

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

Tuesday, July 15, 2014  
Marina Center Boardroom

Present: Committee Members: Commissioner Jon Davies, Josh Sceva, Steve Tessmer,  
Tammy Lakey and Lance Staughton;  
Guests: Commissioner Brian Shortt, Jaime Mack, Steve Carlson, Jacques Rajotte;  
Staff: Fred Kowell, Michael McElwee

Absent: None

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

**“Port Commission Cup”**

Bergstrom and Mack prepared a summary of the proposed regatta which was distributed to the committee. The topic will be discussed at the Port meeting in the evening. HRYC will act as sponsor. The Committee unanimously recommended that the Port Commission support this new event.

**Marina GFCI Issues**

McElwee gave an update on ongoing problem with the new GFCI system. Numerous faults from the boathouse area have been tripping the GFCI on the main panel. The power is off to the Boathouse docks and will be for an undetermined time. Port staff has been contacting the boathouse owners to gain access and assess each existing power draws. Current assumption is that one or more boathouses are wired incorrectly. Staff is obtaining a quote from electrical contractor to set GFCI on each Marina circuit. Once done, power can be turned on to each boathouse that is wired correctly. The low tolerance GFCI will require each Marina tenant be extra-diligent on best practices to prevent ground faults.

**Boathouse Dock Project**

Tessmer commented that the shutoff valves are in boxes set in the new docks that are bolted down. Suggestion is to add a shutoff that is more easily accessed for owners. The main walkway appears higher where it intersects the new Boathouse Dock.

**Marina Financial Model**

Port Finance Manager Fred Kowell reviewed a handout entitled “Schedule of Marina Revenues & Expenses” which depicts Operating Revenue and expenses and depreciation for the 2013/14 fiscal year. The summary shows a marina where operating revenues and expenses are roughly equal but with depreciation the marina operates at about a \$100,000 annual loss. The Committee asked questions and engaged in discussion about the spreadsheet. Suggestions: Port should consider greater revenue from fuel sales and/or parking. Consider recovering overhead of billing for electrical power through a premium. Consider billing for electricity quarterly. Consider consolidating operations of three Gorge ports to save labor and overhead. Kowell will provide more detail of revenue and cost categories at the next meeting.

Other

- All tenants should be aware of the need to share observations and issues with the port especially now as we have an interim Marina Manager (Janet Lerner). Port should make sure adequate signage is in place so Port contact information is widely known.
- Committee members should conduct their respective dock walks prior to the next meeting.
- Port will send an e-mail out to all slip tenants asking if anyone is interested in a short term lease.

Next meeting: August 19<sup>th</sup> 8 a.m. in the Marina Center Boardroom.

Meeting adjourned at 9:15 a.m.