year/Make/Model:** 2015 / Nissan / Truck

*This card must be carried in the vehicle at all times as evidence of coverage.*

**Oregon Auto Liability  
Coverage Identification Card**

**Special Districts Insurance Services Trust**

Port of Hood River  
1000 E Port Marina Dr  
Hood River, OR 97031

**Policy:** 33P16164-182      **VIN:** 5n1az2mh2fn227414  
**Effective Date:** 1/1/2018      **Expiration Date:** 12/31/2018  
**Year/Make/Model:** 2015 / Nissan / SUV

*This card must be carried in the vehicle at all times as evidence of coverage.*

**Oregon Auto Liability  
Coverage Identification Card**

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**Special Districts Insurance Services Trust**

Port of Hood River  
1000 E Port Marina Dr  
Hood River, OR 97031

**Policy:** 33P16164-182      **VIN:** 1N6AD0CWXGN773500  
**Effective Date:** 1/1/2018      **Expiration Date:** 12/31/2018  
**Year/Make/Model:** 2016 / Nissan / Pickup

*This card must be carried in the vehicle at all times as evidence of coverage.*

**Oregon Auto Liability  
Coverage Identification Card**

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**Special Districts Insurance Services Trust**

Port of Hood River  
1000 E Port Marina Dr  
Hood River, OR 97031

**Policy:** 33P16164-182      **VIN:** 4SEPA0913HM4SE196  
**Effective Date:** 1/1/2018      **Expiration Date:** 12/31/2018  
**Year/Make/Model:** 2017 / Utility / Trailer

*This card must be carried in the vehicle at all times as evidence of coverage.*

**Oregon Auto Liability** 09  
**Coverage Identification Card**

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**Special Districts Insurance Services Trust**

Port of Hood River  
1000 E Port Marina Dr  
Hood River, OR 97031

**Policy:** 33P16164-182      **VIN:** 1FTSW21Y65EC25668  
**Effective Date:** 1/1/2018      **Expiration Date:** 12/31/2018  
**Year/Make/Model:** 2005 / Ford / Pickup

*This card must be carried in the vehicle at all times as evidence of coverage.*





SPECIAL DISTRICTS  
INSURANCE SERVICES

**INVOICE**

Date: 01-Jan-18

**Named Participant:** Port of Hood River  
1000 E Port Marina Dr  
Hood River, OR 97031

**Agent:** Columbia River Insurance  
P.O. Box 500  
Hood River, OR 97031-0059

| Invoice #    | Entity ID | Effective Date | Expiration Date | Invoice Date |
|--------------|-----------|----------------|-----------------|--------------|
| 33P16164-182 | 16164     | 01-Jan-18      | 31-Dec-18       | 01-Jan-18    |

**2018 Longevity Credit Amount\*\***

**\$6,461.00**

| Coverage  | Contribution |
|---|--------------|
| <b>General Liability</b>                          |              |
| General Liability Contribution                    | \$24,810     |
| Less Best Practices Credit                        | (\$2,481)    |
| Less Multi-Line Discount Credit                   | (\$992)      |
| Adjusted Contribution                             | \$21,337     |
| <b>Auto Liability</b>                             |              |
| Auto Liability Contribution                       | \$3,069      |
| Less Best Practices Credit                        | (\$320)      |
| Adjusted Contribution                             | \$2,749      |
| <b>Non-owned and Hired Auto Liability</b>         | \$150        |
| <b>Auto Physical Damage</b>                       | \$1,507      |
| <b>Hired Auto Physical Damage</b>                 | \$0          |
| <b>Excess Liability</b>                           | \$7,446      |
| <b>Property</b>                                   |              |
| Property Contribution                             | \$37,649     |
| Less Best Practices Credit                        | (\$3,922)    |
| Adjusted Contribution                             | \$33,727     |
| <b>Earthquake</b>                                 | \$4,949      |
| <b>Flood</b>                                      | \$0          |
| <b>Equipment Breakdown / Boiler and Machinery</b> | \$0          |
| <b>Crime</b>                                      | \$322        |

**Total: \$72,187**

\*\*Only Eligible Districts that signed the Longevity Credit and Rate Lock Guarantee Agreement will receive the indicated Longevity Credit Amount

Coverage is provided for only those coverages indicated above for which a contribution is shown or that are indicated as "included." Your payment evidences "acceptance" of this renewal. Please use the payment coupon on the following page to help us apply your payment correctly.

Payment instructions are on the following page.



# Longevity Credit and Rate Lock Agreement

## Port of Hood River

By signing this Agreement the Member agrees to remain a participant in the Special Districts Insurance Services (SDIS) Property and Liability Program from January 1, 2018 to December 31, 2019.

In return for this commitment the SDIS Trust agrees to the following:

1. Provide the Member with a Longevity Credit equal to: **\$12,922**
  - a. Amount to be mailed to the Member in January 2018: \$6,461.00
  - b. Amount to be mailed to the Member in January 2019: \$6,461.00
  
2. A maximum annual rate increase of five percent (5%) for policy year January 1, 2019 – December 31, 2019 based on the Member’s rates for the January 1, 2018 – December 31, 2018

The Member understands that breach of this agreement will require the Member to return the Longevity Credit plus interest to SDIS and will subject the Member to retroactive rate increases above the five percent (5%) maximum Rate Lock Guarantee.

*\* Total contributions assessed may increase more or less than the maximum guaranteed rate for changes in exposures such as the addition of vehicles, purchase of buildings, increase in operating budget or the addition of personnel. The rate guarantee does not apply to Excess Liability, Boiler and Machinery and Crime contributions because these are pass through costs to re-insurance carriers.*

It is so agreed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Special Districts Insurance Services

Port of Hood River

\_\_\_\_\_  
Authorized Representative (Member)

\_\_\_\_\_  
Print Name and Title



# Commission Memo

Prepared by: Michael McElwee  
Date: January 9, 2018  
Re: Transit Hub Planning



---

Kathy Fitzpatrick, Mobility Manager at MCEDD and Patty Fink, Executive Director at CAT will attend the meeting and present current planning efforts related to mass transit in the Gorge. Some of these plans suggest that Lot #1, in its current form, could become a near-term hub for transit inter-connections by summer 2018.

**RECOMMENDATION:** Information.

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# Commission Memo



Prepared by: Kevin Greenwood  
Date: January 9, 2018  
Re: Bridge Replacement Update

---

This represents the first of what will become regular bridge replacement project updates. Commission feedback is welcome in regards to preferred format, content, and other considerations.

## ADMINISTRATIVE TASKS

I started work on January 2 and everyone has been extremely friendly and helpful. I will be setting up my work station in the east wing. I anticipate two weeks for that to be fully functioning.

## BRIDGE REPLACEMENT TASKS

- Preparing Agenda/Packet for January 18<sup>th</sup> Special Work Session. This Work Session will present a panel discussion on P3 project delivery and provide opportunities for Q&A.
- Fielding requests for information from a number of project management and permitting consultants interested in the project.
- Continued review of background materials, including Siegel draft P3 administrative rules and preparing steps for Port Commission process for adoption.
- Update Org Chart to include approved consultants.
- I'm working on preparing a standardized report that the Commission can become used to seeing in the meeting packets. As noted above, I'd like some feedback about the ways that members of the Commission prefer to see or receive information. A summarized version of the report may be distributed to local news outlets to provide regular updates to the public as well.
- Begin developing public outreach committees and establishing purpose and authority.

I'm excited to be here and look forward to working with the Port Commission on this significant project.

**RECOMMENDATION:** Informational.

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## Executive Director's Report

### January 9, 2018

#### Staff & Administrative

- We welcome 2018 after a very eventful, successful and challenging 2017. Along with wildfires and snow events, 2017 was a time of meaningful change with three new Commissioners and three long-time staff retirements. With new additions, the Port has an excellent staff that can well handle the opportunities and challenges in 2018.
- I am pleased to report that Kevin Greenwood joined the Port as Project Director for the Bridge Replacement Project on January 2. Kevin will occupy an office in the eastern section of the Port office building and will be assembling most bridge replacement related documents there.
- We have confirmed attendance at the PNWA Mission to Washington in March - President Streich and Vice-President Shortt. Along with the typical PNWA functions, the Commissioners are expected to attend meetings with the Federal Highway Administration (FHWA) regarding alternative bridge procurement options, the INFRA grant program and, possibly, the Trump Administration's widely discussed Infrastructure Plan.
- Leaders for Tomorrow will be visiting the Port on January 10 for their annual Local Leadership Tour day. This is a program of Hood River Valley High School.
- The "Gorgeous Night in Olympia" legislative reception is scheduled for February 21<sup>st</sup>. Genevieve is helping to plan the event, hosted by Washington Representatives Gina McCabe and Norm Johnson along with Senator Curtis King under the banner of OneGorge. A similar event takes place in Salem in March, but with Representatives Helfrich and Bonham still settling in, the details are still TBD.



#### Recreation/Marina

- A power loss on 'B' Dock occurred on December 27. The cause was a ground fault on-board one vessel. This usually occurs from the use of on-board heaters when the temperature drops. The vessel owner was notified and power cut off until repairs are made.
- The 2018 billing for slip lease fees has not yet been issued due to a malfunction in the Marina management program software. We are waiting for tech support to resolve the issue.

---

## Development/Property

- Lot #1 was the subject of a Hood River Urban Renewal Agency work session on December 18. Matt Craigie from Eco Northwest participated and presented an overview of his prior work for the Port. The Commission and staff should discuss the next steps for this effort.
- The Mt. Hood Meadows Park & Ride at the Event Site has been running since December 23<sup>rd</sup>. So far, the ridership has been generally as expected with an equal number of local riders as customers from the Portland/Vancouver area.
- A sinkhole has developed on the Hood River Distillers property on the waterfront. I will be attending a meeting at HRD on December 5 to learn more about this issue from HRD and their engineers.
- Employee Brian Spielman has constructed a new framed canopy in the Maintenance Yard to protect the winter sanding pile from rain and snow. This was a significant effort and constructed almost exclusively by Brian.

---

## Airport

- The Fly Friendly Program changes that were addressed at the Commission meeting on the 19<sup>th</sup> were brought to the AAC on the 21<sup>st</sup>. A small change was made in the verbiage designating Runway 7 as the “calm wind” rather than “preferred departure” runway. Draft minutes are attached.
- The ALP revisions have been accepted by the FAA Oregon Planner and now go to other FAA staff for review. We are not anticipating significant changes and are on track to finalize the 2014 Master Plan process in March of 2018.

---

## Bridge/Transportation

- The test results and recommendations from Stafford Bandlow Engineers regarding the lift span mechanical and electrical systems will be available by January 15 and will be presented at the January 23<sup>rd</sup> meeting. This report will determine the extent of our remaining two capital projects for FY 17/18—lift span motor rehabilitation and skew system replacement.
- Fred Kowell is very pleased to report the new web portal that allows customer management of Breeze-By accounts is functioning well. Staff has been very prompt in fulfillment of new requests. The marketing efforts are now underway. As of January 3, about 90 new accounts have been set up, although not all were through the web portal.

PORT COMMISSION CALENDAR

# January 2018

| January 2018 |    |    |    |    |    |    | February 2018 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|---------------|----|----|----|----|----|----|
| Su           | Mo | Tu | We | Th | Fr | Sa | Su            | Mo | Tu | We | Th | Fr | Sa |
| 1            | 2  | 3  | 4  | 5  | 6  |    | 4             | 5  | 6  | 7  | 8  | 9  | 10 |
| 7            | 8  | 9  | 10 | 11 | 12 | 13 | 11            | 12 | 13 | 14 | 15 | 16 | 17 |
| 14           | 15 | 16 | 17 | 18 | 19 | 20 | 18            | 19 | 20 | 21 | 22 | 23 | 24 |
| 21           | 22 | 23 | 24 | 25 | 26 | 27 | 25            | 26 | 27 | 28 |    |    |    |
| 28           | 29 | 30 | 31 |    |    |    |               |    |    |    |    |    |    |

| SUNDAY | MONDAY  | TUESDAY  | WEDNESDAY                                      | THURSDAY  | FRIDAY | SATURDAY |
|--------|---|--|--|---|--------|----------|
| Dec 31 | Jan 1, 18<br>Office Closed, New Years Day Holiday | 2  | 3  | 4   | 5      | 6        |
| 7      | 8   | 9<br>5:00pm Commission Meeting (Port of Hood River Conference Room)  | 10   | 11  | 12     | 13       |
| 14     | 15  | 16   | 17   | 18<br>1:30pm Bridge Replacement Work Session (Port of Hood River Conference Room) | 19     | 20       |
| 21     | 22  | 23<br>5:00pm Commission Meeting (Port of Hood River Commission Room) | 24<br>3:00pm OneGorge Meeting (Waucoma Center) | 25  | 26     | 27       |
| 28     | 29  | 30   | 31   | Feb 1   | 2      | 3        |

(63)

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Port of  
Hood River

*Providing for the region's economic future.*

**INDUSTRIAL/COMMERCIAL FACILITIES • AIRPORT • INTERSTATE BRIDGE • MARINA**

1000 E. Port Marina Drive • Hood River, OR 97031 • (541) 386-1645 • Fax: (541) 386-1395 • [www.portofhoodriver.com](http://www.portofhoodriver.com) • Email: [porthr@gorge.net](mailto:porthr@gorge.net)

**Minutes**

**AIRPORT ADVISORY COMMITTEE**

**Thursday, December 21, 2017**

**At WAAAM – 3:00pm**

Attendees: Dayle Harris, Doug Roby, Anne Medenbach, Jim Stuart, Judy Newman, John Everitt, Jeff Renard, Brian Prange and Gennaro Avolio, John Benton, Scott Perry, Charles Cox, Lyn Guenther, Margo Pameier, Tod Guenther, Cis Ahearn

1. Approval of Minutes for November 16, 2017. Approved
2. Introductions
3. Airport Project updates

Anne gave a status. The Master plan is in final stages of approval by the FAA. The South Taxiway project will recommence for approximately 1 week as weather allows to re-do some of the paving. This will require 1-2 days of runway closures. The Port will work with the FBO to ensure this has as little impact as possible. The Connect 6 project will begin this spring. The Port is working on the design contract now with hopes of bidding the construction in march. Work would commence as weather allows in the spring. This will include installing utilities down Jeanette and Air Museum drive as well as finalizing grading and wetland mitigation on the north side.

4. WAAAM Update  
Judy gave a status report.
  - They are busy with gift certificates
  - WAAAM is getting increased traffic due to the FBO being closed on Sundays. Judy does not agree with this closure and feels that it is unfriendly.
5. Glider Update  
No update.
6. Fly Friendly program discussion
  - a. Considerable discussion ensued regarding the designation of runway 7. It was decided in the end to change it from “preferred departure” runway to “calm wind” runway.
7. Other items to discuss
  - a. Tac Aero is taking over FBO operations at the Dalles Airport. This should not impact operations too much in Hood River, but some touch and go and repetitive operations may be moved that direction.

## Port of Hood River

*Providing for the region's economic future.*

- b. A letter will be sent to the owner of a red cub who was seen flying low in multiple sweeps and doing 180 turns to land on the grass runway.
- c. There was some discussion about local tech company operations and a potential meeting with them to talk about how the airport can be used to support those operations while considering the impact on the neighborhood.
- d. Jeanette road neighbors requested that when construction starts in the spring, that work times be limited so as to reduce noise impacts. They stated that the machines were operating 6 days a week at times from 4:30 am to 8:15 PM.
- e. A request was also made to have the exterior lights covered so as to maintain dark night skies in the area.

**Next meeting is JANUARY 21 at 3:00 PM.**

DRAFT

# Commission Memo



Prepared by: Steve Carlson  
Date: January 9, 2018  
Re: Waterfront Event Rules and Regulations,  
Fees and Requirements

---

Staff proposes several changes to the Event Rules and Regulations Fees and Requirements. These include:

- Modifications to fees for certain locations,
- Changes to timing of document submission and fee payment,
- Modifications to insurance requirements, and
- Modifications to Renter's responsibilities.

The fees for certain locations have been changed to be more representative of likely use and to foster rental of less used locations.

With the guidance of Scott Reynier and Jerry Jacques, the insurance requirements for the events have been modified to clarify requirements for alcohol sale or distribution and type of policy.

Due date(s) for proof of third party permits and event payment have been made the same.

With the guidance of Facilities Manager John Mann, the Renter's costs and responsibilities have been modified to reduce potential post event cleanup and clarify services provided by the Port.

Changes in the attached draft are signified with line-through and replacement text.

**RECOMMENDATION:** Approve changes to the Waterfront Event Rules and Regulations, Fees and Requirements.

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**PORT OF HOOD RIVER  
EVENT RULES AND REGULATIONS  
FEES AND REQUIREMENTS**

The following Rules and Regulations are part of the Event Contract which the Renter agrees to abide by.

1. **Application Fee and Form:** A completed Event Application and **non-refundable** \$25 application fee are due 60 days prior to all waterfront and park events.
2. **Site & Parking Plans:** Site & parking plans must be provided to and accepted by the Port for those events using equipment, booths, ~~dump boxes~~ garbage handling, portable sanitation, staging and/or entertainment using amplified sound systems. Races, walks, bikathons, etc., must provide a route map to the Port. The Renter shall conduct the event in conformance with Port-approved policies and other Port requirements.
3. **Permits:** At least 10 days prior to event, copies of any required permits from the City of Hood River, Hood River County Health Department, Oregon Department of Transportation, or other regulatory agencies, including the Oregon Liquor Control Commission, Oregon State Marine Board, or the U.S. Coast Guard, etc., must be provided to the Port. The City of Hood River requires a Special Event Permit for all public events, which is reviewed by City fire, police, and sanitarian officials.
4. **Fee Structure:** Renter shall pay the following fees. Multiple-day events may be negotiated.

| <b>MARINA PARK / HOOK / SPIT / NICHOLS BEACH:</b> |                              |
|---|------------------------------|
| Up to 50 people                                   | \$100.00 per day             |
| 50 – 100 people                                   | \$200.00 per day             |
| Over 100 people                                   | \$ 500 Exclusive Use per day |

| <b>PICNIC SHELTER: (Fees Apply only to advanced reservation of shelter)</b> |   |
|---|---|
| Up to 75 people   | \$ 50.00 Exclusive use non-commercial per day (update w-site)<br>\$ 100.00 Exclusive use commercial per day |
| 75-150 people   | \$ 200.00 Exclusive Use per day   |

| <b>MARINA GREEN:</b> |                                |
|----------------------|--------------------------------|
| Up to 50 people      | \$100.00 per day               |
| 50 – 200 people      | \$ 200.00 per day              |
| Over 200 people      | \$900.00 Exclusive Use per day |

| <b>EVENT SITE/<del>NICHOLS BEACH/SPIT/HOOK:</del></b> |                                |
|---|--------------------------------|
| Up to 50 people                                       | \$100.00 per day               |
| 50 – 100 people                                       | \$ 250.00 per day              |
| Over 100 people                                       | \$900.00 Exclusive Use per day |

**ALL EVENTS/ALL SITES: Move in/Move out days: \$100/per day; Move in / Move out does not imply exclusive use and shall not significantly impact normal use of venue. Based on review of Event Proposal, large events may constitute the need for Exclusive Use Move In / Move Out days.**

5. **Payments Due: Fees are due 10 days prior to the event.** Additional charges assessed for restroom cleaning, damages, and Port staff assistance will be due and payable upon receipt of invoice after the event.

- 6. Insurance:** An individual Renter shall provide and maintain Comprehensive General Liability Insurance Coverage with a minimum combined single limit of \$1,000,000.00 naming the Port of Hood River as an Additional Insured. A commercial Renter shall provide and maintain broad form Comprehensive Commercial General Liability Coverage with a minimum combined single limit of \$1,000,000.00 naming the Port of Hood River as an Additional Insured. All Renters serving alcohol (for sale) must include complete Liquor Liability Coverage with a limit not less than \$1,000,000.00. If a Renter plans to provide alcohol (not for sale) the policy must include Host Liquor Liability with a minimum limit of \$1,000,000.00. All of the required policies shall be written as a Primary Policy, not contributing with or in excess of any coverage which the Port of Hood River may carry. All copies of insurance certificates must be on file in the Port office prior to set-up. There will be no exceptions. These documents may be reviewed for compliance by the Port's Agent of Record. The Port has discretion to waive this requirement for low-attendance non-public events in the Marina Park such as picnics.
- 7. Alcohol Policy:** If Renter will be selling or serving alcohol at the event, Renter must sign the **Event Alcohol Control Policy** form and follow its requirements and recommendations. **OLCC Permits:** If alcohol is sold or served at public events, an Oregon Liquor Control Commission permit must be obtained and submitted to the City of Hood River Police Department and the Port of Hood River for approval.
- 8. Security:** Adequate security for the event is the responsibility of the Renter. Certified security guards will be required for public events serving alcohol. (See City of Hood River's Special Event Application.) It is the sole responsibility of the Renter to control the event, protect the people present, and comply with all applicable laws and regulations. The Port of Hood River has no responsibility for the event. Port staff will not be onsite unless contracted to do so.
- 9. Food Service/Sales:** Renter shall ensure that all food and alcohol vendors are in compliance with OLCC and food handler laws and regulations. Food Handler Permits may be obtained from the Hood River County Health Department and a copy submitted to the Port. Renter is responsible for all damages caused by vendors and concessionaires, as well as any violations of Port policies. Damages will be assessed after the event and payable upon receipt of invoice.
- 10. Use of Port Name:** The Renter may use the official Port name, logos, or other identification the Port wishes to be identified by in Renter's promotional, advertising and marketing materials.
- 11. Fee or Cost Waivers:** The Port will not waive fees for commercial events with concessions or sales of any type. However, the Port may consider waivers or fee reductions for youth sports and activities or events resulting in community-wide benefits, if an event is a not-for-profit activity involving financial or in-kind contributions from or to local agencies, organizations or residents.
- 12. Indemnification Agreement:** The Renter agrees to indemnify and save the Port, its Commissioners, officers, employees and agents, harmless from any claims by any persons, firms, or corporations arising from or related to event activities conducted on Port premises or arising from or related to any act of Renter or Renter's agents, contractors, employees, invitees or licensees in or about the Port premises, and from all costs, legal fees, and liabilities incurred in any action or proceeding brought thereon; and in case any action or proceeding is brought against the Port by reason of any such claim, Renter, upon notice from the Port, covenants to resist and defend such action or proceeding by legal counsel satisfactory to the Port.
- 13. Port Right to Cancel:** The Port reserves the right to cancel an event at any time, in the Port's discretion. In case of Port cancellation, neither Renter, nor any third party, shall have the right to claim damages of any kind resulting from the cancellation. The Port may refund rental deposit(s), when appropriate, if an event is canceled.

## RENTER COSTS & RESPONSIBILITIES

1. **Restrooms:** ~~Renter must provide portable toilets, if necessary (1 per 125 people). If cleaning of restroom facilities is requested by Renter that is in addition to the normal Port cleaning schedule, Renter shall pay \$50 for each cleaning.~~ Exclusive Use events at the Marina Green and Event Site must provide portable toilets at the rate of one toilet per 125 participants. Event site bathrooms will be closed during exclusive use events unless prior access arrangements have been made with the Port and professional janitorial services have been hired, at the Renters expense, to maintain the bathrooms throughout the rental period.
2. **Damages:** Renter shall arrange a grounds inspection with Port Facilities staff prior to set up and following exclusive use events at the Event Site and Marina Green. All Sites: Renter shall be assessed ~~at~~ Port's cost for repair of any event related damage to facilities including irrigation or parking lot damage from vehicles, stakes or posts. Waterfront Manager may require a Damage and Cleaning Deposit for certain events.
3. **Traffic Control:** Renter shall provide traffic and parking control if over 100 cars per day are anticipated.
4. **Water and Electricity:** Renter shall be responsible for ~~all utility specialty~~ any special utility connections at Renter's cost.
5. **Garbage:** Renter shall ~~must~~ provide sufficient garbage receptacles and collection to accommodate the needs of the event. Following the last paid Move Out day, any remaining garbage or other materials will be removed by the Port at Renters expense.
6. **Use of Other Port Services or Equipment:** ~~Negotiated prior to event between Renter and Port. Use of any Port equipment or services such as picnic tables and garbage cans shall be negotiated prior to event. The Port does not guarantee a specified number of picnic tables will be available at the Marina Park.~~

## PORT COSTS & RESPONSIBILITIES

1. Port will provide basic water and electricity at no additional charge.
2. Port will provide Renter opportunity for a site inspection and walk through with facilities staff prior to and following event.
3. Port will notify tenants and other users of the park or waterfront closure, if necessary, as well as any other negotiated restrictions on access and use.
4. Port staff will be available during normal working hours to provide minor assistance and coordination during set-up and after event during removal and clean-up.

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# Commission Memo



Prepared by: Kevin Greenwood  
Date: January 9, 2018  
Re: SWRTC Agreement

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The Southwest Washington Regional Transportation Council (SWRTC) serves as the Regional Transportation Planning Organization (RTPO) for Clark, Skamania and Klickitat Counties. The SWRTC works with a wide range of municipalities to provide technical support on major planning studies, project management and procurement processes for regional transportation projects in SW Washington. SWRTC provides these services by entering into Master Interlocal Services Agreements (ISA) with other public agencies to accomplish mutually beneficial work efforts. Upon approval of an ISA each signatory agency may execute work orders and seek reimbursement for services.

SWRTC has experience preparing, soliciting and scoring Requests for Proposals (RFPs) for local governments. Staff believes it would be efficient and cost effective to utilize SWRTC to develop the bid documents and coordinate the lengthy process for selecting a consultant to undertake the Final Environmental Impact Study (FEIS) for the Bridge Replacement Project. The Public Contract Review Board (i.e. Port Commission) would ultimately review the recommendation and award the contract to the firm best able to represent the Port's interests.

If approved by the Commission, the attached ISA would provide the formal contracting relationship between the Port and SWRTC. The SWRTC Board met and approved this document on Jan. 2, 2018. The attached work order defines the specific scope of services and estimated fee for the FEIS engineer selection process. The funds for this effort would be available from the \$5 million grant from the State of Oregon identified in the 2017 Transportation Bill.

**RECOMMENDATION:** Authorize a Master Interlocal Services Agreement with the Southwest Washington Regional Transportation Commission and Work Order for Engineer selection services not to exceed \$10,000.

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TO BE POSTED ON WEBSITES OF RTC AND THE PORT OF HOOD RIVER

## **MASTER INTERLOCAL SERVICES AGREEMENT**

THIS AGREEMENT is made and entered into by and between SOUTHWEST WASHINGTON REGIONAL TRANSPORTATION COUNCIL, (hereinafter "RTC"), a metropolitan planning organization established under federal law and regional transportation planning organization established pursuant to state law, and created by interlocal agreement effective July 1, 1992, and the PORT OF HOOD RIVER, an Oregon Municipal Corporation duly organized pursuant to the laws of Oregon, (Hereinafter, "PORT").

WHEREAS, RTC and the PORT OF HOOD RIVER individually lack adequate personnel for each to do all required transportation planning work alone and seek to utilize the other's personnel and expertise when appropriate to increase efficiency; and

WHEREAS, the parties have the necessary personnel and expertise in combination and are willing to do said work for one another in consideration of the mutual covenants and agreements herein contained and are authorized to enter into this AGREEMENT pursuant to Ch. 39.34 RCW and specifically 39.34.020 and 39.34.080, as applicable and ORS 279A.055;

WHEREAS, this AGREEMENT has been authorized by the respective governing bodies of the RTC and the PORT OF HOOD RIVER; now, therefore,

**IT IS COVENANTED AND AGREED** as follows:

1. The purpose of this AGREEMENT is to maximize the resources and expertise of the parties to increase efficiency in transportation planning.
2. RTC or the PORT OF HOOD RIVER shall provide one another those transportation planning services as requested of one another in work orders to implement this AGREEMENT to the same standards provided by RTC or the PORT in their respective capacities.
3. Each work order shall set forth the scope of work, rate of compensation, not to exceed amount, and timelines for completion for each project.

4. Such work orders shall be executed by the parties by the administrative agents, or designees, specified in this AGREEMENT:

For the PORT:

Executive Director, Port of Hood River;

For RTC:

Executive Director, Southwest Washington Regional Transportation Council

5. This AGREEMENT will be utilized by the PORT OF HOOD RIVER and RTC.

6. Each party requesting service covenants by executing a work order pursuant to this AGREEMENT that its requests for service are within the annual budget for that party or department and for that service.

7. All costs to party providing service for its labor assigned contractors and administrative expenses shall be recovered under a reimbursable work requisition number. All cost estimates shall include appropriate administrative overhead rates, applicable sales and business and occupation taxes, applicable liability insurance charges, and actual charges. Costs shall include actual direct labor and usage charges and any applicable overhead.

8. Upon completion of each reimbursable work requisition, the party requesting service agrees to pay the party providing service, the amount of the costs under the work order within 30 days of invoice. Both parties shall endeavor to timely pay all bills for service.

9. Both parties agree that in the performance of this AGREEMENT they shall comply with the provisions of RCW 39.34.080 and ORS Chapter 279, as applicable.

10. Both parties agree that in the performance of this AGREEMENT they shall comply with all other applicable local, state, and federal laws.

11. It is understood and agreed that each party will be responsible for its own negligence and will, to the extent of its negligence, indemnify and hold harmless the other party from any and all claims, losses, or causes of action, suits, and actions in equity of any kind.

12. Each party agrees to hold the other party harmless from any and all bodily injury claims brought by employees of that party and expressly waives its immunity under the law, as to these claims which are brought against the other party; provided, that if RTC and the PORT OF HOOD RIVER are both found to be negligent, each party's duty to indemnify shall be limited to the extent of its negligence. The RTC and the PORT OF HOOD RIVER waive transfer of rights of recovery (subrogation) against each other, their agents, representatives, directors, officers, and employees for any claim arising out of acts, errors, mistakes, omissions in the provision of work or services under this AGREEMENT.

13. It is understood and agreed between the parties that this AGREEMENT shall not be assigned, transferred, or any portion subcontracted hereunder by the either party without the prior written permission of the other party.

14. Any notices to be given under this AGREEMENT shall be delivered postage prepaid and addressed to:

To RTC:

Regional Transportation Council  
PO Box 1366  
Vancouver, WA 98666-1366  
Attn: Executive Director

To PORT OF HOOD RIVER:

PORT OF HOOD RIVER  
1000 E Port Marina Dr.  
Hood River, OR 97031  
Attn: Executive Director

15. This AGREEMENT is intended for the benefit of the parties and is not intended to create third party beneficiaries.

16. The term of this AGREEMENT is for five (5) years from the date of execution by both parties. Either party may terminate this AGREEMENT upon sixty (60) days written notice. The parties agree to reimburse one another for the cost of services provided through the date of termination of this AGREEMENT.

17. This AGREEMENT is entered into pursuant to Chapter 39.34 RCW and ORS 190.110. Its purpose is as set forth in Section 1. Its term or duration is as specified in Section 16. Its method of termination is set forth in Section 16. Its manner of financing is described in Sections 2-8. No property shall be acquired pursuant to this Agreement which will need to be disposed of upon partial or complete termination of this Agreement.

18. The parties agree that there shall be two (2) signed originals of this AGREEMENT procured and distributed for signature by the necessary officials of RTC and the PORT OF HOOD RIVER. Upon execution, a copy of the executed original of this Agreement shall be posted on both parties' websites within ten (10) days of execution. Upon posting of the executed copies of this Agreement on both parties' websites, each signed original shall constitute an Agreement binding upon the RTC and the PORT OF HOOD RIVER.

19. Acts taken in conformity with this AGREEMENT prior to its execution and filing are hereby ratified and affirmed.

IN WITNESS WHEREOF, the parties have set their hands this \_\_\_\_ day of \_\_\_\_\_, 2018.

FOR SOUTHWEST WASHINGTON  
REGIONAL TRANSPORTATION COUNCIL

By: \_\_\_\_\_  
Matt Ransom, Executive Director

Approved as to form:

By: \_\_\_\_\_  
Ted H. Gathe, RTC General Counsel

FOR PORT OF HOOD RIVER,  
an Oregon Municipal Corporation

By: \_\_\_\_\_  
Michael McElwee, Executive Director

Approved as to form:

By: \_\_\_\_\_  
Jerry Jaques, Port Legal Counsel

**MASTER INTERLOCAL SERVICES AGREEMENT  
WORK ORDER 01-2018**

Pursuant to the Master Interlocal Services Agreement entered into between the Southwest Washington Regional Transportation Council (RTC) and Port of Hood River (January 9, 2018) the following **Work Order 01-2018** is agreed to and is subject to the terms of conditions of the Agreement.

Work Order 01-2018 is authorized to complete activities associated with consultant selection process for the Hood River Bridge Final Environmental Impact Statement (FEIS), which was authorized by the Port of Hood River Commissioners on January 9, 2018.

**Scope of Work:**

The scope of work to complete the consultant selection process for the Hood River Bridge FEIS is provided for in Attachment 1.

**Total Compensation:**

Port of Hood River agrees to pay RTC up to \$10,000, which covers the direct expenses of RTC and administrative overhead cost related to project management and administration.

**Payment Terms:**

RTC will bill Port of Hood River on a recurring basis (assumed to be monthly).

**Covenants:**

Per the Master Interlocal Services Agreement, the following individuals are authorized to sign Work Order 01-2018, and carry-out the activities in accordance with the Agreement and Work Order terms.

FOR SOUTHWEST WASHINGTON  
REGIONAL TRANSPORTATION COUNCIL

By: \_\_\_\_\_  
Matt Ransom, Executive Director

FOR Port of Hood River,

Master Interlocal Services Agreement (WO 01-2018)

**Error! No text of specified style in document.**

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an Oregon Port District

By: \_\_\_\_\_  
Michael McElwee, Executive Director



# **Attachment 1**

## **Scope of Work**

### **Hood River Bridge FEIS Consultant Selection**

#### **Background**

The Hood River-White Salmon Interstate Bridge is a vital bi-state Columbia River crossing in the Columbia River Gorge National Scenic Area connecting Hood River, Oregon with the communities of White Salmon and Bingen in Washington State. The Bridge is approximately one mile long, is a steel truss bridge with very narrow lanes (9 feet and 4.75 inches wide). The Bridge has a Total Gross Weight Limit of 80,000 lbs.

The Bridge was built by the Oregon-Washington Bridge Company and opened on December 9, 1924. The Hood River Bridge was essentially rebuilt in 1938 when the construction of the Bonneville Dam caused water levels to rise and made the addition of a lift span necessary. On December 12, 1950 the Port of Hood River purchased the bridge from the Oregon-Washington Bridge Company and currently operates the bridge as a toll facility.

Regional partners continue to work with state, and federal agencies to seek funding for replacement of this aging structure. The SR-35 Columbia River Crossing effort began in 1999. By December 2004, an SR-35 Columbia River Crossing Draft Environmental Impact Statement (DEIS) and Feasibility Study was completed. The DEIS identified a new bridge just west of the existing Hood River Bridge as the preliminary preferred alternative. In 2009, a Type, Size, and Location Study began to complete additional engineering work to benefit project development and support the future completion of the Final Environmental Impact Statement.

In 2017, the Oregon Legislature allocated \$5 million to the Port of Hood River to complete a Final Environmental Impact Statement (FEIS) for the Hood River Bridge. With the previous Hood River Bridge replacement efforts led by RTC, the Port of Hood River intends to use personnel and experience of RTC to assist with the consultant selection process. The intent would be to select the most qualified firm to support the completion of the Final Environmental Impact Statement.

The following scope and fees were derived to lead the consultant selection process for the completion of the Hood River Bridge replacement FEIS.

#### **Scope of Work**

##### Step 1: Develop Objectives

RTC staff will work with the Port of Hood River staff to develop a clear understanding of Goals and Objectives of this work effort. This would include what is the study expectation, what will be accomplished, what skills are required to complete the work, time-frame for completion, project budget, and division of labor between Port and Consultant. This effort will allow the development of a general scope of work for the Hood River Bridge Final Environmental Impact

Statement (FEIS). A selection team, evaluation criteria, and selection timeline will be developed. This understanding of work effort will become the basis for the preparation of the Request for Qualification.

### Step 2: Develop Request for Qualification (RFQ)

A Request for Qualifications (RFQ) is a qualifications-based selection process. It is a request for firms to submit their qualifications to be considered for a project. The intent of an RFQ process is to select the most qualified firm.

RTC will prepare the Request for Qualification document. This RFQ will outline a description of the consulting services sought, as well as the required documents to be submitted by interested firms, and contractual parameter.

RTC will develop a notice for the RFQ that will be advertised on RTC's Website, Portland Daily Journal of Commerce, and the Seattle Daily Journal of Commerce.

### Step 3: Interview of Consultants

RTC will organize all aspects of the consultant interviews. This including firms to be interviewed, interview location, schedule, questions, and selection committee organization. Once Qualifications are received, the selection committee will evaluate proposals, based on evaluation criteria, to decide which firms should be interviewed. As part of this process, RTC will check all references to ensure qualifications. Firms will be invited to participate on the selected interview date.

### Step 4: Final Consultant Scope of Work and Budget

Following interviews the selection committee will evaluate firms and develop a prioritized list of qualified firms. Once a firm is recommended, the Port and RTC staff will negotiate a final scope of work and budget with selected firm. If the Port/RTC staff cannot come to terms with preferred consultant team, the Port/RTC has the option to negotiate with the second or third choice firms. Once a final scope of work and budget has been developed, the staff recommendation will be taken to the Port of Hood River commissioners for final selection.

### ***Deliverables:***

RTC will communicate and seek acceptance of all documentation from Port of Hood River project manager prior to releasing any final deliverable.

- Draft Scope of Work
- Advertise Request of Qualification
- Prepare Request of Qualification
- Schedule, coordinate, participate, and facilitate consultant team interviews.
- Negotiate with preferred firm to develop final scope of work and budget.

***Budget:***

| <b>Budget</b>                                      | <b>Amount</b>   |
|--|-----------------|
| 1. RTC Project Management Cost and Direct Expenses | \$10,000        |
| <b>Total Budget</b>                                | <b>\$10,000</b> |

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# Commission Memo



Prepared by: Kevin Greenwood  
Date: January 9, 2018  
Re: Otak Agreement

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Otak is an international multi-disciplinary design firm with the diverse skills of engineers, architects, urban designers, and planners. Chuck Green, Senior Project Manager and Strategic Advisor (resume attached), has extensive familiarity with the National Environmental Policy Act (NEPA) and specifically with the Port of Hood River bridge replacement project. His team includes Scott Nettleton and Mike Day who are experienced in project management and alternate contracting methods.

Otak would fill an important role as strategic advisor in preparation of the FEIS and a space on the bridge replacement org chart. As part of the scope of work for selecting a consultant to complete the FEIS, Green and his team will coordinate meetings with federal and state agencies and establish initial working relationships with key individuals in those agencies. In addition, his team will be available to Port staff for reviewing materials related to P3 and/or other project delivery methods. The attached contract includes a more detailed description of Otak's recommended work scope.

The funds for this contract would be available from the \$5 million grant from the State of Oregon identified in the 2017 Transportation Bill.

**RECOMMENDATION:** Authorize a Contract with Otak for pre-development services associated with bridge replacement not to exceed \$20,000, subject to legal counsel review.

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## PERSONAL SERVICES CONTRACT

This Agreement is between the Port of Hood River, an Oregon Municipal Corporation, (hereinafter referred to as “**Port**”), and OTAK, (hereinafter referred to as “**Consultant**”).

In consideration of the mutual covenants set forth in this Agreement, Port authorizes Consultant and Consultant agrees to carry out and complete services as described below:

1. **PROJECT:** Work shall be performed by Consultant in connection with a project generally described as:
2. **SCOPE OF SERVICES:** The Consultant shall be responsible for the performance of all services as set forth in the scope of services attached hereto and incorporated herein as **Exhibit ‘A’** (the “Services”) and to the extent described in this Agreement and shall perform Services using the degree of skill and knowledge customarily employed by professionals performing similar services in the community. The Consultant shall be responsible for providing, at the Consultant’s cost and expense, all management, supervision, materials, administrative support, supplies, and equipment necessary to perform the Services as described herein, all in accordance with this Agreement.
3. **TERM OF AGREEMENT:** The term of this Agreement shall begin on the date this contract is fully executed and shall continue until Consultant expends 75% of the below Compensation, at which time the parties agree to review Services performed to that date and amend the Services as may be needed at that time to complete the work necessary for the appropriate phase of the Project, by mutual written agreement of the parties, by the exercise of the termination provisions specified herein, or by June 30, 2018. If the Services are amended, the parties shall negotiate an appropriate adjustment to the Compensation, and all other terms of this Personal Services Contract shall remain in full force and effect until 100% of the final agreed Compensation is expended, or otherwise by mutual written agreement of the parties or by the exercise of the termination provisions specified herein.
4. **ADDITIONAL SERVICES:** The Port may request that the Consultant provide the Port with certain services not identified in Exhibit A (“Additional Services”). Additional Services shall not be performed by the Consultant unless written approval is received from the Port. Upon receipt of the written request, the Port and the Consultant shall negotiate the scope of the relevant Additional Services and price, which shall be subject to the mutual written agreement of the Consultant and the Port. If the Consultant performs any Additional Services prior to or without receiving a written request from the Port, the Consultant shall not be entitled to any compensation for such Additional Services. Authorization shall be issued by individual work orders or by amendment to this contract that is signed by the Executive Director of the Port.
5. **TIME OF THE ESSENCE:** The Services of the Consultant shall be undertaken and completed in such a manner and in such a sequence as to assure their expeditious completion in light of the purpose of this Agreement. It is agreed that time is of the essence in the performance.
6. **COMPENSATION:** The Port shall pay fees to the Consultant for Services performed under the terms of this Agreement an amount not to exceed **\$20,000** (“Compensation”), unless otherwise approved by the Port. The Port will also reimburse Consultant for reasonable direct expenses

incurred by the Consultant ("Reimbursable Expenses"). Consultant will obtain written approval from Port prior to expenditure of any individual Reimbursable expense that exceeds \$50. Consultant will not exceed \$500 in total Reimbursable Expenses without Port approval.

Consultant shall submit monthly invoices computed on the basis of percentage of work completed and detailing the services provide to date. Invoices shall include a detailed description of work performed and include evidence of any reimbursable expenses in a form acceptable to the Port. Port shall make payments in a timely manner, within twenty-five (25) days of receipt of invoice.

If Port does not pay within twenty-five (25) days of receipt of invoice acceptable to Port, the invoice shall incur a service charge of 1.5% per month on the unpaid monthly balance. Consultant reserves the right to withhold services or cancel this Agreement if Port's account is more than sixty (60) days delinquent.

7. **STATUS OF CONSULTANT AND RELATIONSHIP TO PORT:** The Consultant is an independent contractor and nothing contained herein shall be construed as constituting any relationship with the Port other than that as owner and independent contractor, nor shall it be construed as creating any relationship whatsoever between the Port and any of the Consultant's employees. Neither the Consultant nor any of the Consultant's employees are nor shall they be deemed employees of the Port. The Consultant is not and shall not act as an agent of the Port. All employees who assist the Consultant in the performance of the Services shall at all times be under the Consultant's exclusive direction and control. The Consultant shall pay all wages, salaries and other amounts due the Consultant's employees in connection with the performance of the Services and shall be responsible for all reports and obligations respecting such employees, including without limitation social security tax, income tax withholding, unemployment compensation, worker's compensation, employee benefits and similar matters. Further, the Consultant has sole authority and responsibility to employ, discharge and otherwise control the Consultant's employees. The Consultant has sole authority and responsibility as principal for the Consultant's agents, employees, sub-consultants and all others the Consultant hires to perform or assist in performing the Services. The Port's only interest is in the results to be achieved.
8. **REPRESENTATIONS:** The Consultant represents and covenants that:
- a. The Consultant has the required authority, ability, skills and capacity to, and shall, perform the services in a manner consistent with this Agreement. Further, any employees and sub-consultants of the Consultant employed in performing the Services shall have the skill, experience and licenses required to perform the Services assigned to them.
  - b. To the extent the Consultant deems necessary, in accordance with prudent practices, the Consultant has inspected the sites and all of the surrounding locations whereupon the Consultant may be called to perform the Consultant's obligations under this Agreement, and is familiar with requirements of the Services and accepts them for such performance.
  - c. The Consultant has knowledge of all of the legal requirements and business practices in the State of Oregon that must be followed in performing the Services and the Services shall be performed in conformity with such requirements and practices.
  - d. The Consultant is validly organized and exists in good standing under the laws of the State of Oregon, and has all the requisite powers to carry on the Consultant's business as now conducted or proposed to be conducted and the Consultant is duly qualified, registered or licensed to do business in good standing in the State of Oregon.
  - e. The execution, delivery and performance of this Agreement and the consummation of the transactions contemplated hereby have been duly authorized by all necessary action and do not and will not (a) require any further consent or approval of the board of directors or



any shareholders of the Consultant or any other person which has not been obtained or (b) result in a breach of default under the certificate of incorporation or by-laws of the Consultant or any indenture or loan or credit agreement or other material agreement or instrument to which the Consultant is a party or by which the Consultant's properties and assets may be bound or affected. All such consents and approvals are in full force and effect.

9. **CONSULTANT'S INSURANCE:**

Consultant shall keep and maintain the following insurance for the duration of the contract period:

- a. Commercial General Liability insurance on an occurrence basis with a limit of not less than \$1,000,000 each occurrence for bodily injury and property damage and \$2,000,000 general aggregate. The Liability Insurance coverage shall provide contractual liability. The coverage shall name the Port of Hood River and each of its **Commissioners, officers, agents, and employees** as Additional Insured with respect to Contract.
- b. Automobile Liability insurance with a combined single limit of not less than \$1,000,000 each occurrence for bodily injury and property damage, including coverage for owned, hired, or non-owned vehicles, as applicable.
- c. Professional Liability insurance with a \$1,000,000 per claim and \$1,000,000 in the aggregate for malpractice or errors and omissions coverage against liability for personal injury, death or damage of property, including loss of use thereof, arising from the firm's acts, errors or omissions in any way related to this Contract. The Port understands and agrees that Otak's errors and omissions professional liability insurance is a policy under which the costs of defense, including attorneys' fees, are deducted from the policy principal.
- d. Prior to commencing any work under this Agreement, the Consultant shall provide the Port with a certificate or certificates evidencing the insurance required by this section, as well as the amounts of coverage for the respective types of coverage. If the Consultant sub-contracts any portion(s) of the Services, said sub-consultant(s) shall be required to furnish certificates evidencing statutory worker's compensation insurance, comprehensive general liability insurance and professional liability insurance coverage in amounts satisfactory to the Port and the Consultant. If the coverage under this paragraph expires during the term of this Agreement, the Consultant shall provide replacement certificate(s) evidencing the continuation of required policies.
- e. Workers' Compensation insurance in compliance with ORS 656.017, which requires subject employers to provide Oregon workers' compensation coverage for all their subject workers. (Required of contractors with one or more employees, unless exempt under ORS 656.027.)

As evidence of the insurance coverage required by this Contract, the Contractor shall furnish acceptable insurance certificates to the Port at the time Contractor returns the signed Contract. The Commercial General Liability certificate shall provide that the Port, its Commissioners, officers, agents, and employees are Additional Insured but only with respect to the Contractor's services to be provided under this Contract. Endorsement CG 20 10 11 85 or its equivalent must be attached to the Certificate. The Certificate shall provide that the insurance shall not terminate or be canceled without 30 days written notice first being given to the Port. Insuring companies or

entities are subject to Port acceptance. If requires, complete copies of the insurance policy shall be provided to the Port. The contractor shall be financially responsible for all pertinent deductibles, self-insured retentions, and/or self-insurance.

If any policy obtained by the Consultant is a claims-made policy, the following conditions shall apply: the policy shall provide the Consultant has the right to purchase, upon cancellation or termination by refusal to renew the policy, an extended reporting period of not less than two (2) years. The Consultant agrees to purchase this extended insurance coverage and to keep it in effect during the reporting period. If the policy is a claims-made policy, the retroactive date of any renewal of such policy shall be not later than the date this Agreement is signed by the parties hereto. If the Consultant purchases a subsequent claims-made policy in place of the prior policy, the retroactive date of such subsequent policy shall be no later than the date this Agreement is signed by the parties hereto.

10. **INDEMNIFICATION:** The Consultant shall indemnify, defend and hold harmless the Port, its commissioners, employees and agents, from and against any and all claims, demands, suits, actions, proceedings, judgments, losses, damages, injuries, penalties, costs, expenses (including attorney's fees) and liabilities to the extent, they are directly resulting from, or alleged to arise from, the **negligent** acts of the Consultant, or any of the Consultant's sub-consultants, Consultant's suppliers and/or Consultant's employees arising in connection with the performance of this Agreement. The obligations of the indemnifications extended by the Consultant to the Port shall survive the termination or expiration of this Agreement.
11. **CONFIDENTIALITY:** During the performance of the Agreement and for all time subsequent to completion of the Services under this Agreement, the Consultant agrees not to use or disclose to anyone, except as required by the performance of this Agreement or by law, or as otherwise authorized by the Port, any and all information given to the Consultant by the Port or developed by the Consultant as a result of the performance of this Agreement. The Consultant agrees that if the Port so requests, the Consultant will execute a confidentiality agreement in a form acceptable to the Port, and will require any employee or sub-consultant performing work under this Agreement or receiving any information deemed confidential by the Port to execute such a confidentiality agreement.
12. **ASSIGNMENT:** Neither party shall assign this Agreement or parts hereof or its duties hereunder, but not including work products produced by the Consultant, without the express written consent of the other party. In the event of dissolution, consolidation or termination of the Port, the parties agree that the Port may assign to a successor entity any rights, obligations and functions it may have remaining under this Agreement.
13. **SUBCONSULTANTS:**
  - a. **General.** The Consultant is solely and fully responsible to the Port for the performance of the Services under this Agreement. Use of any sub-consultant by the Consultant shall be pre-approved by the Port. The Consultant agrees that each and every agreement of the Consultant with any sub-consultants to perform Services under this Agreement shall be terminable without penalty.
  - b. **Sub-Consultant Commitments:** All of the Consultant's subcontracts in connection with the performance of the Services shall be in writing and include the following provisions:

- i. The subcontract/contract is immediately terminable without cause, and cost for such termination activities shall be determined according to the terms of this Agreement.
- ii. The sub-consultant shall carry insurance in forms and amounts satisfactory to the Port in its sole discretion, as provided by this Agreement
- iii. All warranties (express or implied) shall inure to the benefit of the Port and its successors and assigns.

The Consultant shall provide the Port with a copy of each subcontract executed with the performance of the Services within seven (7) days of each subcontract's execution.

Sub-consultants who assist the Consultant in the performance of the Services shall at all times be under the Consultant's exclusive direction and control and shall be sub-consultants of the Consultant and not consultants of the Port. The Consultant shall pay or cause each sub-consultant to pay all wages, salaries and other amounts due to the Consultant's sub-consultants in performance of the duties set forth in this Agreement and shall be responsible for any and all reports and obligations respecting such sub-consultants. All sub-consultants shall have the skill and experience and any license or permits required to perform the Services assigned to them.

14. **TERMINATION NOT-FOR-CAUSE:** In addition to any other rights provided herein, the Port shall have the right, at any time and in its sole discretion, to terminate, not for cause, in whole or in part, this Agreement and further performance of the Services by delivery to the Consultant of written notice of termination specifying the extent of termination and the effective date of termination.
- a. **Obligations of Consultant.** After receipt of a notice of termination, and unless otherwise directed by the Port, the Consultant shall immediately proceed as follows:
    - i. Stop work on the Services as specified in the notice of termination;
    - ii. Terminate all agreements with sub-consultants to the extent they relate to the Services terminated;
    - iii. Submit to the Port detailed information relating to each and every sub-consultant of the Consultant under this Agreement. This information will include sufficient detail so the Port can immediately contact each such sub-consultant to determine the role or function of each in regard to the performance of the Services and if the Port so elects, the Port may engage any sub-consultant for substantially the same terms as have been contracted by the Consultant;
    - iv. Complete performance in accordance with this Agreement of all of the services not terminated; and
    - v. Take any action that may be necessary, or that the Port may direct, for the protection and preservation of the property related to this Agreement that is in the possession of the Consultant and in which the Port has or may acquire an interest.
  - b. **Termination Settlement.** After termination, the Consultant shall submit a final termination settlement proposal to the Port in a form and with a certification prescribed by the Port. The Consultant shall submit the proposal promptly, but no later than thirty (30) days from the effective date of termination, unless extended in writing by the Port upon written request by the Consultant within such thirty-day period. If the Consultant fails to submit the proposal within the time allowed the Port's payment obligations under this Agreement shall be deemed satisfied and no further payment by the Port to the Consultant shall be made.

- c. Payment Upon Termination. As a result of termination without cause the Port shall pay the Consultant in accordance with the terms of this Agreement for the Services performed up to the termination and unpaid at termination.
  - d. Port's Claims and Costs Deductible Upon Termination. In arriving at the amount due the Consultant under this paragraph there shall be deducted any claim which the Port has against the Consultant under this Agreement.
  - e. Partial Termination. If the termination is partial the Port shall make an appropriate adjustment of the price of the Services not terminated. Any request by the Consultant for further adjustment of prices shall be submitted in writing within thirty (30) days from the effective date of notice of partial termination or shall be deemed forever waived.
15. **FORCE MAJEURE:** Neither party to this Agreement shall be liable to the other party for delays in or failure to perform services caused by circumstances beyond its reasonable control, including but not limited to acts of God, acts of governmental authorities, strikes, riots, civil unrest, war, lockouts extraordinary weather conditions or other natural catastrophe, or any other cause beyond the reasonable contemplation of either party. For delays resulting from unanticipated material actions or inactions of Port or third parties, Consultant shall be given an appropriate time extension and shall be compensated for all costs of labor, equipment, and other direct costs Consultant reasonably and necessarily incurs. Delays of more than ninety (90) calendar days shall, at the option of either party, make this contract subject to termination.
16. **RECORD KEEPING:** The Consultant shall maintain all records and documents relating to Services performed under this Agreement for three (3) years after the termination or expiration of this Agreement. This includes all books and other evidence bearing on the Consultants time based and reimbursable costs and expenses under this Agreement. The Consultant shall make these records and documents available to the Port, at the Port's office, at all reasonable times, without any charge. If accepted by the Port, photographs, microphotographs or other authentic reproductions may be maintained instead of original records and documents.
17. **WORK PRODUCT:** All work product of the Consultant prepared pursuant to this Agreement, including but not limited to, all maps, plans, drawings, specifications, reports, electronic files and other documents, in whatever form, shall upon payment of all amounts rightfully owed by the Port to the Consultant herein remain the property of the Port under all circumstances, whether or not the services are complete. When requested by the Port, all work products shall be delivered to the Port in PDF or full-size, hard copy form. Work products shall be provided to the Port at the time of completion of any of the discrete tasks specified in the Services. Consultant shall maintain copies on file of any such work product involved in the Services for three (3) years, shall make them available for the Port's use, and shall provide such copies to the Port upon request at commercial printing or reproduction rates.

Subject to the provisions of the Oregon Public Records Law (the "Law"), all construction documents, including, but not limited to, electronic documents prepared under this Agreement are for use only with this project, and may not be used for any other construction related purpose, or dissemination to any contractor or construction related entity without written approval of the Consultant.

18. **CONSULTANT TRADE SECRETS AND OPEN RECORDS REQUESTS:**

- a. Public Records. The Consultant acknowledges and agrees that all documents in the Port's possession, including documents submitted by the Consultant, are subject to the provisions of the Law, and the Consultant acknowledges that the Port shall abide by the Law, including honoring all proper public records requests. The Consultant shall be responsible for all Consultants' costs incurred in connection with any legal determination regarding the Law, including any determination made by a court pursuant to the Law. The Consultant is advised to contact legal counsel concerning such acts in application of the Law to the Consultant.
  - b. Confidential or Proprietary Materials. If the Consultant deems any document(s) which the Consultant submits to the Port to be confidential, proprietary or otherwise protected from disclosure under the Law, then the Consultant shall appropriately label such document(s), and submit such document(s) to the Port together with a written statement describing the material which is requested to remain protected from disclosure and the justification for such request. The request will either be approved or denied by the Port in the Port's discretion. The Port will make a good faith effort to accommodate a reasonable confidentiality request if in the Port's opinion the Port determines the request complies with the Law.
  - c. Stakeholder. In the event of litigation concerning disclosure of any document(s) submitted by consultant to the Port, the Port's sole involvement will be as stakeholder retaining the document(s) until otherwise ordered by the court and the Consultant shall be fully responsible for otherwise prosecuting or defending any actions concerning the document(s) at its sole expense and risk.
19. **DESIGNATION OF REPRESENTATIVES:** The Port hereby designates Michael McElwee, Executive Director and the Consultant hereby designates Chuck Green, Senior Project Manager, as the persons who are authorized to represent the parties with regard to administration of this Agreement, subject to limitations, which may be agreed to by the parties.
20. **ENTIRE AGREEMENT:** This Agreement constitutes the entire agreement between the parties hereto relating to the Services and sets forth the rights, duties, and obligations of each party to the other as of this date. Any prior agreements, promises, negotiations, or representations not expressly set forth in this Agreement are of no force and effect. This Agreement may not be amended except by a writing executed by both the Consultant and the Port and approved by the Port Commission.
21. **INTERPRETATION:** In this Agreement the singular includes the plural and the plural includes the singular; statutes or regulations are to be construed as including all statutory or regulatory provisions consolidating, amending or replacing the statute or regulation referred to; references to "writing" include printing, typing, lithography, computer software and other means of reproducing word in a tangible visible form; references to articles, sections (or subdivisions of sections), exhibits, annexes, appendices or schedules shall be construed to be in this Agreement unless otherwise indicated; references to agreements, exhibits, annexes, appendices hereto and other contractual instruments shall, unless otherwise indicated, be deemed to include all subsequent amendments and other modifications to such instruments, but only to the extent such amendments and other modifications are not prohibited by this Agreement; words not otherwise defined which have well-known technical or industry meanings, unless the context otherwise requires, are used in accordance with such recognized meanings; and references to persons

include their respective permitted successors and assigns, and, in the case of governmental persons, persons succeeding to their respective functions and capacities.

22. **BINDING AGREEMENT:** This agreement shall inure to and be binding on the heirs, executors, administrators, successors, and assigns of the parties hereto.
23. **NO WAIVER:** No waiver of any provisions of this Agreement shall be deemed to constitute a waiver of any other provision of the Agreement, nor shall such waiver constitute a continuing waiver unless otherwise expressly provided herein, nor shall the waiver of any default hereunder be deemed a waiver of any subsequent default hereunder.
24. **LIMITATION ON DELEGATION:** The parties hereto acknowledge and agree that certain powers, rights and duties conferred on or held by the Port are inherently governmental in nature and may not be delegated by contract to the Consultant. Nothing in this Agreement shall be construed as an unlawful delegation of the non-delegable functions and powers of the Port, and the Consultant shall have no obligation to perform any non-delegable function.
25. **LEGAL COUNSEL:** The parties hereto agree they have full and adequate opportunity to consult with legal counsel and that each has had such counsel as it deems appropriate.
26. **OBSERVE ALL LAWS:** The Consultant shall keep fully informed regarding and materially comply with all federal, state and local laws, ordinances and regulations and all orders and decrees of bodies or tribunals having jurisdiction or authority which may affect those engaged or employed in the performance of this Agreement.
27. **CONTROLLING LAW:** This Agreement shall be governed by and construed in accordance with the laws of the State of Oregon, and any disputes hereunder shall be tried in the courts of the State of Oregon.
28. **MEDIATION/ARBITRATION:** Excepting injunctive relief, any dispute, controversy or claim arising out of, in connection with, or relating to, this Agreement or any breach or alleged breach of this Agreement, shall, upon request of any party involved, be submitted to mediation in Hood River County, Oregon. If a settlement cannot be reached through mediation, the parties agree that the dispute will be submitted to and be settled by arbitration in Hood River County, Oregon. Such arbitration shall be in accordance with Uniform Arbitration Act (UAA) as in effect, and as hereinafter amended. Any award rendered shall be final and conclusive upon the parties, and a judgment on such award may be entered in the highest court of the forum, state or federal, having jurisdiction. The expenses of the arbitration shall be borne equally by the parties to the arbitration, provided that each party shall pay for and bear the cost of their respective own experts, evidence and counsel's fees. The parties to either mediation or arbitration recognize that mediation sessions are settlement negotiations and that settlement negotiations are inadmissible in any litigation or arbitration of their dispute, to the extent allowed by law. The parties will not subpoena or otherwise require the mediator to testify or produce records, notes, or work product in any future proceeding beyond mediation. In addition, the parties agree that all information obtained in either the mediation or arbitration process is strictly confidential and further agree that the party not otherwise having such information available to them other than through the mediation or arbitration process shall hold all such information in confidence.

- 29. **FURTHER ASSURANCES:** Each party shall execute and deliver, at the request of the other party, any further documents or instruments, and shall perform any further acts that may be reasonably required to fully effect the transaction intended by this Agreement.
  
- 30. **LIMITATION ON LIABILITY:** IN NO EVENT SHALL CONSULTANT BE LIABLE FOR INDIRECT, INCIDENTAL, OR CONSEQUENTIAL DAMAGES, INCLUDING LOSS OF PROFITS, LOSS OF USE, OR OTHER ECONOMIC LOSS FOR EVENTS BEYOND THE CONSULTANTS CONTROL; **PROVIDED, HOWEVER, THAT THIS LIMITATION SHALL IN NO WAY DIMINISH CONSULTANTS PROFESSIONAL LIABILITY INSURANCE COVERAGES OR DEFENSE OBLIGATIONS OTHERWISE AVAILABLE TO CONSULTANT UNDER ANY CONSULTANT PROFESSIONAL LIABILITY POLICY.**

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, this \_\_\_\_ day of January, 2018.

OTAK  
Chuck Green

PORT OF HOOD RIVER  
Michael S. McElwee

\_\_\_\_\_  
Senior Project Manager

\_\_\_\_\_  
Executive Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

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## Exhibit A

**SCOPE OF WORK**

1. Set up and participate in meetings with Federal Highway Administration- WA and OR divisions to determine lead federal agency for the Final EIS, and scope of work needed to complete the Final EIS given that there is an approved Draft EIS from 2003.
2. Set up and participate in meetings with lead FHWA division and critical resource agencies, including the Army Corps of Engineers, Coast Guard, Fish and Wildlife and other coordinating agencies as determined in Task 1 above, to develop scope for EIS work.
3. Based on EIS scope from Tasks 1 and 2, assist Port and Regional Transportation Council staff in developing Request for Qualifications/Proposals and in procurement process for EIS consultant.
4. Participate in January 18, 2018 workshop on Public/Private Partnerships (P3) in Hood River, OR (expected to be half-day to full day).
5. Advise as necessary or requested by the Port on P3 for unsolicited proposals, rule-making, and applying final administrative rules to how the Port addresses P3 proposals, solicited or unsolicited.
6. Advise as necessary on potential alternative financing methods, including Transportation Infrastructure Finance and Innovation Act (TIFIA), and restrictions on use of state and federal grants to pay off bonds or loans on a P3 project.
7. Support, as necessary, Port staff in public meetings and presentations.

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**Chuck Green, PE** | Senior Project and Program Manager

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[www.otak.com](http://www.otak.com)

Proposed Role: Agency/Owner's Representative for State & Federal Agency Coordination: Environmental, Programmatic and Funding Requirements and Regulations. Licensed Professional Engineer in both Washington and Oregon. Coordinate with state and federal environmental and regulatory agencies; develop environmental study plan and scope for FEIS consultant procurement.

- **The Vine Bus Rapid Transit: project and program manager** for \$53 million, 6-mile major transit project (2011-2017). State and federal regulatory coordination included:
  - Working with state and federal entities to craft an environmental study plan and scoping, and consultant scope for National and State Environmental Policy Act Documents (NEPA and SEPA) technical consultant procurements
  - Ensuring agency compliance with notice requirements, including notices of intent and for agency environmental actions
  - Securing and obtaining authorizations for expending federal and state funds, along with required quarterly progress reports.
  - Working with project environmental consultant, facilitated coordination with Federal agencies (Federal Transit Administration, Environmental Protection Agency) and State Agencies (State Historic Preservation Office, environmental resource and permitting agencies including Department of Ecology) for design, environmental document, and construction approvals and permits.
  - Agency representative for National Pollutant Discharge Elimination System (NPDES) permitting, construction reporting, and temporary transfers of permit to contractors during construction.
  - Agency manager for environmental and historic/cultural monitoring during construction including enacting inadvertent discovery plans.
  - Led process for updates to NEPA and SEPA documents during construction.
  - Facilitated Tribal coordination and involvement with project's art and architecture.
  
- **SR-35/Columbia River Crossing Study (2000-2003): Consultant project manager** (Parsons Brinckerhoff) for Draft EIS, engineering study, tolling study, finance plan and facilitating Resource/Regulatory Committee process. Transportation lead for initial phase of TS&L study (2010). State and federal agency involvement included:
  - Direct coordination with Port of Hood River, RTC, ODOT, WSDOT, FHWA Oregon and Washington divisions, as well as cities and counties on both sides of the Columbia River.
  - Facilitated organizing and convening Resource and Regulatory Committee, comprised of state and federal resource agencies on both sides of the Columbia River.

- Assisted Regional Transportation Council in shepherding the Draft Environmental Impact Statement through the initial Notice of Intent to conduct an EIS (Federal Register), agency review and approval process, and compiled agency comments and responses.
- Assisted RTC in organizing and facilitating a number of stakeholder meetings and outreach during the engineering and environmental studies, including Columbia Gorge Commission and Friends of the Gorge.
- Assisted RTC in obtaining signatures for DEIS and scope of work for Final EIS.
- Follow-on work included Exit 64/Oregon 35 Interchange Study: **project manager for traffic and design study of interchange reconfiguration**. Coordinated with Port of Hood River, Oregon Department of Transportation, Columbia Gorge Commission, and Historic Columbia River Highway Commission.
- **Statewide Ports Strategic Plan (2009-2010):** <http://portoftoledo.org/wp-content/uploads/2014/06/2010PortPlan.pdf> for Business Oregon's Ports Division, **project manager and lead author**. Direct coordination with all 23 Oregon ports, ODOT, as well as economic and regulatory agencies.
- **Cowlitz Indian Tribe Fee-to-Trust Environmental Impact Statement (EIS; 2006-2008):** **Transportation lead as a consultant (Parsons Brinckerhoff) on behalf of the Bureau of Indian Affairs (BIA)** for the Cowlitz Tribe's request for a reservation and proposal for major mixed use development at the reservation, including a casino. Documents can be found here: <http://www.cowlitzeis.com/>. State and federal coordination on behalf of the BIA included:
  - Direct coordination with the Cowlitz Tribe for transportation and traffic analyses, impact studies and mitigation
  - Direct coordination with Washington State Department of Transportation (WSDOT) and Federal Highway Administration (FHWA) for required studies, mitigation, design and Interchange Justification Report (IJR) for the adjacent I-5 interchange.
  - Responsible for scoping and assistance with Notice of Intent for EIS, including DEIS and FEIS.
  - Coordination with other EIS disciplines.
  - Transportation lead for response to DEIS and FEIS comments.
  - Transportation representative on behalf of BIA in meetings with Tribal and regulatory agency representatives for developing and finalizing the Record of Decision (ROD).
- **SH-75 Timmerman to Ketchum EIS (2001-2009): Consultant transportation lead** (Parsons Brinckerhoff) for this 27-mile corridor project for the Idaho Transportation Department. Navigated the analysis through a complex, process for a project which was controversial at the start, but had broad support upon completion of the environmental and design process and is now being implemented in phases. Summary documents found here: [http://apps.itd.idaho.gov/apps/d4/75\\_Timmerman/feis.pdf](http://apps.itd.idaho.gov/apps/d4/75_Timmerman/feis.pdf).

Work included:

- Draft and Final EIS.
  - Assistance in developing and finalizing the Record of Decision.
  - Direct coordination with local, state and federal entities.
  - Response and follow up to state and federal requests for information and inquiries on Record of Decision, mitigation and transportation concepts.
- **Washington State Department of Transportation Southwest Region project office (2003-2009): consultant serving as WSDOT staff** for several transportation studies and projects, including:
    - Salmon Creek Interchange Project (traffic lead for this \$135 million interchange reconstruction), included direct coordination with FHWA, WSDOT and Clark County for IJR as well as NEPA and SEPA processes (NEPA Environmental Assessment).
    - I-5 at SR 432 and Talley Way project manager (NEPA and SEPA environmental and preliminary design studies) for this \$48 million interchange reconstruction;
    - Transportation lead for the SR 502 Corridor Project (I-5 to Battle Ground), a \$150 million program including a new interchange and eight miles of state highway widening. Environmental Assessment.

Other relevant experience includes:

- ODOT: Statewide Freight/Rail Plan: project manager for various technical reports (2008-2009)
- ODOT: Tolling study: *Tolling and Travel Demand Model Sufficiency*, project manager (2009)
- ODOT: *Analysis Procedures Manual*, Review Committee, September 2017.  
<http://www.oregon.gov/ODOT/Planning/Documents/APMv2.pdf>
- Past experience with: Port of Hood River, Regional Transportation Council, ODOT HQ and Region 1, WSDOT HQ and SW Region, Historic Columbia Highway Commission, Columbia Gorge Commission, Hood River City Council, Hood River county commission.
- Clark County (WA) Transportation Manager, 1990s: led project planning and development for \$100 million Transportation program, including design and environmental consultant procurements. Managed a number of SEPA and NEPA processes for projects ranging from Categorical Exclusions up through Environmental Impact Statements.

#### References:

Jeff Hamm, C-TRAN Executive Director and CEO (recently retired). Phone: (971) 727-5008. Email: [jffhamm@gmail.com](mailto:jffhamm@gmail.com).

Dave Harlan, Ports Manager, Business Oregon. Phone: 503-986-0065. Email: [dave.harlan@state.or.us](mailto:dave.harlan@state.or.us).

Dale Robins, Senior Transportation Planner, Regional Transportation Council. Phone: 360-397-6067 x5212. Email: Dale.Robins@rtc.wa.gov.

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# Commission Memo



Prepared by: Michael McElwee  
Date: January 9, 2018  
Re: Siegel Consulting Contract  
Amendment

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Steven Siegel has provided valuable consulting assistance to the Port's bridge replacement efforts since October 2015. The principal remaining effort is finalization of the Administrative Rules related to consideration of Public Private Partnerships, a complex and significant task. Amendment No. 3 (attached) to Mr. Siegel's existing contract will provide sufficient time for this effort to be completed.

**RECOMMENDATION:** Authorize Amendment No. 3 to the Contract with Steven Siegel Consulting.

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**AMENDMENT NO. 3**  
**TO PERSONAL SERVICES CONTRACT**

This is Amendment No. 3 to the Personal Services Contract ("Contract") entered the 5th day of October 2015, as amended July 12, 2016, and October 20 by and between Steven M. Siegel ("Contractor") and the Port of Hood River ("Port"), an Oregon Special District.

**RECITALS:**

WHEREAS, Contractor and Port entered into a Contract for bridge replacement strategic planning and financial analysis services associated with future replacement of the Hood River Bridge ("Project") and such contract has been amended twice; and

WHEREAS, the Port and Contractor agree that the term of the contract should be extended to complete remaining tasks; and

WHEREAS, all terms of the Contract will remain in effect, except as amended hereby;

Port and Contractor agree to extend the term of the Contract through June 30, 2018.

IN WITNESS WHEREOF, the parties hereto have caused Amendment No. 3 to be duly executed.

DATED: \_\_\_\_\_, 2018

**Steven M. Siegel**

**Port of Hood River**

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3787 S.W Lyle Court  
Portland, Oregon 97221  
(503) 274-0013  
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Michael S. McElwee  
Executive Director  
1000 E. Port Marina Drive  
Hood River OR 97031