

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

Tuesday, November 18, 2014  
Marina Center Boardroom

Present: Committee Members: Jon Davies, Josh Sceva, Steve Tessmer, Lance Staughton, Tammy Lakey  
Staff: Michael McElwee, Janet Lerner

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

There were no additions to the agenda.

### **Marina Manager Update**

- There was discussion about streamlining the process of filling a slip either from the Wait List or the Betterment List. It was decided that when a slip is available, an email will go out to the top 5 people on either list notifying them of the slip number. They will have 5 working days to respond. If all 5 people respond, priority is given to position on the list. #1 has first chance at the slip even if responding on Day 5.
- Beginning 1/1/14, anyone who chooses to be on the Betterment List must pay a non-refundable \$100 deposit. People on the current list must pay to remain on the list, but his or her current position on the list is guaranteed.
- It was agreed that the Port will continue doing the subleases, as per current policy.
- Discussion shifted to Seasonal Moorage Lottery on the South Basin Dock. The lottery was successful last year and Janet proposed expanding the "season" to two lottery sessions: May-Jul and Aug-Oct. It was agreed that applicants could put their names into both sessions, but they pay for the each 3 month segment. It was suggested that the Port use as many avenues as possible to advertise the lottery. The lottery will be posted to the website in January and the drawing will be held in mid-March.
- The committee suggested adding Seasonal Moorage Rates, Sublease Option and the Shell Dock Rates to the Rate Sheet.
- There was continued discussion about an out-of-area surcharge, dry dock storage and boat launch area parking fees as possible revenue sources, anything to keep rates down to tenants.
- There was a brief conversation about off-leash dog, former tenant using the marina and the fuel spill.

### **Dock Walks**

- Dock captains reported a few items that needed attention.
- Michael gave a "heads up" to the day-long shut down coming for the final work on the GFCI. The Port will email all tenants ahead of time.
- He also spoke about the boathouse dock leveling. The Port will address this after all the boathouses are hooked up. Steve suggested that when we are ready to address the leveling, to notify the boathouse owners and see if any of them need work done on

their boathouses to help keep the Port's cost down. Josh also suggested work be done on the shell dock as it doesn't float properly and the wood will rot if not corrected.

### **Marina Rates**

- The commissioners will finalize the 2015 Rates at Fall Planning. Committee members & tenants are welcome to attend. The recommendation on rates is:
  - 3% + CPI
  - \$850 floor on the boathouses
  - \$5 monthly base electric + usage over \$5, billed quarterly
  - \$5 monthly water + garbage, billed quarterly
- Comments: Lance spoke on behalf of the HR Yacht Club, expressing a desire for a better, possibly larger space for garbage, with more pick up service. Steve would prefer assessments for specific future projects rather than a general reserve fund.
- The rate increase letter will be sent to the committee before sending for comments before sending to tenants.

### **Master Plan**

- There is a commissioner-approved budget from the general fund to complete the plan.
- The goal is to complete the Master Plan and submit to the commission by July.
- Michael re-capped the Work Scope and Schedule. The questions for the committee to consider are:
  - What market(s) does this marina want to target for the future?
  - How does the upland development integrate with the marina?
  - How does the Master Plan address revenue generation for the long term?

### **Next Meeting:**

Tuesday, January 13, 2015 8:00 a.m.

Meeting adjourned at 9:20 a.m.

*Respectfully Submitted: Michael McElwee*