



PORT OF HOOD RIVER COMMISSION

AGENDA

Tuesday, June 1, 2021

Via Remote Video Conference, Marina Center Boardroom

5:00 P.M.

Regular Session

1. Call to Order
 - a. Modifications, Additions to Agenda
 - b. Public Comment

- Open Public Hearing on Approved Budget for Fiscal Year 2021-2022 -

2. Consent Agenda
 - a. Approve Amendment No. 1 to Lease with Roam & Shelter LLC in the Big & Building (*Michael McElwee, Page 3*)
3. Informational Reports – (*Provided for information only, unless discussion requested by Commissioner*)
 - a. Bridge Replacement Project Update (*Kevin Greenwood, Page 7*)
 - a. 4(f) Letters x 2
 - b. FEIS Land Use Chapter
 - c. Siegel Financing Overview
 - c. Financial Report for the 10 Months Ended April 30, 2021 (*Fred Kowell, Page 65*)
4. Presentations & Discussion Items
 - a. Federal Advocacy Report, Hal Hiemstra, Summit Strategies (*Kevin Greenwood, Page 75*)
 - b. Oregon & Washington Advocacy Report, Dan Bates, Thorn Run Partners; Brad Boswell, Boswell Consulting (*Kevin Greenwood, Page 75*)
 - c. Staff Reorganization Planning (*Michael McElwee, Page 77*)
5. Executive Director Report (*Michael McElwee, Page 81*)
6. Commissioner, Committee Reports
 - a. Bridge Replacement Bi-State Working Group, May 19 – Everitt, Chapman
 - b. Urban Renewal Agency, May 20 – Streich, Meriwether
 - c. Airport Advisory Committee, May 27 - Streich

- Close Public Hearing on Approved Budget for Fiscal Year 2021-2022 -

7. Action Items
 - a. Endorse Bridge Replacement Bi-State Working Group Strategy Principles (*Kevin Greenwood, Page 91*)
 - b. Approve Modifications, Additions to the FY 2021-22 Budget (*Fred Kowell, Page 95*)
 - c. Approve Amendment to Contract with KPFF Engineering for Conceptual Engineering of N. 1st Street (*Michael McElwee, Page 97*)
 8. Commission Call
-

9. Executive Session under ORS 192.660(2)(a), To consider the employment of a public officer, employee, staff member or individual agent and ORS 192.660(2)(e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

10. Adjourn

If you have a disability that requires any special materials, services, or assistance, please contact us at 541,386,1645 so we may arrange for appropriate accommodations.

*The chair reserves the opportunity to change the order of the items if unforeseen circumstances arise. The Commission welcomes public comment on issues not on the agenda during the public comment period. With the exception of factual questions, the Commission does not immediately discuss issues raised during public comment. The Commission will either refer concerns raised during public comment to the Executive Director for a response or will request that the issue be placed on a future meeting agenda. People distributing copies of materials as part of their testimony should bring **10 copies**. Written comment on issues of concern may be submitted to the Port Office at any time.*

Commission Memo



Prepared by: Michael McElwee
Date: June 1, 2021
Re: Roam & Shelter Lease Termination

Roam and Shelter (“Tenant”) leases Suite #102 the Big 7 Building and has occupied the 500 s.f. space since November 2020. Tenant’s business has not been successful and will cease operations. The business owners must relocate and pursue other employment.

The attached lease amendment would allow the Tenant to vacate their leased space as of June 1, 2021 subject to certain conditions including payment of May rent.

RECOMMENDATION: Approve Amendment No. 1 to lease with Roam & Shelter, LLC subject to legal counsel review.

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FIRST AMENDMENT TO LEASE

Whereas, on November 18, 2020, Port of Hood River, as Lessor, and Roam and Shelter, LLC, as Lessee, executed a Lease of Tenant Space 102 (“Leased Premises”) in the Big 7 Building located at 616 Industrial St, Hood River, Oregon (“Lease”); and,

Whereas, on May 18, 2021 Lessee informed Lessor that Lessor’s business was not sustainable and would be closing, and that Lessor intended to vacate the Promises as of June 30, 2021.

Whereas Lessee owes Lessor lease payment in the amount of \$487 for the month of May.

Whereas Lessor and Lessee agree to voluntarily terminate Lease as of June 1, 2021 assuming certain conditions are met by Lessee.

Therefore, the parties agree the Lease shall be terminated as of June 30, 2021 if the following conditions are met:

1. Lessor shall pay Lessor May rent (\$487) no later than June 15, 2021.
2. Lessor shall remove all personal property and ensure that the Leased Premises are in broom clean condition by June 1, 2021.
3. Keys to the Leased Premises and any exterior doors are returned to Lessor by June 1, 2021.

Except as modified by this Amendment No.1, all terms and conditions of the Lease shall remain in full force and effect.

Lessee, Roam & Shelter, LLC

Lessor, Port of Hood River

By: _____
Larry Wilson
Owner
Date _____

By: _____
Michael S. McElwee
Executive Director
Date _____

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BRIDGE REPLACEMENT PROJECT

Project Director Report
June 1, 2021

The following summarizes Bridge Replacement Project activities from May 14-28, 2021:

EIS LAND USE CHAPTER

As the Supplemental Draft Environmental Impact Statement (SDEIS) transitions into the Final EIS, the Port still has an opportunity to make comment on individual chapters of the EIS. Certainly, all of the technical chapters address impacts of bridge replacement, but - as the most significantly impacted property owner - the Port has particular interest in the Land Use Chapter.

It should be noted that NEPA uses the term "land use" differently than the typical connotation of land use in Oregon. Within the context of the EIS, the Land Use Chapter focuses on impacts to real property and operations by the project. Though the chapter addresses impacts, less than 5% engineering has been conducted. Specific details about the impacts are unknown at this time even though the general concepts are apparent. Even if subsequent post-NEPA design can minimize or avoid impacts, it is beneficial to the Port to ensure that worst case scenarios have been taken into consideration.

Direct property impacts for the preferred alternative (EC-2) would require 3 full parcel and 11 partial parcel acquisitions, 3 permanent easements, relocation of a gas utility transfer station and generator, removal of parking and storage space on Port property and the potential relocation of the Port's administrative office and/or maintenance shop and removal of some parking spaces at the Park-and-Ride facility on SR-14.

Under EC-2, long term land use impacts to the Port property would include 1.2 acres of property acquisition that is not currently being used for the bridge, the loss of 14 parking spaces supporting the administration office, the loss of outdoor storage area and loss of 14 standard and 3 vehicle/trailer parking spaces supporting the boat launch. In addition, roughly 2.6 acres of the existing bridge right of way that is owned by the Port would need to remain as right of way for the replacement bridge or stormwater treatment facilities.

Under the Avoidance, Minimization and/or Mitigation Measures section of the chapter, temporary relocation of the admin office and/or maintenance shop would be provided during construction. In the long-term impacts section, the roadway, bike/ped path and bridge alignment could be refined to minimize impacts to the Port's operations. As an example, the bike/ped facility could be moved to the east side of the project if it would be beneficial to Port operations.

The Land Use Chapter also acknowledges that...

- a “bridge authority or agency other than the Port” may be responsible for the replacement bridge project
- even a partial acquisition could have negative impacts on the entire maintenance or administrative operations.
- acquisition of property would require full relocation and/or compensation for the lost function to the Pot.
- the existing bridge approach right of way could be repurposed for other uses such as stormwater facilities or development.

The Port will be the most impacted property owner from bridge replacement. The EIS fully acknowledges those physical and operational impacts and that the Port will be compensated or operations relocated as part of the bridge replacement effort. Specific details will become more apparent as design is underway during the Post-NEPA Phase.

4(f) LETTERS OF CONCURRENCE

Though the Port of Hood River is the project lead (jointly with ODOT and Federal Hwys.) for bridge replacement, it is also an affected party. As such, the Port receives correspondence from ODOT/FHWA when there are impacted resources along with other affected property owners. 4(f) is the section of the US Dept. of Transportation Act which provides for the consideration of park and recreation lands during transportation project development. The Port has two such facilities: the Waterfront Trail and the Marina Park and Boat Basin.

The draft letters in the packet are from Dr. Rob Hadlow, ODOT’s lead historian who also manages 4(f) resources. Dr. Hadlow is responsible for contacting the Port about the impacts of the bridge project on the two 4(f) resources. In both cases, ODOT is seeking concurrence from the Port that there are minimal (or *di minimus*) impacts to the trail and park due to the bridge replacement project. He is providing draft copies of the letter for Port review before sending formal letters for concurrence.

If *di minimus* is not agreed to, the project will need to complete a full avoidance and least harm process for FHWA. This requires additional research and documentation and would require at least 45 days to complete, but more typically takes around 3 months.

WATERFRONT TRAIL

The Hood River Inn (HRI) has been contacted about the temporary relocation of the Waterfront Trail. Staff met with HRI management and developed a temporary path through the HRI Market Place, past the gas station and to the intersection at Button Bridge where the path reconnects with the westward-bound trail. HRI General Manager, Chuck Hinman, signed off on the route and it is included as an exhibit to the Port’s letter. The findings supporting the temporary route are included in the letter, but the understanding is that after bridge construction the trail will return to its waterfront location.

MARINA PARK AND BASIN

The impacts to the boat basin parking lot are more complicated in that there will be some loss of parking both from the loss of right of way due to the location of the bridge access, but also to ensure that there are two separated access roads for both the marina parking lot and port operations. The letter does call out that the boat basin parking lot will be reconfigured in an effort to replace lost parking. ODOT is asking the Port to consider the impacts as minimal to the entire Marina Park and Basin. Mitigation is drafted in such a way that there would not be any negative consequences if the project is not able to replace all parking.

Staff is recommending that the Executive Director sign off on the concurrence that the impacts are minimal.

CONCEPTUAL FINANCE PLAN

Included in the packet is Steve Siegel's Preliminary Analysis of Conceptual Finance Plan that was presented to the Bi-State Working Group (BSWG) on May 19th. Aside from a tolling sketch analysis produced by Stantec in 2018, this is the first (of many) analyses of a financial plan that addresses tolling. Not surprisingly, Siegel shared several qualifications about the conceptual nature of the analysis, including:

- Engineering cost estimates are from >5% level of design
- Traffic and Toll Revenue forecast is still conceptual
- Amount and timing of federal/state grants assumed
- Construction cash-flow requirements at sketch-level
- Using high-end preliminary cost estimate (PCE) of \$400M

The presentation showed financial scenarios assuming the high-end capital cost, 4.5% average interest rate and three different grant amounts. The remaining construction balance not funded by grants/appropriations was through some combination of toll revenue bonds and USDOT TIFIA bonds.

The page six graphic shows the importance of continued advocacy for grants and appropriations. Not surprisingly there is a direct connection between the amount of grants and tolls. With the above stated assumptions and \$100M in grants, the discounted toll rate would be \$3.00; \$150M grants result in a toll of \$2.50; and \$200M would result in a toll of \$2.00. Every \$50M in grants generally relates to a discount of 50-cents to the discounted toll.

At this point, the state DOTs have indicated no interest in owning the replacement bridge and neither the Port nor a future bridge authority would be eligible for shared gas tax revenue which would typically be used for ongoing repairs and maintenance. It should also be noted that Washington State Senator Curtis King has included a \$140M construction placeholder for a future Washington Transportation Plan as their contribution to the project. Staff and government affairs consultants are monitoring federal infrastructure opportunities as well.

MEETING SCHEDULE

- Oregon State Sen. Knopff, May 27
- Oregon State Rep. Sanchez, May 27
- Oregon State Sen. Hansell, May 27
- OPPA Legislative Committee, May 28
- Sec. 106 Cultural Resources, May 28
- Memorial Day, May 31
- WSP Weekly Check In, May 31
- Thorn Run Partners, June 1
- Oregon State Rep. Leif, June 1
- Klickitat County Transportation, June 2
- Washington State Joint Trans. Committee, June 2
- BUILD Meeting, June 3
- WSP Weekly Check In, June 7
- Umatilla CTUIR Meetings, June 8
- Sec. 106 Cultural Resources, June 10
- Vacation, June 14-18
- WSP Weekly Check In, June 14
- Thorn Run Partners, June 15
- WSP Engineering Preview, June 21
- WSP Weekly Check In, June 21

1.1. LAND USE

EXISTING CONDITIONS

The API contains a variety of land uses in Klickitat County, the City of White Salmon, and the City of Hood River. The City of Hood River has a higher concentration of existing development within the immediate vicinity of the bridge than the City of White Salmon and Klickitat County. The Washington portion of the API includes land within the city limits of White Salmon and Klickitat County. Land uses adjacent to the existing bridge include recreational areas, natural shoreline, a Native American TFAS (White Salmon TFAS) and fish processing facility (East White Salmon Fish Processing Facility), commercial uses, SR 14, and BNSF Railway tracks.

On the Oregon side, a handful of government uses have developed around the existing bridge in the City of Hood River, including the Port, Hood River Chamber of Commerce, and the Oregon Department of Motor Vehicles. The Port's Hood River Marina Park and Basin is located west of the existing bridge and includes a marina, beach, yacht club, boat launch, cruise ship dock, history museum, open lawn area, and parking. The existing bridge right-of-way (Button Bridge Road) north of E. Port Marina Drive is owned by the Port. Directly west of the existing bridge within this right-of-way there is some parking associated with the Port's administrative office, outdoor storage associated with the Port's maintenance shop, and a portion of the existing vehicle access to the administrative office and maintenance shop. West of the Port's right-of-way is a 12-acre parcel also owned by the Port, on which their administrative office, maintenance shop, boat launch and docks, a generator, and associated parking and access for these facilities is located.

A two-story mixed-use building (the Marketplace) contains primarily office uses with limited commercial space, as well as five hotel suites (Riverside Suites). The Best Western Plus Hood River Inn is the largest commercial user in the API, occupying multiple buildings east of the bridge and the Riverside Suites in the Marketplace building.

Within the API, the existing bridge and two build alternatives are located within two zoning designations – Riverfront District in the City of White Salmon and General Commercial in the City of Hood River. Each zoning designation would allow for the development of a replacement bridge subject to the proper land use procedures highlighted in the Land Use Technical Report.

PROJECT IMPACTS AND BENEFITS

No Action Alternative

All Project alternatives were examined for consistency with applicable federal, state, and local plans and development regulations. The No Action Alternative was considered inconsistent with various local and regional planning documents that advocate for enhancing economic development through the movement of goods throughout the region, providing better bicycle and pedestrian connections for recreation and commuting, and establishing safer transportation infrastructure for all modes of travel (Appendix I, Land Use Technical Report). Retaining the existing bridge in its current condition would have direct impacts; it can be expected that maintenance costs would increase over time as the bridge continues to deteriorate until it reaches the end of its structural life. In addition, due to the bridges age, condition, and seismic vulnerability, a substantial event such as an earthquake or barge strike could close the bridge temporarily or permanently.

The No Action Alternative assumes that the bridge would be closed in the future when it surpasses its operational life. At such a time, indirect impacts of the No Action Alternative would include vehicles traveling over 20 miles one-way to cross the Columbia River using The Dalles Bridge or the Bridge of the Gods (Exhibit 3-9). If the bridge were to close, either at the end of its operational life or because of damage from an unforeseen event, existing and future land uses could be affected. The existing bridge has existed for over 90 years and development has oriented around this river crossing. As such, land uses have become intertwined overtime and are now interdependent. The existing bridge allows workers, customers, freight, and visitors to cross the river rather easily. In the absence of a bridge in this location, the area could experience slower growth and business viability decline. In addition, future businesses could be deterred from locating in the area or existing bridge-dependent businesses could relocate elsewhere.



Marketplace office and hotel suites at the Hood River Inn east of the existing bridge in Oregon.

Exhibit 3-1. Columbia River Bridge Crossings



Build Alternatives

Each build alternative would be consistent with applicable federal, state, and local plans and development regulations. Construction impacts from the build alternatives could include traffic congestion and delays, limited access and detours, equipment noise, and air and dust emissions. At least two staging areas would be necessary for staging and storage of materials and equipment; the location of these areas would be determined later in the design process. While property access to adjacent parcels could be limited, it would be maintained throughout the duration of construction and any construction-related impacts would be temporary and short-term. Both build alternatives would require temporary construction easements, including roughly 6.6 acres of easements under Alternative EC-2 and 4.6 acres of easements under Alternative EC-3.

Direct property impacts would vary by alternative:

- » Alternative EC-2: 3 full parcel and 11 partial parcel acquisitions, 3 permanent easements, relocation of a gas utility transfer station and generator, removal of parking and storage space on Port property and the potential relocation of the Port's administrative office and/or maintenance shop, and removal of some parking spaces at the Heritage Plaza Park and Ride facility (Exhibit 3-10 and Exhibit 3-11).
- » Alternative EC-3: 2 full parcel acquisitions, 9 partial parcel acquisitions, 3 permanent easements, removal of some parking spaces at the Heritage Plaza Park and Ride facility, and the displacement of 8 commercial businesses and 5 hotel suites (Exhibit 3-12 and Exhibit 3-13).

Each of these acquisitions would result in converting property to transportation use. The total amount of property conversion would not be large and the potential use of this land for transportation purposes would not substantially affect existing or planned uses on either side of the river. Alternative EC-3 would convert 4.3 acres of property to transportation uses while Alternative EC-2 would convert 3.0 acres. If displaced businesses under Alternative EC-3 relocated within the City of Hood River, jobs and local tax revenues would be retained in the community; if they relocated outside of the city or chose not to reopen, jobs and local tax revenues would be reduced.

As shown on Exhibit 3-14, some Port parking, outdoor storage, and a portion of the existing vehicle access to the Port's administrative office and maintenance shop is located within the existing bridge right-of-way. The bridge approach for Alternative EC-2 would be located in this right-of-way area, displacing these uses.

Exhibit 3-2. Impacts to Land Use Resources in Washington under the Preferred Alternative EC-2

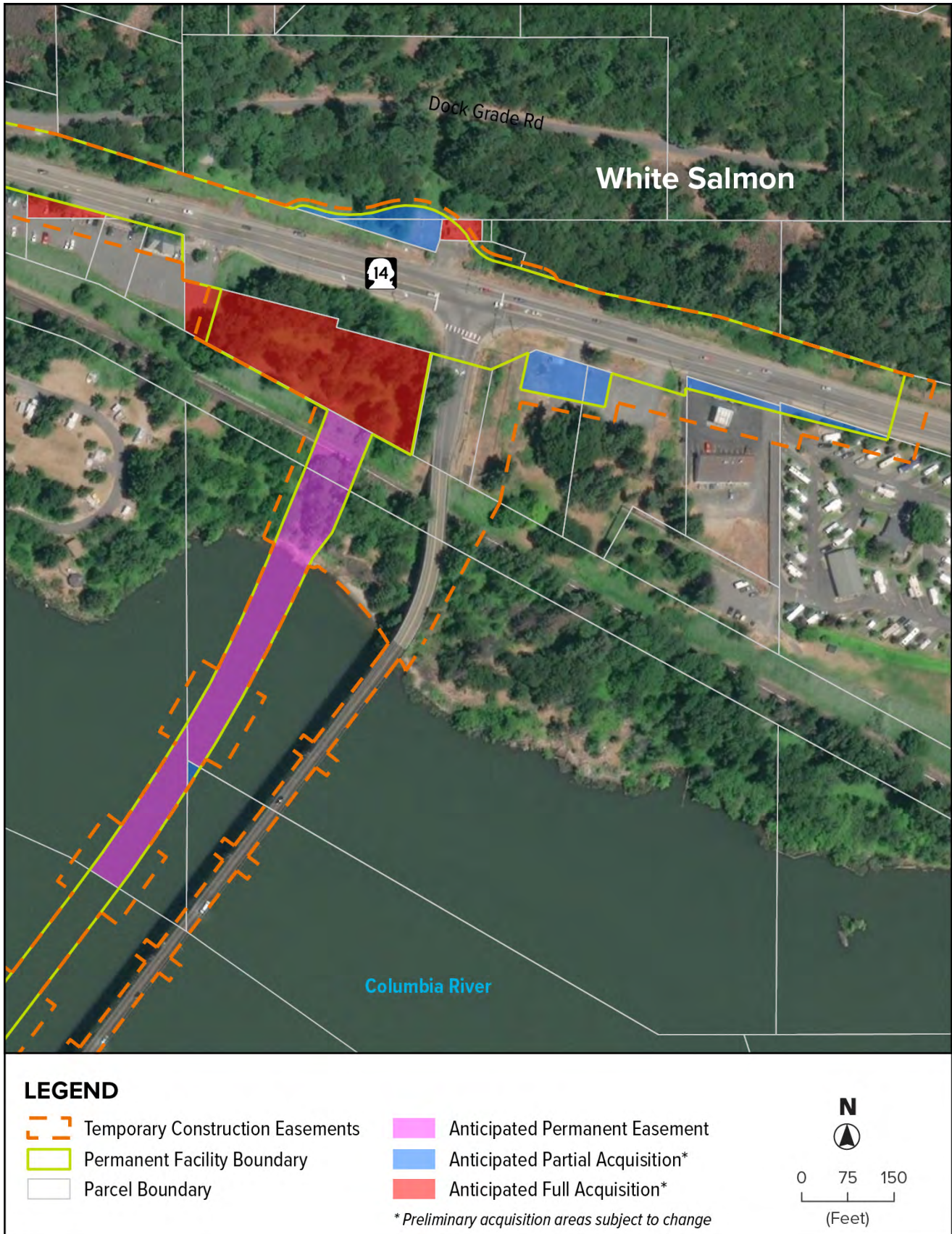


Exhibit 3-3. Impacts to Land Use Resources in Oregon under the Preferred Alternative EC-2

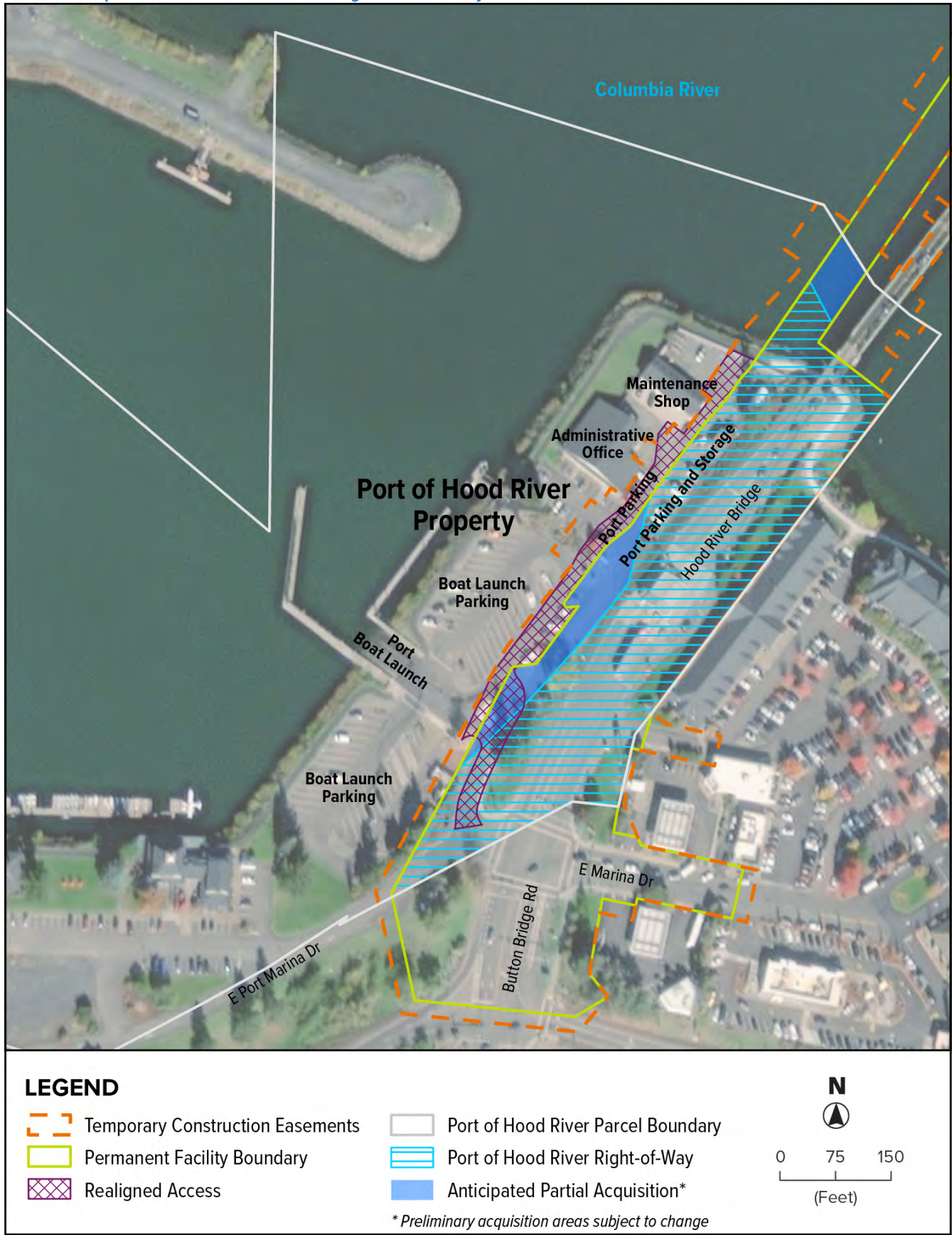


Exhibit 3-4. Impacts to Land Use Resources in Washington under Alternative EC-3

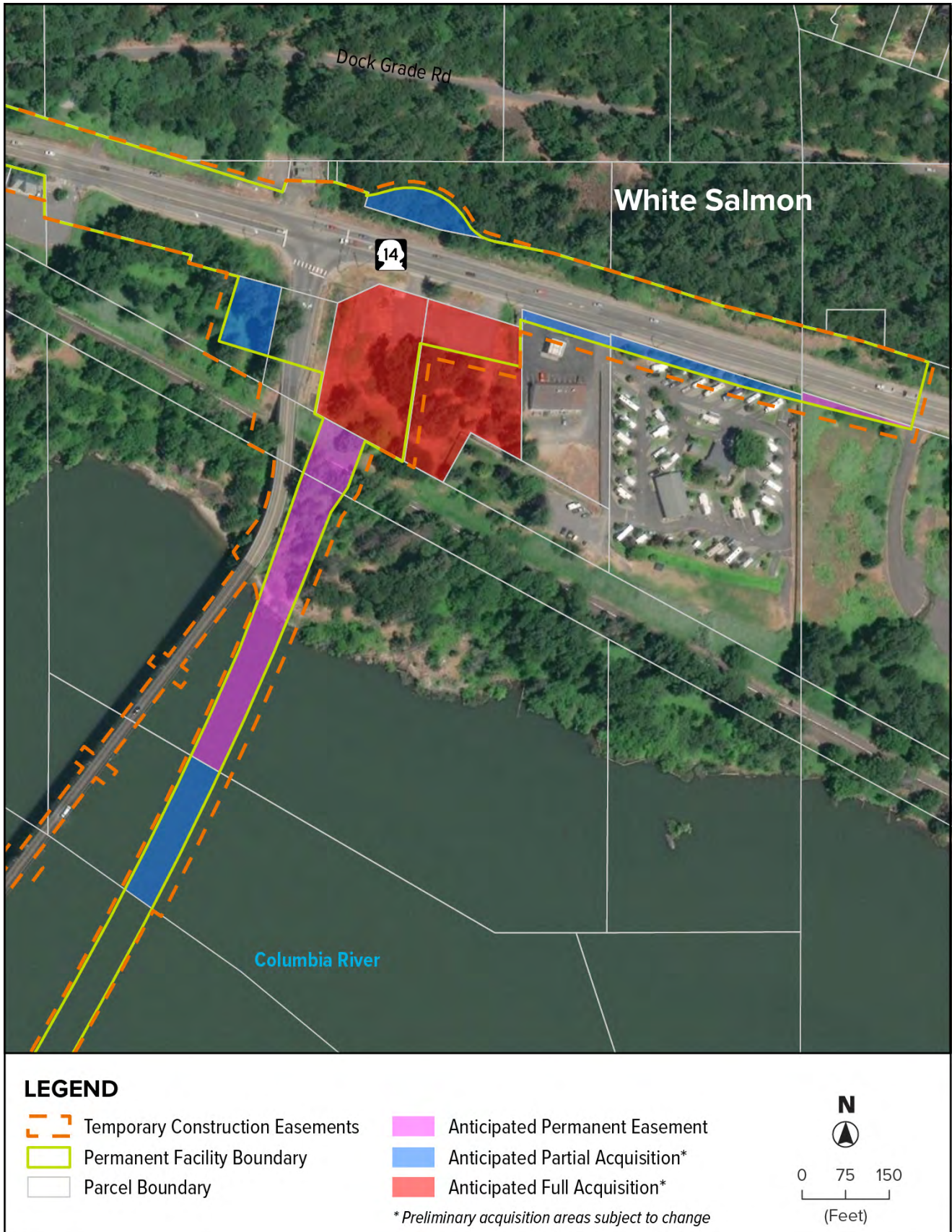


Exhibit 3-5. Impacts to Land Use Resources in Oregon under Alternative EC-3



Exhibit 3-6. Port of Hood River Land Use Impacts under the Preferred Alternative EC-2



Construction activities of the bridge approach for Alternative EC-2 would encroach onto the Port parcel, located where the access road, parking and outdoor storage for the administrative office and maintenance shop are currently located; effectively eliminating the existing vehicular access to these buildings while this segment of the bridge is under construction. This would result in the inability of employees, visitors and vendors to access the site, reduce available parking and reduce storage areas that are necessary for the operation of these buildings and overall Port operations. The Project would provide temporary alternative access, parking and outdoor storage areas during construction. Two Port emergency generators and parking serving the administrative office and maintenance shop would also have to be relocated during construction, as well as existing underground utility and telecommunication lines under the existing access road.

Under Alternative EC-2, long-term land use impacts to the Port property would include 1.2 acres of property acquisition that is not currently being used for the bridge, the loss of 14 parking spaces supporting the administrative office, the loss of outdoor storage area and the loss of 14 standard and 3 vehicle/trailer parking spaces supporting the boat launch. In addition, roughly 2.6 acres of the existing bridge right-of-way that is owned by the Port would remain as right-of-way for the replacement bridge or be repurposed for new stormwater treatment facilities. If a bridge authority or agency other than the Port owns and operates the replacement bridge, than the bridge right-of-way currently owned by the Port would need to be acquired but would not result in land use impacts as the use as a transportation facility would remain the same. The outdoor storage area that would be displaced would likely need to be relocated elsewhere on the Port's property near the maintenance shop, if the existing shop is not relocated, or property would need to be acquired for the displaced shop and associated storage.

If permanent impacts to either the Port's administrative office and/or the maintenance shop occur that diminish the value or utility to the port, such as a detrimental permanent loss of parking for the administrative office, lack of access to the

maintenance shop, or the permanent loss of storage area supporting the shop, then the project will either undertake efforts to replace the lost functions or otherwise compensate the Port for the impacts to property and operations.

Both build alternatives would require a permanent aerial easement over the BNSF Railway tracks and the future Bridge Park on the Washington side and would close an existing private access off Button Bridge Road in the City of Hood River. Alternative EC-2 would require an aerial easement to span the submerged portion of the White Salmon TFAS as well as an easement to place a bridge pier on TFAS property. Alternative EC-3 would require an easement on the East White Salmon Fish Processing Facility for road improvements to SR-14. Easements on tribal properties would require approval from the BIA (See Section 3.5, Treaty Fishing Rights, for more information to impacts to the White Salmon TFAS and East White Salmon Fish Processing Facility.) A USACE restrictive easement is located in-water and along portions of the Washington shoreline. One of the bridge piers would be located within this restrictive easement, requiring USACE Real Estate Action approval. Alternative EC-3, which is proposed east of the existing bridge, would directly affect future redevelopment of the Marketplace building into a hotel, as this bridge alignment would encroach onto this property. Additionally, Alternative EC-3 would create substandard access conditions for businesses east of the bridge along SR 14.

Indirectly, existing and future land uses stand to benefit from a replacement bridge, and economic conditions could be enhanced, as it would accommodate additional modes of travel between states from the addition of the shared use path, increase access for pedestrians and bicyclists, and improve the movement of goods and services throughout the region by providing a wider bridge without size and weight restrictions. Additional opportunities for bicycle tourism in the region would be provided with the new shared use path across the river. A future waterfront park (“Bridge Park”) is planned under the existing bridge along the Washington shoreline. The existing bridge location was incorporated into the preliminary design for the park; therefore, an indirect impact of the build alternatives could be an alteration to the design of this future facility. Anticipated impacts to this future facility are described in the Project’s Parks and Recreation Technical Report and Chapter 6, Section 4(f) Analysis.

A variety of future land uses are planned throughout the area to support growing populations in the cities of White Salmon, Bingen, and Hood River, indicating steady growth not tied to the replacement of the existing bridge. While these cities are experiencing steady growth, several factors constrain growth and would determine the extent to which growth takes place, including local comprehensive plans, zoning ordinances, and the CRGNSA Management Plan. Neither of the build alternatives would require any changes in zoning or comprehensive plan designations; and therefore, would not impact the type or density of development allowed in the area. Any infill development opportunities in urban areas surrounding the bridge are already planned for by local plans and growth is limited in the CRGNSA outside of urban areas. The existing bridge approach right-of-way may be repurposed for other uses such as stormwater facilities or accessways to other publicly-owned parcels near the river. If the right-of-way was vacated, developable land could be created; however, the amount of land created would be considered negligible. As such, the build alternatives would not be expected to influence growth in the area. Exhibit 3-15 summarizes land use impacts by alternative.

Exhibit 3-7. Summary of Impacts to Land Uses

	No Action Alternative	Preferred Alternative EC-2	Alternative EC-3
Localized Impacts	<ul style="list-style-type: none"> No construction impacts 	<ul style="list-style-type: none"> Temporary localized impacts on land use, including traffic congestion and delay, reduced access, equipment noise, and air and dust emissions 	
Temporary Construction Easement Acreage	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> 6.6 acres 	<ul style="list-style-type: none"> 4.6 acres
Plan Consistency	<ul style="list-style-type: none"> Inconsistent with 9 plans and policies 	<ul style="list-style-type: none"> Consistent with all plans and policies 	
Existing Bridge Retention	<ul style="list-style-type: none"> Increased maintenance costs Bridge closure due to unreasonable maintenance costs, reaching the end of its usable lifespan, or a 	<ul style="list-style-type: none"> N/A 	

	No Action Alternative	Preferred Alternative EC-2	Alternative EC-3
	catastrophic event rendering the bridge unusable		
Property Acquisition Acreage	• N/A	• 3.0 acres	• 4.3 acres
Full Acquisitions	• N/A	• 3	• 2
Partial Acquisitions	• N/A	• 11	• 9
Permanent Easements	• N/A	• 4	• 3
Displacements/ Relocations	• N/A	<ul style="list-style-type: none"> • Portion of the Heritage Plaza Park and Ride Facility • Relocation of a gas utility transfer station • Relocation of two Port generators • Relocation or loss of a portion of Port parking supporting the administrative office, maintenance shop, and boat launch and docks • Potential relocation of Port administrative office and/or maintenance shop 	<ul style="list-style-type: none"> • Portion of the Heritage Plaza Park and Ride facility • 8 commercial businesses and 5 hotel suites
Road Closures/ Access Changes	• N/A	<ul style="list-style-type: none"> • Closure of private access to uses east of Button Bridge Road • Realigned access to Port facilities 	<ul style="list-style-type: none"> • Closure of private access to uses east of Button Bridge Road • Substandard access conditions for businesses east of bridge along SR 14
Planned Land Uses	• N/A	• No direct impacts to planned land uses are anticipated	• Direct impact to the planned redevelopment of the Marketplace building
Indirect Impacts and Benefits	<ul style="list-style-type: none"> • Not seismically stable • Structurally and functionally limited (weight, height, and width restricted) • Limits to efficiency and scale of regional economy resulting from the future bridge closure 	<ul style="list-style-type: none"> • Project would not likely increase population growth • Economic and community benefits due to increased bicycle and pedestrian access, tourism potential, and improvements to the movement of goods and services • Potential design revisions to the proposed Bridge Park 	

AVOIDANCE, MINIMIZATION, AND/OR MITIGATION MEASURES

Construction Impacts

The following measures would be implemented by the bridge owner to avoid, minimize, or mitigate construction impacts to land uses:

- » Close coordination would be conducted with adjacent land and business owners to address conflicts and inconveniences from construction-related activities.

- » Notice of upcoming traffic impacts would be provided to affected businesses and property owners on a frequent basis.
- » Advanced notice of potential access or utility disruptions that could occur as a result of construction activities would be provided to affected property owners, tenants, and residents.
- » To the extent practical, mature trees and existing vegetation would be preserved to retain a visual screen between construction activities and surrounding areas.
- » To the extent practical, API staging areas would be shielded from, or located outside, the view range of neighborhoods and high activity recreation sites.
- » Temporary parking for and access to the Port administrative office and maintenance shop for employees, visitors and vendors would be provided. If necessary, a temporary relocation of the administrative office and/or maintenance shop would be provided during the construction of the approach for EC-2.
- » Maintain electrical, telecommunications, and emergency generator supply service to the Port administrative office, maintenance shop and existing toll facility so that these uses remain operational throughout Project construction.

Long-Term Impacts

The following measures would be implemented by the bridge owner to avoid, minimize, or mitigate long-term impacts to land uses:

- » Evaluate roadway, bike/pedestrian path, bridge alignment and other design refinements to minimize impacts to the Port's administrative office and/or maintenance shop.
- » Landscaping and any site furnishings removed during reconstruction of Button Bridge Road would be replaced and restored to their original condition.
- » The access road to the Port's administration office and maintenance shop will be relocated and kept separate from access and parking for the Marina Park and Basin boat launch.
- » If permanent impacts to either the Port's administrative office and/or the maintenance shop occur that diminish the value or utility to the Port, such as a detrimental permanent loss of parking for the administrative office, lack of access to the maintenance shop, or the permanent loss of storage area supporting the shop, then the project will either replace the lost functions or otherwise compensate the Port for the impacts to property and operations.
- » All acquisition of real property required for the construction of the replacement bridge would comply with the requirements of the federal Uniform Act, the Washington Relocation Assistance – Real Property Acquisition Policy (RCW 8.26), or the Oregon Relocation of Displaced Persons statutes (Oregon Revised Statutes [ORS] 35.500 – 35.530).
- » Unless otherwise waived or adjusted by the applicable federal, state, or local agency, substantive requirements of the applicable federal, bi-state, state, and local land use statutes, including zoning, shorelines, and critical area regulations, would be followed to protect land uses, resource lands, and critical areas.

Additional detail on land use resources is provided in the Land Use Technical Report (Appendix I).
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Oregon

Kate Brown, Governor

Department of Transportation
Region 1
123 NW Flanders St.
Portland, OR 97209-4012
(503) 731-8200
Fax: (503) 731-8259

Date Pending

Michael McElwee, Executive Director
Port of Hood River
1000 E. Port Marina Driver
Hood River, OR 97031

Subject: Proposed Section 4(f) No Use of Section 4(f) Resources—Temporary Occupancy for Public Parks, Recreation Areas, and Wildlife and Waterfowl Refuges Waterfront Trail Hood River-White Salmon Interstate Bridge Replacement Project Hood River, Oregon, and White Salmon, Washington ODOT Key No. 21280 Federal-Aid No. 0000(268)

Dear Mr. McElwee:

The Hood River-White Salmon Interstate Bridge Replacement Project (Project) will be constructed in part with Federal Highway Administration (FHWA) funds. This letter requests your concurrence that there will be no use of Section 4(f) resources for the temporary occupancy of the Waterfront Trail in Hood River during construction of the Project, based on the Project satisfying temporary occupation exception criteria contained in 23 CFR 774.13(d). FHWA is acting as the lead agency for the National Environmental Policy Act (NEPA) process with the Port of Hood River (Port) and the Oregon Department of Transportation (ODOT) serving as joint lead agencies. The Project will replace the existing Hood River-White Salmon Interstate Bridge (the “Hood River Bridge”) with a new bridge meeting current structural and geometric design requirements and including pedestrian and bicycle facilities. The replacement bridge will address seismic safety, traffic congestion, accommodate growing transportation demand, resolve safety issues tied to substandard lane widths and obsolete structural design, and facilitate economic development by allowing for the free flow of goods across the Columbia River.

The existing Hood River Bridge was built in 1924 and a lift span was added to the bridge in 1938 to respond to higher water elevations in the pool behind Bonneville Dam. The existing bridge is nearing the end of its serviceable life and is obsolete for modern vehicles with height, width, and weight restrictions and is also a navigational hazard for marine vessels. The bridge has no sidewalks or bicycle lanes for non-motorized travel and would likely not withstand a large earthquake. A new, replacement bridge will provide a safe and reliable way for everyone to cross or navigate the Columbia River—by car, truck, bus, bicycle, on foot, or on the water. The Project will construct a replacement bridge that will support a thriving economy and livable communities and the existing bridge will be removed.

Several replacement bridge alternatives have been studied. Alternative EC-2 (the Preferred Alternative) was selected after the required 45-day Supplemental Draft EIS public comment period. The alignment of Alternative EC-2 is shown on Figure 1. Alternative EC-2 would replace the existing bridge with a new two-lane bridge meeting current structural and geometric design standards and including pedestrian and bicycle facilities lacking on the existing bridge. The southern terminus of the bridge, which crosses over Waterfront Trail, will be located in roughly the same location as the existing terminus at the Button Bridge Road/E. Marina Way intersection in Hood River.

The following information provides the justification for the assertion that there will be no Section 4(f) use of Waterfront Trail.

Section 4(f) requires that the proposed *use* of any land from significant historic sites, significant publicly owned public parks or recreation areas, or significant publicly owned wildlife and waterfowl refuges be given particular attention. The Port owns and maintains the western 2.6 miles of the 2.8-mile long Waterfront Trail. The trail runs from The Hook on its western end through Waterfront Park, Jensen Beach, Event Site Park, Nichols Basin, The Spit/Sandbar, and Hood River Marina Park and Basin before passing under the existing Hood River Bridge. East of the bridge, the trail extends along the waterfront past the Hood River Inn to the Hood River Waterplay site.

Waterfront Trail qualifies as a Section 4(f) property because the trail is publicly owned, it is open to the public, its major purpose is park and recreation activities, and it is significant as a park and recreation facility as demonstrated by its inclusion in the Hood River Valley Parks and Recreation District Master Plan (2012), the 2018 Port of Hood River Waterfront Report, and the Port's list of waterfront recreation sites.

“Use” of a Section 4(f) resource, defined in 23 CFR 774.17(p), occurs in the following circumstances:

1. When land is permanently incorporated into a transportation facility;
2. When there is a temporary occupancy of Section 4(f) property that is adverse in terms of the statute's preservationist purpose; or
3. When there is a constructive use of land, which occurs when the transportation project does not incorporate land, but its proximity substantially impairs the activities, features, or attributes that qualify a resource for protection under Section 4(f). A determination of constructive use is based on the criteria in 23 CFR 774.15.

As part of the Project, an approximately 0.1-mile portion of Waterfront Trail between the northeastern corner of the Port of Hood River marina and the east side of the existing Hood River Bridge where the trail connects to the Marketplace/Hood River Inn complex will be temporarily closed as needed during Project construction. When this segment of the trail is closed, pedestrians and bicyclists using the western portion of Waterfront Trail will need to use a signed detour to reach the eastern extent of the trail. Figure 2 illustrates a potential detour route that will use the sidewalks and marked crossings through the Port of Hood River’s parking lot to connect to the marked crossings and sidewalks at the Button Bridge Road/E. Marina Way intersection; from there, trail users will use sidewalks to travel east on E. Marina Way to the sidewalks and marked crossings in the Marketplace/Hood River Inn complex to reach the eastern extent of Waterfront Trail. Trail users on the eastern side of the existing bridge will use the same facilities to reach the western extent of the trail. The property owner for the Hood River Inn have provided their authorization for the temporary trail detour across their property (see Exhibit 2).

The Section 4(f) legislation states that if the five conditions in 23 CFR 774.13(d), commonly known as the “temporary occupation exception criteria,” are met, then the temporary occupancy is not a Section 4(f) use.

This letter provides findings with respect to the five conditions known as “temporary occupation exception criteria” and concludes that all conditions are met, thereby resulting in a determination that there will be no Section 4(f) use of Waterfront Trail by the Hood River-White Salmon Interstate Bridge Replacement Project. Your concurrence is requested with these findings.

FINDINGS—TEMPORARY OCCUPATION EXCEPTION CRITERIA (23 CFR 774.13(d)(1) through (5))

(1) Duration must be temporary, i.e., less than the time needed for construction of the project, and there should be no change in ownership of the land;

Finding: Construction of the bridge replacement project will take approximately 6 years. The “occupied” segment of the Waterfront Trail (approximately 0.1-mile) will not be closed during the entire construction period, and will only be closed only when construction activities near the southern terminus would pose safety risks to trail users. The Port of Hood River would continue to own and maintain Waterfront Trail.

(2) Scope of the work must be minor, i.e., both the nature and the magnitude of the changes to the section 4(f) resource are minimal;

Finding: Waterfront Trail is 2.8 miles long. The Project will temporarily close an approximately 0.1-mile portion of the trail – less than five percent of the trail’s length – to allow for construction of the replacement bridge over the trail. The Project will result in a slightly longer segment of the trail being covered by the replacement bridge as compared with the existing

bridge; the covered segment of the trail will increase from 24 feet to 56 feet (Figure 3) , but the Project will cause no physical changes to the trail itself. The Project design will incorporate additional lighting to improve lighting and visibility under the replacement bridge.

(3) There are no anticipated permanent adverse physical impacts, nor will there be interference with the activities or purpose of the resource, on either a temporary or permanent basis;

Finding: There will be no permanent adverse impacts to Waterfront Trail resulting from the Project. Construction activity on the replacement bridge will require closing the approximately 0.1-mile segment of trail for the safety of trail users. A detour will guide trail users around the construction zone, providing connectivity between the portion of the trail located east of the bridge and portion located west of the bridge. The detour will allow the functionality, activities, and overall purpose of the trail for recreational use to continue on a temporary basis during construction. The Project will only alter the trail alignment temporarily as needed for user safety; there will be no permanent change in the trail alignment. Lighting under the replacement bridge will ensure there are no adverse physical impacts to the trail.

(4) The land being used must be fully restored, i.e., the resource must be returned to a condition which is at least as good as that which existed prior to the project; and

Finding: The Project will not involve any physical changes to the Waterfront Trail during closure of the approximately 0.1-mile trail segment other than the temporary installation of barricades and signage to indicate the closure and the trail detour route. These temporary barricades and signs would be removed when the trail is reopened. Upon completion of construction in the vicinity of the trail, the Project will restore the physical condition of the trail segment that it occupies so that the trail's physical condition will be the same as prior to Project construction. The Project will install additional lighting to address any safety concerns from the larger covered area of the trail.

(5) There must be documented agreement of the appropriate Federal, State, or local officials having jurisdiction over the resource regarding the above conditions.

Finding: This letter serves as a documented agreement with the Port that the above conditions have been met.

Please respond to this request for concurrence in writing at your earliest convenience and return the concurrence to me at the address listed in the letterhead, or send a copy by email to me at Robert.W.Hadlow@odot.state.or.us.

Please contact me at (503) 731-8239 or Jeff Buckland at (503) 731-8436 if you need additional information or if you have any concerns. Thank you for your consideration of this proposal.

Sincerely,

Robert W. Hadlow, Ph.D.
ODOT Senior Historian

The Port of Hood River, as the Official with Jurisdiction for the **Waterfront Trail**, concurs with the assessment that a Section 4(f) use of the Waterfront Trail will not occur as part of the Hood River-White Salmon Interstate Bridge Replacement Project based on the Project satisfying all temporary occupation exception conditions contained in Section 23 Code of Federal Regulations (CFR) 774.13(d).

Michael McElwee
Executive Director
Port of Hood River

Date

Exhibits:

- (1) Section 4(f) Property: Project Maps and Photographs
- (2) Letter to Private Property Regarding Detour Route

Copies to:

Emily Cline, Environmental Program Manager, FHWA-Oregon Division, Salem
Jeff Buckland, ODOT Region 1 Senior Environmental Project Manager, Portland
Carol Snead, ODOT Region 1 Senior Environmental Project Manager, Portland
Denis Reich, ODOT Region 1 Environmental Manager, Portland
Chris Bell, ODOT Cultural Resources Program Coordinator, Salem
Kevin Greenwood, Bridge Replacement Project Director, Port of Hood River
ODOT Key No. 21280, File Type E

EXHIBIT 1
Section 4(f) Property: Project Maps and Photographs
Waterfront Trail
Hood River-White Salmon Interstate Bridge Replacement Project
Hood River, Oregon, and White Salmon, Washington
ODOT Key No, 21280
Federal-Aid No. 0000(268)



Figure 1: Location of the Preferred Alternative EC-2



Figure 2: Proposed Detour Route for Waterfront Trail for Alternative EC-2

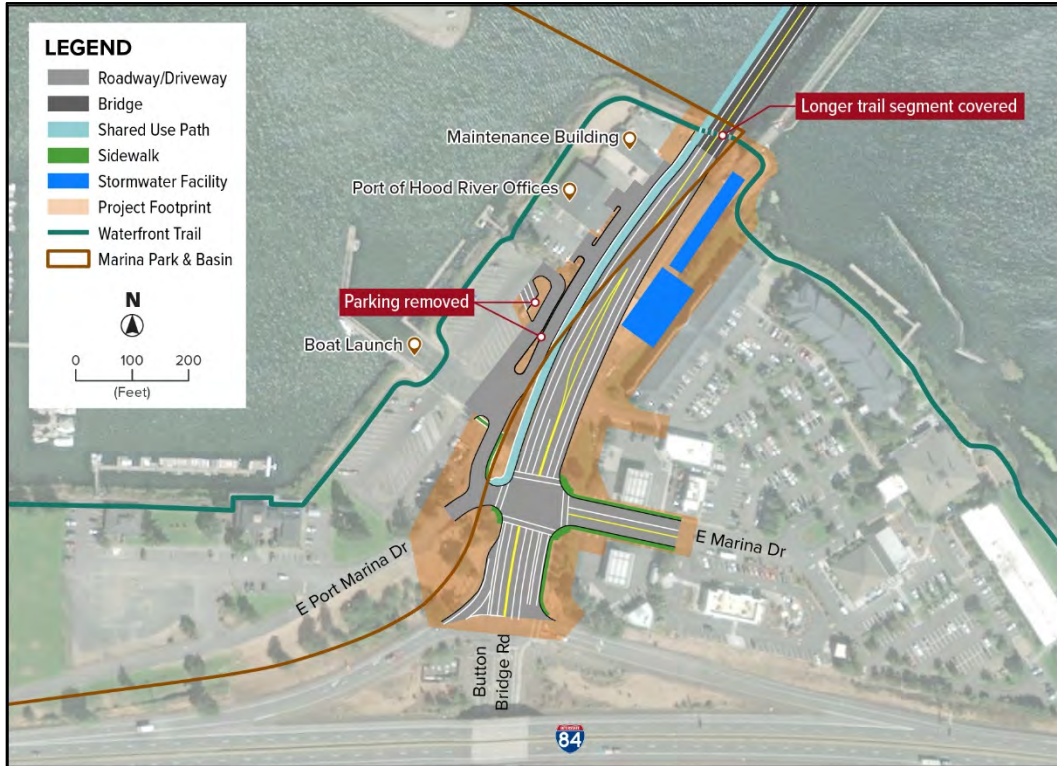


Figure 3: Impacts to Waterfront Trail Under Alternative EC-2



Figure 4: Waterfront Trail Looking Northwest to the Hood River Bridge
Source: WSP USA, Inc.



Figure 5: Waterfront Trail in Marina Park and Basin Looking East to the Hood River Bridge

Source: WSP USA, Inc.



Figure 6: Waterfront Trail Crossing Under Hood River Bridge
Source: WSP USA, Inc.

EXHIBIT 2
Letter to Private Property Owner regarding Detour Route
Waterfront Trail
Hood River-White Salmon Interstate Bridge Replacement Project
Hood River, Oregon, and White Salmon, Washington
ODOT Key No. 21280
Federal-Aid No. 0000(268)



INDUSTRIAL/COMMERCIAL FACILITIES • AIRPORT • INTERSTATE BRIDGE • MARINA

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Chuck Hinman
General Manager
Best Western Plus Hood River Inn
1108 E Marina Way
Hood River, Oregon 97031

April 20, 2021

Subject: Request for Preliminary Authorization of a Temporary Detour of the Waterfront Trail at the Best Western Plus Hood River Inn Hood River-White Salmon Interstate Bridge Replacement Project

Dear Mr. Hinman:

I am writing to request your preliminary authorization for a temporary detour of the Waterfront Trail at the Best Western Plus Hood River Inn. The temporary detour is needed during construction of The Hood River-White Salmon Interstate Bridge Replacement Project (Project).

The Project would replace the existing Hood River-White Salmon Interstate Bridge (the "Hood River Bridge") with a new bridge meeting current structural and geometric design requirements and including pedestrian and bicycle facilities. The new bridge would address seismic safety, traffic congestion, accommodate growing transportation demand, resolve safety issues tied to substandard lane widths and obsolete structural design, and facilitate economic development by allowing for the free flow of goods across the Columbia River.

As part of the Project, an approximately 0.1-mile portion of Waterfront Trail between the northeastern corner of the Port of Hood River marina and the east side of the existing Hood River Bridge where the trail connects to the Marketplace/Hood River Inn complex would be temporarily closed as needed during Project construction. When this segment of the trail is closed, pedestrians and bicyclists using the western portion of Waterfront Trail would need to use a signed detour to reach the eastern extent of the trail. A detour would guide trail users around the construction zone, providing connectivity between the portion of the trail located east of the bridge and portion located west of the bridge. **Figure 1** illustrates a potential detour route; however, the exact route may change as the Project design progresses.

The detour would allow the functionality, activities, and overall purpose of the trail for recreational use to continue on a temporary basis during construction. The trail alignment would only be altered temporarily as needed for user safety; there would be no permanent change in the trail alignment. Upon completion of Project construction near the trail, any temporary changes to the physical condition of the trail segment would be restored, and the physical condition of the trail would be the same as prior to Project construction.

Proposed Section 4(f) No Use of Section 4(f) Resources—Temporary Occupancy
Public Parks, Recreation Areas, and Wildlife and Waterfowl Refuges
Waterfront Trail
Hood River-White Salmon Interstate Bridge Replacement Project
Hood River, OR, and White Salmon, WA
ODOT Key No. 21280
Federal-Aid No. 0000(268)
Page 12 of 13

Request for Preliminary Authorization of a Temporary Detour of the
Waterfront Trail at the Best Western Plus Hood River Inn
Hood River-White Salmon Interstate Bridge Replacement Project
Hood River, Oregon
Page 2 of 3

The Port requests your preliminary authorization for this temporary detour in order to fulfill requirements for a Section 4(f) analysis in compliance with 23 CFR 774, as part of the Project's National Environmental Policy Act (NEPA) process. FHWA is acting as the lead agency for the NEPA process with the Port of Hood River and ODOT serving as joint lead agencies.

Please respond to this request for concurrence in writing at your earliest convenience and return the concurrence to me at the address listed in the letterhead or send a copy by email to me at kgreenwood@portofhoodriver.com.

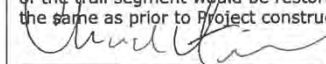
Please contact me at (541) 961-9517 or Michael McElwee at (503) 731-8436 if you need additional information or if you have any concerns. Thank you for your consideration of this proposal.

Sincerely,



Kevin Greenwood
Bridge Replacement Project Director
Port of Hood River

I, Chuck Hinman, as the representative of the Best Western Plus Hood River Inn located at 1108 E Marina Way in Hood River, Oregon, understand that the construction of the Hood River-White Salmon Interstate Bridge Replacement Project will require a temporary detour of the Waterfront Trail across the Best Western Plus property, and agree to accommodate a detour route for the Waterfront Trail across this property during construction of the Project. I further understand that the detour route may change as the Project design progresses, and that upon completion of Project construction in the vicinity of the trail, any temporary changes to the physical condition of the trail segment would be restored, and the physical condition of the trail would be the same as prior to Project construction.

 Date 4/29/21

Chuck Hinman
General Manager
Best Western Plus Hood River Inn

Copies to:

- Emily Cline, Environmental Program Manager, FHWA-Oregon Division, Salem
- Jeff Buckland, ODOT Region 1 Senior NEPA Project Manager
- Denis Reich, ODOT Region 1 Environmental Manager, Portland
- Chris Bell, ODOT Cultural Resources Program Coordinator, Salem

Request for Preliminary Authorization of a Temporary Detour of the
Waterfront Trail at the Best Western Plus Hood River Inn
Hood River-White Salmon Interstate Bridge Replacement Project
Hood River, Oregon
Page 3 of 3

ODOT Key No. 21280, File Type E



Figure 1: Proposed Detour Route for Waterfront Trail for Alternative EC-2



May 18, 2021

Michael McElwee
Executive Director
Port of Hood River
1000 E Port Marina Drive
Hood River, OR 97301

Subject: **Proposed Section 4(f) *de minimis* Impact Determination for Public Parks, Recreation Areas, and Wildlife and Waterfowl Refuges Hood River Marina Park and Basin Hood River-White Salmon Interstate Bridge Replacement Project Hood River, Oregon, and White Salmon, Washington ODOT Key No. 21280 Federal Aid No. 0000(268)**

Dear Mr. McElwee:

The purpose of this letter is to request the Port of Hood River's concurrence with the Federal Highway Administration's Section 4(f) *de minimis* impact determination for the Hood River Marina Park and Basin, as a part of the Hood River-White Salmon Interstate Bridge Replacement Project (Project). Hood River Marina Park and Basin is located 0.1 mile west of the Hood River Bridge on the Oregon side of the Columbia River.

The Project requires federal approvals and permits, and therefore, the Oregon Department of Transportation (ODOT) is tasked with the responsibility of ensuring that the project complies with relevant federal regulations. Among them, ODOT must ensure that the project satisfies Section 4(f) of the U.S. Department of Transportation Act of 1966. Therefore, ODOT is seeking written concurrence from the Port to confirm that the Project will have a *de minimis* impact to Hood River Marina Park and Basin as defined in Code of Federal Regulations 23 (CFR) 774.17. *De minimis* impacts for public parks, recreation areas, and wildlife and waterfowl refuges are defined as those that do not "adversely affect the features, attributes, or activities qualifying the property for protection under Section 4(f)."

A *de minimis* impact finding is based on the degree or level of impact to a Section 4(f) property, including any avoidance, minimization, mitigation or enhancement measures that are included in the project to address the Section 4(f) use. The evaluation takes into account expected positive effects of any measures included in a project to mitigate the adverse effects on a park, recreation area, or refuge when determining whether the impact to the resource is *de minimis*. The following information provides justification for a *de minimis* impact finding for Hood River Marina Park and Basin.

The existing Hood River Bridge was built in 1924 and a lift span was added to the bridge in 1938 to respond to higher water elevations in the pool behind Bonneville Dam. The existing bridge is nearing the end of its serviceable life and is obsolete for modern vehicles with height, width, and weight restrictions and is also a navigational hazard for marine vessels. The bridge has no sidewalks or bicycle lanes for non-motorized travel and would likely not withstand a large earthquake. A new, replacement bridge will provide a safe and reliable way for everyone to cross or navigate the Columbia River—by car, truck, bus, bicycle, on foot, or on the water. The Project will construct a replacement bridge that would support a thriving economy and livable communities and the existing bridge will be removed.

Several replacement bridge alternatives have been studied. Alternative EC-2 (the Preferred Alternative) was selected after the required 45-day Supplemental Draft EIS public comment period. The alignment of Alternative EC-2 is shown on Figure 1. Alternative EC-2 will replace the existing Hood River-White Salmon Interstate Bridge (Hood River Bridge) with a new bridge meeting current structural and geometric design requirements and including pedestrian and bicycle facilities lacking on the existing bridge. The new bridge would address seismic safety, traffic congestion, accommodate growing transportation demand, resolve safety issues tied to substandard lane widths and obsolete structural design, and facilitate economic development by allowing for the free flow of goods across the Columbia River. The southern terminus in Hood River will be located in roughly the same location as the existing terminus at the Button Bridge Road/E. Marina Way intersection in Hood River.

As explained in this letter, the proposed Project will not adversely affect the activities, features, or attributes that qualify Hood River Marina Park and Basin for protection under Section 4(f) of the US Department of Transportation Act (23 CFR Part 774).

Description of Hood River Marina Park and Basin

Hood River Marina Park and Basin qualifies as a Section 4(f) property because the property is publicly owned, is open to the public, its major purpose is park and recreation activities, and it is significant as a park and recreation facility as demonstrated by its inclusion in the Hood River Valley Parks and Recreation District Master Plan (2012), the Port of Hood River Waterfront Report (2018), and the Port’s list of waterfront recreation sites.

The 27-acre park is owned by the Port of Hood River and includes a marina, beach, yacht club, boat launch, cruise ship dock, history museum, beach, and open lawn area, and the Port’s administration office and maintenance shop, which functionally support recreational activities at the Marina Park and Basin. Figure 2 shows the various land uses within Marina Park and Basin, showing that much of the land east of the basin is used for Port administration and maintenance operations. Although located within the Marina Park and Basin boundary, the administration office and maintenance shop are not protected under Section 4(f) as they do not meet the criteria (i.e. they are not open to the public and their major purpose is not park and recreation activities).

On the south side of the park, E. Port Marina Drive is identified as a bike route with shared-lane (“sharrow”) markings; this provides a bicycle connection between the local street network and

Waterfront Trail, as well as the various amenities within the park. A section of the Waterfront Trail runs through Marina Park and Basin. The Waterfront Trail is considered a separate Section 4(f) property and a separate Section 4(f) document has been prepared for the trail.

Proposed Section 4(f) Use of Hood River Marina Park and Basin

A Section 4(f) *de minimis* impact determination requires that a project's transportation use will not adversely affect the activities, features, or attributes qualifying a park, recreation area, or refuge for protection under Section 4(f) after avoidance, minimization, mitigation and enhancement measures are considered (23 CFR 774.7(b) and 774.17). Figure 3 and Figure 4 illustrate the impacts anticipated under Preferred Alternative EC-2.

Alternative EC-2 could result in a short, temporary closure of a portion of the parking area for the boat launch during construction. The Project will minimize the amount of land from the Marina Park and Basin that is required for temporary occupation and will fully restore temporarily occupied land (unless part of the permanent acquisition area). There will be no change in ownership for the temporarily occupied land, and the occupation will be for a duration that is less than the time needed for the construction of the project, which is estimated at six years. Therefore, the temporary construction impacts do not rise to the level of a Section 4(f) temporary use.

Alternative EC-2 will require permanent acquisition of 0.6 acre of land from the Marina Park and Basin to accommodate the southern terminus of the replacement bridge and will also require the realignment of E. Port Marina Drive and removal of up to 11 standard and 3 vehicle/trailer parking spaces for the boat launch. See Figures 3 and 4.

Mitigation:

Construction Impacts

The following measures would be implemented by the bridge owner to avoid, minimize, or mitigate construction impacts to Marina Park and Basin:

- » Advanced notice to park and recreation users about sidewalk, trail, and/or park closures and temporary access changes during construction would be provided.
- » Contractors would be required to minimize dust and air pollutant emissions. Potential control measures are included throughout the WSDOT standard specifications and ODOT standard specifications Section 290. These control measures include vehicle and equipment idling limitations and minimize vehicle track-out and fugitive dust. These measures would be documented in the erosion and sediment control plan that the contractor is required to submit prior to the preconstruction conference.
- » To reduce the impact of construction delays on traffic flow and resultant emissions, road or lane closures would be restricted to non-peak traffic periods when possible.
- » Identify alternative parking locations in the vicinity of the bridge to offset temporary parking closures and provide flagging operations and/or signage to direct motorists toward available parking as necessary.

Long-Term Impacts

The following measure would be implemented by the bridge owner to avoid, minimize, or mitigate long-term impacts to Marina Park and Basin:

- » Opportunities would be considered to reconfigure the Hood River Marina Park and Basin boat launch parking area to replace some of the boat launch parking spaces removed by the Project.
- » The Marina Park and Basin parking and access road serving the boat launch will be kept separate from access and parking for the Port's administration office and maintenance shop.

Section 4(f) Use Determination:

As described above, Alternative EC-2 would result in a Section 4(f) use of Marina Park and Basin land as defined in 23 CFR 774.17.

The transportation use of the Hood River Marina Park and Basin, together with the proposed impact avoidance, minimization, and mitigation measures incorporated into the Project, will not adversely affect the activities, features, or attributes that qualify the Hood River Marina Park and Basin for protection under Section 4(f).

Concurrence

Please indicate in the signature box below the Port's concurrence with the finding that the Hood River-White Salmon Interstate Bridge Replacement Project will have a Section 4(f) *de minimis* impact to Hood River Marina Park and Basin and return the signed letter to me.

For additional information, please contact me at (541) 986-3370 if you require additional information or if you have any concerns about this project. Thank you for your consideration of this proposal.

Sincerely,

Robert W. Hadlow, Ph.D.
ODOT Senior Historian

The Port of Hood River, as the owner of the Hood River Marina Park and Basin, concurs with the finding that the Hood River-White Salmon Interstate Bridge Project will have a *de minimis* impact, as defined in 23 CFR 774.17, to Hood River Marina Park and Basin.

Michael McElwee
Executive Director
Port of Hood River

Date

Copies to:

Robert W. Hadlow, ODOT Senior Historian, Portland
Jeff Buckland, ODOT Region 1 Senior Environmental Project Manager, Portland
Carol Snead, ODOT Region 1 Senior Environmental Project Manager, Portland
Chris Bell, ODOT Historic Resources Coordinator, Salem
Denis Reich, ODOT Region 1 Environmental Manager, Portland
Kevin Greenwood, Bridge Replacement Project Director, Port of Hood River
ODOT Key No. 21280 Project File



Figure 1: Location of the Preferred Alternative EC-2

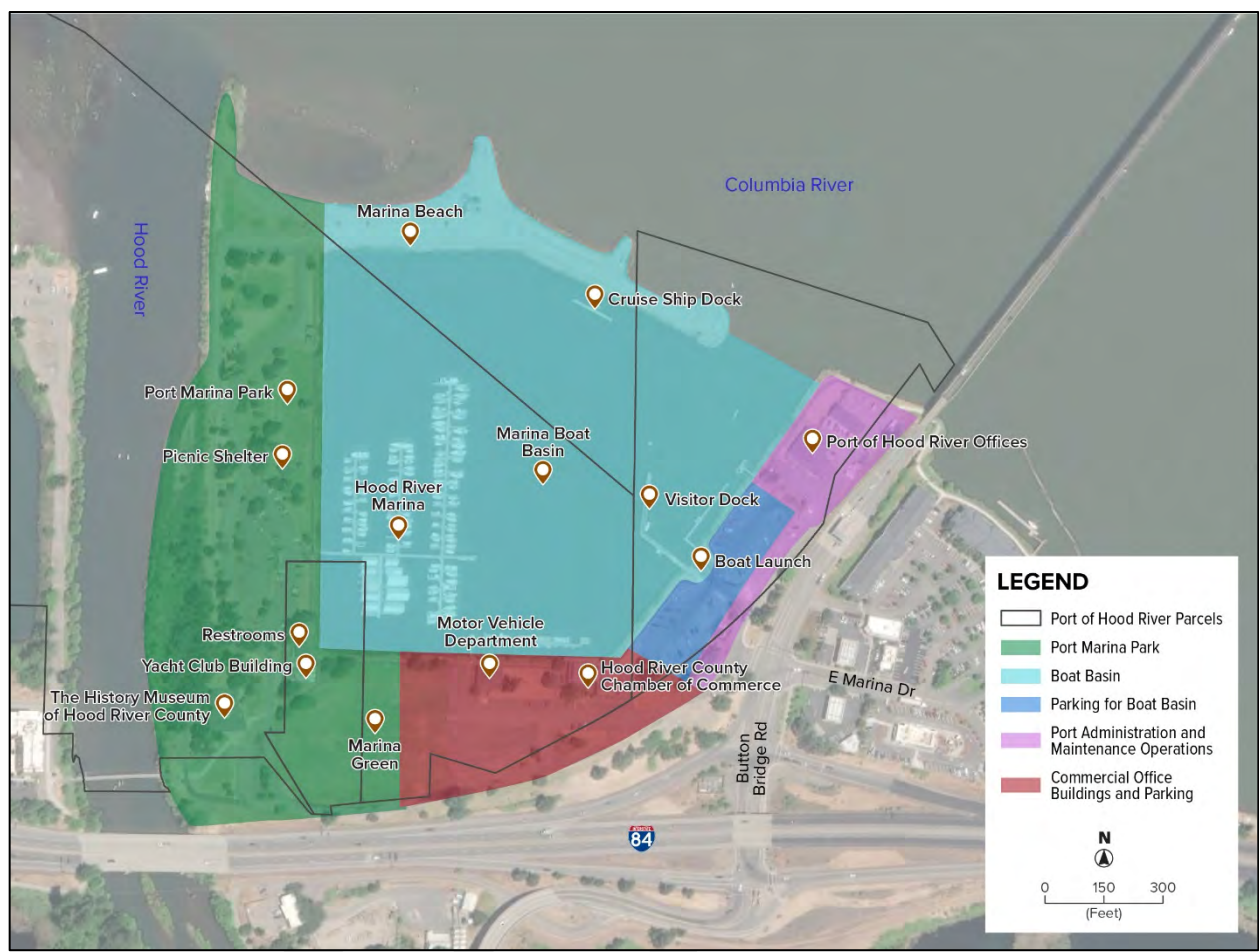


Figure 2: Hood River Marina Park and Basin Land Uses

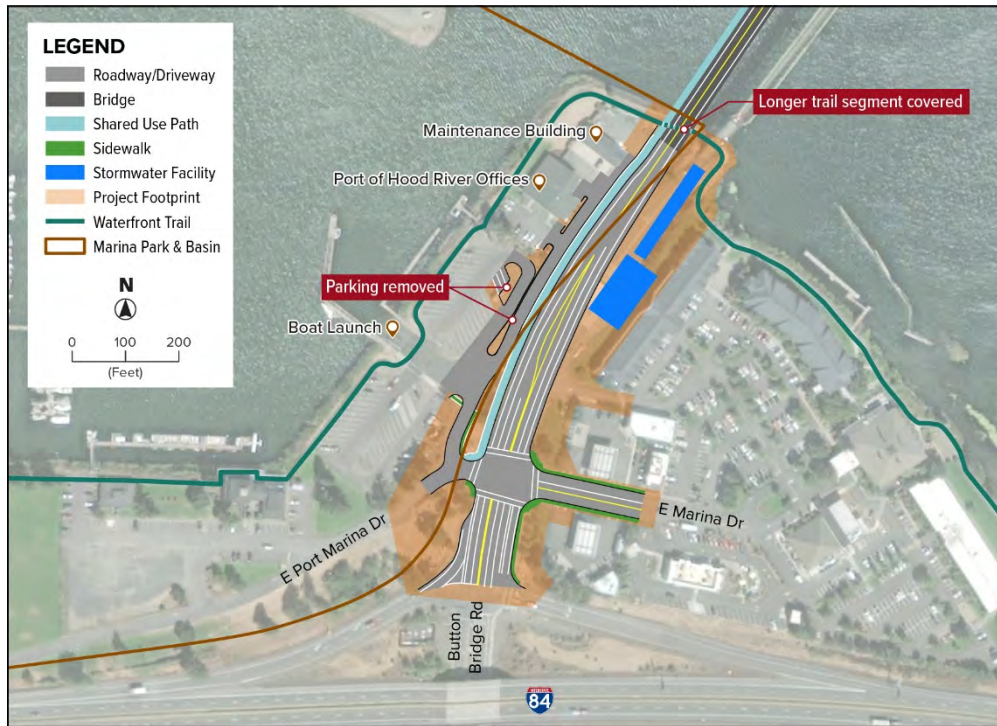


Figure 3: Impacts to Marina Park and Basin under the Preferred Alternative EC-2



Figure 4: Easements and Acquisitions under Preferred Alternative EC-2

**PRELIMINARY ANALYSIS OF
CONCEPTUAL FINANCE PLAN**

BI-STATE WORKING GROUP

MAY 19, 2021

AGENDA

- INTRODUCTION TO CONCEPT FINANCE PLAN ANALYSIS
- SUMMARY RESULTS
- DETAILS ON CONCEPT FINANCE PLAN ANALYSIS
- RESULTS/DISCUSSION

WHAT IS A CONCEPTUAL FINANCE PLAN?

- **KEY INPUTS INTO THE FINANCIAL PLAN ARE AT VERY EARLY STAGES OF DEVELOPMENT**
 - ENGINEERING/COST ESTIMATES <5% LEVEL OF DESIGN
 - TRAFFIC AND TOLL REVENUE FORECAST AT CONCEPTUAL LEVEL
 - AMOUNT AND TIMING OF FEDERAL/STATE GRANTS ASSUMED
 - CONSTRUCTION CASH-FLOW REQUIREMENTS AT SKETCH-LEVEL
- **NUMERICAL RESULTS ARE APPROXIMATE (“ORDER OF MAGNITUDE”)**
- **DESPITE ITS LIMITATIONS, THE CONCEPT PLAN SCENARIOS PROVIDE A REASONABLE BASIS TO START DISCUSSION ON FINANCE PLAN ISSUES**

WHAT IS THE PRELIMINARY ASSESSMENT?

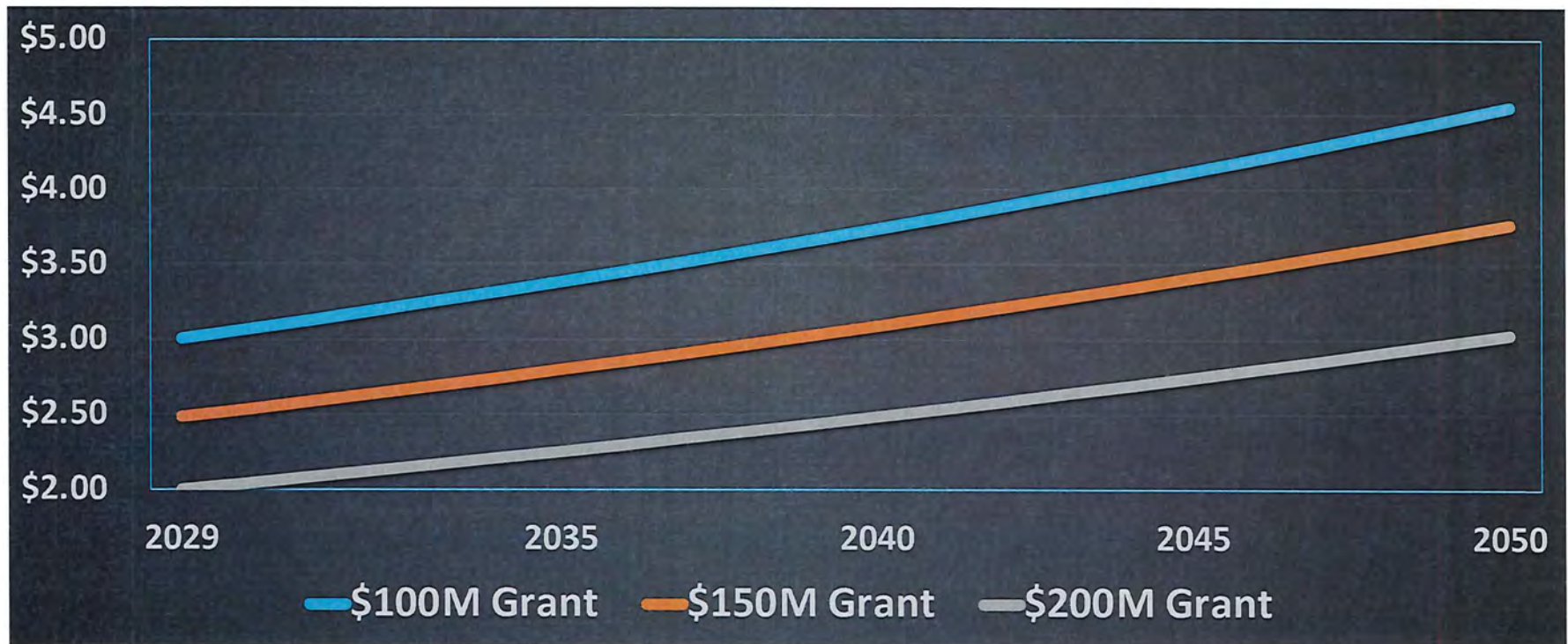
- **3 FINANCIAL SCENARIOS; THESE ARE NOT RECOMMENDED FINANCE PLANS**
- **ALL SCENARIOS ASSUME \$400M CAPITAL COST**
- **SCENARIOS ASSUME THE “PUBLIC” MODEL, BUT P3 WOULD BE SIMILAR BUT WITH DIFFERENT COSTS, INCLUDING COST OF CAPITAL**
- **ALL SCENARIOS USE SAME FINANCING STRUCTURE AND ASSUMPTIONS, EXCEPT:**
 - EACH SCENARIO ASSUMES A DIFFERENT AMOUNT OF GRANTS
 - THE DIFFERENCES IN GRANT AMOUNTS MIRRORED BY DIFFERENCES IN THE AMOUNT OF BORROWINGS (TOLL REVENUE BONDS + TIFIA)
- **SCENARIOS ESTIMATE THE TOLL RATE REQUIRED TO MEET OPERATING REVENUE + DEBT SERVICE REQUIREMENTS FOR THE SCENARIO**

CONCEPTUAL CAPITAL FUNDING SCENARIOS

(MILLIONS OF YEAR-OF-EXPENDITURE DOLLARS)

	SCENARIO A	SCENARIO B	SCENARIO C
BUILD GRANT + LOCAL MATCH	\$6.2	\$6.2	\$6.2
STATE GRANTS 2021	\$10.0	\$10.0	\$10.0
OTHER FEDERAL/STATE GRANTS	\$200.0	\$150.0	\$100.0
TIFIA (NET FOR CONSTRUCTION)	\$91.3	\$116.0	\$126.7
TOLL REVENUE BONDS (NET FOR CONSTRUCTION)	\$92.5	\$117.8	\$157.1
TOTAL FOR DESIGN/ CONSTRUCTION	\$400.0	\$400.0	\$400.0

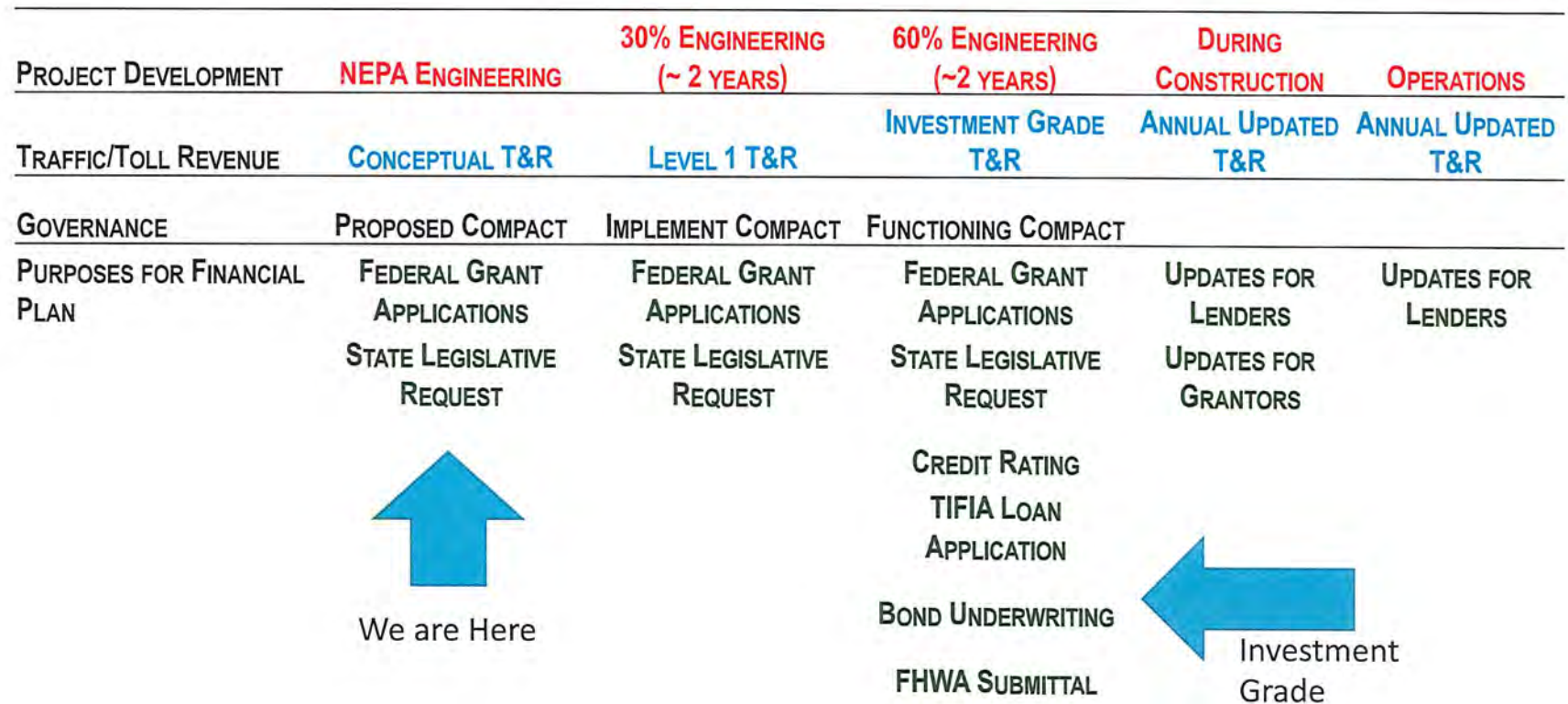
REQUIRED TOLL RATES FOR CONCEPT SCENARIOS: AUTO BREEZE BY RATE (PAY-BY-PLATE ~\$3 HIGHER)



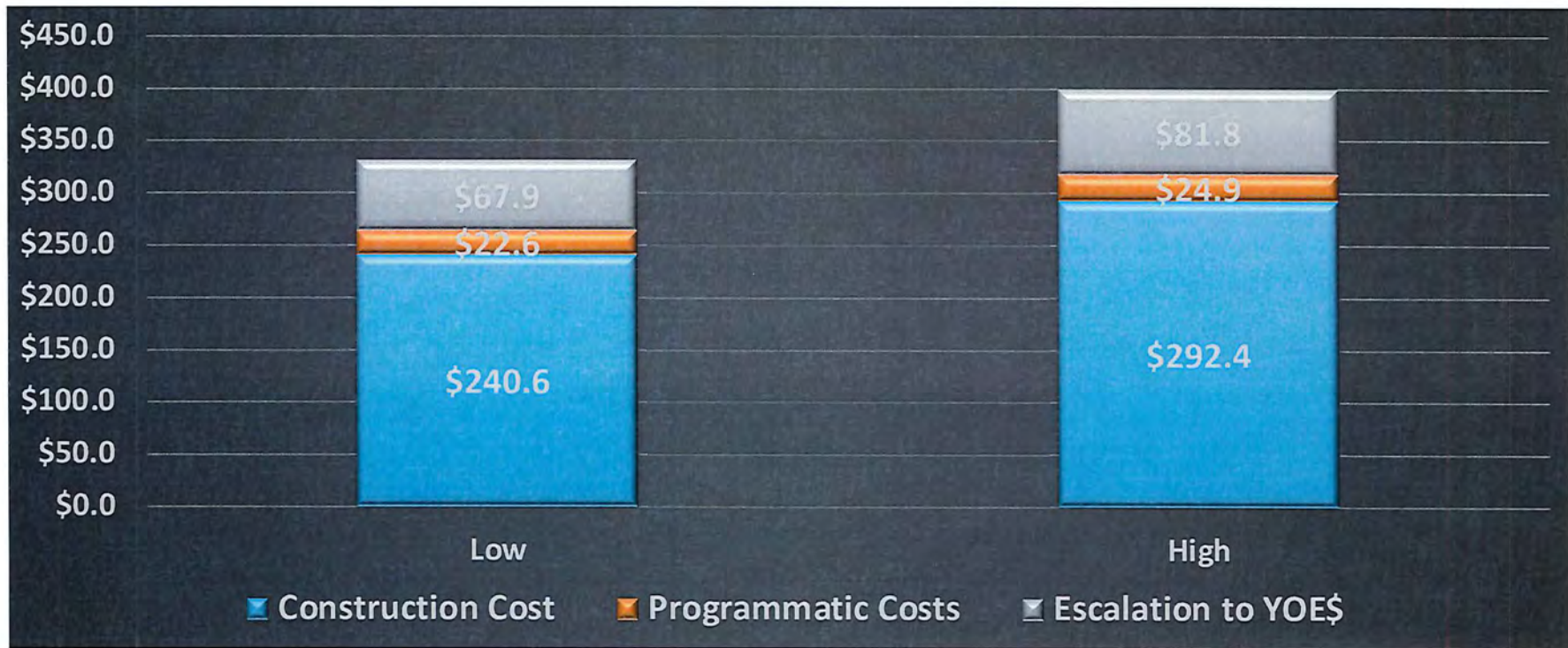
CONCEPTUAL FINANCE PLAN DETAILS

FACTORS/ASSUMPTIONS/ISSUES

EVOLUTION OF FINANCE PLAN



CAPITAL COST: SCENARIOS USE "HIGH"



CAPITAL COSTS: FUTURE REFINEMENTS

TWO MAJOR ISSUES MUST BE ADDRESSED IN UPCOMING ENGINEERING WORK:

1. INITIAL CONSTRUCTION SCHEDULE AND CASH FLOW

- HOW WILL BRIDGE BE CONSTRUCTED WITHIN THE IN-WATER WORK WINDOWS RESULTING FROM EIS?
- ADDITIONAL MARINE EQUIPMENT (BARGES, CRANES, ETC.) AND/OR TEMPORARY WORK BRIDGES NEEDED TO AVOID PROLONGED BRIDGE CONSTRUCTION PERIOD
- COST ESTIMATE INCLUDES AN ALLOWANCE FOR ADDITIONAL MARINE EQUIPMENT, BUT THIS IS BASED ON UNTESTED ASSUMPTIONS

2. ADDITIONAL GEOTECHNICAL INVESTIGATION REQUIRED

NET OPERATING REVENUES

OPERATING REVENUES

<i>PLUS</i>	TOLL COLLECTIONS
<i>PLUS</i>	PAY-BY-PLATE FEES
<i>PLUS</i>	REBILLING FEES
<i>MINUS</i>	UNCOLLECTIBLE (LEAKAGE)
<hr/>	
	OPERATING REVENUES

OPERATING EXPENSES

<i>MINUS</i>	CREDIT CARD FEES
<i>MINUS</i>	TOLL COLLECTION O&M
<i>MINUS</i>	INSURANCE
<i>MINUS</i>	FACILITY O&M
<i>MINUS</i>	MANAGEMENT AND ADMINISTRATION
<hr/>	
	NET OPERATING REVENUE

ASSUMED BORROWINGS

- **TRANSPORTATION INFRASTRUCTURE FINANCE AND INNOVATION ACT (TIFIA) LOAN**
 - FEDERAL GOVERNMENT NON-RECOURSE LOAN
 - LIMITS ON AMOUNT OF LOAN GENERALLY 33% OF COST
 - CAN BE SUBORDINATE TO TOLL REVENUE BONDS. SENIOR TOLL REVENUE BONDS MUST BE INVESTMENT GRADE (BBB OR BETTER)
 - INTEREST RATE ON LOAN EQUIVALENT TO 30-YEAR TREASURIES
 - SOMEWHAT LENGTHY/EXPENSIVE LOAN APPLICATION PROCESS
- **TOLL REVENUE BONDS**
 - ONLY NET OPERATING REVENUES PLEDGED FOR REPAYMENT
 - SENIOR TO OR PARITY WITH TIFIA

OTHER BORROWING REQUIREMENTS

- **DEBT SERVICE COVERAGE RATIO (DSCR) = $\frac{\text{NET REVENUE AVAILABLE FOR DEBT SERVICE}}{\text{DEBT SERVICE (PRINCIPAL \& INTEREST PAYMENT)}}$**
 - **TOTAL DSCR: ASSUME 1.25X TOTAL OF SENIOR TOLL BOND DEBT SERVICE + TIFIA DEBT SERVICE**
 - \$10M ANNUAL SR. DEBT SERVICE + \$10M ANNUAL TIFIA DEBT SERVICE = \$20M
 - @ 1.25X COVERAGE: NET REVENUES MUST \geq \$25M
- **ISSUANCE COSTS/CAPITALIZED INTEREST**
- **RESERVE REQUIREMENTS**
 - **BEFORE DEBT SERVICE:** DEBT RESERVE (CREATED WITH LOAN PROCEEDS) = 10% LOAN + OPERATING/WORKING RESERVE = \$5M
 - **AFTER DEBT SERVICE:** NOT ADDRESSED IN THIS ANALYSIS, BUT COULD INCLUDE: REPAIR AND REHABILITATION RESERVE, TOLL REVENUE STABILIZATION RESERVE, ETC.

RESULTS

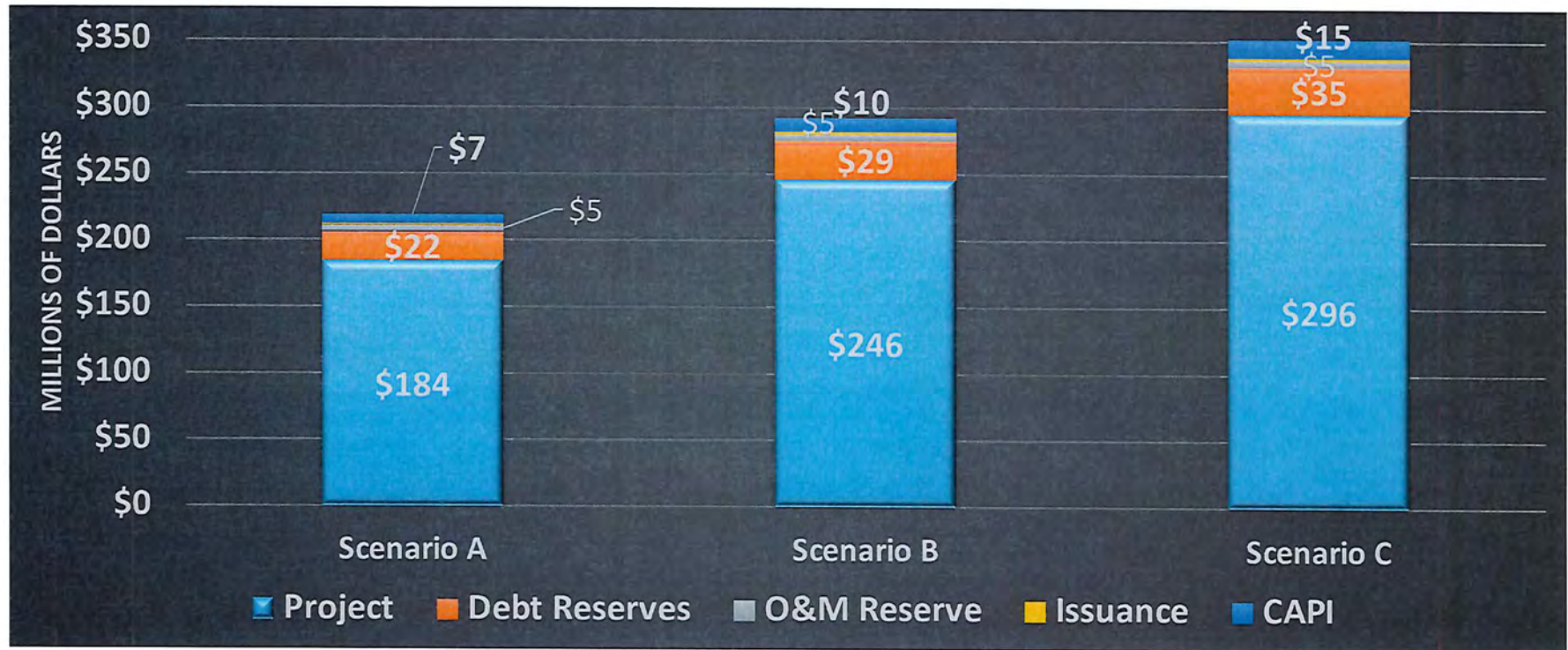
DISCUSSION

CONCEPTUAL CAPITAL FUNDING SCENARIOS

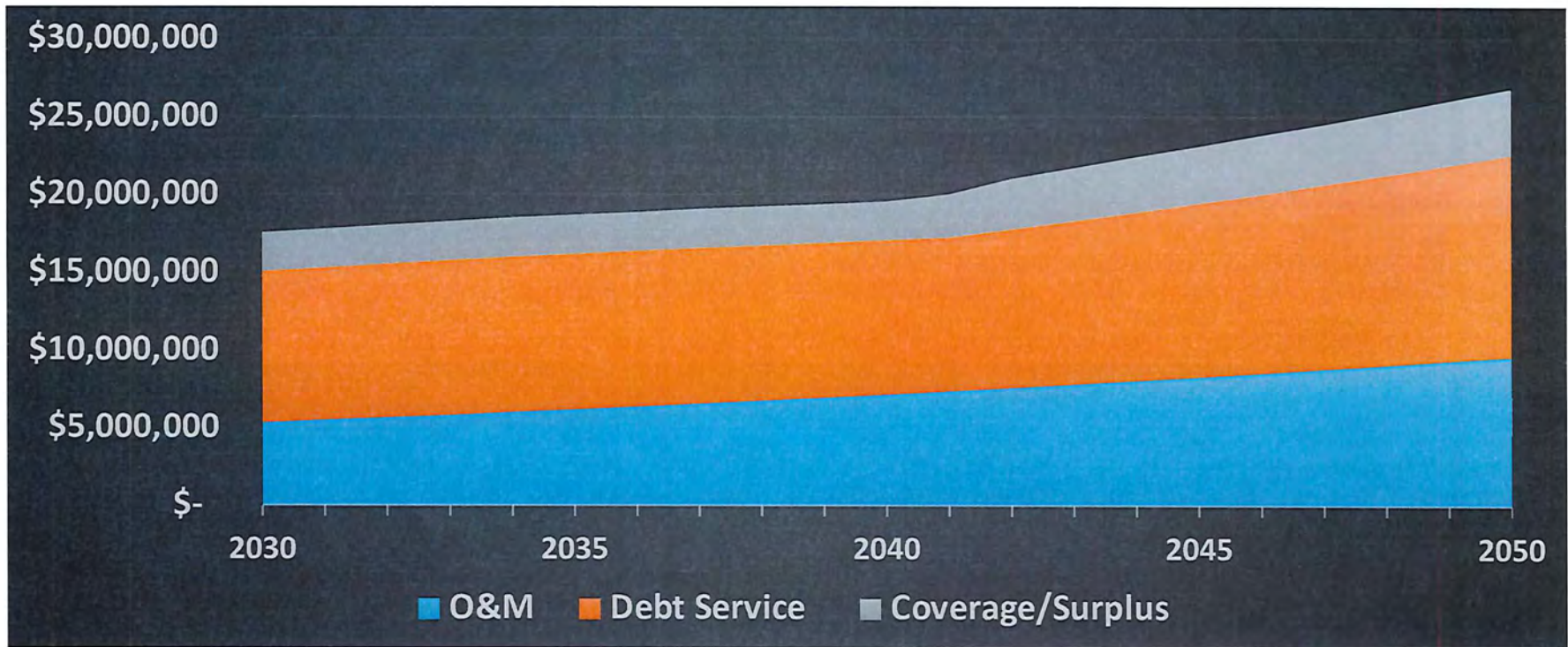
(MILLIONS OF YEAR-OF-EXPENDITURE DOLLARS)

	Scenario A	Scenario B	Scenario C
Build Grant + Local Match	\$6.2	\$6.2	\$6.2
State Grants 2021	\$10.0	\$10.0	\$10.0
Other Federal/State Grants	\$200.0	\$150.0	\$100.0
TIFIA (Net for Construction)	\$91.3	\$116.0	\$126.7
Toll Revenue Bonds (Net for Construction)	\$92.5	\$117.8	\$157.1
Total for Design/ Construction	\$400.0	\$400.0	\$400.0

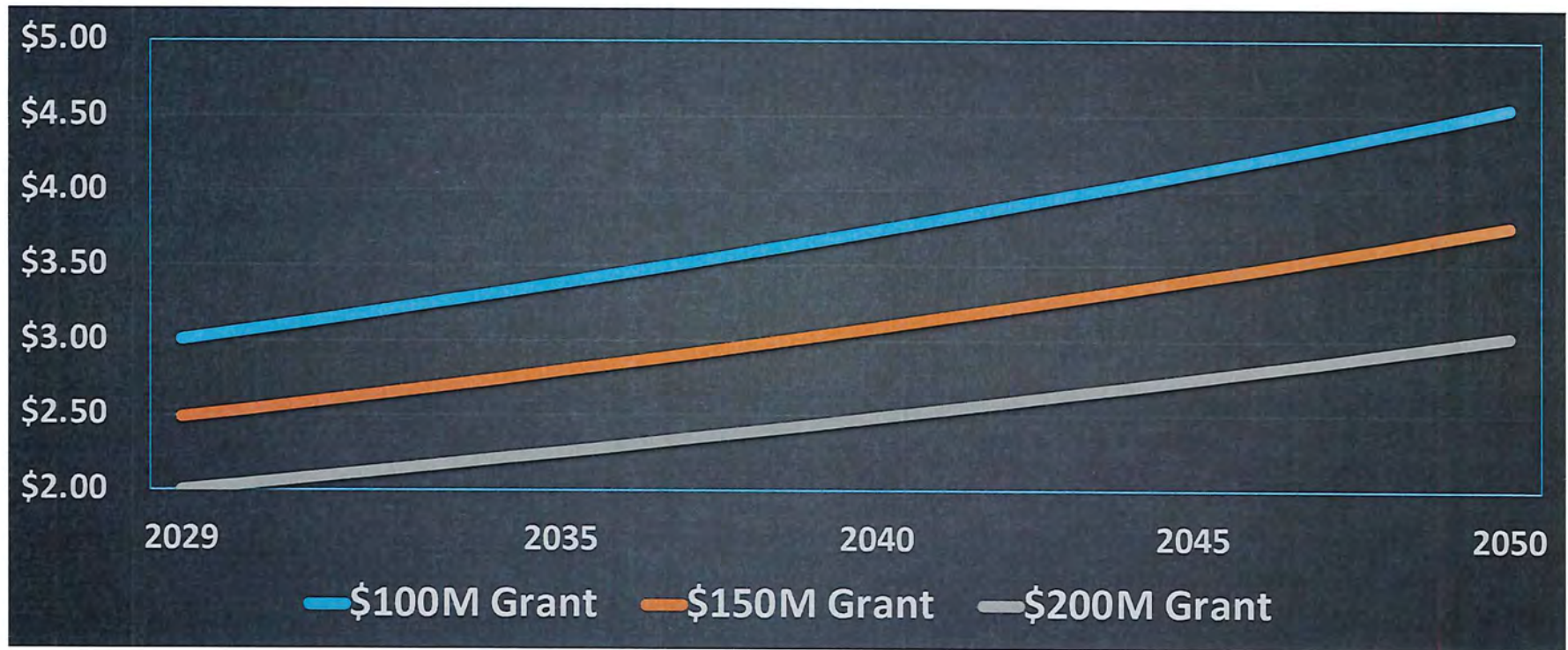
SIZE OF BORROWINGS



OPERATING REVENUE REQUIREMENTS

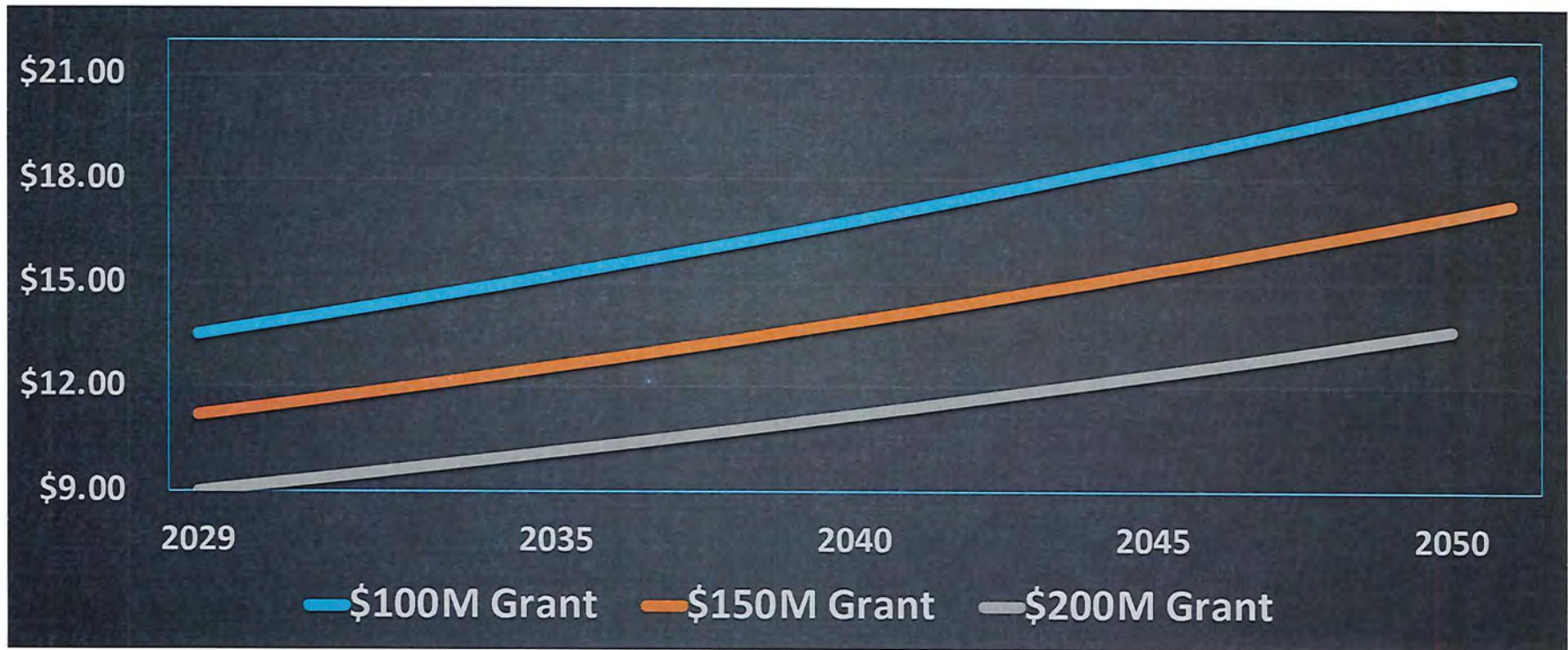


REQUIRED TOLL RATES FOR CONCEPT SCENARIOS: AUTO BREEZE BY RATE

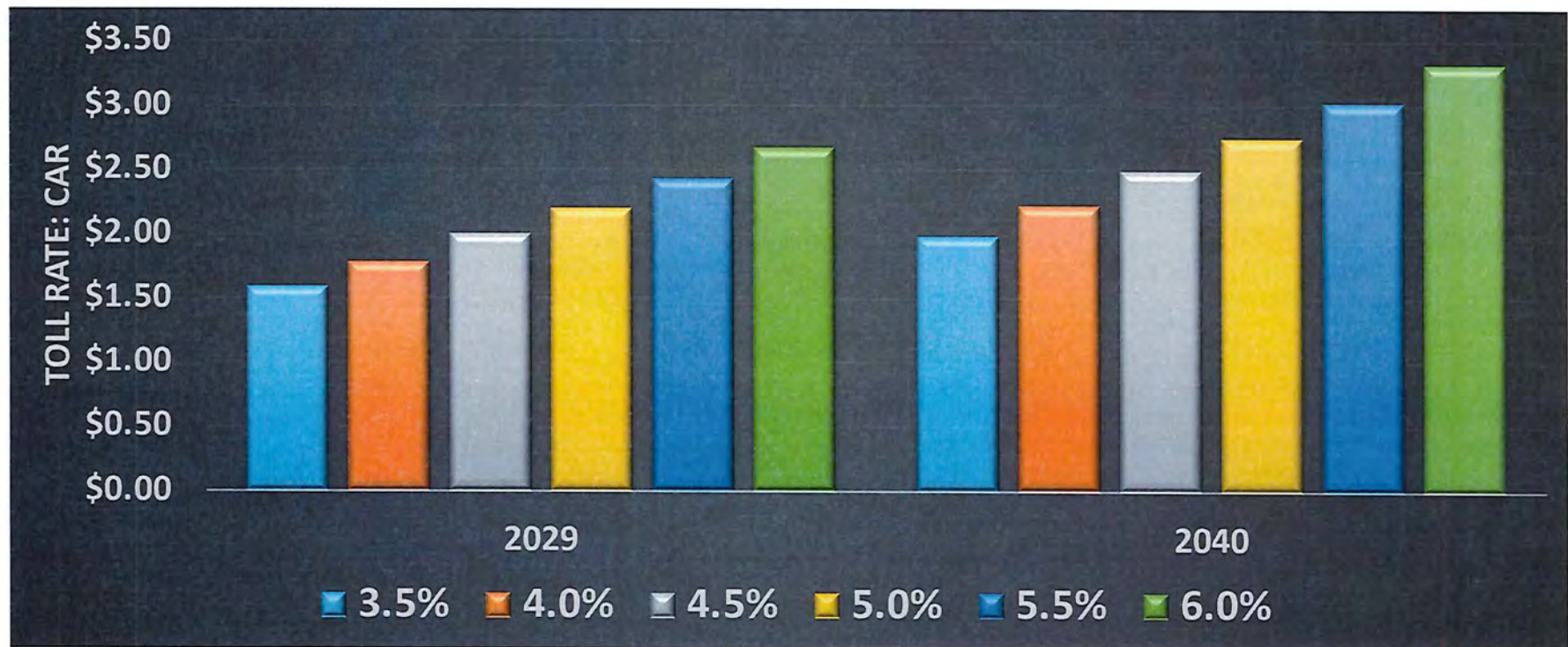


REQUIRED BREEZEBY TOLL RATE FOR "AVERAGE TRUCK"

"AVERAGE TRUCK" = 3 AXLES (BASED ON CURRENT COUNTS)



IMPACT OF "AVERAGE" INTEREST RATE ON TOLL RATE: \$200M GRANT - CAR BREEZE BY RATE



IMPACT OF "AVERAGE" INTEREST RATE ON TOLL RATE: \$200M GRANT - AVG. TRUCK BREEZE BY RATE



QUESTIONS?

Commission Memo



Prepared by: Fred Kowell
Date: June 1, 2021
Re: Financial Review for the Ten Months
Ended April 30, 2021

The following attachments referenced for this financial review are as follows:

- Bridge Traffic and Revenue Report
- Schedule of Expenditures by Cost Center by Fund
- Schedule of Revenues by Cost Center by Fund
- Statement of Operating Revenues, Expenditures and Other Sources and Uses

Bridge Traffic and Revenue Report

With regard to the Bridge Traffic and Revenue report you can see our traffic is down year-to-date by 4% as compared to the ten months in FY 2019-20. Or about 9.4% compared against the FY 2018-19 traffic. This is due to the impact the coronavirus has made to vehicle traffic. That said, the variance was much larger in the first half of the year and has slowly been reduced as the surrounding community is shifting to pre-pandemic levels of travel. Revenues are up by 10% as compared to last year due to the implementation of the License plate recognition system. However, due to pre-pandemic revenues, we are down by 3.4% when compared to FY 2018-19 numbers.

In April 2020, the Port stopped all toll collections such that revenues numbers reflect this disparity.

We are seeing more traffic and likewise revenues and should be very close to traffic counts as compared against FY 2018-19 and revenues equal to or more than those pre-pandemic levels.

Schedule of Expenditures by Cost Center by Fund

Personnel services is lower than budget for 10 months through the year, however, this year has an unexpected extra pay date on June 30th, which will possibly put us slightly over budget. Staff will keep a vigilant eye on overtime and when we bring our seasonal staff on for the summer. There might be a slight budget transfer at year end.

Materials & Services is tracking below budget for our industrial and commercial properties overall. However, there are a few asset centers that will be over budget by year end. The Halyard building will be over by year end due to higher legal costs related to the lease renewal and TI process. In addition, the Eventsite, Hook, Spit and Nichols will be over budget due to the use of Porta-Potties instead of staff cleaning the restrooms during this pandemic. The Marina Office building had higher maintenance costs related to HVAC and window repairs, which were not budgeted for. The Airport and Big 7 buildings will be very close to

budget by year end. Staff will monitor if any costs might be better spent later. It should be noted that under the CARES Act, many of the porta-potty, and garbage removal costs were reimbursed for those recreation asset centers.

Capital Outlay is tracking well below budget as most of the capital projects were delayed due to acquiring contractors to do the work and permitting. The one exception to note is the Halyard TI provided to Pfriem that was discussed by this Board. Overall Capital Outlay will be significantly below budget by year end due to many factors, the largest being the purchase of the Exit 62 property not moving forward.

Schedule of Revenues

Toll revenues are below budget by 4%, mostly due to the impact the pandemic has had to our traffic over the year. That said, there is a high probability the Port will receive \$477,000 in a revenue loss reimbursement from the American Relief Act that was passed by Congress. If this occurs, the Port will have recovered its revenue loss as compared to budget. Other revenues under Bridge operations is well under budget due to the toll collectors coming back and not charging customers the administrative and late fees associated with crossing the bridge. Those charges are only being charged to violators at this time.

Our lease properties from our industrial properties are below budget due to some leases being deferred and others being waived. As we look at our costs being incurred for maintenance and utilities, we see that the year-end true-up will have a positive impact to our revenues but will still be lower than the budget due to the impact the pandemic has had to our tenants.

It should be noted that the Port received a grant of \$100,000 from Business Oregon for the deferred rent related to the Halyard building. The receipt of this grant occurred in May.

Waterfront parking is outperforming the budget with a strong year thus far. As street parking moves into the summer months, revenues will most likely exceed the budget by 15%.

Waterfront Recreation revenues will exceed the budget due to season passes and the pent up demand for folks to get out and recreate. With the exception of Events, the Recreation asset centers will out perform the budget by 15% on the back of season passes.

The Marina and Airport leases are were billed in late December for the 2021 calendar year, which are reflected in the year to date numbers. Both asset centers should meet their revenue budgets by year end with respect to their normal lease revenues. With regard to the grants at the Airport, there is a lag in being able to bill for reimbursable costs under the FAA grant(s). Thus, Airport grants will look like they are under performing as compared to the budget but those billings will most likely appear in the subsequent year.

Statement of Operating Revenues, Expenditures and Other Sources and Uses

Overall, the Port will be under budget by year end, however a Budget Transfer will be needed by year end to shore up specific asset centers described above.

Lease revenues are improving to some degree as the deferments start to be paid back, but will under perform for the year as compared against the budget.

The silver lining related to the pandemic will be increased Bridge and Recreation traffic and revenues as well as Bridge which will either bring us closer to our budgeted numbers or out perform our budgeted revenues.

Accounts Receivables Update – With the exceptions of those on a payment plan (ie. deferments, waivers, Soniq, Chief Consulting) receivables are in line with the other tenants, with the exception of Real Carbon who is not behind by over 60 days. They have been notified and have said that we should receive payment by next week.

This is my report through the ten months ended April 30, 2021.

RECOMMENDATION: Discussion.

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PORT OF HOOD RIVER
Bridge Traffic and Revenue Report
For the Ten Months Ended April 30, 2021 and Four Prior Years

	2016-17		2017-18		2018-19		2019-20		2020-21		Change from Prior year	
	Traffic	Revenue	Traffic	Revenue	Traffic	Revenue	Traffic	Revenue	Traffic	Revenue	Traffic	Revenue
JUL	423,744	\$ 402,074	442,251	\$ 399,618	437,364	\$ 608,941	433,624	\$ 606,062	382,194	\$ 653,208	0.88	1.08
AUG	425,567	\$ 407,839	435,364	\$ 401,815	428,907	\$ 608,085	432,968	\$ 616,279	389,379	\$ 506,045	0.90	0.82
SEPT	387,860	\$ 372,099	412,452	\$ 332,996	396,517	\$ 558,537	389,473	\$ 550,380	341,474	\$ 460,173	0.88	0.84
OCT	357,180	\$ 337,294	389,210	\$ 361,315	390,814	\$ 527,573	387,460	\$ 525,481	361,145	\$ 518,895	0.93	0.99
NOV	330,795	\$ 313,529	341,147	\$ 312,337	340,044	\$ 452,602	334,390	\$ 442,364	291,634	\$ 390,162	0.87	0.88
DEC	285,209	\$ 260,625	324,278	\$ 298,530	395,038	\$ 408,966	327,627	\$ 416,540	291,531	\$ 381,574	0.89	0.92
Calendar Year Total	4,280,160	\$4,028,417	4,377,500	\$4,038,137	4,546,163	\$5,969,681	4,328,694	\$5,896,268	3,828,653	\$5,029,250	0.88	0.85
JAN	245,670	\$ 238,709	327,522	\$ 293,677	323,461	\$ 428,669	313,603	\$ 360,066	287,781	\$ 391,391	0.92	1.09
FEB	266,202	\$ 244,472	296,977	\$ 387,737	241,313	\$ 302,296	325,895	\$ 395,221	251,307	\$ 331,474	0.77	0.84
MAR	350,470	\$ 324,146	357,160	\$ 501,543	345,915	\$ 437,390	274,160	\$ 255,792	343,619	\$ 455,396	1.25	1.78
APR	362,559	\$ 334,362	362,150	\$ 491,217	346,668	\$ 459,806	236,700	\$ 4,393	363,955	\$ 515,277	1.54	117.30
MAY	399,271	\$ 368,296	407,141	\$ 564,038	370,757	\$ 523,822	288,565	\$ 353,299			0.00	0.00
JUN	408,626	\$ 421,541	406,529	\$ 566,765	395,038	\$ 587,179	332,373	\$ 750,423			0.00	0.00
Fiscal Year Total	4,243,153	\$4,024,985	4,502,181	\$4,911,588	4,411,826	\$5,903,866	4,076,888	\$5,276,299	3,304,019	\$4,603,595	0.96	1.10
Compared to FY 2018-19											-9.4%	-3.9%

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**PORT OF HOOD RIVER
SCHEDULE OF EXPENDITURES BY COST CENTER BY FUND
BUDGET AND ACTUAL - 83% THROUGH THE BUDGET
FOR THE TEN MONTHS ENDED APRIL 30, 2021**

EXPENDITURES	Personal Services				Materials & Services				Capital Outlay					Debt Service				Total Appropriation		
	Budget	Actual	Unspent	%	Budget	Actual	Unspent	%	Budget	Actual	Total	Unspent	%	Budget	Actual	Unspent	%	Budget	Actual	Unspent
<i>Toll Bridge</i>	1,232,200	959,760	272,440	78%	1,662,500	693,584	968,916	42%	306,000	49,000	49,000	257,000	16%	-	-	-		3,200,700	1,702,343	1,498,357
<i>Industrial Facilities</i>																				
Big 7	59,800	43,250	16,550	72%	171,200	139,603	31,597	82%	350,000	240,014	240,014	109,987	69%	-	-	-		581,000	422,866	158,134
Jensen Property	68,400	49,100	19,300	72%	214,700	143,866	70,834	67%	195,000	26,063	26,063	168,937	13%	1,986,000	1,986,452	(452)	###	2,464,100	2,205,481	258,619
Maritime Building	43,000	32,032	10,968	74%	82,800	46,456	36,344	56%	20,000	-	-	20,000	0%	-	-	-		145,800	78,488	67,312
Halyard Building	66,300	47,690	18,610	72%	329,500	293,767	35,733	89%	28,000	260,000	260,000	(232,000)	929%	-	-	-		423,800	601,457	(177,657)
Timber Incubator Building	31,000	22,788	8,212	74%	37,500	23,245	14,255	62%	15,000	9,670	9,670	5,330		-	-	-		83,500	55,703	27,797
Wasco Building	54,000	39,944	14,056	74%	97,000	71,307	25,693	74%	50,000	-	-	50,000		-	-	-		201,000	111,251	89,749
Hanel Site	38,200	28,158	10,042	74%	26,900	15,751	11,149	59%	1,730,000	17,087	17,087	1,712,913	1%	153,500	-	153,500	0%	1,948,600	60,996	1,887,604
	360,700	262,962	97,738	73%	959,600	733,995	225,605	76%	2,388,000	552,833	552,833	1,835,167	23%	2,139,500	1,986,452	153,048	93%	5,847,800	3,536,243	423,953
<i>Commercial Facilities</i>																				
State Office (DMV) Building	26,200	19,365	6,835	74%	47,700	34,223	13,477	72%	15,000	-	-	15,000	0%	-	-	-		88,900	53,588	35,312
Marina Office Building	41,700	31,205	10,495	75%	51,300	44,796	6,504	87%	28,000	-	-	28,000	0%	-	-	-		121,000	76,000	45,000
Port Office Building	40,300	30,866	9,434	77%	41,700	14,123	27,577	34%	140,000	25,585	25,585	114,415	18%	-	-	-		222,000	70,574	151,426
	108,200	81,436	26,764	75%	140,700	93,141	47,559	66%	183,000	25,585	25,585	157,415	14%	-	-	-		431,900	200,162	231,738
<i>Waterfront Industrial Land</i>																				
	89,400	63,311	26,089	71%	215,400	125,121	90,279	58%	4,475,000	-	-	4,475,000	0%	160,100	-	160,100	0%	4,939,900	188,432	4,751,468
<i>Waterfront Recreation</i>																				
Eventsite	137,900	101,619	36,281	74%	62,200	60,289	1,911	97%	41,000	4,585	4,585	36,415	11%	-	-	-		241,100	166,493	74,607
Hook/Spit/Nichols	56,900	42,966	13,934	76%	47,500	44,512	2,988	94%	56,000	48,556	48,556	7,444	87%	-	-	-		160,400	136,034	24,366
Marina Park	192,800	142,586	50,214	74%	69,600	52,583	17,017	76%	140,000	7,393	7,393	132,607	5%	-	-	-		402,400	202,562	199,838
	387,600	287,171	100,429	74%	179,300	157,384	21,916	88%	237,000	60,534	60,534	176,466	26%	-	-	-		803,900	505,089	298,811
<i>Marina</i>																				
	169,500	129,697	39,803	77%	130,100	78,000	52,100	60%	145,000	15,290	15,290	129,710	11%	92,500	82,378	10,123	89%	537,100	305,364	231,736
<i>Airport</i>																				
	163,400	119,919	43,481	73%	158,100	127,280	104,680	81%	4,513,900	3,430,375	3,430,375	1,083,525	76%	-	-	-		4,835,400	3,677,574	1,157,826
<i>Administration</i>																				
	27,500	-	27,500	0%	270,400	106,724	163,676	39%	304,000	12,253	12,253	291,747	4%	-	-	-		601,900	118,977	482,923
<i>Maintenance</i>																				
	-	-	-	-	151,800	104,203	47,597	69%	95,000	68,431	68,431	26,569	72%	-	-	-		246,800	172,634	74,166
<i>Total Expenditures</i>	2,538,500	1,904,256	634,244	75%	3,867,900	2,219,432	1,722,328	57%	12,646,900	4,214,301	4,214,301	8,432,599	33%	2,392,100	2,068,830	323,270	86%	21,445,400	10,406,818	9,150,977
Bridge Repair & Replacement Fund	290,100	222,636	67,464	77%	1,435,700	1,097,535	338,165	76%	4,090,000	179,738	179,738	3,910,262	4%	109,100	-	109,100	0%	5,924,900	1,499,909	4,424,991
General Fund	189,600	144,634	44,966	76%	548,150	326,050	222,100	59%	-	-	-	-	-	-	-	-		737,750	470,684	267,066

Unfavorable Variance - Expenditures

Personnel Services is tracking closer to budget but might need a very slight budget adjustment when the end of year Budget Transfer is made.

Materials & Services is higher than budget for the Big 7 and Halyard building due to higher than budgeted maintenance and legal costs related to the lease renewal, respectively. In addition, the Eventsite, Hook, Spit, and Nichols are higher than budget due to Porta-potties being used instead of manually cleaning restrooms during this pandemic. The Marina Office building is higher than budget due to HVAC and window repairs.

Capital Outlay is well below budget for most projects due to the delay in contracting and permitting. The Halyard overage is due to the renewal agreement and the TI funding for this building.

Debt Service will have a slight budget adjustment at year end due to the deferral of the balloon payment on the Jensen building being deferred into this year.

PORT OF HOOD RIVER
Schedule of Revenues by Cost Center By Fund
Budget to Actuals - 83% Through Budget
For the Ten Months Ended April 30, 2021

	REVENUES			
	Budget	Actual	Total	Variance
				%
REVENUE FUND				
<i>Toll Bridge</i>				
Bridge Tolls	5,846,500	4,590,354	4,590,354	(1,256,146) 79% Pandemic
Cable Crossing Leases	12,500	12,000	12,000	(500) 96%
Other	1,030,000	86,663	86,663	(943,337) 8%
	6,889,000	4,689,016	4,689,016	(2,199,984) 68%
<i>Industrial Facilities</i>				
Big 7				
Lease Revenues	359,000	233,520	233,520	(125,480) 71% Sonic Aerospace vacated
Reimbursements/Other	86,800	83,423	83,423	(3,377) (3,377)
Jensen Property				
Lease Revenues	524,000	408,091	408,091	(115,909) 70% Note 1
Reimbursements/Other	90,600	19,980	19,980	(70,620) (70,620)
Financing Source	50,000	48,156	48,156	(1,844) (1,844)
Maritime Building				
Lease Revenues	473,900	280,080	280,080	(193,820) 59% Note 1
Reimbursements/Other	-	-	-	
Halvard Building				
Lease Revenues	288,800	149,689	149,689	(139,111) 57% Deferred lease payments
Reimbursements/Other	275,700	174,274	174,274	(101,426) (101,426)
Timberline Incubator Building				
Lease Revenues	94,800	73,103	73,103	(21,697) 76% Note 1
Reimbursements	16,700	11,156	11,156	(5,544) (5,544)
Wasco Building				
Lease Revenues	313,500	209,662	209,662	(103,838) 67% Note 1
Reimbursements	-	1,399	1,399	1,399
Hanel				
Land Sales	734,400	-	-	(734,400)
Other Financing Sources	1,730,000	-	-	(1,730,000) 0%
	5,038,200	1,692,533	1,692,533	(3,345,667) 34%
<i>Commercial Facilities</i>				
State Office (DMV) Building				
Lease Revenues	36,000	35,365	35,365	(635) 98%
Reimbursements	-	-	-	
Marina Office Building				
Lease Revenues	96,400	29,197	29,197	(67,203) 30% Waived/deferred lease payments
Reimbursements	22,300	6,204	6,204	(16,096) (16,096)
Port Office Building				
Lease Revenues	48,550	40,458	40,458	(8,092) 83%
Reimbursements	-	-	-	
	203,250	111,224	111,224	(92,026) 55%
<i>Waterfront Industrial Land</i>				
Lease Revenues	0	0	0	(10,750) 109% Will be 15% above budget
Grants	10,750	-	-	8,406 251%
Parking	98,300	106,706	106,706	7,534 (4,350,000) 3%
Other Income	5,000	12,534	12,534	
Financing Source	4,350,000	-	-	
	4,464,050	119,240	119,240	(4,344,810)
<i>Waterfront Recreation</i>				
Eventsite, Hook and Spit				
Eventsite - Passes/Permits and Concessions	172,500	167,636	167,636	(4,864) 97% Will be 15% above budget at year end
Hook/Spit/Nichols	8,300	8,938	8,938	638 108%
Marina Park				
Sailing Schools, Showers and Events	9,500	5,334	5,334	(4,166) 56%
Lease Revenues	7,200	6,184	6,184	(1,016) 86%
Reimbursements	2,600	10,050	10,050	7,450 387%
	200,100	198,142	198,142	(1,958) 99%
<i>Marina</i>				
Lease Revenues	236,900	238,838	238,838	1,938 101% Billed at end of December
Moorage Assessment	84,900	80,281	80,281	(4,619) 95%
Reimbursements/Other	49,300	45,327	45,327	(3,973) 92%
Grant	27,050	7,000	7,000	(20,050) 26%
	398,150	371,445	371,445	(26,705) 93%
<i>Airport</i>				
Lease Revenues	213,800	185,406	185,406	(28,394) 87% Billed at end of December
Reimbursements	19,700	16,572	16,572	(3,128) 84%
Grants	3,769,000	2,441,986	2,441,986	(1,327,014) 65% Retainage
Other Financing Sources	-	-	-	
	4,002,500	2,643,964	2,643,964	(1,358,537) 66%
Budget to Actual Revenues	21,195,250	9,825,564	9,706,324	(7,024,876) 46%
Revenues less Other financing sources	11,258,450	7,289,915	7,170,675	1,356,275 65%
GENERAL FUND				
Property taxes	75,000	84,904	84,904	9,904 113%
Other Sources	7,000	2,356	2,356	
Transfers from other funds	687,750	470,684	470,684	(217,066) 68%
	\$ 769,750	\$ 557,945	\$ 555,589	\$(207,161) 72%
BRIDGE REPAIR & REPLACEMENT FUND				
Grants	2,060,800	722,309	722,309	(1,338,491) 35%
Transfers from other funds	\$ 2,069,400	\$ 1,600,602	1,600,602	(468,798) 77%

Note 1: Annually we true-up those tenants on the new lease structure with the costs incurred over the previous 12 months. The budget is completed before these adjustments are made thus causing a difference in what is projected (budget) and what actually is the true-up going forward.

PORT OF HOOD RIVER
STATEMENT OF OPERATING REVENUES, EXPENDITURES AND OTHER SOURCES AND USES OF FUNDS
AND BUDGET VS ACTUAL PERFORMANCE
FOR THE TEN MONTHS ENDED APRIL 30, 2021

	REVENUE FUND							GENERAL FUND	BRIDGE REPAIR & REPLACEMENT FUND	TOTAL	
	Bridge	Industrial Buildings	Commercial Buildings	Waterfront Land	Waterfront Recreation	Marina	Airport		Administration Maintenance		
OPERATING REVENUES											
Tolls	\$ 4,689,016									\$ 4,689,016	
Leases		\$ 1,354,145	\$ 105,020	\$ 0	\$ 6,184	\$ 319,119	\$ 185,406			1,969,874	
Reimbursements		290,232	6,204		10,050	45,327	16,572			368,385	
Fees, Events, Passes and Concessions				106,706	181,908					288,614	
Property taxes								84,904		84,904	
<i>Total Operating Revenues</i>	4,689,016	1,644,378	111,224	106,706	198,142	364,445	201,977	-	84,904	7,400,792	
Operating Expenses											
Personnel Services	959,760	262,962	81,436	63,311	287,171	129,697	119,919	-	144,634	2,271,526	
Materials & Services	693,584	733,995	93,141	125,121	157,384	78,000	127,280	210,927	326,050	3,643,017	
<i>Total Operating Expenses</i>	1,653,343	996,957	174,577	188,432	444,555	207,697	247,200	210,927	470,684	5,914,543	
<i>Operating income/(Loss)</i>	3,035,673	647,421	(63,353)	(81,727)	(246,413)	156,748	(45,222)	(210,927)	(385,780)	1,486,249	
Other Resources											
Income from other sources	-	48,156		12,534	-	-	-	79,830	2,356	13,244	156,120
Grants						7,000	2,441,986	128,436	-	722,309	3,299,731
Sale of land	-			-	-	-	-	-	-	-	-
Note receivables	-			-	-	-	-	-	-	-	-
<i>Total Other Resources</i>	-	48,156	-	12,534	-	7,000	2,441,986	208,266	2,356	735,553	3,455,852
Other (Uses)											
Capital projects	(49,000)	(552,833)	(25,585)	-	(60,534)	(15,290)	(3,430,375)	(80,684)	-	(179,738)	(4,394,038)
Debt service	-	(151,822)	-	-	-	(82,378)	-	-	-	-	(234,200)
<i>Total Other (Uses)</i>	(49,000)	(704,656)	(25,585)	-	(60,534)	(97,667)	(3,430,375)	(80,684)	-	(179,738)	(4,628,238)
Transfers In/(Out)	(1,600,602)							(470,684)	470,684	1,600,602	-
<i>Net Cashflow</i>	\$ 1,386,071	\$ (9,080)	\$ (88,938)	\$ (69,192)	\$ (306,947)	\$ 66,081	\$ (1,033,611)	\$ (554,029)	\$ 87,261	\$ 836,246	\$ 313,862

BUDGET VS ACTUAL PERFORMANCE

FY 2020-21 Budget

Operating revenues - Budget	\$ 5,859,000	\$ 2,523,800	\$ 203,250	\$ 103,300	\$ 200,100	\$ 371,100	\$ 233,500	\$ -	\$ 75,000	\$ 0	\$ 9,569,050
Operating revenues - Actuals	4,602,354	1,644,378	111,224	119,240	198,142	364,445	201,977	-	84,904	0	7,326,664
Actuals greater/(Less) than budget	(1,256,646)	(879,422)	(92,026)	15,940	(1,958)	(6,655)	(31,523)	-	9,904	-	(2,242,386)
	79%	65%	55%	115%	99%	98%	86%		113%	100%	77%
Operating expenses - Budget	2,894,700	1,320,300	248,900	304,800	566,900	299,600	321,500	449,700	737,750	1,725,800	8,869,950
Operating expenses - Actuals	1,653,343	996,957	174,577	188,432	444,555	207,697	247,200	210,927	470,684	1,320,171	5,914,543
Actuals (greater)/Less than budget	1,241,357	323,343	74,323	116,368	122,345	91,903	74,300	238,773	267,066	405,629	2,955,407
	57%	76%	70%	62%	78%	69%	77%		64%	76%	67%
Other Resources - Budget	1,030,000	\$ 2,514,400	-	4,360,750	-	27,050	3,769,000	166,000	7,000	4,889,300	16,763,500
Other Resources - Actuals	86,663	48,156	-	-	-	7,000	2,441,986	208,266	2,356	735,553	3,529,980
Actuals greater/(Less) than budget	(943,337)	(2,466,244)	-	(4,360,750)	-	(20,050)	(1,327,014)	42,266	(4,644)	(4,153,747)	(13,233,520)
Other (Uses) - Budget	306,000	4,527,500	183,000	4,635,100	237,000	237,500	4,513,900	399,000	-	4,199,100	\$ 19,238,100
Other (Uses) - Actuals	49,000	704,656	25,585	-	60,534	97,667	3,430,375	80,684	-	179,738	\$ 4,628,238
Actuals (greater)/Less than budget	257,000	3,822,844	157,415	4,635,100	176,466	139,833	1,083,525	318,316	-	4,019,362	14,609,862
	16%	16%	14%	0%	26%	41%	76%	20%	#DIV/0!	4%	24%
<i>Net Position - Budget vs Actuals</i>	\$ (701,627)	\$ 800,520	\$ 139,712	\$ 406,658	\$ 296,853	\$ 205,031	\$ (200,711)	\$ 599,355	\$ 272,326	\$ 271,244	\$ 2,089,362

**PORT OF HOOD RIVER
SCHEDULE OF EXPENDITURES BY COST CENTER BY FUND
BUDGET AND ACTUAL - 83% THROUGH THE BUDGET
FOR THE TEN MONTHS ENDED APRIL 30, 2021**

EXPENDITURES	Personal Services				Materials & Services				Capital Outlay					Debt Service				Total Appropriation		
	Budget	Actual	Unspent	%	Budget	Actual	Unspent	%	Budget	Actual	Total	Unspent	%	Budget	Actual	Unspent	%	Budget	Actual	Unspent
<i>Toll Bridge</i>	1,232,200	959,760	272,440	78%	1,662,500	693,584	968,916	42%	306,000	49,000	49,000	257,000	16%	-	-	-		3,200,700	1,702,343	1,498,357
<i>Industrial Facilities</i>																				
Big 7	59,800	43,250	16,550	72%	171,200	139,603	31,597	82%	350,000	240,014	240,014	109,987	69%	-	-	-		581,000	422,866	158,134
Jensen Property	68,400	49,100	19,300	72%	214,700	143,866	70,834	67%	195,000	26,063	26,063	168,937	13%	1,986,000	1,986,452	(452) ###		2,464,100	2,205,481	258,619
Maritime Building	43,000	32,032	10,968	74%	82,800	46,456	36,344	56%	20,000	-	-	20,000	0%	-	-	-		145,800	78,488	67,312
Halyard Building	66,300	47,690	18,610	72%	329,500	293,767	35,733	89%	28,000	260,000	260,000	(232,000)	929%	-	-	-		423,800	601,457	(177,657)
Timber Incubator Building	31,000	22,788	8,212	74%	37,500	23,245	14,255	62%	15,000	9,670	9,670	5,330		-	-	-		83,500	55,703	27,797
Wasco Building	54,000	39,944	14,056	74%	97,000	71,307	25,693	74%	50,000	-	-	50,000		-	-	-		201,000	111,251	89,749
Hanel Site	38,200	28,158	10,042	74%	26,900	15,751	11,149	59%	1,730,000	17,087	17,087	1,712,913	1%	153,500	-	153,500	0%	1,948,600	60,996	1,887,604
	360,700	262,962	97,738	73%	959,600	733,995	225,605	76%	2,388,000	552,833	552,833	1,835,167	23%	2,139,500	1,986,452	153,048	93%	5,847,800	3,536,243	423,953
<i>Commercial Facilities</i>																				
State Office (DMV) Building	26,200	19,365	6,835	74%	47,700	34,223	13,477	72%	15,000	-	-	15,000	0%	-	-	-		88,900	53,588	35,312
Marina Office Building	41,700	31,205	10,495	75%	51,300	44,796	6,504	87%	28,000	-	-	28,000	0%	-	-	-		121,000	76,000	45,000
Port Office Building	40,300	30,866	9,434	77%	41,700	14,123	27,577	34%	140,000	25,585	25,585	114,415	18%	-	-	-		222,000	70,574	151,426
	108,200	81,436	26,764	75%	140,700	93,141	47,559	66%	183,000	25,585	25,585	157,415	14%	-	-	-		431,900	200,162	231,738
<i>Waterfront Industrial Land</i>																				
	89,400	63,311	26,089	71%	215,400	125,121	90,279	58%	4,475,000	-	-	4,475,000	0%	160,100	-	160,100	0%	4,939,900	188,432	4,751,468
<i>Waterfront Recreation</i>																				
Eventsite	137,900	101,619	36,281	74%	62,200	60,289	1,911	97%	41,000	4,585	4,585	36,415	11%	-	-	-		241,100	166,493	74,607
Hook/Spit/Nichols	56,900	42,966	13,934	76%	47,500	44,512	2,988	94%	56,000	48,556	48,556	7,444	87%	-	-	-		160,400	136,034	24,366
Marina Park	192,800	142,586	50,214	74%	69,600	52,583	17,017	76%	140,000	7,393	7,393	132,607	5%	-	-	-		402,400	202,562	199,838
	387,600	287,171	100,429	74%	179,300	157,384	21,916	88%	237,000	60,534	60,534	176,466	26%	-	-	-		803,900	505,089	298,811
<i>Marina</i>																				
	169,500	129,697	39,803	77%	130,100	78,000	52,100	60%	145,000	15,290	15,290	129,710	11%	92,500	82,378	10,123	89%	537,100	305,364	231,736
<i>Airport</i>																				
	163,400	119,919	43,481	73%	158,100	127,280	104,680	81%	4,513,900	3,430,375	3,430,375	1,083,525	76%	-	-	-		4,835,400	3,677,574	1,157,826
<i>Administration</i>																				
Maintenance	27,500	-	27,500	0%	270,400	106,724	163,676	39%	304,000	12,253	12,253	291,747	4%	-	-	-		601,900	118,977	482,923
					151,800	104,203	47,597	69%	95,000	68,431	68,431	26,569	72%	-	-	-		246,800	172,634	74,166
<i>Total Expenditures</i>	2,538,500	1,904,256	634,244	75%	3,867,900	2,219,432	1,722,328	57%	12,646,900	4,214,301	4,214,301	8,432,599	33%	2,392,100	2,068,830	323,270	86%	21,445,400	10,406,818	9,150,977
<i>Bridge Repair & Replacement Fund</i>																				
	290,100	222,636	67,464	77%	1,435,700	1,097,535	338,165	76%	4,090,000	179,738	179,738	3,910,262	4%	109,100	-	109,100	0%	5,924,900	1,499,909	4,424,991
<i>General Fund</i>																				
	189,600	144,634	44,966	76%	548,150	326,050	222,100	59%										737,750	470,684	267,066

Unfavorable Variance - Expenditures

Personnel Services is tracking closer to budget but might need a very slight budget adjustment when the end of year Budget Transfer is made.

Materials & Services is higher than budget for the Big 7 and Halyard building due to higher than budgeted maintenance and legal costs related to the lease renewal, respectively. In addition, the Eventsite, Hook, Spit, and Nichols are higher than budget due to Porta-potties being used instead of manually cleaning restrooms during this pandemic. The Marina Office building is higher than budget due to HVAC and window repairs.

Capital Outlay is well below budget for most projects due to the delay in contracting and permitting. The Halyard overage is due to the renewal agreement and the TI funding for this building.

Debt Service will have a slight budget adjustment at year end due to the deferral of the balloon payment on the Jensen building being deferred into this year.

Commission Memo



Prepared by: Kevin Greenwood
Date: June 1, 2021
Re: FY 21-22 Legislative Advocacy

The Port had another robust government relations effort for fiscal year 21-22. In addition to giving elected and key agency officials updates on the NEPA process related to bridge replacement, much effort was made to advocate for a federal USDOT grant application as well as positioning the project for more significant capital funding.

The effort paid off with the successful joint application with Klickitat County for the \$5M BUILD grant and the \$5M appropriation from the Washington State Legislature. The Port continues to meet with members of the Oregon legislature to advocate for an equal amount from lottery bonding.

Summit has also provided staff direction on funding requests from the myriad of programs coming out of the Washington DC. Hal Hiemstra will touch on those funding opportunities as well as the ongoing relationship building with the USDOT TIFIA program. Summit has provided support to the Port since 2015.

Brad Boswell and Dan Bates at Thorn Run have also been busy in developing a path forward for future bridge governance and facilitating smaller requests from the Port to the state allocations for ARPA. Boswell has represented the Port since 2017 and Thorn Run since 2016.

Staff has invited all three government affairs consultants to give a brief review of their work this past year and a preview for the coming year. Summit Strategies will start things off, with Brad Boswell following and Thorn Run finishing the discussion.

This is being brought to the Commission in advance of the FY21-22 contracts renewals that will be before the board for consideration at the June 22nd regular meeting.

RECOMMENDATION: Information and Discussion

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Commission Memo



Prepared by: Michael McElwee
Date: June 1, 2021
Re: Staff Reorganization Planning

At the Spring Planning Session in April, I presented potential changes to staff roles and responsibilities to address several organizational and capacity issues. The Budget Committee subsequently approved a FY 21/22 Budget that included budget capacity for those recommendations. This memorandum is intended to further describe those proposed staff changes and obtain additional Commission feedback.

As a reminder, there are a number of factors drove the recommend staff changes:

- Several senior staff members are likely to retire in the next 2-5 years.
- Employees are working at a high productivity level which cannot be sustained.
- Existing staff have excellent skills and experience that are under-utilized. Others have interests and potential for professional growth that can be nurtured.
- Capital projects can be managed better to increases accountability and efficiency.
- Oversight of the Ken Jernstedt Airfield operations can be improved.

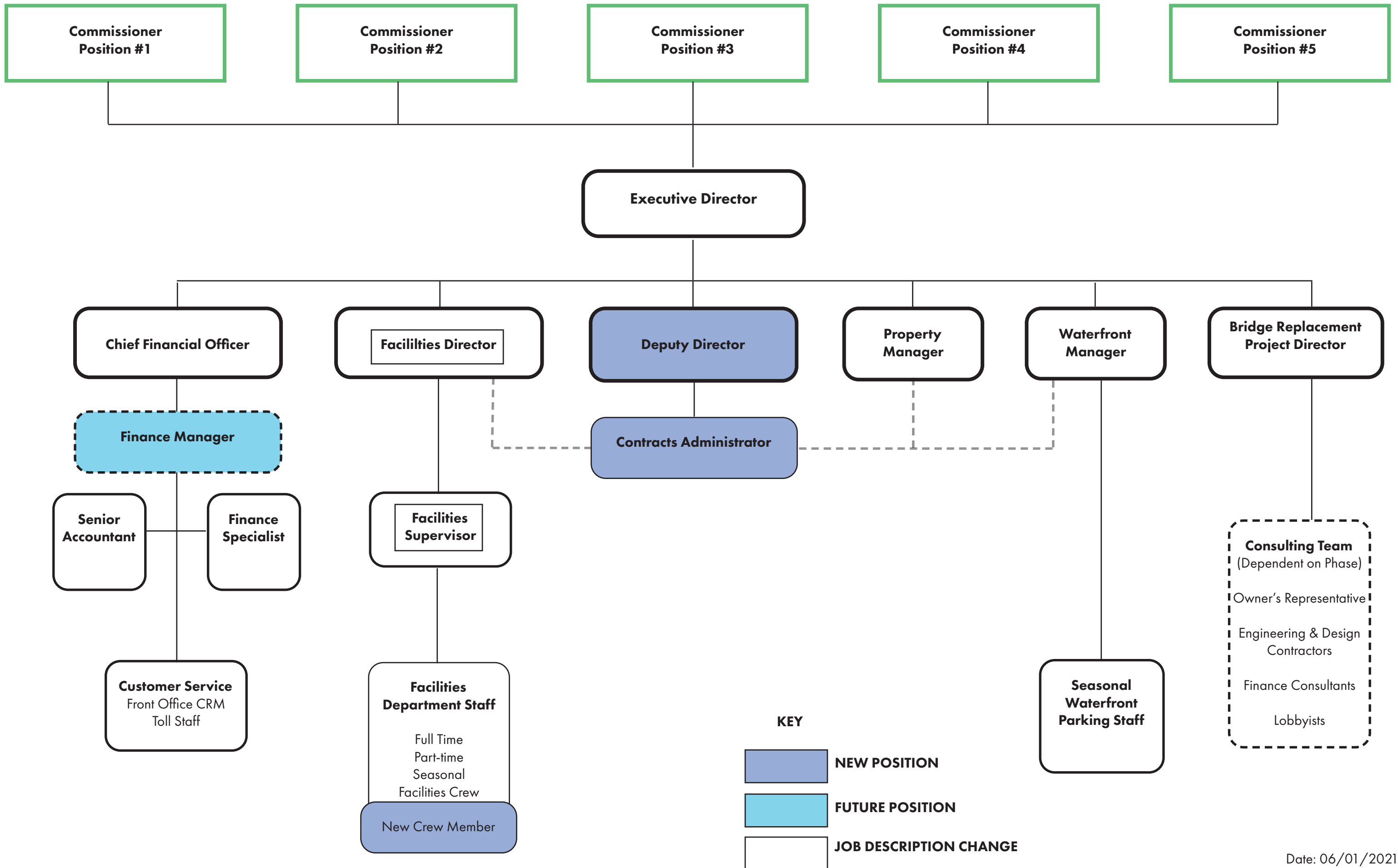
The attached chart shows the recommended new organizational structure. Key changes:

1. Create the position of Deputy Executive Director
2. Add a new position of Administrative Assistant
3. Support further growth & development of Finance Staff
4. Modify Job Description and shift title of Facilities Manager to Facilities Director
5. Designate a Facilities Supervisor.
6. Hire Entry-Level Facilities Department Employee.

Generally, the above changes would start to take place in late fall this year, with full implementation of the new structure in Q1 2022.

RECOMMENDATION: Discussion.

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Administration

- Please note that the second of June Commission meeting will be re-scheduled to June 22nd. This will be the last regular Commission meeting for Commissioners Everitt and Meriwether.
- I would appreciate hearing from the Commission about interest in beginning to return to in-person Commission meetings. My recommendation is that we start meeting again in the Commission conference room starting July 13th.
- We are considering when to reopen the office to the public. Optimally, opening would occur after we have made modifications to the front desk area. These improvements were part of the larger office re-model that was postponed. Architect Liz Olberding has prepared construction plans and specifications for the front office work that we expect to complete in the next six weeks. See attached.
- Mr. Greg Hagbery has accepted the position of Property/Development Manager. Mr. Hagbery has extensive experience in property development, design and construction. His first day will be June 21st.
- As you know, two new members will join the Port of Hood River Board of Commissioners. On May 18th Heather Gehring was elected to Position #2 and Mike Fox was elected to fill Position #3. Commissioner Ben Sheppard was re-elected for Position #1. New and returning members will be sworn in at the July meeting, scheduled for July 13. We will initiate efforts to meet with each Commissioner-Elect and begin orientation in June. In addition, **I have tentatively scheduled board training at 3:00 p.m. on July 13.** The training would be 90 minutes and facilitated by George Dunkel, a retired fire chief and long-time instructor with the Special Districts Association of Oregon (SDAO). I would appreciate confirmation of availability from the three returning Commissioners.
- Update on the various efforts to secure funding for various Port priority projects:
 - Lottery bond request for \$5,000,000 for the bridge replacement project still in process. Outcome will likely not be known until the end of session.
 - Final State ARPA request asking for \$250,000 for the Commercial Hangar Project and \$250,000 for E. Anchor Way. This request was sponsored by Sen. Thomsen.
 - Congressionally Directing Spending request seeking \$400,000 for E. Anchor Way through Senators Wyden & Merkley.
 - Immediate Opportunity Fund (IOF) grant being prepared seeking \$250,000-\$500,000 from Business Oregon/ODOT for the E. Anchor Way Project.

- We are preparing to submit an EDA ARPA application for \$2,5 million for the combined E. Anchor Way and N. 1st Street project. The NOFO is expected to be issued in a few weeks.

Recreation/Marina

- Preparations are underway for Memorial Day Weekend and the summer season. The Event Site booth will open on May 28. Launch/Land will end on May 27. Staffing is available to open the restrooms at the Event Site and Moorage starting May 29. The other restrooms will remain closed until we can secure adequate summer staff. Parking enforcement began on May 15th. Lot #1 will be open 24/7 throughout the summer to avoid the constant evaluation of parking occupancy at the Event Site. Please see attached description of Waterfront use activity details prepared by Daryl Stafford.
- The online preseason discount pass sales totaled 946 regular length vehicle season passes and 48 over length passes.
- A “clean-up” of the Sandbar was carried out on May 15th to relocate woody debris away from kite use areas. By all accounts it was very successful.
- Staff has met with Todd Anderson, owner of the Gorge Paddling Center to coordinate installation of a “rope line” around the portion of the Nichols Dock used by his business operations. This is intended to help resolve the conflicts with swimmers.
- There have been quite a few calls and emails to Port staff and the Sheriff regarding boats, jet skis and E-Foils in Nichols Basin and the Hook. Staff has been in touch with the sheriff, OSMB and the Concessions to relay the following information.



Foiling: The Port has requested that the schools not teach with E-foils in Nichols Basin as they would prefer to keep that area focused on families and paddle sports. The Hook is okay. The OSMB requires E-Foils to be registered with the state but does not have any additional rules at this time.

1. Windsurf foiling- okay in both.
2. SUP (or surf) foiling no E-assist- okay in both.
3. Wing foiling- okay in both.
4. Kite foiling- Not allowed in Nichols or the Hook.
5. E-Foiling- Not allowed in Nichols, okay at the Hook.

Jet Skis and power boats in Nichols and the Hook- per the OSMB they are okay in both locations, however they must go slow with NO WAKE. In Nichol’s Basin at Frog Beach

and Nichol's Dock the Port does not want jet skis or boats on the beach or tied up to the dock. Fishing is okay in both locations, same deal, they must go slow with no wake.

Development/Property

- Each of the three development-ready lots at the Lower Mill are now under short term leases.
- I will provide a summary of the responses received to the Request for Developer Interest (RFDI) for the Barman Lot. The deadline for responses was May 28.
- Roam and Shelter, a tenant occupying a small space in the Big 7 Building has informed the Port that their business is no longer sustainable. They are seeking to terminate their lease at the end of June.
- I am continuing to work with Key Development on a potential Amendment #9 to address the second phase of development on the old Expo Property.

Airport

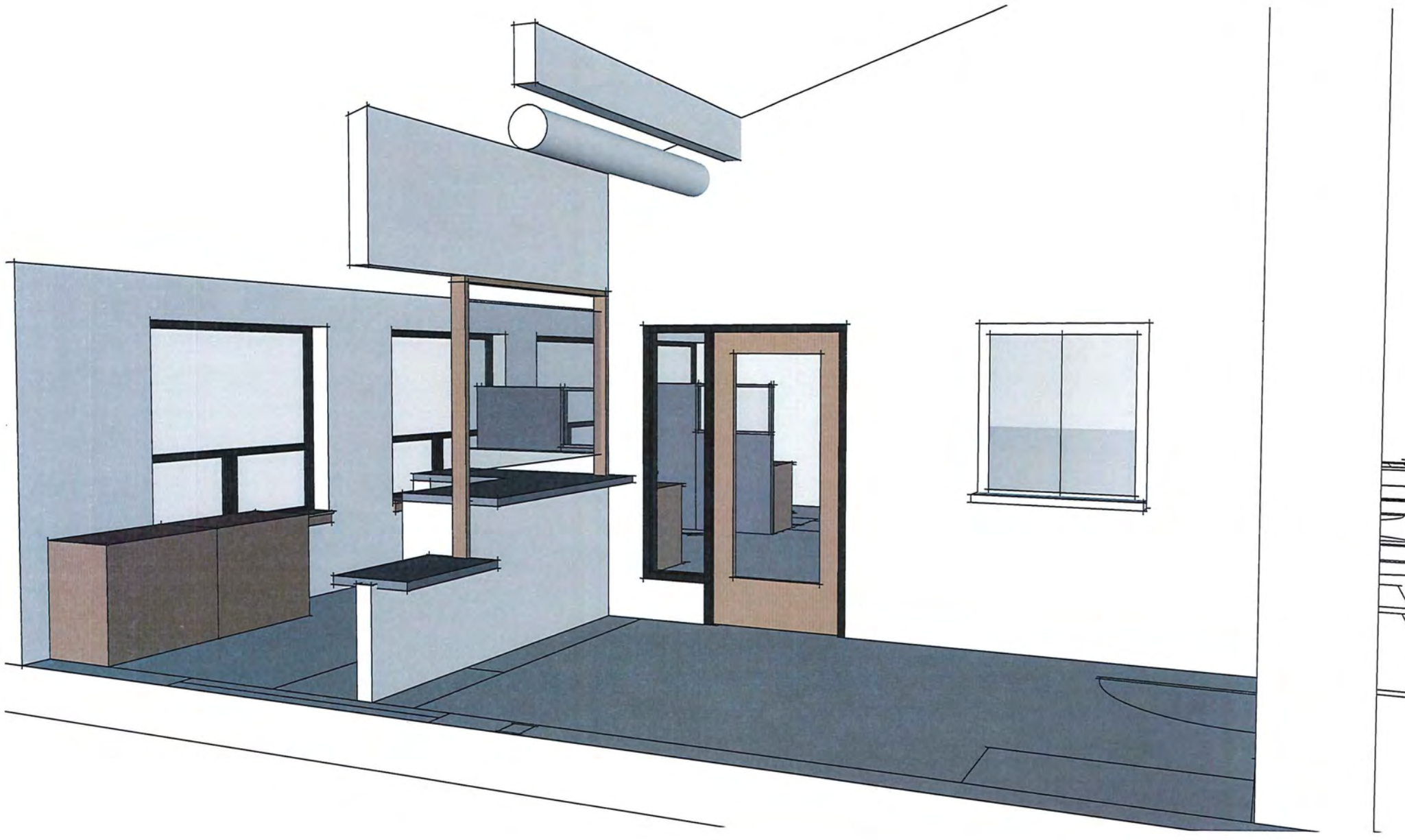
- An Airport Advisory Committee meeting was held on May 27. A summary of the discussion will be presented verbally at the June 1 meeting,
- The Purchase Order for the new AV Gas Tank has not yet been made. The order has taken longer than expected due to preparation of a detailed contract that was needed to resolve fine print conflicts in on the Mascott standard purchase agreement.
- The AWOS wind sensor is now back online. Installation of the other equipment instruments (visibility and barometer) took place on May 27th.
- A property owner adjacent to the airport cut down several trees and places a small amount of fill on Port property. General Counsel will send a letter to the property owner seeking redress on several issues.
- We received two responses to the Request for Qualifications (RFQ) from firms interested in the long-term contract for Engineering services. The evaluation process will take place over the next several weeks with the intent of bringing a contract to the July 13th meeting. **A Commissioner will need to be identified for the selection committee.**

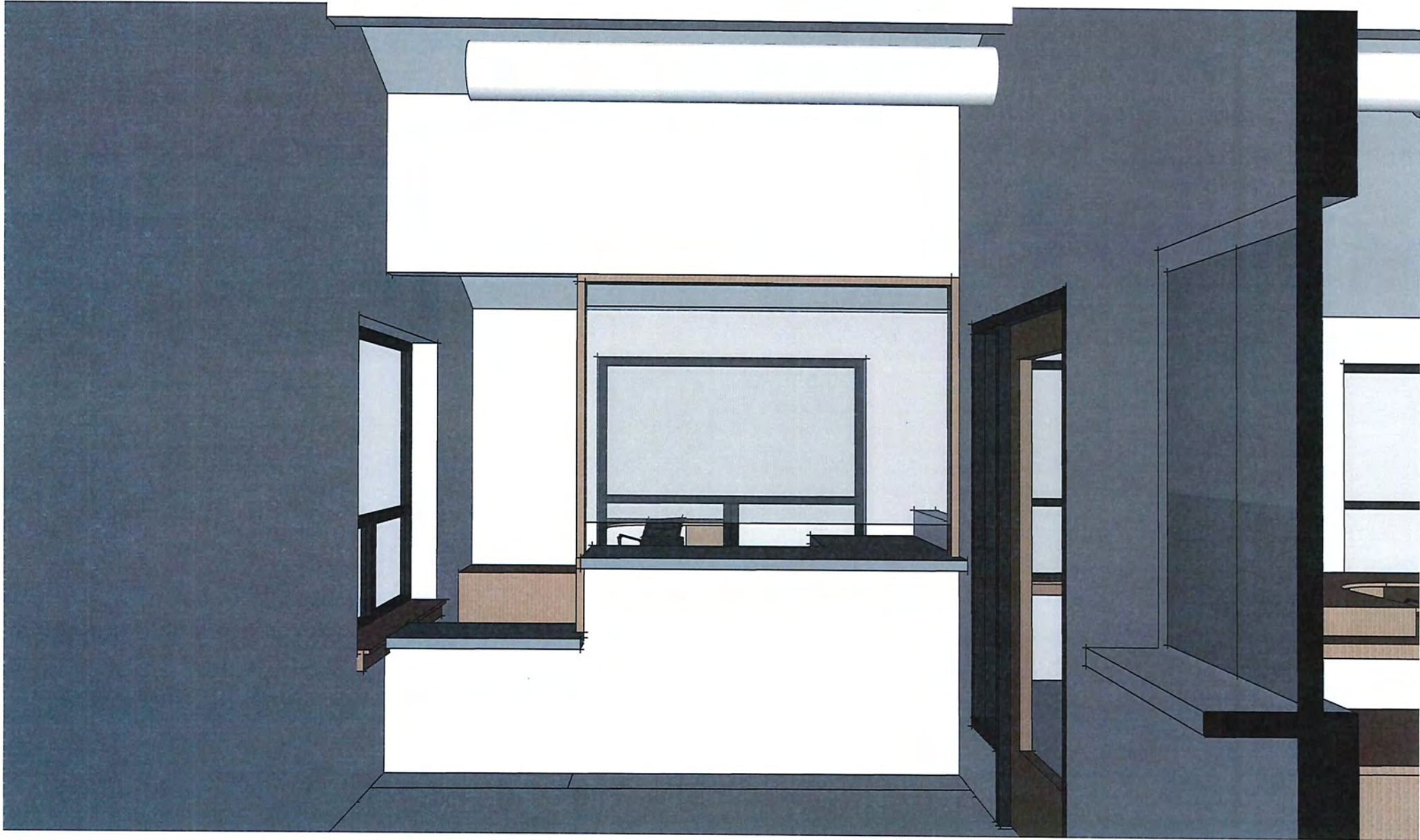
Bridge/Transportation

- Engineering analysis continues to evaluate options to restore the weight rating. The effort has been complicated by new federal rules related to emergency vehicles. I will provide a progress update at the June 22nd meeting.

- Inspections of the North Approach Ramp took place on May 25th. This work is preparatory to the plans and specifications for the re-surfacing project. The photo below shows the OBIT truck in operation.







From: [Daryl Stafford](#)
To: [Daryl Stafford \(waterfront@portofhoodriver.com\)](#)
Bcc: [Ben Sheppard](#); [Bruce Peterson](#); [Davenunn@windance.com](#); [Pepi Gerald \(pepi@purestokesports.com\)](#); [Erica@purestokesports.com](#); [Greg Kish](#); [Dan Schwarz](#); [charlie@naishsails.com](#); [Kenton Chandler \(kchandler.hrts@gmail.com\)](#); [Kristi Chapman \(chapmanhoodriver@gmail.com\)](#); [Laird Davis](#); [Mark Hickok](#); "Sam Bauer"; [Temira Amelia Lital \(twomirrors@gmail.com\)](#); [Northwave@northwavesails.com](#); [Rudy Kellner](#); [Doug Newcomb](#); [Michael McElwee](#); [Genevieve Scholl](#); [John Mann - Port of HR \(jmann@portofhoodriver.com\)](#); [Davenunn@windance.com](#)
Subject: Hello Waterfront Stakeholders
Date: Friday, May 21, 2021 5:53:00 PM
Attachments: [image001.png](#)

Hello Waterfront Stakeholders,

Happy Friday! Wow, it sure has been blustery out there. Even with the cooler weather the Waterfront has been pretty darn busy, and the warm weather days are just plain insane. I have a few Port informational things to share with you.

1. **Sales of Event Site Parking Passes-** The discounted preseason pass sales end on Wednesday, May 26th. The only way to purchase them is online. Passes purchased after today will not get mailed. They will be put in will call and available for pickup when the booth when it opens on Friday, May 28th.
 - a. Regular- \$100 preseason, \$125 after 5/26/21
 - b. Overlength (vehicles over 22')- preseason \$140, \$200 after 5/26/21
 - c. Passes are transferrable to equal size other vehicles.
 - d. Passes are not replaceable if lost or stolen, so please keep your windows closed so it doesn't disappear.

2. **Event Site Parking-** All vehicles must pay to park in the Event Site Lot parking lot. Day passes, season passes, and payment at the Kiosks if the booth is closed.
 - a. The Port Parking Enforcement is alive and well and roaming the waterfront. Please be sure to pay or have a pass in order to avoid a ticket.
 - b. Overflow parking- Lot #1, the dirt lot behind the Event Site is for overflow parking when the Event Site fills up. Season passes, day passes and payment at Kiosk are all valid.
 - c. On street parking- Payment required. Season Passes and Day passes are not valid. Payment by kiosk only.
 - d. The entrance to the Event Site Parking Lot closes at 9p.m. and all cars must be out by 10p.m.
 - e. No parking along the red curbs. That equals a ticket. Active loading and unloading along the yellow curbs.
 - f. Season Passes must be affixed to the windshield on the lower driver's side window where parking enforcement can see it. Passes must be displayed at all times, even once the car is in the lot.
 - g. Day Passes must be on the dashboard clearly visible at all times for parking enforcement.
 - h. Regular length parking spots are for vehicles up to 22 feet. Overlength vehicles, Vans with racks extending past 22 feet and cars with trailers may not park in regular length spots, or take 2 regular length spots. Violators will get tickets.

- i. Overlength parking spots are for vehicles 22 feet and over. This includes vans with racks off the back and cars with trailers. Regular length vehicles parked in overlength spots will get ticketed.
 - j. There is no overnight parking/camping allowed on any Port Property.
3. **Kite launch pad**- Launching from the Event Site grass ends on Wednesday, May 26th. All launching and landing must take place out on the sandbar. The grass area is for pump and dry only. Due to safety concerns from the increase in usage from so many user groups, the grass area will remain closed until Mid-September. Signage will change on Wednesday.
 - a. Port Staff will chalk a line from the east edge of the restroom running North to South. The west side is for non-kite user groups, the east side of the line to the edge of the walkway to the sandbar is for kites. Please do not put down kite lines to the west of the line or on the sidewalk.
 - b. When accessing the sandbar, please use the west side of the bushes for outgoing, the east side for incoming. It gets tricky with beachgoers setting up camp right in the middle of it all. Please practice kindness and patience with them, they have the right to use the beach just like you!
 - c. We are working on additional signage to warn people of the dangers of kite lines and kites landing near the entrance to the Sandbar. The Sandbar is owned by the Department of State Lands, so the Port does not sign or manage that area.
 - d. Please work together to educate people on the importance of following the rules. The reason the beach gets closed is for safety. If there were to be an accident the possibility of losing the privilege to launch and land from the Event Site could go away for good, and we certainly don't want that.
4. **Event Site Host**- Our rock star Host, Doug Newcomb, is back for another season. He does have a full time job besides hosting so he may be in and out. His RV has signs letting people know if he is available listing his phone number in case someone needs to get in touch with him. Our Host is a general peacekeeper, collector of lost items, beach etiquette educator, dog owner educator, and a wealth of information. Please stop by and introduce yourself if you haven't met him.
5. **SPIT Clean Up**- Please thank Laird Davis for organizing and executing a very successful clean up out on the Sandbar. He coordinated with the Port, Army Corps, DSL, Police, Sheriff and Watershed group (all of which is no easy task) The Port and the kiting community really appreciate all that he does
6. **Lost and found**- Inexpensive items will go in the brown bin on the east side of the Event Site restroom. More expensive items will be held throughout the day at the Host's RV. In the evening parking enforcement will pick up items from the Host to bring back to the Port office for storage. Pick up of lost items needs to be coordinated with the Host. He will have a list of all items that were taken to the Port office. The office is still closed to the public.
7. **Event Site Restroom**- One of my favorite topics! The Port plans to get the restroom open in time for Labor Day Weekend. Port-a-potties will remain due to the crowds and high use. The

other restrooms will open as soon as the Port finds summer help to clean them.

8. **Picnic Shelter-** Currently closed for reservations until July 1st. Hopefully we will be able to offer reservations and Event bookings at that time. Much depends on the state of Covid and hiring staff to clean and manage the shelter.
9. **Trash-** Additional dumpsters have been added around port property. The Port hopes to resume trash can service as soon as summer help gets hired.

Whew, that's all I can muster for today!!! Have a great weekend. The forecast for Memorial Day looks hot so to me that means the Waterfront will be BUSY.

Get ready folks..... I think we are in for a wild summer.

Daryl

Daryl Stafford
Marina & Waterfront Manager ___/___/___/___
Port of Hood River
541-436-0797
waterfront@portofhoodriver.com
www.portofhoodriver.com



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Commission Memo



Prepared by: Kevin Greenwood

Date: June 1, 2021

Re: Bridge Replacement Strategy Objectives

Every major project should have an over-arching strategy with objectives for guiding implementation. The Hood River Bridge Replacement effort is no different. Though a Memo of Understanding was agreed to among the six local governments in October 2020, there were no strategic principles providing direction for members, staff and consultants.

A February 25th Special Session with the Port Commission reviewed strategic elements for maintenance of the existing bridge, continued efforts to replace the bridge and consideration for public engagement. The presentation concluded with nine strategic principles. There was also support to share the principles with the Bi-State Working Group for their concurrence.

Staff received feedback from the February special session and a modified version of the presentation was given to the Bi-State Working Group (BSWG) on March 22nd. White Salmon Mayor Marla Keethler and Port Commissioner Kristi Chapman met afterwards to clarify language related to keeping options open on project delivery but focusing on the need for engineering and continued advocacy for funding.

A revised set of objectives – included in the packet this evening – was brought to the BSWG on May 19th and there was consensus to use the strategic objectives as refined by Keethler and Chapman.

In keeping with the direction from the February 25th Special Session, staff brings the seven strategic objectives for bridge replacement back to the Port of Hood River Commission for adoption. A more detailed Strategic Action plan will be developed.

RECOMMENDATION: Approve Bridge Replacement Strategy Objectives as endorsed by the Bi-State Working Group.

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Port of Hood River

Hood River/White Salmon Bridge Replacement Project

STRATEGIC ACTION PLAN

OBJECTIVES

BSWG consensus: May 19th, 2021

Commitment: The Port of Hood River, as a member of the Bi-State Working Group (BSWG), is committed to assisting in all reasonable efforts to replace the Bridge following the tasks identified in the Memo of Understanding (MOU) by removing barriers to success in all potential pathways forward for bridge replacement. The Port of Hood River will pursue the following strategic objectives to guide bridge replacement efforts:

1. FACILITATE BI-STATE COLLABORATION

Ensure the active and engaged leadership, and unified advocacy of local elected officials in both Oregon and Washington.

2. INCREASE COMMUNITY AWARENESS & SUPPORT

Inform and collaborate with local businesses, trade organizations and the general public to increase awareness of the need for bridge replacement to advocate for the project.

3. ELEVATE STATE AND FEDERAL DELEGATION AWARENESS & SUPPORT

Increase the awareness and understanding of the project among both state and federal elected officials and public agencies seek their active and strong support.

4. DEMONSTRATE PROJECT READINESS

Demonstrate that the project is well-conceived, needed, and worthy of state and federal agency political and financial support. Meet critical path milestones and be shovel ready.

5. ASSEMBLE A HIGHLY EXPERIENCED PROJECT TEAM

Retain a diverse team of professionals experienced in complex public infrastructure projects and appropriate for each particular project phase.

6. PREPARE TO TRANSITION PROJECT LEADERSHIP FROM THE PORT OF HOOD RIVER TO ANOTHER ENTITY

The Port is leading the project now because it is the current owner of the bridge, has statutory authority to own and manage a toll facility in Oregon, has obtained significant financial commitment from the State of Oregon and has project administration experience. The Port expects to transition the project to another agency at or near the end of Phase II.

7. EVALUATE MULTIPLE PROJECT DELIVERY OPTIONS AND RECOMMEND THE BEST PROJECT DELIVERY APPROACH

Consider all project delivery approaches and all funding options. The preferred approach will be determined only after regulatory; ownership and funding issues are resolved.

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Commission Memo



Prepared by: Fred Kowell
Date: June 1, 2021
Re: Budget Recommendations to Approved Budget to be Included in Adopted Budget for FY 2021-22

The following items have come about after the Budget Committee meeting that should be reflected in the budget before being adopted. Here is the following list.

- Jensen Building insurance reimbursement of \$20,000 will be paid before the new budget year thus removing it in the next year.
- The Oregon Tourism grant of \$40,000 was received this year, so remove the grant from Marina Park of \$10,000 and Hook/Spit/Nichols of \$30,000.
- Increase Seasonal wages budget by \$35,000 related to additional costs related to hiring staff to work at the Port and to provide a little cushion in case something happens during the year.
- Increase Lobbying for State of Washington by \$6,000 and Oregon by \$3,000 due to the increase funding capacity the states are going to have available.
- Increase Hook CIP for new rigging area by \$10,000 due to increases in contracts occurring.
- Increase Hanel CIP for wetland mitigation by \$10,000 due to additional costs associated with contracts and permitting.

RECOMMENDATION: Approve the above modifications to the FY 2021-22 budget before adoption.

Commission Memo



Prepared by: Michael McElwee
Date: June 1, 2021
Re: N. 1st Street Conceptual Engineering

At the Spring Planning Session in April the Commission directed staff to initiate conceptual engineering and pursue grant funding for E. Anchor Way, a key piece of transportation and transit infrastructure necessary to develop Lot #1. KPFF Engineering was retained and the engineering work was completed at a cost of \$10,000. The completed work will be crucial as we seek funding opportunities.

However, due to the extraordinary amount of federal and state funding related to the COVID pandemic, there are several significant grant funding sources that may be available. In combination, these potential sources will exceed the expected cost of E. Anchor Way. The other key street improvement for the future development of Lot #1 is N. 1st St. To best position the Port for grant applications, the same level of conceptual engineering and cost estimates would need to be prepared.

Staff solicited the attached proposal from KPFF Engineering to develop conceptual plans and cost estimates for N. 1st St. The expected cost is higher because N. 1st St. is longer and more complex, especially due to the interface with commercial-zoned property and open space along the Nichols Basin.

Funding the preliminary engineering for N. 1st St. comes with the risk that our grant funding applications will not be successful. However, there is a significant opportunity to obtain federal and/or state funding right now. Further developed plans and updated cost estimates would give the Port the best chance for success.

RECOMMENDATION: Approve Amendment No. 1 to contract with KPFF Engineering for conceptual engineering of N. 1st St. not to exceed \$26,400 subject to legal counsel review.

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April 30, 2021

Michael McElwee
Port of Hood River
1000 E. Port marina Way
Hood River, OR 97031

Via Email: mmcelwee@portofhoodriver.com

RE: **DRAFT** Proposal for Civil Engineering Services
First Street Realignment

Dear Michael:

We are pleased to provide you with this Civil Engineering Services proposal for the First Street Realignment project in Hood River, OR. We understand that after the preliminary design and construction budget for the Anchor Way extension came in favorably, the Port of Hood River has decided to evaluate the First Street realignment improvements in a similar manner. The reconstruction of these roadways will help catalyze the long-term goals for redevelopment of Lot 1 along Nichols Basin. The goal of this effort will be to revisit the design assumptions applied to First Street as part of the Public Infrastructure Framework Plan and develop engineering drawings to about 10% level of design and update the construction estimate. This information will assist the Port of Hood River with future discussions with the City about redevelopment and for potential grant applications.

KPFF was part of a team with Walker Macy when the master plan for Lot 1 was updated with the framework plan and the Port subdivided the parcels. KPFF has included the services of Walker Macy to support this effort with urban design recommendations for the character of the streetscape, plantings, connections to Nichols Basin Park, and construction materials. The east side of First Street will establish the edge of the Nichols Basin Park and may require additional thought and coordination to resolve the key connection points. KPFF will manage the effort and lead the engineering plan development and cost estimate. The plan will continue to integrate the sustainable stormwater features and accommodate the future development opportunities identified in the framework plan.

We propose the following scope of work and deliverables.

Task 1: Project Management

- KPFF's Project Manager will coordinate with the Port on a regular basis.
- One (1) weekly call to discuss progress.
- *Deliverables:*
 - *Final scope of work and project schedule.*

Task 2: Concept Plan Refinement

- Three design team meetings during this Task to coordinate and review interim materials before draft and final deliverables.
- Review Lot 1 Public Infrastructure Framework Plan.

- Develop a proposed roadway section that will meet public street standards for possible future ROW dedication.
 - Refine recently developed layout of Anchor Way extension to match First Street at intersection.
- Evaluate options for southern limit roadway improvements and interface with ODOT ROW at intersection with Riverside Drive.
- Review edge conditions where First Street interfaces with Nichols Basin Park.
 - Future development pads across from Anchor Way.
 - Tying back into existing dock structure at north intersection with Portway Avenue.
- Review utility and stormwater master plan for Lot 1 to ensure compatibility with proposed First Street improvements.
 - Show stubbed utilities for future restroom and development pads.
- Develop draft Preliminary Roadway and Utility Plans for Port review and concurrence that illustrate:
 - Roadway layout and profile
 - Sidewalk and crosswalk locations
 - Vegetated storm facilities and street trees
 - Materials
- Revise Preliminary Roadway and Utility Plans to address Port review comments.
- Evaluate transit and emergency vehicle turning movements through proposed roadway alignment and intersections.
- Develop opinion of probable construction cost based on revised plans.
- *Deliverables:*
 - *Draft Preliminary Roadway and Utility Plans*
 - *Preliminary Roadway and Utility Plans and opinion of probable construction cost*

We anticipate that the project will be completed within eight (8) weeks of receiving notice to proceed.

Our not-to-exceed fee for this project is outlined below based on the Scope of Services summarized above. We will bill for our work monthly based on the hours expended during that month. Reimbursable expenses, as described in AIA Document C401, will be billed at our direct cost in addition to this fee.

Preliminary Design	
KPFF	\$18,500
Walker Macy	7,400
Estimate of Expenses	500
Total Not-to-Exceed Fee Including Reimbursables	\$26,400

We thank you for the opportunity to propose on this exciting project. If this proposal is acceptable, we will finalize our agreement through a mutually approved contract.

DRAFT First Street Realignment Proposal

April 30, 2021

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If you have any questions or require additional information, please contact me.

Sincerely,
KPF Consulting Engineers



Paul M. Dedyo, PE
Associate

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