

*Port of Hood River Marina Ad-hoc Committee
Meeting Minutes of April 8, 2014
Marina Center Boardroom
8:00 A.M.*

Present: Commissioner Jon Davies; Members Steve Tessmer, Tammy Lakey, Josh Sceva and Lance Staughton; from staff, Michael McElwee, Fred Kowell and Mellissa Halseth

Absent: None

Guests: Paul Blackburn, Steve Carlson

Commissioner Davies called the meeting to order at 8:02 a.m.

1. *Additions to Agenda:* None.

2. *Approve Minutes of January 21, 2013 Meeting:* Approved.

3. *Committee Dock Walks:*

- All committee members walked their respective docks to identify any repairs needed. There were minor things mentioned and staff will forward these items through the maintenance request system. Staff will send an email to let tenants know about the hooks that were installed on the power pedestals.

4. *Boathouse Dock Replacement Project Update:*

- Three bids were received with the low bid below the engineer's estimate. Marc Even Construction has been awarded a contract. The engineer and staff will be reviewing shop drawings in the next few weeks. Substantial completion is to be by June 30, 2014.
 - Due to the cost to retrofit the existing docks and permitting issues, committee consensus was to let the contractor dispose of the old docks as bid.
 - Staff will research a transition ramp that could be used on the Maritime docks in Nichols Basin to pull light watercraft onto the high freeboard dock.

5. *South Basin Dock Lottery Results*

- The drawing was held March 18. All spaces have been accepted and staff was able to accommodate most everyone that entered. Contracts and payment are due May 1.

6. *Marina Master Plan*

- Financials – Fred Kowell, Finance Manager provided a schedule of revenues and expenses collected over an eight year period. This showed that the marina has negative reserves. Committee consensus was to have a revenue neutral marina. The committee asked Kowell to prepare a 10 year model that the committee could use to derive rates for coming years. Kowell will also gather current figures for 2013-2014.

7. *Other:*

- GFCI Monitoring – Staff received a certificate showing that the electrical system GFCI was tested when the system was installed and was approved. There is a requirement that the GFCI be tested annually. Staff has received a quote for a monitoring system that staff could monitor and could possibly eliminate the annual testing. Staff will get more specifics for the monitoring system.
- Hook Installation/Pedestal Damage – Steve Carlson, moorage tenant installed all of the hooks on the pedestal to hang power cords. He stated that the install was difficult and that it would have

been better to install them during fabrication of the pedestals. There was pedestal damage at a slip over the past weekend. The tenant or their insurance company will be responsible for the repairs.

- Gangway Repair – The float that the gangway is resting on appears to be sinking. This could be a combination of the new electrical cable and deterioration of the floatation. Staff is soliciting quotes for the repair.
- Sailing Program – A new high school program has been added to the South Basin Dock. Staff will be working with the sailing program coordinators to put together a regatta. The winner/s would receive a Port of Hood River Commissioner's cup trophy.
- Hawaiian Canoe Storage – The club would like to be able to store the canoe out of the water. They have purchased a second canoe that they may temporarily store at the marina beach to see if the location works. There was more discussion of storage for light watercraft and a suggestion to build an inexpensive building on the NW corner of the Marina Basin. Steve Carlson suggested that the Port take a test run with a shipping container before spending the money on a building.

8. *HRYC's Initial Long Term Vision Outline:*

- This item was tabled until the next meeting so more time could be devoted to this topic.

9. *Adjourn:* Davies adjourned the meeting at 9:35 a.m.