

*Port of Hood River Marina Ad-hoc Committee  
Meeting Minutes of August 29, 2012  
Marina Center Boardroom  
8:00 A.M.*

**Present:** Commissioner Jon Davies; Members Steve Tessmer, Josh Sceva, Tammy Lakey, Bart Vervloet; from staff, Michael McElwee, and Mellissa Halseth

**Absent:** None

1. **Call to Order:** President Jon Davies called the meeting to order at 8:05 a.m.

- **Introductions:** Steve Tessmer (boathouse owner); Josh Sceva (sail boat owner); Tammy Lakey (power boat owner); Bart Vervloet (Hood River Yacht Club Port Liaison)

2. **Committee Roles and Responsibilities:** Commissioner Davies explained that the purpose of the ad-hoc committee is to assist Commissioners and staff in various areas of the Marina. The committee may make recommendations to the Board of Commissioners and staff. McElwee, Executive Director, stated that the committee could have a significant impact on the Board of Commissioners.

3. **Initial Brainstorming List for Committee Discussion:**

- **Leasing Policies:** Occupancy requirements, subleasing, partnerships and transfers.
- **Float Plane Dock Uses:** Consider the dock be repurposed to accommodate smaller non-powered boats.
- **Committee Dock Walks:** Safety issues including cords on walkways, derelict boats, and boats not tied correctly. Vervloet suggested that there be a boat tying clinic possibly sponsored by the Hood River Yacht Club. Each member will walk the dock for the first month and then meet with Halseth, Marina Manager each month following.
- **Recycling/Oil Disposal:** Staff will research a new recycling system that can be incorporated inside the gate to the Marina. This will include possibly revising the garbage services as well.
- **Electrical Upgrades:** The estimated cost to replace the current electrical system is \$400,000-\$500,000. Lease rates are estimated to increase 15-20% per slip. Most of the slips in the Marina have outdated 20 amp receptacles and marine grade cords are a minimum of 30 amp. Halseth will set up a Port Marine account so the Port could have cord adapters available for tenants. Staff will begin metering the slips on C-Dock south to record the usage and estimate the actual electrical costs per slip.
- **Visitor Dock:** Repairs needed. Work on plans for future replacement including a reconfigured dock. Space on dock does not allow for people visiting the area in large groups such as regattas or events to tie off. It was suggested to sublease tenant slips during these events.

4. **Prioritize List of Topics:** The following are topics prioritized by the committee.

- Dock Maintenance
- Leasing Policies
- Rates
- Electrical Upgrade
- Float Plane Dock
- Recycling/Garbage Services
- Visitor Dock Replacement
- Master Plan Review

5. **Committee Information/Communication Needs:**

Staff will email materials to the committee to include Rules and Regulations, rates, tenant diagrams for dock walks and wait list information.

6. **How Can This Committee Assist Staff in Efficiency:** The committee plans to conduct dock walks and assist in determining maintenance needs and identify derelict boats as well as gather suggestions or concerns for other tenants. Staff will email all tenants and identify the committee.

7. **Future Agenda Items:**

- Gate Access
- Restrooms (Tenant access only)

8. **Next Meeting:** Tuesday, September 25, 2012 at 8:00 a.m.

9. **Adjourn:** Davies adjourned the meeting at 10:04 a.m.