

**Port of Hood River**  
**MARINA AD-HOC COMMITTEE MEETING MINUTES**

Tuesday, September 3, 2014  
Marina Center Boardroom

Present: Committee Members: Jon Davies, Josh Sceva, Steve Tessmer, Tammy Lakey  
Guests: Bill Fashing, Sr., Steve Carlson  
Staff: Fred Kowell, Michael McElwee  
Absent: Lance Stoughton

The meeting was called to order at 8:00 a.m. by Commissioner Jon Davies.

There were no additions to the agenda.

**Marina Manager Update**

McElwee gave update. Janet Lerner is Interim Marina Manager but was not able to attend the meeting. Janet has been filling a few vacancies from the Wait List. Staff sent a notice to all slip tenants asking if they were interested in sub-leasing. About ten responded yes. Janet has been working to match sub-lease boaters with slips. From staff dock walks, some tenants still using improper or damaged cords. Fashing reiterated that substandard cords are being used. Port is now de-attaching bad cords and attached notice that they need to be replaced.

**Dock Walks**

Committee was not able to do assigned dock walks-- promised to do better in September. It was suggested that Port send out a notice monthly as a reminder.

**Boathouse Dock & Electrical Project**

McElwee provided an update. Electrical project is nearly complete. Port Commission approved funding for separate GFCI on all Marina Circuits. Work to be done by end of October. Committee members recommended Port evaluates technology for remote monitoring of GFCI circuits. Four Boathouse tenants still have not fixed connection points on their structure; Even Construction is not able to make final connections until this is done.

**Various**

Committee asked about the policy for leasing of Float Plane Dock slips. Consensus was to establish a specific policy that restricted length of lease to 3-months to encourage opportunities for more boaters. Fashing recommended that Port address the stop sign at the intersection with Marina Way—white line, rubber stop sign need repair.

**Marina Financial Model**

Kowell reviewed a handout entitled "Schedule of Marina Revenues & Expenses" and "Schedule of Slip Rates and Costs to be Included." This is important information for future discussion of rate setting. Key

issue is how depreciation is handled. Two approaches: Set aside sufficient revenues annually to cover future capital expenses or debt finance when next major project occurs. Committee members were concerned about “rate shock” when future debt is incurred and also adding to the current “rate shock” is significant funds are set aside now due to recent special assessments. Kowell stated that bond covenants for current debt require Port to cover current negative cash flow. Significant Committee discussion about pros and cons of various approaches and what expenses should reasonably be assigned to Marina.

Davies asked Committee members to review the information provided and to send comments individually via e-mail to McElwee.

**Next Meeting:**

September 24<sup>th</sup> 8 a.m. in the Marina Center Boardroom

Meeting adjourned at 9:00 a.m.

*Respectfully Submitted: Michael McElwee*