



PORT OF HOOD RIVER COMMISSION
AGENDA
Tuesday, May 5, 2020
Via Remote Video Conference, Marina Center Boardroom

1:30 P.M.
Budget Committee Meeting

1. Call to Order
 2. Election of Officers
 3. Budget Message
 4. Budget Review
 5. Budget Deliberations
 6. Action Items
 - a. Move to Approve a Property Tax Levy at the Rate of \$.0332 per Thousand of Assessed Value for FY 2020-2021
 - b. Move to Approve the FY 2020-2021 Budget as Amended
 7. Adjourn
-

Immediately Following Adjournment of Budget Committee Meeting
Regular Session

1. Call to Order
 - a. Modifications, Additions to Agenda
 - b. Public Comment – Public comment received via email (*Genevieve Scholl, Page 3*)
2. Consent Agenda
 - a. Approve Minutes from the March 10 Strategic Business Plan Work Session No. 2, April 7 Spring Planning Work Session, April 7 Regular Session, and April 21 Regular Session (*Maria Diaz, Page 21*)
 - b. Ratify Change Order with Columbia Contracting for Emergency Guardrail Repair Not to Exceed \$1,657 (*John Mann, Page 39*)
3. Presentations & Discussion Items
 - a. Waterfront Recreation Facilities Reopening (*Michael McElwee – Page 43*)
 - b. Financial Report for the 9 Months Ending March 31, 2020 (*Fred Kowell, Page 49*)
4. Reports
 - a. Strategic Business Plan Public Input Report, Envirolssues (*Genevieve Scholl, Page 59*)
 - b. Bridge Replacement Update (*Kevin Greenwood, Page 103*)
5. Director's Report (*Michael McElwee – Verbal*)
6. Commissioner, Committee Reports
 - a. Airport Advisory Committee, April 23 (*Everitt, Streich, Medenbach*)
7. Action Items
 - a. Authorize Grant Application to USDOT BUILD Transportation Discretionary Grant Program for \$5 million and Authorize 20% Local Match of \$1.25 million for Bridge Replacement Project (*Kevin Greenwood, Page 109*)
 - b. Award contract to Tapani Inc. for construction of the North Apron Rehabilitation Project Not to Exceed \$2,192,808 (*Anne Medenbach, Page 115*)
 - c. Approve Contract with Coffman Engineering for Bridge Engineering Services Not to Exceed \$18,226 (*Michael McElwee, Page 135*)
 - d. Approve Temporary Changes to Staff Compensation Levels in Response to Potential Impacts of COVID-19 on Port Operations (*Michael McElwee, Page 151*)

8. Commission Call

9. Executive Session under ORS 192.660(2)(e) real estate negotiations and ORS 192.660(2)(h) legal consultation on current litigation or litigation likely to be filed.

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.*

Genevieve Scholl

From: Chris Robuck [REDACTED]
Sent: Monday, April 27, 2020 8:11 AM
To: porthr@gorge.net
Subject: public proposal for Budget Committee on May 5

Follow Up Flag: Follow up
Flag Status: Flagged

Request

We are asking the Budget Committee to designate funds in the 2020-21 budget for airport noise mitigation.

Who we are

We are a group of Hood River residents, gathered by word-of-mouth, seeking to restore and maintain the quality of life that is being destroyed by unmitigated expansion of the airport in a rural residential area.

The situation

The airport was relatively benign until 2016 when the Port chose a new fixed based operator who brought in unusually loud training aircraft and localized gimbal testing. Noise exploded and the community exploded, with over 100 people attending public meetings about airport noise in 2017. It has only gotten worse since. The 2018 master plan, which has been used to justify millions of dollars in infrastructure construction, is completely silent on the effects of expansion, despite the FAA directive that plans consider means of avoiding, minimizing, or mitigating impacts of development. And now work is underway on buildings to significantly increase traffic from for-profit companies and private hobbyists.

There are many things the Port can do, or chose not to do, to reduce the damage done by airport traffic. A number of options have been written up by our group, as well as suggested by the Commissioners themselves. But we believe that unless there is money behind it, changes will not be investigated nor implemented.

Proposed source of funds

As part of the recent federal CARES Act, the FAA will be contributing 100%, rather than 90%, of the funds for the current construction, about \$256,000. As part of the same legislation the FAA will also be contributing funds to each airport nation-wide depending on size; our amount is \$30,000. We propose designating \$200,000 of this windfall to airport noise abatement. The money would be reserved in the Port's accounting system for the airport noise project and be available over multiple years, until used or no longer needed.

Proposed use of funds

The Airport Advisory Committee (AAC) is a standing Port committee comprised of pilots. There are individuals on the committee who care about community and had previously committed to working with us on airport noise. We propose to use that design – three members of the ACC and three members of our group – to investigate and propose solutions, including the use of funds, directly to the Commissioners.

Contacts

Chris Robuck
Residents group
[REDACTED] [et](#)

David Koebel
Airport Advisory Committee and residents group
[REDACTED]

Genevieve Scholl

From: Web Reporting <DoNotReply@portofhoodriver.com>
Sent: Monday, April 20, 2020 7:40 AM
To: Genevieve Scholl
Subject: Contact Form Submission from Port of Hood River Website
Attachments: ninja-forms-submission.csv

This was entered into the Contact Form on the Port of Hood River Website:

Name: Mike Rolnick



Thank you for opening the Hook for river access. Please read below for additional supporting information from Cliff Mass:

From Cliff Mass:

Why Outside Air is Safe and Park Closures Should End

During the past month, the fear of coronavirus had spurred political leaders to close parks and nature areas throughout the country.

In Washington State, all state parks and state lands managed by the Department of Natural Resources are closed through at least May 4. Here in Seattle, all major city parks were closed last weekend and parking lots for city parks are still shuttered. Picnicking, barbecuing, and any sports are illegal in Seattle parks. In California, hundreds of state parks, including many major beach areas, have been closed, and parking has been blocked off for all state recreation facilities.

All of these closures are predicated upon the assumption that coronavirus infection is a serious threat in outside air and that virus spread is significant outdoors. As documented in this blog, such an assumption is not consistent with the best science. Furthermore, there is strong evidence that restriction of public access to parks and natural areas threatens both the physical and mental well being of the population and thus is counterproductive. Many politicians claim that parks must be closed to prevent large groups from gathering and spreading the virus. As we will see, such worries appear to have little basis in fact.

Torrey Pine Beach north of San Diego Is closed

Is Outside Air Safe?

After searching through the literature and talking to a number of doctors and researchers, I could not find a single paper suggesting significant outdoor transmission of COVID-19 or any coronavirus. But there is a huge literature and long historical experience suggesting that outside air is immensely safer than indoor air within constrained spaces. Here are a few examples and some quotes from medical experts on this point:

Nishiura et al., 2020: Transmission of COVID-19 in a closed environment was 18.7 times greater compared to an open-air environment (95% confidence interval).

Lidia Morawska, professor and director of the International Laboratory for Air Quality and Health at Queensland University of Technology in Brisbane, Australia.": Outdoors is safe, and there is certainly no cloud of virus-laden droplets hanging around... Firstly, any infectious droplets exhaled outside would be quickly diluted in outdoor air, so their concentrations would quickly become insignificant. "In addition, the stability

of the virus outside is significantly shorter than inside. So outside is not really a problem...It is safe to go for a walk and jog and not to worry about the virus in the air"

Influenza patients were moved into the sunny, outside air to promote recovery during the 1918-1919 pandemic.

There is deep experience during other pandemics that placing patients outdoors greatly enhanced their recoveries and lessened spread to others. In fact, during some pandemics (like 1918-1919) open-air hospitals were built and patients were moved outside into the sun, with very positive impacts. To quote one paper on the subject ("The Open Air Treatment of Pandemic Influenza", which documented the reduction of mortality and morbidity in the open air: "more might be gained by introducing high levels of natural ventilation or, indeed, by encouraging the public to spend as much time outdoors as possible."

There is an extensive literature that ultraviolet radiation from the sun can quickly degrade the viability of viruses in the air (e.g., Schuit et al. 2020: The Influence of Simulated Sunlight on the Inactivation of Influenza Virus in Aerosols). As noted by Lytle et al., 2005: "Sunlight or, more specifically, solar UV radiation (UV) acts as the principal natural virucide in the environment." Duan et. al. 2003 found that "UV irradiation can efficiently eliminate the viral infectivity"

A fascinating study of virus transmission in dorms at the University of Maryland compared students in rooms with poor ventilation, with those who kept their windows open all the time (Zhu et al., 2020). Those with open windows had one-fourth the rate of respiratory infections. Some did complain of being cold, though. Virus particles rapidly disperse in the open air as noted by Case Western Reserve University Hospitals infectious disease specialist Dr. Amy Edwards: "When someone coughs or sneezes, most of the virus drops to the ground within 6 feet pretty quickly. That's why doctors recommend social distancing. If a few particles remained in the air, they would be killed off by UV light in the sun, or blown away by the wind"

I could quote a lot more literature and from additional specialists, but you get the point. Being in fresh, outside air, particularly when the sun is out, is clearly a good place to lessen one's exposure to COVID-19.

The risk of transmission of COVID-19 is extraordinarily less in outside air compared to within buildings. There is essentially no background concentrations of the virus in outside air. Ultraviolet radiation from the sun is destructive to the virus. There is rapid dispersion of any source of virus (e.g., an infected coughing individual) by the wind in the vast outside volume of air. And there is a substantial literature that concentration matters: the more exposure to viral particles the greater the chance of infection. Viral concentrations will be very low outside, if they are measurable at all.

Another issue is humidity. Viral transmission is degraded by high humidities and enhanced by lower humidities (check out this excellent recent review article: Moriyama et al. 2020); several papers suggest that relative humidities above 40% degrade transmission. During the cool season, humidity inside building tends to be very low (check my earlier blog for an explanation), but outside humidities are generally much higher. For example, below is a plot of the relative humidity in Seattle over the past three years. Outside relative humidity only rarely drops below 40% around here. Inside RH is often below 40% during the cool season.

Recently, there has been a lot of media attention regarding a simulation of particle dispersion from a coughing runner, with recommendations not to run directly behind him/her and particularly in the wake region behind the runner. There was some dramatic imagery (see below), but the risk from sick runners is really quite small.

First, there are not many runners coughing and sneezing while running--when someone is sick with the virus they have great fatigue and if they were asymptomatic carriers they would not be coughing! (Note: there are some folks that cough after intense exercise). Furthermore, the large virus-laden droplets tend to fall quickly and the smaller particles/droplets tend to follow the streamflow around an obstacle (that's you). Most importantly, the droplets ejected from a sick runner would rapidly disperse in the free atmosphere and the UV radiation would work to lessen the viability of a virus. Yes, there is a slipstream of air immediately behind

a runner in which concentrations could be greater....but how many people are running immediately behind a sick runner? Even in the video, little of the particles reach the face of the runner following immediately behind. Folks, this is a very small risk.

So let's get back to the policy decision to ban folks from parks and why it is illogical and contrary to common sense.

Hopefully, you are convinced that outside air is immensely more healthful with far less COVID-19 risk than the air we breathe inside of buildings. You really want folks outside for that reason alone.

But what about social distancing? If that is good, you want folks to spread out as much as possible. Thus, they should be ENCOURAGED to get their fresh air in vast open public spaces and particularly ones with lots of air motion (i.e. wind).

But yet that is exactly the opposite of what our political leadership is doing. Here in Seattle, the Parks Department closed the largest parks in the city (like Magnuson, Lincoln and Discovery) last weekend, parks that afford great opportunities for social distancing (see map). Many of these large parks (red X in the above figure) are near the water and experience stronger winds that are particularly favorable for virus dispersal. In contrast, the city left the smaller parks open, concentrating folks in small areas. Just as bad is the closing of park parking lots, which forced folks to leave their cars outside of parks and to walk in narrow corridors (less social distancing) to enter the parks.

Magnuson Park was closed and everyone is forced to walk on the crowded path to the left.

In California, vast beach areas are closed, again forcing folks to stay indoors or crowd onto limited walkways.

All these park closures are based on fears of transmission within groups enjoying the parks. But such closures do not make sense. First, there is little evidence of viral spread in outdoor spaces, even when crowded. Second, there is little evidence for such crowding in Washington State and California parks in other than the most isolated incidents. I have been to several Seattle parks during the past weeks-- folks are generally careful and respectful, without large collections of folks in close proximity. Obviously, park officials can make it clear that closely packed large crowds are not appropriate and that there will be giving warnings and citations if such crowds occur. To put it succinctly, park closure is a solution in search of a problem that has never been shown to exist. And it hurts exactly the people it is meant to help.

More Issues

Going to parks is extraordinarily good for physical and mental health. Being outside exposes folks to the sun's UV rays that facilitate production of vitamin D, which bolsters the immune system and reduces the chance of infection by COVID-19 and other pathogens. Recently, I got a call from a UW professor of medicine who is working on exactly this important relationship with COVID (he needed global UV/solar radiation data), confirming the above. Vigorous exercise and even walking enhance the immune system, reducing chances of infection. And exercise and fresh air have a very positive effect on mood, reducing stress and anxiety--both of which weaken the immune system,

And in a progressive city like Seattle, or in the progressive states of Washington or California, there are simple equity ideas that should be compelling. Closing parks or making entry difficult hurts low income people the most. Folks that live in small apartments or in crowded environments greatly enjoy the physical and emotional release of our wonderful large parks. They are the ones who are most deprived by the park closings, both mentally and physically, in comparison to those with large homes and extensive garden areas. And the closing of parking lots deprives the elderly and physically handicapped from the healthful conditions

in our parks and the emotional salve of enjoying the outdoors. I have noted the demographic shift in the park when the parking lots were closed.

In some ways, this is all about risk. There is an extraordinarily small risk of catching COVID-19 while enjoying parks and natural areas. I mean really, really small. But park closures provide substantial risks that clearly threaten one's physical and mental health. Our society is not particularly good in qualifying and acting upon risks, and the park closures are a prime example of this failure.

Sunset at Shoreline's Richmond Beach Park.

Parking is closed and many cannot enjoy this view anymore

Governors Inslee, Cuomo, and Newsom have all stated that in dealing with the COVID-19 crisis it is essential to "follow the science." It is time that they follow their own advice, reopening all the parks and nature areas, including the restoration of all parking facilities and access.

Addendum: A few commenters (and some politicians) have said that the parks should be closed because a few individuals did not practice sufficient social distancing in their evaluation. So should everyone be punished and denied access to the parks because of a very small minority (the overwhelming number of park visitors are not gathering in groups)?

Such communal punishment seems something out of a non-democratic society. Plus, the dangers of isolated groups in the outside air is totally speculative and not based on any evidence. Consider the situation on the highways. Because some people are speeding and endangering others, do we stop EVERYONE from driving. Of course not. We warn them and give them tickets. We can do the same thing in parks.

PSS: There are reasonable measures that could be done in parks, like closing active playgrounds and perhaps the bathrooms. Places where many people are physically touching the same objects.

Cliff Mass Weather Blog at 6:34 PM

Michael Rolnick



Genevieve Scholl

From: Rita Pinchot [REDACTED]
Sent: Sunday, April 19, 2020 7:12 AM
To: Porthr@gorge.net
Subject: No increase to the toll

Hello,

I am writing to let you know that I strongly oppose your intention to increase toll fees for people who do not have a BreezeBy account. This disproportionately effects people from the WA side and also those living in poverty. I'm thinking of some of the students I work with who are struggling to even buy gas, don't have a bank account yet for a variety of reasons, and are trying to work or shop in Hood River. Your plan will cost them \$10 per trip to get from their house to Wal-Mart so get their needs met. That is ridiculous, inequitable, and not okay and seems especially awful given the current situation that many members of our community are in.

Thank you for your consideration.

Sincerely,
Rita Pinchot

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Genevieve Scholl

From: Web Reporting <DoNotReply@portofhoodriver.com>
Sent: Wednesday, April 29, 2020 12:50 PM
To: Genevieve Scholl
Subject: Contact Form Submission from Port of Hood River Website
Attachments: ninja-forms-submission.csv

This was entered into the Contact Form on the Port of Hood River Website:

Name: Seagle's



Raising the fee to \$5.00 is ridiculous!!!!!! This bridge has been paid for, for over years! Our in-laws were told so! Hood River will lose people to this, because WE WILL NOT PAY \$10 to cross over your bridge and shop, frequent restuarants or drink wine, etc! The Dalles is looking more like the place to go, and drive down the Washington side! THIS IS PRICE GOUGING! We will be contacting the City, Federal Attorney General and whomever else we need! THIS IS WRONG IN SO MANY WAYS! Many people CANNOT AFFORD THIS GOUGING! Our neighbors said they won't go over and sure a lot more will say the same thing!!!!Guess it is back to Cascade Locks Bridge and no more wine tasting in Hood River and area! GOOD LUCK!

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Letter to Hood River City, Port, and County Officials

Mike Oates, Chair
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E-mail: mike.oates@co.hood-river.or.us

Karen Joplin- Commissioner, District #1
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Rich McBride, Commissioner District 2
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Bob Benton, Commissioner District 3
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Les Perkins, Commissioner District 4
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Kate McBride, Mayor of the City of Hood River
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Michael McElwee, Port of Hood River Executive Director
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Daryl Stafford, Port of Hood River Waterfront & Marina Manager
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John Everitt, Port Commission President
john@currentcommercial.com

Jeff Hecksel, County Administrator
jeff.hecksel@co.hood-river.or.us

Dear Hood River City, Port, and County Officials,

It seems very timely for me to send you all a copy of the letter I wrote to Governor Kate Brown to allow people to exercise responsibly outdoors. I received only a form letter about CoVed-19. I wanted to feel like someone actually read my letter so I was persistent. I have included the thoughtful and thought provoking response I got from Leah Horner, the Governor's Regional Solutions Director and my followup ideas for incrementally resuming outdoor exercise.

To: Governor Kate Brown
900 Court St. NE, Suite 254
Salem, OR 97301-4047

From: Tamara Shannon
3940 Blackberry Drive
Hood River, OR. 97031

Date: 4/6/20, Resent to Coline Benson@oregon.gov on 4/16/20, as a PDF

Subject: Less Restrictions for Outdoor exercise for People Being Responsible

I am requesting less restrictions for outdoor exercise for people being responsible. Regular physical *cardiovascular* exercise is an essential element to human spiritual, mental and physical health.

The Problem:

As per the executive order, all indoor places to exercise are closed (gyms, pools, yoga, ski, dance, tennis, etc.), and many outdoor places to exercise are closed. This leaves walking, hiking and the only really cardiovascular exercises of running and bike riding on roads since National and State Forests in Oregon are now closed. Bike riding on roads with traffic is dangerous. Walking along roads with traffic that have no sidewalk is dangerous and social distancing is difficult on sidewalks. It is close to impossible to meet acceptable social distancing guidelines in parking lots that traditionally provide access to outdoor exercise.

The Goal:

To slow the spread of the Corona Virus and reduce subsequent deaths by maintaining social distancing until the rate of new infections (in Oregon) decrease, or 100% testing is available or a vaccine is available, or....

To have safe, legal and healthy places to walk, run, ride bikes, etc. for *cardiovascular exercise*, safe from cars and safe for maintaining social distance.

To provide access to rivers for water crafts for individuals and small groups of individuals from the *same household* to get exercise.

Some Ideas for Solutions:

To reduce the demand for scarce parking spaces at recreation sites that are used to access outdoor exercise, create a system of allocating days, or half days to disperse parking lot use. Possibly use last digits on license plates (odd/even, first half of alphabet last half for example). One might be able to park for exercise every other day (even days for even ending & first half of alphabet ending license plates for example). If cutting the use in half is not sufficient to provide for social distancing, devise a rotation of first half of day/second half of day alternating days and times of days. That would quarter the use. Using a noon cut off/beginning time and a license plate system is monitor-able, enforceable and reasonable time for exercise.

Monitor parking lots and adjacent areas by park, forest, or local government employees to establish, implement and enforce safe social distancing and for compliance with the essential activity of non contact exercise and parking space allocation. Education and enforcement would be needed. Non compliant visitors would be told to leave, and ticketed for multiple offenses.

Implement the suggestions of Rails-to-Trails Petition to Create safe places to walk and bike by closing roads to traffic for certain periods of the day during COVID-19 throughout Oregon and educate people on trail etiquette: https://www.railstotrails.org/COVID19/?utm_source=banner&utm_medium=promo&utm_campaign=covid19#petition . Parking should not be an issue as it would mostly be for local people. Some accommodations might need to be made for residents and store deliveries depending on the roads closed to traffic.



Re-open the Historic Columbia River Highway State *Trail* and others throughout the state using a license plate, or some other way to limit parking lot use. Employ a site monitor and an enforcement officer as needed to establish, implement and enforce social distancing policies.

Close the Historic Columbia *Highway* to vehicle traffic during certain hours of the day, open to people *exercising*. Allow access to the parking lots based on the license plate or some other allocation system. Employ lot monitors and enforcement at lots/access points. Make access provisions for residents, deliveries etc.

If some hiking and or biking single track trails are opened, they should be designated as one way loops, with the distance and difficulty rating clearly labeled at the trail head, preferably with no attraction points where people might be tempted to congregate. (Certainly Multnomah falls would not be in the category of an *essential* trail to keep open for exercise!)

Open river access for exercising in individual water crafts including windsurfers and kites, and small boats for people of the same household. Parking would be allocated (half days, alternating days etc.), monitored and enforced as described above.



I hope you feel inspired, empowered and enthusiastic to consider implementing some of my ideas for having “Less Restrictions for Outdoor Exercise for Responsible People”, or variations on the ideas I have presented. Maybe with some calculations, creativity, and the advice of experts that have access to recreational use statistics, we can come up with an allocation system that may benefit all users even after this crisis passes!

Thank YOU! You all are doing a good job!

Sincerely,

Tamara E. Shannon

Response from Leah Horner:

On Apr 20, 2020, at 10:11 PM, HORNER Leah * GOV <Leah.Horner@oregon.gov> wrote:

Ms Shannon,

Thank you for your email and letter and I'm sorry for the form letter responses. As you can imagine we are getting inundated with suggestions. I read your letter though and I appreciate your out of the box thinking. We are starting to have conversations about what reopening parks might look like and I've shared this with my colleague working on it. We

are having an issue with people traveling from community to community to use outdoor recreation and are trying to see if we can limit to local communities for just the reason you point out....people don't have anywhere to exercise.

Thank you,

Leah

Leah Horner, Regional Solutions Director, Jobs & Economy Policy Advisor

Office of Governor Kate Brown

Scheduler: 503-378-6549 Leah.Horner@oregon.gov

My follow up response to her:

Leah, I really, really, *really* appreciate your personal response. I got your Email in the evening and thought, hum, better sleep on this. You raised some really good points. It had taken me awhile, quite awhile, to realize that the closures of my beloved XC ski trails on Mt. Hood, Post Canyon and Syncline Mt. Biking trails and Columbia River water sports launch sites were to protect *us*, Hood River-ites, from people traveling from outside of the community. Now, a day later, I have some more thinking-out-of-the-box ideas to share with you and your colleagues concerning community to community travel and what reopening parks in Oregon may look like.

From my experience as an outdoor recreation enthusiast, the parking lots and club houses are the things most threatening to maintaining social distance. Here are some ideas for ***incrementally*** resuming outdoor exercise opportunities:

Start with opening the *trails*, not the parking lots. This would encourage *local use*, those able to walk or ride from home. Also, closing more streets to traffic for safer biking and walking in as many communities as possible, working with mayors, etc. [as per the Rails-to-Trails Conservancy web site I already sent you.]

Next, allow households from the nearby neighborhoods to be able to park at trail heads. I am especially aware of parents having to take their children on bike rides on streets because trails are closed. Most likely, the parking lots and entrances would have to be monitored, that the passengers are from the same household and that they live in the same county (or some other area criteria).

Possibly the next step would be allowing limited *parking* for people from further away to use trails, boat launches, etc, *for exercise*, utilizing some kind of allocation system like I outlined in my letter. I am quite certain that parking lot monitors would be needed, at least at first, to establish the allocation system and social distancing. Warnings and ticketing based on a license plate allocation system might have to be utilized to keep parking lots from overflowing.

I am hoping that by creatively thinking our way out of this crisis, us Oregonians can soon get back outside, get back to work, and get back to living healthy and productive lives. And, if by chance we come up with a good method that people can adhere to and be happier and healthier about, we can share it with other states and countries. By setting a good example, that we can resume activities in an organized, cautious way, we will inspire, encourage, and give hope to other states and countries by exemplifying a model for resuming their lives.

Thank you for your consideration during this challenging time.

Tamara E. Shannon

When I saw Temira's "The Gorge is my Gym" blog on Friday 4/24, I was excitedly surprised to see that perhaps these incremental allowances were being made at the local level: The Mayor of Mosier closed Rock Creek to anyone not a resident of 97040, and Hood River County will be opening the *trails*, NOT the *parking* lots to ride on county lands only, for HR County residents only! This is great news, and both address Leah's concern with people traveling from community to community.

I am so excited about this fabulous, thoughtful, incremental start at the local level. I hope people comply so we don't lose it again. Eventually, the larger picture will need to be addressed, in conjunction with the Governors's direction, while we are waiting for "the vaccine". That is why I am respectfully submitting my ideas to you all, my local governing bodies. If I haven't contacted the "right people", please feel free to share my ideas with others.

Thank you for your patience in reviewing the sequence of correspondence. Hopefully there might be some useful ideas in there. We are all in this together, on the same team!

Respectfully,

Tamara E. Shannon

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Genevieve Scholl

From: William Ayer [REDACTED] on behalf of William Ayer [REDACTED]
Sent: Thursday, April 30, 2020 10:04 AM
To: Genevieve Scholl
Subject: Re: Tolling resumes May 1st on the Hood River-White Salmon Interstate Bridge

If the Port isn't going to be bankrupted by the temporary loss of bridge tolls, then I reiterate suggestion that charging \$10 for a round-trip on the bridge during a global pandemic and financial crisis is greedy and foolhardy.

The money you collect will not be worth the harm you inflict (and the goodwill you will destroy).

30 million Americans have lost their jobs in the last 6 weeks.

The port's decision to re-instate tolls doesn't personally impact me at all. I've got BreezeBy passes on my vehicles, and I can afford to pay the tolls.

Letting people pay online, or in person doesn't really help people who don't have any money in their bank account or whose mobile phone was just cut off for non-payment. Local families are literally struggling to pay for food for their families, and many local businesses aren't going to survive the coming economic depression.

Those are the folks you'll be charging \$10 for every round trip on the bridge - not me or the folks from out of town driving the \$150,000 Sprinter.

What will happen when they can't pay that rate for crossing the bridge? I'm guessing that the amount they owe will balloon with late fees, and end with a collection agency, who will endlessly hound them for money they don't have.

I've been amazed at the way our community has jumped into action to help people in need.

Building PPE: <https://hmb50.org>

3D Printing Faceshields: <https://www.instagram.com/p/B-Jl88pgp4A/>

Building emergency ventilators: <https://www.lastresortventilator.org>

Raising money to provide food and books for families in need: <https://wsvef.org/donate>

The Port of Hood River should be looking for ways to *help* not *hurt* the hardest hit members of our community.

How about turning on the BreezeBy and installing a cash-box (with a wide opening) that would allow folks to pay their toll with cash (without touching anything).

Put a sign up that says:

To protect the health of our toll takers, we've moved to the honor system.

Please pay your toll here, unless doing so would be a financial hardship.

Change and BreezeBy passes are available at the Port HQ.

Be safe. Together we can defeat COVID-19.

You'd get most of your toll revenue.

You wouldn't be inflicting a punitive fee on the people who can afford it least.
You wouldn't have to resort to creepy video tracking of every driver's face and license plate.
You might even make more money, since you wouldn't have to pay for the aforementioned creepy video tracking service.

The port would get some toll revenue and be seen as trusting and generous-spirited towards the neediest members of the community.

Just my 2¢

William Ayer

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

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[Redacted]

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

4:00 p.m.

STRATEGIC BUSINESS PLAN WORK SESSION #2

Present: Commissioners John Everitt, Kristi Chapman, Ben Sheppard, Hoby Streich, David Meriwether; Legal Counsel Jerry Jaques; from staff, Michael McElwee, Fred Kowell, Genevieve Scholl, Anne Medenbach, and Maria Diaz.

Absent: None

Media: None

1. CALL TO ORDER: President John Everitt called the Work Session to order at 4:01 p.m.

a. Changes, Additions, Modifications to the Agenda: None

2. Meeting Objectives and Overview:

a. Michael McElwee noted the work session discussion would be focused on the broad assumptions resulting from the 2014-19 Strategic Business Plan development process and the public input received thus far as part of the update process. McElwee led a review of a list of critical issues and key assumptions.

3. Situation Analysis (SA)

1. Economic Impact of the Port: McElwee highlighted that, directly and indirectly, the economic impact within the last years to the community based on the Port's development projects were significantly positive. McElwee noted the economic impact of employment and other indicators now can be added to the 2020 plan without redesigning the economic impact analysis. Commission consensus to leave economic impact assumption as is.
2. Local Market Trends: McElwee stated that the condition of the market trends in regards to employment, population, and demographics remains similar. McElwee highlighted a stable population growth rate and a significant increase in land cost and availability, pushing people to move to other areas. He reported a decrease in enrollment within the upper valley schools and a higher registration with the lower valley schools. He noted the present significant financial situation in Hood River County to be a material change for the Port, but not in any considerable measure. McElwee asserted the Latino population to be a substantial and essential factor for the Port's strategic plan. McElwee sought input from the Commission, if any aspects or issues that can be explored or developed further. Commissioner Meriwether noted that an element to take into consideration is the labor market, but not necessarily to make any changes to the report. McElwee also noted an additional aspect to regard is the West Side Area Concept Plan to understand any impacts. Commission consensus was that the local market trends did not need to be updated in the report besides those considerations.

c. SWOT -McElwee reviewed the Strengths, Weaknesses, Opportunities, and Threats under the SWOT analysis report.

STRENGTHS

- Attractive quality of life in town and region
- National "brand" of Hood River
- Strength of local Economy
- History of sound management
- Solid financial footing
- Good relationships with City, Count, Business Community
- Commitment to community engagement
- Proximity to Portland.

Commissioner Chapman recommended the solid financial footing moved as an element under THREATS due to possible loss of revenue to the Bridge.

WEAKNESSES

- Diminishing supply of buildable lands
- Limited tax base
- Heavy reliance on bridge income
- Cost of maintaining existing infrastructure
- Limited engagement on significant local Economic issues
- Workforce housing cost
- Education/workforce training limitations
- Lack of access to federal funding

Commissioner Meriwether pointed out the tax base could not be changed without creating a Special District or ask voters for an operating levy. Commission quickly discussed the limited engagement on significant local economic issues and education/workforce training limitations.

OPPORTUNITIES

- Growing high tech entrepreneurial cluster
- Greater involvement in Upper Hood River Valley
- Bicycle tourism associated with Scenic Highway
- Collaboration with local businesses
- Lot 1/Nichols Basin
- Expo Center Site

McElwee reviewed that the Lower Mill acquisition was driven by goal to provide economic development benefit to the upper valley. Commissioner Streich reminded the Commission and staff that studies presented Exit 64/access to I84 as an opportunity for the Port. McElwee discussed the continuing access to bicycle tourism associated with Scenic Highway and noted that, in some cases, to be considered as a threat or a challenge do to the impacts. Commissioner Meriwether suggested the ability to license the Tolling System/Technology to other tolling

entities as an Opportunity. McElwee noted the success and growth with businesses that have been relocated or expanded at the waterfront and to be pointed out as an opportunity. Consensus to add Tolling Technology under Opportunity. Commission and staff discussed the job creation vs. quality of life aspects.

THREATS

- Bridge accident or failure
- Opposition to waterfront development
- Impact of future debris flow
- Limited land supply
- Cost of new infrastructure
- Accidents of Port property
- Reduction in FAA funding
- Environmental issues (e.g., E-Coli)

Commissioner Chapman suggested to include "Outside Pressures" under "Growth of Homeless Population" under Threats. McElwee noted the creation of a new draft of the SWOT analysis would be available for the Commission.

4. SBP Public Input Report - Anne Presentin presented the preliminary findings from the public input received via online survey and paper English surveys and the open house. Spanish responses had yet to be compiled. Presentin briefly reviewed the purpose of the engagement to obtain community thoughts on the Port's role in the region, build an understanding of the community's current needs and priorities relative to the Port's business areas, and to promote awareness among stakeholders and the public about the Port, project purpose, project and schedule. Presentin complimented the excellent work Genevieve Scholl did with the distribution of the online and paper surveys, the open house, and the distribution to the under-represented groups in the community. Presentin reminded the Commission the effort is ongoing, and this report is the preliminary results. Presentin reported that the success in disseminating surveys directly to these groups resulted from working with trusted advocacy groups such as the NextDoor and by presenting it through specific community events for the Latino Community and the Native American Community. Genevieve Scholl reported preliminary results from the surveys completed by the NextDoor showed an apparent tangible difference in these populations compared to those that completed the English language online surveys that showed a general disconnect to the Port, with overall sentiment that the Port's work was unimportant or not very impactful on their lives, with the exception of the work at the waterfront and the economic development. Presentin highlighted the community's response and participation by noting there were about 1,000 responses, 59% from Oregon and 41% from Washington, and respondents tend to be older, with higher incomes and less ethnically and racially diverse than the population at large. Presentin reported the findings of the two open-ended questions asked in the survey delivered, with the lack of affordable housing, the need for a new bridge, and other challenges with population growth frequently cited as the biggest issue facing our community or the desired highest priority for the Port. Presentin clarified the

question of whether the Port should respond to the community concerning the issue with affordable housing and suggested a response in the findings of the report. Pressentin detailed the primary highlights to the six of the Port's facilities and services, noting the percentages of responses in the report as "very or critically important: as follows; Bridge 96%, Waterfront 89%, Port of Hood river 71%, Economic Development 66%/67%, Marina 56%, and Airport 43%. Pressentin noted specific highlights for each of the mentioned facilities and services starting with the **Hood River-White Salmon Bridge**; respondents found the majority (82%) agree new Bridge must have bike and ped, more than half (69%) disagree with private ownership or P3, half disagreed that a higher toll should be used to modernize Bridge (1/3 agreed), and half disagreed with keeping fees low and delaying replacement (1/3 agreed). Pressentin said these numbers presented conflicted and mixed feelings for the Bridge. Highlights for **Parks and open space**, 80% agreed sites are very well or well maintained and operated, 86% agreed the Port should collaborate with other entities to find cost efficiencies, 71% agreed Port restore natural habitat areas. Regarding the **Port of Hood River** itself, the majority of respondents felt the Port should look for efficiencies by reducing project costs and scope. The majority also agreed Port should seek collaborative partnerships, and almost a quarter (23%) said they didn't know or had no opinion of how well the Port is managed or had a full understanding of how the Port is operated. Pressentin reported respondents viewed retaining existing business more favorably than recruiting new business, and more than half agreed Port should maintain the real estate and developable properties for local and light industrial businesses. Regarding the Marina, 87% of respondents agreed it is essential to have free launch access, 40% had no opinion or did not know how well the Marina operated; nearly 50% said it is managed well or very well. Pressentin noted the Airfield had a higher percentage were respondents said they had no opinion or didn't know how well the airfield facility is operated or maintained. For all the facility-specific questions, it had the highest number of "don't know" responses. Pressentin reported about 150 respondents (15%) agreed that noise at the Airfield is a significant issue.

Scholl discussed the primary comments respondents mentioned related to the Waterfront and ranked it as critically important. Scholl noted anecdotally from inputting responses on paper surveys that parking was often mentioned as the biggest issue facing the community. Pressentin said the study of comments due to the high responses is not accounted for; however, it would be available in the final report. The Commission requested the report be informative in a manner that would identify the data by categories such as demographics or income. Genevieve suggested the Commissioners forward any comments received directly from the public during the Open House event.

5. Critical Issues & Strategic Assumptions- Michael McElwee presented a list of the 2020-2026 Strategic Business Plan critical issues that were reflected in the 2014 plan. McElwee reminded the Commissioners of the matters and noted the principal components such as the Waterfront and infrastructure in the 2014 plan. McElwee reported today's work session purpose is to identify or discuss the critical issues for the 2020-2026 strategic business plan. McElwee described bridge replacement as the Port's highest priority due to its significance to the regional economy and highlighted the connection to Port's long-term revenue stability. McElwee also

reviewed the issues of maintenance/repair of the Bridge, land acquisition, and property development. McElwee sought input from the Commissioners to further develop a plan for a final draft.

Commissioner Chapman agreed it is essential to secure funding for bridge replacement Phase 2 and seek funding for Phase 3 or additional phases. Commissioner Meriwether said it was important to identify whether critical efforts for revenue will be sufficient for the desired goal or if other work would need to be determined to offset the loss of income. McElwee noted these efforts would be known in the work that would be done within Steven Siegel's contract with the Port and then embedded in the Strategic Business Plan, identifying the specific tasks and milestones.

McElwee also presented a list of specific categories and key assumptions for each. McElwee sought Commission input to identify or revise any of the assumptions for the 2020-2026 Strategic Plan. McElwee noted modifications and revisions to the list would be developed by staff in the next week and forward to the Commission for additional input.

Commissioner Chapman briefly noted her visit to Washington, D.C, and highlights.

The meeting adjourned at 5:06 p.m.

Respectfully submitted,

Maria Diaz

ATTEST:

John Everitt, President

David Meriwether, Secretary

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**Port of Hood River Commission
Meeting Minutes of April 07, 2020 Spring Planning Work Session
Via videoconference and Marina Center Boardroom
1:30 p.m.**

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

**1:30 p.m.
2020 SPRING PLANNING
WORK SESSION**

Present: Commissioners John Everitt, Kristi Chapman, Ben Sheppard, David Meriwether; Legal Counsel Jerry Jaques; from staff, Michael McElwee, Fred Kowell, Anne Medenbach, Genevieve Scholl, Kevin Greenwood, Daryl Stafford, and Maria Diaz; Budget Committee, Larry Brown, Lori Borton, John Benton, and Svea Truax.

Absent: Hoby Streich

Media: None

1. CALL TO ORDER: President John Everitt called the Spring Planning Work Session to order at 1:35 p.m. and welcomed the Budget Committee members joining the session.

2. OVERVIEW: Michael McElwee welcomed attendees. Scholl noted the remote conference meeting met all Oregon public meeting law requirements, including an open conference room at the Port of Hood River office, with staff on hand to manage seating arrangements to assure social distancing requirements are met. Scholl noted that detailed budget spreadsheets would be presented on the video screen and instructed attendees on other technical matters. Scholl mentioned that if any public comments were received during the meeting, the comments would be read by staff at a proper time during the session. McElwee noted this to be the second step in a multi-step process for budget planning. McElwee emphasized the committee and Commission would review the 10-year financial model plan assumptions and work towards a plan that will be presented to the Budget Committee in May. McElwee gave a brief review of the agenda and the of the main topics discussing during the meeting.

3. FINANCIAL OVERVIEW: Fred Kowell presented the Port's financial policies and current/projected financial conditions. Kowell reviewed the three central key financial policies and key drivers for the Port. Kowell noted the first key financial policy for the Port is to keep at least 10% in reserves of the net depreciable value of Port's assets. The second is to maintain a 2.0 debt coverage ratio allowing the Port to be more fiscally prudent in the planning process. The third is the return of investment requirement and noted it was a Cash on Cash Return. Kowell highlighted these three financial policies are significant indicators of the Port's credit rating.

4. KEY ISSUES

a. COVID-19 - Kowell reported Port's office staff is currently operating part-time from home and at part-time in the office, adhering to recommended restrictions. Kowell noted moving forward with the license plate recognition regarding toll collection and fully implemented the beginning of May or earlier. Kowell reported a reduction in traffic of 30% Monday-Friday and 50% Saturday

and Sunday, compared to last year. Kowell discussed that the Port would need to convene the Personnel Committee in the coming weeks to go over options related to future personnel costs. Commissioner Chapman described recommendations to bring back toll personnel to collect for bridge crossings. McElwee reported Port is monitoring federal support programs for opportunities that could provide a backstop to the loss of revenue. Commission and staff discussed vital issues such as getting toll staff back at the booth and license plate recognition system for the collection of tolls.

b. BRIDGE REPLACEMENT PHASE 2 FUNDING - Greenwood on the NEPA process. Greenwood noted the purpose of the discussion is to present the different funding scenarios for project advancement beyond NEPA. Greenwood said the first of four options is to spend approximately \$250,000 of the remaining budget from HB2017 for a limited number of Post NEPA activities. The second option is to utilize toll revenue to service short term debt and carry out some additional project activities. Greenwood noted the first and second options would involve seeking additional funding in the 2021 WA/OR Legislative sessions. The third and fourth options would come from state and federal funding opportunities. Greenwood highlighted a low probability of success for the application for a 5-million federal grant opportunity. Greenwood also noted the continuing for lobbying in Olympia, WA for funding. Greenwood reported that in the Port's 10-year financial plan currently presents 8.4 million revenue that would get the Port through some significant for 15% engineering, some level of traffic revenue, continue the governance work, and continue the finance analysis. McElwee highlighted the basis of the \$8.4 million holds a presumption that Port is successful with the INFRA grant. Greenwood sought feedback from the Commission on what happens if other opportunities for funding don't come to fruition. The Commission consensus Port's spending on the project is dependant on bi-state and federal funding.

c. REAL ESTATE DEVELOPMENT & INVESTMENTS - Anne Medenbach reviewed the completed Port projects within the last two years and the current projects. Medenbach reviewed budget assumptions the 10-year model plan included and reported a 10 million maximum indebtedness for development/acquisition, and a two-year window for borrowing. Medenbach reviewed the 20/21 assumed actions and detailed the work for each. Medenbach reported the Lower Mill is moving forward with preliminary design and cost estimate for 1-2 buildings, evaluate the market condition, and see pre-construction tenant commitment, complete wetland fill project on Tax Lot #902. Medenbach highlighted the Airport is having the COVI and the FAA N. Ramp as the two major projects happening at this time. Medenbach also noted plans for commercial hangars and private development of box hangars for land leases are in preparation design or pre-development. Medenbach noted the primary action for Waterfront is the conclusion or the Traffic Study and reported activity for Property Acquisition to complete negotiations and acquire 1-2 parcels for future development. Commission consensus to continue with actions.

d. 2020-2026 STRATEGIC BUSINESS PLAN UPDATE: Genevieve Scholl reported an overview of the Strategic Business Plan. Scholl said the significant disruption from the COVID-19 coronavirus pandemic elevated staff's concern regarding the SBP process and the validity of the just-completed Situation Analysis. Scholl requested Commission guidance whether to continue the SBP schedule or shift course given the degree to which the COVID-19 crisis could impact some aspects of the plan. Scholl identified an alternative option recommended by Terry Moore had been identified by staff as the first choice for Port to continue with the SBP process and seek extensions with current contracts to delay the process. Scholl stated she would contact partners with Business Oregon, consultants under contract, and other partners and report back to Commission in the future.

5. 10-YEAR FINANCIAL PLANNING MODEL: Fred Kowell reviewed the 2020 budget forecast updates within the 10-year Financial Planning Model. Kowell reported a potential significant revenue loss of \$700k and an increase in expenses regarding the bridge for payment to Duncan Solutions for the license plate recognition system. Kowell reviewed the specific amounts for the operating revenues, operating expenses, personnel, cash on cash return, and net operating income after debt service and capital outlay. Kowell briefly described the drivers for the specific budget summary and highlighted the \$9.8 million of reserves. Kowell noted specific summary sheets for general assumptions and communicated how it is utilized and injected in other budget sheets. Kowell reported Capital Projects are the Port's highest cost category and explained in detail the amounts for each of the planned capital projects. Kowell described the bridge forecast to be challenging due to funding not yet secure. Kowell noted the relevant grant funding related to the Capital Projects. Kowell discussed preliminary cost estimates for personnel and noted wages increase less than 4%, and health care costs increased about 15%. McElwee discussed the unknown short-term and long-term impacts the 10-year model will present due to the COVID-19 pandemic. Commissioner Chapman noted to the Port needed to operate cautiously.

The meeting adjourned at 4:00 p.m.

Respectfully submitted,

Maria Diaz

ATTEST:

John Everitt, President

David Meriwether, Secretary

Port of Hood River Commission
Meeting Minutes of April 07, 2020 Regular Session
Via videoconference and physical presence at Marina Center Boardroom
5:00 pm.

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

5:00 pm.
Regular Session

Present: Commissioners John Everitt, Kristi Chapman, Ben Sheppard, David Meriwether; Legal counsel Jerry Jaques; from staff, Michael McElwee, Kevin Greenwood, Fred Kowell, Genevieve Scholl, Anne Medenbach, Daryl Stafford, and Maria Diaz.

Absent: Hobby Streich

Media: None

1. CALL TO ORDER: President John Everitt called the regular session to order at 5:02 pm. Modifications to agenda:

- a. Add Commissioner Chapman to March 17, 2020, Regular Session meeting minutes, and Commissioner Streich name deleted as it was listed twice.

2. PUBLIC COMMENT

- a. None.

3. CONSENT AGENDA:

- a. Approve Minutes of March 17, 2020, Regular Session as amended and March 24 Special Session
- b. Approve Lease with Oregon Brineworks in the Timber Incubator Building
- c. Approve Addendum No. 2 to Lease with Real Carbon in the Big 7 Building
- d. Approve Maintenance Contract Renewal with Kapsch Trafficom USA Not to Exceed \$46,319
- e. Approve Amendment No. 7 to Contract with Steve Siegel for Consulting Services Related to Bridge Replacement
- f. Approve Accounts Payable to Jaques Sharp in the Amount of \$13,275

Motion: Move to Approve Consent Agenda

Move: Meriwether

Second: Sheppard

Discussion: Medenbach clarified the lease rate with Real Carbon.

Vote: Unanimous

4. PRESENTATION AND DISCUSSION ITEMS:

a. COVID-19 Rent Relief Policy Discussion - Anne Medenbach reviewed the rent relief discussions with Port's tenants. Medenbach reported the Port's tenants experiencing hardship due to the COVID-19 pandemic are expected to request rent relief soon. Medenbach discussed a proposed rent relief policy and highlighted that each agreement would vary on the degrees of distress each business is experiencing as well as other factors. Medenbach noted that it would be challenging to identify the needs from Port tenants without the additional information of additional reliefs. Medenbach discussed the proposed process and options. Medenbach sought input from Commission and staff to determine the Port's position regarding rent relief.

b. N. Apron Project Bid Results and Grant - Anne Medenbach reviewed the North Apron bid results and grant status. Medenbach highlighted the FFA grant fully funded the package request for the project, including the lowest bid of \$1,977,778, plus the construction management proposal of \$205,547.

5. REPORTS:

a. Bridge Replacement Update – accepted without comment.

6. Directors Report- Michael McElwee reminded the Commission of upcoming dates for the Commission meetings and noted the Strategic Business Plan Session would be rescheduled. McElwee reviewed Port operations in response to the COVID-19 pandemic. McElwee noted some surplus T.P. and paper towels are being distributed to local food security agencies and other agencies. McElwee noted Waterfront restrooms would remain closed, and Event Site parking lot and park are closed. Areas that would stay open and be monitored are the Hook, Spit, Swim Beach, and Trail. McElwee reported different approaches or public messages would be taken pending weather and COVID-19 restrictions. McElwee reported Waterfront lease payment delinquencies at the Marina and Airport. McElwee noted the asphalt pile at the corner of 2nd & Portway Ave was removed. Guardrail repairs from the extensive damage that took place last December are ongoing. McElwee reported on the preliminary bridge load bearing analysis conducted by David Evans Associates for ODOT. The bridge vehicle classification measurement could result in a clear indication that the bridge would be weight limited in the future.

7. COMMISSIONER, COMMITTEE REPORTS: None.

8. ACTION ITEMS:

a. Approve Contract with Livermore Architects and Engineering for Architectural Design Services Related to Lower Mill Redevelopment Not to Exceed \$26,900.

Motion: Approve Contract with Livermore Architects and Engineering for Architectural Design Services Related to Lower Mill Redevelopment Not to Exceed \$26,900.

Move: Meriwether
Second: Chapman
Discussion: None
Vote: Unanimous

b. Approve Amendment No. 2 to Goods and Services Agreement with Duncan Solutions for Implementation of AET Tolling System.

Motion: Approve Amendment No. 2 to Goods and Services Agreement with Duncan Solutions for Implementation of AET Tolling System.

Move: Meriwether
Second: Sheppard
Discussion: None
Vote: Unanimous

c. Approve Resolution No. 2019-20-5, allowing for the Charge of an Ancillary Fee for Non-BreezeBy toll payment.

Motion: Approve Resolution No. 2019-20-5, allowing for the charge of an Ancillary fee for Non-BreezeBy toll payment.

Move: Chapman
Second: Meriwether
Discussion: None
Vote: Unanimous

8. COMMISSION CALL:

Commissioner Chapman briefly noted to keep in communication with Port's tenants regarding rent relief and needs. Commissioner Meriwether complimented the excellent work from staff during these difficult times and stated the EDC is keeping contact with local businesses with information and available resources.

9. EXECUTIVE SESSION: President John Everitt recessed Regular Session at 6:35 pm to call the Commission into Executive Session under ORS 192.660(2)(e) Real Estate Negotiations, ORS 192.660(2)(h) Consultation with legal counsel regarding current litigation or litigation likely to be filed.

10. POSSIBLE ACTION: None.

11. ADJOURN 7:10 pm.

Motion:
Motion to adjourn the meeting
Vote: Unanimous
MOTION CARRIED

The meeting adjourned at 7:10 p.m.

Respectfully submitted,

Maria Diaz

ATTEST:

John Everitt, President

David Meriwether, Secretary

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

5:00 pm.
Regular Session

Present: Commissioners John Everitt, Kristi Chapman, Hoby Streich, Ben Sheppard, David Meriwether; Legal counsel Jerry Jaques; from staff, Michael McElwee, Fred Kowell, Kevin Greenwood, Genevieve Scholl, Anne Medenbach, Daryl Stafford and Maria Diaz.

Absent: None

Media: Emily Fitzgerald

1. CALL TO ORDER: President John Everitt called the regular session to order at 5:07 pm. Modifications to agenda:

- a. Item (b) and (c) in the consent agenda are ratification items.
- b. Item (b) in the consent agenda should read "Amendment No. 2" with OTAK.

2. PUBLIC COMMENT

a. Public comment received via email from numerous Oregon and Washington residents concerning the planned resumption of tolling, fees associated with all-electronic tolling, and recreational parks closures.

3. CONSENT AGENDA:

- a. Approve Amendment No. 2 with OTAK for consulting Services Related to Bridge Replacement.
- b. Approve Contract with Bulldog Welding for Welding Service on the Bridge Not to Exceed \$25,600.
- c. Approve Change Order with Tapani, Inc. for Irrigation Waterline Install at Airport Not exceed \$3,700.

Motion: Move to Approve Consent Agenda

Move: Meriwether

Second: Hoby

Discussion: None

Vote: Unanimous

4. PRESENTATION AND DISCUSSION ITEMS:

a. Waterfront Traffic Study - Garth Appanaitis with DKS Associates provided an update and overview of their study. Appanaitis reviewed prior transportation planning efforts and highlighted the purpose of the current analysis is to examine the growth within the last ten years, the potential growth at the Waterfront, and at what point the vehicle capacity triggers improvements to the Exit 63 I-84 interchange and the surrounding transportation system. Appanaitis noted the current work included new data that included new development projects and the model updates focused on the Waterfront area land-use changes. Appannaitis noted the traffic elements and the potential development scenarios to the IAMP triggers. McElwee stated it would be essential to identify specific situations. Appanaitis noted potential futures steps were to collect representative traffic counts, City SSP update and full mode update, and ODOT coordination regarding IAMP triggers.

b. Steve Gates Remembrance Project – Architect Mike Zilis presented the Steve Gates Memorial Project proposal design at the Nichols Basin. Zilis proposed to have an appropriate space with appropriate shade, sitting area, and adding soil to change the visuals of the area. Zilis noted key aspects of the proposed area

would include a sense of community, character, and include the energy that would involve Steve's characteristics. Zilis presented preliminary design images that showed options of aluminum shades with windsurfing sail design aspects. Zilis proposed expanding the sitting area that would work with the existing wall, adding sitting stones as well as adding soil behind the current wall to buffer some of the wind. Zilis mentioned the sitting stones could include messages of the history of the Waterfront. Commissioner Sheppard expressed concern about lighting at night. Zilis noted light would be appropriate but at the same time not too encouraging or it might create a late-night hangout. Guest and former Commissioner Jon Davies stated that he was pleased with the concept and suggested that Steve would approve of the proposed design. Commission consensus was that it was pleased with the proposed idea and consensus to move forward with the proposed model.

c. Preliminary Bridge Load Rating - Michael McElwee reported on the Preliminary Load Rating Analysis conducted by David Evans Associates for ODOT. McElwee noted the preliminary analysis done by David Evans Associates recommends that a reduced weight limit be applied. McElwee reviewed the current weight limits, and the proposed weigh limits under the ODOTs classification system. McElwee highlighted the significant impacts to specific businesses that haul major local commodities and noted that staff had begun reaching out to these particular businesses. McElwee noted ODOT would not require considerable weight limit enforcement to be carried out by the Port as truckers are expected to follow the posted weight limits. Staff will continue to gather business feedback on the likely bridge weight limit reduction and to understand the implications for the bridge customers and port operation.

d. All-Electronic Tolling Implementation - Fred Kowell reported on the All-Electronic Tolling system implementation and said the goal was to move forward with the system by May 1, 2020. Kowell noted staff was ready to inform and aid customers in obtaining a BreezeBy account. Seven days after the system goes live, staff will then send gathered data will to the Oregon DMV and Duncan Solutions for license plate validation. Letters to motorists with unpaid tolls would follow. Kowell highlighted how motorists could avoid a \$3.00 ancillary fee, and available options for customers would be readily available to customers.

5. REPORTS:

a. Bridge Replacement Project – accepted without comment.

6. Directors Report- Michael McElwee noted the upcoming Budget Committee meeting in May. McElwee mentioned the Governor's release on the detailed guidelines in regards to the COVID-19 updates for business. McElwee noted the specific sectors that will be reopening following the Governor's recommendation and stated the challenging message for the Waterfront. McElwee indicated that staff would seek to convene the Personnel Committee Meeting for April 23, 2020, to discuss personnel action depending on the length of the COVID-19 Stay-at-Home orders. McElwee briefly noted the Storm Line funding by the City. Kowell reported an update on the bridge traffic volumes.

Break at 7:09 pm

7. COMMISSIONER, COMMITTEE REPORTS:

None

8. ACTION ITEMS:

a. Approve COVID-19 Rent Relief Policy

Motion: Approve COVID-19 Rent Relief Policy.

Move: Chapman
Second: Sheppard
Discussion: Approval of each agreement would be dependent on PPP funding to tenants/relief. Report summary with each agreement.
Vote: Unanimous

b. Approve Contract with Aron Faegre for Airport Hanger Design Not to Exceed \$15,000.

Motion: Approve contract with Aron Faegre for Airport Hanger Design Not to Exceed \$15,000.

Move: Meriwether
Second: Chapman
Discussion: None
Vote: Unanimous

c. Adopt Resolution 2019-20-06 Clarifying Language in the Prior Resolution 2019-20-5

Motion: Adopt Resolution 2019-20-06 Clarifying Language in the Prior Resolution 2019-20-5

Move: Streich
Second: Sheppard
Discussion: None
Vote: Unanimous

d. Approve Assignment and Addendum of Lease with Hearts of Gold Caregivers, LLC

Motion: Approve Assignment and Addendum of Lease with Hearts of Gold Caregivers, LLC

Move: Streich
Second: Sheppard
Discussion: None
Vote: Unanimous

8. COMMISSION CALL:

David Meriwether provided updates from his work as the business liaison with the Emergency Operations Center. Meriwether stated current efforts to work with the incoming migrant help to conform to the social distancing restrictions due to the COVID-19. Meriwether highlighted the CARES Act and unemployment status. Meriwether noted 4 cases in Hood River County infected with COVID-19.

9. EXECUTIVE SESSION: President John Everitt recessed Regular Session at 7:44 pm to call the Commission into Executive Session under ORS 192.660(2)(e) Real Estate Negotiations, ORS 192.660(2)(h) Consultation with legal counsel regarding current litigation or litigation likely to be filed.

10. POSSIBLE ACTION: None.

11. ADJOURN 8:52 pm.

Motion:
Motion to adjourn the meeting
Vote: Unanimous
MOTION CARRIED

The meeting adjourned at 8:52 pm.

Respectfully submitted,

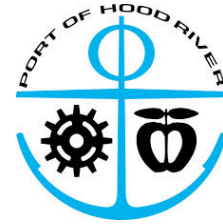
Maria Diaz

ATTEST:

John Everitt, President

David Meriwether, Secretary

Commission Memo



Prepared by: John Mann
Date: May 5, 2020
Re: Guard Rail Replacement Change Order

Severe damage to the guardrail on the bridge occurred on December 12, 2019. Prior to this, the Port engaged Coffman Engineering to prepare a standard for instances when guardrail is damaged enough to replace a total of 800 l.f., resulting in additional risk of severe damage to the vertical rail support structure or containment failure if additional impacts occur.

Based on the detailed Coffman standards, an emergency replacement contract in the amount of \$49,260.00 was executed. During the replacement project, another 60 l.f. of guardrail was damaged and replacement was added to the contract in the attached change order for \$1,657.00 for a contract total of \$50,917.00.

RECOMMENDATION: Ratify Change Order No. 1 with Columbia River Contracting for emergency guardrail repair in the amount of \$1,657.00.

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Date: <u>April 22, 2020</u>	PORT OF HOOD RIVER CHANGE ORDER	Change Order Number <u>1</u>
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<input type="checkbox"/> Ordered by Engineer under terms of the Contract <input checked="" type="checkbox"/> Change proposed by Contractor	Contract No. _____ CRP No.: _____ Project Title <u>Hood River Bridge Emergency</u> <u>Guardrail Repairs</u>
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TO: Columbia Contracting Inc.
(Contractor Name and Address)

You are hereby required to comply with the following changes from the contract plans and specifications:
 This change order to increase the number of working days of the contract by 3 days..

DESCRIPTION OF CHANGES	Decrease in Contract Price	Increase in Contract Price
Description Additional Guardrail damage and connective points that wouldn't connect 60ft additional		\$1,657.00
TOTALS		\$1,657.00

Original Contract Amount	Current Contract Amount	Est. Net Change This Order	Est. Total After This Change
\$49,260.00	\$49,260.00	\$1,657.00	\$50,917.00

The time for completion shall be:
 (increased) (decreased) (not changed) by 0 working days.

ACCEPTED Charles W. Parks Date 4/28/20
(Contractor)

(Surety, when required) Date _____

<input checked="" type="checkbox"/> APPROVAL RECOMMENDED <input type="checkbox"/> APPROVED <u>John Mann</u> Project Manager 4 16. 2020 Date _____	APPROVED _____ Executive Director _____ Date _____
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FORM TC395-001
 REVISED 9/01

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Commission Memo



Prepared by: Michael McElwee
Date: May 5, 2020
Re: Opening Recreational Properties

The Port of Hood River manages numerous trails, open spaces and recreational areas on the Hood River Waterfront. Since early March, the Port has taken steps to close or otherwise reduce the use of these facilities to limit the spread of COVID-19 in response to local health authorities, Governor Brown's Executive Order 20-12 and other sources. Parks, open spaces, launch locations, restroom facilities, and the Event Site were closed on March 18. Signage was posted in all locations consistent with other local public agencies. The waterfront trail, boat ramp, Hook, Spit, and Marina perimeter road remained open during this time, also consistent with EO 20-12 with staff monitoring these locations and prepared to implement further closures (closed gates, barricades, etc.) if gatherings occurred. Generally, most users exhibited remarkable awareness of social distancing practices.

Throughout most of this time, administrators representing Hood River County agencies (City, County, Port, HRVPR and HRCSD) held a weekly call to discuss common issues and approaches to management of outdoor recreation areas. On April 23, Hood River County opened their forest lands to limited public access. At the April 29 meeting, the local administrators agreed to jointly develop public messaging and signage in anticipation of a further gradual opening of recreational areas. The key messages "Crowds Bring Closures" and "Keep it Local." On May 1, the City opened up neighborhood parks and the School District opened field space for public use, subject to the social distancing edicts (see attached). The same day, signs were distributed widely on the Port's waterfront recreational properties. On May 1, the Governor's Office released preliminary guidelines for the opening up of recreational facilities.

For the Port, there is particular and growing demand for opening water access sites. This will become more pronounced with warmer days, particularly on weekends. The relaxation of use restrictions on May 1 will bring renewed water access use at the Sandbar via the Spit and to the river via the Swim Beach. However, the Event Site is the most popular access point for locals, but it also has the greatest potential to draw out-of-area users. The key question now is when to open the Event Site.

Washington State parks will open on May 5. This will open kiteboard access at the Hatchery, Doug's Beach, and Maryhill. Because these openings will help to distribute kites throughout the Gorge, and because of growing demand, staff recommends opening the Event Site on May 7. The restroom would remain closed and no kite launching or landing would be allowed. Other steps could be taken including coning off every other parking space. Staff seeks Commission direction on this question.

RECOMMENDATION: Discussion/direction.

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Certain Hood River area parks and trails open May 1

—Exclusions apply

*Beginning Friday, May 1, most Hood River neighborhood parks and trails are open for **local use only** and will remain open, provided users follow all regulations and crowding does not occur.*

Please observe all park rules, as well as these guidelines during the COVID-19 emergency:

- *Maintain six-foot physical distance from others not part of your household*
- *Always follow the CDC's personal hygiene guidance prior to visiting parks and trails*
- *Do not use parks or trails if you (or members of your household) are ill*
- *Do not touch surfaces*
- *All public restrooms are closed, so recreate close to home and plan accordingly*

Walking Trails: Indian Creek Trail, Waterfront Trail, and Westside Trail are open with physical distancing requirements.

- When in a group of household members on a trail, be ready to move to single file when passing others.
- Waterfront Park's west-east path is open for use of Waterfront Trail, while park entrance pathways remain closed.

Neighborhood Parks Open in Hood River: Jackson Park, Wilson Park, Mann Park, Tsuruta Park, Culbertson Park, Library Park, Marina Park and Marina Green, Overlook Memorial Park, Hazelview Park, Frog Beach, the Hook, and the Spit

All park playgrounds, restrooms, outdoor sports courts, and skate parks are closed in compliance with Governor Brown's Executive Order 20-21

CLOSED in Hood River: Waterfront Park (including beach and water access), Children's Park, Rotary Skate Park and the Event Site will remain closed until further notice.

Thank you for observing physical distancing and hygiene guidance, as well as all parks/trails regulations.

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Phase One Reopening Guidance

Sector: Outdoor Recreation

Specific Guidance for Outdoor Recreation Organizations:

Outdoor recreation organizations are required to:

- Prior to reopening after extended closure, ensure all parks and facilities are ready to operate and that all equipment is in good condition after the extended closure, according to any applicable maintenance and operations manuals and standard operating procedures.
- Prohibit parties from congregating in parking lots for periods longer than reasonable to retrieve/return gear and enter/exit vehicles.
- Reinforce the importance of maintaining at least six (6) feet of physical distance between parties (a group of 10 or fewer people) that arrived at the site together) on hiking trails, beaches and boat ramps through signage and education.
- Keep day-use areas that are prone to attracting crowds (including but not limited to playgrounds, picnic shelters, water parks and pools) and overnight use areas closed.
- Thoroughly clean restroom facilities at least twice daily and assure adequate sanitary supplies (soap, toilet paper, hand sanitizer) throughout the day. Restroom facilities that cannot be cleaned twice daily should be kept closed.
- Frequently clean and disinfect work areas, high-traffic areas, and commonly touched surfaces in both public and non-public areas of parks and facilities.
- Post clear signage (available at healthoregon.org/coronavirus) listing COVID-19 symptoms, asking employees and visitors with symptoms to stay home and who to contact if they need assistance.
- Keep any common areas such as picnic areas, day-use shelters, and buildings open to the public arranged so there is at least six (6) feet of physical distance between parties (chairs, benches, tables). Post clear signage to reinforce physical distancing requirements between visitors of different parties.

To the extent possible, outdoor recreation agencies should:

- Consider closing alternating parking spots to facilitate at least six (6) feet of physical distance between parties.

- Consider opening loop trails in a one-way direction to minimize close contact between hikers. Designate one-way walking routes to attractions if feasible.
- Encourage all employees and visitors to wear cloth face coverings when around others.
- Encourage the public to visit parks and recreation areas close to home, avoid overnight trips and not travel outside their immediate area (beyond 50 miles from home) for recreation. Visitors should bring their own food and hygiene supplies, as well as take their trash with them when they leave.
- Encourage the public to recreate with their own household members rather than with those in their extended social circles.
- Encourage the public to recreate safely and avoid traveling to or recreating in areas where it is difficult to maintain at least six feet from others not in their party.
- Position staff to monitor physical distancing requirements, ensure groups are no larger than 10 people, and provide education and encouragement to visitors to support adherence.
- Provide handwashing stations or hand sanitizer in common areas such as picnic areas, day-use shelters, and buildings open to the public.
- Consider placing clear plastic or glass barriers in front of cashiers or visitor center counters, or in other places where maintaining six (6) feet of physical distance between employees and visitors is more difficult.
- Review and implement [General Employer Guidance](#), as applicable.

Additional Resources:

- OHA Guidance for the General Public
- OHA General Guidance for Employers
- [CDC's Guidance for Administrators in Parks and Recreational Facilities](#)

Commission Memo



Prepared by: Fred Kowell
Date: May 5, 2020
Re: Financial Review for the Nine Months
Ended March 31, 2020

The four attached spreadsheets provide the following financial reports for the nine-month period ending March 31:

- Bridge Traffic and Revenue Report
- Schedule of Expenditures by Cost Center by Fund
- Schedule of Revenues by Cost Center by Fund
- Statement of Operating Revenues, Expenditures and Other Sources and Uses

Bridge Traffic and Revenue Report

With regard to the Bridge Traffic and Revenue report you can see our traffic is down year-to-date by only 0.4% as compared to FY 2018-19, but for the month of March 21%. Revenues are also down by \$164,874 year-to-date or 3.8% from last year, but 42% for March due to the lifting of all tolls on March 20th. The last quarter is projected to be about 45% below 2019 levels as well. Before the coronavirus hit, traffic and revenues were finally moving upward from the previous 12 months of flat activity. The good news is that traffic counts are starting to increase to levels close to prior years on certain days. However, as tolls resume, traffic could be negatively affected. I will brief you on this matter at the next Board meeting.

Schedule of Expenditures by Cost Center by Fund

Personnel services is right on budget for this time of year. Some asset centers are running very close to budget but with less overtime being forecasted for the 4th quarter, the budget for personnel services should be fine.

Materials & Services is tracking well below budget overall, with just four asset centers which will overspend their Materials & Services by year end. Primarily, utility costs are ahead of budget for the Halyard, and Port buildings. In this case, the budget didn't anticipate the additional usage from production (Halyard) and staffing (Port-East Wing) that has occurred this year. You will see additional reimbursement revenues from the Halyard building by year end. With regard to the Marina Office building, additional maintenance costs related to electrical damage is causing their budget to be impacted more than anticipated. The Facilities (Maintenance) group is incurring more costs related to the additional work that was done during the summer and the stocking of supplies for the winter season.

Capital Outlay is tracking well below budget as most of the capital projects are moving now moving forward as the winter season is behind us, however, with the coronavirus, some of these projects could possibly be deferred into next year. The Airport construction projects

will see a delay as the CARES Act allows for the Port's match to be covered, but this delay will fall mostly into the next fiscal year.

Schedule of Revenues

Toll revenues are below budget and will be for the rest of the fiscal year due to the coronavirus impact to travel and business. If travel starts to increase to a level that by June, we're experiencing prior year traffic numbers, then its possible that we will be down by 15% for the year as compared to budget. revenues.

Our lease properties are on target with their budget for the nine months ended, however, this will change by year end when tenants apply for rent deferral. Where we have structured our leases under the new lease methodology, lease revenues show a favorable variance to budget, while under the previous lease methodology, reimbursements show higher favorable results.

Waterfront parking will underperform for this year due to the budget based upon a forecast instead of actual data. For future years this will be adjusted. The Waterfront did receive a grant for \$17,955 for Lot 1 analysis that was more than the budget of \$16,500.

Waterfront Recreation will be well under budget due to the cancelling of events related to the coronavirus and most likely the deferred opening of the waterfront. It's possible that Waterfront Recreation will be down by 30% for the year.

The Marina and Airport leases were billed at the end of December to get the bills in the mail by January 1st. As you can see the Marina is slightly higher than budget due to differences in numbers used during the budget process versus when we did the actual billing for 2020. The airport is likewise ahead of budget for this year as the T-hangar tenants were billed for 2020.

Statement of Operating Revenues, Expenditures and Other Sources and Uses

Overall, the actual expenditures are tracking according to the activities we have incurred during the nine months of the budget year. We will need continue to pay particular attention to our bridge traffic over the coming months as this is a key indicator of how our community will come back from the impacts to their businesses from the coronavirus. Bridge traffic will be a key indicator for how well our community resumes their normal lives. Some asset centers will need to focus on their spending for the rest of the year in the Materials & Services cost category. Overall, the Port is doing fine for the nine months ended March 31, 2020, with no material exceptions.

Accounts Receivables Update – Everyone is up-to-date with their payments through the end of March, however, April is already showing signs of the coronavirus impact on our tenant lease payments.

RECOMMENDATION: Discussion.

PORT OF HOOD RIVER
Bridge Traffic and Revenue Report
For the Nine Months Ended March 31, 2020 and Four Prior Years

	2015-16		2016-17		2017-18		2018-19		2019-20		Change from Prior year	
	Traffic	Revenue	Traffic	Revenue	Traffic	Revenue	Traffic	Revenue	Traffic	Revenue	Traffic	Revenue
JUL	399,634	\$ 382,921	423,744	\$ 402,074	442,251	\$ 399,618	437,364	\$ 608,941	433,624	\$ 606,062	0.99	1.00
AUG	391,499	\$ 376,690	425,567	\$ 407,839	435,364	\$ 401,815	428,907	\$ 608,085	432,968	\$ 616,279	1.01	1.01
SEPT	364,125	\$ 350,020	387,860	\$ 372,099	412,452	\$ 332,996	396,517	\$ 558,537	389,473	\$ 550,380	0.98	0.99
OCT	353,313	\$ 339,194	357,180	\$ 337,294	389,210	\$ 361,315	390,814	\$ 527,573	387,460	\$ 525,481	0.99	1.00
NOV	312,731	\$ 297,037	330,795	\$ 313,529	341,147	\$ 312,337	340,044	\$ 452,602	334,390	\$ 442,364	0.98	0.98
DEC	289,296	\$ 269,344	285,209	\$ 260,625	324,278	\$ 298,530	328,913	\$ 408,966	327,627	\$ 416,540	1.00	1.02
Calendar Year Total	4,063,317	\$3,814,690	4,280,160	\$4,028,417	4,377,500	\$ 4,038,137	4,480,038	\$ 5,969,681	4,328,694	\$ 5,896,268	0.97	0.99
JAN	291,674	\$ 272,828	245,670	\$ 238,709	327,522	\$ 293,677	323,461	\$ 428,669	313,603	\$ 360,066	0.97	0.84
FEB	305,800	\$ 286,071	266,202	\$ 244,472	296,977	\$ 387,737	241,313	\$ 302,296	325,895	\$ 395,221	1.35	1.31
MAR	342,162	\$ 317,959	350,470	\$ 324,146	357,160	\$ 501,543	345,915	\$ 437,390	274,160	\$ 255,792	0.79	0.58
APR	365,654	\$ 338,556	362,559	\$ 334,362	362,150	\$ 491,217	346,668	\$ 459,806	222,000	\$ -	0.64	0.00
MAY	381,248	\$ 357,119	399,271	\$ 368,296	407,141	\$ 564,038	370,757	\$ 523,822			0.00	0.00
JUN	383,267	\$ 362,425	408,626	\$ 421,541	406,529	\$ 566,765	395,038	\$ 587,179			0.00	0.00
Fiscal Year Total	4,180,403	\$3,950,164	4,243,153	\$4,024,985	4,502,181	\$ 4,911,588	4,345,711	\$ 5,903,866			0.97	1.22

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PORT OF HOOD RIVER
SCHEDULE OF EXPENDITURES BY COST CENTER BY FUND
BUDGET AND ACTUAL - 75% THROUGH THE BUDGET
FOR THE NINE MONTHS ENDED MARCH 31, 2020

EXPENDITURES	Personal Services				Materials & Services				Capital Outlay					Debt Service				Total Appropriation		
	Budget	Actual	Unspent	%	Budget	Actual	Unspent	%	Budget	Actual	Total	Unspent	%	Budget	Actual	Unspent	%	Budget	Actual	Unspent
<i>Toll Bridge</i>	1,135,900	801,535	334,365	71%	972,100	555,272	416,828	57%	321,500	113,906	113,906	207,594	35%	-	-	-		2,429,500	1,470,713	958,787
<i>Industrial Facilities</i>																				
Big 7	56,200	41,205	14,995	73%	169,400	125,411	43,989	74%	336,000	25,138	25,138	310,862	7%	-	-	-		561,600	191,754	369,846
Jensen Property	64,300	48,795	15,505	76%	222,000	142,975	79,025	64%	262,000	59,952	59,952	202,048	23%	1,980,000	1,891,387	88,613	96%	2,528,300	2,143,110	385,190
Maritime Building	40,400	30,393	10,007	75%	88,500	44,728	43,772	51%	15,000	-	-	15,000	0%	-	-	-		143,900	75,122	68,778
Halyard Building	62,500	47,419	15,081	76%	282,300	243,310	38,990	86%	28,000	8,815	8,815	19,185	31%	-	-	-		372,800	299,544	73,256
Timber Incubator Building	29,000	21,614	7,386	75%	35,400	20,259	15,141	57%	15,000	-	-	15,000		-	-	-		79,400	41,873	37,527
Wasco Building	50,800	38,612	12,188	76%	98,800	73,057	25,743	74%	95,000	71,303	71,303	23,697		-	-	-		244,600	182,971	61,629
Hanel Site	36,500	27,021	9,479	74%	24,900	8,362	16,538	34%	290,000	108,882	108,882	181,118	38%	-	-	-	###	351,400	144,265	207,135
	339,700	255,059	84,641	75%	921,300	658,102	263,198	71%	1,041,000	274,090	274,090	766,910	26%	1,980,000	1,891,387	88,613	96%	4,282,000	3,078,638	996,227
<i>Commercial Facilities</i>																				
State Office (DMV) Building	24,600	18,285	6,315	74%	47,500	30,225	17,275	64%	10,000	3,866	3,866	6,134		-	-	-		82,100	52,376	29,724
Marina Office Building	39,200	29,564	9,636	75%	51,700	40,464	11,236	78%	13,000	7,091	7,091	5,909	55%	-	-	-		103,900	77,119	26,781
Port Office Building	37,800	27,838	9,962	74%	32,400	27,516	4,884	85%	165,000	38,182	38,182	126,818	23%	-	-	-		235,200	93,535	141,665
	101,600	75,686	25,914	74%	131,600	98,206	33,394	75%	188,000	49,138	49,138	138,862	26%	-	-	-		421,200	223,030	198,170
<i>Waterfront Industrial Land</i>	81,500	51,837	32,936	64%	263,500	64,576	198,924	25%	12,000,000	63,060	63,060	11,936,940	1%	477,750	-	477,750	0%	12,822,750	179,472	12,643,278
<i>Waterfront Recreation</i>																				
Eventsite	122,700	78,799	43,901	64%	55,000	34,315	20,685	62%	90,000	14,132	14,132	75,868	16%	-	-	-		267,700	127,246	140,454
Hook/Spit/Nichols	52,200	35,943	36,841	69%	48,000	25,373	22,627	53%	113,000	22,572	22,572	90,429	20%	-	-	-		213,200	83,888	129,312
Marina Park	176,000	117,791	119,039	67%	71,500	29,293	42,207	41%	65,000	1,015	1,015	63,985	2%	-	-	-		312,500	148,099	164,401
	350,900	232,533	199,781	66%	174,500	88,982	85,518	51%	268,000	37,719	37,719	230,282	14%	-	-	-		793,400	359,233	434,167
<i>Marina</i>	154,900	112,305	42,595	73%	132,100	62,179	69,921	47%	50,000	2,011	2,011	47,989	4%	92,500	78,499	14,001	85%	429,500	254,994	174,506
<i>Airport</i>	153,100	112,708	40,392	74%	156,000	103,469	104,680	66%	3,599,900	172,635	172,635	3,427,265	5%	-	-	-		3,909,000	388,811	3,520,189
Administration	46,300	-	46,300	0%	281,000	102,825	178,175	37%	103,600	-	-	103,600	0%	-	-	-		430,900	102,825	328,075
Maintenance	30,000	-	30,000		137,200	109,675	27,525	80%	105,500	65,403	118,049	(12,549)	62%	-	-	-		272,700	175,078	97,622
<i>Total Expenditures</i>	2,393,900	1,641,663	836,924	69%	3,169,300	1,843,286	1,378,163	58%	17,677,500	777,961	830,607	16,846,893	4%	2,550,250	1,969,886	580,364	77%	25,790,950	6,232,795	19,351,019
Bridge Repair & Replacement Fund	276,400	134,396	142,004	49%	2,030,700	769,234	1,261,466	38%	488,000	77,989	77,989	410,011	16%	-	-	-	###	2,795,100	981,619	1,813,481
General Fund	185,200	88,169	97,031	48%	577,850	189,029	388,821	33%										763,050	277,198	485,852

Unfavorable Variance - Expenditures

Personnel Services is on track with the budget 75% through the budget year. A few asset categories that are close to budget but should be able to come in under budget.
Materials & Services overall will be under budget for the year, however the Halyard and Port buildings will be over budget due to utilities being more than what was budgeted.
Maintenance is spending slightly ahead of budget for this time of year. Due to the inactivity from the coronavirus, the last quarter should bring the actuals close to the budget.

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PORT OF HOOD RIVER
Schedule of Revenues by Cost Center By Fund
Budget to Actuals - 75% Through Budget
For the Nine Months Ended March 31, 2020

	REVENUES				
	Budget	Actual	Total	Variance	%
REVENUE FUND					
<i>Toll Bridge</i>					
Bridge Tolls	6,260,000	4,168,184	4,168,184	(2,091,816)	67%
Cable Crossing Leases	12,500	12,000	12,000	(500)	96%
Other	71,000	62,655	62,655	(8,345)	88%
	6,343,500	4,242,839	4,242,839	(2,100,661)	67%
<i>Industrial Facilities</i>					
Big 7					
Lease Revenues	295,800	222,595	\$ 222,595	(73,205)	75%
Reimbursements/Other	100,000	72,704	\$ 72,704	(27,296)	73%
Jensen Property					
Lease Revenues	362,900	300,199	300,199	(62,701)	83%
Reimbursements/Other	145,800	83,074	83,074	(62,726)	57%
Financing Source	1,835,000				
Maritime Building					
Lease Revenues	152,400	280,474	280,474	128,074	184%
Reimbursements/Other	48,500	1,964	1,964	(46,536)	4%
Halyard Building					
Lease Revenues	242,100	180,418	180,418	(61,682)	75%
Reimbursements/Other	237,800	180,253	180,253	(57,547)	76%
Timberline Incubator Building					
Lease Revenues	78,300	59,993	59,993	(18,307)	77%
Reimbursements	17,300	11,846	11,846	(5,454)	68%
Wasco Building					
Lease Revenues	168,700	177,997	177,997	9,297	106%
Reimbursements	55,900	4,758	4,758	(51,142)	9%
Hanel					
Reimbursements					
Sale of Property	1,129,000	-	-	(1,129,000)	0%
	4,869,500	1,576,274	1,576,274	(1,458,226)	32%
<i>Commercial Facilities</i>					
State Office (DMV) Building					
Lease Revenues	46,100	32,111	32,111	(13,989)	70%
Reimbursements	-	926	926	926	#DIV/0!
Marina Office Building					
Lease Revenues	75,300	59,059	59,059	(16,241)	78%
Reimbursements	24,100	16,741	16,741	(7,359)	69%
Port Office Building					
Lease Revenues	48,550	36,412	36,412	(12,138)	75%
Reimbursements	1,000	-	-	(1,000)	0%
	195,050	145,250	145,250	(49,800)	74%
<i>Waterfront Industrial Land</i>					
Lease Revenues	900	3,018	3,018	2,118	335%
Land Sale	-				
Parking	180,000	86,788	86,788	(93,212)	48%
Other Income	16,500	17,955	17,955	1,455	109%
Financing Source	12,500,000			(12,500,000)	
	12,697,400	107,761	107,761	(12,589,639)	1%
<i>Waterfront Recreation</i>					
Eventsite, Hook and Spit					
Eventsite - Passes/Permits and Concessions	182,200	92,168	92,168	(90,032)	51%
Hook/Spit/Nichols	12,800	4,839	4,839	(7,961)	38%
Marina Park					
Sailing Schools, Showers and Events	11,700	7,550	7,550	(4,150)	65%
Lease Revenues	6,800	5,454	5,454	(1,346)	80%
Reimbursements	2,100	2,297	2,297	197	109%
	215,600	112,309	112,309	(103,291)	52%
<i>Marina</i>					
Lease Revenues	214,900	221,298	221,298	6,398	103%
Moorage Assessment	84,900	83,985	83,985	(915)	99%
Reimbursements/Other	50,450	40,931	40,931	(9,519)	81%
Grant	7,050	7,000	7,000	(50)	99%
	357,300	353,215	353,215	(4,085)	99%
<i>Airport</i>					
Lease Revenues	195,900	179,054	179,054	(16,846)	91%
Reimbursements	34,700	14,487	14,487	(20,213)	42%
Grants	2,464,800	225,558	225,558	(2,239,242)	9%
Other Financing Sources					
	2,695,400	419,099	419,099	(2,276,301)	16%
Budget to Actual Revenues	27,373,750	6,956,746	6,848,985	(5,992,365)	25%
Revenues less Other financing sources	9,437,900	6,661,534	6,553,772	9,884,272	71%
GENERAL FUND					
Property taxes	71,800	73,767	73,767	1,967	103%
Grants	3,500				
Transfers from other funds	687,750	419,048	419,048	(268,702)	61%
	\$ 763,050	\$ 492,815	\$ 492,815	\$ (266,735)	65%
BRIDGE REPAIR & REPLACEMENT FUND					
Grants	2,060,800	848,915	848,915	(1,211,885)	41%
Transfers from other funds	\$ 2,715,300	\$ 480,324	480,324	(2,234,976)	18%

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PORT OF HOOD RIVER
STATEMENT OF OPERATING REVENUES, EXPENDITURES AND OTHER SOURCES AND USES OF FUNDS
AND BUDGET VS ACTUAL PERFORMANCE
FOR THE NINE MONTHS ENDED MARCH 31, 2020

	REVENUE FUND							GENERAL FUND	BRIDGE REPAIR & REPLACEMENT FUND	TOTAL	
	Bridge	Industrial Buildings	Commercial Buildings	Waterfront Land	Waterfront Recreation	Marina	Airport		Administration Maintenance		
OPERATING REVENUES											
Tolls	\$ 4,242,839									\$ 4,242,839	
Leases		\$ 1,221,675	\$ 127,583	\$ 3,018	\$ 5,454	\$ 305,284	\$ 179,054			1,842,068	
Reimbursements		354,598	17,667	86,788	2,297	40,931	14,487			516,768	
Fees, Events, Passes and Concessions					104,558					104,558	
Property taxes								73,767		73,767	
Total Operating Revenues	4,242,839	1,576,274	145,250	89,806	112,309	346,215	193,541	-	73,767	6,780,000	
Operating Expenses											
Personnel Services	801,535	255,059	75,686	51,837	232,533	112,305	112,708	-	88,169	134,396	1,864,228
Materials & Services	555,272	658,102	98,206	64,576	88,982	62,179	103,469	212,501	189,029	769,234	2,801,549
Total Operating Expenses	1,356,807	913,162	173,892	116,412	321,515	174,484	216,177	212,501	277,198	903,630	4,665,777
Operating income/(Loss)	2,886,032	663,112	(28,642)	(26,606)	(209,206)	171,731	(22,635)	(212,501)	(203,431)	(903,630)	2,114,223
Other Resources											
Income from other sources	-	-	-	17,955	-	-	-	119,551	5,908	35,964	179,377
Grants	-	-	-	-	-	7,000	225,558	-	-	848,915	1,081,473
Sale of land	-	-	-	-	-	-	-	-	-	-	-
Note receivables	-	-	-	-	-	-	-	-	-	-	-
Total Other Resources	-	-	-	17,955	-	7,000	225,558	119,551	5,908	884,879	1,260,850
Other (Uses)											
Capital projects	(113,906)	(274,090)	(49,138)	(63,060)	(37,719)	(2,011)	(172,635)	(118,049)	-	(77,989)	(908,596)
Debt service	-	(1,891,387)	-	-	-	(78,499)	-	-	-	-	(1,969,886)
Total Other (Uses)	(113,906)	(2,165,477)	(49,138)	(63,060)	(37,719)	(80,510)	(172,635)	(118,049)	-	(77,989)	(2,878,481)
Transfers In/(Out)	(480,324)							(419,048)	419,048	480,324	-
Net Cashflow	\$ 2,291,802	\$ (1,502,364)	\$ (77,781)	\$ (71,711)	\$ (246,925)	\$ 98,221	\$ 30,288	\$ (630,047)	\$ 221,525	\$ 383,584	\$ 496,591
BUDGET VS ACTUAL PERFORMANCE											
FY 2016-17 Budget											
Operating revenues - Budget	\$ 6,272,500	\$ 1,905,500	\$ 195,050	\$ 197,400	\$ 215,600	\$ 350,250	\$ 230,600	\$ -	\$ 71,800	\$ -	\$ 9,438,700
Operating revenues - Actuals	4,242,839	1,576,274	145,250	89,806	112,309	346,215	193,541	-	73,767	-	6,780,000
Actuals greater/(Less) than budget	(2,029,661)	(329,226)	(49,800)	(107,594)	(103,291)	(4,035)	(37,059)	-	1,967	-	(2,658,700)
	68%	83%	74%	45%	52%	99%	84%		103%	#DIV/0!	72%
Operating expenses - Budget	2,108,000	1,261,000	233,200	345,000	525,400	287,000	309,100	494,500	763,050	2,307,100	8,633,350
Operating expenses - Actuals	1,356,807	913,162	173,892	116,412	321,515	174,484	216,177	212,501	277,198	903,630	4,665,777
Actuals (greater)/Less than budget	751,193	347,838	59,308	228,588	203,885	112,516	92,923	281,999	485,852	1,403,470	3,967,573
	64%	72%	75%	34%	61%	61%	70%		36%	39%	54%
Other Resources - Budget	71,000	\$ 2,964,000	-	12,500,000		7,050	2,464,800	156,000	6,300	2,078,800	20,247,950
Other Resources - Actuals	62,655	-	-	17,955	-	7,000	225,558	119,551	5,908	920,842	1,359,468
Actuals greater/(Less) than budget	(8,345)	(2,964,000)	-	(12,482,045)	-	(50)	(2,239,242)	(36,449)	(392)	(1,157,958)	(18,888,482)
Other (Uses) - Budget	321,500	3,021,000	188,000	12,477,750	268,000	142,500	3,599,900	209,100	-	488,000	\$ 20,715,750
Other (Uses) - Actuals	113,906	2,165,477	49,138	63,060	37,719	80,510	172,635	118,049	-	77,989	\$ 2,878,481
Actuals (greater)/Less than budget	207,594	855,523	138,862	12,414,690	230,282	61,990	3,427,265	91,051	-	410,011	17,837,269
	35%	72%	26%	1%	14% ₅₇	56%	5%	56%	#DIV/0!	16%	14%
Net Position - Budget vs Actuals	\$ (1,079,219)	\$ (2,089,864)	\$ 148,369	\$ 53,639	\$ 330,875	\$ 170,421	\$ 1,243,888	\$ 336,601	\$ 487,427	\$ 655,523	\$ 257,660

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Commission Memo



Prepared by: Genevieve Scholl
Date: May 5, 2020
Re: SBP Public Input Report

In November of 2019, the Port began the process to update its Strategic Business Plan (SBP), the principle guiding document for Port policy and actions for the years 2020-2026. The Port contracted with EnviroIssues to conduct the public outreach activities for plan development, including online and paper surveys in English and Spanish, and a public open house. During the March 10, 2020 SBP Work Session, Anne Pressentin presented EnviroIssues' preliminary report. The attached report is their final written summary report.

During the April 7, 2020 Spring Planning Work Session, the Commission decided to extend the SBP update project timeline to allow for response to and greater consideration of the economic and social effects of the COVID-19 pandemic in the region.

RECOMMENDATION: Informational.

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Port of Hood River

2020-2026 Strategic Business Plan Public Input Report

Summary of public involvement survey results

April 20, 2020

Introduction

The Port of Hood River operates a variety of facilities, infrastructure and spaces for the benefit of the community. In preparation for the Hood River Bridge replacement, the Port is assessing the public value of these facilities. It's important for the Port to have a clear and robust understanding of public sentiment in the planning for a new Hood River-White Salmon Interstate Bridge as the replacement bridge is expected to exceed \$300 million.

Over the past five years, the region has seen significant changes to its economy, with both new and enduring challenges facing businesses and families. The Port of Hood River wants to better serve the community by understanding its needs and thoughts on the Port's role in the region. The Port will use the community's input as it completes a planning process to develop its 2020-2026 Strategic Business Plan.

Purpose of Engagement

- Gauge the community's thoughts on the Port's role in the region.
- Build an understanding of the community's current needs and priorities relative to the Port's business areas.
- Promote awareness among stakeholders and the public about the project purpose, process and schedule.

Feedback analysis methodology

A community survey was determined to be an effective and inclusive tool for reaching residents throughout the region. The survey was available online and in paper form between January 30, 2020 and March 6, 2020. A Spanish survey was also made available online and in paper form. The survey consisted of 26 questions, including four demographic questions. A copy of the survey instrument is provided in Appendix A. During the five-week period when the online survey was open, 1,338 people started the questionnaire. In total, 1,104 people completed the questionnaire to the end. Thirty-seven



people completed the survey in Spanish. For the purpose of this analysis, the results from both online and paper submissions are discussed together because the questions in both formats were identical. About 75 paper surveys were completed.

Questions asked participants to gauge the importance and quality of current operation for each of the Port's five facilities or services and the Port itself. There were also specific questions relating to each facility and two open-ended questions. Demographic information related to zip code, age, race/ethnic identity, income level and gender identity was collected so that responses could be compared to the region as a whole and cross referenced with what facilities are most important for various demographic groups.

The survey did not require participants to answer every question before submitting their responses. The goal of the questionnaire was to engage and learn from as many members of the public as possible. To encourage feedback from a large and diverse universe of residents, the questionnaire was accessible on mobile, desktop, and tablet devices as well as in hard copy form at in-person events, the Hood River Library, and the Port of Hood River office. Responses were not limited by Internet Protocol (IP) address so that multiple members of the same household or workplace could submit feedback. The project team reviewed data by IP address, and no evidence of intentional multiple submissions was found.

For this summary, 1,792 open-ended comments were categorized based on thematic topic. Many comments referred to multiple topics. This report describes the main themes and messages associated with eight common topics. Those that included multiple themes were sorted into multiple categories.

As a public engagement tool, the survey results are not statistically representative, meaning the respondent sample is not distributed to match the representative demographics of the region, and therefore, not predictive of the opinions of the mid-Columbia region's population as a whole.

Initial Survey Takeaways

Key themes and takeaway messages identified through the online survey include:

- Affordable housing is perceived to be the biggest problem in the area.
- The community expressed strong consensus that the bridge needs replaced.
- A new bridge needs to be designed with bicycle and pedestrian access.
- There is disagreement that the bridge should be owned and operated by a private party.
- Survey respondents agree that the Port should develop partnerships with other agencies to deliver existing services.
- Aside from the bridge, the waterfront park and other open spaces are most important of all the Port's facilities. The Port's facilities and services were ranked by importance in the community in the following order:
 - Hood River – White Salmon Bridge
 - Waterfront park, beaches, open space
 - The Port of Hood River



- Economic Development
- Hood River Marina
- Ken Jernstedt Airfield

Survey notification methods and public participation

- Print and digital display ad in two newspapers (Hood River News, White Salmon Enterprise)
- Flier for distribution at Port office front counter in English and Spanish
- Website event and content for main Port page
- News release to media outlets, including Spanish language media (in English)
- Radio PSA and advertisement
- Port of Hood River Facebook posts
- Boosted Facebook post
- Formatted HTML email to Port mailing list (similar content as printed newsletter/news release)
- Port’s quarterly newsletter – small blurb
- Email/briefing to key partners: Port of Hood River Commission, Oregon Department of Transportation, local elected, state and federal elected offices
- Request to key stakeholders (parks and recreation, aviation enthusiasts, industrial park tenants) to publicize the event with sample email/Facebook text

Who we heard from

This section summarizes the demographic characteristics of those who submitted survey responses. Full results are listed in Appendix B.

ZIP Code

Of the 882 people who answered the zip code demographic question, 60 percent were Oregon residents. Just over half of all survey respondents answered with 97031, the zip code for Hood River County.

Oregon	60%	Washington	40%
97031	51%	98605	3%
97040	2%	98635	2%
97041	.3%	98650	3%
97058	2%	98651	3%
97014	.4%	98672	22%
Other	1%	Other	7%

Table 1: Results of survey respondent's residence by ZIP code

Demographics

The survey included four demographic questions to help the project team understand the different audiences who were able to complete the survey. Respondents had the option to select “prefer not to answer” for each demographic question or skip the question entirely. The demographic results were compared to the U.S. Census Bureau data for general populations of Hood River County and Klickitat County to understand audiences who may be underrepresented in survey results and inform future community engagement efforts. Hood River County and Klickitat County were used as demographic references because most (73%) survey respondents indicated they were residents of these counties.



Gender

Survey respondents were split evenly between female and male, at about 48% and 49% for each. The remainder did not answer, selected non-binary/third gender or identified in a different way.

Age

More than half of survey respondents indicated they were more than 50 years old (64%). Only 3% of respondents were younger than 29 years old.

Ethnicity

About 84% of respondents self-identified their race or ethnicity as White/Caucasian, compared to U.S. Census data of 87% percent in Hood River County and 92% in Klickitat County. About 6% of respondents selected "Latin(x)/Hispanic" which is significantly lower than the 32% of people of Latin(x)/Hispanic descent in Hood River County and 12% percent in Klickitat County¹. Just under 3% percent of respondents selected "Mixed Race." The percentage of people who selected Native American/American Indian (2.6%) was more than the population of Hood River County (0.7%) but lower than Klickitat County (3%). About 6% of respondents selected "other."

Income

The Hood River household median income is about \$50,000 per year. About 63% of respondents indicated their household income was above the median, 17% indicated right at the median and 20% indicated they were below the median.

Survey Results

The survey covered six facilities or services operated by the Port of Hood River, including the Port itself. For each facility, respondents were asked to describe its importance in the community and how well it is currently maintained. The results are as follows:

Ken Jernstedt Airfield

Less than half of respondents described the airport as either critically important or very important (43%). Over half of respondents had no opinion on the airfield's maintenance and operation, but a large plurality chose well or very well (38%).

Three additional questions asked respondents if they agreed or disagreed with topics specific to the airfield's operation. Almost half of respondents (48%) disagreed that noise from the airfield was an issue to them. Public opinion was mixed on whether the Port should invest to expand the airport beyond its current use (28% agree, 34% disagree) and there was also mixed opinion that the Port should develop hangar space to support the growth of local aviation technology industry (32% agree, 28% disagree). For these topics, the greatest percentage of respondents were either neutral on this question or could not answer.



¹ 2018 American Community Survey 5-Year Estimates

	Agree	Disagree	Neutral	Don't know	Responses
Noise from activities at the airfield are a significant issue in my home or neighborhood. Count Row %	163 15.5%	502 47.8%	187 17.8%	198 18.9%	1,050
The Port should invest in improvements to the airport that would attract or expand its current use. Count Row %	297 27.9%	357 33.6%	266 25.0%	144 13.5%	1,064
The Port should develop hangar spaces at the airport to support growth of local aviation technology industry. Count Row %	334 31.5%	301 28.3%	260 24.5%	167 15.7%	1,062
Totals Total Responses					1064

Hood River Marina

A majority of respondents described the marina as critically important or very important (57%). Only 4% of people said the marina was not important. Many responders had no opinion on maintenance and operation of the marina but of those who did, the majority said it was maintained well or very well (52%).

Three additional questions asked whether people agreed or disagreed on details about the marina’s operations. A large majority agreed that it is important to have free, public boat launch access (86%). A majority of people also agreed that having long-term moorage for private boats and Youth Sailing educational programs is important (63% and 67%, respectively). Compared to the answers to similar questions about the airfield, the Marina garnered much stronger sentiments from the public.



	Agree	Disagree	Neutral	Don't know	Responses
It is important to have free, public boat launch access for fishing and other recreational uses. Count Row %	924 85.6%	45 4.2%	82 7.6%	28 2.6%	1,079
It is important for Hood River to have a marina for long-term moorage of private sailboats and vessels. Count Row %	678 63.1%	86 8.0%	254 23.6%	56 5.2%	1,074
It is important to provide Youth Sailing educational programs at the Hood River Marina. Count Row %	715 66.9%	97 9.1%	215 20.1%	41 3.8%	1,068
Totals Total Responses					1079

Waterfront Parks and Open Spaces

Most people described the importance of the waterfront parks, beaches and open spaces as critically important (59%). Of the 1,085 responses to the question, only 16 people said the waterfront parks were not important. Over three quarters of respondents said these sites were maintained well or very well.

Four additional questions were asked about the operations of the waterfront parks. A majority of people agreed that the Port should collaborate with the County and Parks and Recreation District to identify efficiencies and cost savings in maintenance and operations (84%), work to restore natural habitat areas at the mouth of the Hood River (72%), expand the use of current waterfront recreational facilities (53%) and invest in further development of recreational facilities (60%).



	Agree	Disagree	Neutral	Don't know	Responses
The Port should actively work to improve water access opportunities and invest in further development of waterfront recreational facilities. Count Row %	643 60.1%	196 18.3%	205 19.2%	26 2.4%	1,070
The Port should seek to expand and increase the use of current waterfront recreational facilities. Count Row %	572 53.4%	247 23.0%	223 20.8%	30 2.8%	1,072
The Port should work to restore natural habitat areas and improve natural functions at the mouth of the Hood River and other areas of the waterfront. Count Row %	767 71.6%	112 10.5%	164 15.3%	28 2.6%	1,071
The Port should collaborate with the County and the Hood River Valley Parks and Recreation District to identify efficiencies and cost savings in parks maintenance and operations. Count Row %	910 84.4%	47 4.4%	85 7.9%	36 3.3%	1,078
Totals Total Responses					1078

Hood River-White Salmon Interstate Bridge

Ninety-five percent of all survey takers agreed that the Hood River to Bingen and White Salmon bridge is critically important or very important in the community. More than half of respondents indicated that the bridge is currently maintained and operated well or very well (59%). But a sizeable number of respondents indicated that it was maintained and operated somewhat or very poorly (34%).

Six additional questions were asked about the bridge. Of these questions, there was the strongest agreement that the bridge must have bicycle and pedestrian access and amenities (82%).

Questions about ownership and bridge operations showed the community prefers a state agency such as ODOT own and operate a new bridge (55%), rather than a local agency or authority (21% support) or a private party or public-private partnership (7%).

Despite the critical importance of the bridge and after educating survey respondents about the bridge maintenance and access issues, respondents generally disagreed that the Port should ask residents to consider a higher toll to replace the bridge (48% disagree, with 49% agreeing or neutral). It appears there is a sizeable gap between those who support a new bridge with higher tolls (34%) and those who believe it is currently well maintained (59%).



	Agree	Disagree	Neutral	Don't know	Responses
The replacement of the bridge with a new, modern structure is so important that the Port should ask residents to consider a higher toll to make it happen. Count Row %	365 34.2%	514 48.2%	157 14.7%	30 2.8%	1,066
Tolls should be set as low as possible, even if that means delaying replacement of the current bridge. Count Row %	340 31.9%	551 51.6%	155 14.5%	21 2.0%	1,067
The new bridge must have bicycle and pedestrian access and amenities. Count Row %	883 81.8%	120 11.1%	70 6.5%	7 0.6%	1,080
The new bridge should be owned and operated by a state agency (either ODOT or WSDOT or a combination of both). Count Row %	589 54.8%	141 13.1%	201 18.7%	143 13.3%	1,074
The new bridge should be owned and operated by a local agency or authority. Count Row %	224 20.9%	433 40.5%	263 24.6%	150 14.0%	1,070
The new bridge should be owned and operated by a private party or a public-private partnership. Count Row %	74 6.9%	723 67.5%	160 14.9%	114 10.6%	1,071
Totals Total Responses					1080

Economic Development

Almost half of respondents indicated that economic development to retain and expand locally owned businesses was critically important or very important (49%). Only 8% of respondents indicated that it was not important. Over three quarters said it was critically important, very important, or important to attract new business to the area and about 19% of people said this was not important.

Two additional questions were asked about economic development. More than half of people agreed that it is important that the Port of Hood River maintain its real estate portfolio to enable local businesses to operate and grow (54%) and that it is important to have developable properties ready to support the growth and retention of those businesses (58%). Roughly the same percentage of respondents were in disagreement with these statements or neutral on them. High neutral scores suggests this topic doesn't produce as many strong opinions or that awareness is low compared to other areas.



	Agree	Disagree	Neutral	Don't know	Responses
It is important that the Port of Hood River maintain its real estate portfolio to enable local businesses to operate and grow. Count Row %	579 53.9%	207 19.3%	205 19.1%	83 7.7%	1,074
It is important to have developable properties ready to support the growth and retention of locally owned light industrial businesses. Count Row %	627 58.3%	209 19.4%	189 17.6%	51 4.7%	1,076
Totals Total Responses					1076

Port Public Services and Facilities

Most respondents indicated that the Port itself is important for the community. Over 71% of people selected critically important or very important. Over half of respondents said that the Port was managed well or very well (54%).

Three additional questions were asked about the Port's operation. A strong majority agreed that the Port should work to identify efficiencies to reduce the cost and scope of its operations (77%) and that the Port should seek collaborative partnerships with other agencies to deliver existing services (80%). Just over 40% agreed that the Port should increase its investments to improve the quality of its level of service and maintenance of its facilities. On this question, more than 40% of respondents were unsure or disagreed.

	Agree	Disagree	Neutral	Don't know	Responses
The Port should work to identify efficiencies to reduce the cost and scope of its operations. Count Row %	818 76.6%	51 4.8%	142 13.3%	57 5.3%	1,068
The Port should increase its investments to improve the quality of its level of service and maintenance of its facilities. Count Row %	462 43.5%	193 18.2%	276 26.0%	131 12.3%	1,062
The Port should seek to develop collaborative partnerships with other agencies (like the City, County, Parks & Rec, etc.) to deliver existing services. Count Row %	859 80.1%	56 5.2%	104 9.7%	53 4.9%	1,072
Totals Total Responses					1072



Open-Ended Comment Analysis: At a glance

Two additional open-ended questions were included in the online survey. A total of N=948 individuals responded to the first question and N=843 individuals responded to the second question. Responses for each question were categorized into key topics.

What's the biggest issues facing our community?

Affordable Housing

Affordability of housing was the most mentioned issue facing the community. Within the housing theme, respondents described these elements:

- Cost of living for workers
- Traffic congestion due to a growing percentage of workers finding more affordable housing outside of town
- Conflict between tourists and locals over lack of affordable housing
- Population growth in the City of Hood River
- Recognition that housing is not in the Port's scope, but a desire for the Port to help by embracing mixed-use development

Bridge Replacement

Bridge replacement was the second most mentioned issue. Common themes included:

- The importance of addressing the aging bridge
- Declining bridge safety
- The need for a bridge that can support more vehicle trips
- The need for a bridge with multi-modal access

What should be the Port's highest priority for the next six years?

Bridge Replacement

Bridge Replacement was by far the most mentioned answer. Common themes included:

- The need for a bridge that can support more vehicle trips
- The need for a bridge with multi-modal access
- The Port's role in owning and operating the bridge
- Bridge tolls

Conclusions and next steps

The use of a survey prompted many interested individuals to engage with the project and provide input to project partners. However, there are significant limitations in the Port's ability to draw significant conclusions when those who completed the survey were disproportionately upper-income. More



inclusive outreach and research tools could be considered to ensure that the evolving community conversation around replacing the bridge is inclusive and representative.

What this survey does show is that many residents agree that replacing the Hood River to Bingen and White Salmon bridge is needed and should be a financial priority for the Port. The survey results also indicate that waterfront parks, beaches, and open spaces are the most important Port facilities to the community.

Appendices

- a) Appendix A / Survey form
- b) Appendix B / Survey Response Statistics



Appendix A

Survey Form

Strategic Business Plan Public Input Survey - continued from page PN 3



HOOD RIVER-WHITE SALMON INTERSTATE BRIDGE

With narrow lanes, lack of safety shoulders, difficult barge navigation, and no bike or pedestrian path, the Hood River-White Salmon Bridge does not meet current needs of travelers. The Port is engaged in efforts to replace the nearly 100-year old bridge but expects that effort to take several years and the new bridge will require significant changes to traffic patterns, tolling, local control, and operations.

How would you describe the importance of the bridge connecting Hood River to Bingen and White Salmon for our community?

- Critically Important
- Somewhat Important
- Don't Know/No Opinion
- Very Important
- Not Important

Please indicate how well you feel the current bridge is maintained and operated?

- Very Well
- Somewhat Poorly
- Don't Know/No Opinion
- Well
- Very Poorly

For the following questions, please indicate whether you agree or disagree with the following statements:

Tolls should be set as low as possible, even if that means delaying replacement of the current bridge.

- Agree
- Disagree
- Neutral
- Don't know

The replacement of the bridge with a new, modern structure is so important that the Port should ask residents to consider a higher toll to make it happen.

- Agree
- Disagree
- Neutral
- Don't know

The new bridge must have bicycle and pedestrian access and amenities.

- Agree
- Disagree
- Neutral
- Don't know

The new bridge should be owned and operated by a state agency (either ODOT or WSDOT or a combination of both).

- Agree
- Disagree
- Neutral
- Don't know

The new bridge should be owned and operated by a local agency or authority.

- Agree
- Disagree
- Neutral
- Don't know

The new bridge should be owned and operated by a private party or a public-private partnership.

- Agree
- Disagree
- Neutral
- Don't know

PORT PUBLIC SERVICES AND FACILITIES

The Port is focused on optimizing operations while continuing to provide needed public facilities and services. There are 23 Port Districts in Oregon, each supporting long-term economic development in their communities. Their role in attracting jobs and private investment can be especially beneficial in rural areas where industrial infrastructure might not otherwise be developed. Some ports, like the Port of Hood River, also maintain transportation infrastructure and public recreational facilities such as parks and boat launches.

How would you describe the importance of the Port for our community?

- Critically Important
- Somewhat Important
- Don't Know/No Opinion
- Very Important
- Not Important

Please indicate how well you feel the Port is currently managed and operated?

- Very Well
- Somewhat Poorly
- Don't Know/No Opinion
- Well
- Very Poorly

For the following questions, please indicate whether you agree or disagree with the following statements:

The Port should work to identify efficiencies to reduce the cost and scope of its operations.

- Agree
- Disagree
- Neutral
- Don't know

The Port should increase its investments to improve the quality of its level of service and maintenance of its facilities.

- Agree
- Disagree
- Neutral
- Don't know

The Port should seek to develop collaborative partnerships with other agencies (like the City, County, Parks & Rec, etc.) to deliver existing services.

- Agree
- Disagree
- Neutral
- Don't know

What should be the Port's highest priority for the next six years?

TELL US MORE ABOUT YOURSELF

How do you identify?

- Female
- Non-Binary
- Male
- Prefer to self-describe

The median household income in the Hood River area is about \$50,000 per year. Was your household income in 2019?

- Below the median
- Right at or near the median
- Above the median

How do you identify yourself culturally?

- Asian or Pacific Islander
- Native American or Native Alaskan
- Other
- Latin(x)/Hispanic
- African American
- Caucasian or White

Thank you for taking time to provide your thoughts.

Please return your survey to the Port of Hood River by March 6th. You may drop it off or mail it to:

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

Send your survey via email to:
porthr@gorge.net

The Port's survey is also available online at:
<http://bit.ly/porthoodriver>

The Port is planning to hold public meetings to receive comment on the 2020-2026 Strategic Business Plan. The first meeting is:

STRATEGIC BUSINESS PLAN OPEN HOUSE

Thursday, February 20, 6-8pm
Port of Hood River Conference Room
1000 E. Port Marina Drive, Hood River

All meetings will be announced in the Hood River News and the Port's website at portofhoodriver.com. Follow us on Facebook (Facebook.com/PortofHoodRiver) and Twitter (Twitter.com/PortofHoodRiver) for updates.

If you would like to provide more information, comments, suggestions, or thoughts for the Port to consider in developing its strategic plan, or on any Port-related issue, please write to us at porthr@gorge.net.

Strategic Business Plan Public Input Survey

Please submit by March 6th

Welcome! Over the past five years, our region has seen significant changes to its economy, with both new and enduring challenges facing businesses and families. The Port of Hood River wants to better serve the community by understanding your needs and thoughts on the Port's role in the region. The Port will use the input you provide as it completes a planning process to develop its 2020-2026 Strategic Business Plan.

This survey will take about 8 minutes to complete.
 An online version is available at bit.ly/porthoodriver

What is the biggest issue facing our community?

KEN JERNSTEDT AIRFIELD

The Ken Jernstedt Airfield is a General Aviation airport with a 3,040' runway and an alternate grass landing area. The airport offers self-serve fueling, private pilot training, glider rides and club, sight-seeing flights, and mechanic services. The airport serves the WAAAM museum, hosts of the annual Hood River Fly-In. The airport also provides hangar space for aviation technology companies, private aircraft, and serves as a base of operations for wildfire response and emergency search and rescue operations.

How would you describe the importance of the airport and its role in our community?

- Critically Important
- Somewhat Important
- Don't Know/No Opinion
- Very Important
- Not Important

Please indicate how well you feel the airfield is currently maintained and operated?

- Very Well
- Somewhat Poorly
- Don't Know/No Opinion
- Well
- Very Poorly

For the following questions, please indicate whether you agree or disagree with the following statements:

The Port should develop hangar spaces at the airport to support growth of local aviation technology industry.

- Agree
- Disagree
- Neutral
- Don't know

The Port should invest in improvements to the airport that would attract or expand its current use.

- Agree
- Disagree
- Neutral
- Don't know

Noise from activities at the airfield are a significant issue in my home or neighborhood.

- Agree
- Disagree
- Neutral
- Don't know

WATERFRONT PARKS AND OPEN SPACES

The Port of Hood River has developed and maintained most of the beaches, parks, and recreational open spaces along the Hood River waterfront area for many years, including the Event Site beach, Frog Beach, the small boat dock at Nichols Basin, the Hook launch, Marina Green, the Marina swim beach, the access road to the Spit, and the Waterfront Trail. Unlike most parks that are funded by property-tax based revenue, the ongoing operation and maintenance of Port-owned parks are, to a certain extent, funded by paid parking that was first implemented in 2018.

How would you describe the importance of the waterfront parks, beaches, and open spaces to our community?

- Critically Important
- Somewhat Important
- Don't Know/No Opinion
- Very Important
- Not Important

Please indicate how well you feel the Port-owned sites listed above are currently maintained and operated?

- Very Well
- Somewhat Poorly
- Don't Know/No Opinion
- Well
- Very Poorly

For the following questions, please indicate whether you agree or disagree with the following statements:

The Port should seek to expand and increase the use of current waterfront recreational facilities.

- Agree
- Disagree
- Neutral
- Don't know

The Port should work to restore natural habitat areas and improve natural functions at the mouth of the Hood River and other areas of the waterfront.

- Agree
- Disagree
- Neutral
- Don't know

The Port should collaborate with the County and the Hood River Valley Parks and Recreation District to identify efficiencies and cost savings in parks maintenance and operations.

- Agree
- Disagree
- Neutral
- Don't know

The Port should actively work to improve water access opportunities and invest in further development of waterfront recreational facilities.

- Agree
- Disagree
- Neutral
- Don't know

HOOD RIVER MARINA

The Hood River Marina provides a free-to-use guest boat launch for fishing and other recreational uses as well as Sheriff and Columbia River Inter-Tribal Fish Commission (CRITFC) enforcement patrols on the Columbia. The Marina also provides long-term moorage for privately owned boats in over 160 boat slips and several boat houses, as well as short-term cruise ship and large vessel docking.

How would you describe the importance of the Marina and its role in our community?

- Critically Important
- Somewhat Important
- Don't Know/No Opinion
- Very Important
- Not Important

Please indicate how well you feel the Marina is currently maintained and operated?

- Very Well
- Somewhat Poorly
- Don't Know/No Opinion
- Well
- Very Poorly

For the following questions, please indicate whether you agree or disagree with the following statements:

It is important to have free, public boat launch access for fishing and other recreational uses.

- Agree
- Disagree
- Neutral
- Don't know

It is important for Hood River to have a marina for long-term moorage of private sailboats and vessels.

- Agree
- Disagree
- Neutral
- Don't know

It is important to provide Youth Sailing educational programs at the Hood River Marina.

- Agree
- Disagree
- Neutral
- Don't know

ECONOMIC DEVELOPMENT

The Port owns and manages industrial and commercial properties, as well as several parcels of undeveloped industrial zone land. Even though the public may not often visit or recreate near these properties, they provide direct and indirect economic benefit to the region in terms of job creation, wages and revenue.

How would you describe the importance of economic development activities to support the retention and expansion of locally-owned businesses?

- Critically Important
- Somewhat Important
- Don't Know/No Opinion
- Very Important
- Not Important

How would you describe the importance of economic development activities to attract new businesses and industries to our area?

- Critically Important
- Somewhat Important
- Don't Know/No Opinion
- Very Important
- Not Important

For the following questions, please indicate whether you agree or disagree with the following statements:

It is important that the Port of Hood River maintain its real estate portfolio to enable local businesses to operate and grow.

- Agree
- Disagree
- Neutral
- Don't know

It is important to have developable properties ready to support the growth and retention of locally owned light industrial businesses.

- Agree
- Disagree
- Neutral
- Don't know



Puerto de Hood River: Encuesta de opinión pública del plan estratégico de negocios

PUENTE INTERESTATAL DE HOOD RIVER Y WHITE SALMON

El puente Hood River y White Salmon no satisface las necesidades actuales de los viajeros por, con carriles estrechos, falta de arcones de seguridad, difícil navegación en barcaza y sin sendero para bicicletas o peatones, son necesarios los cambios. El Puerto está comprometido a reemplazar el puente de casi 100 años de antigüedad, pero el esfuerzo va a tomar varios años y el nuevo puente requerirá cambios significativos en los sistemas de tráfico, peajes, control local y operaciones.

¿Cómo describirías la importancia del puente que conecta Hood River con Bingen y White Salmon para nuestra comunidad?

- De importancia crítica Muy importante
 Algo importante No importante
 No se / no tengo opinión

Indique su opinión de cómo se mantiene y opera el puente actual.

- Muy bien Bien
 Algo Pobre Muy pobremente
 No se / no tengo opinión

Para las siguientes declaraciones, indique si está de acuerdo o en desacuerdo con ellas:

El reemplazo del puente con una estructura nueva y moderna es tan importante que el Puerto debería pedir a los residentes que consideren un peaje más alto para que esto suceda.

- De acuerdo Desacuerdo Neutral No se

Los peajes deberían establecerse lo más bajo posible, incluso si eso significa retrasar el reemplazo del puente actual.

- De acuerdo Desacuerdo Neutral No se

El nuevo puente debería tener acceso y servicios para bicicletas y peatones.

- De acuerdo Desacuerdo Neutral No se

El nuevo puente debería ser propiedad y operado por una agencia estatal (ya sea ODOT o WSDOT o una combinación de ambos).

- De acuerdo Desacuerdo Neutral No se

El nuevo puente debería ser propiedad y operado por una agencia o autoridad local.

- De acuerdo Desacuerdo Neutral No se

El nuevo puente debería ser propiedad y operado por una parte privada o una asociación público-privada.

- De acuerdo Desacuerdo Neutral No se

SERVICIOS E INSTALACIONES PÚBLICAS DEL PUERTO

El Puerto se enfoca en optimizar las operaciones mientras continúa proporcionando las instalaciones y servicios públicos necesarios. Hay 23 distritos portuarios en Oregon, cada uno apoyando el desarrollo económico a largo plazo en sus comunidades. Su papel en la atracción de empleos e inversión privada puede ser especialmente beneficioso en áreas rurales donde la infraestructura industrial no podría desarrollarse de otra manera. Algunos puertos, como el puerto de Hood River, también mantienen infraestructura de transporte

e instalaciones recreativas públicas, como parques y lanzamientos de barco.

¿Cómo describirías la importancia del Puerto para nuestra comunidad?

- De importancia crítica Muy importante
 Algo importante No importante
 No se / no tengo opinión

Indique su opinión de como el Puerto está actualmente administrado y operado.

- Muy bien Bien
 Algo Pobre Muy pobremente
 No se / no tengo opinión

Para las siguientes declaraciones, indique si está de acuerdo o en desacuerdo con ellas:

El Puerto debería trabajar para identificar eficiencias para reducir el costo y la amplitud de sus operaciones.

- De acuerdo Desacuerdo Neutral No se

El Puerto debería aumentar sus inversiones para mejorar la calidad y nivel de servicio y mantenimiento de sus instalaciones.

- De acuerdo Desacuerdo Neutral No se

El Puerto debería buscar desarrollar asociaciones de colaboración con otras agencias (como la Ciudad, el Condado, Parques y Rec, etc.) para brindar los servicios existentes.

- De acuerdo Desacuerdo Neutral No se

¿Cuál debería ser la máxima prioridad del puerto para los próximos seis años?

CUÉNTENOS MÁS SOBRE USTED

¿Cómo te identificas?

- Hembra Masculino
 No binario Prefiero autodescribirme

El ingreso familiar promedio en el área de Hood River es de aproximadamente \$ 50,000 por año. ¿Cuales fueron los ingresos de su hogar en 2019?

- Debajo de la mediana
 Justo en o cerca de la mediana
 Por encima de la mediana

¿Cómo te identificas culturalmente?

- Asiático o isleño pacífico Latín (x) / hispano
 Caucásico o blanco Afroamericano
 Nativos americanos o nativos de Alaska
 Otro

Entregue su encuesta al Puerto de Hood River antes o para el 6 de Marzo.

Puede mandar por correo, o puede pazar a dejarlo ala oficina:

Port of Hood River

1000 E. Port Marina Drive
Hood River, OR 97031

Via electronica:

porthr@gorge.net

Muchas gracias por tomarse el tiempo para ayudar a nuestra comunidad con sus comentarios.

¡Úyudenos mientras continuamos la discusión!

El puerto planea esta primavera llevar a cabo dos reuniones públicas para recibir comentarios sobre el borrador del Plan Estratégico de Negocios 2020-2026.

o Twitter para actualizaciones. Las reuniones se anunciarán en las noticias de Hood River y en línea en Facebook. También puedes seguirnos en Facebook

Puerto de Hood River: Encuesta de opinión pública del plan estratégico de negocios

¡Bienvenido! En los últimos cinco años, nuestra región ha visto cambios significativos en su economía, con desafíos nuevos y duraderos que enfrentan las empresas y las familias. El Puerto de Hood River quiere servir mejor a la comunidad por medio de comprender sus necesidades y pensamientos sobre el papel del Puerto de esta región. A medida que complete un proceso de planificación para desarrollar su Plan Estratégico de Negocios 2020-2026, el Puerto utilizará los aportes que usted proporcione.

Esta encuesta tomará unos 8 minutos para completarse.

¿Cuál es el mayor problema que enfrenta nuestra comunidad?

AERÓDROMO KEN JERNSTEDT

El aeródromo Ken Jernstedt es un aeropuerto de aviación general con una pista de aterrizaje de 3,040 pies y un área alternativa de aterrizaje de césped. El aeropuerto ofrece un autoservicio de abastecimiento de combustible, capacitación de pilotos privados, paseos en aviones planeadores y club, vuelos turísticos y servicios mecánicos. El aeropuerto sirve al museo WAAAM, sede del Fly-In, un evento anual que se lleva a cabo en Hood River. El aeropuerto también proporciona espacio en el hangar para compañías de tecnología de aviación, aviones privados, y sirve como base de operaciones para la respuesta a incendios forestales y operaciones de búsqueda y rescate de emergencia.

¿Cómo describirías la importancia del aeropuerto y su papel en nuestra comunidad?

- De importancia crítica Muy importante
 Algo importante No importante
 No se / no tengo opinión

Indique a que nivel se mantiene y opera actualmente el aeródromo

- Muy bien Bien
 Algo Pobre Muy pobremente
 No se / no tengo opinión

Para las siguientes preguntas, indique si está de acuerdo o en desacuerdo con las siguientes declaraciones:

El ruido de las actividades en el aeródromo es un problema importante en mi casa o vecindario.

- De acuerdo Desacuerdo Neutral No se

El Puerto debería invertir en maneras de mejorar el aeropuerto para atraer o expandir su uso actual.

- De acuerdo Desacuerdo Neutral No se

El Puerto debería desarrollar y ampliar sus espacios de hangares en el aeropuerto para apoyar el

crecimiento de la industria local de tecnología de aviación.

- De acuerdo Desacuerdo Neutral No se

PARQUES FRENTE AL AGUA Y ESPACIOS ABIERTOS

Por muchos años el puerto de Hood River ha desarrollado y mantenido la mayoría de las playas, parques y espacios abiertos recreativos a lo largo del Waterfront Park de Hood River, incluyendo la playa del Event Site, Frog Beach, el muelle pequeño junto al Nichols Basin, el Hook, Marina Green, la playa del Marina, la carretera del Spit, and la Waterfront Trail. A diferencia de la mayoría de los parques que se financian con ingresos basados en el impuesto a la propiedad, hasta cierto punto la operación y el mantenimiento continuo de los parques del Puerto se financian con el sistema de pago de estacionamiento cual se implementó por primera vez en 2018.

¿Cómo describirías la importancia de los parques frente al agua, las playas y los espacios abiertos para nuestra comunidad?

- De importancia crítica Muy importante
 Algo importante No importante
 No se / no tengo opinión

Indique a que nivel cree usted que los sitios propiedad del Puerto mencionados anteriormente se mantienen y operan actualmente.

- Muy bien Bien
 Algo Pobre Muy pobremente
 No se / no tengo opinión

Para las siguientes declaraciones, indique si está de acuerdo o en desacuerdo con ellas:

El Puerto debería trabajar activamente para mejorar las oportunidades de acceso al agua e invertir en un mayor desarrollo de las instalaciones recreativas frente al agua.

- De acuerdo Desacuerdo Neutral No se

El puerto debería tratar de expandir e incrementar el uso de las actuales instalaciones recreativas frente al agua.

- De acuerdo Desacuerdo Neutral No se

El Puerto debería trabajar para restaurar las áreas de hábitat natural y mejorar las funciones naturales en la desembocadura del Hood River y otras áreas frente al agua.

- De acuerdo Desacuerdo Neutral No se

El Puerto debería colaborar con el Condado y el Distrito de Parques y Recreación de Hood River Valley para identificar eficiencias y maneras de ahorrar dinero en el mantenimiento y las operaciones de los parques.

- De acuerdo Desacuerdo Neutral No se

MARINA DE HOOD RIVER

La Marina de Hood River ofrece un lanzamiento gratuito de botes para la pesca y otros usos recreativos, así como patrullas en el Río Columbia de la Comisión Inter-Tribal de Pesca (CRITFC) y el Sheriff. La Marina

también proporciona un muelle para barcos privados al largo plazo, tiene más de 160 muelles y varias casas de botes, así como embarcaciones al corto plazo de cruceros y atraque de grande buques.

¿Cómo describirías la importancia de la Marina y su papel en nuestra comunidad?

- De importancia crítica Muy importante
 Algo importante No importante
 No se / no tengo opinión

Indique a que nivel cree usted que la Marina se mantiene y opera actualmente.

- Muy bien Bien
 Algo Pobre Muy pobremente
 No se / no tengo opinión

Para las siguientes declaraciones, indique si está de acuerdo o en desacuerdo con ellas:

Es importante tener acceso público gratuito al lanzamiento de botes para la pesca y otros usos recreativos.

- De acuerdo Desacuerdo Neutral No se

Es importante que Hood River tenga un puerto deportivo para el amarre a largo plazo de veleros y embarcaciones privadas.

- De acuerdo Desacuerdo Neutral No se

Es importante proporcionar programas de vela juvenil en la Marina de Hood River.

- De acuerdo Desacuerdo Neutral No se

DESARROLLO ECONOMICO

El Puerto es dueño de propiedades industriales y comerciales, así como varias parcelas de terrenos industriales no desarrolladas. A pesar de que el público no suele visitar o recrearse cerca de estas propiedades, proporcionan un beneficio económico directo e indirecto a la región en términos de creación de empleo, salarios e ingresos.

¿Cómo describiría la importancia de las actividades de desarrollo económico para apoyar la retención y expansión de las empresas de propiedad local?

- De importancia crítica Muy importante
 Algo importante No importante
 No se / no tengo opinión

¿Cómo describiría la importancia de las actividades de desarrollo económico para atraer nuevas empresas e industrias a nuestra área?

- De importancia crítica Muy importante
 Algo importante No importante
 No se / no tengo opinión

Para las siguientes declaraciones, indique si está de acuerdo o en desacuerdo con ellas:

Es importante que el Puerto de Hood River mantenga su cartera de bienes raíces para permitir que las empresas locales operen y crezcan.

- De acuerdo Desacuerdo Neutral No se

Es importante tener propiedades urbanizables listas para apoyar el crecimiento y la retención de las empresas industriales ligeras de propiedad local.

- De acuerdo Desacuerdo Neutral No se



Appendix B

Survey Response Statistics

(updated questions) Report for Port of Hood River Strategic Business Plan

Response Counts

Completion Rate:	100%	<div style="width: 100%; height: 15px; background-color: #6a3d9a;"></div>
Complete		<div style="width: 95%; height: 15px; background-color: #6a3d9a;"></div> 1,104

Totals: 1,104

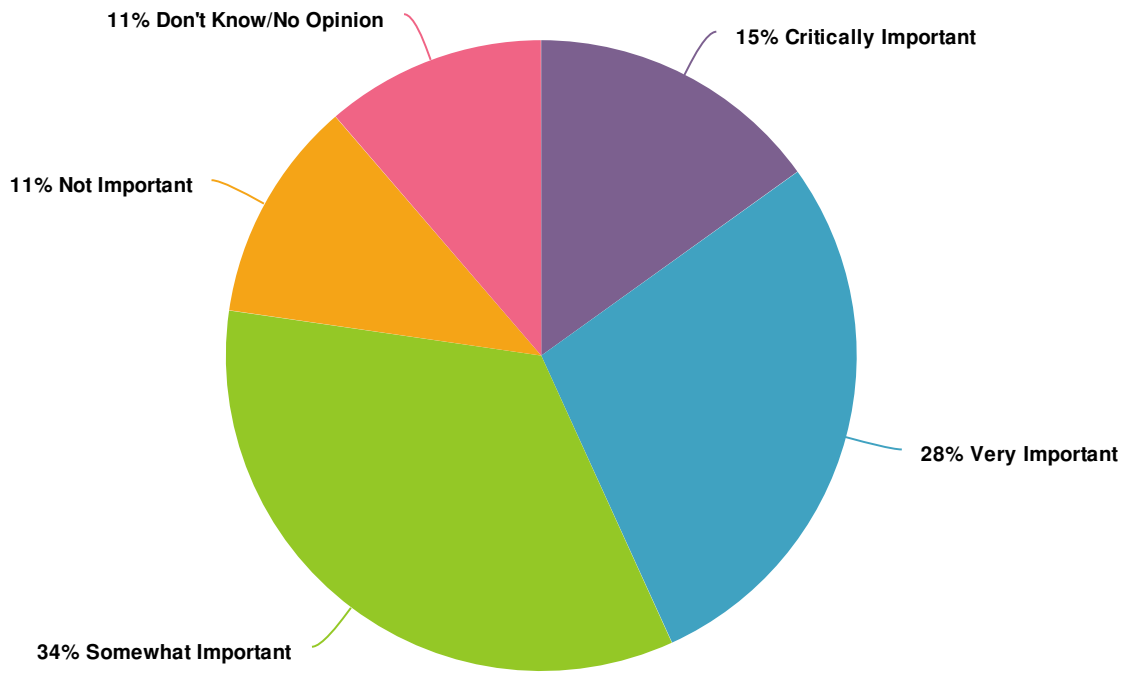
1. What is the biggest issue facing our community?



ResponseID Response

33	Over population
34	Employment and housing.
35	Controlling growth so that the charm and beauty of Hood River is not destroyed.
36	Bridge Upgrade
37	Lack of affordable housing, then the bridge being well past its intended lifetime.

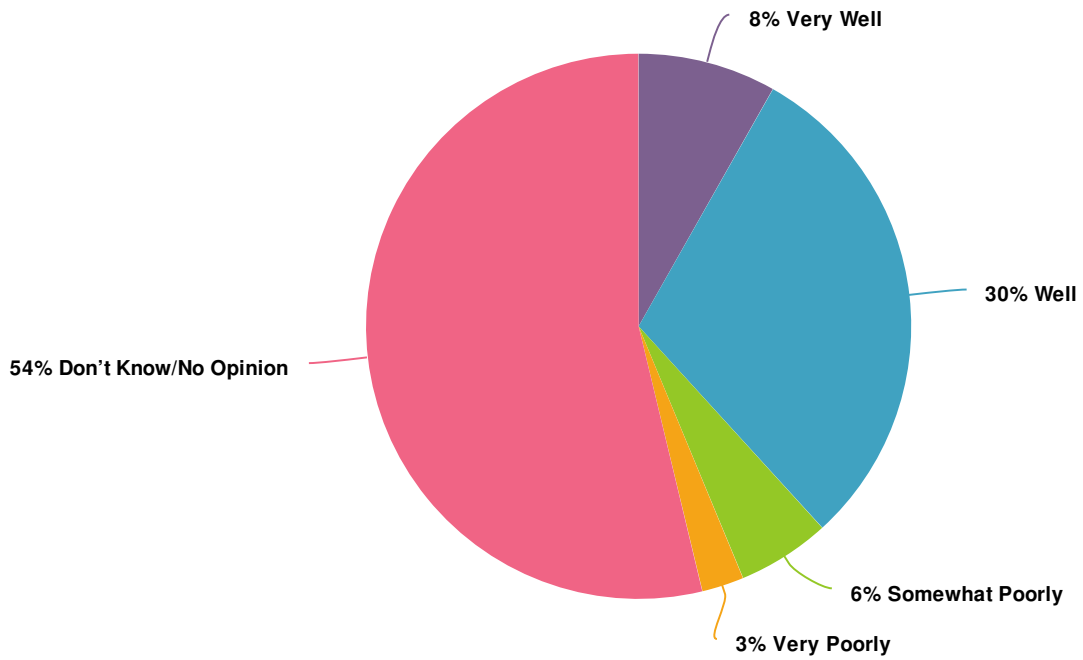
2. How would you describe the importance of the airport and its role in our community?



Value	Percent	Responses
Critically Important	15.1%	163
Very Important	28.1%	304
Somewhat Important	34.1%	369
Not Important	11.4%	123
Don't Know/No Opinion	11.3%	122

Totals: 1,081

3. Please indicate how well you feel the airfield is currently maintained and operated?

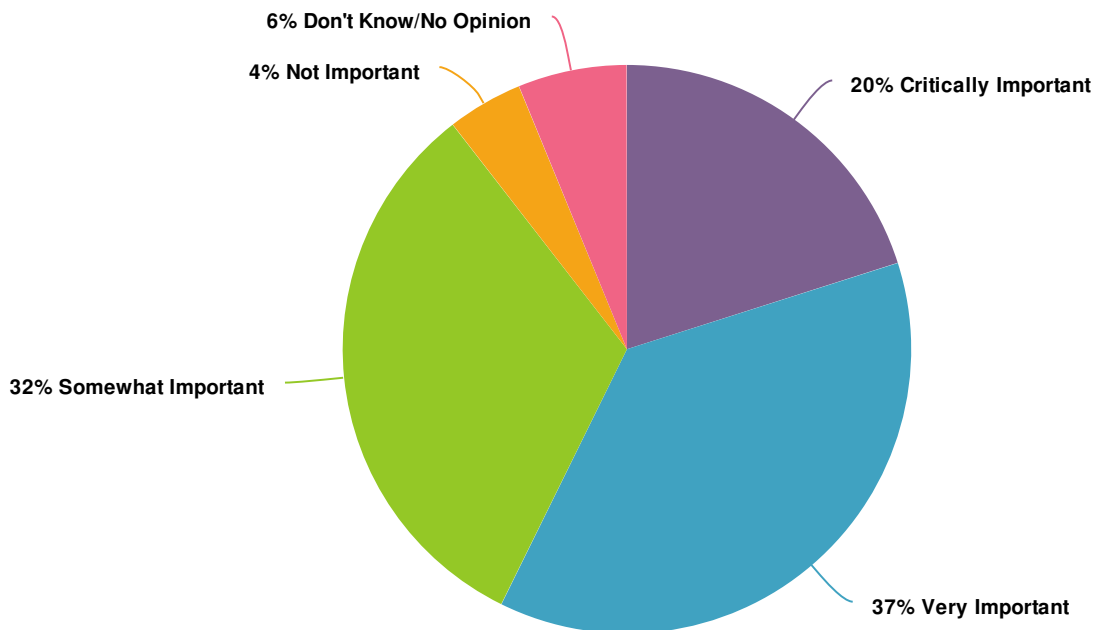


Value	Percent	Responses
Very Well	8.2%	89
Well	30.0%	326
Somewhat Poorly	5.5%	60
Very Poorly	2.5%	27
Don't Know/No Opinion	53.7%	583
		Totals: 1,085

4. For the following questions, please indicate whether you agree or disagree with the following statements:

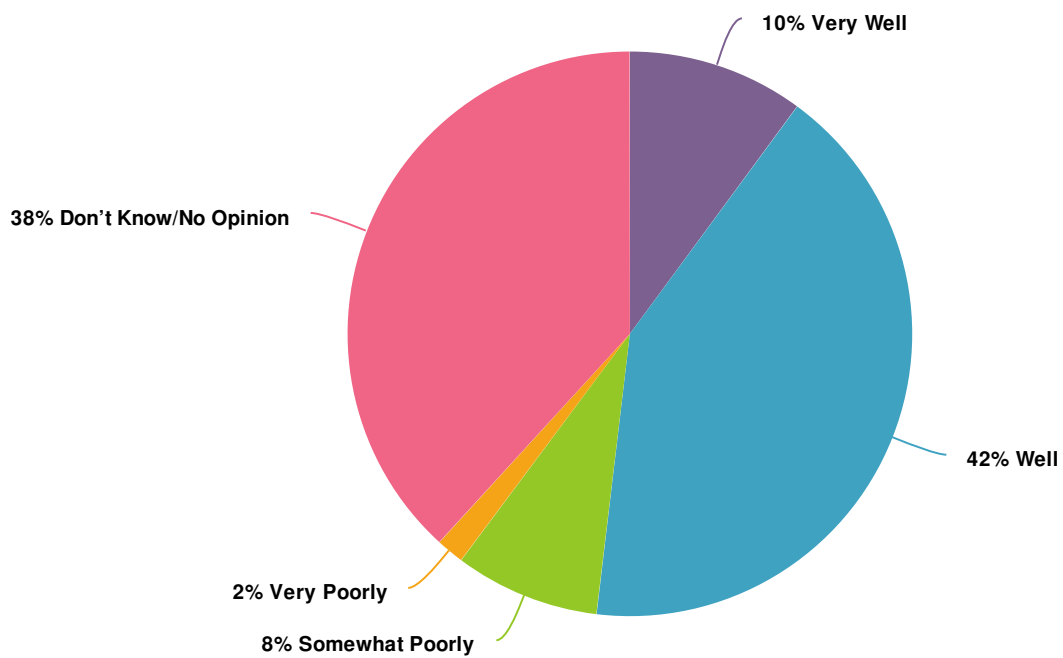
	Agree	Disagree	Neutral	Don't know	Responses
Noise from activities at the airfield are a significant issue in my home or neighborhood. Count Row %	164 15.6%	502 47.8%	187 17.8%	198 18.8%	1,051
The Port should invest in improvements to the airport that would attract or expand its current use. Count Row %	297 27.9%	358 33.6%	266 25.0%	144 13.5%	1,065
The Port should develop hangar spaces at the airport to support growth of local aviation technology industry. Count Row %	335 31.5%	301 28.3%	260 24.5%	167 15.7%	1,063
Totals Total Responses					1065

5. How would you describe the importance of the Marina and its role in our community?



Value		Percent	Responses
Critically Important		20.1%	216
Very Important		37.2%	400
Somewhat Important		32.2%	347
Not Important		4.3%	46
Don't Know/No Opinion		6.2%	67
			Totals: 1,076

6. Please indicate how well you feel the Marina is currently maintained and operated?

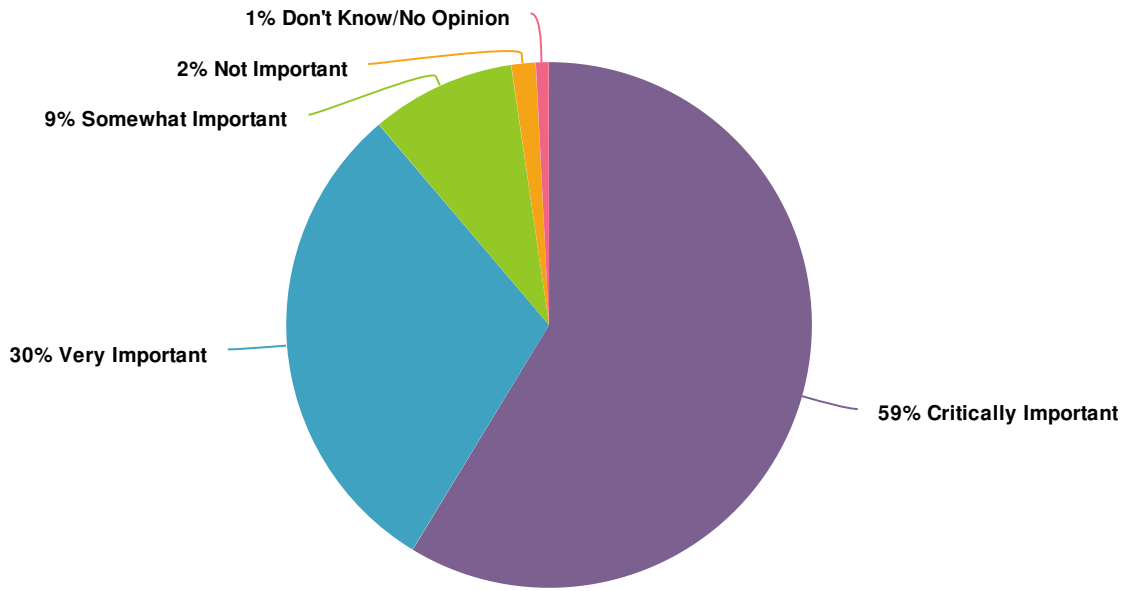


Value		Percent	Responses
Very Well		10.1%	109
Well		41.8%	451
Somewhat Poorly		8.3%	90
Very Poorly		1.6%	17
Don't Know/No Opinion		38.2%	412
			Totals: 1,079

7. For the following questions, please indicate whether you agree or disagree with the following statements:

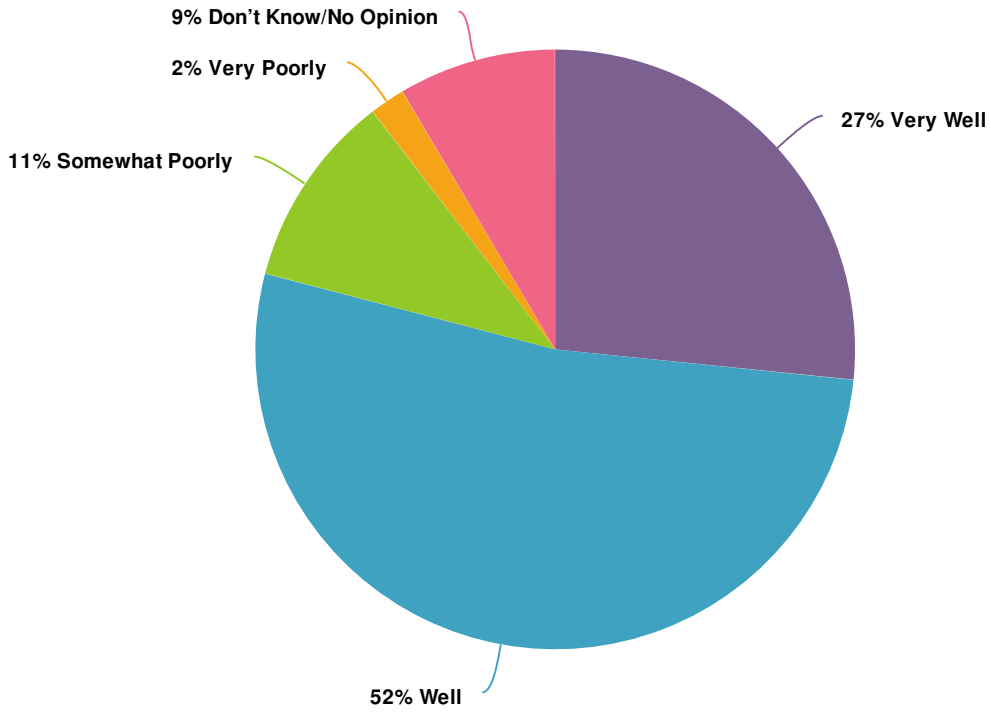
	Agree	Disagree	Neutral	Don't know	Responses
It is important to have free, public boat launch access for fishing and other recreational uses. Count Row %	924 85.6%	46 4.3%	82 7.6%	28 2.6%	1,080
It is important for Hood River to have a marina for long-term moorage of private sailboats and vessels. Count Row %	678 63.1%	87 8.1%	254 23.6%	56 5.2%	1,075
It is important to provide Youth Sailing educational programs at the Hood River Marina. Count Row %	715 66.9%	98 9.2%	215 20.1%	41 3.8%	1,069
Totals Total Responses					1080

8. How would you describe the importance of the waterfront parks, beaches, and open spaces to our community?



Value		Percent	Responses
Critically Important		58.7%	637
Very Important		30.1%	327
Somewhat Important		8.9%	97
Not Important		1.5%	16
Don't Know/No Opinion		0.8%	9
			Totals: 1,086

9. Please indicate how well you feel the Port-owned sites listed above are currently maintained and operated?



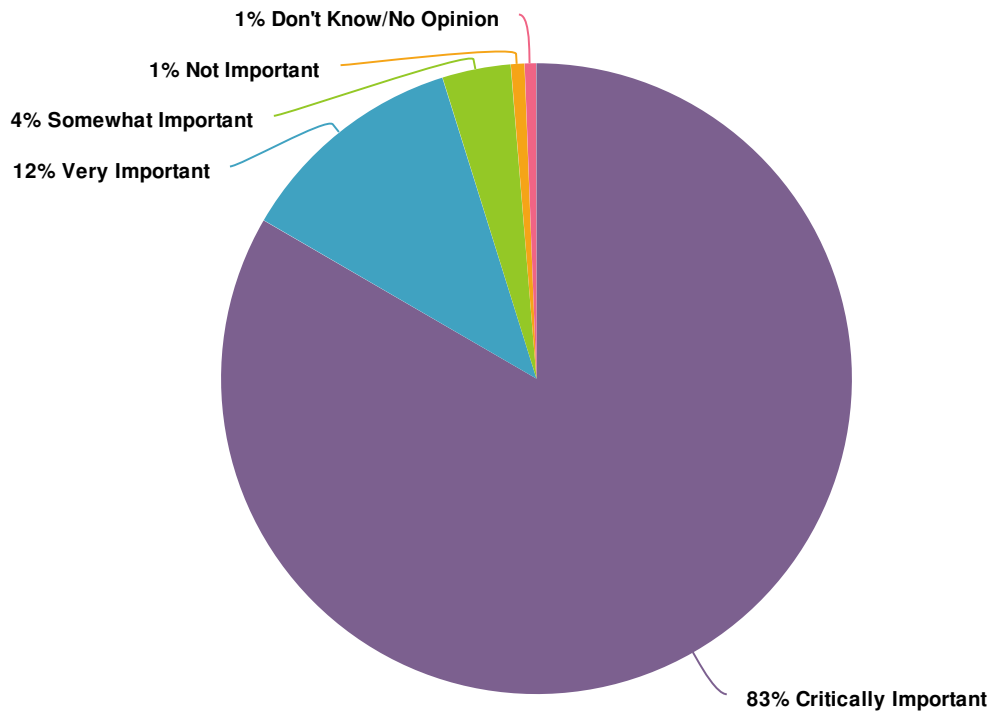
Value	Percent	Responses
Very Well	26.6%	288
Well	52.4%	566
Somewhat Poorly	10.5%	114
Very Poorly	1.9%	21
Don't Know/No Opinion	8.5%	92

Totals: 1,081

10. For the following questions, please indicate whether you agree or disagree with the following statements:

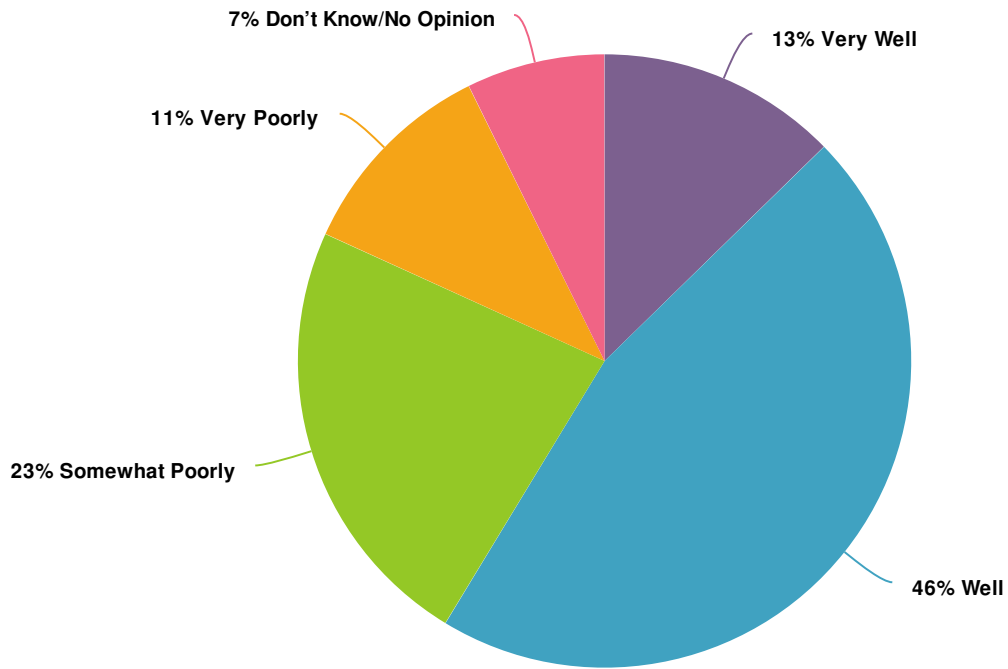
	Agree	Disagree	Neutral	Don't know	Responses
The Port should actively work to improve water access opportunities and invest in further development of waterfront recreational facilities. Count Row %	643 60.0%	196 18.3%	206 19.2%	26 2.4%	1,071
The Port should seek to expand and increase the use of current waterfront recreational facilities. Count Row %	572 53.3%	247 23.0%	224 20.9%	30 2.8%	1,073
The Port should work to restore natural habitat areas and improve natural functions at the mouth of the Hood River and other areas of the waterfront. Count Row %	767 71.5%	112 10.4%	165 15.4%	28 2.6%	1,072
The Port should collaborate with the County and the Hood River Valley Parks and Recreation District to identify efficiencies and cost savings in parks maintenance and operations. Count Row %	910 84.3%	47 4.4%	86 8.0%	36 3.3%	1,079
Totals Total Responses					1079

11. How would you describe the importance of the bridge connecting Hood River to Bingen and White Salmon for our community?



Value	Percent	Responses
Critically Important	83.3%	911
Very Important	11.8%	129
Somewhat Important	3.5%	38
Not Important	0.7%	8
Don't Know/No Opinion	0.6%	7
		Totals: 1,093

12. Please indicate how well you feel the current bridge is maintained and operated?



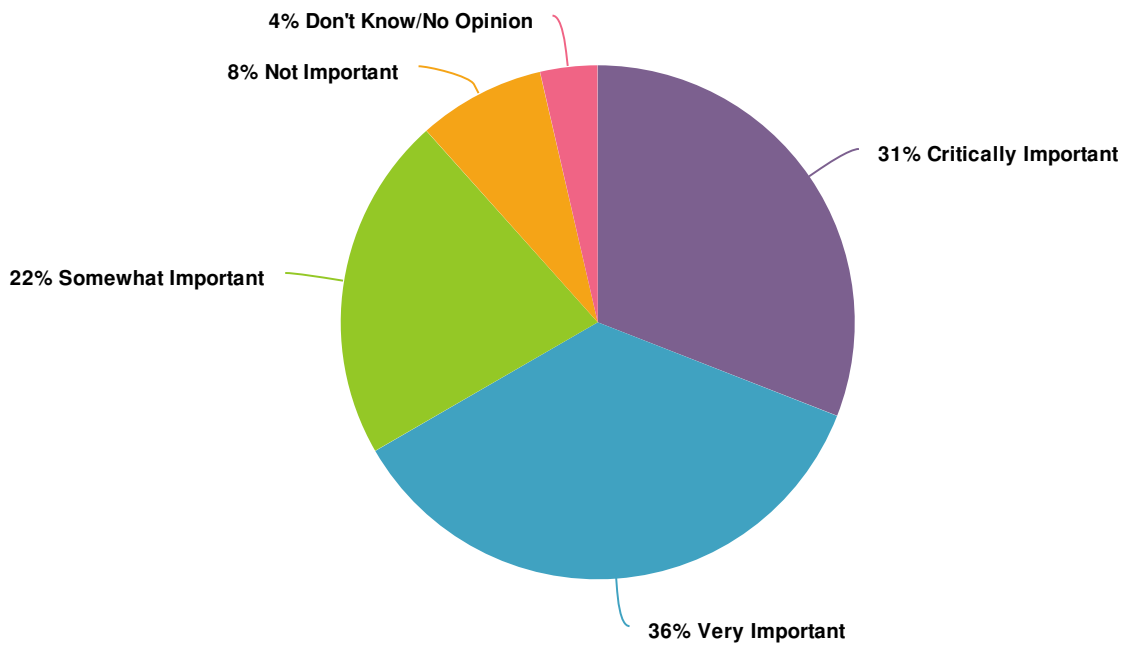
Value	Percent	Responses
Very Well	12.7%	138
Well	46.0%	501
Somewhat Poorly	23.1%	252
Very Poorly	10.9%	119
Don't Know/No Opinion	7.3%	79






Totals: 1,089

13. For the following questions, please indicate whether you agree or disagree with the following statements:

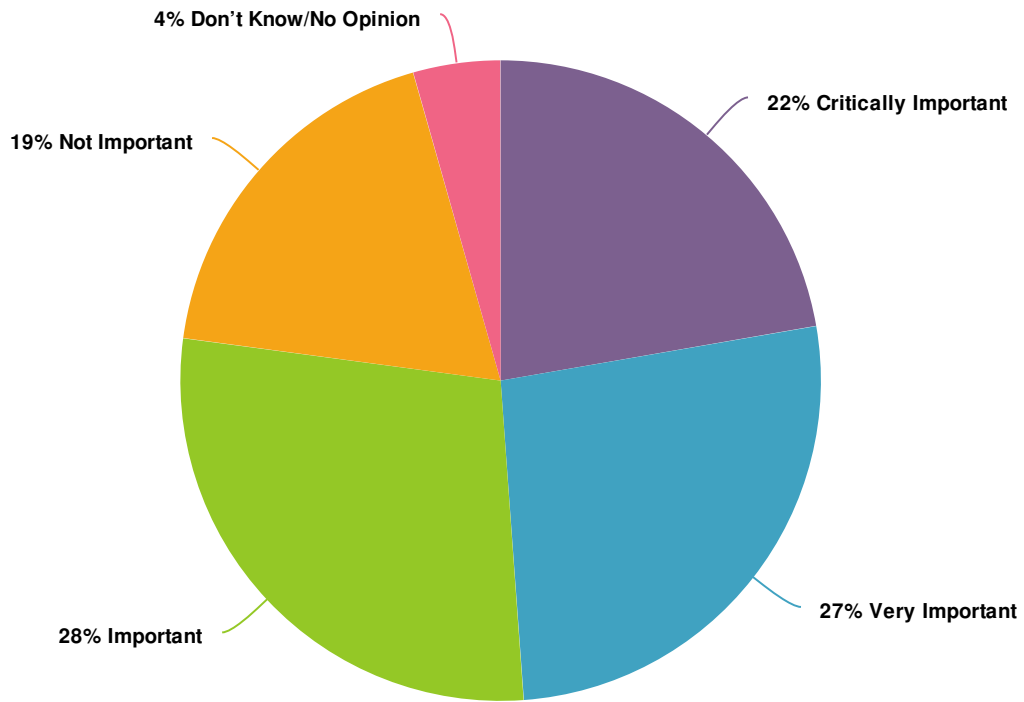
	Agree	Disagree	Neutral	Don't know	Responses
The replacement of the bridge with a new, modern structure is so important that the Port should ask residents to consider a higher toll to make it happen. Count Row %	365 34.2%	515 48.3%	157 14.7%	30 2.8%	1,067
Tolls should be set as low as possible, even if that means delaying replacement of the current bridge. Count Row %	340 31.8%	552 51.7%	155 14.5%	21 2.0%	1,068
The new bridge must have bicycle and pedestrian access and amenities. Count Row %	883 81.7%	121 11.2%	70 6.5%	7 0.6%	1,081
The new bridge should be owned and operated by a state agency (either ODOT or WSDOT or a combination of both). Count Row %	589 54.8%	142 13.2%	201 18.7%	143 13.3%	1,075
The new bridge should be owned and operated by a local agency or authority. Count Row %	224 20.9%	434 40.5%	263 24.6%	150 14.0%	1,071
The new bridge should be owned and operated by a private party or a public-private partnership. Count Row %	74 6.9%	724 67.5%	160 14.9%	114 10.6%	1,072
Totals Total Responses					1081






14. How would you describe the importance of economic development activities to support the retention and expansion of locally-owned businesses?



Value		Percent	Responses
Critically Important		30.9%	334
Very Important		35.7%	386
Somewhat Important		21.7%	235
Not Important		8.0%	87
Don't Know/No Opinion		3.6%	39
			Totals: 1,081

15. How would you describe the importance of economic development activities to attract new businesses and industries to our area?

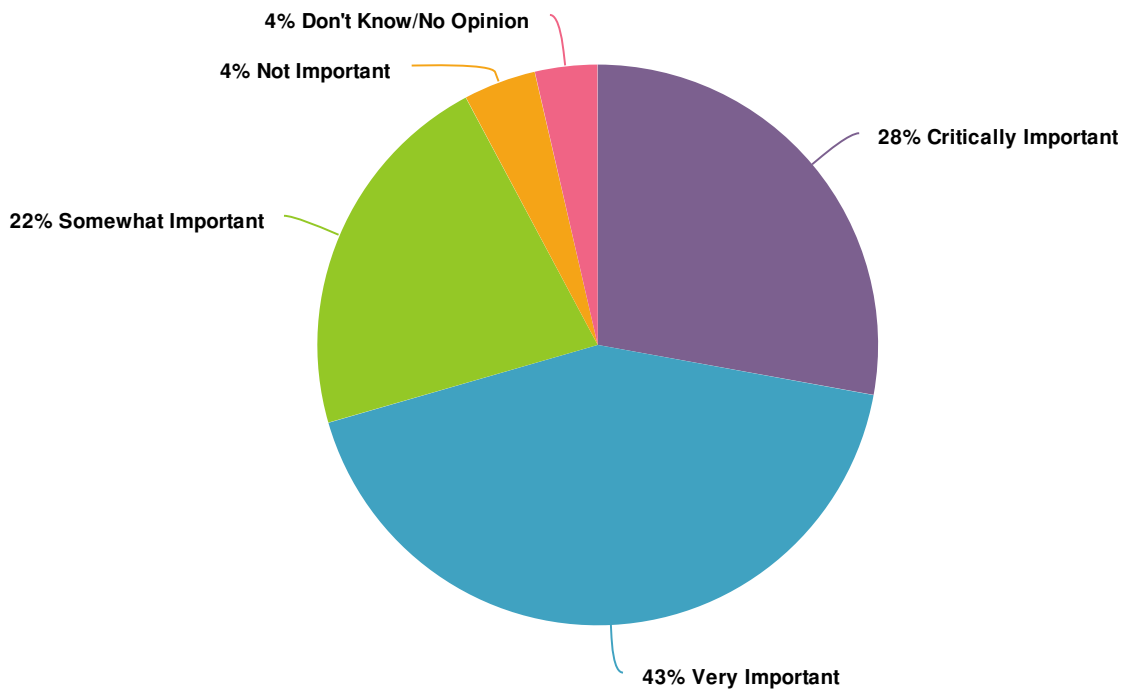


Value		Percent	Responses
Critically Important		22.3%	240
Very Important		26.6%	286
Important		28.3%	305
Not Important		18.5%	199
Don't Know/No Opinion		4.4%	47
			Totals: 1,077

16. For the following questions, please indicate whether you agree or disagree with the following statements:

	Agree	Disagree	Neutral	Don't know	Responses
It is important that the Port of Hood River maintain its real estate portfolio to enable local businesses to operate and grow. Count Row %	579 53.9%	207 19.3%	205 19.1%	83 7.7%	1,074
It is important to have developable properties ready to support the growth and retention of locally owned light industrial businesses. Count Row %	627 58.3%	209 19.4%	189 17.6%	51 4.7%	1,076
Totals Total Responses					1076

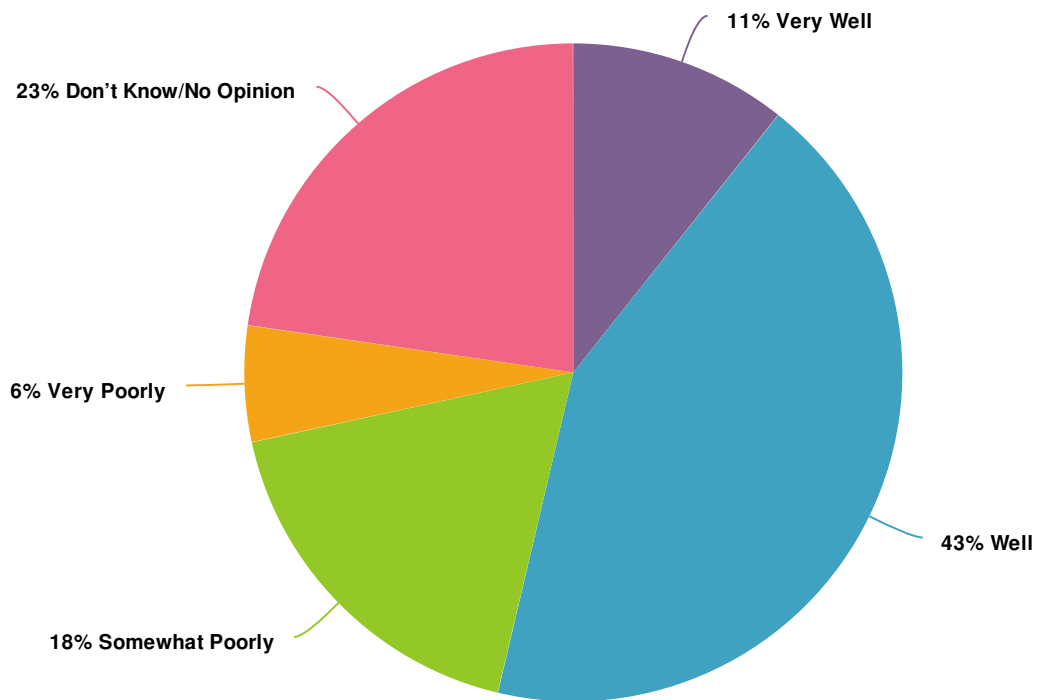
17. How would you describe the importance of the Port for our community?



Value		Percent	Responses
Critically Important		27.9%	302
Very Important		42.7%	463
Somewhat Important		21.7%	235
Not Important		4.2%	45
Don't Know/No Opinion		3.6%	39

Totals: 1,084

18. Please indicate how well you feel the Port is currently is managed and operated?



Value		Percent	Responses
Very Well		10.7%	115
Well		43.0%	464
Somewhat Poorly		17.9%	193
Very Poorly		5.7%	62
Don't Know/No Opinion		22.7%	245
			Totals: 1,079

19. For the following questions, please indicate whether you agree or disagree with the following statements:

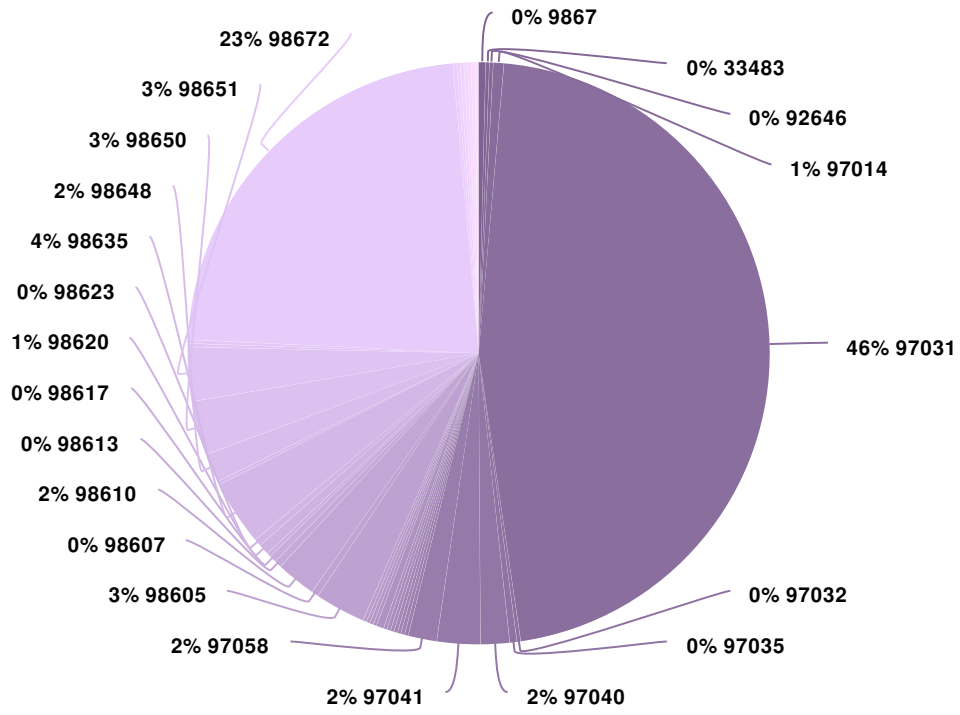
	Agree	Disagree	Neutral	Don't know	Responses
The Port should work to identify efficiencies to reduce the cost and scope of its operations. Count Row %	818 76.6%	51 4.8%	142 13.3%	57 5.3%	1,068
The Port should increase its investments to improve the quality of its level of service and maintenance of its facilities. Count Row %	462 43.5%	193 18.2%	276 26.0%	131 12.3%	1,062
The Port should seek to develop collaborative partnerships with other agencies (like the City, County, Parks & Rec, etc.) to deliver existing services. Count Row %	859 80.1%	56 5.2%	104 9.7%	53 4.9%	1,072
Totals Total Responses					1072

20. What should be the Port's highest priority for the next six years?

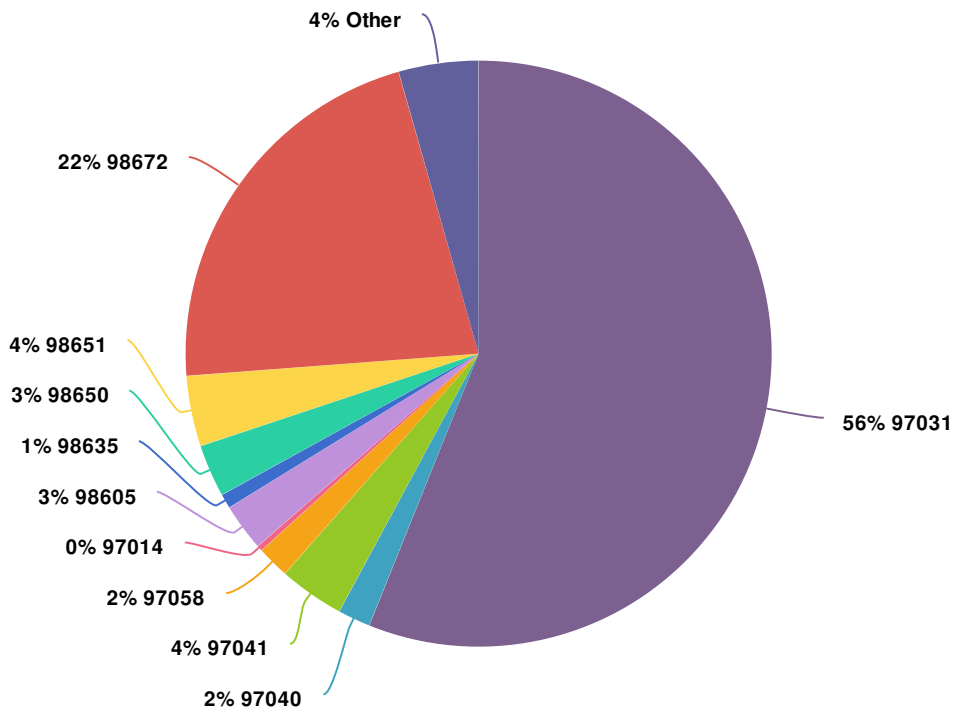


ResponseID Response

33	Putting the yellow bumper rails back on the bridge! That would save you having to repair the side rails so often. And those who scrape their cars on your bridge wouldn't need to have them fixed. Duh!
34	Lowering the fees to cross the bridge.
36	Constructing a new bridge that includes pedestrian/cycling access and reduces ongoing maintenance costs due to damage.
37	Bridge replacement and development of empty lots at the waterfront (lot #1).
38	The Bridge Work and Live options (not just light industrial zoning)
39	environmental protection and public access
40	Start the new bridge
43	To develop recreational facilities for river use
47	build a walkway bridge between oregon and washington with no fees.
48	Bridge
49	Build a new bridge, operated by the state governments... and get out of property development and ownership.
50	Bridge replacement
51	The bridge.



22. What is your zip code?



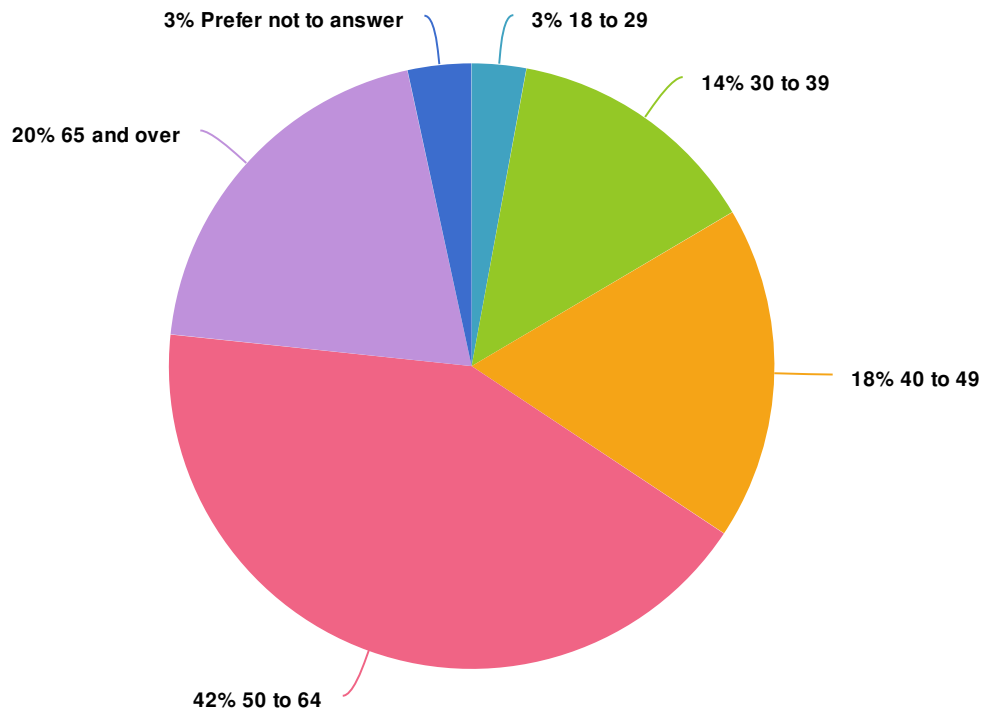
Value		Percent	Responses
97031		56.1%	216
97040		1.8%	7
97041		3.6%	14
97058		1.8%	7
97014		0.3%	1
98605		2.6%	10
98635		0.8%	3
98650		2.9%	11
98651		3.9%	15
98672		21.8%	84
Other		4.4%	17

Totals: 385

23. What is your zip code?



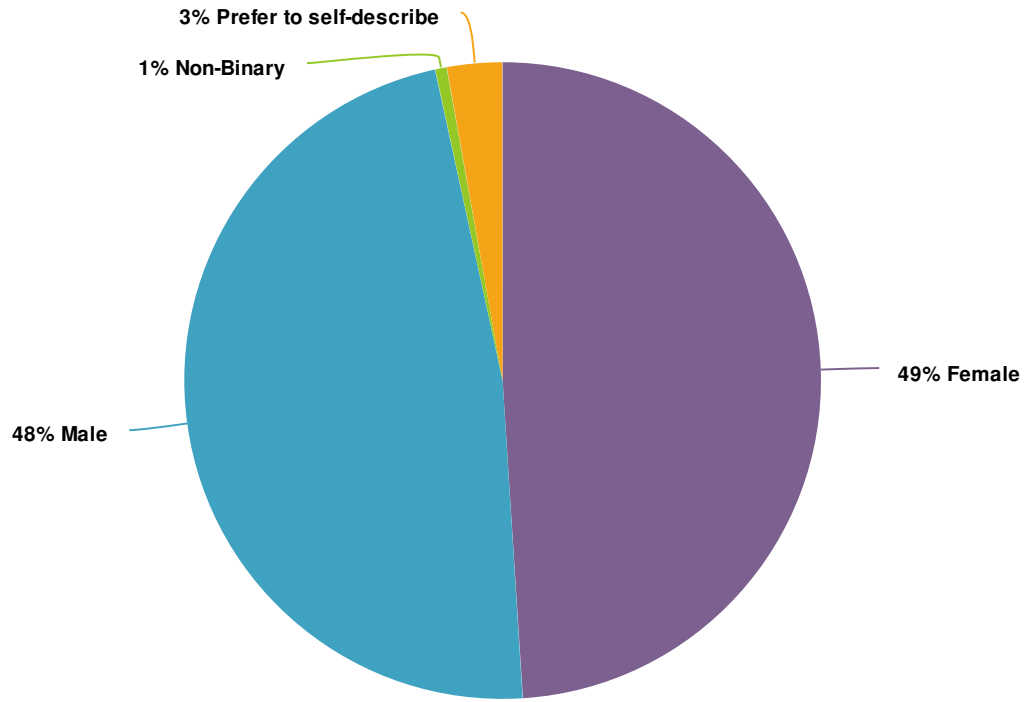
25. What is your age?



Value	Percent	Responses
18 to 29	2.9%	11
30 to 39	13.6%	52
40 to 49	17.8%	68
50 to 64	42.3%	161
65 and over	19.9%	76
Prefer not to answer	3.4%	13

Totals: 381

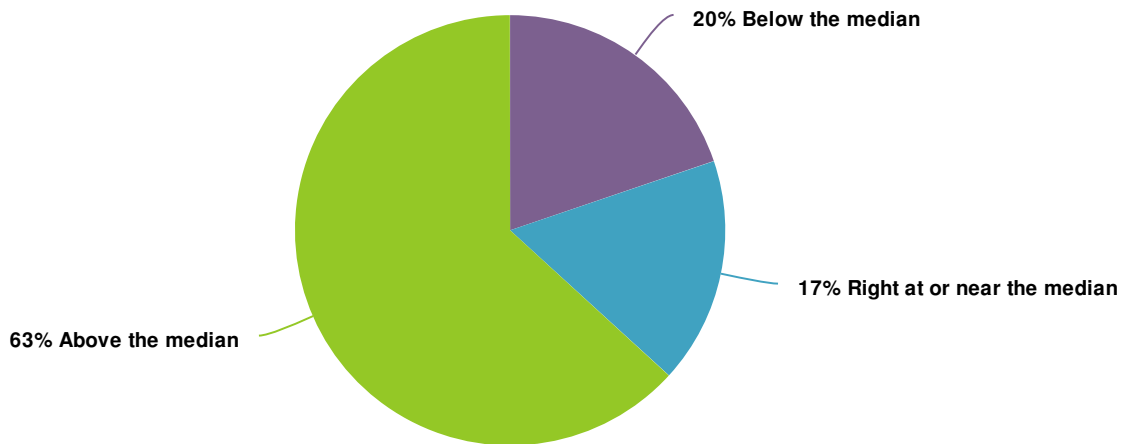
26. How do you identify?



Value	Percent	Responses
Female	49.0%	519
Male	47.6%	504
Non-Binary	0.6%	6
Prefer to self-describe	2.8%	30

Totals: 1,059

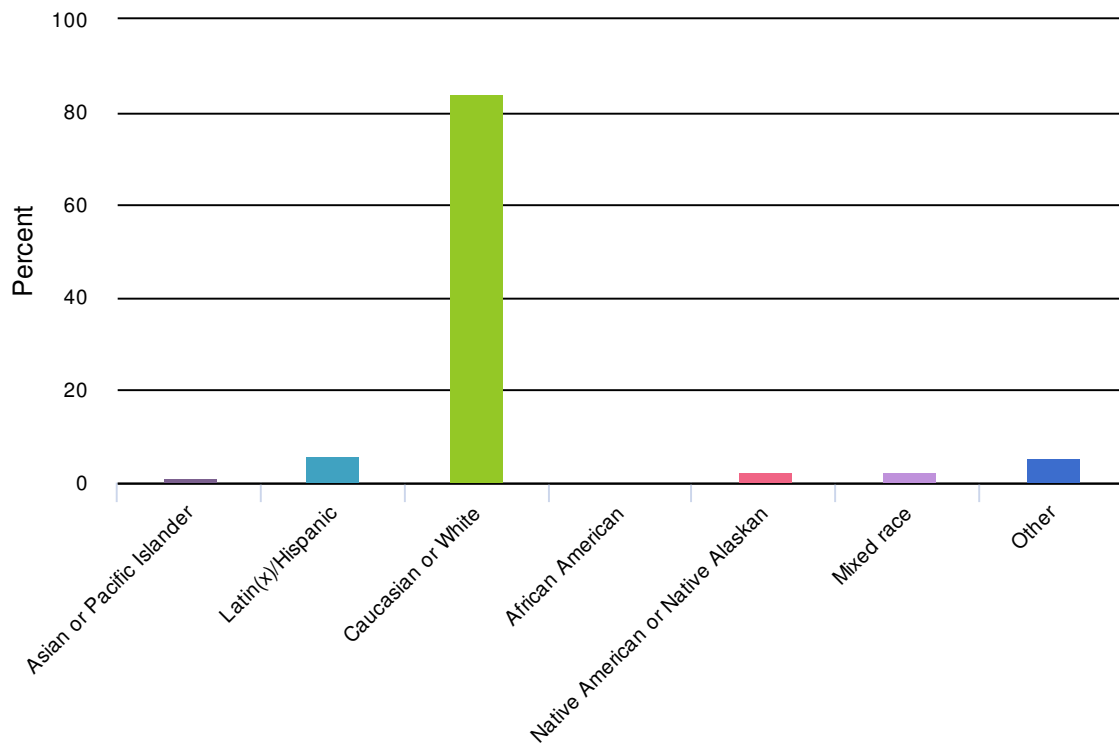
27. The median household income in the Hood River area is about \$50,000 per year. Was your household income in 2019:



Value	Percent	Responses
Below the median	19.8%	205
Right at or near the median	17.0%	176
Above the median	63.2%	654

Totals: 1,035

28. How do you identify yourself culturally?



Value	Percent	Responses
Asian or Pacific Islander	1.4%	14
Latin(x)/Hispanic	5.9%	61
Caucasian or White	84.0%	869
African American	0.6%	6
Native American or Native Alaskan	2.6%	27
Mixed race	2.6%	27
Other	5.6%	58

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Hood River – White Salmon

BRIDGE REPLACEMENT PROJECT

Project Director Report

May 5, 2020

The following summarizes Bridge Replacement Project activities from April 17-May 5, 2020:

NATIONAL ENVIRONMENTAL PROTECTION ACT PROGRESS. WSP has produced a key milestone update attached to this report. Due primarily to tribal closures related to COVID, the FEIS/ROD is scheduled to be completed during Summer 2021.

GOVERNMENT AFFAIRS CONTRACTS. The Port had a busy year in all three capitols. Bridge replacement was the primary focus, but the Port advocated on a number of other issues that came up over the last year. A more detailed accounting of the FY1920 activity will be presented next month along with Personal Service Contracts for the Commission to review.

GOVERNMENT AFFAIRS CONTRACTS					
Vendor	Principal	Location	FY1920	FY2021	Δ
Summit Strategies	Hal Hiemstra	Washington D.C.	\$90,000	\$85,000	(\$5,000)
Boswell Consulting	Brad Boswell	Olympia, Wash.	\$42,000	\$63,000	\$21,000
Thorn Run Partners	Dan Bates	Salem, Ore.	\$42,000	\$51,000	\$9,000
			\$174,000	\$199,000	\$25,000

BI STATE WORKING GROUP. The BSWG has met twice since last month including a detailed presentation on governance conducted by Steve Siegel. There was interest after the last meeting for the BSWG to meet more frequently, ramp up a better understanding of the P3 process, formalize the committee via Interlocal/Intergovernmental Agreements and fast track two or three governance structures for consideration. The BSWG also agreed to continue advocacy for a joint BUILD application from the Port and Klickitat County.

MEETING SCHEDULE

- Arup Engineers, April 30
- BUILD ODOT Support Letter Due, May 1
- Boswell Interim Planning, May 4
- Bi-Monthly NEPA Coordination, May 14
- Cultural Resources Coordination, May 22
- Bi-Monthly NEPA Coordination, May 28

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MEMO

TO: Kevin Greenwood, Hood River Bridge Replacement Project Director, Port of Hood River
FROM: Angela Findley, WSP
SUBJECT: Status of Critical Path Activities and Projected Work through May 15
DATE: April 29, 2020

CRITICAL PATH ACTIVITIES

Progress and challenges to completing critical path activities are described below.

1. AGENCY/TRIBE INVITATION LETTERS – COMPLETE

2. AGENCY/TRIBE REVIEW OF METHODOLOGY MEMORANDA – COMPLETE

3. ENDANGERED SPECIES ACT (ESA) COMPLIANCE

PROGRESS:

- Negotiations are underway to come to an agreement on the construction duration to stipulate in the Biological Assessment. ODOT and NMFS liaisons initially agreed to a schedule, but within a week backed off their decisions. WSP is bringing in a national expert in our firm to review and offer suggestions on compressing the schedule without adding substantial risk (e.g., cost) to the construction effort. WSP is also in process of confirming ODOT's assumptions in their proposed construction duration.
- Draft 2 of the Biological Assessment is expected to be submitted for FHWA, ODOT and NMFS liaison review within 2 weeks of agreement on the construction duration and associated in-water work window seasons affected.

CHALLENGES:

- ODOT is not in agreement with the proposed construction duration to include in the Biological Assessment.

SCHEDULE RISKS:

- **Moderate risk** associated with meeting expectations of multiple agencies within the overall EIS schedule.

SCHEDULED COMPLETION DATE: 1/5/2021

- Successor task: Final EIS (final review draft)



4. COMPLIANCE WITH SECTION 106 OF THE NATIONAL HISTORIC PRESERVATION ACT

PROGRESS:

- Second historic properties survey was completed on April 7.
- Eligibility and findings of effect forms have been prepared for the Hood River Bridge and the “Hood River Loops” segment of the Historic Columbia River Highway.
- Eligibility forms are being prepared for the residential properties surveyed on April 7.
- Review of the archaeological report prepared by another firm was conducted on private property in the study area.
- A fieldwork plan is being developed to target additional survey work recommended by the first survey results as well as the abovementioned work by another firm.
- Ethnographic study results were submitted by two of the three tribes who were contracted to perform this work.

CHALLENGES:

- Consulting individually and collectively with four Tribes with treaty fishing rights on the Columbia River to discuss potential impacts to the White Salmon Treaty Access Fishing Site and treaty fishing rights is requiring more time than anticipated. ODOT has contacted all four tribes and has met with (Umatilla) or will schedule (Yakama, Warm Springs and Nez Perce) individual meetings. This effort has slowed down as a result of COVID-19. The Port is identifying opportunities to engage tribal fishers at local events.

SCHEDULE RISKS:

- **High risk:** Obtaining responses from the tribes and scheduling meetings has also delayed the schedule. Past delay and any continued delay have a high risk of further delaying the SDEIS production schedule.

SCHEDULED COMPLETION DATE: 4/16/2021

- Successor task: Final EIS (final review draft)

5. SUPPLEMENTAL DRAFT EIS PUBLICATION DATE

PROGRESS:

- Two administrative drafts of the SDEIS were prepared in the summer/fall of 2019. The current state of the SDEIS is roughly 60 percent complete; the remaining 40 percent includes incorporating the Biological Assessment, Section 106, and tribal consultation.
- Further work on the SDEIS is on hold until:
 - Biological Assessment is substantially meeting FHWA, ODOT and NMFS liaisons’ acceptance. **Expect resolution by mid-May.**
 - Historic property and archaeological surveys (Round 2) are completed and findings are documented and approved by ODOT. **Expect resolution by end of June.**
 - Section 4(f) Technical Report is prepared and approved by ODOT. Report will be developed concurrently with historic property work. Request to unlike the Section 4(f) review by FHWA from their review of the SDEIS will be requested; if accepted, this will avoid additional delay in the SDEIS. **Expect response from FHWA in early May.**



- Tribal consultation on cultural resources and treaty fishing rights/Treaty Fishing Access Site have advanced to a point where resources are identified and associated impacts are analyzed. **Expect tribal consultation to restart in late May.**
- Three tribes are conducting ethnographic studies that will inform the cultural resources analysis and will be incorporated into the SDEIS. Results from two tribes received in mid-April; other tribe is being contacted for a status update.

CHALLENGES:

See challenges identified in Milestones 3 and 4.

SCHEDULE RISKS:

- **High risk:** SDEIS restart is dependent on high risk factors associated with ESA. FHWA will not review the SDEIS until this information is incorporated although a request to unlink the Section 4(f) Report will be conducted. The anticipated restart of the SDEIS is early May, which is a 4.5-month delay from the schedule in the latter part of 2019.

SCHEDULED COMPLETION DATE: 11/13/2020

- Successor tasks: Public Review Period, Final EIS Footprint Set, and Final EIS/Record of Decision

6. CONFIRM NAVIGATION CLEARANCE – COMPLETE

7. FINAL EIS FOOTPRINT SET

Not started, successor task to the SDEIS publication.

SCHEDULED COMPLETION DATE: 1/28/2021

- Successor tasks: Final EIS/Record of Decision

8. PUBLISH FINAL EIS/RECORD OF DECISION

Not started, successor to SDEIS publication and FEIS footprint set.

SCHEDULED COMPLETION DATE: 7/22/2021

- Successor tasks: Close out EIS project



PROJECTED WORK FOR NEXT 30 DAYS

The following work is projected to occur from April 15 to May 15.

TASK 1. PROJECT MANAGEMENT

- Coordination with Port, Consultant Team and other agencies
- Invoice for March activities
- Update schedule and critical path status
- Begin 2020 cost-to-complete budget review.

TASK 2. PUBLIC INVOLVEMENT

- Prepare monthly update for June issue.

TASK 5. ENVIRONMENTAL

- Coordinate with ODOT, WSDOT and FHWA on technical reviews, cultural resources, tribal coordination and all other facets of NEPA compliance
- Complete negotiations regarding the construction duration and associated in-water work windows with FHWA and ODOT.
- Submit draft biological assessment (BA) within 2 weeks of resolution of construction schedule for FHWA and ODOT review.
- Prepare plan for additional archaeological fieldwork.
- Submit a revised draft historic properties inventory summary to ODOT and the Port.
- Finalize the Determination of Eligibility (DOE) for the bridge to address ODOT review comments.
- Submit drafts and finalize the Findings of Effect (FOEs) for the bridge and Hood River Loops.
- Restart work on the Administrative Draft #2 Supplemental Draft EIS in early May.

TASK 6. ENGINEERING

- Support the Supplemental Draft EIS production by addressing Requests for Information regarding design.
- Revise the conceptual construction schedules to support the biological assessment, as needed.
- Provide geotechnical support to address requests for information by the US Army Corps of Engineers regarding the permit for geotechnical investigations. This requires relocating several bore locations to avoid restricted easements.

TASK 7. TRANSPORTATION (TASK COMPLETE)

TASK 8. PERMIT ASSISTANCE

- US Army Corps of Engineers issued permit for in-water work associated with geotechnical exploration on six borings; address requests for information needed for the additional six borings.

Commission Memo



Prepared by: Kevin Greenwood
Date: May 5, 2020
Re: USDOT BUILD Grant Application

Staff recommends the Port submit an application to the US Dept. of Transportation Better Utilizing Investments to Leverage Development (BUILD) transportation program grant. The \$5M request would require a 20% local match commitment for a total project cost of \$6.25M. This would allow more than 15% design to be completed, additional traffic and revenue modeling work, ability to conduct a P3 request for information or industry forum and financial analysis. Like the INFRA grant, these are highly competitive grants with the percentage of success typically under 3%. Much of the work from the INFRA application can be used in the BUILD application. Since the application would be for planning/design, a Benefit Cost Analysis is not required.

If the Port was awarded both the INFRA and BUILD grants, a significant local match contribution would be required. Currently the Commission has obligated \$3.4M in toll revenue to match the \$5M request through INFRA. BUILD will require an additional \$1.25M for a total commitment of \$4.65M, leveraging \$10M of federal investment. The likelihood of this scenario is minimal, but important to consider.

Awards for both funding opportunities will be announced by end of September 2020 with contracts likely signed by end of December. Upon award, the Port would need to begin the bid process for the design contract. The design firm could be on board by March 2021. Reimbursements for design activity could happen as early as 1Q 2021. Chuck Green with OTAK has estimated that it would take 12 months for 15% design to be completed.

Attached is a two-page summary of the grant proposal and a letter of support from WSDOT.

RECOMMENDATION: Authorize Application for \$5-million 2020 BUILD grant for engineering and Phase 2 activities associated with bridge replacement and obligate \$1.25M local matching funds.

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BUILD 2020 Project Proposal Form

Project Name	Hood River Bridge Replacement
BACKGROUND INFORMATION	
Project description <i>Describe the problem(s) the project is designed to solve and how it would solve that problem.</i>	With the FEIS/ROD on schedule to finish next summer, the Port is applying for BUILD Planning Funds to complete 15% design for the replacement bridge.
Location <i>County, city, routes, etc.</i>	Hood River, Ore. – White Salmon, Wash. SR-35. River MP 169.
Total Cost	\$6.25M
BUILD Funds Requested	\$5.0M
Matching Funds <i>List amount, source(s), and whether they have been officially committed.</i>	\$1.25M from bridge tolls; possible Washington state legislative appropriation.
Project Status and Schedule <i>Describe the project's status and schedule for completing NEPA, breaking ground, and completing construction, among other key milestones.</i>	Supp. DEIS issued 4Q 2020. 45-day comment period. Geotech and hire design firm 1Q 2021. Design contract begins 2Q 2021. NEPA scheduled for completion 3Q 2021. Design contract ends 1Q 2022. Bi-state advocacy continues for additional state and federal construction dollars.
Project Supporters <i>List public agencies and private organizations that support the project.</i>	Port, City and County of Hood River; Cities of White Salmon and Bingen, Wash.; Klickitat County, Wash.; Shaver and Tidewater Barge; SDS Lumber; fruit haulers in mid-Columbia region.
BUILD CRITERIA	
Please describe briefly (no more than 200 words each) how this project addresses the BUILD criteria. Not all projects will address all of the criteria.	
State of Good Repair <i>Improving the condition of existing transportation facilities and systems, with particular emphasis on projects that ensure good infrastructure condition while supporting commerce and economic growth.</i>	The current bridge is nearly 100 years old, has no storm water collection system, is considered one of the top two most dangerous spots on the river system for pilots, travel lanes are sub-standards, significant weight limit restrictions and a lack of bike/ped facilities makes the Hood River bridge a prime infrastructure target for replacement.
Economic Competitiveness <i>Contributing to the economic competitiveness of the United States.</i>	The HRB provides the only connection for passenger vehicles between Interstate 84 and Washington SR-14 for over forty-five miles between Cascade Locks (Bridge of the Gods) and The Dalles (US-197) Bridge. For truck traffic over 80,000 lbs., there is 95 miles of isolation between I-205 and US-197. Other important connected by the bridge are Oregon Hwys. 35 and 30, and Washington SR-141, US Marine Hwy M-84, the Pacific Coast Trail, as well as the soon to be completed Historic Columbia River Highway State Trail. A recent studied published in 2020 indicated that additional weight limitations could increase the amount of re-directed traffic for lumber and fruit trucks to either The Dalles or I-205. Over 4.3 million vehicles crossed the Hood River Bridge in 2019. Traffic levels have reached record levels in 2019 despite a current 80,000 lbs. vehicle weight limit. The proposed bridge is expected to raise this weight limit to 105,500 lbs. and increase truck usage by 15% during the first year of opening.
Quality of Life	The new bridge would eliminate the stop-and-go of toll collections as all electronic tolling (AET) would be implemented. This would allow

<p><i>Investments that increase transportation choices and access to transportation services for people in communities across the United States.</i></p>	<p>a more fluid flow of traffic allowing speed to increase as stopping frequency would decrease. The elimination of the bridge lift and near constant welding repairs of the metal grate decking would decrease bridge stops or closures. The addition of a bike/ped path would also allow other non-motorized opportunities to utilize the bridge that currently do not exist.</p>
<p>Environmental Sustainability <i>Improving energy efficiency, reducing dependence on oil, reducing congestion-related emissions and benefitting the environment.</i></p>	<p>The new bridge would benefit water quality, as compared to the existing bridge, because road runoff from the bridge deck would be collected and treated prior to discharge to the Columbia River. Currently, all oil, grease, metals, and sediments from vehicle may enter the river directly through the grated bridge decking.</p>
<p>Safety <i>Improving the safety of US transportation facilities and systems.</i></p>	<p>The current lane widths are extremely narrow and structurally deficient with only two very narrow (9' 4'.75"wide), shoulder-less lanes. The preliminary preferred alternative calls for a roadway consisting of two 12-foot travel lanes, two 8-foot shoulders, and one 16-foot pedestrian/bike facility on one side. The bike/ped facility could be temporarily utilized for emergency vehicles in the case of a closure on the bridge. The USCG recently approved a widening of the horizontal clearance from 250-ft. to 450-ft. which will make it much safer for barge traffic to navigate this section of the river.</p>
<p>Readiness <i>US DOT will give priority to projects that are expected to be ready for construction quickly, with obligation of funds occurring no later than September 30, 2022.</i></p>	<p>The current Supplemental Draft EIS will be released later this year and released for public comment December 2020. Geotechnical borings would be conducted in February 2021. A bid process for selecting an engineer firm can start at that time with a design team under contract by March 2021. Final EIS/ROD is planned to be completed by August 2021. 15% design could be completed as well as other financing, traffic and revenue studies, governance review and procurement method by March 2022. Final reports to USDOT by June 2022.</p>
<p>Innovation <i>US DOT will give priority to projects that make use of innovative technologies, use innovation in project delivery, or make use of innovative financing.</i></p>	<p>The project is considering innovative technologies or approaches to a wide variety of bridge operations. As part of this grant, the project team will be studying the possibility of Public Private Partnerships (P3s), incorporating All Electronic Tolling (AET) using cameras and technology to eliminate bridge stops, and including utility conduits to draw high speed broadband access to both sides of the Columbia River in this highly rural part of the country.</p>
<p>Partnership <i>US DOT will give priority to projects that demonstrate strong collaboration among a broad range of participants and/or integration of transportation with other public service efforts.</i></p>	<p>The Port of Hood River is applying jointly with Klickitat County, Wash. In addition, elected officials from Port, Klickitat County are also partnering with the City of Hood River and Hood River County along with the Cities of Bingen and White Salmon. In addition, the Port has received letters of support from local, state and federal elected officials, barge operators and the Director of the Washington Dept. of Transportation.</p>



April 29, 2020

The Honorable Elaine Chao
Secretary, U.S. Department of Transportation
1200 New Jersey Ave SE
Washington, DC 20590

Dear Secretary Chao:

The Washington State Department of Transportation (WSDOT) is pleased to support the Port of Hood River's application to the U.S. Department of Transportation's Better Utilizing Investments to Leverage Development (BUILD) Transportation Discretionary Grant program to fund design for the proposed Hood River – White Salmon Highway Bridge Replacement Project on SR 35, between the State of Oregon and Washington State, across the Columbia River.

This aging structure provides a vital connection across the river for a variety of communities. In addition to its age, this bridge does not meet present day needs with its narrow lanes, no safety shoulders, difficult barge navigation, and no bicycle or pedestrian facilities. The Hood River Bridge is also not seismically resilient and would sever a connection for various communities in an earthquake. A new bridge would improve the movement of people and goods across the Columbia River in the Columbia Gorge and support livable communities.

We will work closely with the Port advancing the project to complete the Environmental Impact Statement efforts, provide assistance with the future engineering details and eventually provide assistance on construction administration. We support the Port of Hood River in their continued role of providing a critical link for residents, visitors, and businesses, and we look forward to being an interested party on this important project.

I hope you will give this project serious consideration.

Sincerely,

Roger Millar, PE, AICP
Secretary of Transportation

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Commission Memo



Prepared by: Anne Medenbach
Date: May 5, 2020
Re: North Apron Rehabilitation Project
Contract Award

The North Apron rehabilitation project bidding process closed on March 31st. This project is funded by the FAA and completes the wetland mitigation started in the COVI project, and expands and rehabilitates the entire existing North Apron paving to meet the COVI project to the north.

Three companies bid on the work and the results are as follows (full bid tabulation attached):

- Tapani Inc. \$2,192,808.00
- Crestline Construction Inc. \$2,443,289.88
- Beam Excavating Inc. \$2,659,238.00

The original project budget was \$1,977,778. The lowest bid came in at \$2,176,972. The FAA grant, submitted on April 1, 2020, is for the amount of the lowest bid plus the proposed construction management fee of \$205,547. The entire grant package including pre-design, design, construction, and construction management will be \$2,556,192.

This would have normally been a 90/10 FAA/Port match. However, the CARES Act enabled the FAA to cover 100% of the project. Due to this change, the grant contracts are not expected to be issued until mid-May and should be ready for Commission approval at the May 19th meeting. The funds are allocated, but changes in the contract due to the additional funding availability has delayed the grant agreement delivery to the Port.

A Notice of Intent to Award was published on April 8th and the protest period concluded on April 14th with no protests received.

Staff recommends approval, even though the grant contract has not yet been received. In order to remain on schedule, and to realize efficiencies for both the COVI and this project, work on submittals of materials need to move forward. Over the past week, staff has been consulting with both Port legal counsel and Bill Ohle of Schawbe to ensure that, if the Port executes a contract, the liability is limited. It was determined that the language in the contract is enough to allow the Port to terminate with little liability under a termination for convenience clause, in the unlikely event that the FAA grant agreement is never received.

At this time, the Port has 84 days to execute. Additionally, no expense will be incurred as submittals are not considered part of the billable contract work, therefore all expenses will be reimbursable under the FAA grant. The attached contract documents are only an excerpt of a 406 page document. The full contract document is available upon request.

RECOMMENDATION: Award contract to Tapani Inc. for North Apron Rehabilitation Project not to exceed \$2,192,808.

CONTRACT DOCUMENTS
FOR
KEN JERNSTEDT AIRFIELD
NORTH APRON REHABILITATION PROJECT
AIP PROJECT NO. 3-41-0026-013



OWNER:

Port of Hood River
1000 East Port Marina Drive
Hood River, Oregon 97031



ENGINEER:

5331 SW Macadam Ave, #287 | Portland, OR 97209
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March 2020

Copy No. _____

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104 Scope of Work

104.1.00 Plans and Specifications

The plans, specifications and other Contract Documents will govern the work. The Contract Documents are intended to be complementary and cooperative and to describe and provide for a complete project. Anything in the specifications and not on the plans, or on the plans and not in the specifications, shall be as though shown or mentioned in both. Reference specifications and standard plans are a part of the Contract Documents.

While it is believed that much of the information pertaining to conditions which may affect the cost of the proposed work will be shown on the plans or indicated in the specifications, the Port does not warrant the completeness, accuracy, interpretation or deductions of such information. It is the Contractor's responsibility to ascertain the existence of any conditions affecting the cost of the work that would have been disclosed by reasonable diligent examination of the site. Failure of the Contractor to make an examination necessary to determine general and local conditions and all other conditions which may affect the work under this contract shall not entitle the Contractor to additional compensation on account of extra work or to an extension of time for completion.

The Contractor shall, upon discovering any error, omission or inconsistency in the plans or specifications, immediately call it to the attention of the Port. Contractor shall have no cause for a claim where Contractor had reason to believe defects in the plans or specifications existed and failed to present timely objection thereto.

If there is a conflict between Contract Documents, the document highest in precedence shall control. The precedence shall be:

1. Conditions of Permits Issued for the Project
2. Change Orders
3. Contract & FAA Contract Provisions
4. Proposal and Addenda
5. Plans
6. Technical Specifications
7. Supplementary Conditions
8. Special Provisions
9. All Other Contract Documents

Notes on a drawing shall take precedence over drawing details.

Dimensions shown on the drawings, or that can be computed, shall take precedence over scaled dimensions.

105 Control of Work

105.1.00 Authority of the Engineer

It is not incumbent upon the engineer or the Port to notify the Contractor when to begin, cease or resume work, nor to give early notice of rejection of faulty work, nor in any way to superintend so as to relieve the Contractor of any responsibility or of any consequences for neglect or carelessness by the Contractor or his/her subordinates.

105.2.00 Authority of Inspectors

The engineer may appoint assistants to inspect all materials used and all work done. Such inspection may extend to any or all parts of the work and to the preparation or manufacture of the materials to be used. The inspectors will not be authorized to revoke, alter, enlarge or relax the provisions of these specifications. An inspector is placed on the work to keep the engineer informed as to the progress of the work and the manner in which it is being done; also to call the attention of the Contractor to any infringements upon the plans or specifications, but failure of the inspector or the engineer to call the attention of the Contractor to faulty work or infringements upon the plans or specifications shall not constitute acceptance of said work. Furthermore, visits, observations and inspections by the engineer or inspector shall not relieve the Contractor of his/her obligation to conduct comprehensive inspections of the work and to furnish materials and perform acceptable work and to provide acceptable safety precautions, in conformance with the intent of the contract.

An inspector will not be authorized to approve or accept any portion of the work or to issue instructions contrary to the plans and specifications. The inspector will have authority to reject defective material and to suspend any work that is being improperly done, subject to the final decision of the engineer. The inspector will exercise such additional authority as may, from time to time, be specifically delegated to him/her by the engineer.

105.3.00 Responsibilities of the Contractor

The contractor shall do all the work and furnish all labor, materials, supervision, inspections, equipment, tools and machines necessary for the performance and completion of the project in accordance with the Contract Documents within the specified time.

The contractor shall do all cutting, fitting and patching of his work that may be required to make its general parts come together properly and fit it to receive or be received by work of other contractors shown upon or reasonably implied by the Contract Documents. Requirements for additional cutting, fitting and patching, resulting from contractor's defective or ill-timed work shall not be a basis for additional cost to the Port.

If any part of the contract work depends, for proper execution or maximum durability, upon the work of any other firm, the contractor or his/her subcontractor(s) shall inspect said work before commencing his/her own work and shall make known for approval by the Port any departures from drawings and specifications. Similarly, the contractor shall provide comprehensive and continuous supervision of personnel and inspections of the work and materials. The contractor shall not assert that the contractor was in any manner relieved of such obligations due to the presence of or involvement of other parties, such as the Port's representative, the engineer or an inspector. Failure of the contractor to observe these requirements shall bar him/her from claiming thereafter that defects in his/her own work are due to defects in the work of others, unless he submits clear and convincing evidence that a thorough inspection of said other work was made before his/her own work went forward and that tests which were reasonable and customary failed to disclose the defects which later appeared.

The contractor shall employ only competent, skillful persons to do the work. The contractor shall keep on the work, during its progress, competent supervisory personnel. The contractor shall give efficient supervision to the work using the highest level of skill and attention.

The contractor shall be responsible for all expense involved in making any required changes in the plans or specifications to accommodate a substitution approved by the engineer for the convenience of the contractor or to circumvent an unforeseen difficulty in obtaining a specified article.

The contractor shall assume all responsibility for the work. As between him and the Port, the contractor shall bear all losses and damages directly or indirectly resulting to him/her, to the Port or to others on account of the character or performance of the work, unforeseen difficulties, accidents or any other cause whatsoever. The contractor shall assume the defense of, indemnify and save harmless the Port, its officers, employees representatives, the engineer and inspector from all claims, liability, loss, damage and injury of every kind, nature and description, directly or indirectly resulting from the contractor's activities in the performance of the contract, the ownership, maintenance or use of motor vehicles in connection therewith, or the acts, omissions, operations, or conduct of the contractor or any subcontractor under the contract, or in any way arising out of the contract, irrespective of whether fault is the basis of the liability or claim, and irrespective of whether any act, omission or conduct of the Port connected with the contract is a condition or contributory cause of the claimed liability, loss, damage or injury and irrespective of whether act, omission or conduct of the contractor or subcontractor is merely a condition rather than a cause of the claim, liability, loss, damage or injury.

If at any time during the performance of this contract, or at any time in the future, the contractor becomes aware of actual or potential problems, faults or defects in the site conditions, the contract work, any non-conformance with the project construction contract, federal, state or local law, rule or regulation, or has any objection to any

decision made by or on behalf of the Port or the engineer with respect to such condition, contract, rules or regulations, the contractor shall give prompt written notice thereof to the Port. Any delay or failure on the part of the Port to provide a response to the contractor shall neither constitute agreement with nor acquiescence to the contractor's statement of claim nor constitute a waiver of any of the Port's rights.

105.4.00 Utilities and Existing Improvements

105.4.01 General

The contractor shall make excavations and borings ahead of the work as necessary, to determine the exact location of interfering utilities or underground structures.

105.4.02 Contractor's Responsibilities

Ordinarily, utility companies responsible for facilities located within the right-of-way will be required to complete any installation, relocation, repair, or replacement prior to the commencement of work by the contractor. However, when this is not feasible or practicable or the need for such work was not foreseen, such utility company or the Port shall have the right to enter upon the right-of-way and upon any structure therein for the purpose of making new installations, changes, or repairs. The contractor shall conduct its operations so as to provide the time needed for such work to be accomplished during the progress of the work.

105.5.00 Protection of Permanent Survey Markers

The Contractor shall be responsible for the requirements of this section. See additional information on the plan sheets.

106 Control of Materials

106.5.00 Inspection Requirements

If any work should be covered up without the approval or consent of the engineer, it shall, if required by the engineer, be uncovered for examination at the contractor's expense. The Port may order re-examination of the work, and if so ordered, the contractor shall uncover the work. If such work is found to be in conformance with the Contract Documents, the Port will pay the cost of re-examination and replacement. If such work is found to be not in accordance with the Contract Documents, the contractor and his/her sureties shall correct the defective work at the contractor's and surety's expense.

108 Prosecution and Progress of Work

108.1.00 Contractor's Construction Schedule

The Contractor shall submit ten (10) copies of a detailed critical path work schedule to the Contract Administrator at least five (5) days prior to the preconstruction conference. The construction schedule shall take into account the orderly, timely, and efficient prosecution of the work. The construction schedule shall indicate the Contractor's plan of the prosecution of the work in sufficient detail to enable both the Contractor and the Port to plan, coordinate, appraise, document, and control their respective contract responsibilities.

108.2.00 Preconstruction Conference

The Port Representative will schedule a Preconstruction conference after the Port Council's awarding of an acceptable bid and before construction begins.

108.3.00 Commencement of Work

The Contractor shall notify the Port of the time and location that work will begin at least two (2) working days prior to beginning work.

108.1100 Completion and Acceptance

108.11.01 Certificate of Compliance

Prior to final acceptance of the work, the Port will require a certificate in the form substantially as follows:

Certificate of Compliance

Project Title & Project No.

I, _____, _____ do hereby certify:
(name of signatory party) (title)

1. That all work has been performed and materials supplied in accordance with the Contract Documents for the project work, and that;
2. Not less than prevailing wages have been paid to laborers, workers, and mechanics employed on this work;
3. There have been no unauthorized substitutions of subcontractors; nor have any subcontracts been entered into without the names of the subcontractors having been submitted to the Port prior to the start of such subcontract work;
4. That no subcontract was assigned or transferred or performed by any subcontractor other than the original subcontractor, without prior notice having been submitted to the Port together with the names of all subcontractors;
5. That all claims for material and labor and other service performed in connection with these specifications have been paid;
6. That all monies due to the Industrial Accident Fund, the State Unemployment Compensation Fund, the Department of Revenue, Oregon Bureau of Labor and Industries, hospitals, and other health care providers, have been paid;
7. That the signing party has read such statement knows and understands the contents hereof and verifies the truthfulness of each statement and the whole thereof.

Contractor (authorized signature)

Date

(print name)

109 Measurement and Payment

109.1.00 Progress Payments and Retainage

109.1.01 Port's Right to Withhold Payment

In addition to retainage amounts due the contractor, the Port shall have the right to withhold from payments due the contractor such sums as necessary, in the Port's sole opinion, to protect the Port against any loss or damage which may result from:

1. negligence or unsatisfactory work by the contractor;
2. failure by the contractor to perform his/her obligations, including but not limited to failure to maintain satisfactory progress of the work;
3. third party claims filed or reasonable evidence indicating probable filing of claims;
4. damage to the Port or another not adjusted;
5. failure of the contractor to make proper payment to material suppliers or subcontractors;
6. reasonable evidence that the work will not be completed within the contract time, and that the unpaid balance would not be adequate to cover actual or liquidated damages for the anticipated delay;
7. persistent failure to carry out the work in accordance with the Contract Documents; or
8. subsequently discovered evidence or subsequent observations which nullify in whole or in part the Contractor's previous payment.

01160 GENERAL REQUIREMENTS

1.00 GENERAL SCOPE

Location and Plans. The location of the work is at the Ken Jernstedt Airfield, Hood River, Oregon.

The contract plans for this project consist of 36 sheets entitled Ken Jernstedt Airfield, North Apron Rehabilitation Project.

Airport Security. During the course of the contract, the Contractor shall be responsible for maintaining security against unauthorized access to the airport. The Contractor will be held responsible for any fines, damages, or civil penalties filed against the Owner and the Airport for the Contractor's failure to maintain the regulations set forth herein.

The Contractor shall be fully responsible for compliance of all employees with the airport security program and following regulations and orders of the airport management. These regulations may affect identification of employees, movement around the airport, parking, entry, and other circumstances affecting the safety or protection of persons or property.

For the purpose and intent of these regulations, Air Operations Area (AOA) is construed to mean any area used or intended to be used for takeoff, landing, or surface maneuvering of aircraft, and all other areas restricted to public access on the field. Work boundaries within the air operations area shall be established as shown on the drawings. Only Contractor's employees are permitted in the work sites.

The term "gate" used herein shall mean any controlled, securable opening in the security fence. The contractor must enter and exit the air operations area only through the gates designated by the Engineer. Deliveries to work sites will be controlled by the contractor or, if applicable, a security guard (employed by the Contractor) who will record name and license of driver, vehicle license, and times in and out. The contractor shall keep the gates locked and secured at all times when not in use.

Within the air operations area, all equipment, vehicle, and personnel travel shall be restricted to designated work sites.

Only vehicles used for construction purposes shall enter the air operations area. Contractor personnel shall park their personal vehicles within a designated staging area.

FAA approved orange and white-checkered flags shall be provided by the Contractor on all vehicles and equipment.

During night operations, each vehicle entering the air operations area shall be equipped with amber flashing light mounted on the roof of the cab. Headlights, taillights and flashers shall be used for all activities during these hours.

In the event of an emergency, personnel and equipment shall move immediately to the staging area.

Layout of the Work. The Contractor will do all the construction surveying on the project. The Engineer will provide vertical and horizontal reference control points in the proximity of the work. The Contractor should refer to Section 01406, "Construction Staking", for specific requirements.

Completion Time. All items of contract work shall be substantially complete within the time period specified in the "Proposal" and the "Contract".

Environmental Codes and Regulations. The Contractor shall comply with provisions of Federal, State and local statutes, ordinances and regulations dealing with the prevention of environmental pollution and the preservation of natural resources that affect the project.

If the Contractor must undertake additional work due to the enactment of new or the amendment of existing statutes, ordinances and regulations dealing with the prevention of the successful bid, the Owner will issue a supplemental agreement setting forth the additional work that must be undertaken. The supplemental agreement shall not invalidate the contract and there shall be, in addition to a reasonable extension of contract time, if necessary, a reasonable adjustment in the contract price to compensate the successful bidder for all costs and expenses incurred, including overhead and profits, as a result of the additional work.

Special Permits. The Contractor shall pay for and obtain any and all permits required for construction of the work. Permits may include, but are not limited to, the following:

1. Hood River County Building Permit;
2. Permits for electrical work;
3. NPDES 1200-C Permit (By Owner);
4. Other permits as required.

Inspection and Testing. All tests called for in the specifications or deemed necessary by the Engineer will be performed by the Engineer, except when indicated otherwise in the specifications. The Engineer will perform quality assurance testing when, in the opinion of the Contractor, the work area to be tested is prepared and will meet the required specifications. Contractor shall schedule testing at least 48 hours in advance of when he is ready for the test. Bituminous surface course testing shall be scheduled a minimum of 14 days in advance of beginning paving. In the event test results do not meet the specifications, any cost for re-testing as may be required by the Engineer shall be at the

Contractor's expense, charged at the rate established in the Engineer's standard fee schedule.

Contractor's Staging Area. An area (or areas) will be set aside on the airport property for the Contractor's use as a staging area for personnel, equipment, and materials. The Contractor shall obtain all necessary building permits and operating licenses from local governmental agencies. The Engineer will define the actual location in the field. The Contractor may install a security fence. The area shall be restored to its original condition at the conclusion of the work.

Disposal of Waste Material. Earthen material that is acceptable for construction of embankments/fills for the project, and approved by the engineer, shall be placed in locations as designated by the engineer or as shown on the plans. Other/excess waste earthen material, unsuitable material, strippings, and vegetation/organic material from clearing and grubbing shall be disposed of off-site at the Contractor's expense. Concrete and other debris shall be disposed of off-site.

Disposal of waste materials shall be in accordance with governing agency safety, health, and other requirements.

Site Investigation and Representation. The Contractor acknowledges familiarity as to the nature and location of the work, the general and local conditions, particularly those bearing upon availability of transportation, disposal, handling and storage of materials, availability of labor, water, electric power, roads, and uncertainties of weather, or similar physical conditions at the site, the conformation and conditions of the ground, the character of equipment and facilities needed preliminary to and during the prosecution of the work and all other matters which can in any way affect the work or the cost thereof under this contract.

The Contractor further acknowledges understanding of the character, quality, and quantity of surface and subsurface materials to be encountered from inspecting the site.

The Contractor warrants that as a result of the examination and investigation of all the aforesaid data that he can perform the work in a good and workmanlike manner and to the satisfaction of the Owner. The Owner assumes no responsibility for any representations made by any of its officers or agents during or prior to the execution of this contract, unless (1) such representations are expressly stated in the contract, and (2) the contract expressly provides that the responsibility therefore is assumed by the Owner. Representations for which liability is not expressly assumed by the Owner in the contract shall be deemed only for the information of the Contractor.

Information on Site Conditions. All information obtained by the Owner regarding site conditions, subsurface information, ground water elevations, existing construction of site facilities as applicable, and similar data will be available for inspection upon request. Such information is offered as supplementary information only. The Owner does not

assume any responsibility for the completeness or interpretation of such supplementary information.

Subsurface and Site Information. Information derived from inspection of test results, of topographic maps, or from plans showing location of utilities and structures will not in any way relieve the Contractor from any risk, or from properly examining the site and making such additional investigations as he may elect, or from properly fulfilling all the terms of the contract documents.

The submission of a proposal shall be conclusive evidence that the Bidder has investigated and is satisfied as to the conditions to be encountered, as to the character, quality, and quantities of work to be performed and materials to be furnished, and as to the requirements of the contract documents.

Underground Utilities. Known utilities and structures expected to be adjacent to or encountered in the work are shown on the plans. It is expected that there may be some discrepancies and omissions in the locations and quantities of utilities and structures shown. Those shown are for the convenience of the Contractor only, and no responsibility is assumed by the Owner for their accuracy or completeness.

Fire Prevention and Protection. The Contractor shall perform all work in a fire-safe manner. The Contractor shall comply with applicable local and State fire prevention regulations.

Temporary Water. No potable water supply is immediately available at the designated Contractor's staging area. The Contractor shall make arrangements for obtaining water and pay all costs for same.

Temporary Electric Power. No electric power is immediately available at the designated Contractor's staging. The Contractor shall make arrangements for electric power for use during the construction period until final acceptance by the Owner, and pay all costs for same.

Sanitary Facilities. The Contractor shall provide and maintain sanitary facilities for employees and subcontractor's employees that will comply with the regulations of the local and State departments of health and as directed by the Engineer.

2.00 GENERAL CONSTRUCTION RESPONSIBILITIES AND PROCEDURES

Site Restoration and Cleanup. Upon completion of the project, all areas used by the Contractor in connection with the work shall be properly cleared of all temporary structures, rubbish, and waste materials and properly graded to drain and blend in with the abutting property.

Haul Routes and Maintenance. The Contractor shall abide by prevailing legal load limit regulations when hauling over airfield pavements or public roads. The Contractor shall perform all necessary maintenance of haul routes during construction and shall perform all work as necessary to restore the routes used by all his equipment to their original condition at the conclusion of construction. New construction haul roads shall be obliterated and original vegetation re-established. Existing roadways, runways, and taxiways shall be patched or overlaid at the contractor's expense, as necessary to restore them.

Unsurfaced haul roads shall be sprinkled with water as necessary to prevent dust diffusion during the course of the work.

All maintenance and restoration work shall be completed to the Engineer's satisfaction before final payment is awarded. No direct payment will be made for this work.

Responsibility for Damage to Existing Structures. Where any existing structures or facilities which are intended to remain are damaged by the Contractor during demolition or construction, the Contractor shall promptly repair or replace the damaged portion or facility at no additional cost to the Owner.

Storage of Materials. Materials shall be so stored as to insure the preservation of their quality and fitness of the work. When considered necessary, they shall be placed on wooden platforms or other hard, clean surfaces, and not on the ground, and/or they shall be placed under cover. Stored materials shall be located so as to facilitate prompt inspection. Private property shall not be used for storage purposes without the written permission of the Owner or lessee.

Cleanup. The Contractor shall at all times during the work keep the premises clean and orderly, and shall promptly remove all waste materials and rubbish. All directions from the Engineer and other authorized public officials having jurisdiction over health and safety shall be obeyed. Areas to be opened up to aircraft operations shall be swept thoroughly clean with power broom equipment. Any debris resisting sweeping shall be removed by hand labor or other suitable means.

Upon completion of the work, all materials, equipment, and appurtenances not required, as a part of, or appurtenant to, the completed structure or facility shall be completely removed from the Owner's property.

Blasting. The airport facilities must be able to maintain radio transmission operations at all times. The Contractor shall use detonating devices that will safely allow radio transmission from these facilities.

The Contractor shall notify the Engineer, both twenty-four (24) hours and one (1) hour before any blasting is done.

3.00 WORK PROGRESS SCHEDULE

Scope. The work specified in this subsection includes planning, scheduling, and reporting that is required to be performed by the Contractor.

Preconstruction Conference. A preconstruction conference will be held at the airport before Notice to Proceed is issued. The conference shall be attended at a minimum by the prime contractor's project manager and superintendent, and representatives of all subcontracting firms that will provide five percent (5%) or more of the total value of the project. A copy of the Contractor's anticipated construction schedule shall be submitted to the Engineer at least 5 days prior to the preconstruction conference.

The contractor shall be prepared to discuss details of how construction will progress, how they expect to conduct their operations, and discuss operational and safety requirements associated with the work.

Coordination Meetings. Coordination meetings will be held on a weekly basis or more often if necessary, to communicate work efforts between the Engineer, the Airport and the Contractor. The Resident Engineer will schedule the meetings with attendance required by at least one person from each organization.

Method. A critical path schedule shall be submitted to the Engineer for review in accordance with the Special Provisions.

Schedule Requirements. Distinct items of contract work shall be defined and separated on the schedule. As a minimum, the work items shall include each contract pay item, mobilization, demobilization, and cleanup. Pay items that are partially subcontracted shall be split up to distinctly show the subcontracted work. These items of work shall be plotted on a graph with calendar days duration as a horizontal reference. Anticipated start and finish dates for each work stage and for each of the work items within a stage, shall be shown.

The project name, the Contractor's name, and the date of the schedule submittal shall be clearly shown on the submittal.

Progress Reports. At the end of each week, the Contractor shall submit a summary report of the progress of the various scheduled work items stating, for each item, the existing time status, estimated time of completion, and cause of delays, if any. If the work is behind the previously submitted schedule, the Contractor shall submit an updated schedule and a written plan acceptable to the Engineer for bringing the work up to schedule.

Updated schedules will be used by Engineer in compiling partial payments and no such computations will be made until the reports have been received and approved by the Engineer.

The Engineer may request reports to be made on a more frequent schedule if he considers the substantial completion date to be in jeopardy because of activities behind schedule or for other valid reasons.

END OF SECTION 01160

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Commission Memo



Prepared by: Michael McElwee
Date: May 5, 2020
Re: Coffman Engineering Contract

For many years, the Port has retained HDR Engineering (HDR) for a variety of bridge engineering tasks. HDR has carried out multiple analytic and cost-estimating projects including bi-annual updates of the Long-Term Capital Maintenance Plan (“LTCMP”). Most recently, HDR coordinated the initial evaluation of two potentially very large capital projects; underwater inspections of several bridge piers to assess concrete degradation, and evaluation of chloride content of the concrete approach ramps.

Each of the capital projects present great uncertainty, high cost/ risk to the Port, and pronounced challenges with schedule, construction means and methods, and permitting uncertainty. Given these factors, the Port would benefit from a 3rd-party engineer’s expert assessment at an early stage of project characterization. In addition, both the LTCMP and the Port’s Maintenance Procedures Manual would benefit from review by an engineer experienced on capital planning and maintenance.

Harvey Coffman, Senior Discipline Manager, Bridge Engineering for Coffman Engineers, has decades of experience acting in various capacities with the Washington State Department of Transportation. During his tenure he managed the Bridge Program which dealt specifically with maintenance standards and capital maintenance projects for hundreds of state bridges. Staff believes that, given the magnitude of potential capital projects and the need to sufficiently assess the means and methods to carry them out, it is appropriate to retain an engineer with Coffman’s experience at this time.

The attached contract anticipates a scope of work that focuses Coffman’s expertise only on the pier evaluation in the near term since there is only limited budget capacity in the current fiscal year and it is the highest priority because of the potential risk factors. The FY20/21 Budget as prepared by staff proposes additional funding for further Coffman work if it is approved by the Commission in the future.

RECOMMENDATION: Approve contract with Coffman Engineers for bridge engineering services not to exceed 18,226 plus reasonable reimbursable expenses, subject to legal counsel review.

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EXPERIENCE

~35 Years at WSDOT

- Bridge Preservation Engineer: 20 years
- Bridge Preservation Specialist: 2 years
- Bridge Designer: 12 years

CERTIFICATIONS:

- WA; Civil & Structural PE
- Bridge and Tunnel Inspector Certification
- Non-Destructive Evaluation Certification in Ultrasound, Magnetic Particle and Dye Penetrant Testing Methods
- WSDOT School of Public and Environmental Affairs Mid-Management Institute Certificate

CAPABILITIES

- Design
- Inspection, Repair, Evaluation
- Load Rating
- Utility Attachments
- Super Load Permit Review
- Emergency Work

STRATEGIC ANCHORS

- Existing Bridge Evaluation, Inspection, and Repair
- WSDOT "Insider" Knowledge and Experience
- Local Jurisdiction Connections
- Coffman Depth: Locations, Disciplines, Resources, Clients, and Horsepower



HARVEY COFFMAN, PE, SE SENIOR DISCIPLINE MANAGER, BRIDGE ENGINEERING

Location: Olympia, WA (Spokane Sponsoring)

Harvey Coffman has 35 years of bridge engineering experience and has developed a deep knowledge and experience base throughout his esteemed career. His experience includes designing, detailing, rehabilitating, repairing bridges, and managing groups of people, including an office of 74 employees. Additionally, he has supported construction projects by working closely with project engineers and contractors.

M.S. Civil Engineering; University of Washington
B.S. Civil Engineering; University of Washington

BRIDGE ENGINEERING

ABOUT COFFMAN ENGINEERS

Coffman's mission is to empower our team to deliver innovative engineering solutions focused on our clients' success.

Coffman is a multidiscipline engineering firm with over 490 employees and 15 offices across the United States. We serve as both prime consultant and sub consultant on projects large and small, including commercial, retail, institutional, government, industrial, and project/construction management.

As a multidiscipline engineering firm, we bring a depth of knowledge, given our broad range of services. We routinely create diverse teams enabling clients to one-stop shop with us. Clients may hire us for one service, but receive the benefit of multiple professional perspectives on every job. Our results are proven by the lasting relationships we have with clients.



SERVICES

- Bridge Engineering
- Civil Engineering
- Commissioning
- Corrosion Control
- Electrical Engineering
- Energy & Life-Cycle Cost Analysis
- Fire Protection Engineering
- Instrumentation & Controls
- Land Surveying
- Lighting Design
- Mechanical Engineering
- Pipeline Integrity Management & In-Line Inspection
- Process Piping
- Project Management
- Structural/Seismic Engineering
- Sustainable Design

BRIDGE ENGINEERING CAPABILITIES

- Design - Seismic, Rehab, Repair
- Inspection/ Evaluation
- Load Rating
- Utility Attachments
- Super Load Permit Review
- Emergency Work



BRIDGE ENGINEERING SERVICES

Our bridge engineering team offers a wide variety of services, including design of new bridges and inspection or repair of aged bridges. Whether the structure is made of concrete or steel, is a small pedestrian bridge or a mile-long vehicular bridge, our consultants are fully capable of addressing the needs of the project.

BRIDGES/STRUCTURAL

Harvey Coffman, PE, SE leads our structural bridge engineering team. Harvey is a certified bridge and tunnel inspector with 35 years of bridge engineering and preservation experience at WSDOT. Harvey is supported by talented engineers and designers in our Spokane and Seattle office with bridge engineering knowledge.

CIVIL

Tom Arnold, PE, LEED AP is a civil engineer and principal in Coffman's Spokane office. Using his 30+ years of experience managing, planning, designing, and constructing site developments, he directs the civil approach to bridge engineering. Tom has special expertise in working with local, state, and federal agencies in regard to regulations, ordinances, environmental, and other regulatory policies that makes him a valuable addition to any team, especially in regards to bridge projects.

PERSONAL SERVICES CONTRACT

This Agreement is between the Port of Hood River, an Oregon Municipal Corporation, (hereinafter referred to as "**Port**"), and Coffman Engineers (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 evaluation and recommendations regarding several expected and potential projects associated with the Hood River Interstate Bridge. .
2. **SCOPE OF SERVICES:** The Consultant shall be responsible for the performance of Item One entitled Pier Reinforcement Project as described 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 through **December 31, 2020** 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 other tasks listed in Exhibit A or other identified tasks ("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 of this Agreement.
6. **COMPENSATION:** The Port shall pay fees to the Consultant for Services performed under the terms of this Agreement an amount not to exceed **\$18,226** ("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 \$500. Consultant will not exceed \$1,000 in total Reimbursable Expenses without Port approval.

Consultant shall submit monthly invoices computed on a **Time and Materials Basis**. 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. **WARRANTIES AND REPRESENTATIONS:** The Consultant represents, warrants 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.
- 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 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:** The Consultant shall not assign this Agreement or parts hereof or its duties hereunder without the express written consent of the Port. 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 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 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 **Harvey Coffman, P.E.** 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 November 2018.

CONSULTANT:

PORT OF HOOD RIVER

Harvey Coffman, P.E, Principal

Michael S. McElwee, Executive Director

Date

Date



April 27, 2020

Michael McElwee
Executive Director
Port of Hood River
1000 E. Port Marina Drive
Hood River, OR 97031

Project: HOOD RIVER/WHITE SALMON INTERSTATE BRIDGE
Hood River, Oregon

Subject: Bridge Consulting Services Fee Proposal

Dear Michael:

I am pleased to submit this proposal for bridge consulting services to assist you with a review and assessment of preservation tasks for the bridge. Below is our scope and fee proposal, which is based on information we discussed and on the scope of services as described below.

PROJECT DESCRIPTION/SCOPE OF SERVICES: We propose the following tasks for the review, assessment, and recommendations for your preservation concerns:

1. Pier Reinforcement Project:

- a. Review bridge inspection, hydrographic survey (Jan. 2019), underwater condition inspection (ODOT) & HDR Pier 6 & 8 underwater inspection (June 2019) reports. Review Pier 6 & 8 videos from underwater inspections (Dec. 2019) to understand the deficiencies identified and develop a historical assessment of the changes to the piers 6 & 8. This will include review of bridge inspection records on any other piers as available.
- b. Review bridge pier details (to the extent available), existing condition assessments, as-built plans, bridge records and available bridge plans as provided by the Port of Hood River.
- c. Summarize review observations and establish priorities to address identified deficiencies. Develop conceptual repair, rehabilitation or strengthening of the critical deficiencies. Summary to be provided in memo format.
- d. Includes two site visits to Hood River for bridge observations meetings.

2. Approach Deck Rehabilitation

The North and South concrete deck approaches are deteriorating requiring substantial patching as a result of salt contamination from de-icing. This task involves providing a second-opinion regarding the extent of damage and the

need to address this deteriorated condition, with consideration to the planning of repair and rehabilitation alternatives. The Port has concerns that the deck rehabilitation may be a major construction cost and the construction will have major traffic ramifications.

- a. Review bridge inspection reports, Bridge Deck In-Depth Inspection Report (12/13/2019), test results and bridge deck plans.
- b. Develop conceptual alternatives with recommendations regarding the timing of the needed rehabilitation and construction sequencing. Preliminary cost estimates are included.
- c. Includes two site visits to Hood River for bridge observations and meetings.
- d. Review will be presented in memo format and will include recommendations for alternatives, conceptual plans, construction sequencing and preliminary cost estimates.

3. Long Term Capital/Maintenance Plan (LTCMP)

- a. Review all known Port of Hood River studies for Long Term Preservation Plan (LTPP), Capital Improvement Plan (CIP), and Inspection & Maintenance Plan (I&MP), bridge inspection reports, and completed projects. Review the list of projects in the CIP/I&MP Spreadsheet to assess the proposed task definitions, project timing, frequency of inspection and maintenance, and cost estimates.
- b. Identify clarifications, additional data needs, deficient assumptions, etc.
- c. Make recommendations regarding any other aspect of the LTCMP.
- d. Summarize in written memorandum.

4. Maintenance Procedures Manual Review

- a. Review the Port's maintenance manuals. We will need a definitive list of these manuals.
- b. Provide a fee proposal for providing recommendations regarding the manuals' sufficiency and how they can be improved.

FEE: We propose to provide the above services for a not to exceed amount of \$75,000 on a Time and Expense (T&E) basis using the attached rate schedule. See attached fee spreadsheet.

ADDITIONAL SERVICES: Additional services may be provided under a new and separate proposal at the request of the Port of Hood River.

SCHEDULE: This project will run through June 31, 2021 with the option to modify or extend at the Port's discretion. The project will be divided between the current fiscal year (July 1, 2019 to June 31, 2020) and the following fiscal year July 1, 2020 to June 31, 2021 as the Port prefers.

PAYMENTS: Billings and payments will be made monthly as the work progresses. All other terms and provisions listed in the attached terms and conditions will be applicable to this proposal.

Michael McElwee
Port of Hood River
April 27, 2020
Page 3

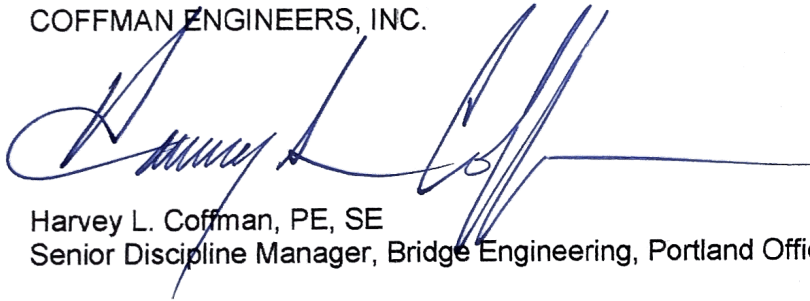
TERMS AND CONDITIONS: The attached terms and conditions (Coffman's General Terms and Conditions) or other mutually agreeable terms will serve as our contract for services, in conjunction with this proposal. Specific terms and details of this proposal will govern where there is a conflict between the two.

ACCEPTANCE: If this proposal is acceptable, please provide a Professional Services Agreement to us as our authorization to proceed with the work. The terms and conditions of this proposal are valid if the Agreement is countersigned and returned within 30 days from the date of this letter.

Coffman Engineers, Inc. appreciates this opportunity to assist you on this project. If you have any questions or comments relating to this proposal, please feel free to contact us at m: 509.370.8145, d:206.462.2657 or our Portland office: 503.552.3800.

Sincerely,

COFFMAN ENGINEERS, INC.

A handwritten signature in blue ink, appearing to read "Harvey L. Coffman", with a long horizontal line extending to the right.

Harvey L. Coffman, PE, SE
Senior Discipline Manager, Bridge Engineering, Portland Office

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Commission Memo



Prepared by: Personnel Committee
Date: May 5, 2020
Re: Staff Compensation Policy -
Response to COVID-19

In March, the growing COVID-19 pandemic and Governor's Order 20-12 resulted in significant changes to Port operations. On March 16, the office was closed to the public and several employees began to work remotely. Tolling operations were fully suspended on March 20 and only maintenance activities which allow social distancing were scheduled. These steps were intended to reduce the risk of COVID-19 transmission and reflected a decrease in overall activity at the Port.

On March 16, the Executive Director informed all employees that each should make a personal decision to stay home in accordance with their individual circumstances, that they would continue to receive regular compensation until the end of April, and that sick leave did not need to be used for work absences. These steps were to assure all employees that their existing compensation would continue until the COVID-19 impacts could be more clearly determined.

Now it is becoming clear that COVID-19 will likely have long duration fiscal impacts to the Port. Revenue loss from the suspension of tolling operations will likely exceed \$600,000. Although AET is expected to commence on May 1, Bridge traffic volumes may be significantly lower for some time. And several Port tenants will likely be seeking rent relief and lower lease revenue should be expected in the near term. It is necessary to consider actions that would reduce spending until the degree and duration of revenue loss can be determined.

In light of these conditions, the Port's Personnel Committee, comprised of the Commission President and Vice-President ("Committee"), met on April 23 to discuss issues and potential actions to address personnel management and staffing. The Personnel Committee recognized that potential changes to staff compensation should not be considered in isolation from other budget categories including the largest - capital spending. The Committee asked staff to identify capital projects that could be postponed or terminated. Following are such projects and associated budget:

• Big 7 Roof Replacement	\$250,000
• Halyard Building HVAC Repair	\$ 18,000
• Lower Mill Wetland Fill	\$135,000
• Airport Box Hangar Design	\$ 50,000
• Footbridge Lighting	\$ 35,000
• Nichols Seawall Slurry Seal	<u>\$ 20,000</u>
	\$ 508,000

Discussion of the full Commission would be needed to determine whether any of the above capital projects should be deferred or cancelled. However, it is clear that there are options for capital spending reductions in the remaining two months of the current budget year that would provide fiscal relief with limited negative impacts to Port operations.

In regard to personnel management and compensation, the Personnel Committee identified and discussed the following key issues:

- Uncertainty about the amount and duration of fiscal impacts
- Relatively limited fiscal benefit of changes to staff compensation vs. capital spending
- The Port's longstanding commitment to its staff and their well being
- Actions that could affect the current fiscal year vs FY21 assumptions
- AET implementation and uncertainty regarding timing of toll staff return
- Anxiety of all employees about their financial security
- Relatively greater impact of reduced compensation of part-time employees
- Public interest in public agency actions in response to the economic downturn
- The fact that the Port is self-insured for unemployment
- Staff workload activity disparity— same for many, increase for some, none for others

The Committee met again on April 29 to discuss and consider several alternatives to address these issues and responsibly adjust staff compensation. These included more un-paid days per month and some that impacted both part-time employees and the use of sick leave differently. The Committee recommended a reduction in compensation summarized as follows:

One Un-Paid Leave Day Per Month for F/T Staff - Through June 30, 2020

- Full-Time Staff
 - One day unpaid leave per month
 - Sick leave or vacation cannot be used for unpaid leave
 - Sick leave or vacation are to be used as intended with the exception of the above unpaid leave
 - Benefits will continue unchanged.
 - Impacts start pay period ending May 15
- Part-Time Staff
 - No un-paid leave required
 - Maintain compensation at current work levels

Total Savings: **\$ 8,975 +/-**

The Committee also briefly discussed potential expense reductions that may be necessary in FY 20/21. Significant uncertainty about fiscal impacts to the Port will exist for some time depending upon the length and extent of lower bridge traffic volumes, rent relief requests and other factors. The Personnel Committee identified several potential actions including not hiring summer employees, continued one or two-days per month of unpaid leave for staff. These should be discussed with the full Commission at future meetings.

RECOMMENDATIONS:

- 1.) Direct Executive Director to implement the attached “Temporary Changes to Staff Compensation Levels in Response to Potential Impacts of COVID-19 on Port Operations”.
- 2.) Postpone the following FY 20/21 Capital Projects: Airport Box Hangar Design, Footbridge Lighting, Lower Mill Wetland Fill and Nichols Seawall Slurry Seal, for a total deferred cost of approximately \$225,000 in response to potential Impacts of COVID-19 on Port operations.

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**Temporary Changes to Staff Compensation
in Response to Potential Impacts of COVID-19**

The novel coronavirus pandemic known as COVID-19 emerged in the State of Oregon in February 2020. On March 16, 2020 Oregon Governor Kate Brown issued Executive Order 20-12 which implemented “social distancing” requirements, curtailed non-essential business operations and directed other response efforts. The Commission expects that COVID-19 will have fiscal impacts to the Port of Hood River (“Port”). Although the length and extent of those impacts will not be known for some time, the Commission believes that near-term actions are necessary to help offset likely revenue losses to the Port. One such action is a temporary reduction in Port personnel work hours. Therefore, the Commission has approved the following changes to staff work hours with a commensurate reduction in compensation:

Applying to the time period from **May 3, 2020 through June 28, 2020:**

- The work schedule for each full-time employee (“Employee” or “Employees”) of the Port shall be reduced by two full work days during this period. (“Unpaid Days Off”.)
- On Unpaid Days Off, the Port shall not expect the Employee to engage in any work on behalf of the Port and the Employees shall not voluntarily or otherwise engage in work activities for the Port.
- These days are un-paid and the Employees shall not be entitled to receive compensation including regular wages or use of accrued sick or vacation paid time off.
- Unpaid Days Off taken shall be identified in conjunction with and with the approval of each Employee’s supervisor.
- Benefits will continue unchanged under this policy. No Employee that was a full-time employee immediately prior to the implementation of this policy will have his or her employment related benefits detrimentally impacted by this policy.
- Part-Time Employees shall not be required to take Unpaid Days during this time period.
- Part-time Employees shall continue to carry out assigned tasks, if any, that are consistent with their job descriptions but shall continue to receive compensation consistent with their normal working hours.

The Commission may consider extension or modifications to these action in the future.

Approved by the Port of Hood River Commission on May 5, 2020

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