PORT OF HOOD RIVER COMMISSION
Tuesday, October 7, 2014
Marina Center Boardroom
5:00 p.m.

Regular Session Agenda

1. Call to Order
   a. Modifications, Additions to Agenda

2. Public Comment (5 minutes per person per subject; 30 minute limit)

3. Consent Agenda
   - Approve Minutes of September 23, 2014 Regular Session
   - Approve Lease with Gorge Networks at Big 7 Building
   - Approve Accounts Payable to Rick Zeller Excavating, Inc. for $9,785.00

4. Reports, Presentations and Discussion Items
   - Electrical Charging Stations
   - Lift Span Evaluation & Next Steps

5. Director's Report

6. Commissioner, Committee Reports
   - Marina Ad-Hoc – Commissioner Davies
   - Waterfront Recreation – Commissioner McBride

7. Action Items
   a. Approve Contract with HDR Engineering for Lift Span Evaluation in an Amount Not to Exceed $60,000

8. Commission Call

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9. Executive Session under ORS 192.660(2)(e) Real Estate Negotiations

11. Adjourn

If you have a disability that requires any special materials, services, or assistance, please contact us at 541-386-1645 so we may arrange for appropriate accommodations.

*The chair reserves the opportunity to change the order of the items if unforeseen circumstances arise. The Commission welcomes public comment on issues not on the agenda during the public comment period. With the exception of factual questions, the Commission does not immediately discuss issues raised during public comment. The Commission will either refer concerns raised during public comment to the Executive Director for a response or will request that the issue be placed on a future meeting agenda. People distributing copies of materials as part of their testimony should bring **10 copies**. Written comment on issues of concern may be submitted to the Port Office at any time.*

Port of Hood River Commission
Meeting Minutes of September 23, 2014
Marina Center Boardroom
5:00 P.M.

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

Present: Commissioners Jon Davies, Fred Duckwall, Rich McBride, Brian Shortt, and Hoby Streich; Port Counsel Jerry Jaques; from staff, Michael McElwee, Fred Kowell, Anne Medenbach, and Laurie Borton

Absent: None

Media: None

1. Call to Order: President Rich McBride called the meeting to order at 5:00 p.m.

a. Modification, Additions to Agenda: To accommodate guest presenters, staff recommended the Waterfront Refinement Plan be the first discussion item under "Reports, Presentations and Discussion Items."

2. Public Comment: Heather Staten, representing the Hood River Valley Residents Committee, requested the Commission ask the City to reconsider the Waterfront Refinement Plan schedule because they were concerned the aggressive timeline could result in decisions not representing a community consensus. Gary Bushman stated his concern with the appearance the Port is moving in the direction of commercial rezoning on the Waterfront. Bushman said he would like to see a solid plan that included all properties rather than parcel by parcel plans.

3. Consent Agenda:

- Approve minutes of September 9, 2014 regular session
- Approve lease with Hood Technology for Hangar #1 at Ken Jernstedt Airfield
- Approve Amendment No. 1 extending completion date of Personal Services Contract with Surround Architecture for Jensen Building Breezeway design services

Motion: Move to approve Consent Agenda.
Move: Duckwall
Second: Streich
Vote: **Aye:** Davies, Duckwall, McBride, Shortt, and Streich
MOTION CARRIED

4. Reports, Presentations and Discussion Items:

- Waterfront Refinement Plan – Frank Angelo, Angelo Planning Group, and Cindy Walbridge, Hood River Planning Director: Walbridge acknowledged the concerns that have been voiced about the yearend timeline that has been embedded by the City Council, who believes they should keep moving forward as there has already been scrutiny by codifying public comments from last year's Lot 1 meetings. Walbridge stated that if the Plan has not been approved by December 31 the process will continue to move forward. An Advisory Committee is being formed that will meet to review existing documents. President McBride volunteered to serve on the Committee as the Port Commission representative. The committee composition will also include a City Planning Commissioner, City Councilor, a Downtown Association representative and possibly a few more. Angelo reviewed a PowerPoint presentation [attached to bound minutes] explaining the purpose of the Plan, which is to address remaining undeveloped areas in a comprehensive manner; ensure community resources are protected; conduct legislative process to consider new tools to address waterfront zoning; and develop an overlay zone and implementation options for City review. The Plan also addresses waterfront trail easements and design standards; Nichols Basin design standards and zoning; light industrial zone standards; and modifying zoning and allowed uses for Lot 1. The first public meeting regarding the Plan will be held on September 30 at 5:30

p.m. in the Port Commission boardroom. Comments and recommendations from the Commission to Angelo and Walbridge were to encourage City Council candidates to attend public meetings in which the Plan is discussed; define uses/mixtures in overlay zone by square footage (e.g. building size, limited or restricted uses); provide the public with a zoning map of current uses to help them understand the process; and define how other issues that are to be considered will be handled.

- Hook Launch Update: Liz Whitmore, Waterfront Coordinator, informed the Commission that permits and bid documents for the launch are in hand. While the asphalt trail that will be built by the City of Hood River has been deferred due to the outfall relocation delay, she recommended the Port move forward to bid the launch construction and phase in rigging and trail amenities at a later date. Whitmore said that CGWA (Columbia Gorge Windsurfing Association) feels strongly that an enhanced beach—which would be a bid alternate—would be a good addition, their Board is unsure whether or not they can contribute funds in addition to their current earmark of $50,000. Commissioner Davies suggested that CGWA could fund raise for the bid alternative. Commissioner Shortt inquired if the launch would help in redistributing users?

- 2013-14 Year End Preliminary Financial Report: Fred Kowell, Finance Manager, provided information on unaudited financials for the 12 month period ending June 30, 2014 and stated that minor adjustments only may be made during the upcoming audit. Kowell reported revenues and expenses looked fine compared against the budget, and that toll bridge revenues were starting to flatten and the Port should see increases in revenues becoming in line with the same percentage increase in bridge traffic when the bonus is reduced starting January 2015.

5. Director's Report/Informational Items: Michael McElwee, Executive Director, mentioned that November 18 as the target date for Fall Planning and requested the Commissioners submit work session topics to staff. The public Waterfront Refinement Plan meeting, hosted at the Port Commission room, is scheduled for September 30. Another meeting of the Nichols Basin West Edge Trail PAC is tentatively scheduled for October 1; that date, however, may pushed out. McElwee presented testimony at the September 22 City Council meeting in which the first zone change application was heard related to rezoning 2.33 acres of C2 to LI. He reported the application was unanimously approved, but that there is a 12-day appeal period. McElwee also noted that 100% construction drawings for the Frontage Road trail are complete and a December 1 bid date is anticipated.

6. Commissioner, Committee Reports:

- Urban Renewal Agency-- Commissioner Streich reported on the September 22 Special Meeting. The Agency authorized a resolution to enter into a Purchase & Sale Agreement with NBW Hood River LLC in the amount of $395,000 for the purchase of the parcel facing the Nichols Basin that will be preserved as a habitat restoration park.

7. Action Items:

a. Approve Contract with Gorge Electric, Inc. for Marina Electrical GFI Work in an Amount Not to Exceed $21,467: Anne Medenbach, Development/Property Manager, reported that the contract awarded by the Commission to Eaton Electric to add GFCI protection to each main circuit in the Marina in the amount of $19,319 had stalled. Since the time the contract was award on August 19 it became clear that a contract directly with Eaton, who is the equipment manufacturer, was not possible because Eaton could not agree to the Port's contract form or process.

Motion: Move to Approve Contract with Gorge Electric, Inc. for Marina Electrical GFI Work in an Amount Not to Exceed $21,467.
Move: Duckwall
Second: Davies

Vote: **Aye:** Davies, Duckwall, McBride, Shortt, and Streich
MOTION CARRIED

b. Approve Contract with Gorge Electric, Inc. for Jensen Building Lighting Retrofit in an Amount Not to Exceed $40,886: This item will be brought back to the Commission at a later date.

8. Commission Call: On behalf of the Hood River Outrigger Canoe Club, Davies invited staff and Commissioners to contact him if they were interested in the two seats left on the noontime Thursday canoe outing.

9. Executive Session: Regular Session was recessed at 6:10 p.m. and the Commission was called into Executive Session under ORS 192.660(2)(e) Real Estate Negotiations.

10. Possible Action: The Commission was called back into Regular Session at 8:20 p.m. The following action was taken as a result of Executive Session.

Motion: Move to Authorize Memorandum of Understanding with C.M. and W.O. Sheppard, Inc. for Acquisition of Lots 120 and 132 on the Hood River Waterfront Subject to Legal Counsel Review.
Move: Duckwall
Second: Shortt
Vote: **Aye:** Davies, Duckwall, McBride, Shortt, and Streich
MOTION CARRIED

11. Adjourn: President McBride entertained a motion for adjournment at 8:20 p.m.

Motion: Move to Adjourn the September 23, 2014 meeting.
Move: Duckwall
Second: Streich
Vote: **Aye:** Davies, Duckwall, McBride, Shortt, and Streich
MOTION CARRIED

Respectfully submitted,

_____
Laurie Borton

ATTEST:

_____
Rich McBride, President, Port Commission

_____
Hoby Streich, Secretary, Port Commission

Port of Hood River

Commission Memo

To: **Commissioners**

From: **Anne Medenbach**

Date: **October 7, 2014**

Re: **Gorge Net- Expansion**

Gorge Net proposed that they lease Suite 403 in the Big 7 building on a stepped scale for a 5 year term at the September 23rd meeting. The Board asked that they increase their rate to coincide with their current lease rate ($0.60/sf). Gorge Net agrees to an increased lease rate. They would like to shorten the term to a 1 year term with 3 (1) year extension options.

Gorge Net currently cannot house all of their employees. They are also potentially expanding within the next year or so. If that happens they will need the space for the short term. However, they are exploring telecommute options that may negate the need for this space within a year or two.

RECOMMENDATION: Approve lease with Gorge Net for Suite 403 in the Big 7 Building.

Lease Term Sheet

Big 7 Building
Suite 403
Prepared: October 7, 2014

TENANT:	**Gorge Networks, Inc**
USES:	Additional office space for up to six work stations.
AREA:	**1,210 sf**
RATE:	$0.60/sf $726.00/month
RATE ADJUSTMENT:	Annually at CPI – Not less than 1% nor more than 5%
TERM:	One year with 3 (1) year extension options
COMMISSION:	None.
NNN COSTS:	Tenant pays direct: Internet & phone Port bills tenant monthly for pro-rata share: power, gas, Port bills tenant monthly for flat rate: water, sewer & garbage. Port pays: All maintenance and capital improvement costs
JOBS:	4-6
BUILDING IMPROVEMENTS:	Port will key off the suite and add a demising wall between suite 404 and 403. The Port will evaluate the possibility of installing a window on the south side of the suite. If it is possible, the Port will pay for said window.
MAINTENANCE:	Tenant pays for internal maintenance. Port pays for external maintenance.
COMMENTS:	

Port of Hood River

Commission Memo

To: **Commissioners**

From: **Fred Kowell**

Date: **October 7, 2014**

Re: **Accounts Payable Requiring Commission Approval**

Rick Zeller Excavating, Inc. **$9,785.00**

45 truckloads of dirt hauled to Airport and 154 truckloads of dirt hauled to Waterfront for the N.B.W.E. Trail Project.

TOTAL ACCOUNTS PAYABLE TO APPROVE **$9,785.00**

RICK ZELLER EXCAVATING, INC.

1874 Tucker Road
Hood River, Oregon 97031
(541) 386-3207

INVOICE

DATE: 9/22/2014

SOLD TO: PORT OF HOOD RIVER
1000 E PORT MARINA DR.

SHIP TO: (DIRT)

CUST. ORDER NO.	DATE SHIPPED	SHIPPED VIA	TERMS	SALESMAN	F.O.B.	OUR ORDER NO.

QTY. ORDERED	B/O	QTY. SHIPPED	DESCRIPTION	UNIT PRICE	AMOUNT
		81 HRS	DIRT HAULED TO PORT 154 LOADS (2 TRUCKS) (N.S.W.R. Trail Project)	95.00 HR	7,695.00
		22 HRS	DIRT HAULED TO AIRPORT 45 LOADS (2 TRUCKS)	95.00 HR	2,090.00
				$	9,785.00

RECEIVED
SEP 24 2014

Thanks!
Jeff Zeller

INVCC-750-3
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Thank You

Port of Hood River

Commission Memo

To: **Commissioners**

From: **Fred Kowell**

Date: **October 7, 2014**

Re: **Electric Charging Station**

I was at a meeting pulled together by the Chamber of Commerce, Pacific Power, Travel Oregon, ODOT, Oregon Business Development, and Drive Oregon. The discussion was first about how to move folks between downtown to the Waterfront which got redirected towards the purchase and use of an electric charging vehicle. In the end, the folks at the table wanted to move the discussion towards creating more awareness of the benefits and costs of an electric charging station.

It was pointed out that the electric charging station at Full Sail is the busiest in the Northwest, exceeding the use of charging stations out of Portland and Seattle. Over the last few years, the State of Oregon and Travel Oregon have focused their attention along the I-5 corridor by providing grants for businesses and agencies to install electric charging stations. Now both entities are shifting their focus to the I-84 corridor.

I was presented with quite an abundance of information to read and have done so, but I believe a bigger question is whether the Port would want to become a location for an Electric Charging Station down the road (no pun intended).

It was pointed out to me that the Hood River area has a high demand for these types of stations. There are quite a few business models being used to either provide the capital to install these electric charging stations and/or recover the ongoing operating costs.

That said, the market for electric vehicles is growing and there are funding opportunities available. I wanted to pose this question to the Board for discussion only and to gauge the level of interest.

RECOMMENDATION: For Discussion.

Port of Hood River

Commission Memo

To: **Commissioners**

From: **Michael McElwee**

Date: **October 7, 2014**

Re: **Bridge Lift Span Evaluation**

A critical part of the Hood River Bridge is the movable lift span. The lift span has many components that must reliably work together to raise and lower the bridge in all weather conditions. The Port has a critical obligation to keep the navigation channel open for maritime traffic and the bridge for vehicular traffic.

In February 2014 the Port hired HNTB Engineers to conduct a thorough inspection (attached) of all components of the lift span. This had not been done for many years. Some aspects of the span had experienced damage (south span lock) and other components (e.g. gate arms) had periodically malfunctioned. The HNTB inspection provided the Port with 42 field observations of electrical and mechanical components. The inspection listed specific recommendations for follow-up. Staff separated those recommendations into three categories: maintenance related, items requiring repair by a hired contractor and items that needed clarification, evaluation of engineering.

HNTB also made an important recommendation that the Port undertake further analysis of the mechanical components of the lift span because it was observed that it was not setting correctly in the down position. This was a very important finding because incorrect setting places stress on other components, could be causing further damage to those components and could, over time, render the span non-operational. HNTB noted possible causes of the incorrect setting but no definitive explanation without significant further analysis. Their estimate for repairs ranged from $50,000-$500,000 due to the many causal uncertainties. Their proposal to undertake the additional study is $78,000.

Because of the critical importance of the lift span and the uncertainty of the cause of the setting problem, staff recommends a "second opinion" regarding this deficiency. We also believe a more specific list of recommendations regarding other observed lift span problems and provides detailed direction for inspection, repairs and routine maintenance tasks. David McCurry was the bridge engineer for four years and currently works for HDR Engineers in Portland. HDR is an international engineering firm with experienced moveable bridge staff in Portland. Staff requested a proposal from HDR that included the following components:

1) Review of the prior inspection

2) List of safety priorities

3) Analysis of the lift span seating issue with specific repair recommendations.

4) Estimate for repairs for work requiring outside contractors

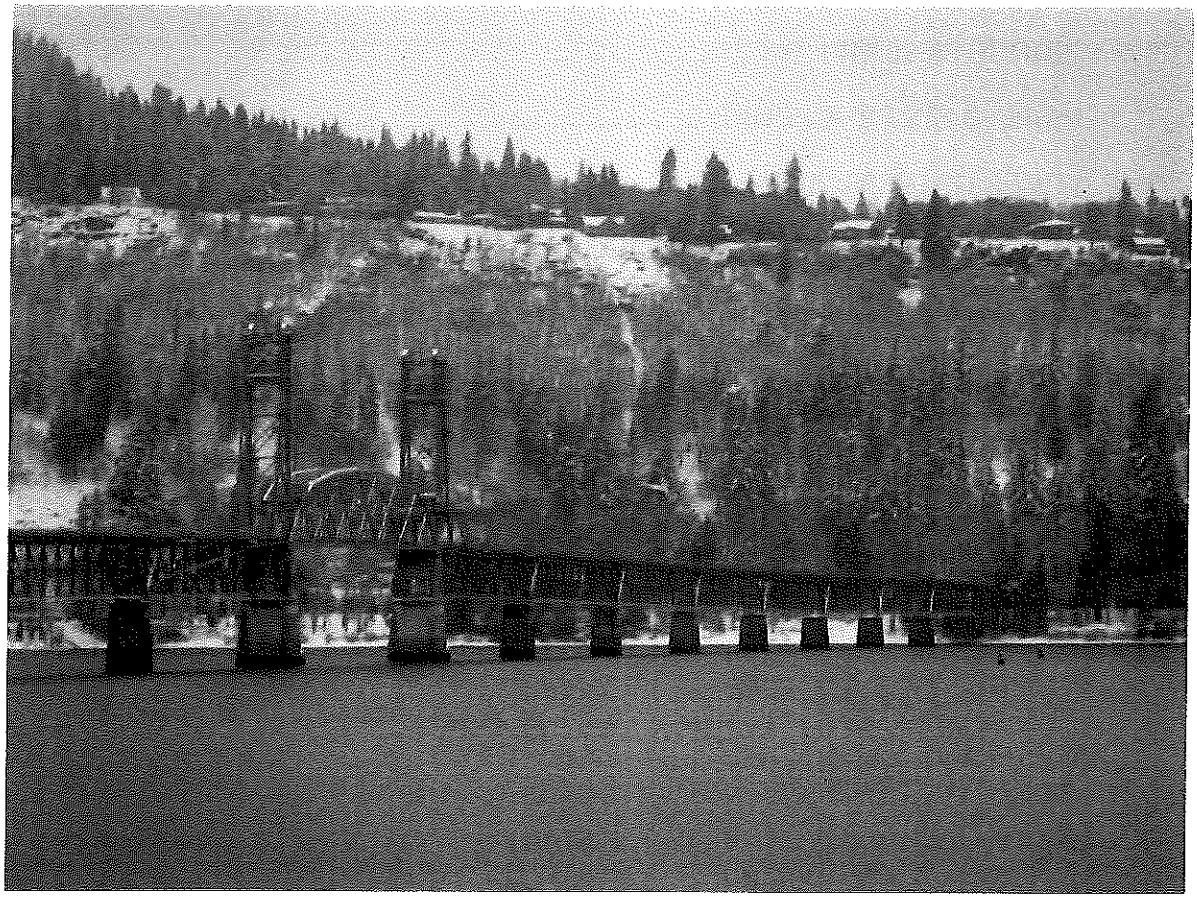
5) A maintenance manual that outlines specific and detailed tasks for our maintenance staff i.e. type and frequency of lubricants and bolt tightening.

6) A base set of measurable data from which to compare future data sets in order to track lift span issues i.e. cable length and width

Because of the significance of the lift span for bridge operations, staff seeks further discussion with the Board about our recommended approach utilizing HDR as a second bridge engineer. This is also an action item for the meeting.

RECOMMENDATION: For discussion.

HOOD RIVER INTERSTATE BRIDGE
OVER THE COLUMBIA RIVER
HOOD RIVER, OREGON



MECHANICAL AND ELECTRICAL INSPECTION REPORT

February, 2014

HNTB

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EXECUTIVE SUMMARY

The Hood River Interstate Bridge, a toll bridge owned and operated by the Port of Hood River, crosses the Columbia River at Hood River, OR. The bridge was originally constructed in 1923, and in the early 1940's, the channel span was converted to a tower drive vertical lift span. The 262' lift span provides a 250' horizontal navigation channel on the Columbia River, and opens approximately 5-10 times annually. Per original plans the lift span has a maximum lift height of 83'-6", though currently the counterweights interfere with bracing on the counterweight guides at a lift height of approximately 75'. Recent mechanical/electrical rehabilitations include: span lock replacement in 2004 with subsequent repair to the south lock in 2008, bridge electrical system overhaul with minor modification to the drive machinery in 2000, and counterweight rope replacement in 1980.

On February 10 - 12, 2014, HNTB Corporation performed an inspection of the mechanical and electrical systems of the vertical lift span on the Hood River Interstate Bridge. The span was observed to operate satisfactorily, and in general is good to fair condition. However, there are mechanical and electrical deficiencies that should be addressed in order to improve the span's safe reliable performance. Provided herein are descriptions of noted deficiencies and recommendations for remediation. Of significant importance is the observation that the west side of the lift span, at both piers, is not in contact with the bridge bearings when the span is seated. In this condition, the west counterweight ropes, as well as the other counterweight machinery, experience vehicular live load, for which they were likely not explicitly designed. Other notable deficiencies include: the barrier gates do not close properly and thus do not function as intended; the traffic gate and barrier gate bypasses had to be used to raise the bridge; the automatic stopping function at full lift height was not functioning properly; and the skew control of the bridge control system is not functioning properly.

Rehabilitation designs, estimated costs and other implementation details were not developed as part of this inspection. Rather, the observed deficiencies of the lift span along with recommendations are summarized in this report for future rehabilitation efforts to be considered by the Port of Hood River.

SECTION I

GENERAL BRIDGE INFORMATION

INTRODUCTION:

This bridge evaluation report documents the condition of the electrical and mechanical operating systems. Section I provides a brief description of the bridge, the inspection findings, and recommendations that require corrective measures. Section II contains the Bridge Rating Sheets. This section rates individual components of the electrical and mechanical operating systems and defines the rating scales for each summary rating sheet category. The individual components are rated on a sliding scale from 2 to 20, with a score of 20 indicating the item rated no longer functions as designed. Section III contains Appendices A, B, C, D, and E. Appendix A includes general photographs of the bridge and photographs of any unusual items and noted deficiencies. Appendix B contains motor current measurements taken during operation of the span. Appendix C contains bearing clearance measurements. Appendix D contains gear tooth span measurements and calculations of tooth wear. Appendix E contains counterweight rope frequency measurements and calculations of rope tension.

BRIDGE DESCRIPTION:

The Hood River Interstate Bridge is located in Hood River, Oregon and provides a 250-foot wide horizontal navigation opening for the Columbia River with a 262-foot long vertical lift span. The bridge, originally constructed in 1923, was reconstructed to contain a tower drive lift span in the early 1940's based on plans dated 1939 by E.W. Chandler. The bridge provides river crossing for two lanes of vehicular traffic at a roadway elevation of 143.18'. It is kept in the closed position until notified to open, and is operated by an on-call Bridge Tender for large commercial vessels and pleasure craft. The original maximum lift height was 83'-6"; however, counterweight guide modifications now limit the lift height to approximately 75'. A 75' lift height provides approximately 129' of vertical clearance.

The tower driven vertical lift span is powered by machinery located at the top of each tower. Each tower has one 20/6.67hp, 1800/600 rpm, 2 speed, AC squirrel cage electric motor/reducer connected to a central reducer. The central reducer has two output shafts each connected to a pinion that drives an internal gear mounted to the counterweight rope sheaves causing the sheaves to rotate. Each sheave has four counterweight ropes connecting the lift span to the counterweights. As the sheaves turn, traction between the counterweight ropes and sheave moves the ropes which cause the bridge to raise and lower.

The bridge locking system consists of one motor driven span lock at the centerline of the bridge mounted on each rest pier. The lock bar drives perpendicular to the span, through a pier-mounted bracket and a socket mounted at the center of the bottom of the end floorbeam.

The electrical service consists of a primary electric insulated cable fed from the Washington (north) end of the bridge. The incoming cable is supported by messenger wire and cable tray on the west side of the north approach span. A 75kVA oil filled padmount transformer is mounted next to the control house above the roadway. A 200 amp fused disconnect is mounted next to the transformer and fed from the secondary side of the transformer. From there, the power enters the control house.

The span locks were rehabilitated in 2004 with subsequent repair to the south span lock in 2008. The bridge electrical system was rehabilitated in 2000, with minor modifications to the drive machinery. The counterweight ropes were replaced in 1980.

INSPECTION PROCEDURE

The inspection was performed February 10-12, 2014 by Daniel Appelbaum and Paul Hunter. Snow was present on the bridge at the beginning of the inspection, which mostly melted due to increasing temperatures over the course of the inspection. High temperature on February 10 was 31°F. High temperature on February 12 was 53°F. Wind conditions varied from calm to approximately 20 mph, and intermittent light rain fell throughout the inspection.

Accessible mechanical and electrical equipment was visually inspected statically, and observed visually and audibly during span operation. Equipment was accessed via installed inspection and maintenance platforms and ladders. An inspection vehicle or man-lift was not used, nor was rappelling or climbing performed beyond standard safety lanyard length from platforms. Deficiencies and deterioration were located, photographed and recorded. Selected photographs taken during the inspection are contained in Appendix A of this report.

The mechanical equipment was not disassembled during the inspection. Clearance between shaft and bushing were measured with feeler gauges on accessible sleeve bearings. Gear tooth span measurements were taken on the main drive pinions with dial calipers. Frequency measurements were taken on the east counterweight ropes using a tri-axis MEMS (Micro Electro-Mechanical System) accelerometer. For additional information on counterweight rope measurements, see Appendix E. West counterweight rope frequencies were not measured due to limited safe accessibility.

The electrical equipment was not disassembled during the inspection. Voltage and current measurements were taken on the incoming line service and current readings were recorded on the operation of the AC drive motors while raising and lowering the span. The readings are shown in Appendix B. Current readings are an indicator of span balance, machinery operation, and lift span operation.

LEVEL OF INSPECTION

The opinions, statements and recommendations made in this report are based solely on the conditions revealed by the inspection. No representation or warranty is made that all defects have been discovered or that defects will not appear later. Nothing contained herein shall be deemed to give any third party a claim or right of action against the inspecting engineer nor to create a duty on behalf of the inspecting engineer to such third party.

FIELD OBSERVATIONS (ELECTRICAL SYSTEM):

Street and platform lighting

E-1. The street light fixture on the lift span was on during daylight hours. This fixture did not have a photocell mounted on top of it. Three street light fixtures on the fixed span were not working (see Photograph 1).

E-2. The south middle light fixture was not working on the top of the south tower.

E-3. The light fixture on the Southwest Barrier Gate platform has water inside the light lens, but was still functioning. (see Photograph 2).

Marine and Aviation Lights

E-4. All the red navigation lights were working. There is a switch on the control console to manually turn the lights green after the bridge has been raised to clear marine traffic.

E-5. The north tower aviation light has an inner red lens that is broken and the outer lens needs to be cleaned (see Photograph 3).

E-6. The south tower aviation light is anchored with only two bolts (see Photograph 4).

Traffic Lights

E-7. The Southeast Traffic Light is missing sun shades on the yellow and green lights. The yellow and green lights are also out of alignment with the red light. The green light has a broken housing with a hole in the face. The southwest traffic light is missing a handhole cover near the base (see Photograph 5).

E-8. The Northwest Traffic light is missing a red cover on the strobe light (see Photograph 6).

Traffic Gates

E-9. The four Traffic Gates and the 2 Traffic Barriers need lubrication. There are four grease fittings located on the operating mechanisms, 2 on the cross shaft and 2 on the connection rod. In addition, there are lubrication points on the traffic Barrier locking mechanism. The drive chain for the rotary cam limit switches need lubrication on each of the Gate and Barrier operators.

E-10. The lower wing nut on the rear access door to the Southeast Traffic Gate has two broken wings making removal difficult without additional tools.

E-11. The northeast traffic gate circuit breaker tripped when the first lift was performed. The circuit breaker trip setting was adjusted by the operator and it did not trip a second time through the rest of the lift operations.

Barrier Gates

E-12. The North and South Traffic Barriers do not completely lower. The barriers interfere with the guard rails. This causes two problems. One, the barrier gates will not stop traffic like it was designed to. Second, the fully lowered limit switches do not engage; this causes the operator to use the bypass switches to operate the span locks (see Photographs 7, 10)

E-13. The North Traffic Barrier reset button located on the front of the motor starter compartment within the motor control center is not functional. The internal spring has become dislodged within the mechanism preventing the button from returning to normal after being depressed.

E-14. The flexible cable on the north Traffic Barrier is pulling out of its cable clamp.

E-15. All lights and lenses are not working on the Traffic Barriers.

E-16. The South Traffic Barrier Gate has a loose chain on the rotary limit switch.

E-17. The warning bells on the North and South Traffic Barriers have surface rust.

Span Locks

E-18. The north span lock junction box on the pier has conduit openings that need to be closed off (see Photograph 9).

E-19. The south Span Lock flexible cable is coming out of the cable clamp (see Photograph 8).

Control Console

E-20. During operation of the bridge, the Traffic Barrier bypass switches were needed to lower the Traffic Barriers, and the Span Lock bypass switches were need to pull the Span Locks.

E-21. The span operations counter functions satisfactorily. Initially the span operations counter was noted to have recorded 275 openings. The bridge was raised 7 times during the inspection, and the final recording was 282 openings.

E-22. The overall operation of the span was good and there were no detectable differences in the operation of the north tower drive motor and the south tower drive motor. It is noted that the span did not need to be leveled by manual operation in any of the bridge operations.

E-23. The skew display was not working; two skew control wires were not connected to the right side of the control consol. One bridge operator said that a wire was damaged on one of the towers (See Photograph 12).

E-24. The digital height display of the north tower was reading 1.0 feet and the south display was reading 0.2 feet when the bridge was seated (See Photograph 11).

E-25. The bridge did not stop on its own when raised to full elevation. On the first full lift, loud banging was heard from personal in and near the control room and the lift was stopped manually. On the second full lift, the bottom of the counterweight was observed to approach a lower bracing angle of the counterweight guide. The bridge height indicator reading was noted at 75.0 feet on the first raise and 74.9 feet on the second full raise.

E-26. Two switches on the control console had hand-written descriptions for the NAV lights green and The Traffic signal lights on (see Photograph 13).

E-27. No bridge operation instructions were observed near the control console.

E-28. The southeast traffic gate light did not light up when the gate was lowered.

E-29. There was a layer of dust on the control console and the emergency stop button is showing fading from ultraviolet light.

Miscellaneous

E-30. A few wire terminals were not labeled in the relay cabinet. A few other terminals were found not to be labeled in other terminal cabinets on the bridges.

E-31. There are abandoned conduits and wire on the bridge that aren't being used. Remains of the old electrical service are still in place (see Photograph 14).

E-32. A small amount of cracking in the air horn hoses was noticed inside the control room.

E-33. It was noticed that the key chain to get into the control room is small enough to be able to fall through the catwalk grating.

E-34. The two safety chains were too short to attach on the south end of the lift span platform (see Photograph 15).

E-35. Snow was observed inside the control room where it entered in under the door.

E-36. Fiber Optic cable was found lying on the catwalk near the control room.

E-37. The operation time to fully raise the span was noted to be 4 minutes 43 seconds, and the time to lower the span as 4 minutes 34 seconds.

E-38. The current reading shown in Appendix B indicates a span heavy condition. The span heaviness is due in part to the wet snow load on the span at the time of operation. It should be noted that with this snow load, the current drawn by the drive motors was well within the design capabilities of the motors.

E-39. Voltage readings were taken at the incoming service from the Motor Control Center for both phase to phase and phase to neutral. The recorded readings were:

Phase A-B	479 Volts	Phase A-N	276 Volts
Phase B-C	480 Volts	Phase B-N	277 Volts
Phase C-A	481 Volts	Phase C-N	280 Volts

FIELD OBSERVATIONS (MECHANICAL SYSTEM)

(see Figure 1 for the location of drive machinery components described below.)

Operation

M-1. The north span guides made a rubbing sound during operation. Upper east guides and lower west guides contact the guide rails on both the north and south ends of the lift span (see Photographs 34, 35).

M-2. When operating at low speed, the drive motor supports vibrate. The vibration ceased when motors changed to high speed.

M-3. Minor tower swaying was noted during span operation.

M-4. The sheave covers are not securely fastened. Light banging was heard emanating from the southeast sheave cover during operation.

M-5. At a lift height of approximately 75' (according to control console readings), bottom of the counterweights contact the bracing angle at the bottom of the counterweight guides (see Photograph 36).

M-6. With the exception of that noted above, the drive machinery atop both towers operated smoothly and quietly.

Speed Reducers

M-7. North and South Motor Reducers (R2) operate quietly and are in good condition. The housing and fasteners are in good condition.

M-8. North and South Central Reducers (R1) operate smoothly and are in good condition. Since the breather hole is used to hold down a cover, the reducer does not have a breather installed (see Photograph 19).

M-9. The North Central Reducer has a leak at the west output shaft (see Photograph 21).

Open Gears

M-10. In general gear teeth are in good condition with little to no deformations or defects noted.

M-11. Lubrication on open gears (P1/G1) is light in several locations. Pinion teeth exhibit corrosion where grease has worn away (see Photographs 25-28).

M-12. The grease contact patterns indicate a span heavy condition. Grease contact patterns also indicate angular misalignment of the NW and SW gear sets (see Photographs 25, 27).

M-13. Based on tooth span measurements (See Appendix D), pinions exhibit approximately 9-11% wear.

Bearings

M-14. Clearance between bearing bushing and shaft journal were measured for all inboard and outboard trunnion bearings (B1 and B2 respectively). The pinion shaft bearings (B3) were inaccessible due to the pinion and shaft collar. Measurements are tabulated in Appendix C. The current AASHTO recommended fit for sleeve bearings is an RC6 fit, which gives a maximum clearance of 0.011" for the bore of the trunnion bearings. While there are clearances in excess of an RC6 fit, none exhibit a clearance in excess of an RC9 fit (0.034" maximum for B1,B2), generally used to warrant readjustment of bearings.

M-15. All bearings contain lubrication fittings, but all appeared to be light on lubrication.

M-16. Some nuts exhibit chipped paint with minor corrosion.

Couplings

M-17. Drive couplings (C1,C3) are in fair condition exhibiting minor corrosion.

M-18. C2 couplings were not inspected due to difficulty in removing the covers.

M-19. Span control couplings exhibit moderate corrosion (see Photograph 23).

M-20. The rubber component on the south span control coupling between the central reducer and first span control reducer exhibits cracking (see Photograph 24).

Shafts

M-21. Drive shafts S1 are generally in fair condition with minor corrosion and lacking paint (see Photograph 22).

M-22. Northeast drive shaft S1 contains a gouge approximately 1/8" deep x 1 ½ " long (see Photograph 22).

Counterweight Sheaves

M-23. The counterweight sheaves are in good condition (see Photograph 20). There is minor wear on the rope grooves.

M-24. The sheave cover hoisting mechanisms exhibit moderate corrosion and all do not lock adequately (see Photograph 44). The hoisting ropes also exhibit corrosion.

M-25. The sheave covers are not securely fastened. Bolt holes exist for fasteners, but no fasteners were present.

Counterweight Ropes

M-26. In general the counterweight ropes are in fair condition with minor corrosion and lacking lubrication.

M-27. The outer wires of the counterweight ropes are worn near the counterweight sheaves (see Photograph 29).

M-28. The sheave diameter to rope diameter ratio is 96"/1.625" = 59. Current AASHTO specifications recommend that this ratio be 72, with 80 preferred. This means that the bending stresses in the wire ropes are larger than what AASHTO recommends.

M-29. The west side of the bridge does not bear on the bridge bearings when the bridge is seated (see Photographs 39, 40, 42). A gap of approximately ¼" was present at the northwest truss rocker bearing. With live load this gap decreased, but was never observed to bear. Similar condition exists at the south pier. In this condition the counterweight ropes are experiencing vehicular live load which is then transferred through the counterweight machinery.

M-30. Frequency measurements on the northeast and southeast counterweight ropes indicate that the counterweight load is not evenly distributed among the ropes (see Appendix E). Two ropes at each of the measured corners have tensions 8-10% higher than the corner average. While this unequal load distribution is not considered excessive, it should be noted that the ropes do not meet current AASHTO recommendations.

M-31. AASHTO recommends a service factor of 8 for direct tension, and a service factor of 4.5 for combined stress (stress from direct tension and from bending stress). The frequency measurements indicate that the highest loaded rope (on the east side of the bridge) has a direct tension service factor of 5.8. Accounting for the bending stresses around the smaller than recommended sheaves, preliminary calculations indicate that the combined stress service factor is 3.4. These values do not include additional loading from Live Load that the west ropes are experiencing, nor does it include operational loading that the ropes experience when the span accelerates.

M-32. Plans dated 1979 indicate with 1 5/8" diameter, Improved Plow Steel with Fiber Core counterweight ropes with classification of 6x37, though the specific construction was not confirmed. For the service factor values provided in item M-32, 1-5/8" 6x37 FW, IPS, FC (6x37 Filler Wire construction, Improved Plow Steel, with Fiber Core) wire rope was assumed.

M-33. Measurements on the west counterweight ropes were not obtained due to a lack of safe access needed to obtain accurate readings.

Buffer Cylinders

M-34. All lower buffers appear to be operating correctly see Photograph 45).

M-35. The upper buffers are inaccessible and were not inspected. Due to the decreased lift height, the span should not contact the upper buffers.

Strike Plates and Bridge Bearings

M-36. Each end of the lift span contains four bridge bearings. Two truss bearings (one below each corner of the span), and two floorbeam bearings (located at 1/3 points along the bottom of the end floor beam). The north pier truss bearings are expansion rocker type (see Photograph 39), and the south pier truss bearings are fixed (see Photograph 40, 41). Floorbeam bearings at both piers are flat contact expansion type (see Photograph 42).

M-37. There is a gap at the west truss bearings on each pier. Prior to span operation, the gap at the northwest truss bearing was approximately 0.200". Two hours after bridge operation, the gap was approximately 0.310". Movement at this bearing was observed with vehicular live load. At no point was the bearing gap noted to decrease to zero. Similar condition existed at the southwest truss bearing.

M-38. The northwest floorbeam bearing contained a 0.110" gap prior to span operation, and contained a 0.210" gap two hours after span operations. The southwest floorbeam bearing was in in contact prior to operation. A small gap existed shortly after span operation, but after traffic drove on the span, the bearing made and maintained contact.

M-39. The east truss bearings and east floorbeam bearings at both piers were in contact with the span seated.

M-40. Strike plates for the buffers and live load shoes are in fair condition with only slight corrosion. Fasteners are in fair condition.

Span Guides

M-41. The span is rotated transversely such that the upper east guides and the lower west guides are in contact with the tower and rub when the span is raised (see Photograph 34, 35).

M-42. The lower south span guides are fixed type and are in good condition (see Photograph 33).

M-43. Paint is worn off of the tower contact surface, but steel wear was minimal.

Counterweight Guides

M-44. The counterweight guides are in good condition.

M-45. When the bridge raises to approximately 75', the bottom of the counterweights nearly contact the lower bracing angle on the counterweight guides (see Photograph 36).

Span Control Equipment

M-46. The span control equipment was visually inspected and found to be in fair condition. Reducers and couplings exhibit minor to moderate corrosion. Debris was found under the cover.

M-47. The rubber component on the south span control coupling between the central reducer and first span control reducer exhibits cracking (see Photograph 24).

Span Locks

M-48. The span locks are in good condition (see Photograph 37). Operation of lock bars was very smooth and essentially silent.

M-49. The tongue socket mounted to the north end floorbeam exhibits minor corrosion and peeling paint (see Photograph 38).

Safety Equipment

M-50. There are no life vests or life buoys located within the control house.

M-51. There is no fall protection equipment located within the control house.

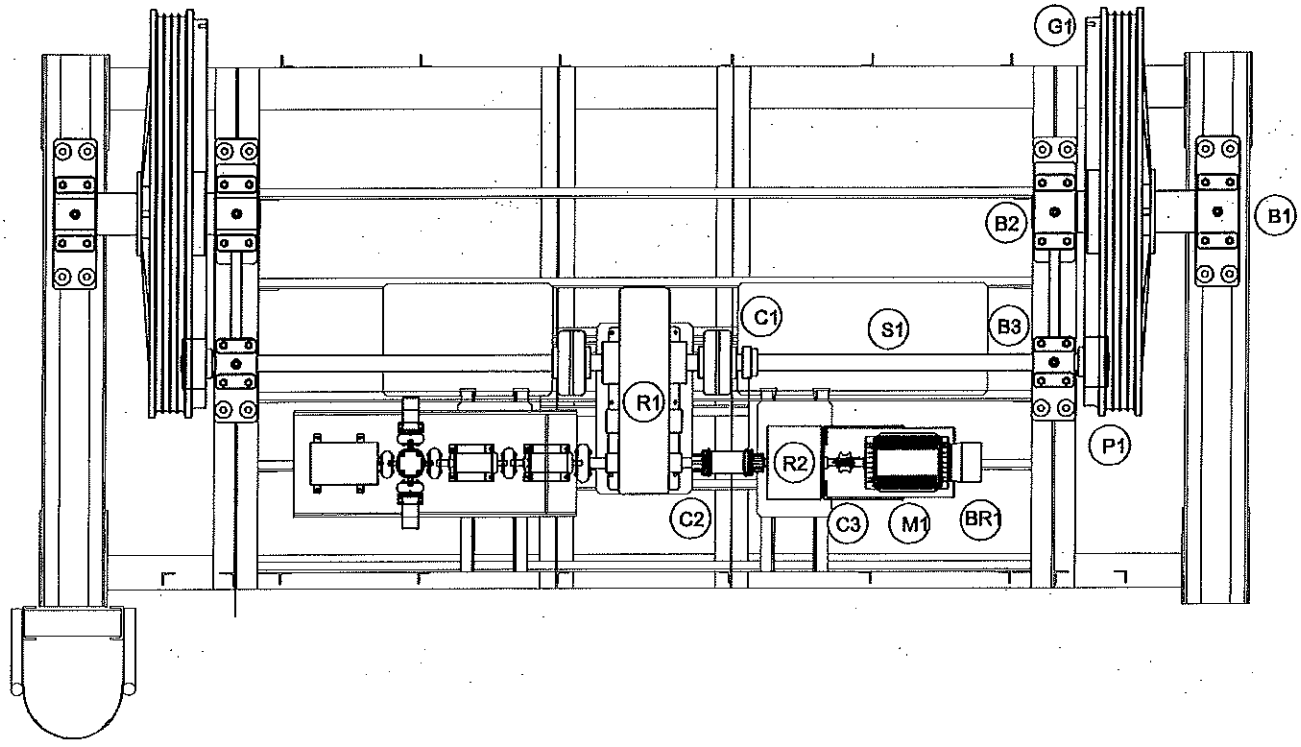

Figure 1 – Drive Machinery Layout – North Tower shown (South Tower opposite hand)

RECOMMENDATIONS:

The maintenance, repair, and rehabilitation recommendations are provided in this section. The recommendations were rated by assigning a priority, which is a level of importance associated with addressing the noted deficiency. All recommendations and priority ratings are the results of good faith subjective judgments of the inspectors based on conditions present at the time of inspection. The priority system used is as follows:

Priority Key:

A - Critical – Response should occur as soon as possible. Without remediation, operation of span may be unsafe.
B - Immediate – Urgent but not critical. Response by Maintenance/Contractor is recommended.
C - Short Term — Response within 6 months to 1 year.
D - Intermediate – Response within 1 to 5 years.
E - Future Work – Enhancement to improve reliability of structure.

ID #	Observation Association	Recommendation	Priority
1.	E-1	Install a photo cell on the street light fixture so that it turns off in daylight. Repair three street light fixtures on the fixed spans that were not working.	B
2.	E-3	Remove the water from the light fixture on the Southwest Barrier Gate platform and repair any leakage problem.	B
3.	E-15	Repair or replace the lights and lenses on the Traffic Barriers.	B
4.	E-20	Adjust the southeast traffic gate limit switch so that the bypass switches aren't required for operation.	B
5.	E-12, E-20	Repair the Traffic Barriers so that they fully close and will trip the fully closed limit switch. This will allow the Traffic Barrier to stop vehicles as intended and the span lock bypass switches will not need to be used.	B
6.	E-34	Increase the length of the two safety chains on the south end of the lift span platform so that they can be latched in place.	B
7.	E-25, M-5	Confirm desired maximum lift height and adjust control system limit switches to change drive motor speeds and stop the span automatically.	B
8.	M-30, M-31, M-37, M-38	Shim the west bridge bearings on both north and south piers to ensure the lift span bears on the piers when seated.	B
9.	M-11	Lubricate all open gear teeth.	B
10.	M-15	Lubricate all sleeve bearings.	B
11.	M-26	Lubricate counterweight ropes with light bodied lubricant.	B
12.	E-5	On the north tower aviation light, repair the inner red lens that is broken and the clean the outer lens.	C
13.	E-7	Align the Southeast Traffic Lights so that they are all pointing in the same direction. Install sunshades on the yellow and green lights. Repair or replace the broken green light housing. Install a handhole cover.	C

ID #	Observation Association	Recommendation	Priority
14.	E-2	Repair the light fixture on the top of the south tower.	C
15.	E-13	Fix the north Traffic Barrier Gate reset button on the front of the motor starter.	C
16.	E-9	Lubricate and adjust the rotor limit switch chain drives on the Traffic Gates and Barrier Gates.	C
17.	E-14	Repair the flexible cable on the North Traffic Barrier so that the cable clamp secures the wire.	C
18.	E-17	Paint the warning bells on the north and South Traffic Barriers to slow down deterioration from rusting.	C
19.	E-18	Seal off the North Span Lock junction box unused conduit openings.	C
20.	E-19	Repair the South Span Lock flexible cable so that it is secured to the flexible cable clamp.	C
21.	E-23	Repair the skew digital readout so that it works.	C
22.	E-24	Adjust the height indicators on the south and north towers to read zero at fully seated.	C
23.	E-25	Adjust the fully raised limit switch to automatically stop the bridge.	C
24.	E-26	Install engraved nameplates on the control console for the NAV lights green and The Traffic signal lights on.	C
25.	E-27	Install bridge operation instructions next to the control console. Also install emergency contact numbers in the control room and the number to the toll booth.	C
26.	E-33	Install a ball or obstruction on the control room key chain to prevent it from falling through the catwalk grating.	C
27.	E-36	Secure the Fiber Optic cable to the handrail on the catwalk near the control room so that it doesn't get stepped on or present a tripping hazard.	C
28.	M-1, M-29, M-31, M-37, M-38, M-41,	Balance the span transversely. This should stop the transverse rotation of the span during lifts, limiting wear on the span guides, and aid in properly seating the span. Note that this may mitigate the need to shim the west bridge bearings.	C
29.	M-2	Monitor drive motor fasteners and motor support fasteners.	C
30.	M-9	Repair leak at North Central Reducer.	C
31.	M-16	Remove corrosion and touch-up paint fasteners and couplings exhibiting chipped paint.	C
32.	M-20	Replace rubber component of south span control coupling between central reducer and first span control reducer.	C
33.	M-21	Remove corrosion from drive shafts and paint.	C
34.	M-22	Monitor gouge on northeast drive shaft.	C

ID #	Observation Association	Recommendation	Priority
35.	M-24	Replace sheave cover hoisting winches and wire ropes.	C
36.	M-25	Securely fasten the sheave covers to the sheave bearing supports.	C
37.	E-30	Label all wires in the terminal cabinets.	D
38.	E-31	Remove abandon conduit, wires, and junction boxes on the bridge.	D
39.	E-29	Install a protective cover over the control console when not in use to protect against dust and protect the switches from ultraviolet degradation. The emergency stop button is showing fading.	D
40.	M-28 – M-32	Replace counterweight ropes. Though the ropes appear to be in fair condition without any noted broken wires, the higher than AASHTO recommended loading and the live load impacts that the ropes have experienced have affected the service life of the ropes.	D
41.	M-12, M-13	Monitor pinion and gear teeth for wear. At this time the teeth are in fair condition, without abnormal or excessive wear; however, the axial misalignment indicated by grease patterns could lead to detrimental wear.	D
42.	M-14	Monitor trunnion bearing bushing wear.	D

Executive Director's Report
October 7, 2014

Staff & Administrative

- Laurie Borton is out of the office on an extended vacation. Jean Hadley has stepped in to prepare the board packet.
- Changes to staff positions will occur in the next few months. Laurie Borton will assume the Marina Manager role along with her board administration responsibilities. Her new position will be Office Administrator/Marina Manager. We are currently advertising for a "Communications & Special Projects Manager". This new position will be responsible for all aspects of communication including the Port's web site and project specific public outreach, internal document quality control and a variety of special projects including support for project & legislative advocacy. The recruitment for this position will close October 17. I hope to have a new person on-board by December.
- Staff has board training DVD's for Commissioners that were unable to take the session last month. With full board participation, the Port will obtain the 2% insurance discount.
- Discussion about the regional advocacy strategy will occur at the Fall Planning meeting.
- I attended the OPPA annual meeting in Tillamook on September 25 and 26. I was elected to serve as OPPA President for another year.
- The Port of Hood River relinquished its position on the MCEDD board on October 1 to the Port of Cascade Locks. This board transition occurs every two years and rotates between Oregon Ports.
- As a reminder, 12:00 on November 18 will be the annual Fall Planning Session.
- Our auditors have scheduled their on-site work at Port offices October 27-31.

Recreation

- We have sent letters to three Boathouse owners that have still not fixed the physical connections to their boathouse floats. The letters state a deadline of October 15 and the possibility that leases may not be renewed if the owners do not respond.
- Three bid projects are coming up this fall. The Hook Ramp and NBWE Projects are expected to bid in mid-November and the Pedestrian Bridge Trail is expected to bid in December. Staff is working to coordinate the bid dates and accommodate public bidding requirements on each of the projects.

- For the NBWE Project, Walker/Macy has completed 60% construction drawings and cost estimates. The next PAC meeting has been postponed. The project is expected to bid in November. We have identified a few items that Port crews can do to reduce project costs. These include removal of some asphalt areas, demolition of the small pump house, welded patches on the seawall and exposure of the seawall tie-backs.

Development

- The public meeting to discuss the Waterfront Refinement Plan occurred on September 30 co-hosted by the Port and City. About 40 people attended. I felt the discussion was generally positive with some excellent comments. The City and consultant will likely be considering changes to the plan area and schedule.
- I am working with Ben Sheppard to finalize the approved MOU for the Riverside Property. The October 1 edition of the Hood River News had an article about business and potential project.

Airport

- The lease has been executed with Hood Technology for the Yellow Hangar.

Bridge/Transportation

- The Oregon Solutions staff has submitted two alternative proposals (attached) to the Coordinating Committee. A meeting will be held on October 15th to discuss the alternatives and try to form a consensus recommendation.
- ODOT was unable to perform their semi-annual underwater inspection of the bridge piers and footings due to nets that have snagged below the surface and others tied off at the surface. This is a difficult challenge to solve. We will contact CRITFIC and try to address the surface nets but may need to hire a dive company to remove the underwater nets.
- Facilities staff conducted a maintenance bridge lift at 6:00 a.m. on October 1. The operation went very smoothly; however, it was found that some electrical components (i.e. height gauge reader) were damaged and non-operational due to the recent power outage. Coburn Electric is ordering parts for replacement.
- Wasco County Commissioner Rod Runyon has arranged an event called "Hunting with Heroes" for disabled veterans. A caravan of cars, vans and Patriot Guard Riders will be crossing the bridge on October 3 to take a group of disabled vets on an outing in Washington. No tolls will be charged for this group.
- The Hood River Fire and EMS has requested six transponders and toll credit for department vehicles. They anticipate more frequent bridge use based on an agreement with Klickitat County.

ODOT Region 1 – ACT Options

	OPTION 1 1 ACT 4-County	OPTION 2 2 ACTs	Enhanced ODOT Region 1 STIP Selection Committee
Geography	All of ODOT Region 1	ACT 1: Metro/JPACT plus the remaining portion of Washington County not included in the Northwest Oregon ACT and the small northwestern portion of Multnomah County that is not within the Metro boundary. ACT 2: All of Hood River County, the eastern portion of Multnomah County not within Metro, and the non-Metro portions of Clackamas County	ODOT Region 1 STIP Project Selection Committee continues to operate for Enhance project prioritization.
Primary Advantages	A single ACT provides a single forum to set priorities. Dialogue between jurisdictions and stakeholders inside vs. outside Metro is facilitated. Provides for a unified voice for the entire Region to the OTC. Builds greater understanding of various economic development issues, projects and needs of the different areas throughout Region 1 Replaces and builds on the efforts of the Region 1 STIP Project Selection Committee which was largely considered a success. The existing MPO function and responsibilities for JPACT would be unchanged.	May avoid membership challenges associated with merging urban and rural areas within Region 1. Two committees may provide for more membership opportunities and allow for unique interests, such as the Forest Service and BLM, to participate in ACT.. Provides direct voice to Oregon Transportation Commission for each ACT on other issues. Ability to spend more time and focus on local needs. The existing MPO function and responsibilities for JPACT would be unchanged.	Provides a single forum to set STIP priorities. Dialogue between jurisdictions and stakeholders inside vs. outside Metro could be facilitated if the membership is revised and the Committee takes on a broader role than STIP project prioritization. Builds on, rather than duplicates, the County Coordinating Committee structure. Meets on an as-needed basis. The existing MPO function and responsibilities for JPACT would be unchanged.
Primary Disadvantages	It is possible that either the size of the ACT will be too large to effectively prioritize projects or too small to allow for extensive direct stakeholder representation. The region may be too complex for this model. If ACT membership is proportional to population the ACT will either be very large or leave rural areas feeling potentially under represented given that 89% of people in Region 1 live within the MPO boundary. Distance and capacity limitations may make it more difficult for some rural stakeholders to participate effectively.	Would require a "Super ACT" prioritization process, or other undetermined means to unify recommendations to the OTC. The two ACTs would be significantly disproportional with more than 90% of the Region 1 population located in the western ACT. This disproportionate split might dilute the effectiveness of the smaller ACT in the "Super ACT" process. 2 ACTs involve more meetings.	Does not provide a forum for additional ACT functions like Connect Oregon prioritization, modal plan review, etc.
Membership	Jurisdictions and stakeholders throughout the 4-County area. Presumably, membership would include a strong overlap with JPACT.	ACT 1: Metro area representation could start with JPACT or STIP Project Selection Committee members within the MPO and supplemented with other area-wide stakeholder interests. ACT 2: elected officials and stakeholders throughout ODOT Region 1 south and east of the Metro area.	Existing STIP Project Selection Committee membership (4 appointments per County plus ODOT Regional Manager, JPACT Chair, City of Portland, TriMet, Port of Portland) plus other regional stakeholder interests.
How is the STIP funding allocated?	A single 4-County priority list is established.	Two separate priority lists would be reconciled by a meeting of representatives of the two ACTS together (as a Super-ACT).	A single 4-County priority list is established.
Coordination and Communication	The County Coordinating Committees and JPACT would establish formal relationships with the ACT and would assume increased responsibilities for seeking consensus on their respective regional priorities for consideration by the ACT. Hood River County would establish a similar coordinating structure.	The relationship between the ACT and JPACT as the MPO would be formalized. The Clackamas Coordinating Committee would establish a formal relationship with ACT 2 and would assume increased responsibilities for seeking consensus on their respective rural priorities for consideration by ACT 2. Multnomah County and Hood River County would establish a similar coordinating structure.	County Coordinating Committees and/or JPACT may request to have input on non-STIP items before the OTC.

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September 25, 2014

Caleb Sperry, Coach
Hood River High School Football Team
1220 Indian Creek Road
Hood River OR 97031

Dear Coach Sperry and Team,

The Port of Hood River would like to extend its appreciation for the volunteer work the football team did cleaning up our parks on Saturday September 13, 2014. The four hours of clean-up work at the Hook, Event Site and the Spit were appreciated by our entire staff and it was so helpful to us at the close of our summer season.

The areas simply look fantastic and we feel this was a very generous donation of volunteer time by the football team! It is a true statement of the team's values which appear to be a very high standard!

Thank you, from the entire Port of Hood River staff.

John Mann
Facilities Supervisor

cc: Port Commissioners

Waterfront Recreation Committee Minutes
September 25, 2014 – 10:00 am
Gorge Innoventure

Attendees: Sam Bauer, Cori Collins, Pepi Gerald, Bill Lake, Adam Lapierre, John Mann, Rich McBride, and Lori Stirn

Absent: Greg Stiegel and Liz Whitmore

Rich McBride opened the meeting at 10:00 a.m. No items were added to the agenda.

Committee approved meeting minutes for June 12, 2014.

2014 Season in Review

- Rich McBride began with an assessment of the summer's success. Everyone was in agreement it was an uneventful summer and that was good. Kiteboard access to the sandbar on July 4th weekend was very positive.
- Sharon and John Chow were mentioned by multiple members of the committee. Everyone was in agreement to the benefits they provide for the Event Site.
- John Mann discussed the role of the Hood River Police to monitor Port regulations and how beneficial it was setting a high standard of enforcement early in the summer, which led to fewer issues throughout the summer.
- Bill Lake brought up jumping from the barge tie-up dolphins. John mentioned this not being within the Port jurisdiction and this closed the topic.
- Pepi Gerald brought up concerns about the channel crossing safety between the Event Site and the Sandbar. It was discussed to place more buoys in area to slow down jet skis.
- Adam Lapierre brought up how relocating swimmers to Slackwater Beach would benefit the Event site from a safety standpoint. Adam also brought up kite launching issues at the Marina Beach. He suggested better signage.
- Sam Bauer suggested the committee send emails to the kite related businesses to pass the word about courtesy and safety. Rich stated how they do it in Maui is with a loud speaker. General consensus was no one wanted Port staff running around with a blow horn. Pepi asked if we could increase the amount of buoys that mark the safety boundaries. It was agreed this should take place.
- Adam Lapierre asked about recycle bins at Port properties. John Mann stated there wasn't time for maintenance staff to hand sort large amounts of recycle materials. It was suggested by Adam to find a volunteer group to do this sorting.
- Rich McBride brought up the idea of giving food concessioners priority in establishing lease agreements with the Port so they don't get pushed out by others undercutting them or buying out the leases.

CGKA Clean-Up at Sandbar/Spit

- CGKA clean-up of the Sandbar occurred earlier in the spring. John Mann requested that material be hauled off-site and that it not be stacked on Port property. He also stated the wood comes from State lands of which there are permits required for this kind of volunteer work and the Port only offers an access permit. It was asked if the wood could be burned. John stated that answer would come from the State not the Port.

Oregon State Marine Board: Non-Motorized Boating

- Liz Whitmore to update committee at next WF Rec meeting.

Project Updates (Hook Launch, Bike/Ped Connections, Nichols Basin West Edge)

- Hook Launch is scheduled to begin construction January 2015. Port did not receive the $75,000 grant applied for. Funding for launch is in place which includes $50k from CGWA and $20k from Parks and Rec.
- Funding for rigging area, landscaping, solar bollards, and masonry seat wall will need to be re-evaluated for the next fiscal year. Because the sewer outfall project is delayed until fall 2015, the rigging area, etc. will not happen until spring 2016 if funding allows.
- Bike/Ped connections at the Pedestrian Bridge are scheduled for spring 2015 construction. Project will be bid December 1st.
- Substantial grant funding is in place for the Nichols Basin West Edge project. Construction will commence early 2015.

The meeting was adjourned at 11:45 a.m.

Prepared by John Mann and Liz Whitmore, 10/1/2014

Port of Hood River

Commission Memo

To: **Commissioners**

From: **Michael McElwee**

Date: **October 7, 2014**

Re: **Contract with HDR**

Staff has requested a proposal from HDR Engineers (attached) to carry out additional analysis of the Hood River Bridge lift span and provide repair recommendations.

The background and rationale for this work was a discussion item on the agenda.

RECOMMENDATION: Authorize contract with HDR Engineering for lift span analysis and engineering services not to exceed $60,000 plus reasonable reimbursable expenses.

October 2, 2014

Dear Mr. McElwee,

HDR is pleased to provide a proposal to help the Port of Hood River accurately identify the Lift Span issues and rehabilitation needs for the Hood River-White Salmon Interstate (Columbia River) Bridge. Based upon our review of all three previous inspection reports (1997, 2004, and 2014), our 5-year intimate knowledge of your bridge and community, a wealth of national experience, and an understanding of the Port's desire for reliable Lift Span operations, we are confident that HDR will bring the most qualified and responsive expertise. We will help to resolve your concerns and minimize your risks.

We understand you need a proposal for these additional services on the Lift Span:

- Independent opinion on the Lift Span seating issues.
- Recommendation for additional inspection and analysis to address known issues.
- Lift Span Maintenance Plan
- Long-Term Preservation Plan costs and work descriptions showing specific recommendations for future inspection, engineering, and construction work.

Based on our understanding of the key issues for this bridge, we believe your critical success factors arae:

- Understand the root of the problem and subsequent rehabilitation and make a good long-term investment of the Port's limited funds.
- Maintain public safety and traffic mobility: minimize the risk of not being able to close the bridge.
- Maintain river traffic safety and mobility: minimize the risk of not being able to open the bridge.
- Communicate clearly with the Port Commission and Public.

We believe the most critical issues on the bridge are the improper operation of the emergency gates and bypassing of intentional Lift Span safety hold points. The electrical system needs close review and attention. Based on our understanding of your key issues for this project, we recommend the basic tasks and fees summarized in Table 1, which are covered in the attached contract documents. Taking this approach will give you the information needed to make the right investment of limited Port funds to ensure continued safe operation of the Lift Span.

hdrinc.com

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T 503.423.3700 F 503.423.3737

HDR

Table 1. Lift Span – Work Plan, Deliverables, & Fees

Task	Action & Purpose	Outcome & Deliverable	Fee
1.	Review existing inspections and draw independent conclusions of probable causes of Lift Span seating issues and other issues.	Independent opinion for confidence on path forward regarding the work required to 1) further inspect and 2) prioritize the issues. HDR will note additional risks not already identified. Recommendations will include work the Port can complete immediately, versus what will need to be contracted. List will include prioritization. Deliverable: Work Recommendations Memo	$5,000
2.	Perform targeted field measurements of specific Lift Span mechanical & electrical systems: • Warning and Barrier Gate Testing • Lift Span Operation and Seating Measurements • In-depth Counterweight Rope Condition Assessment (rope access required)	Adequately characterize the specific reasons the lift span is not seating properly and other issues. HDR believes that the seating issue is related to the counterweight rope and will take additional measurements using rope access. These inspections are in addition, not a repeat, of what has occurred already. Deliverables: Inspection Report & Lift Span Seating Resolution Recommendation Memo	$26,000
3.	Provide a Maintenance Plan that will provide the Port with understanding of how to properly maintain and operate the Lift Span.	A clear, concise, and shelf ready action plan for how, when, where, and what the Port should do to cost effectively maintain the bridge on a regular cycle. Deliverable: Lift Span Maintenance Plan	$5,000
4.	Characterize trends of deterioration and needed rehabilitation and quantify the work required now and in the future to continue to keep bridge at acceptable operation.	A description of the work, cost estimates, and timeline for current and future engineering and rehabilitation needs for the lift span. Deliverables: Updated cost data for the Long Term Preservation Plan. Lift Span Long-Term Preservation Memorandum	$24,000

Our local, dedicated, and experienced movable bridge staff will work closely with you and your staff on this project. Our movable bridge lead and team are not only experts in the field of Lift Span operations and engineering, but can respond to any issues or concerns quicker than any other firm. Our local team recently provided similar services to other clients in the Northwest and beyond, including Bridge Capital Improvement Planning for Multnomah County's movable bridges. Through collaboration between Multnomah County and HDR, the work on all of the County's major bridges was efficiently planned out for the next 20 years. Our local staff is experienced from Oregon to New York. Recently, Matt developed an annual maintenance and rehabilitation scope for the Fulton Avenue Bridge for Westchester County, NY which maximized the work (based upon a fixed department budget) with the goal of increasing long-

term reliability. Our local staff is supported nationally by the largest group of dedicated movable bridge expertise in the Country.

HDR believes that the tasks proposed above will help the Port improve reliability of Lift Span operations and allow rehabilitation construction to proceed in a cost effective and timely manner. HDR is genuinely interested in becoming your local and trusted advisor to ensure the long-term health and reliability of your largest and most critical infrastructure asset.

We appreciate the opportunity to propose on this project and look forward to a favorable response.

Sincerely,

David McCurry, PE
Bridges & Structures Business Class Lead

Matthew McGuire, PE
Movable Bridge Program Manager