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

Regular Session

PRESENT: Commissioners: Ben Sheppard, Kristi Chapman, and Hoby Streich. **Legal Counsel:** Kristen Campbell.
Staff: Kevin Greenwood, Genevieve Scholl, Debbie Smith-Wagar, Greg Hagbery, and Patty Rosas.
Guests: Joanne Pollack

ABSENT: Heather Gehring, Mike Fox, Daryl Stafford, Ryan Klapprich, Michael Shannon

MEDIA: Noah Noteboom, Columbia Gorge News

1. **CALL TO ORDER:** President Ben Sheppard called the meeting to order at 5:01 p.m.
 - a. **Modifications or additions to the agenda:**
 - 1) Commissioner Hoby Streich requested that staff directives be reviewed in public session after executive session.
 - b. **Open Public Hearing on Approved Budget for Fiscal Year 2023-2024** President Sheppard opened the public hearing at 5:02 p.m.
 - c. **Public Comment:**
 - 1) **Joanne Pollack**, Hood River Resident, expressed her concern regarding the new parking fees. Pollack proposed a fee reduction for local residents and volunteered to do further research on the feasibility of her proposal.
2. **CONSENT AGENDA:**
 - a. Approve Minutes from May 16, 2023 Regular Session
 - b. Approve Maintenance Agreement extension contract term with Kapsch TraffiCom USA for June 2023 – May 2024
 - c. Approve Issuance of RFP for Financial System Software
 - d. Approve Contracts with Boswell Consulting Services, Thorn Run Partners, and Summit Strategies for State and Federal Government Affairs Consulting Services
 - e. Approve Accounts Payable with Campbell Phillips in the Amount of \$9,757.50

Motion: Move to approve consent agenda

Move: Hoby Streich

Second: Kristi Chapman

Discussion: None

Vote: **Aye:** Ben Sheppard, Kristi Chapman, and Hoby Streich

Absent: Mike Fox, and Heather Gehring

MOTION CARRIED

3. **INFORMATIONAL REPORTS:** Bridge Replacement Project Update accepted as written.
4. **PRESENTATIONS & DISCUSSION ITEMS:**
 - a. **Resolution Setting Rates, Fees, and Charges (ORS 294.160)** – Kevin Greenwood, Executive Director, provided a brief overview of the modifications to the Rates, Fees and Charges Resolution (“Resolution”). One change was the parking rate for overlength vehicles at the Event Site that has been reduced to \$15 per day. Staff recently became aware that daily parking rates exceeding \$15 per day would eliminate recreational immunity protection. The revised Resolution will be added

to the consent calendar on June 20. Once the Resolution is approved new rates will not be implemented for another year.

5. **EXECUTIVE DIRECTOR REPORT:** Greenwood commented that he will be on vacation from June 22 to June 30. Greenwood also noted that a line item for the speed cameras has been added to the budget resolution. Commissioner Hoby Streich stated that staff have full authority to address and eliminate illegal parking at the Hook. Greenwood noted that the homeless camp south of Wells Island has been cleaned up. Commissioner Sheppard requested that staff coordinate with the Commission to schedule board meetings for July and August. Suggested dates were July 11 and August 8 or 15.

6. **COMMISSIONER, COMMITTEE REPORTS:**

- a. **Urban Renewal Agency (URA)**– Commissioner Kristi Chapman noted that the URA will be having a meeting on June 12 to adopt a resolution that includes all taxable buildings at the Waterfront including Lot 1 and Lot 900. Lands with no buildings such as Nichols Basin and the Hook have been removed to allow for acreage that was needed to maximize the west side district, while also being able to keep the waterfront district with taxable income. Commissioner Chapman also attended the Visit Hood River meeting and was informed that there was a 25% decrease in lodging during the first quarter.

7. **Close Public Hearing on Approved Budget for Fiscal Year 2023-2024** President Sheppard closed the hearing at 5:24 p.m.

8. **ACTION ITEMS:**

- a. **Approve Resolution No. 2022-23-15 Authorizing the Budget Transfer for the FY 2022-23 Budget.**

Motion: Approve Resolution No. 2022-23-15 authorizing the Budget Transfer for the FY 2022-23 Budget.

Move: Kristi Chapman

Second: Hoby Streich

Discussion: None

Vote: **Aye:** Ben Sheppard, Kristi Chapman, and Hoby Streich

Absent: Mike Fox, and Heather Gehring

MOTION CARRIED

- b. **Approve Resolution No. 2022-23-16 Adopting the FY 2022-23 Budget.** Debbie Smith-Wagar, Finance Director, noted that there are two recommended adjustments. The first adjustment is to add \$150,000 to the Toll Bridge Operations capital outlay. The second adjustment is to provide assistance for building improvements to the Halyard building. The total amount of their request is \$137,901.

Motion: BE IT RESOLVED that the Board of Commissioners for the Port of Hood River hereby adopts the budget for fiscal year 2023-24 in the total amount of \$48,107,085 and hereby imposes the property taxes provided for in the adopted budget at the rate of \$0.0332 per \$1,000 of assessed value of all taxable property within the district.

Move: Hoby Streich

Second: Kristi Chapman

Discussion: None

Vote: **Aye:** Ben Sheppard, Kristi Chapman, and Hoby Streich

Absent: Mike Fox, and Heather Gehring

MOTION CARRIED

9. COMMISSION CALL:

- a. Commissioner Chapman requested that the Budget Resources graph highlight the Property Taxes section of the graph and be posted on the Port of Hood River website.

10. CONFIRMATION OF DIRECTIVES:

- a. Staff to coordinate and schedule board meetings for July and August.
- b. Staff to revise Budget Resource graph and post to the Port of Hood River website.
- c. Staff to rebuild their financial policy.

11. EXECUTIVE SESSION: President Sheppard recessed Regular Session at 5:29 p.m. to call the Commission into Executive Session under ORS 192-660(2)(e) – Real Property Transactions, ORS 192.660(2)(h) - Conferring with Legal Counsel regarding litigation.

12. POSSIBLE ACTION: The Commission was called back into Regular Session at 6:03 p.m. No action was taken as a result of Executive Session.

A discussion ensued regarding financial operations at the Port. The Commission suggested a financial audit from an outside audit firm. Smith-Wagar commented that an outside audit firm would review what the common practices are and provide recommendations. Smith-Wagar believes that education for staff might be more beneficial, as well as rebuilding their financial policy. The Commission consensus was for staff to rebuild their financial policy and present it to the Commission.

13. ADJOURN: The meeting was adjourned by unanimous consent at 6:10 p.m.



Ben Sheppard, President

ATTEST:


Michael Fox, Secretary

