

**Port of Hood River Marina Committee
Meeting Agenda
Thursday, August 15, 2019 8am
Port Boardroom**

Committee Members Attending

Steve Tessmer, Josh Sceva, Ted Lohr, Lisa Bloomster

Committee Members Absent

Ben Sheppard 1st Chair, Steve Carlson, Shawn Summersett,

Port Staff

Daryl Stafford, Marina Manager

HRYC: Update from Ted Lohr-

The HRYC and Jr. Sailing Programs have had a very successful summer with sailing lessons mostly full for every session. They have utilized the Yacht Club building for every class as a meeting place, versus meeting on the dock as they have in the past. The Yacht club is interested in expanding the fenced area of their boatyard if the opportunity were to be available.

The last two Free Monday Night Community Sailing gatherings had over 100 people show up. The Jr. Sailing Program, HRYC and the High School Sailing team joined efforts to host the events and were extremely pleased with the turn out.

The ever-popular Double Damned Sailboat Race from Cascade Locks to The Dalles was cancelled due to lack of wind, however there was a record turnout. A few of the boats attempted and had a good time event though the conditions were lackluster. Ted commented that he had participants tow their Moore 24 from the Great Lakes Region to make the Event, and that sailing in the Gorge is gaining interest across the country.

Dock Walks: Updates from Lisa Bloomster, Steve Tessmer, and Josh Sceva

B-Dock has a few uneven floats that should be looked at this Fall, and there are still a few vessels with expired Registration Stickers. Overall the docks look good with a small amount of housekeeping that should be encouraged. The Committee suggested moving forward with default notices to all tenants with expired stickers.

Marina Manager News from the Port: Daryl Stafford

- *Commissioner Ben Sheppard elected to the Marina Committee-* Unfortunately Commissioner Sheppard had a prior commitment upon accepting his new position and was unable to attend. Staff looks forward to introducing him to the Committee at our next meeting.
- *Night Security Update-* HRTS security has been doing a wonderful job letting campers know that they cannot spend the night at the Marina. It was mentioned that Marina Parking lot made it on to some travel website that listed it as a "Free place to camp in Hood River". Kenton has kindly explained that this is mis-information. The Committee is unanimously grateful for his presence and glad that the Port has implemented night security.
- *Brian Shortt's Marina Future Plan (See Exhibit "A")-* Commissioner Shortt made a presentation in April to the Commission before his retirement. Attached is an outline of his discussion. The Committee had several questions that Staff was able to answer. The

Committee agreed with his recommendations of Hot Berthing, a comprehensive Improvement (Maintenance and Repair) Plan, and expansion into the uplands area for dry land storage of trailers and small boats, and would like to move forward with discussion on those topics.

- *OSMB Letter to Clean Marinas Regarding Derelict Vessels* (See Exhibit “B”)- Discussion regarding proactive measures to keep out derelict vessels in the HR Marina, and the importance of all tenants staying current with their registrations to help support the OSMB.
- *Cruise Ship Update*- Port Staff has been contacted by American Cruise Lines with their desire to expand their visits to Hood River and possibly partner with the Port for future developments to the waterfront to accommodate their vessels. Concerns were raised by the Committee Regarding:
 - Access to the Jetty and damage to the infrastructure (mainly the roads) and the banks of the jetty (erosion).
 - Current rates being charged are way to low and that 2020 should reflect a significant increase.
 - Access in and out of the Marina and for recreation.
 - Access to the mouth of the Marina and any damage that may occur from the cruise lines docking practices. Maintaining a safe environment for the small sailboats that are affected by the engine staying engaged causing strong turbulence should be considered in futures agreements.
- *Tenant Information*- Staff provided the Committee with stats on the Waitlist YTD.
 - 21 slips turned over since January 1, 2019.
 - Current Wait Lists-
 - 30’ and under-40 (current #1 position signed up 8/4/17)
 - Over 30’-5 (current #1 position signed up 11/1/2017)
 - Over 45’-1 (signed up 3/4/2018)
 - The Committee suggested an annual waitlist fee versus a one-time fee to better reflect that actual amount of people interested.
- Pacific Power Warning of possible outages during summer months – Power Outage Strategy for the Marina. The Committee expressed that they are used to power outages and the impact to the Marina would be minimal during the summer months. Winter months pose a problem.
- Riverkeepers Swim Guide- Online test results that are available to the public for water tested in the Marina for E-Coli. Reviewed process that Port and Riverkeepers use to inform the public if there are 2 consecutive readings that are above the acceptable results.

Discussion Topics:

- **Rules & Regulations for 2020**
 - *Hot Berthing, Loan a Slip Program, Subleases*- Various options to better utilize empty slips and generate additional income to support the Marina were discussed.
 - The General consensus was that people who are subleasing, or some variation of subleasing where they are using a slip that another tenant has a lease for, should be charged a significant amount more to use during the summer months, and that additional amount should go towards Marina upkeep.

- Subleases- If a tenant does not have a vessel and has already rented their slip for the allowed 6-month sublease, they may allow Port to rent for 6 months in a sublease situation.
 - *Sale of Boat*- Replacement time limit for having no vessel in slip. Several tenants have gone for over 2 plus years with no vessel in their slip. An idea discussed was to put them back on the waitlist to better utilize the slips, so they aren't empty. At this time, it was suggested to move forward on a case by case basis.
 - *Boat work*- Discussion to have better education to boatowners so that if they haul out their boat, they will not power wash it on Port Property. It is part of the Rules and Regulations however some boatowners seem to not be aware of Port Policy, and that toxic bottom paint chips are a serious hazard to the environment.
 - *Partnerships*- The committee discussed a possible amnesty program to encourage boat owners to true up the current vessel information with the Port. In the past there have been tenants that take on a "boat partner" as a work around the waitlist to encourage the sale of their boat. The Committee unanimously agreed that any boat partner must continue to have the **slip owner** listed on the insurance and registration and that the slip owner continue to be 100% responsible. The Slip owner who has the agreement with the Port is ultimately responsible and must continue to be the point of contact with the Port.
 - *Boat house requirements for floatation*- discussion regarding requirements for the boathouses to insure safety for each tenant and their boathouse neighbors. During heavy snow loads several boathouses have exhibited low float levels and tilting that were of concern. Steve Tessmer agreed to research current standards, some provided by Staff, and work other boathouse owners to develop measurable criteria:
 - Required Encapsulation of floatation-
 - Freeboard Level above water- measured in inches (current averages researched are 14")
 - Stability- Measured by degrees (current averages are 4 degrees maximum)
 - Reasonable time to request implementation from tenant-
 - *Dinghy/ Jet Ski size allowed in slips*- there have been questions from tenants regarding the size of dinghies and jet skis allowed in a slip with the vessel of berth, and a definition of what constitutes a dinghy. Currently the Port allows a dingy or jet ski in the slip if it fits within the perimeter of the tenants slip and does not in any way impede the boat neighbor. Suggestions of adding specific size clarification to the Rules and Regs were discussed.
 - A dinghy would be considered 12' and under.
 - Add the definition to describe a dinghy- "A dinghy is defined as a small boat carried on or towed behind a larger boat as a tender or lifeboat. Its primary use is transfers from larger boats, especially when the larger boat can't dock at a suitable sized Port or Marina.
 - May not extend out the back of the slip.
- 2020 Rates
 - *Options- In District / Out-District*- The Committee was in favor of the idea of in-district pricing and out of district pricing for moorage rates to help keep local people as part of the Marina Community.
- *New Contracts for all Tenants 2020*- It was agreed that it would be a good time to put in place new leases for all Marina Tenants with updated information from current years

Rules and Regulations. The goal is to have all owners listed on the Registration and Insurance and to encourage compliance with Port Policy. Brian Shortt had expressed this in conversation with the Marina Committee in the past.

- *Parking Plan for Marina Tenants*- Staff asked the Committee for feedback regarding issuing parking passes for the vehicles at the Marina that belong to tenants to help enforcement of no overnight parking. The overall opinion was that it would cause more work in the long run and that we should continue another year with no passes.

Planning:

- *2020/2021 Budget of Capital Improvements for the Marina from the Port CFO, Fred Kowell*
 - Boat Ramp Repair-\$15,000
 - The Committee was glad to see this listed and wanted to express that it should be a priority. The suggestion was to make sure it is extended far enough back to not be frequently damaged by prop-wash.
 - Boat Ramp Parking Lot Curb Repair- \$10,000
 - Discussion on priorities put this project below the ramp.
 - Electrical \$15,000
 - Partial of this was used for pedestal breaker installation on C-Dock South and the boat houses pedestals.
 - Marina Software \$10,000
 - Port staff explained the difficulty of harvesting information and lack of tech support with the current system. It was agreed that it would be best for the Marina to have a user-friendly system that would allow management to spend more time managing the Marina.

**Exhibit "A" - Brian Shortt's Marina Future Presentation to the Port of HR Commission
5/21/19**

Marina Future Planning
May 21, 2019

By definition the HR Marina is solely the basin. The Commission should undertake an expanded view of the basin to include all adjacent uplands. Over time upland development and revenue can participate in the cost structure associated with the Marina management and growth opportunities.

Initiating a strategic planning exercise will increase the awareness of additional revenue opportunities required for the Port to achieve post bridge sustainability.

Strategic Planning

Mission Statement Development

Addressing local access, power/sail boat owners, schools, tourism, hand launch craft, etc.

Organizational Chart (?)

Job description consistent with managing the marina and uplands

Development of Goals and Objectives

Future design of the integrated marina and uplands

Example: Developing upland boat storage utilizing a davit design crane. Self loading/launch or a Port staff with fee charge.

Development of Capital and Operating Budgets

Inclusive of a fund for repair and replacement

While the marina is near a break even point of operational costs funding for repairs, replacement and expansion is limited or non-existent.

Rates Overview

Every two years an in-house industry survey of moorage rates, moorage agreements and boating trends should be undertaken. Astoria to Kennewick survey and obtaining the Washington Public Ports moorage rate study would be adequate.

Essential our rates remain competitive

We are not competitive, we have 100% occupancy and a waiting list.

Increased capital related costs to sustain an aging system

Increased capital related costs to expand the system to meet future needs

Increases

Rate drivers

Increased expenses to operate and maintain the facility

Increased principle and interests expense to pay for past capital costs and future replacement.

Policy Considerations

Billing practices for boats should be length of boat or slip length whichever is greater achieving a linear billing rate and optimizing rate generation.

Current rates are so low that acquiring a slip without a boat is achievable. Evidence in the marina suggests as many as 7-8 slips are vacant part or full periods of the year. Creating a "hot berth" program for departing vessels/boats allowing for interim use with an adjusted rate. Portion may or may not be returned to the tenant/boat owner as an incentive.

The sale of house boats is subordinating the Port from either revenue benefits, optimization of expanding the moorage system, hardware wear and tear, and "unknown" liabilities. Acceptable standards should be developed and applied to floats, structure and content if the Commission expects long term allocation of the waterway to houseboats. The moorage industry is not increasing house boat inventory.

Maintenance

When oversight doesn't occur regularly tenants will take it upon themselves to modify to their objective. Especially in marinas.

Past levels of maintenance is marginal and much can/will be attributed to future port expenses and damage to boats. This is not a result of inexperience by staff as much as it is time to address the issues.

- Boat owner slip modifications —
- Poor boat owner mariner skills damaging floats. —
 - Securing boats, utility cords, surplus storage etc. —
- Regular weekly dock walks —
- Slip and Boathouse float integrity —

In closing the marina definition needs to expand to the uplands, held accountable via operating and capital budgets with a fund account for future improvements upland and in-water.

I would not recommend expansion to A and B dock without advancing upland boat storage as an option. Why, the inventory of current boats suggests smaller trailered boats. Opening the slips up to larger and higher paying boats.

With adequate due diligence of a moorage survey, current allocated operating costs and replacement the staff, weekly dock walks the moorage rate will come into view.

EXHIBIT "B" - Letter from OSMB

Tue 8/6/2019 12:55 PM

DOLPHIN Glenn * OSMB Glenn.DOLPHIN@oregon.gov

Oregon Marine Board - Clean Marina Program - Abandoned and Derelict Boats

Hello Clean Marina Participants,

Sorry about the long email below but there is a lot to communicate to you about regarding this topic.

I'm contacting you all today to ask for some information regarding boats being moored at your facilities. I have spoken to a few of you recently regarding this growing issue of abandoned and derelict boats on Oregon waterways as the problem seems to be getting worse in some areas not better. Some of you may have worked with James Cogle here at the Marine Board over the past 2 years as he was our program coordinator for this effort, well he left the agency a few months ago and I have been trying to fill-in for his duties until a replacement is hired (interviews are being held later this week). Today I'm asking all of you to report back to me any recreational boats (no retired coastal fishing vessels at this time please) that are floating and tied to your docks that are in an abandoned and/or derelict condition that the owner has walked away from the boat leaving you the marina, the default owner of a boat that needs to end its life at a local disposal site.

Those of you that I have visited with this summer and spoke to about the issue of large numbers of boats that are moored at your facilities with expired State of Oregon – Marine Board registration stickers, have heard my story about the Marine Boards budget declining over the years due to less boats renewing their registration. These are also the types of boats that could easily become abandoned at the docks and become big issues in the near future. I'm also receiving pressure from my manager (who is new to the agency, Josh has been here for about 4 months now) about why certified Clean Marinas allow their paying customers to have boats moored on the water and not actively require that they comply with state boating laws. In-addition, the majority of you if not all of you at this time, have rules in-place in your signed moorage agreements that state the requirement to comply with all state boating laws which would of course include maintaining current registration status. I have started working with a few of you recently in that I have provided a letter that describes the state boat registration law and asks boat owners to comply with the law in a timely fashion (60 days from date on notice). I have always envisioned certified Clean Marinas to be the best of the best in the state and hope that you see yourselves in that same manor, therefore I do hope your willing to work with me on this and try to gain as close as possible to 100% boat registration compliance at your facilities which I would hope would lead to more responsible boat owners that take care of their vessels and keep them clean and in a seaworthy condition so that perhaps there can be less problem boats in the future to take care of.

One of my many projects this month is to investigate a grant program that the federal agency NOAA is going to be opening soon to accept applications. The Marine Board would like to apply for some funding to increase the amount of resources that we could have to work specifically with certified Clean Marinas like yourselves to get these types of boats out of the water and to decrease the numbers of these types of boats in the future. Typically this type of program is called a vessel turn-in program where boats that are still floating and in the ownership of a marina that doesn't want them and are not worth any money to sell, would be taken out of the water and sent off for disposal with the cost being covered by the Marine Boards derelict vessel removal fund. In order for me to accurately report in my grant application what the need is and the amount of funding to request to fill that need, I would like to get a report back from you all on the status of any boats that meet this description that are currently at your marina. If

you have this type of boat could you please respond back to me with the description of the boat, its size and type and the hull registration number, that way I can assess the need and put an application together for our grant proposal. If at all possible, could I please receive this information from you during the next three weeks with just a short email describing the situation at your facility. Please just respond back to me individually and not a reply to this whole group. If you do not have any boats that would meet this description can you also please let me know that as well. Thank you for your time and continued participation with the Clean Marina Program and I look forward to working with you all on this issue.

Glenn Dolphin
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Clean Marina Program Coordinator
Oregon State Marine Board
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