

*Port of Hood River Marina Ad-hoc Committee
Meeting Minutes of December 20, 2013
Marina Center Boardroom
8:00 A.M.*

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

Absent: None

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

1. *Additions to Agenda:* Dock walk reports.

2. *Approve Minutes of November 12, 2013 Meeting:* Approved.

3. *Marina Approval Recap:*

- Staff provided an update on recent Commission rate approval activity. Staff gave an overview of the rates that were approved by the Commission including the Boathouse s.f. lease rate. The boathouse rate approved was not presented to the committee before the Commission discussed it. Most committee members were not supportive of the rate approved. Staff will be preparing a comprehensive overview of costs and revenue before 2015 rates for the Marina are decided. Staff and Commissioner Davies apologized for the poor timing and confusion regarding boat house rates.
- Commissioner Davies received a call from Bart Vervloet that there was a main cable feed rubbing on a bolt at the bottom of the gangway. Staff responded immediately with Davies and Coburn Electric who determined that it was not the cause for the power outage in October. La Londe Electric returned the next day to make adjustments to the main lead.
- Part-time Dock Repair Position: McElwee explained that Mark Newbrook was presented to him as a potential dock repair man. If the Port chose to go in this direction they would do dock walks and report back to staff and then likely repair anything that would be needed in the Marina. Josh Sceva stated he was in favor of Mark Newbrook and thought he was very qualified. Steve Carlson that was in the audience also said he would be interested if a position was created. There was a comment that bolts may need to be reinstalled because they were not fitted properly and have jagged edges that may fray boat lines.

4. *Master Plan Vision:*

- Staff will anticipate a rate discussion in March to help with the Master Planning process. There would need to be an RFP process that would begin in early 2014 to select a firm for a new Master Plan. McElwee estimated the planning costs to be up to \$60,000. Staff will ask a member of the sailing program to help with the planning process. Staff will prepare a scope of work for the next meeting. Each member will review the current plan and bring back any suggestions or requests at the next meeting.

8. *Other:*

- None.

9. *Next Meeting:* Tuesday, January 21, 2014 at 8:00 a.m.

10. *Adjourn:* Davies adjourned the meeting at 9:40 a.m.