



PORT OF HOOD RIVER COMMISSION
Tuesday, May 16, 2017
Marina Center Boardroom
5:00 P.M.

Regular Session Agenda

1. Call to Order
 - a. Modifications, Additions to Agenda

OPEN PUBLIC HEARING
FISCAL YEAR 2017-18 APPROVED BUDGET

2. Public Comment (5 minutes per person per subject; 30 minute limit)
3. Consent Agenda
 - a. Approve Minutes of May 2, 2017 Regular Session ([Anne Medenbach – Page 69](#))
 - b. Approve Accounts Payable to Jaques Sharp in the Amount of \$10,853.00 and to Jordan Ramis P.C. in the Amount of \$9,956.20 ([Fred Kowell –Page 73](#))
4. Reports, Presentations and Discussion Items
 - a. Lower Mill Development Water Service Update ([Fred Schatz, CWSD Executive Director, Invited – Page 81](#))
 - b. Lot 1 Planning Update ([Michael McElwee – Page 83](#))
5. Director’s Report ([Michael McElwee – Page 85](#))
6. Commissioner, Committee Reports
 - a. Airport Advisory Committee (April 27)
7. Action Items
 - a. Approve Addendum No. 2 to Port Concession Agreement to Allow E-Bike Rentals on Port Properties ([Stu Watson – Page 103](#))
 - b. Approve Amendment No. 1 to Task Order No. 3 with Century West Engineering for Engineering Services at the Airport in the Amount of \$276,550. ([Anne Medenbach – Page 107](#))
 - c. Approve Proposed Building Construction by Dean Cameron for Building C on Lot 3 of Wasco Loop Under Wasco Building Park Covenants and CCRs ([Anne Medenbach – Page 115](#))
 - d. Approve Amendment No. 3 to Task Order No. 4 with HDR for Professional Services Related to Toll System Upgrade in the Amount of \$15,000 ([Fred Kowell – Page 123](#))
 - e. Approve Lease with Hood River Yacht Club for Portions of Marina South Basin Dock ([Michael McElwee – Page 129](#))
 - f. Staff Recommended Additions to the Approved Fiscal Year 2017-18 Budget ([Fred Kowell – Page 137](#))

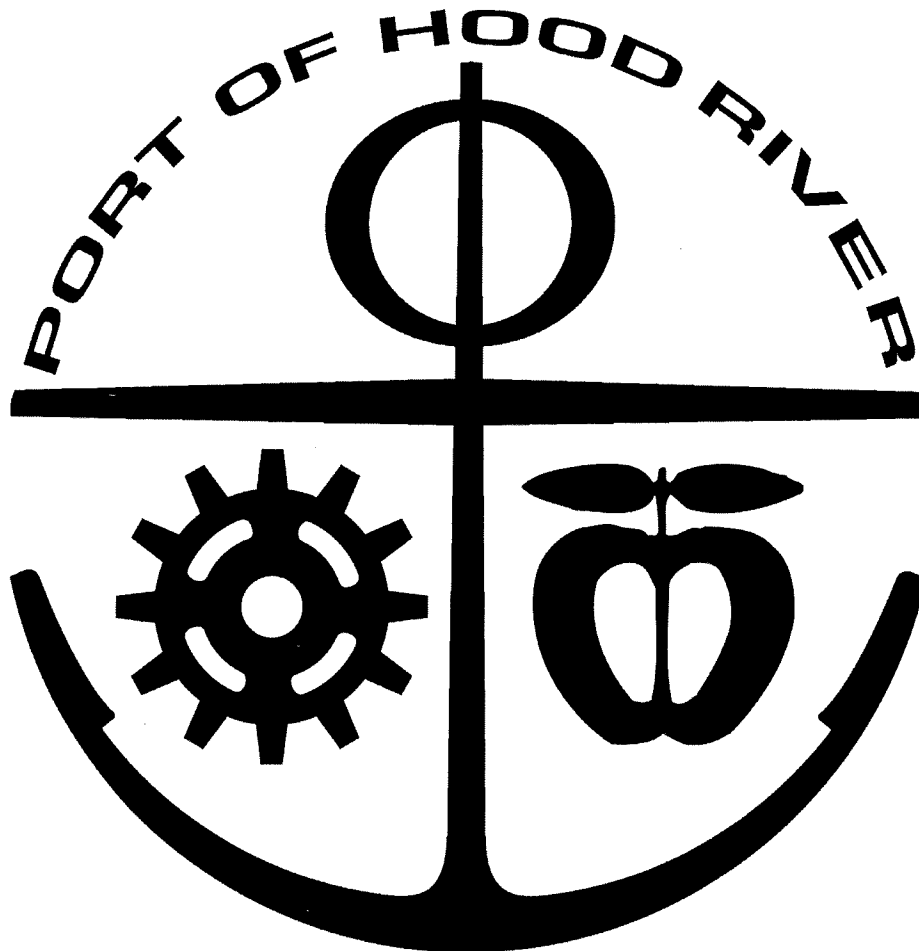
CLOSE PUBLIC HEARING of FISCAL YEAR 2017-18 APPROVED BUDGET

8. Commission Call
-
9. Executive Session under ORS 192.660(2)(e) Real Estate Negotiations
 10. Possible Action
 11. 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.*

Budget Hearing
Tuesday, May 16, 2017
Port Office Boardroom, 5:00 pm



APPROVED BUDGET

FISCAL YEAR 2017-18

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BUDGET MESSAGE



To: Port of Hood River Budget Committee

From: Michael McElwee, Budget Officer

Date: April 18, 2017

Re: Budget Message for Fiscal Year 2017-18

The annual budget for the Port of Hood River is prepared by staff for review and approval by the Budget Committee and subsequent adoption by the Port Commission. This memorandum provides highlights of the FY 17/18 Proposed Budget and other information in accordance with O.R.S. 294.

Overview

The Port operates on a fiscal year that begins July 1 and ends June 30. The budget is a key document by which the Port Commission's policy and project direction is planned and implemented. Public input is sought and welcome at all stages of budget preparation.

Budget preparation follows these key steps as required by state statute:

- A **Proposed Budget** is prepared by the Port's designated Budget Officer based on discussions at the Commission's Spring Planning meeting. This year, the Spring Planning meeting was held on **March 21, 2017**.
- The Budget Committee discusses the Proposed Budget and may make changes as approved by vote. After approval, the Proposed Budget becomes the **Approved Budget**. Formal approval of the tax rate for the upcoming fiscal year is also required.
- The Approved Budget is the subject of a **hearing** when the Commission seeks public testimony. This year the public hearing is expected to occur on **May 16**.
- The Commission considers any changes and then must approve the **Adopted Budget** which takes effect **July 1, 2017**.

Budget Preparation Overview

The Port of Hood River is designated as a Municipal Corporation in the State of Oregon and operates in accordance with ORS 777 and other statutes. All budget activities of the Port are categorized within the following three funds:

- **General Fund:** Includes activities related to general governmental activities. The revenue comes from property tax receipts. Since property taxes are insufficient to pay all governmental related expenditures, there is a transfer from the Revenue Fund for the difference.

- **Revenue Fund:** Most of the Port’s activities are business-type activities and are accounted for in the Revenue Fund. The primary revenues are from bridge tolls and tenant leases. The revenues and expenditures are identified then allocated to asset centers.
- **Bridge Repair and Replacement Fund:** This fund segregates revenues and expenditures related to capital improvements associated with the Hood River Toll Bridge. Sources of revenues are grant monies, bond receipts, and a portion of toll revenue from both the 1994, 2012 and 2017 toll increases. These monies are transferred from the Revenue Fund. Expenditures for this fund are associated with bridge capital improvements that extend its useful life, maintenance and replacement planning. This fund also reflects the debt service payments from the debt financings related to the bridge improvements and holds the required debt service reserve.

Port of Hood River Financial Policies

The Port’s annual budget is prepared in conformance with adopted financial policies. The Port Commission follows its adopted “Financial Administrative Policies and Procedures.” Two key financial policies govern the long-range financial planning and annual budget of the Port:

- The Port’s Reserve Funds should equal 10% of the Port’s depreciable assets
- The Port’s overall debt service coverage ratio should equal 2.0 or greater.

Budget Highlights

The following sections are highlights of the FY 2017-18 Proposed Budget organized by major asset areas of the Port’s operations.

ASSET AREAS

Industrial/Commercial Properties

- Overall occupancy rates remain high in all Port buildings, currently around 95%. Some vacancies exist in the Wasco Building and the Big 7 Building.
- Significant on-site utility work, design & permitting occurred at the Lower Mill in FY 2016-17. The budget assumes some additional on-site work associated with wetland fill and spoils removal and off-site wetland fill mitigation. It also assumes funding for off-site water system improvements—work that could postpone expected property sales and delay development.
- No property sales occurred in FY 2016/17. The FY 2017/18 Draft Budget assumes that one 4.7 acre land transaction will occur at the Lower Mill property out of the total 11.36 acres.

- The FY 2017/18 Proposed Budget includes a continued investment in the maintenance of existing Port buildings. The largest capital projects are \$216,000 for a re-roof and \$180,000 for asphalt paving, both associated with the Jensen Building.
- Another phase of planning work is expected for Lot #1 in FY 2017/18 since road and utility infrastructure will be necessary to prepare for future development and funding for this work could come from tax increment financing. The budget assumes a collaborative effort to consider need, scope, costs and tax increment funding financial feasibility will be carried out with significant utilization of consultants.

Bridge/Transportation

- The lengthy investigation, engineering evaluation, and repairs associated with the fall 2016 bridge collision are complete. Those efforts removed significant uncertainty associated with possible damage and an insurance claim, and benefited the Port with a rigorous evaluation of the lift span mechanical and electrical systems. The Port is much better positioned to anticipate annual maintenance steps and future upgrades to the lift span.
- The one large bridge capital project to be carried out in FY 2017/18 is reinforcement of the four auxiliary trusses flanking the lift towers. This project had been postponed due to the collision investigation. The draft budget also assumes engineering efforts will be carried out in preparation for rehabilitation of the lift span mechanical and electrical systems in FY 2018/19.
- Both significant opportunity and uncertainty exists concerning efforts to replace the bridge. The Port Commission emphasized replacement efforts in FY 2016/17 and two pieces of legislation are advancing in the Oregon legislature to bring needed authorities and funding for replacement efforts. One of these legislative efforts is a request for \$5 million to fund financial feasibility analyses and preparation of a final EIS for a new bridge. If this funding is obtained, the Port would gear up for a very significant effort over at least the next two fiscal years. For purposes of the draft budget, staff assumes the funding is obtained and approximately \$1.5 million is expended in FY 2017/18
- The Proposed Budget assumes a significant toll increase commencing in January 2018. This increase would allow bridge revenue to keep pace with expected bridge repair costs and build a reserve fund that would be dedicated to bridge replacement efforts. This is a fundamentally important issue to consider as part of the FY 2017/18 budget. Such a reserve fund would recognize that under any known scenario for a new bridge, a significant local contribution will be needed and the impact to the local community will be lessened if we acknowledge the need and begin building the reserve fund now.
- The budget maintains the higher level of expenditures for maintenance, repairs and inspections that was initiated several years ago.

Recreation/Marina

- A large number of recreational improvements have been completed over the last several years on the waterfront, primarily to construct new ped/bike trail segments. The proposed budget assumes funding for three small projects: beach replenishment at the Event Site and dock upgrades and a SUP/Kayak storage facility both at the Nichols Basin Seawall.
- The Proposed Budget includes continuing modest investments in upgrades and improvements to most Port recreation sites.
- The Proposed Budget assumes continuation of the financial contribution to the Sheriff's Department to pay for waterfront patrols by the Marine Deputy and a small increase to allow for fueling of the Marine Deputy boat at the Fuel Dock.
- The FY 2016/17 Budget assumed installation of parking meters on Port waterfront streets to increase turnover and increase revenue to off-set our recreational area maintenance costs. The plan was stalled due to indecision by the City who the Port would rely upon for parking enforcement. The FY 2017/18 Proposed Budget assumes installation of meters and a contract with the City for parking enforcement. As before, if installed, there will be some risk that revenues will not match assumed levels.
- No major capital investments in the Marina are anticipated in FY 2017/18. The Proposed Budget does include funds for conceptual engineering of a new Transient Boat Dock, necessary for permitting and potential OSMB grant funding.

Airport

- The major focus of effort in FY 2015/16 and FY 2016/17 was completion of the Master Plan. That plan is still awaiting FAA approval. The approved Master Plan provides the priority for future capital investment in the Airport.
- There is great potential for progress on significant capital projects in the next few years. If successfully implemented, these efforts will greatly transform the Airport and will require a major commitment of staff time and Port financial contributions. The primary projects are as follows:
 - A \$2 million upgrade of the South Taxi-way. This project has received a funding commitment from the FAA and will be constructed in FY 2017/18 at a total cost of about \$1.2 million. The required 10% local match will be obtained primarily through the new State COAR grant program.
 - Privately-funded construction of commercial hangars on the south side near the White Hangar. Final development agreement and lease negotiations for this project are underway.
 - Site and infrastructure improvements around the North Ramp estimated to cost about \$2.1 million. The Port received a \$1.3 million state grant but will be responsible for an \$800,000 local match. About half of the match is expected to come from private sources and the remainder from Port in-

kind services or, potentially, tax increment funding from the Windmaster Urban Renewal District.

Each of these projects brings cost and schedule risk that could impact the FY 2017/18 budget.

- An increase in T-Hangar lease rates was implemented in FY 16/17 and another increase is expected in the Draft Budget. The Port is taking these steps to ensure the Airport is able to maintain a positive operating cash flow.

Administration & Management

- Medical insurance premiums are expected to have a relatively small increase of 6%. The Port's PERS obligation, however, will incur a significant increase of about 31% due to unfunded liability primarily associated with the guaranteed rate of return for Tier One recipients. Overall, personnel costs are budgeted to increase by 7.8%. Some of this increase is due to the new sick leave law being implemented.
- Some staff turnover occurred in the FY 2016/17 fiscal year that presents an opportunity for position re-alignment. A new position has been created that combines the Marina Manager and Waterfront Coordinator duties in a new full-time position for greater efficiencies. We have also proposed an additional full time employee in the Facilities Department due to the high level of ongoing maintenance work on the bridge and a continued emphasis on utilizing staff for smaller capital projects. This position will be partially off-set by a reduction in one summer position.
- Regional collaboration efforts, primarily through the OneGorge organization, are proposed to remain at current budget levels. The Proposed Budget also continues the current level of expenditures for public advocacy in Salem, Olympia and Washington D.C., primarily related to bridge replacement.

SUMMARY

The FY 2017-18 Proposed Budget reflects project priorities, staffing levels and capital and administration expenditures that staff believes are consistent with the Port's mission and direction from the Port Commission. FY 2017/18 is expected to bring greater certainty relative to bridge replacement efforts. If proposed legislation in the Oregon legislature are passed, the Port will need to assume a significant pre-development effort including completion of a FEIS, financial analysis, geotechnical investigation, and other steps associated with a replacement bridge. If unsuccessful, the primary focus will remain on maintaining safe operation and functionality of the existing bridge. However, with either outcome is the clear need to increase bridge revenue. In other areas, the Proposed Budget allows limited flexibility to respond to requirements or opportunities.

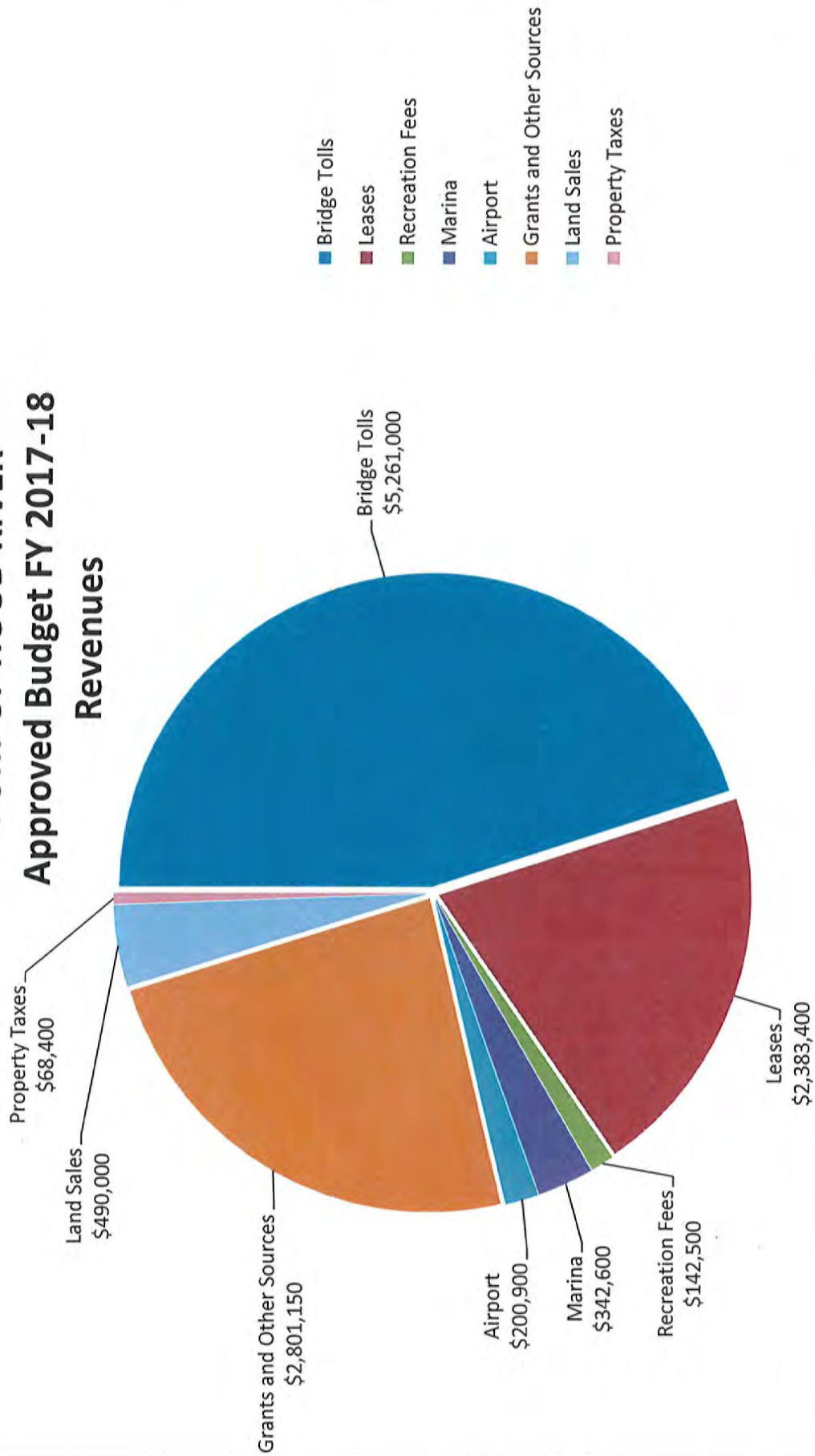
Following the Budget Committee's review, modification and approval of a Proposed Budget the Commission will conduct a hearing, currently scheduled for May 16, 2017. Any final changes will be included in the adopted budget that takes effect on July 1, 2017.

GRAPHS - REVENUES

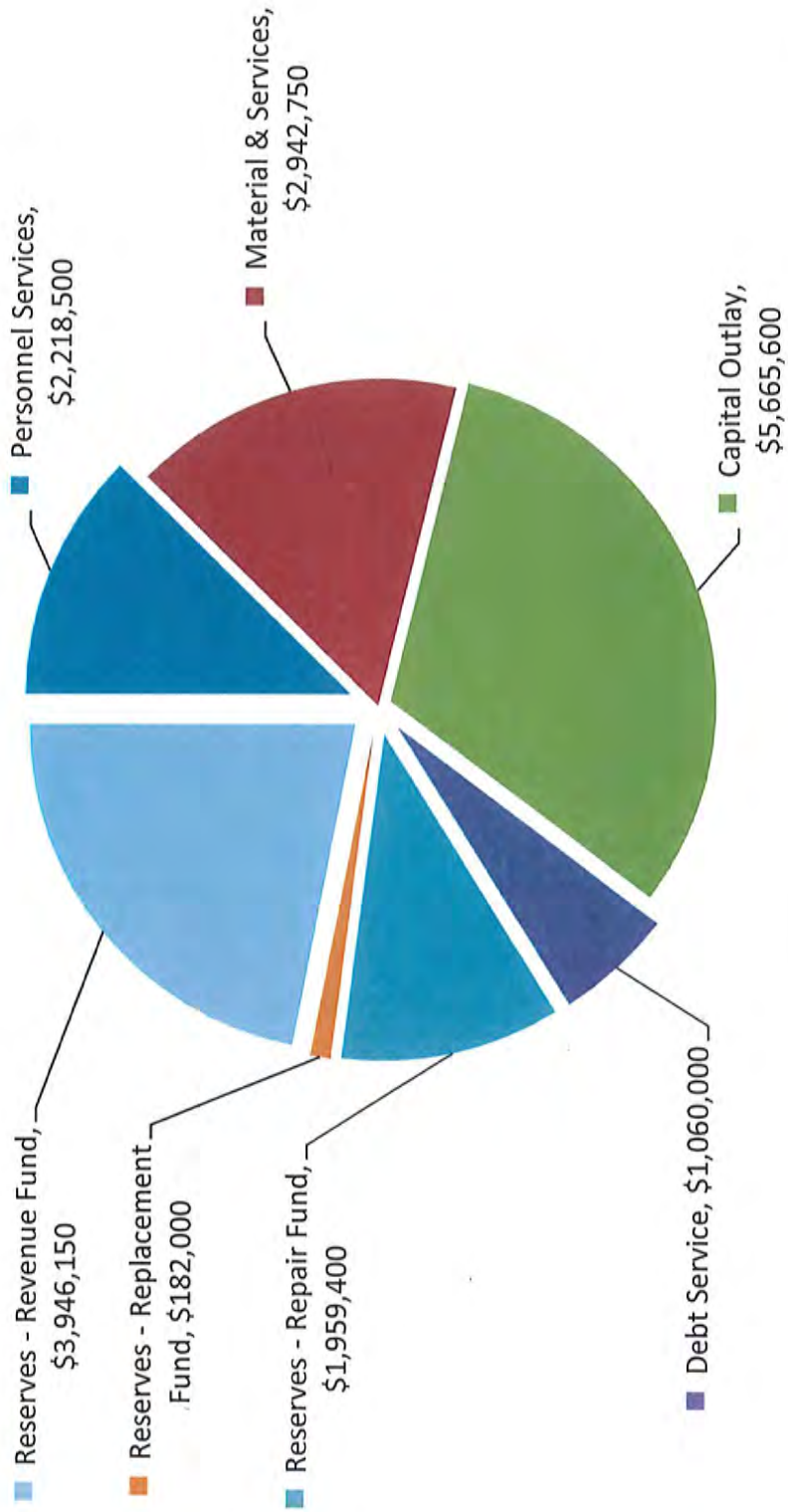
GRAPHS – EXPENDITURES

APPROVED BUDGET NOTES

PORT OF HOOD RIVER Approved Budget FY 2017-18 Revenues



PORT OF HOOD RIVER Approved Budget FY 2017-18 Expenditures



Commission Memo



Prepared by: Fred Kowell
Date: April 18, 2017
Re: Budget Committee Notes on FY 2017-18 Approved Budget

Please find below the Budget Committee notes to the Proposed Budget for FY 2017-18, approved on April 18, 2017.

Revenues

- Increase tolls from \$1 for cash paying customers to \$2. Breezeby customers increase from \$0.80 to \$1. With regard to trucks their cash tolls per axle increase from \$1 to \$3, while Breezeby increases from \$0.80 to \$2 per axle.

Expenditures

- Put aside \$8000 for wastewater planning with regard to the marina and waterfront restrooms.
- Increase dues and memberships and travel by \$6000 for the International Bridge, Tunnel, and Tollway Association. The Port will become a member of this association related to electronic tolling.
- Increase Capital Outlay for Lower Mills site by \$300,000 related to wetland mitigation and water utility development.
- Increase Jensen building Capital Outlay for roof repair by \$250,000.
- Increase from 0.5 FTE to 1.0 FTE for Administration Specialist for assistance in the office, board minutes, Port travel and archiving support.
- Add \$20,000 for SUP rack in Nichols Basin for use by recreators.
- Add Energy planning services of \$5,000
- Adjust Marina revenues for additional 6% increase in January 2018.
- Update Eventsite fees, and passes with latest approved rates
- Update Replacement Fund expenditures and grant to match at \$1,000,000 for possible state/federal funding

GENERAL FUND

GENERAL FUND SCHEDULE OF MATERIALS & SERVICES

REVENUE FUND

BRIDGE REPAIR FUND

BRIDGE REPLACEMENT FUND

PORT OF HOOD RIVER
GENERAL FUND
BUDGET FOR FISCAL YEAR 2017-18

FORM LB-31

| HISTORICAL DATA | | ADOPTED BUDGET | | BUDGET FY 2016-17 | | BUDGET FY 2017-18 | |
|-----------------|-------------|----------------|------------|-------------------|------------|-------------------|---------|
| 2 YRS PRIOR | * 1YR PRIOR | * BUDGET | * BUDGET | * PROPOSED | * APPROVED | * APPROVED | ADOPTED |
| FY 2014-15 | FY 2015-16 | FY 2016-17 | FY 2016-17 | | | | |
| 1 | | | | | | | |
| 2 | \$ 58,691 | \$ 66,931 | \$ 129,000 | \$ 132,000 | \$ 132,000 | \$ 132,000 | |
| 3 | 313 | 579 | 500 | 500 | 500 | 500 | |
| 4 | 59,004 | 67,510 | 129,500 | 132,500 | 132,500 | 132,500 | |
| 5 | | | | | | | |
| 6 | 62,625 | 65,349 | 63,900 | 68,400 | 68,400 | 68,400 | |
| 7 | 62,625 | 65,349 | 63,900 | 68,400 | 68,400 | 68,400 | |
| 8 | | | | | | | |
| 9 | 271,198 | 385,605 | 475,500 | 3,500 | 3,500 | 3,500 | |
| 10 | | | | 492,300 | 512,600 | 512,600 | |
| 11 | | | | | | | |
| 12 | \$ 392,827 | \$ 518,464 | \$ 668,900 | \$ 696,700 | \$ 717,000 | \$ 717,000 | |
| 13 | | | | | | | |
| 14 | | | | | | | |
| 15 | | | | | | | |
| 16 | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 | |
| 17 | 42,983 | 57,917 | 67,400 | 82,300 | 86,600 | 86,600 | |
| 18 | | | 10,000 | 35,000 | 35,000 | 35,000 | |
| 19 | 18,072 | 24,535 | 27,200 | 40,400 | 45,400 | 45,400 | |
| 20 | \$ 67,055 | \$ 88,452 | \$ 110,600 | \$ 163,700 | \$ 173,000 | \$ 173,000 | |
| 21 | | | | | | | |
| 22 | 48,550 | 48,550 | 48,550 | 48,550 | 48,550 | 48,550 | |
| 23 | | | 1,000 | 1,000 | 1,000 | 1,000 | |
| 24 | | 1,000 | 20,000 | 5,000 | 5,000 | 5,000 | |
| 25 | 12,799 | 12,172 | 32,200 | 35,400 | 35,400 | 35,400 | |
| 26 | 20,837 | 21,946 | 26,500 | 26,500 | 27,500 | 27,500 | |
| 27 | 23,365 | 22,393 | 26,000 | 26,000 | 31,000 | 31,000 | |
| 28 | 2,800 | 3,523 | 4,000 | 4,000 | 4,000 | 4,000 | |
| 29 | 80,608 | 85,858 | 135,000 | 115,000 | 115,000 | 115,000 | |
| 30 | 21,962 | 39,031 | 52,000 | 63,000 | 68,000 | 68,000 | |
| 31 | 23,903 | 25,100 | 40,000 | 34,000 | 34,000 | 34,000 | |
| 32 | 10,776 | 23,120 | 14,000 | 24,500 | 24,500 | 24,500 | |
| 33 | 13,241 | 14,391 | 29,550 | 14,000 | 14,000 | 14,000 | |
| 34 | \$ 258,841 | \$ 297,084 | \$ 428,800 | \$ 396,950 | \$ 407,950 | \$ 407,950 | |
| 35 | | | | | | | |
| 36 | | | | | | | |
| 37 | | | | | | | |
| 38 | \$ 325,896 | \$ 385,536 | \$ 539,400 | \$ 560,650 | \$ 580,950 | \$ 580,950 | |
| 39 | | | | | | | |
| 40 | | | | | | | |
| 41 | \$ 67,055 | \$ 88,452 | \$ 110,600 | \$ 163,700 | \$ 173,000 | \$ 173,000 | |
| 42 | 258,841 | 297,084 | 428,800 | 396,950 | 407,950 | 407,950 | |
| 43 | | | | | | | |
| 44 | | | | | | | |
| 45 | \$ 325,896 | \$ 385,536 | \$ 539,400 | \$ 560,650 | \$ 580,950 | \$ 580,950 | |
| 46 | \$ 66,931 | \$ 132,928 | \$ 129,500 | \$ 136,050 | \$ 136,050 | \$ 136,050 | |

(25)

PORT OF HOOD RIVER
GENERAL FUND
SCHEDULE OF MATERIALS AND SERVICES

| | Actuals | | | Adopted | Proposed | Approved |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | 2013-14 | 2014-15 | 2015-16 | 2016-17 | 2017-18 | 2017-18 |
| <u>Lease</u> | 48,500 | 48,550 | 48,550 | 48,550 | 48,550 | 48,550 |
| <u>Community Benefit Initiative</u> | | | 1,000 | 20,000 | 5,000 | 5,000 |
| <u>Utilities</u> | | | | | | |
| Electric | - | - | - | 800 | 800 | 800 |
| Gas | - | - | - | 200 | 200 | 200 |
| | - | - | - | 1,000 | 1,000 | 1,000 |
| <u>Maintenance</u> | | | | | | |
| Phone | 5,715 | 529 | 2,013 | 500 | 2,000 | 2,000 |
| Copier/Postage | 6,673 | 5,537 | 7,800 | 5,600 | 3,600 | 3,600 |
| GorgeNet/web site | 9,157 | 1,521 | 336 | 1,500 | 900 | 900 |
| Election | 2,287 | 40 | | 5,000 | 5,000 | 5,000 |
| Training/Software | - | 225 | | 5,000 | 4,500 | 4,500 |
| One Gorge | 92 | 186 | | 5,000 | 2,500 | 2,500 |
| Audit Filing | 250 | 250 | 300 | 500 | 400 | 400 |
| Notices | 56 | 125 | | 600 | 600 | 600 |
| Advertising/Communications | 67 | 789 | 408 | 2,000 | 9,400 | 9,400 |
| Govt ethics | 325 | 500 | | 500 | 500 | 500 |
| Misc Commission | 4,141 | 2,137 | 1,614 | 6,000 | 6,000 | 6,000 |
| | 28,764 | 11,839 | 12,471 | 32,200 | 35,400 | 35,400 |
| <u>Travel & Meeting</u> | 12,427 | 20,837 | 21,946 | 26,500 | 26,500 | 27,500 |
| <u>Dues & Memberships</u> | | | | | | |
| Special Districts Assoc of OR | 2,250 | 4,000 | 3,843 | 4,000 | 4,000 | 4,000 |
| Gorge Technology Alliance | 500 | 500 | 500 | 500 | 500 | 500 |
| Columbia Gorge Wine Assn. | 180 | 166 | 216 | 300 | 300 | 300 |
| Pacific NW Waterways | 6,170 | 6,270 | 6,370 | 6,300 | 6,500 | 6,500 |
| Oregon Municipal Finance | 160 | | 255 | 300 | 300 | 300 |
| Oregon Public Ports Assn. | | 5,072 | 4,640 | 5,100 | 5,000 | 5,000 |
| Rotary Club HR | 656 | 946 | 1,054 | 950 | 1,100 | 1,100 |
| Oregon Economic Dev. Assn. | 1,725 | 250 | 375 | 250 | 400 | 400 |
| Oregon Ethics Commission | 500 | 516 | 475 | 500 | 500 | 500 |
| One Gorge | | - | | 5,000 | 5,000 | 5,000 |
| Oregon Purchasing Dues | | 500 | | 500 | 500 | 500 |
| Gorge Sailing/WAAAM/Other | 572 | 784 | 750 | 1,100 | 1,000 | 6,000 |
| Oregon Airport Mgmt Assn. | 125 | 225 | 125 | 325 | 300 | 300 |
| Mid-Columbia Economic | 1,600 | 1,760 | 1,760 | 1,760 | 1,800 | 1,800 |
| Govt. Acctg. Standards | 514 | 416 | 120 | 565 | 300 | 300 |
| Mid-Columbia Economic | 1,250 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 |
| Oregon Rail User's League | 500 | 500 | 500 | 750 | 700 | 700 |
| HR Chamber/DBA/Other | 230 | 460 | 410 | 800 | 800 | 800 |
| | 14,682 | 23,365 | 22,393 | 26,000 | 26,000 | 31,000 |
| <u>Insurance</u> | | | | | | |
| General Liability | 1,601 | 1,823 | 2,201 | 2,700 | 2,700 | 2,700 |
| Workers Comp | 14 | 373 | 719 | 400 | 400 | 400 |
| Public Emp | 415 | 415 | 415 | 500 | 500 | 500 |
| Treasurer Bond | 188 | 188 | 188 | 400 | 400 | 400 |
| | 2,218 | 2,799 | 3,523 | 4,000 | 4,000 | 4,000 |
| <u>Professional Services</u> | | | | | | |
| Federal Govt Affairs | 58,974 | 70,000 | 61,258 | 75,000 | 75,000 | 75,000 |
| State Govt Affairs | 4,739 | 4,314 | 24,600 | 60,000 | 40,000 | 40,000 |
| IT | 15,664 | 1,960 | 2,348 | 2,000 | 8,000 | 8,000 |
| Other | 15,320 | 4,334 | 20,910 | 20,000 | 25,000 | 25,000 |
| Legal | 13,019 | 17,762 | 11,574 | 25,000 | 25,000 | 25,000 |
| Retainer | 4,200 | 4,200 | 4,200 | 5,000 | 5,000 | 5,000 |
| | 111,915 | 102,570 | 124,890 | 187,000 | 178,000 | 178,000 |
| <u>Audit</u> | | | | | | |
| Regular | 23,660 | 23,809 | 24,800 | 26,000 | 26,000 | 26,000 |
| Fed Single/Pension | 5,670 | 94 | - | 14,000 | 8,000 | 8,000 |
| | 29,330 | 23,903 | 24,800 | 40,000 | 34,000 | 34,000 |
| <u>Miscellaneous</u> | | | | | | |
| Newsletters | 19,025 | 10,777 | 23,120 | 14,000 | 24,500 | 24,500 |
| Press Releases | 4,059 | 13,241 | 14,391 | 29,550 | 14,000 | 14,000 |
| | 23,084 | 24,018 | 37,511 | 43,550 | 38,500 | 38,500 |
| Total General Fund | \$ 270,919 | \$ 257,881 | \$ 297,084 | \$ 428,800 | \$ 396,950 | \$ 402,950 |

PORT OF HOOD RIVER
REVENUE FUND
BUDGET FOR FISCAL YEAR 2017-18

FORM LB 20

| HISTORICAL DATA | | ADOPTED BUDGET | | BUDGET FY 2017-18 | | |
|---------------------------|--------------------------|---------------------------------|-----------|-------------------|--------------|---------|
| 2 YRS PRIOR FY 2014-15 | 1 YR PRIOR FY 2015-16 | ADOPTED BUDGET FY 2016-17 | | PROPOSED | APPROVED | ADOPTED |
| 1 | | | | | | |
| 2 | 2,193,489 \$ | 2,626,652 \$ | 5,126,000 | 5,510,000 \$ | 5,510,000 | |
| 3 | 13,690 | 48,352 | 19,000 | 60,000 | 60,000 | |
| 4 | 2,207,179 \$ | 2,675,004 \$ | 5,145,000 | 5,570,000 \$ | 5,570,000 \$ | |
| 5 | | | | | | |
| 6 | | | | | | |
| 7 | 3,605,502 \$ | 3,948,986 \$ | 4,122,800 | 6,001,000 \$ | 5,250,000 | |
| 8 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | |
| 9 | 1,387 | | | | | |
| 10 | | 1,178 | 1,000 | 1,000 | 1,000 | |
| 11 | 3,616,889 \$ | 3,960,164 \$ | 4,133,800 | 6,012,000 \$ | 5,261,000 \$ | |
| 12 | | | | | | |
| 13 | | | | | | |
| 14 | | | | | | |
| 15 | 204,842 | 163,133 | 190,800 | 189,800 | 189,800 | |
| 16 | 41,439 | 51,910 | 35,700 | 56,900 | 56,900 | |
| 17 | 11,594 | 14,222 | 14,700 | 19,900 | 19,900 | |
| 18 | | | | | | |
| 19 | 257,875 \$ | 229,265 \$ | 241,200 | 266,600 \$ | 266,600 \$ | |
| 20 | | | | | | |
| 21 | | | | | | |
| 22 | 343,135 | 332,447 | 334,000 | 340,900 | 340,900 | |
| 23 | 82,099 | 86,325 | 93,000 | 88,300 | 88,300 | |
| 24 | 39,535 | 41,857 | 42,900 | 42,300 | 42,300 | |
| 25 | | | | | | |
| 26 | 464,769 \$ | 460,629 \$ | 469,900 | 471,500 \$ | 471,500 \$ | |
| 27 | | | | | | |
| 28 | 226,868 | 226,608 | 232,500 | 202,000 | 202,000 | |
| 29 | 27,407 | 32,328 | 32,000 | 42,000 | 42,000 | |
| 30 | 15,271 | 15,340 | 15,800 | 15,800 | 15,800 | |
| 31 | 269,546 \$ | 274,276 \$ | 280,300 | 259,800 \$ | 259,800 \$ | |
| 32 | | | | | | |
| 33 | 164,792 | 195,692 | 212,900 | 218,500 | 218,500 | |
| 34 | 68,519 | 120,168 | 84,000 | 128,000 | 128,000 | |
| 35 | 50,032 | 57,108 | 58,100 | 57,400 | 57,400 | |
| 36 | | | | | | |
| 37 | 19,547 | 19,550 | 19,550 | 19,550 | 19,550 | |
| 38 | 302,890 \$ | 392,518 \$ | 374,550 | 423,450 \$ | 423,450 \$ | |
| 39 | | | | | | |
| 40 | | | | | | |
| 41 | 12,257 | 24,095 | | | | |
| 42 | 846 | 14,892 | | | | |
| 43 | 1,121 | 9,517 | | | | |

PORT OF HOOD RIVER
REVENUE FUND
BUDGET FOR FISCAL YEAR 2017-18

FORM LB 20

| HISTORICAL DATA | | ADOPTED BUDGET | | BUDGET FY 2017-18 | | |
|---------------------------|--------------------------|---------------------------------|----------------------------------|-------------------|--------------|--------------|
| 2 YRS PRIOR FY 2014-15 | 1 YR PRIOR FY 2015-16 | ADOPTED BUDGET FY 2016-17 | RESOURCE DESCRIPTION | PROPOSED | APPROVED | ADOPTED |
| 44 | | | LAND SALE | | | |
| 45 | \$ 14,224 | \$ 48,504 | TOTAL EXPO CENTER | \$ - | \$ - | \$ - |
| 46 | | | ***Timber Incubator Property*** | | | |
| 47 | 64,200 | 66,837 | LEASE INCOME | 69,000 | 69,000 | 69,000 |
| 48 | 5,224 | 6,832 | REIMBURSABLE UTILITIES | 7,500 | 7,500 | 7,500 |
| 49 | 7,160 | 7,208 | PROPERTY TAXES | 7,500 | 7,500 | 7,500 |
| 50 | | | LAND SALES | | | |
| 51 | \$ 76,584 | \$ 80,877 | TOTAL TIMBER INCUBATOR PROPERTY | \$ 84,000 | \$ 84,000 | \$ 84,000 |
| 52 | | | ***Wasco Street Business Park*** | | | |
| 53 | 152,497 | 155,184 | LEASE INCOME | 145,500 | 145,500 | 145,500 |
| 54 | 27,776 | 24,115 | REIMBURSABLE UTILITIES | 24,300 | 24,300 | 24,300 |
| 55 | 23,543 | 16,142 | PROPERTY TAXES | 23,200 | 23,200 | 23,200 |
| 56 | 14,429 | 75,815 | NOTES RECEIVABLE | - | - | - |
| 57 | \$ 218,245 | \$ 271,256 | TOTAL WASCO STREET BUSINESS PARK | \$ 193,000 | \$ 193,000 | \$ 193,000 |
| 58 | | | ***Hanel Lower Mill*** | | | |
| 59 | | | GRANTS | | | |
| 60 | | | REIMBURSABLE UTILITIES | | | |
| 61 | | | PROPERTY TAX | | | |
| 62 | | 2,260,000 | LAND SALES | 490,000 | 490,000 | 490,000 |
| 63 | \$ - | \$ 2,260,000 | TOTAL UTS PORTSITE AND NEW SITE | \$ 490,000 | \$ 490,000 | \$ 490,000 |
| 64 | \$ 1,604,133 | \$ 4,017,325 | TOTAL INDUSTRIAL BUILDINGS | \$ 2,188,350 | \$ 2,188,350 | \$ 2,188,350 |
| 65 | | | | | | |
| 66 | | | COMMERCIAL BUILDINGS | | | |
| 67 | | | **State DMV Office Building** | | | |
| 68 | 39,735 | 40,125 | LEASE INCOME | 45,100 | 45,100 | 45,100 |
| 69 | 100 | - | REIMBURSABLE UTILITIES | - | - | - |
| 70 | - | - | PROPERTY TAX | - | - | - |
| 71 | \$ 39,835 | \$ 40,125 | TOTAL STATE DMV OFFICE BUILDING | \$ 45,100 | \$ 45,100 | \$ 45,100 |
| 72 | | | **Marina Office Building** | | | |
| 73 | 64,432 | 65,859 | LEASE INCOME | 68,900 | 68,900 | 68,900 |
| 74 | 9,397 | 11,013 | REIMBURSABLE UTILITIES | 12,000 | 12,000 | 12,000 |
| 75 | 10,232 | 10,206 | PROPERTY TAX | 10,500 | 10,500 | 10,500 |
| 76 | | | TI CONTRIBUTION | | | |
| 77 | \$ 84,061 | \$ 87,078 | TOTAL MARINA OFFICE BUILDING | \$ 91,400 | \$ 91,400 | \$ 91,400 |
| 78 | | | **Port Office** | | | |
| 79 | 52,569 | 52,529 | LEASE INCOME | 48,550 | 48,550 | 48,550 |
| 80 | 1,233 | 1,177 | REIMBURSABLE UTILITIES | 500 | 500 | 500 |
| 81 | - | - | PROPERTY TAX | - | - | - |
| 82 | \$ 53,802 | \$ 53,706 | TOTAL PORT OFFICE | \$ 49,050 | \$ 49,050 | \$ 49,050 |
| 83 | \$ 177,698 | \$ 180,909 | TOTAL COMMERCIAL BUILDINGS | \$ 185,550 | \$ 185,550 | \$ 185,550 |
| 84 | | | | | | |
| 85 | | | WATERFRONT INDUSTRIAL LAND | | | |
| 86 | 5,100 | 2,600 | LEASE INCOME | 600 | 600 | 600 |
| 87 | - | 2,686,660 | LAND SALE | - | - | - |

PORT OF HOOD RIVER
REVENUE FUND
BUDGET FOR FISCAL YEAR 2017-18

FORM LB 20

| HISTORICAL DATA | | BUDGET FY 2017-18 | | | | |
|---------------------------|--------------------------|---------------------------------|-------------------------|----------|----------|---------|
| 2 YRS PRIOR FY 2014-15 | 1 YR PRIOR FY 2015-16 | ADOPTED BUDGET FY 2016-17 | RESOURCE DESCRIPTION | PROPOSED | APPROVED | ADOPTED |
| 88 | 3,784 | 1,200 | 400 | 400 | 400 | 400 |
| 89 | 505,015 | - | - | - | - | - |
| 90 | - | 25,000 | - | - | - | - |
| 91 | 162,925 | 153,988 | 110,400 | 339,100 | 339,100 | 339,100 |
| 92 | 676,824 | 2,844,448 | 136,400 | 340,100 | 340,100 | 340,100 |
| 93 | | | | | | |
| 94 | | | | | | |
| 95 | | | | | | |
| 96 | 65,445 | 60,793 | 66,100 | 66,100 | 70,000 | 70,000 |
| 97 | 43,041 | 38,453 | 31,000 | 31,000 | 36,200 | 36,200 |
| 98 | 8,350 | 8,100 | 6,500 | 6,500 | 6,500 | 6,500 |
| 99 | 3,900 | 17,532 | 11,500 | 11,500 | 11,500 | 11,500 |
| 100 | 120,736 | 124,878 | 115,100 | 115,100 | 124,200 | 124,200 |
| 101 | | | | | | |
| 102 | 1,595 | 12,617 | 9,100 | 9,100 | 9,100 | 9,100 |
| 103 | | | | | | |
| 104 | 65,250 | 42,485 | - | - | - | - |
| 105 | 66,845 | 55,102 | 9,100 | 9,100 | 9,100 | 9,100 |
| 106 | | | | | | |
| 107 | 6,240 | 6,532 | 6,200 | 6,500 | 6,500 | 6,500 |
| 108 | 600 | 600 | 600 | 600 | 600 | 600 |
| 109 | - | 1,334 | 1,400 | 1,400 | 1,400 | 1,400 |
| 110 | 375 | 533 | 3,200 | 3,200 | 3,200 | 3,200 |
| 111 | 2,255 | 2,699 | 3,000 | 3,000 | 3,000 | 3,000 |
| 112 | 3,200 | 3,450 | 3,000 | 3,000 | 3,000 | 3,000 |
| 113 | | | | | | |
| 114 | | | | | | |
| 115 | 12,670 | 15,148 | 17,400 | 17,700 | 17,700 | 17,700 |
| 116 | 200,251 | 195,128 | 141,600 | 141,900 | 151,000 | 151,000 |
| 117 | | | | | | |
| 118 | | | | | | |
| 119 | 161,186 | 175,341 | 178,000 | 188,000 | 196,000 | 196,000 |
| 120 | 83,200 | 87,031 | 85,200 | 85,200 | 85,200 | 85,200 |
| 121 | | | | | | |
| 122 | 6,244 | 7,050 | 6,500 | 7,050 | 7,050 | 7,050 |
| 123 | 10,638 | 21,719 | 12,000 | 43,900 | 43,900 | 43,900 |
| 124 | 10,375 | 11,908 | 9,800 | 9,000 | 9,000 | 9,000 |
| 125 | 1,910 | 8,100 | 7,500 | 8,500 | 8,500 | 8,500 |
| 126 | | | | | | |
| 127 | | | | | | |
| 128 | 273,553 | 311,149 | 299,000 | 341,650 | 349,650 | 349,650 |
| 129 | | | | | | |
| 130 | | | | | | |
| 131 | 98,892 | 100,224 | 102,100 | 111,000 | 111,000 | 111,000 |
| 132 | 25,373 | 30,728 | 31,000 | 32,200 | 32,200 | 32,200 |

PORT OF HOOD RIVER
REVENUE FUND
BUDGET FOR FISCAL YEAR 2017-18

| HISTORICAL DATA | | BUDGET FY 2017-18 | | | | |
|--------------------------|-------------------------|---------------------------------|-------------------------|---------------|---------------|----------|
| 2YRS PRIOR FY 2014-15 | 1YR PRIOR FY 2015-16 | ADOPTED BUDGET FY 2016-17 | RESOURCE DESCRIPTION | PROPOSED | APPROVED | ADOPTED |
| 133 | 14,539 | 17,834 | HANGAR LEASE INCOME | 20,100 | 20,100 | 133 |
| 134 | 19,578 | 20,337 | LAND LEASES | 16,600 | 16,600 | 134 |
| 135 | 10,112 | 10,257 | REIMBURSED UTILITIES | 14,700 | 14,700 | 135 |
| 136 | 3,195 | 5,088 | PROPERTY TAX | 5,300 | 5,300 | 136 |
| 137 | 119,517 | 61,377 | GRANT | 1,380,000 | 1,380,000 | 137 |
| 138 | | | LOANS | - | - | 138 |
| 139 | 17,530 | 1,000 | MISCELLANEOUS | 1,000 | 1,000 | 139 |
| 140 | \$ 308,736 | \$ 245,845 | TOTAL AIRPORT | \$ 1,580,900 | \$ 1,580,900 | \$ - |
| 141 | | | | | | |
| 142 | | | | | | |
| 143 | | | | | | |
| 144 | | | | | | |
| 145 | | | | | | |
| 146 | 10,634 | 12,594 | GENERAL | 6,000 | 6,000 | 6,000 |
| 147 | \$ 10,634 | \$ 12,594 | ADMINISTRATION GRANTS | 6,000 | 6,000 | 6,000 |
| 148 | | | EMPLOYEE MEDICAL | | | |
| 149 | \$ 9,075,897 | \$ 14,442,566 | MISCELLANEOUS | | | |
| | | | TOTAL GENERAL | \$ 6,000 | \$ 6,000 | \$ 6,000 |
| | | | TOTAL RESOURCES | \$ 16,366,450 | \$ 15,632,550 | \$ 6,000 |

PORT OF HOOD RIVER
REVENUE FUND
BUDGET FOR FISCAL YEAR 2017-18

| HISTORICAL DATA | | BUDGET FY 2017-18 | |
|---------------------------|--------------------------|-------------------|----------|
| 2 YRS PRIOR FY 2014-15 | 1 YR PRIOR FY 2015-16 | PROPOSED | APPROVED |
| | | | ADOPTED |

| EXPENDITURES | | BUDGET FY 2017-18 | |
|-----------------------------------|---------------------------------|-------------------|------------------|
| DESCRIPTION | ADOPTED BUDGET FY 2016-17 | PROPOSED | APPROVED |
| TOLL BRIDGE | | | |
| PERSONNEL SERVICES | | | |
| WAGES & SALARIES | 577,700 | 612,400 | 620,200 |
| TAXES & BENEFITS | 233,100 | 253,000 | 262,400 |
| TOTAL PERSONNEL SERVICES | 810,800 | 865,400 | 882,600 |
| MATERIALS & SERVICES | | | |
| ALL UTILITIES | 20,000 | 21,000 | 21,000 |
| FIXED MAINTENANCE | 246,500 | 270,000 | 27,000 |
| INSURANCE | 65,000 | 270,100 | 270,100 |
| PROFESSIONAL SERVICES -Other | 20,000 | 95,000 | 95,000 |
| PROFESSIONAL SERVICES -Legal | 56,000 | 20,000 | 20,000 |
| CREDIT CARD PROCESSING | 45,000 | 75,000 | 75,000 |
| TRANSPONDER WRITE-OFF | 40,000 | 50,000 | 50,000 |
| MISCELLANEOUS REPAIRS & PURCHASES | 519,500 | 50,000 | 50,000 |
| TOTAL MATERIALS & SERVICES | 1,724,300 | 608,100 | 608,100 |
| CAPITAL OUTLAY | | | |
| CAPITAL PURCHASE | 394,000 | 258,000 | 258,000 |
| TOTAL CAPITAL OUTLAY | 394,000 | 258,000 | 258,000 |
| TOTAL TOLL BRIDGE | 1,724,300 | 1,731,500 | 1,748,700 |

| INDUSTRIAL BUILDINGS | | BUDGET FY 2017-18 | |
|--|---------------------------------|-------------------|----------------|
| DESCRIPTION | ADOPTED BUDGET FY 2016-17 | PROPOSED | APPROVED |
| ***Big 7 Building*** | | | |
| PERSONNEL SERVICES | | | |
| WAGES & SALARIES | 31,100 | 32,600 | 32,800 |
| TAXES & BENEFITS | 15,400 | 16,900 | 17,100 |
| TOTAL PERSONNEL SERVICES | 46,500 | 49,500 | 49,900 |
| MATERIALS & SERVICES | | | |
| ALL UTILITIES | 60,000 | 67,000 | 67,000 |
| FIXED MAINTENANCE | 26,000 | 25,000 | 25,000 |
| INSURANCE | 9,000 | 9,200 | 9,200 |
| PROPERTY TAX | 24,000 | 18,000 | 18,000 |
| PROFESSIONAL SERVICES-Design & Engineering | 1,000 | 1,000 | 1,000 |
| PROFESSIONAL SERVICES-Legal | 2,000 | 2,000 | 2,000 |
| MISCELLANEOUS REPAIRS & PURCHASES | 16,000 | 20,000 | 20,000 |
| TOTAL MATERIALS & SERVICES | 138,000 | 142,200 | 142,200 |
| CAPITAL OUTLAY | | | |
| CAPITAL PURCHASES | 43,200 | 55,000 | 55,000 |
| TOTAL CAPITAL OUTLAY | 43,200 | 55,000 | 55,000 |
| TOTAL BIG 7 BUILDING | 227,700 | 246,700 | 247,100 |

| ***Jensen Property*** | | BUDGET FY 2017-18 | |
|--|---------------------------------|-------------------|----------|
| DESCRIPTION | ADOPTED BUDGET FY 2016-17 | PROPOSED | APPROVED |
| PERSONNEL SERVICES | | | |
| WAGES & SALARIES | 31,800 | 40,100 | 40,300 |
| TAXES & BENEFITS | 15,500 | 21,000 | 21,200 |
| TOTAL PERSONNEL SERVICES | 47,300 | 61,100 | 61,500 |
| MATERIALS & SERVICES | | | |
| ALL UTILITIES | 105,000 | 97,000 | 97,000 |
| FIXED MAINTENANCE | 12,000 | 12,000 | 12,000 |
| INSURANCE | 6,000 | 5,900 | 5,900 |
| PROPERTY TAX | 43,400 | 44,000 | 44,000 |
| PROFESSIONAL SERVICES-Design & Engineering | 4,000 | 4,000 | 4,000 |
| PROFESSIONAL SERVICES-Legal | 1,000 | 1,000 | 1,000 |
| MISCELLANEOUS REPAIRS & PURCHASES | 10,000 | 8,000 | 8,000 |
| TOTAL MATERIAL & SERVICES | 181,400 | 171,900 | 171,900 |

PORT OF HOOD RIVER
REVENUE FUND
BUDGET FOR FISCAL YEAR 2017-18

HISTORICAL DATA

EXPENDITURES
DESCRIPTION

BUDGET FY 2017-18

* 2YRS PRIOR 1 YR PRIOR ADOPTED
FY 2014-15 FY 2015-16 FY 2016-17 BUDGET

* PROPOSED APPROVED ADOPTED

| | 2YRS PRIOR FY 2014-15 | 1 YR PRIOR FY 2015-16 | ADOPTED BUDGET FY 2016-17 | PROPOSED | APPROVED | ADOPTED |
|-----|--------------------------|--------------------------|---------------------------------|------------|------------|---------|
| 52 | | | | | | |
| 53 | 78,246 | 16,900 | 211,000 | | 466,000 | |
| 54 | \$ 78,246 | \$ 16,900 | \$ 211,000 | | \$ 466,000 | |
| 55 | | | | | | |
| 56 | 144,942 | 144,942 | 145,000 | 145,000 | 145,000 | |
| 57 | \$ 144,942 | \$ 144,942 | \$ 145,000 | \$ 145,000 | \$ 145,000 | |
| 58 | \$ 441,002 | \$ 379,485 | \$ 584,700 | \$ 594,000 | \$ 844,900 | |
| 59 | | | | | | |
| 60 | | | | | | |
| 61 | 21,405 | 21,913 | 29,200 | 25,700 | 25,900 | |
| 62 | 8,937 | 9,096 | 13,900 | 12,800 | 13,000 | |
| 63 | \$ 30,342 | \$ 31,009 | \$ 43,100 | \$ 38,500 | \$ 38,900 | |
| 64 | | | | | | |
| 65 | 33,795 | 37,028 | 39,000 | 42,000 | 42,000 | |
| 66 | 19,080 | 4,481 | 10,000 | 12,000 | 12,000 | |
| 67 | 4,111 | 3,508 | 4,000 | 4,000 | 4,000 | |
| 68 | 15,089 | 15,323 | 16,100 | 17,000 | 17,000 | |
| 69 | | | 4,000 | 4,000 | 4,000 | |
| 70 | 1,172 | 2,575 | 1,000 | 1,000 | 1,000 | |
| 71 | 4,966 | 4,440 | 10,000 | 8,000 | 8,000 | |
| 72 | \$ 78,214 | \$ 67,355 | \$ 84,100 | \$ 88,000 | \$ 88,000 | |
| 73 | | | | | | |
| 74 | | | 20,000 | 10,000 | 10,000 | |
| 75 | \$ - | \$ - | \$ 20,000 | \$ 10,000 | \$ 10,000 | |
| 76 | \$ 108,556 | \$ 98,364 | \$ 147,200 | \$ 136,500 | \$ 136,900 | |
| 77 | | | | | | |
| 78 | | | | | | |
| 79 | 38,103 | 38,020 | 41,900 | 42,200 | 42,400 | |
| 80 | 15,745 | 15,433 | 19,900 | 21,700 | 21,900 | |
| 81 | \$ 53,848 | \$ 53,453 | \$ 61,800 | \$ 63,900 | \$ 64,300 | |
| 82 | | | | | | |
| 83 | 81,114 | 119,449 | 115,000 | 133,000 | 133,000 | |
| 84 | 17,030 | 23,475 | 21,000 | 21,000 | 21,000 | |
| 85 | 3,801 | 3,008 | 5,000 | 3,500 | 3,500 | |
| 86 | 54,584 | 55,394 | 58,100 | 59,000 | 59,000 | |
| 87 | | 800 | 1,000 | 1,000 | 1,000 | |
| 88 | 3,590 | 2,745 | 3,500 | 2,000 | 2,000 | |
| 89 | 3,907 | 4,110 | 8,000 | 8,000 | 8,000 | |
| 90 | \$ 164,026 | \$ 208,981 | \$ 211,600 | \$ 227,500 | \$ 227,500 | |
| 91 | | | | | | |
| 92 | 25,556 | 27,615 | 10,000 | 10,000 | 10,000 | |
| 93 | \$ 25,556 | \$ 27,615 | \$ 10,000 | \$ 10,000 | \$ 10,000 | |
| 94 | \$ 243,430 | \$ 290,049 | \$ 283,400 | \$ 301,400 | \$ 301,800 | |
| 95 | | | | | | |
| 96 | | | | | | |
| 97 | 8,466 | 5,137 | | | | |
| 98 | 3,461 | 2,085 | | | | |
| 99 | \$ 11,927 | \$ 7,222 | \$ - | \$ - | \$ - | |
| 100 | | | | | | |
| 101 | 26,664 | 25,639 | | | | |
| 102 | 1,838 | 365 | | | | |
| 103 | 7,570 | 6,860 | | | | |

PORT OF HOOD RIVER
REVENUE FUND
BUDGET FOR FISCAL YEAR 2017-18

| HISTORICAL DATA | | | | BUDGET FY 2017-18 | | |
|---------------------------|--------------------------|---------------------------------|--|-------------------|----------|---------|
| 2 YRS PRIOR FY 2014-15 | 1 YR PRIOR FY 2015-16 | ADOPTED BUDGET FY 2016-17 | EXPENDITURES DESCRIPTION | PROPOSED | APPROVED | ADOPTED |
| 104 | 13,045 | 9,231 | PROPERTY TAX | | | |
| 105 | 700 | - | PROFESSIONAL SERVICES-Design & Engineering | | | |
| 106 | 14,645 | 8,333 | PROFESSIONAL SERVICES-Legal | | | |
| 107 | 988 | 700 | MISCELLANEOUS REPAIRS & PURCHASES | | | |
| 108 | 65,450 | 51,128 | TOTAL MATERIALS & SERVICES | | | |
| 109 | | | CAPITAL OUTLAY | | | |
| 110 | | | CAPITAL PURCHASES | | | |
| 111 | | | TOTAL CAPITAL OUTLAY | | | |
| 112 | 77,377 | 58,350 | TOTAL EXPO CENTER | | | |
| 113 | | | ***Timber Incubator Property*** | | | |
| 114 | | | PERSONNEL SERVICES | | | |
| 115 | 20,231 | 20,413 | WAGES & SALARIES | 19,600 | 19,800 | |
| 116 | 8,487 | 8,350 | TAXES & BENEFITS | 9,900 | 10,100 | |
| 117 | 28,718 | 28,763 | TOTAL PERSONNEL SERVICES | 29,500 | 29,900 | |
| 118 | | | MATERIALS & SERVICES | | | |
| 119 | 9,455 | 9,314 | ALL UTILITIES | 11,000 | 11,000 | |
| 120 | 3,587 | 4,148 | FIXED MAINTENANCE | 7,000 | 7,000 | |
| 121 | 1,037 | 879 | INSURANCE | 3,500 | 3,500 | |
| 122 | 6,944 | 6,992 | PROPERTY TAX | 7,800 | 7,800 | |
| 123 | | | PROFESSIONAL SERVICES-Design & Engineering | 1,000 | 1,000 | |
| 124 | 234 | 38 | PROFESSIONAL SERVICES-Legal | 2,000 | 2,000 | |
| 125 | 1,736 | 986 | MISCELLANEOUS REPAIRS & PURCHASES | 2,000 | 2,000 | |
| 126 | 22,993 | 22,357 | TOTAL MATERIALS & SERVICES | 34,300 | 34,300 | |
| 127 | | | CAPITAL OUTLAY | | | |
| 128 | 9,115 | 13,567 | CAPITAL PURCHASES | 23,000 | 23,000 | |
| 129 | 9,115 | 13,567 | TOTAL CAPITAL OUTLAY | 23,000 | 23,000 | |
| 130 | 60,826 | 64,687 | TOTAL TIMBER INCUBATOR PROPERTY | 86,800 | 87,200 | |
| 131 | | | ***Wasco Street Business Park*** | | | |
| 132 | | | PERSONNEL SERVICES | | | |
| 133 | 34,279 | 34,574 | WAGES & SALARIES | 32,000 | 32,100 | |
| 134 | 13,696 | 14,062 | TAXES & BENEFITS | 16,600 | 16,800 | |
| 135 | 47,975 | 48,636 | TOTAL PERSONNEL SERVICES | 48,600 | 48,900 | |
| 136 | | | MATERIALS & SERVICES | | | |
| 137 | 37,622 | 34,803 | ALL UTILITIES | 28,000 | 28,000 | |
| 138 | 11,542 | 18,350 | FIXED MAINTENANCE | 20,000 | 20,000 | |
| 139 | 3,722 | 3,572 | INSURANCE | 4,100 | 4,100 | |
| 140 | 23,543 | 16,142 | PROPERTY TAX | 17,600 | 17,600 | |
| 141 | | | PROFESSIONAL SERVICES-Design & Engineering | 1,000 | 1,000 | |
| 142 | | | PROFESSIONAL SERVICES-Legal | 3,000 | 3,000 | |
| 143 | 14,339 | 12,387 | MISCELLANEOUS REPAIRS & PURCHASES | 18,000 | 18,000 | |
| 144 | 90,768 | 85,254 | TOTAL MATERIALS & SERVICES | 91,700 | 91,700 | |
| 145 | | | CAPITAL OUTLAY | | | |
| 146 | | | CAPITAL PURCHASES | 30,000 | 30,000 | |
| 147 | | | TOTAL CAPITAL OUTLAY | 30,000 | 30,000 | |
| 148 | 138,743 | 133,890 | TOTAL WASCO STREET BUSINESS PARK | 170,300 | 170,600 | |
| 149 | | | ***HANEL LOWER MILLS*** | | | |
| 150 | | | PERSONNEL SERVICES | | | |
| 151 | | | WAGES & SALARIES | 29,000 | 29,000 | |
| 152 | | | TAXES & BENEFITS | 14,400 | 14,300 | |
| 153 | | | TOTAL PERSONNEL SERVICES | 43,400 | 43,300 | |
| 154 | | | MATERIALS & SERVICES | | | |

PORT OF HOOD RIVER
REVENUE FUND
BUDGET FOR FISCAL YEAR 2017-18

| HISTORICAL DATA | | | | BUDGET FY 2017-18 | |
|---------------------------|--------------------------|---------------------------------|--|-------------------|-----------|
| 2 YRS PRIOR FY 2014-15 | 1 YR PRIOR FY 2015-16 | ADOPTED BUDGET FY 2016-17 | DESCRIPTION | PROPOSED | APPROVED |
| 155 | - | 666 | ALL UTILITIES | 2,000 | 2,000 |
| 156 | - | 366 | FIXED MAINTENANCE | 8,000 | 8,000 |
| 157 | - | 249 | INSURANCE | 900 | 900 |
| 158 | - | 6,843 | PROPERTY TAX | 8,000 | 8,000 |
| 159 | 29,302 | 20,000 | PROFESSIONAL SERVICES-Design & Engineering | 5,000 | 5,000 |
| 160 | 4,449 | 5,000 | PROFESSIONAL SERVICES-Legal | 20,000 | 20,000 |
| 161 | - | 3,477 | MISCELLANEOUS REPAIRS & PURCHASES | 6,000 | 6,000 |
| 162 | 33,751 | 37,451 | TOTAL MATERIALS & SERVICES | 49,900 | 49,900 |
| 163 | - | - | CAPITAL OUTLAY | - | - |
| 164 | 6,150 | 1,471,727 | CAPITAL PURCHASES | 325,000 | 625,000 |
| 165 | 6,150 | 1,471,727 | TOTAL CAPITAL OUTLAY | 325,000 | 625,000 |
| 166 | - | 70,355 | PRINCIPAL & INTEREST | 140,800 | 140,800 |
| 167 | - | 70,355 | TOTAL DEBT SERVICE | 140,800 | 140,800 |
| 168 | 39,901 | 1,599,630 | TOTAL HANEL LOWER MILLS | 559,100 | 859,000 |
| 169 | 1,307,435 | 2,832,913 | TOTAL INDUSTRIAL BUILDINGS | 2,094,800 | 2,647,000 |
| 170 | - | - | COMMERCIAL BUILDINGS | - | - |
| 171 | - | - | ***State DMV Office Building*** | - | - |
| 172 | - | - | PERSONNEL SERVICES | - | - |
| 173 | 14,648 | 15,651 | WAGES | 17,100 | 17,300 |
| 174 | 5,875 | 6,351 | BENEFITS | 8,600 | 8,800 |
| 175 | 20,523 | 22,002 | TOTAL PERSONNEL SERVICES | 25,700 | 26,100 |
| 176 | - | - | MATERIALS & SERVICES | - | - |
| 177 | 5,122 | 6,949 | ALL UTILITIES | 8,000 | 8,000 |
| 178 | 2,834 | 5,529 | FIXED MAINTENANCE | 7,000 | 7,000 |
| 179 | 731 | 714 | INSURANCE | 1,000 | 1,000 |
| 180 | 1,410 | 1,432 | PROPERTY TAX | 2,000 | 2,000 |
| 181 | - | - | PROFESSIONAL SERVICES-Design & Engineering | 1,000 | 1,000 |
| 182 | 76 | 38 | PROFESSIONAL SERVICES-Legal | 500 | 500 |
| 183 | 8,552 | 15,761 | MISCELLANEOUS REPAIRS & PURCHASES | 20,000 | 20,000 |
| 184 | 18,725 | 30,423 | TOTAL MATERIALS & SERVICES | 39,500 | 39,500 |
| 185 | - | - | CAPITAL OUTLAY | - | - |
| 186 | - | - | CAPITAL PURCHASES | 25,000 | 25,000 |
| 187 | - | - | TOTAL CAPITAL OUTLAY | 25,000 | 25,000 |
| 188 | 39,248 | 52,425 | TOTAL STATE DMV OFFICE BUILDING | 90,200 | 90,600 |
| 189 | - | - | ***Marina Office Building*** | - | - |
| 190 | - | - | PERSONNEL SERVICES | - | - |
| 191 | 23,117 | 22,929 | WAGES | 24,700 | 24,800 |
| 192 | 9,290 | 9,351 | BENEFITS | 12,700 | 12,900 |
| 193 | 32,407 | 32,280 | TOTAL PERSONNEL SERVICES | 37,400 | 37,700 |
| 194 | - | - | MATERIALS & SERVICES | - | - |
| 195 | 11,130 | 12,180 | ALL UTILITIES | 14,000 | 14,000 |
| 196 | 3,428 | 7,769 | FIXED MAINTENANCE | 11,000 | 11,000 |
| 197 | 1,602 | 1,512 | INSURANCE | 2,100 | 2,100 |
| 198 | 10,050 | 10,206 | PROPERTY TAX | 11,000 | 11,000 |
| 199 | - | - | PROFESSIONAL SERVICES-Design & Engineering | 1,000 | 1,000 |
| 200 | 347 | - | PROFESSIONAL SERVICES-Legal | 1,000 | 1,000 |
| 201 | 4,823 | 5,305 | MISCELLANEOUS REPAIRS & PURCHASES | 6,000 | 6,000 |
| 202 | 31,380 | 36,972 | TOTAL MATERIALS & SERVICES | 46,100 | 46,100 |
| 203 | - | - | CAPITAL OUTLAY | - | - |
| 204 | - | - | CAPITAL PURCHASES | 43,000 | 43,000 |
| 205 | - | - | TOTAL CAPITAL OUTLAY | 43,000 | 43,000 |

PORT OF HOOD RIVER
REVENUE FUND
BUDGET FOR FISCAL YEAR 2017-18

| HISTORICAL DATA | | BUDGET FY 2017-18 | |
|---------------------------|--------------------------|---------------------------------|--|
| 2 YRS PRIOR FY 2014-15 | 1 YR PRIOR FY 2015-16 | ADOPTED BUDGET FY 2016-17 | DESCRIPTION |
| * | * | * | * PROPOSED APPROVED ADOPTED |
| 206 \$ 63,787 | \$ 69,252 | \$ 105,700 | TOTAL MARINA OFFICE BUILDING |
| 207 | | | ***Port Office*** |
| 208 | | | PERSONNEL SERVICES |
| 209 | 11,777 | 17,300 | WAGES |
| 210 | 4,678 | 8,200 | BENEFITS |
| 211 \$ 16,455 | \$ 19,047 | \$ 25,500 | TOTAL PERSONNEL SERVICES |
| 212 | | | MATERIALS & SERVICE |
| 213 | 5,337 | 6,000 | ALL UTILITIES |
| 214 | 6,944 | 8,000 | FIXED MAINTENANCE |
| 215 | 2,228 | 2,500 | INSURANCE |
| 216 | - | - | PROPERTY TAX |
| 217 | 664 | 1,000 | PROFESSIONAL SERVICES-Design & Engineering |
| 218 | 288 | 500 | PROFESSIONAL SERVICES-Legal |
| 219 | 1,590 | 1,274 | MISCELLANEOUS REPAIRS & PURCHASES |
| 220 \$ 17,051 | \$ 17,738 | \$ 22,000 | TOTAL MATERIALS & SERVICES |
| 221 | | | CAPITAL OUTLAY |
| 222 | 6,683 | 5,000 | CAPITAL PURCHASES |
| 223 \$ 6,683 | \$ - | \$ 5,000 | TOTAL CAPITAL OUTLAY |
| 224 \$ 40,189 | \$ 36,785 | \$ 52,500 | TOTAL PORT OFFICE BUILDING |
| 225 \$ 143,224 | \$ 158,462 | \$ 235,100 | TOTAL COMMERCIAL BUILDINGS |
| 226 | | | WATERFRONT INDUSTRIAL LAND |
| 227 | | | PERSONNEL SERVICES |
| 228 | 31,008 | 31,700 | WAGES |
| 229 | 13,053 | 13,700 | BENEFITS |
| 230 \$ 44,061 | \$ 43,720 | \$ 45,400 | TOTAL PERSONNEL SERVICES |
| 231 | | | MATERIALS & SERVICES |
| 232 | 1,895 | 11,000 | ALL UTILITIES |
| 233 | 2,718 | 4,000 | FIXED MAINTENANCE |
| 234 | 1,026 | 1,500 | INSURANCE |
| 235 | 22,945 | 25,000 | PROFESSIONAL SERVICES-Design & Engineering |
| 236 | 32,861 | 30,000 | PROFESSIONAL SERVICES-Misc |
| 237 | 11,337 | 14,000 | PROFESSIONAL SERVICES-Legal |
| 238 | 3,575 | 4,000 | MISCELLANEOUS REPAIRS & PURCHASES |
| 239 \$ 74,462 | \$ 81,447 | \$ 78,500 | TOTAL MATERIAL & SERVICES |
| 240 | | | CAPITAL OUTLAY |
| 241 | 915,453 | 204,434 | CAPITAL PURCHASE |
| 242 \$ 915,453 | \$ 204,434 | \$ 235,000 | TOTAL CAPITAL OUTLAY |
| 243 \$ 1,033,976 | \$ 329,601 | \$ 358,900 | TOTAL WATERFRONT INDUSTRIAL LAND |
| 244 | | | WATERFRONT RECREATION |
| 245 | | | ***Event Site*** |
| 246 | | | PERSONNEL SERVICES |
| 247 | 54,237 | 71,206 | WAGES |
| 248 | 12,889 | 20,278 | BENEFITS |
| 249 \$ 67,126 | \$ 91,484 | \$ 147,600 | TOTAL PERSONNEL SERVICES |
| 250 | | | MATERIALS & SERVICES |
| 251 | 15,786 | 14,284 | ALL UTILITIES |
| 252 | 8,975 | 6,574 | FIXED MAINTENANCE |
| 253 | 719 | 751 | INSURANCE |
| 254 | 6,605 | - | PROFESSIONAL SERVICES-Design & Engineering |
| 255 | 285 | 1,093 | PROFESSIONAL SERVICES-Legal |
| 256 | 10,106 | 8,355 | MISCELLANEOUS REPAIRS & PURCHASES |
| 257 \$ 42,476 | \$ 31,057 | \$ 38,000 | TOTAL MATERIALS & SERVICES |

PORT OF HOOD RIVER
REVENUE FUND
BUDGET FOR FISCAL YEAR 2017-18

| HISTORICAL DATA | | BUDGET FY 2017-18 | |
|--------------------------|--------------------------|---------------------------------|---|
| 2YRS PRIOR FY 2014-15 | 1 YR PRIOR FY 2015-16 | ADOPTED BUDGET FY 2016-17 | DESCRIPTION |
| * | * | * | EXPENDITURES |
| * | * | * | ADAPTED |
| * | * | * | APPROVED |
| * | * | * | ADOPTED |
| 258 | | | CAPITAL OUTLAY |
| 259 | 4,000 | 60,000 | CAPITAL PURCHASES |
| 260 | \$ 4,000 | \$ 60,000 | TOTAL CAPITAL OUTLAY |
| 261 | \$ 109,602 | \$ 126,541 | TOTAL WATERFRONT EVENT SITE |
| 262 | | | ***Hook/Spit/Nichols**** |
| 263 | | | PERSONNEL SERVICES |
| 264 | 30,840 | 35,100 | WAGES & SALARIES |
| 265 | 10,888 | 11,139 | TAXES & BENEFITS |
| 266 | \$ 41,728 | \$ 39,500 | TOTAL PERSONNEL SERVICES |
| 267 | | | MATERIALS & SERVICES |
| 268 | | 1,000 | ALL UTILITIES |
| 269 | | 2,000 | NICHOLS MAINTENANCE AND PURCHASES |
| 270 | 2,900 | 898 | HOOK/SPIT MAINTENANCE AND PURCHASES |
| 271 | | 1,000 | PROFESSIONAL SERVICES-Design & Other |
| 272 | | 500 | PROFESSIONAL SERVICES-Legal |
| 273 | 5,361 | 2,000 | NICHOLS MISCELLANEOUS REPAIRS & PURCHASES |
| 274 | 8,261 | 4,000 | HOOK/SPIT MISCELLANEOUS REPAIRS & PURCHASES |
| 275 | | 11,000 | TOTAL MATERIAL & SERVICES |
| 276 | | | CAPITAL OUTLAY |
| 277 | 113,900 | 93,574 | CAPITAL PURCHASES |
| 278 | \$ 113,900 | \$ 93,574 | TOTAL CAPITAL OUTLAY |
| 279 | \$ 163,889 | \$ 138,368 | TOTAL HOOK/SPIT/NICHOLS |
| 280 | | | ***Marina Park*** |
| 281 | | | PERSONNEL SERVICES |
| 282 | 132,925 | 115,600 | WAGES & SALARIES |
| 283 | 48,958 | 52,300 | TAXES & BENEFITS |
| 284 | \$ 181,883 | \$ 181,931 | TOTAL PERSONNEL SERVICES |
| 285 | | | MATERIALS & SERVICES |
| 286 | 19,209 | 30,000 | ALL UTILITIES |
| 287 | 21,107 | 20,000 | FIXED MAINTENANCE |
| 288 | 1,393 | 1,500 | INSURANCE |
| 289 | | 1,400 | PROPERTY TAX |
| 290 | 5,140 | 5,000 | PROFESSIONAL SERVICES-Design & Engineering |
| 291 | | 500 | PROFESSIONAL SERVICES-Legal |
| 292 | 12,247 | 11,000 | MISCELLANEOUS REPAIRS & PURCHASES |
| 293 | \$ 59,096 | \$ 69,400 | TOTAL MATERIALS & SERVICE |
| 294 | | | CAPITAL OUTLAY |
| 295 | 24,194 | 16,122 | CAPITAL PURCHASES |
| 296 | \$ 24,194 | \$ 16,122 | TOTAL CAPITAL OUTLAY |
| 297 | \$ 265,173 | \$ 267,747 | TOTAL MARINA PARK |
| 298 | \$ 538,664 | \$ 532,656 | TOTAL WATERFRONT RECREATION |
| 299 | | | MARINA |
| 300 | | | PERSONNEL SERVICES |
| 301 | 95,482 | 94,600 | WAGES & SALARIES |
| 302 | 32,949 | 43,500 | TAXES & BENEFITS |
| 303 | \$ 128,431 | \$ 123,977 | TOTAL PERSONNEL SERVICES |
| 304 | | | MATERIALS & SERVICES |
| 305 | 18,300 | 23,540 | ALL UTILITIES |
| 306 | 15,371 | 19,729 | FIXED MAINTENANCE |
| 307 | 14,681 | 15,053 | INSURANCE |
| 308 | 1,308 | 1,328 | PROPERTY TAX |
| 309 | 10,131 | 11,764 | PROFESSIONAL SERVICES- Other/Sheriff |
| 258 | | | CAPITAL PURCHASES |
| 259 | 15,000 | 15,000 | TOTAL CAPITAL PURCHASES |
| 260 | \$ 15,000 | \$ 15,000 | TOTAL WATERFRONT EVENT SITE |
| 261 | \$ 181,400 | \$ 183,200 | ***Hook/Spit/Nichols**** |
| 262 | | | PERSONNEL SERVICES |
| 263 | 29,900 | 30,100 | WAGES & SALARIES |
| 264 | 14,900 | 15,100 | TAXES & BENEFITS |
| 265 | \$ 44,800 | \$ 45,200 | TOTAL PERSONNEL SERVICES |
| 266 | | | MATERIALS & SERVICES |
| 267 | | | ALL UTILITIES |
| 268 | 8,000 | 8,000 | NICHOLS MAINTENANCE AND PURCHASES |
| 269 | 9,000 | 9,000 | HOOK/SPIT MAINTENANCE AND PURCHASES |
| 270 | 1,000 | 1,000 | PROFESSIONAL SERVICES-Design & Other |
| 271 | 1,000 | 1,000 | PROFESSIONAL SERVICES-Legal |
| 272 | 3,000 | 3,000 | NICHOLS MISCELLANEOUS REPAIRS & PURCHASES |
| 273 | 5,000 | 5,000 | HOOK/SPIT MISCELLANEOUS REPAIRS & PURCHASES |
| 274 | 2,000 | 2,000 | TOTAL MATERIAL & SERVICES |
| 275 | \$ 29,000 | \$ 29,000 | CAPITAL OUTLAY |
| 276 | | | CAPITAL PURCHASES |
| 277 | 19,500 | 39,500 | TOTAL CAPITAL OUTLAY |
| 278 | \$ 19,500 | \$ 39,500 | TOTAL HOOK/SPIT/NICHOLS |
| 279 | \$ 93,300 | \$ 113,700 | ***Marina Park*** |
| 280 | | | PERSONNEL SERVICES |
| 281 | | | WAGES & SALARIES |
| 282 | 102,500 | 102,700 | TAXES & BENEFITS |
| 283 | 51,600 | 51,800 | TOTAL PERSONNEL SERVICES |
| 284 | \$ 154,100 | \$ 154,500 | TOTAL MATERIALS & SERVICES |
| 285 | | | ALL UTILITIES |
| 286 | 16,000 | 16,000 | FIXED MAINTENANCE |
| 287 | 22,000 | 22,000 | INSURANCE |
| 288 | 2,800 | 2,800 | PROPERTY TAX |
| 289 | 1,600 | 1,600 | PROFESSIONAL SERVICES-Design & Engineering |
| 290 | 5,000 | 13,000 | PROFESSIONAL SERVICES-Legal |
| 291 | 500 | 500 | MISCELLANEOUS REPAIRS & PURCHASES |
| 292 | 8,000 | 8,000 | TOTAL MATERIALS & SERVICE |
| 293 | \$ 55,900 | \$ 63,900 | CAPITAL OUTLAY |
| 294 | | | CAPITAL PURCHASES |
| 295 | 43,000 | 43,000 | TOTAL CAPITAL OUTLAY |
| 296 | \$ 43,000 | \$ 43,000 | TOTAL MARINA PARK |
| 297 | \$ 253,000 | \$ 261,400 | TOTAL WATERFRONT RECREATION |
| 298 | \$ 527,700 | \$ 558,300 | MARINA |
| 299 | | | PERSONNEL SERVICES |
| 300 | | | WAGES & SALARIES |
| 301 | 87,300 | 88,100 | TAXES & BENEFITS |
| 302 | 43,700 | 44,700 | TOTAL PERSONNEL SERVICES |
| 303 | \$ 131,000 | \$ 132,800 | MATERIALS & SERVICES |
| 304 | | | ALL UTILITIES |
| 305 | 34,000 | 34,000 | FIXED MAINTENANCE |
| 306 | 29,000 | 29,000 | INSURANCE |
| 307 | 10,200 | 10,200 | PROPERTY TAX |
| 308 | | | PROFESSIONAL SERVICES- Other/Sheriff |
| 309 | 10,000 | 10,000 | |

PORT OF HOOD RIVER
REVENUE FUND
BUDGET FOR FISCAL YEAR 2017-18

FORM LB 31

| HISTORICAL DATA | | BUDGET FY 2017-18 | | |
|---------------------------|--------------------------|---------------------------------|--------------|--|
| 2 YRS PRIOR FY 2014-15 | 1 YR PRIOR FY 2015-16 | ADOPTED BUDGET FY 2016-17 | DESCRIPTION | |
| | | | EXPENDITURES | |
| | | | ADAPTED | |
| | | | APPROVED | |
| | | | ADOPTED | |
| 310 | 5,298 | 2,551 | 6,000 | PROFESSIONAL SERVICES-Legal |
| 311 | 20,778 | 15,705 | 21,000 | MISCELLANEOUS REPAIRS & PURCHASES |
| 312 | 85,867 | 89,670 | 110,200 | TOTAL MATERIALS & SERVICE |
| 313 | | | | CAPITAL OUTLAY |
| 314 | 94,157 | 10,778 | 59,000 | CAPITAL PURCHASES |
| 315 | 94,157 | 10,778 | 59,000 | TOTAL CAPITAL OUTLAY |
| 316 | | | | DEBT |
| 317 | 89,896 | 98,536 | 96,700 | PRINCIPAL & INTEREST |
| 318 | 89,896 | 98,536 | 96,700 | TOTAL DEBT |
| 319 | 398,351 | 322,961 | 398,700 | TOTAL AIRPORT |
| 320 | 398,351 | 322,961 | 398,700 | TOTAL MARINA |
| 321 | | | | AIRPORT |
| 322 | | | | PERSONNEL SERVICES |
| 323 | 51,115 | 53,418 | 85,400 | WAGES & SALARIES |
| 324 | 22,185 | 21,602 | 43,400 | TAXES & BENEFITS |
| 325 | 73,300 | 75,020 | 128,800 | TOTAL PERSONNEL SERVICES |
| 326 | | | | MATERIALS & SERVICES |
| 327 | 29,672 | 28,925 | 37,000 | ALL UTILITIES |
| 328 | 43,946 | 53,322 | 77,000 | FIXED MAINTENANCE |
| 329 | 8,364 | 8,049 | 6,000 | INSURANCE |
| 330 | 3,584 | 5,087 | 6,000 | PROPERTY TAX |
| 331 | 2,593 | 6,223 | 5,000 | PROFESSIONAL SERVICES-Design & Engineering |
| 332 | 5,748 | 14,259 | 30,000 | PROFESSIONAL SERVICES-Legal |
| 333 | 4,652 | 6,070 | 8,000 | MISCELLANEOUS REPAIRS & PURCHASES |
| 334 | 98,559 | 121,935 | 169,000 | TOTAL MATERIALS & SERVICES |
| 335 | | | | CAPITAL OUTLAY |
| 336 | 129,288 | 76,139 | 1,566,100 | CAPITAL PURCHASES |
| 337 | 129,288 | 76,139 | 1,566,100 | TOTAL CAPITAL OUTLAY |
| 338 | | | | DEBT |
| 339 | | | 68,300 | PRINCIPAL & INTEREST |
| 340 | | | 68,300 | TOTAL DEBT |
| 341 | 301,147 | 273,094 | 1,863,900 | TOTAL AIRPORT |
| 342 | 301,147 | 273,094 | 1,863,900 | TOTAL AIRPORT |
| 343 | | | | ADMINISTRATION |
| 344 | | | | PERSONNEL SERVICES |
| 345 | | 15,500 | | WAGES & SALARIES |
| 346 | | 16,700 | | TAXES & BENEFITS |
| 347 | | 12,443 | | TOTAL PERSONNEL SERVICES |
| 348 | | 12,443 | | MATERIALS & SERVICES |
| 349 | 42,640 | 44,910 | 50,000 | UNALLOCATED PURCHASES |
| 350 | 5,541 | 273 | 1,000 | NSF CHECKS-BAD DEBT |
| 351 | 3,267 | 4,132 | 4,300 | INSURANCE |
| 352 | 3,573 | 9,292 | 8,000 | PROFESSIONAL SERVICES-Legal |
| 353 | | 1,664 | 8,000 | PROFESSIONAL SERVICES-Other |
| 354 | 13,620 | 9,994 | 25,000 | PROFESSIONAL SERVICES-Inspections/IT |
| 355 | | (68,032) | 23,000 | PROFESSIONAL SERVICES-Land Acquisition |
| 356 | 4,147 | 4,546 | 2,000 | TRAVEL & MEETING |
| 357 | 72,788 | 6,779 | 18,000 | TOTAL MATERIALS & SERVICES |
| 358 | | | 131,300 | CAPITAL OUTLAY |
| 359 | | 23,181 | 20,000 | CAPITAL PURCHASES |
| 360 | | 23,181 | 20,000 | TOTAL CAPITAL OUTLAY |
| 361 | 71,788 | 42,403 | 157,300 | TOTAL ADMINISTRATION |

PORT OF HOOD RIVER
REVENUE FUND
BUDGET FOR FISCAL YEAR 2017-18

FORM LB 31

| HISTORICAL DATA | | BUDGET FY 2017-18 | | | |
|--------------------------------------|--------------------------|---------------------------------|-------------------|-------------------|--------------|
| 2 YRS PRIOR FY 2014-15 | 1 YR PRIOR FY 2015-16 | ADOPTED BUDGET FY 2016-17 | PROPOSED | APPROVED | ADOPTED |
| EXPENDITURES | | | | | |
| DESCRIPTION | | | | | |
| MAINTENANCE | | | | | |
| 362 | | | | | |
| 363 | | | | | |
| 364 | | | | | |
| 365 | | | | | |
| 366 | | | | | |
| 367 | | | | | |
| 368 | | | | | |
| 369 | 18,832 | 18,256 | 18,600 | 18,600 | |
| 370 | 27,222 | 30,940 | 31,000 | 31,000 | |
| 371 | 34,401 | 28,758 | 35,000 | 35,000 | |
| 372 | 80,455 | 77,954 | 84,600 | 84,600 | |
| 373 | | | | | |
| 374 | 70,163 | 66,005 | 43,500 | 43,500 | |
| 375 | 70,163 | 66,005 | 43,500 | 43,500 | |
| 376 | 150,618 | 143,959 | 128,100 | 128,100 | |
| 377 | | | | | |
| 378 | 5,055,774 | 5,942,863 | 7,403,900 | 8,008,800 | |
| 379 | | | | | |
| 380 | 271,198 | 385,605 | 492,300 | 512,600 | |
| 381 | 1,122,274 | 1,311,855 | 3,480,377 | 2,794,300 | |
| 382 | | | 741,300 | 370,700 | |
| 383 | | | 500,000 | 500,000 | |
| 384 | | | | | |
| 385 | 6,449,246 | 7,640,323 | 12,617,878 | 12,186,400 | |
| 386 | | | | | |
| 387 | 2,626,652 | 6,802,243 | 3,748,572 | 3,446,150 | 6,000 |
| 388 | | | | | |
| 389 | | | | | |
| 390 | | | | | |
| 391 | 1,574,799 | 1,668,013 | 1,928,500 | 1,955,400 | |
| 392 | 1,735,037 | 1,808,121 | 2,221,800 | 2,229,800 | |
| 393 | 1,511,100 | 2,152,896 | 2,871,100 | 3,441,100 | |
| 394 | 234,838 | 313,833 | 382,500 | 382,500 | |
| 395 | 1,393,472 | 1,697,460 | 3,972,677 | 3,677,600 | |
| 396 | | | 500,000 | 500,000 | |
| 397 | | | 141,000 | 140,800 | |
| 398 | 2,626,652 | 6,802,243 | 3,607,572 | 3,305,350 | 6,000 |
| 399 | | | | | |
| 400 | 9,075,898 | 14,442,566 | 15,625,150 | 15,632,550 | 6,000 |
| TOTAL OPERATIONS EXPENDITURES | | | | | |
| TOTAL EXPENDITURES | | | | | |
| ENDING FUND BALANCE | | | | | |
| APPROPRIATIONS | | | | | |
| PERSONNEL SERVICES | | | | | |
| MATERIALS & SERVICES | | | | | |
| CAPITAL OUTLAY | | | | | |
| DEBT SERVICES | | | | | |
| TRANSFERS | | | | | |
| CONTINGENCIES | | | | | |
| FUND BALANCE - RESTRICTED | | | | | |
| FUND BALANCE - UNASSIGNED | | | | | |
| TOTAL APPROPRIATIONS | | | | | |

PORT OF HOOD RIVER
BRIDGE REPAIR FUND
BUDGET FOR FISCAL YEAR 2017-18

FORM LB-31

| HISTORICAL DATA | | BUDGET FY 2017-18 | |
|------------------------------------|--|-------------------|------------|
| 2 YRS PRIOR | * 1ST PRECEDING * | ADOPTED | BUDGET |
| FY 2014-15 | FY 2015-16 | FY 2016-17 | FY 2017-18 |
| RESOURCE & EXPENDITURE DESCRIPTION | | * PROPOSED | * APPROVED |
| RESOURCE | | ADOPTED | |
| 1 | BEGINNING FUND BALANCE | | |
| 2 | INTEREST INCOME | 1,265,000 | 1,265,000 |
| 3 | BOND PROCEEDS - EXISTING BRIDGE | 7,000 | 8,000 |
| 4 | BOND PROCEEDS - REPLACEMENT BRIDGE | | |
| 5 | GRANT | | |
| 6 | OTHER INCOME | | |
| 7 | TOTAL CASH AVAILABLE | 1,272,000 | 1,273,000 |
| 8 | TRANSFER FROM REVENUE FUND | | |
| 9 | FROM REVENUE FUND - 1994/2012 TOLLS | 1,495,350 | 2,107,900 |
| 10 | FROM REVENUE FUND - 2018 TOLL INCREASE | 1,985,027 | 686,400 |
| 11 | TOTAL TRANSFERS | 3,480,377 | 2,794,300 |
| 12 | TOTAL RESOURCES | 4,752,377 | 4,067,300 |
| 13 | EXPENDITURES | | |
| 14 | PERSONNEL SERVICES | | |
| 15 | WAGES | 34,500 | 34,600 |
| 16 | BENEFITS | 16,100 | 16,300 |
| 17 | TOTAL PERSONNEL SERVICES | 50,600 | 50,900 |
| 18 | MATERIAL & SERVICES | | |
| 19 | MAINTENANCE | 20,000 | 20,000 |
| 20 | PROFESSIONAL SERVICES - EXISTING BRIDGE | 85,000 | 85,000 |
| 21 | PROFESSIONAL SERVICES - REPLACEMENT BRIDGE | | |
| 22 | FLAGGING - EXISTING BRIDGE | 20,000 | 20,000 |
| 23 | ADVERTISING/PROMOTIONS/OUTREACH | 20,000 | 20,000 |
| 24 | MISCELLANEOUS - EXISTING BRIDGE | 10,000 | 10,000 |
| 25 | TOTAL MATERIAL & SERVICES | 155,000 | 155,000 |
| 26 | CAPITAL OUTLAY | | |
| 27 | CAPITAL PURCHASE - EXISTING BRIDGE | 1,224,500 | 1,224,500 |
| 28 | CAPITAL PURCHASE - REPLACEMENT BRIDGE | | |
| 29 | TOTAL CAPITAL OUTLAY | 1,224,500 | 1,224,500 |
| 30 | DEBT | | |
| 31 | DEBT SERVICE - 2003/2013 REFUNDED BONDS | 677,500 | 677,500 |
| 32 | DEBT SERVICE - 2017 PARITY BONDS | | |
| 33 | TOTAL DEBT | 677,500 | 677,500 |
| 34 | TOTAL OPERATIONS EXPENDITURES | 2,107,600 | 2,107,900 |
| 35 | TRANSFERS-REVENUE FUND | | |
| 36 | CONTINGENCY | 500,000 | 500,000 |
| 37 | TOTAL EXPENDITURES | 2,607,600 | 2,607,900 |
| 38 | ENDING FUND BALANCE | 2,144,777 | 1,459,400 |
| 39 | APPROPRIATIONS | | |
| 40 | PERSONNEL SERVICES | 50,600 | 50,900 |
| 41 | MATERIALS & SERVICES | 155,000 | 155,000 |
| 42 | CAPITAL OUTLAY | 1,224,500 | 1,224,500 |
| 43 | DEBT SERVICES | 677,500 | 677,500 |
| 44 | TRANSFERS | | |
| 45 | CONTINGENCIES | 500,000 | 500,000 |
| 46 | FUND BALANCE - ASSIGNED | 1,444,777 | 759,400 |
| 47 | FUND BALANCE - COMMITTED | | (700,000) |
| 48 | FUND BALANCE - RESTRICTED | 700,000 | 700,000 |

PORT OF HOOD RIVER
BRIDGE REPLACEMENT FUND
BUDGET FOR FISCAL YEAR 2017-18

| HISTORICAL DATA | | BUDGET FY 2017-18 | |
|------------------------------------|---------------------------------|-------------------|--------------|
| 2 YRS PRIOR * FY 2014-15 | ADOPTED BUDGET FY 2016-17 | * PROPOSED | * APPROVED |
| RESOURCE & EXPENDITURE DESCRIPTION | | ADOPTED | |
| 1 | | | |
| 2 | | \$ - | \$ - |
| 3 | | 500 | 500 |
| 4 | | - | - |
| 5 | | - | - |
| 6 | | 600,000 | 1,000,000 |
| 7 | | | |
| 8 | | 600,500 | 1,000,500 |
| 9 | | | |
| 10 | | | |
| 11 | | 741,300 | 370,700 |
| 12 | | 741,300 | 370,700 |
| 13 | | \$ 1,341,800 | \$ 1,371,200 |
| 14 | | | |
| 15 | | | |
| 16 | | 26,400 | 26,600 |
| 17 | | 12,400 | 12,600 |
| 18 | | \$ 38,800 | \$ 39,200 |
| 19 | | | |
| 20 | | 100,000 | 100,000 |
| 21 | | 20,000 | 20,000 |
| 22 | | 20,000 | 20,000 |
| 23 | | 10,000 | 10,000 |
| 24 | | \$ 150,000 | \$ 150,000 |
| 25 | | | |
| 26 | | 900,000 | 1,000,000 |
| 27 | | \$ 900,000 | \$ 1,000,000 |
| 28 | | | |
| 29 | | | |
| 30 | | \$ - | \$ - |
| 31 | | \$ 1,088,800 | \$ 1,189,200 |
| 32 | | | |
| 33 | | \$ - | \$ - |
| 34 | | \$ - | \$ - |
| 35 | | \$ 1,088,800 | \$ 1,189,200 |
| 36 | | | |
| 37 | | \$ 253,000 | \$ 182,000 |
| 38 | | | |
| 39 | | | |
| 40 | | \$ 38,800 | \$ 39,200 |
| 41 | | \$ 150,000 | \$ 150,000 |
| 42 | | \$ 900,000 | \$ 1,000,000 |
| 43 | | \$ - | \$ - |
| 44 | | \$ - | \$ - |
| 45 | | \$ - | \$ - |
| 46 | | \$ - | \$ - |
| 47 | | \$ 253,000 | \$ 182,000 |
| 48 | | \$ - | \$ - |

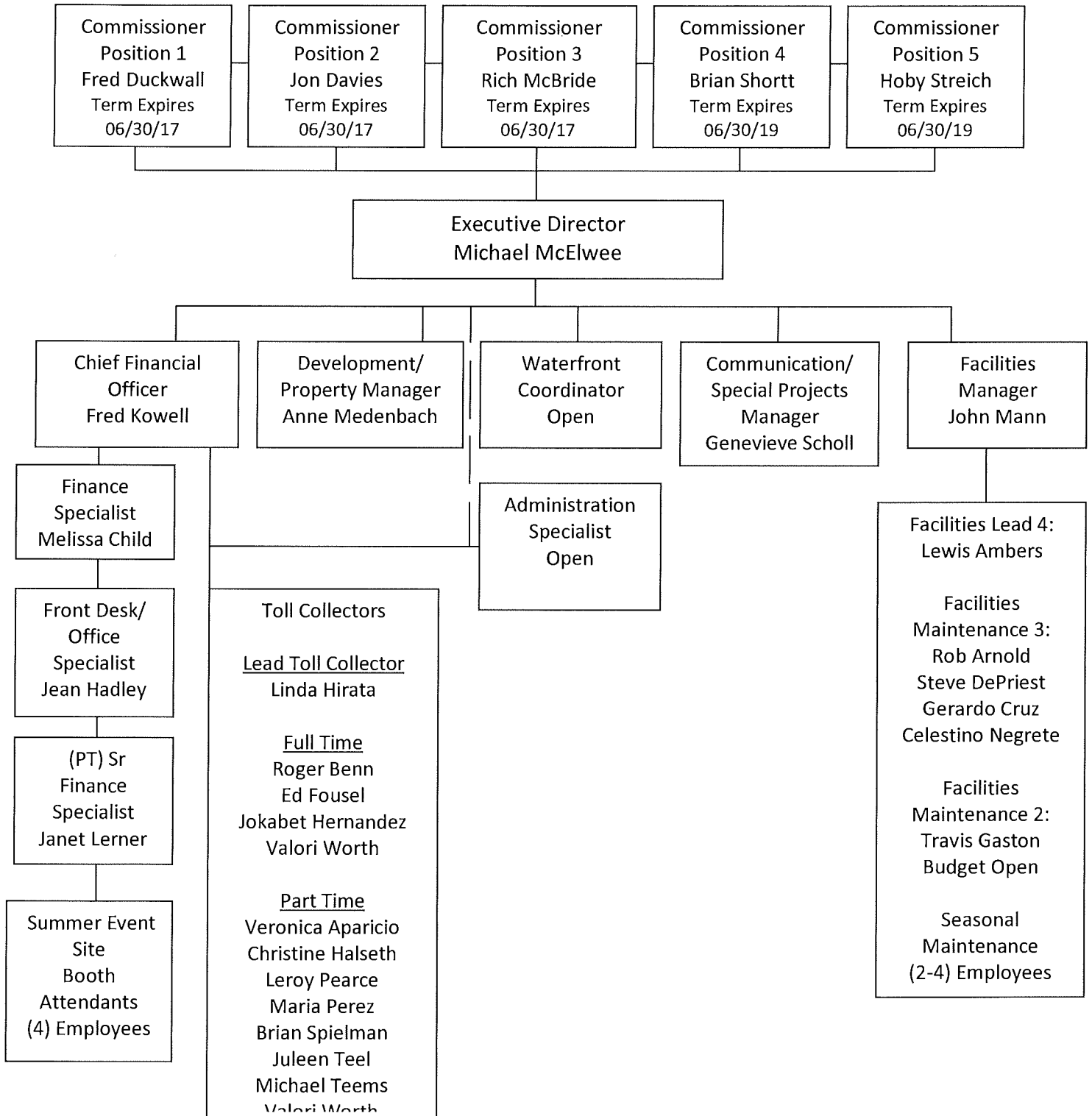
(55)

ORGANIZATION CHART

PERSONNEL SUMMARY & COMPARISON

CAPITAL OUTLAY BY ASSET CENTER

Port of Hood River Organization Chart



PORT OF HOOD RIVER
PERSONNEL SUMMARY AND COMPARISON
FY 2017-18

PERSONNEL SUMMARY

WAGES

- Wage analysis for Office, Maintenance and Toll Booth Staff

| | | <u>Wages</u> |
|---|----------|------------------|
| Budget - FY 2016-17 | | \$ 1,428,500 |
| Cost of Living Index - Portland/Vancouver | 2.57% | 36,712 |
| Added Community Initiative | | \$ 25,000 |
| Compensation Changes * | 26.7 FTE | 29,788 |
| Contingency | | \$ 10,000 |
| Budget - FY 2016-17 | | <u>1,530,000</u> |
| <i>Percent increase compared to budget FY 2016-17</i> | | <u>7.1%</u> |
| Percent increase w/o Community Initiative | | <u>5.4%</u> |

* Due to addition to staff

BENEFITS

- PERS significant increase of 31% due to unfunded pension liability.
- Healthcare increased by (6%) which is lower than anticipated. Staff pay 10% of the premium cost with the Port self-insuring \$500 of the \$1000 deductible.
- Workers Comp Insurance – about the same.
- Unemployment – Same

| | | <u>Taxes and Benefits</u> |
|--|--|---------------------------|
| Budget - FY 2016-17 | | \$ 595,700 |
| <i><u>Changes to Taxes and Benefits:</u></i> | | |
| PERS | | 41,200 |
| Healthcare | | 44,900 |
| Taxes and Unemployment | | 6,700 |
| Taxes & Benefits - FY 2017-18 | | <u>\$ 688,500</u> |
| <i>Percent Increase of</i> | | <u>15.6%</u> |

NUMBER OF EMPLOYEES BY DEPARTMENT

| | FY 2016-17 | | | FY 2017-18 | | |
|-----------|-------------|------------|------------|-------------|------------|------------|
| | Office | Facilities | Toll Booth | Office | Facilities | Toll Booth |
| Full-Time | 7.0 | 7.0 | 4.0 | 8.0 | 8.0 | 4.0 |
| Part-Time | 2.0 | - | 8.0 | 1.0 | - | 8.0 |
| Seasonal | 4.0 | 4.0 | - | 4.0 | 2.0 | - |
| FTE | 9.6 | 8.4 | 8.8 | 9.0 | 8.6 | 9.1 |
| Total FTE | <u>26.8</u> | | | <u>26.7</u> | | |

PERSONNEL AND BENEFITS DISTRIBUTED BY FUND

TOTAL PERSONNEL AND BENEFITS

| | |
|----------------------------|--------------|
| FY 2016-17 | \$ 2,024,200 |
| FY 2017-18 | \$ 2,181,600 |
| <i>Percent Increase of</i> | <u>7.8%</u> |

| | Budget | |
|-------------------------|---------------------|---------------------|
| | FY 2016-17 | FY 2017-18 |
| General Fund | \$ 110,600 | \$ 173,000 |
| Revenue Fund | 1,872,800 | 1,955,400 |
| Bridge Repair Fund | 40,800 | 50,900 |
| Bridge Replacement Fund | - | 39,200 |
| All Funds | <u>\$ 2,024,200</u> | <u>\$ 2,218,500</u> |

PERS CONTRIBUTION RATES

| | Tier 1/2 | Tier 3 |
|-----------------|----------|--------|
| PERS FY 2015-17 | 12.76% | 8.95% |
| PERS FY 2017-19 | 16.39% | 11.47% |

PORT OF HOOD RIVER
Schedule of Capital Improvements and Grants or Other Funding
For the FY 2017-18

| Description | Capital Outlay | Grant/Other Funding |
|--|-------------------|------------------------|
| BIG 7 | | |
| <i>Tenant Improvements to 2nd and 4th floors</i> | \$25,000 | |
| <i>HVAC</i> | \$25,000 | |
| <i>Roof Assessment</i> | \$5,000 | |
| <i>Sub-Total Big 7</i> | \$55,000 | \$0 |
| Maritime Building | | |
| <i>Architecture/Engineering Planning</i> | \$10,000 | |
| <i>Sub-Total Maritime Building</i> | \$10,000 | \$0 |
| Waterfront Infrastructure | | |
| <i>Parking Meters split between years</i> | \$40,000 | |
| <i>Water Access Amenities - Wayfinding Signage</i> | \$20,000 | |
| <i>Sub-Total Waterfront Infrastructure</i> | \$60,000 | \$0 |
| Paving Projects | | |
| <i>Various Rehabilitation</i> | \$25,000 | |
| <i>Sub-Total Paving Projects</i> | \$25,000 | \$0 |
| Halyard Building | | |
| <i>HVAC Contingency</i> | \$10,000 | |
| <i>Sub-Total Halyard Building</i> | \$10,000 | \$0 |
| Jensen Building | | |
| <i>East Parking lot paving</i> | \$90,000 | |
| <i>Roof Repair</i> | \$250,000 | |
| <i>Parking lot paving from FY 2016.17</i> | \$90,000 | |
| <i>Window replacement</i> | \$30,000 | |
| <i>Irrigation</i> | \$6,000 | |
| <i>Sub-Total Jensen Building</i> | \$466,000 | \$0 |
| State Office Building | | |
| <i>Re-side and paint exterior</i> | \$25,000 | |
| <i>Sub-Total State Office Building</i> | \$25,000 | \$0 |
| Marina Office Building | | |
| <i>Partial Roof replacement</i> | \$10,000 | |
| <i>Painting from FY 2016.17</i> | \$18,000 | |
| <i>Partial Tenant Improvement - CRA</i> | \$15,000 | |
| <i>Sub-Total Marina Office Building</i> | \$43,000 | \$0 |
| Port Office Building | | |
| <i>Kitchen/office space and file room</i> | \$25,000 | |
| <i>Sub-Total Port Office Building</i> | \$25,000 | \$0 |
| JWBP-Timber Building | | |
| <i>Gutters</i> | \$8,000 | |
| <i>Metal doors for each suite</i> | \$8,000 | |
| <i>Concrete repair</i> | \$7,000 | |
| <i>Sub-Total Timber Building</i> | \$23,000 | \$0 |
| Wasco St. Office Building | | |
| <i>Paving from FY 2016.17</i> | \$15,000 | |
| <i>HVAC placeholder</i> | \$15,000 | |
| <i>Sub-Total Wasco Building</i> | \$30,000 | \$0 |
| Hanel | | |
| <i>Off-site water</i> | \$200,000 | |
| <i>FY 2016-17 Carryover</i> | \$200,000 | |
| <i>Dirt Removal</i> | \$100,000 | |
| <i>Wetland mitigation</i> | \$125,000 | |
| <i>Sub-Total Hanel</i> | \$625,000 | \$0 |
| Airport | | |
| <i>Taxiway B Ext & South Apron carryover into FY 2017-18 - 90% match</i> | \$1,111,100 | \$1,000,000 |

(65)

PORT OF HOOD RIVER
Schedule of Capital Improvements and Grants or Other Funding
For the FY 2017-18

| Description | Capital Outlay | Grant/Other Funding |
|---|---------------------|------------------------|
| <i>T-Hangar Design & Bid</i> | \$ 5,000 | |
| <i>North Apron Expansion - PMP+COVI+FAA Environmental</i> | \$430,000 | \$ 380,000 |
| <i>T-Hangars-Lights</i> | \$ 20,000 | |
| <i>Sub-Total Airport</i> | \$1,566,100 | \$1,380,000 |
| Bridge | | |
| <i>Tolling System - Carryover Phase 3 + Future Planning</i> | \$131,000 | |
| <i>Expansion Joint Rehabilitation</i> | \$38,000 | |
| <i>Construction and Engr for Steel Truss Aux. Brace</i> | \$446,000 | |
| <i>Steel Truss Gussets /Trunnion Fatigue</i> | \$100,000 | |
| <i>Blast & Pressure Wash</i> | \$50,000 | |
| <i>Deck Systems-Welding/Replacement</i> | \$10,500 | |
| <i>Lift Span - Rehab drive motors</i> | \$250,000 | |
| <i>Lift Span - Inspect - Electrical/Mechanical</i> | \$240,000 | |
| <i>Lift Span - Inspect Primary Reducers</i> | \$50,000 | |
| <i>Lift Span Maintenance</i> | \$20,000 | |
| <i>Bridge Railing or Seating</i> | \$20,000 | |
| <i>Fixed Signage/Lights/Gates</i> | \$50,000 | |
| <i>Mobile Signage</i> | \$24,000 | |
| <i>Gates Machinery Replaced</i> | \$25,000 | |
| <i>NAV Lights replaced</i> | \$8,000 | |
| <i>Toll House Resided</i> | \$20,000 | |
| <i>Replacement Bridge EIS/Land Acq/Engr</i> | \$1,000,000 | \$ 1,000,000 |
| <i>Sub-Total Bridge</i> | \$2,482,500 | \$ 1,000,000 |
| Marina | | |
| <i>Bathroom lighting and fixtures</i> | \$20,000 | |
| <i>Maritime Dock carryover from FY 2016-17</i> | \$8,000 | |
| <i>Ramp Improvements carryover from FY 2016-17</i> | \$11,000 | |
| <i>Contingency</i> | \$20,000 | \$ 7,050 |
| <i>Sub-Total Marina</i> | \$59,000 | \$7,050 |
| Marina Park | | |
| <i>Tables</i> | \$12,000 | |
| <i>Landscapes</i> | \$8,000 | |
| <i>Yacht Club and Restroom Lights and doors</i> | \$6,000 | |
| <i>Marina Beach Pump Grinders</i> | \$17,000 | |
| <i>Sub-Total Marina Park</i> | \$43,000 | \$0 |
| Event Site | | |
| <i>Changing Area</i> | \$15,000 | |
| <i>Sub-Total Eventsite</i> | \$15,000 | \$0 |
| Hook/Spit/Nichols | | |
| <i>Bollard Lights, Changing Area and Sand Beach</i> | \$8,500 | |
| <i>SUP Rack</i> | \$20,000 | |
| <i>Spit road upgrade</i> | \$11,000 | |
| <i>Sub-Total Nichols/Hook/Spit</i> | \$39,500 | \$0 |
| Administration | | |
| <i>Money Counting Machine/PC's/Software</i> | \$20,000 | |
| <i>Sub-Total Administration</i> | \$20,000 | |
| Maintenance | | |
| <i>Bobcat Skid Stear and Kabota tractor</i> | \$43,500 | |
| <i>Sub-Total Maintenance</i> | \$43,500 | |
| FY 2017-18 TOTAL CIP AND GRANTS | \$5,665,600 | \$2,387,050 |
| FY 2016-17 TOTAL CIP AND GRANTS | \$ 7,089,900 | \$ 1,256,500 |

A public meeting of the Port of Hood River Commission will be held on May 16, 2017 at 5:00 pm at the Port Office Marina Center Board Room at 1000 E. Port Marina Drive, Hood River, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2017 as approved by the Port of Hood River Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at the Port Office at 1000 E. Port Marina Drive, Hood River, between the hours of 8 a.m. and 5 p.m, Monday - Friday. The budget may also be viewed online at www.portofhoodriver.com. This budget is for an annual budget period ending June 30, 2018.

Contact: Fred Kowell

Telephone: 541.386.1645

Email: fkowell@portofhoodriver.com

| FINANCIAL SUMMARY - RESOURCES | | | |
|--|-----------------------------|------------------------------|-------------------------------|
| TOTAL OF ALL FUNDS | Actual Amount FY 2015-16 | Adopted Budget FY 2016-17 | Approved Budget FY 2017-18 |
| Beginning Fund Balance/Net Working Capital | 3,753,080 | 6,509,000 | 6,907,000 |
| Tolls | 3,960,164 | 4,133,800 | 5,261,000 |
| Lease Income | 1,850,519 | 1,949,000 | 2,232,100 |
| User fees | 147,459 | 158,800 | 142,900 |
| Marina | 305,433 | 292,500 | 342,600 |
| Airport | 184,468 | 189,100 | 200,900 |
| Grant Income and Other Sources | 440,841 | 1,262,500 | 2,396,550 |
| Property Sales | 2,686,660 | 0 | 490,000 |
| Other Debt | 2,000,000 | 4,570,000 | 0 |
| Interest Income | 252,904 | 24,500 | 69,000 |
| Interfund Transfers | 1,697,460 | 2,066,800 | 3,677,600 |
| All Other Resources Except Property Taxes | 17,278,988 | 21,156,000 | 21,719,650 |
| Property Taxes Estimated to be Received | 65,349 | 63,900 | 68,400 |
| Total Resources | 17,344,337 | 21,219,900 | 21,788,050 |

| FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION | | | |
|---|-------------------|-------------------|-------------------|
| Personnel Services | 1,782,472 | 2,024,200 | 2,218,500 |
| Materials and Services | 2,378,183 | 2,768,700 | 2,942,750 |
| Capital Outlay | 2,287,345 | 7,089,900 | 5,665,600 |
| Debt Service | 1,022,631 | 1,312,450 | 1,060,000 |
| Interfund Transfers | 1,697,460 | 2,066,800 | 3,677,600 |
| Contingencies | 0 | 1,000,000 | 1,000,000 |
| Special Payments | 0 | 0 | 0 |
| Unappropriated Ending Balance and Reserved for Future Expenditure | 8,176,246 | 4,957,850 | 5,223,600 |
| Total Requirements | 17,344,337 | 21,219,900 | 21,788,050 |

| FINANCIAL SUMMARY - REQUIREMENTS BY ORGANIZATIONAL UNIT OR PROGRAM | | | |
|--|-------------------|-------------------|-------------------|
| Name of Organizational Unit or Program FTE for that unit or program | | | |
| Toll Bridge-expenditures and reserved fund balance | 2,435,943 | 5,385,100 | 5,545,800 |
| FTE | 14 | 12 | 14.0 |
| Industrial Buildings | 2,766,993 | 3,208,400 | 2,647,000 |
| FTE | 3 | 5 | 3.0 |
| Commercial Buildings | 158,462 | 235,100 | 303,100 |
| FTE | 1 | 1 | 1.0 |
| Waterfront Recreation | 532,653 | 607,600 | 558,300 |
| FTE | 5 | 5 | 5.0 |
| Marina | 322,961 | 431,950 | 398,700 |
| FTE | 1.5 | 1 | 1.5 |
| Airport | 273,094 | 2,628,000 | 1,863,900 |
| FTE | 1 | 1 | 1.0 |
| Land | 342,705 | 369,900 | 203,700 |
| FTE | 0.5 | 1 | 0.5 |
| General Government | 385,536 | 539,400 | 580,950 |
| FTE | 1 | 1 | 1 |
| Unallocated Expenses | 252,284 | 789,800 | 785,400 |
| Unappropriated Ending Balance and Reserved for Future Expenditure | 8,176,246 | 4,957,850 | 5,223,600 |
| Pass through transfers | 1,697,460 | 2,066,800 | 3,677,600 |
| Total Requirements | 17,344,337 | 21,219,900 | 21,788,050 |
| Total FTE | 27 | 27 | 27.0 |

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING

This budget provides for significant improvements to the existing bridge while anticipating replacement funding for a new bridge. This budget provides for an upgrade to the existing tolling system for the bridge and includes engineering work for the lift span, auxiliary truss, deck welding, trunnions, primary drives, railings, signage, and toll booth facility improvements. The Port has applied for a \$5 million federal transportation grant that carries a 40% local match. The Port is also hopeful that a state request for \$5 million will be approved to move forward with preliminary work for a bridge replacement. The Bridge R&R fund has been split into the Bridge Repair Fund and the Bridge Replacement fund. This is to ensure the contemplated toll increases are committed for either the improvements to the existing bridge or the preliminary work for the replacement bridge. If the federal Fastlane grant is approved, the proceeds will be used for an Environmental Impact Study, property acquisitions and engineering drawings needed for a replacement bridge. The local match of \$3.3 million will be funded by the contemplated toll increases for this budget. Improvements to the South Taxiway and North ramp mitigation efforts at the airport will move forward. Federal grants will fund the south-taxiway improvements, while State grants will fund a significant portion of the north ramp improvements.

PROPERTY TAX LEVIES

| | Rate or Amount Imposed | Rate or Amount Imposed | Rate or Amount Approved |
|--|------------------------|------------------------|-------------------------|
| Permanent Rate Levy (rate limit .0332 per \$1,000) | .0332 | .0332 | .0332 |
| Local Option Levy | | | |
| Levy For General Obligation Bonds | | | |

STATEMENT OF INDEBTEDNESS

| LONG TERM DEBT | Estimated Debt Outstanding on July 1, 2017 | Estimated Debt Authorized, But Not Incurred on July 1, 2017 |
|--------------------------|---|--|
| General Obligation Bonds | | |
| Other Bonds | \$1,130,000 (67) | \$0 |
| Other Borrowings | \$4,635,069 | \$0 |
| Total | | |

**Port of Hood River Commission
 Meeting Minutes of May 2, 2017 Regular Session
 Marina Center Boardroom
 5:00 p.m.**

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

Present: Commissioners Jon Davies, Fred Duckwall, Rich McBride, Brian Shortt, and Hoby Streich; Legal Counsel Jerry Jaques; from staff, Michael McElwee, Fred Kowell, Anne Medenbach, Stu Watson

Absent: None

Media: Patrick Mulvihill, Hood River News

1. CALL TO ORDER: President Brian Shortt called the Regular Session meeting to order at 5:00 p.m.
Modifications, Additions to Agenda: None.

2. PUBLIC COMMENT: None.

3. CONSENT AGENDA:

a. Approve Minutes of April 18, 2017 Regular Session and Budget Committee Meeting.

Motion: Move to approve Consent Agenda.

Move: Duckwall

Second: Streich

Discussion: None

Vote: Aye: Unanimous.

MOTION CARRIED

4. REPORTS, PRESENTATIONS, AND DISCUSSION ITEMS:

a. Hood River County Energy Plan update: RARE volunteer and project manager Marla Harvey provided a presentation on the project in the context of a creating a roadmap to meet energy needs. Harvey presented the current action plan and schedule for the project and fielded questions from the board related to solar and micro hydro power generation, educational outreach and coordination. City Council member Becky Brun spoke to commend Harvey on her work, and County Planning Director John Roberts stated that the resulting plan will be reflective of and tailored specifically to Hood River County.

b. Art of Community (AOC) art installations on Port properties: AOC coordinator Kristin Godkin reported on the eleven public art installations on the waterfront, noting that new installs and relocations are occurring now, expected to be complete by the end of May. Kristin answered questions from staff and the board noting that limited vandalism has occurred; only 2 of the 35 installed pieces have sold but artists appreciate the exposure granted by the project. Stu Watson noted that the new contract provides for Port input on art selection in the coming year.

c. Ken Jernstedt Airfield South Parallel Taxiway & Apron Rehabilitation update: Medenbach provided an update to the project and answered questions from the Commission, focused primarily on the relocation of the glider operations during and post construction.

d. Financial Report for the Six Months Ending March 31, 2017: Kowell provided the financial report, noting the current position relative to budget for Port expenditures for Personnel Services, Materials & Services, and Capital Outlay. Kowell reported that revenues are below budget for the first time in many years, directly related to difficult winter travel conditions this year. Kowell also provided a brief update on the tolling system upgrade project.

5. DIRECTOR'S REPORT: McElwee reported that the tolling system upgrade project continues, with hardware replacement expected to be complete in May, web portal development occurring in June with a possible live launch in July. He gave a brief update on the Lot 1 Subdivision application process and answered questions from the Commission focused on 1st street future use and ownership, as well as the ODOT/City requirements resulting from the Interchange Access Plan and the Waterfront Refinement Plan. McElwee noted the conclusions of the study completed by Engineering Intern Andrew Porter on stormwater management and related landscape corridors and pedestrian access. McElwee noted staff is preparing the site plan for the Lower Mill property, potentially ready for submission to the County June 6.

6. COMMISSIONER, COMMITTEE REPORTS:

a. Marina Committee meeting April 20: President Shortt reported that representative from the USACE attended the meeting to provide information on permitting and the potential to develop a comprehensive development plan for the marina basin under one permit. He noted that there is a 5 year permit window to complete proposed projects.

7. ACTION ITEMS:

a. Approve Intergovernmental Agreement with Hood River Valley Parks & Recreation District for dog park: Watson introduced the topic and provided details on the agreement.

Motion: Approve Intergovernmental Agreement with Hood River Valley Parks & Recreation District for development, operation, and maintenance of a dog play park on Port property.

Move: Duckwall

Second: Davies

Discussion: Shortt noted the concerns of future possible increased congestion and new need for restrooms or a speed bump.

Vote: Aye: Unanimous.

MOTION CARRIED

b. Approve lease with Hood River Valley Parks & Recreation District for dog park: Watson noted the lease is one of two required for the dog park, the other will be with the City of Hood River.

Motion: Approve lease with Hood River Valley Parks and Recreation District for Dog Park, subject to executed Intergovernmental Agreement with City of Hood River, Hood River Valley Parks & Recreation District and the Port, and subject to executed land lease between the City of Hood River and Hood River Valley Parks & Recreation District.

Move: Davies

Second: Duckwall

Discussion: None.

Vote: Aye: Unanimous.

MOTION CARRIED

8. COMMISSION CALL: McBride discussed the distribution of public restroom facilities along the waterfront and asked whether the budgeted sanitation study would include the Marina and the Hook in its study area, stating that he hopes that it does. The Commission discussed the upcoming Crystal Springs Water District board meeting and ways to move the Lower Mill development forward.

9. EXECUTIVE SESSION: Regular Session was recessed at 7:00 p.m. and the Commission was called into Executive Session under ORS 192.660(2)(e) Real Property Transactions.

10. POSSIBLE ACTION: The Commission was called back into Regular Session at 7:45 p.m. No action was taken as a result of Executive Session.

11. ADJOURN: The meeting was adjourned at 7:50 p.m.

Respectfully submitted,

 Anne Medenbach

ATTEST:

Brian Shortt, President, Port Commission

Jon Davies, Secretary, Port Commission

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Commission Memo



Prepared by: Fred Kowell
Date: May 16, 2017
Re: Accounts Payable Requiring Commission Approval

| | |
|--|--------------------|
| Jaques Sharp | \$10,853.00 |
| Attorney services per attached summary | |
| Jordan Ramis P.C. | \$9,956.20 |
| Attorney services per attached summary | |
| TOTAL ACCOUNTS PAYABLE TO APPROVE | \$20,809.20 |

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JAQUES SHARP

— ATTORNEYS AT LAW —

205 3RD STREET / PO BOX 457
HOOD RIVER, OR 97031
(Phone) 541-386-1311 (Fax) 541-386-8771

RECEIVED
MAY 03 2017
BY: _____

CREDIT CARDS ACCEPTED

HOOD RIVER, PORT OF
1000 E. PORT MARINA DRIVE
HOOD RIVER OR 97031

Page: 1
May 03, 2017
Account No: PORTOHAM

| Previous Balance | Fees | Expenses | Advances | Payments | Balance |
|--|--------|----------|----------|-----------|----------|
| MISCELLANEOUS MATTERS | | | | | |
| JJ | | | | | |
| 1,160.00 | 360.00 | 0.00 | 0.00 | -1,160.00 | \$360.00 |
| ORS 777 CHANGES | | | | | |
| 20.00 | 0.00 | 0.00 | 0.00 | -20.00 | \$0.00 |
| BRIDGE TOLL SYSTEM (Kapsch Traffic Corp.) | | | | | |
| 0.00 | 234.00 | 0.00 | 0.00 | 0.00 | \$234.00 |
| CITY SEWER OUTFALL PROJECT (City of HR) | | | | | |
| 0.00 | 20.00 | 0.00 | 0.00 | 0.00 | \$20.00 |
| ODELL PROPERTY | | | | | |
| 60.00 | 0.00 | 0.00 | 0.00 | -60.00 | \$0.00 |
| EXPO SITE DEVELOPMENT (Key Development; Pickhardt) | | | | | |
| 40.00 | 680.00 | 0.00 | 0.00 | -40.00 | \$680.00 |
| LEASE (Peterson Construction) | | | | | |
| 228.00 | 19.00 | 0.00 | 0.00 | -228.00 | \$19.00 |
| PUBLIC CONTRACT RULES (Updated) | | | | | |
| 760.00 | 0.00 | 0.00 | 0.00 | -760.00 | \$0.00 |

HOOD RIVER, PORT OF

Account No: May 03, 2011
PORTOHAM

| | Previous Balance | Fees | Expenses | Advances | Payments | Balance |
|--|------------------|----------|----------|----------|-----------|------------|
| DOG PARK | 20.00 | 260.00 | 0.00 | 0.00 | -20.00 | \$260.00 |
| LEASE (Cloud Cap Technology) | 320.00 | 0.00 | 0.00 | 0.00 | -320.00 | \$0.00 |
| BRANDT LAND TRADE AIRPORT AREA | 0.00 | 80.00 | 0.00 | 0.00 | 0.00 | \$80.00 |
| WATER ISSUES ODELL | 240.00 | 20.00 | 0.00 | 0.00 | -240.00 | \$20.00 |
| LOT 1 PRELIMINARY SUBDIVISION (Berger ABAM) | 0.00 | 40.00 | 0.00 | 0.00 | 0.00 | \$40.00 |
| BRIDGE REPLACEMENT 2016 (ODOT/WDOT) | 620.00 | 1,900.00 | 0.00 | 0.00 | -620.00 | \$1,900.00 |
| AIRPORT DEVELOPMENT (Tac-Aero) | 1,960.00 | 3,140.00 | 0.00 | 0.00 | -1,960.00 | \$3,140.00 |
| PROPERTY SALE (Neal Creek Forest Products, LLC) | 760.00 | 1,160.00 | 0.00 | 0.00 | -760.00 | \$1,160.00 |
| SOUTH RUNWAY PROJECT | 40.00 | 0.00 | 0.00 | 0.00 | -40.00 | \$0.00 |
| AGREEMENT (Hood River Soaring) | 0.00 | 680.00 | 0.00 | 0.00 | 0.00 | \$680.00 |
| TOLLING SYSTEM UPGRADE (Kapsch Traffic Com Corp) | 4,760.00 | 0.00 | 0.00 | 0.00 | -4,760.00 | \$0.00 |
| WETLAND CONSULTANT (Schott & Associates, Inc.) | 20.00 | 0.00 | 0.00 | 0.00 | -20.00 | \$0.00 |
| BIG 7 LEASE / SPACE LICENSES (Forge PDX, LLC) | 60.00 | 0.00 | 0.00 | 0.00 | -60.00 | \$0.00 |
| WSDOT BRIDGE SIGNS AGREEMENT (WSDOT) | 60.00 | 0.00 | 0.00 | 0.00 | -60.00 | \$0.00 |
| TRESPASS ON PUBLIC PROPERTY | 920.00 | 160.00 | 0.00 | 0.00 | -920.00 | \$160.00 |

HOOD RIVER, PORT OF

Account No: May 03, 2017
PORTOHAM

| Previous Balance | Fees | Expenses | Advances | Payments | Balance |
|--|------------------|-------------|-------------|-------------------|--------------------|
| BRIDGE TRUSS PROJECT 1,340.00 | 180.00 | 0.00 | 0.00 | -1,340.00 | \$180.00 |
| ORDINANCE 24 AMENDMENT 1 - SMOKING BAN 0.00 | 920.00 | 0.00 | 0.00 | 0.00 | \$920.00 |
| SMALL CONSTRUCTION PUBLIC WORKS CONTRACT 0.00 | 480.00 | 0.00 | 0.00 | 0.00 | \$480.00 |
| BRIDGE AREA TRAIL CONSTRUCTION CONTRACT(Crestline) 0.00 | 220.00 | 0.00 | 0.00 | 0.00 | \$220.00 |
| TIMBER INCUBATOR LEASE (Gianino Marble & Granite) 0.00 | 180.00 | 0.00 | 0.00 | 0.00 | \$180.00 |
| 2016 BRIDGE INSPECTION IGA (ODOT) 140.00 | 120.00 | 0.00 | 0.00 | -140.00 | \$120.00 |
| <u>13,528.00</u> | <u>10,853.00</u> | <u>0.00</u> | <u>0.00</u> | <u>-13,528.00</u> | <u>\$10,853.00</u> |

THIS STATEMENT REFLECTS SERVICES PROVIDED AND PAYMENTS RECEIVED THROUGH THE 30TH OF APRIL UNLESS OTHERWISE STATED

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JAQUES SHARP

— ATTORNEYS AT LAW —

B. GIL SHARP, PC
JERRY J. JAQUES, PC
JAY F. SHERRERD ◦
MICHAEL B. FITZSIMONS, PC ◦
LESLIE APPLE HASKELL, PC ◦
GARRETT R. SHARP ◦

205 THIRD STREET ◊ PO BOX 457
HOOD RIVER, OREGON 97031
(541) 386-1311 – FAX (541) 386-8771
HOODRIVERLAW.COM
◦ Also licensed in Washington

May 2, 2017

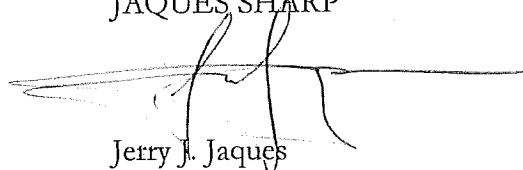
Melissa Child
Port of Hood River
1000 E. Port Marina Drive
Hood River, OR 97031

Re: Airport Development Legal Services Statement

Enclosed for payment to Jordan Ramis P.C. is a statement for legal services provided by Jordan Ramis P.C., Attorneys at Law in the amount of \$9,956.20, for services from 3/15/2017 through 4/15/2017.

Very truly yours,

JAQUES SHARP



Jerry J. Jaques

JJ:sr
Enclosures

RECEIVED
MAY 04 2017

BY: _____

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Commission Memo



From: Michael McElwee
Date: May 16, 2017
Re: Lower Mill Development Water Service

As a follow up to the Crystal Springs Water District (CSWD) meeting on May 4, attended by President Shortt and Anne Medenbach, the Port has invited CSWD Manager Fred Schatz to attend to give an update and for an informal work session with the Commission.

RECOMMENDATION: Discussion.

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Commission Memo



From: Michael McElwee
Date: May 16, 2017
Re: Lot 1 Planning Update

Staff will present an overview of the planning background and update to the Lot 1 Subdivision Application, as well as input received at the required Neighborhood Meeting held on May 10.

RECOMMENDATION: Discussion.

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Executive Director's Report

May 16, 2017

Staff & Administrative

- I have asked Steve Carlson to serve as the next Waterfront Coordinator/Marina Manager. Steve was one of a number of very well qualified candidates. He stood out for his wealth of experience with the waterfront, his excellent communication skills, and his significant technical knowledge in the private sector. Steve starts his position on a part-time basis for a few weeks during the transition in late May.
- As you are aware, May 16th is election night, with three new Commission positions to be filled. The new terms will commence July 1. Staff will be preparing briefing materials and I will plan to meet individually with the new Commissioners before they take office.
- Given the coming turnover, I recommend that the Executive Director Annual Review be carried out in June, before the new Commissioners assume office. This approach would recognize the difficulty of a new Board member providing a staff review prior to their term of office.
- We have opened recruitment for an Administrative Specialist who will be responsible for back-up front counter work, Commission meeting minutes, project support duties and other administrative tasks that Laurie Borton accomplished. We are seeking bi-lingual capabilities.
- “Gorge Magazine” is planning a feature article on the history of the Hood River Bridge for their summer issue. Michael Peterson, a photographer working on assignment for the magazine, climbed the north Lift Tower on May 10 with staff.
- I attended the memorial service for Walt Evans in Portland and a going away celebration for ex-City Manager Bob Francis, both on May 5.
- The front office has been exceedingly busy the last several weeks with the new tolling software, pre-season sales and limited staff. Staff members Melissa Child, Jean Hadley, Janet Lerner and Stu Watson deserve a big thank you.
- We received notification from SDAO on May 11 that our request for \$2,700 in grant funding for a summer vocational intern working in the Facilities Department has been approved.

Recreation/Marina

- Eaton has completed their review of the GFCI issues in the Marina. Following is a brief summary of their work as communicated to the tenants:

1. Eaton checked all power supply lines from the main panel to the sub-panels and from the subpanels to the pedestals. All were found to be free of ground fault conditions, even the prior-damaged section near the main ramp.
2. Eaton found a damaged wire in the housing for the shunt trip associated with C Dock North. This apparently caused metal-to-metal contact at certain times and may be a prime cause of some of the many trips we experienced. Note that this unit was factory fabricated before installation.
3. An electrician from Gorge Electric tested all cords and cords connected to from the dock side for ground fault conditions. Several dozen had deficiencies, some a cord issue and some a vessel issue. This appears to be the source of small ground faults that accumulated at various times and caused many other trips. No vessels were boarded during the testing process.

PP&L is scheduled to restore power in the late afternoon on Tuesday, May 9.

- Crestline will begin the trail improvement project east of the bridge on May 15. Work is expected to take four days.
- Pre-season Event Site season pass sales begin May 1 and end May 24. As of May 10 a total of 125 sales have occurred, 78 through on-line sales.
- We have been unable to identify a host for the Event Site this summer. Employee Rob Arnold will be on light duty for several months and should be available to accomplish some of the required tasks.
- The “Outfound” summer event is scheduled for June 7-11. The organizers have scaled down their footprint and scope of activities. A summary memo, prepared by Stu Watson, the application and site plan are attached.

Development/Property

- The City-initiated Waterfront Parking Committee has not yet scheduled a next meeting.
- Gorge Innoventure vacated their leased premises on April 30. The final drawings for the east office space prepared by architect Liz Olberding are attached.
- The proposed subdivision plan for Lot #1 was the subject of a Neighborhood Meeting on May 10. The final subdivision application will be ready for submittal after the Commisison meeting on May 16. I am seeking a consensus from the Commisison prior to submittal.
- President Shortt and Anne Medenbach attended the monthly meeting of the Crystal Springs Water District on May 4 to discuss the waterline project. Executive Director Fred Schatz has been invited to attend the May 16 meeting for an update and informal work session.

Airport

- Anne continues to work on identifying locations for off-airport compensatory wetland required as part of the Connect VI project. One major focus is the remaining lot at the John Webber Business Park.
- The mandatory pre-bid meeting for the South Ramp Taxi-Way Project was held on April 26. Six general contractors attended. Bids are due May 16 at 2:00 p.m. Staff will provide information and bid results at the meeting.
- There are a growing number of noise complaints at the Airport. TacAero has modified their traffic pattern to alleviate noise over some residential areas and made sure their pilots stayed away from some homes, but this has not fully addressed the problem. The Port will likely need to do additional outreach efforts and consider more mitigation steps in the near future.

Bridge/Transportation

- Installation of the new LED lights is complete. Local photographer Blaine Franger captured this image of the new lights during the thunderstorm last week:



- By May 5, Kapsch had installed the IDRIS loops and transponder reader for Lane 1. PSquare was here to make sure the hardware interfaces correctly with the PSquare system. Some challenges were encountered and satisfactorily resolved. The most challenging was occasional vehicles with transponders that could not be read. It was determined that these transponders were of a particular type used on the Tacoma Narrows Bridge but no longer in use on that facility. Full resolution will require replacement. This is likely to affect 300-400 vehicles.

- HB 2750 was passed out of the House Rules Committee and on to the House floor for a vote. Representative Holvey (District 8) prepared an extensive amendment that would effectively give the OTC approval rights for any P3 approach in the future and require extensive and expensive additional steps to a new bridge. This amendment appears to be generally unacceptable. Rep. Holvey and the Speakers Office have agreed to support passage of the bill in the House so long as the Port commits on the record to continuing to work with Rep. Holvey to address his concerns in the Senate.
- Bids were opened for the auxiliary truss project on May 10. The apparent low bid was received from Abhe & Svoboda, a Minnesota-based contractor, in the amount of \$367,500. The engineer's estimate with contingency was \$488,000. Contract approval will be an action item in June.

Commission Memo

Prepared by: Stu Watson
Date: May 16, 2017
Re: OutFound Event



Staff presented information to the Commission earlier this year about a new event proposed for a multi-day presence on several Port waterfront sites in the second week of June. Staff also expressed concern about the extent of the proposal and the breadth of its impact on other waterfront users.

Around that time, the organizers engaged the services of longtime event organizer Chad Sperry, of Breakaway Promotions. Not long after, staff learned that the scope of the event had been much reduced.

In a follow-up meeting with the organizers and John Mann, Port facilities manager, staff learned that initial plans had been adjusted to present a much more compact and customer-friendly package of activities. Organizers had dropped all sites but the Event Site, Lot 1, and Nichols Beach. They had dropped windsurfing and kiteboarding competitions. They now plan an extensive mix of outdoor gear product presentations, educational activities, and interactive opportunities. They are looking at floating bounce-house in Nichols Basin. Details are provided separately for your review.

RECOMMENDATION: Informational.

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Port of Hood River
 1000 E. Port Marina Drive ♦ Hood River OR 97031
 (541)386-1645 TEL ♦ (541)386-1395 FAX
 porthr@gorge.net
 www.portofhoodriver.com

2017 EVENT CONTRACT: OUTFOUND SERIES

Print Name of Person Signing Contract / Name of Organization: **Antonio Aransaenz**
 Phone/Ext: **(917) 887-7554** Mailing Address: **2 Bayard St- Apt 1D, Brooklyn, NY 11211**
 Email: **antonio@outfoundseries.com**
 Event Site: Date(s) of Use/ Time: **June 9-11, 3 days @ \$900 /day = \$2,700**
 Base Per/Day Rate: **\$900 /Day (exclusive use west of concession dock)**

Lot #1 Parking: **June 9-11, 3 days @ \$175/day = \$525**

Nichols Beach: Date(s) of Use/ Time: **June 9-11, 3 @ \$150/day = \$450**
 Base Per/Day Rate: **\$150 /Day (Non-exclusive, 50-100 ppl per day)**

Move-in, move out, (all areas): **June 7, 8, 12; 3 @ \$300/day = \$900**

| Critical Due Dates | | |
|----------------------|--------|--|
| ITEM | DUE | MISCELLANEOUS COMMENTS |
| Site & Parking Plans | May 1 | Specifics ... map of venues, installed structures, parking flow, etc. |
| Insurance | May 1 | Port must be named as additional insured; host liquor liability needs to be included |
| Permits | May 24 | City of HR Special Event, restaurant licenses for food vendors; street closure permit; OLCC license for alcohol sales. |
| Payments | June 1 | Final balance due |
| Inspection | May 5 | Walk-thru w. Port Maintenance, flagging of irrigation, other cautionary |

| | | | | |
|---------------------------------|---------|--------------|-------------------|--------------------|
| Rental Fee | \$ | 3,675 | Date | Amount Paid |
| Move-in Charges: | \$ | 900 | 11/30/16 | 500 |
| Sub Total: | \$ | 4,575 | 6/1/17 | Balance due |
| Less Reservation Deposit: | \$- | 500 | | |
| Balance Due: | \$ | 4,075 | | |
| Port Staff ()hrs x \$25: | | | Late fees: | \$ |
| Late fees & post-event charges: | \$ | | Damages assessed: | \$ |
| Final Balance Due: | \$4,075 | | Total: | \$ |

The Port of Hood River accepts no responsibility for you or your guests/customers. It is the sole responsibility of the Renter to control the event, protect the people present, maintain required insurance, and comply with all applicable laws and regulations. As the Renter of the Port's facilities, you are accepting all liability for damage and for the safety of your guests and customers. The Rules and Regulations previously provided are part of this Rental Contract.

The renter also agrees to, and shall inform guests/customers, of the following: Retain public access zone between your event and Port-permitted school concession instructors and students on the Cruise Ship docks;

I HAVE READ THE CONTRACT, RULES AND REGULATIONS AND AGREE TO ALL CONDITIONS.

Catero Aransaenz 05/05/2017 Stu Watson revised 5/5/17
 Renter Signature Date for the Port of Hood River Date

If an individual is signing on his or her own behalf, that person shall be considered the "Renter". If a person is signing on behalf of an organization, the organization shall be considered the "Renter". If a person is signing on behalf of an organization, that person warrants that they have the right to sign for and bind the organization under this Contract. Any person who signs this Contract for an organization without authority to bind the organization shall be considered the "Renter" and shall be personally liable for the performance of the terms of this Contract.

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Vendors / Sponsors

- Rungu Bikes
- Aftershokz
- Red Bull
- nuun
- Oiselle
- Purple Rain Skirts
- Hammocraft
- The Original Nomad
- Westmount Wines
- Dogfish Head
- Vibram
- Topo Chico
- The Dyr
- Starve Ups
- Harmless Harvest
- Fit Approach
- Nomadix
- GoMacro
- Humm Kombucha
- Gear Hug
- Datusara
- Garage Grown Gear
- Give'r
- Adventure Mobile
- Recaps
- Gibbon Slacklines
- Bend Outdoor Worx
- Drinktanks
- WOO Sports

OUTFOUND SERIES HOOD RIVER, OREGON June 8-11th, 2017

THURSDAY JUNE 8TH

EVENING

CAMPERS ONLY
BARNHOUSE JAM KICK OFF PARTY
 Hood River County Fairgrounds Barn (Starts at 7 pm)

ALL OUTFOUND PASS HOLDERS
REDBULL MEDIA HOUSE FILM
 Screening at Skylight Cinemas (Starts at 8:30 pm)

FRIDAY JUNE 9TH

MORNING

MORNING WORKSHOPS
 Yoga, Meditation, SUP, Survival 101, Logrolling

AFTERNOON

OUTFOUND TALKS

KITESURF EXPRESSION SESSION

VAN LIFE MEETUP

HAPPY HOUR

EVENING

FILM SERIES
 Films Along The Gorge

SATURDAY JUNE 10TH

MORNING

MORNING WORKSHOPS
 Yoga, Meditation, Slackline, SUP Sprints

OUTFOUND TALKS

AFTERNOON

OUTFOUNDER:
 Startup Competition

AFTERNOON WORKSHOPS
 Photography, Yoga, Massage, Windsurf

VAN LIFE MEETUP

HAPPY HOUR

EVENING

MUSIC PERFORMANCES
 Stereo RV, Hustle and Drone, Dirty Revival

SUNDAY JUNE 11TH

MORNING

MORNING WORKSHOPS
 Outdoor Cooking, Meditation, Kitesurf, Hiking Excursion, Acro Yoga

AFTERNOON

OUTFOUND TALKS

KITESURF EXPRESSION SESSION

VAN LIFE MEETUP

HAPPY HOUR

EVENING

TEAM CLEANUP AND SEND-OFF!

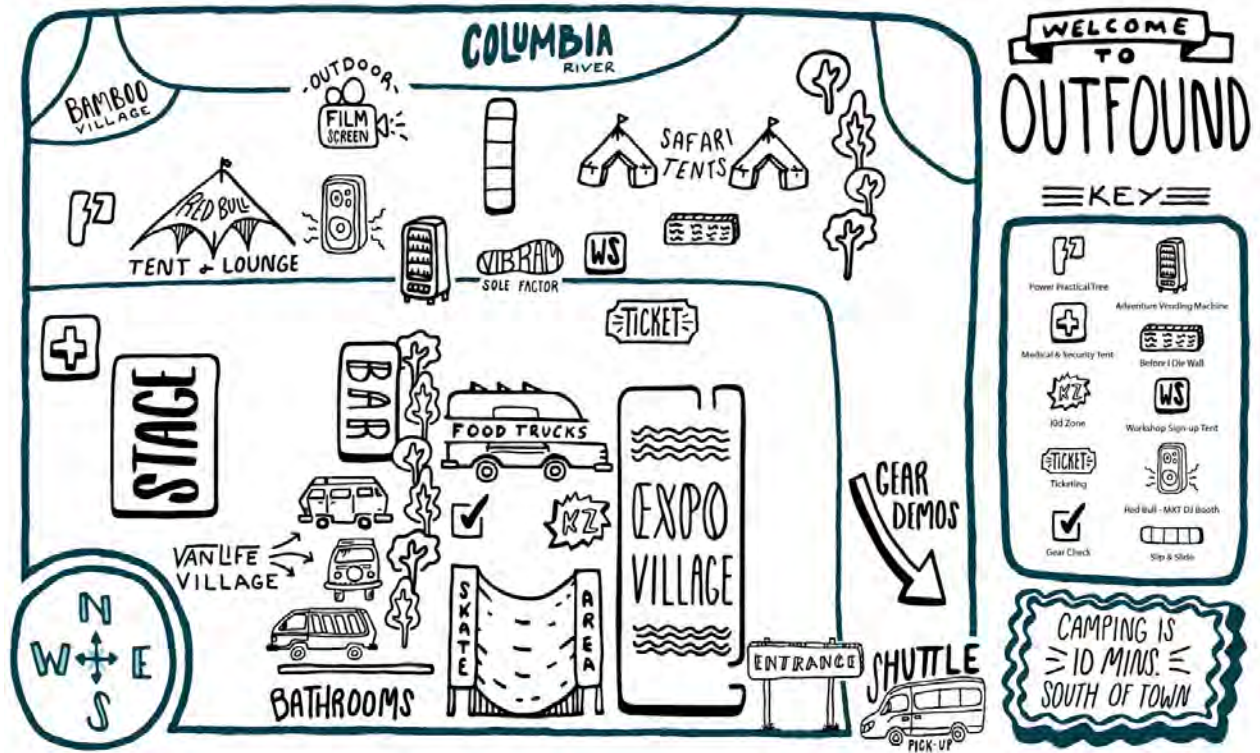
THURSDAY CAMPING CHECK-IN
 STARTS AT 3PM

MAIN EVENT AREA OPEN
 OPEN DAILY (FRIDAY, SATURDAY AND SUNDAY) FROM 8AM TO 11PM

EXPO VILLAGE AND DEMO AREA
 OPEN FROM 9AM TO 5PM

ADDITIONAL ON-SITE ACTIVITIES

- EXPO+DEMO
- OUTFOUND ART
- OUTDOOR ADVENTURE VENDING MACHINE
- SPORTS ACTIVITIES
- SKATEPARK
- KIDS GAMES



OUTFOUND

VENUE LAYOUT DRAFT

HOOD RIVER, OREGON

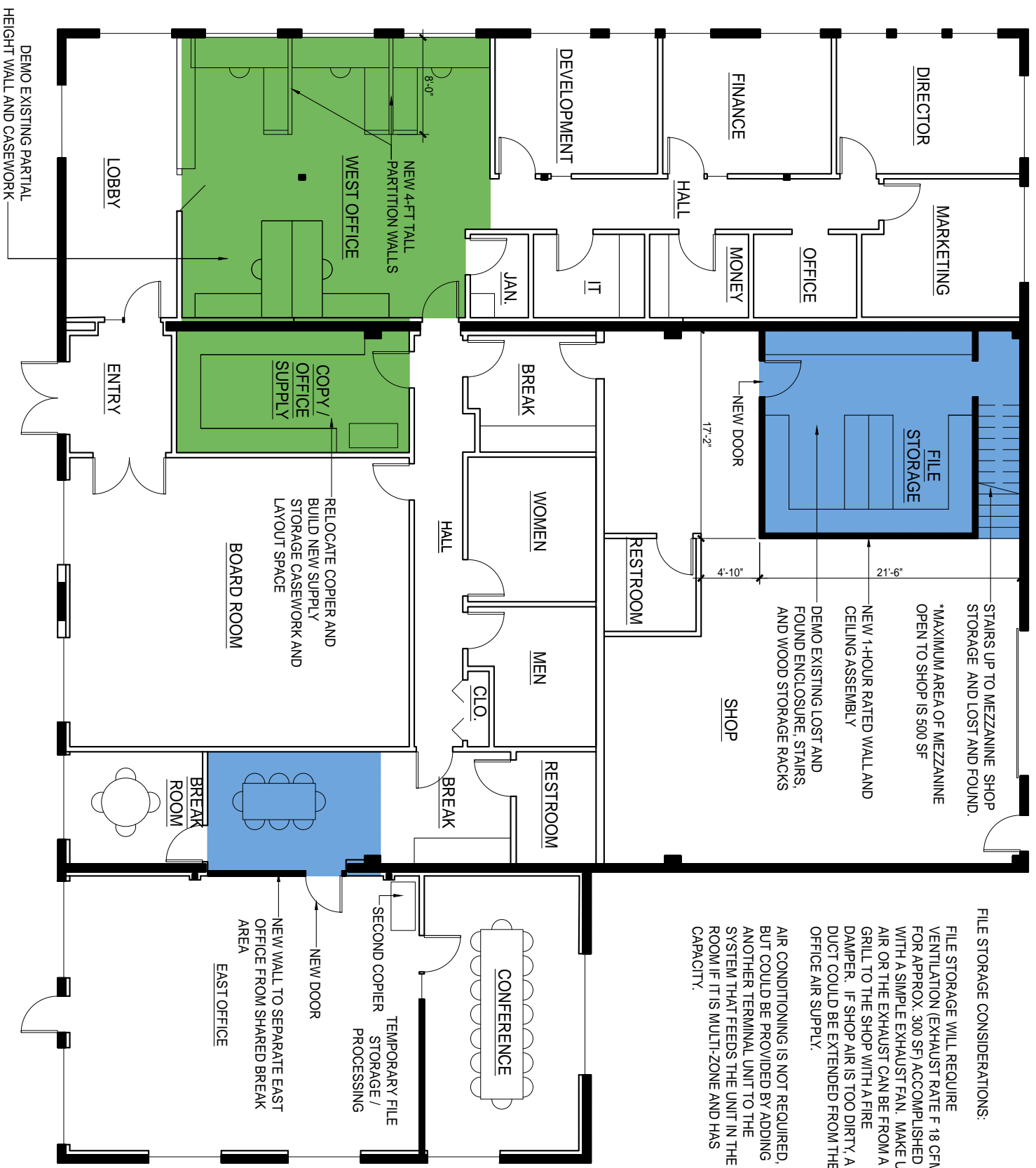
June 9-11, 2017

Event Site



- FENCING
- FOOD TRUCKS

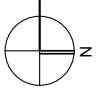
| MINIMUM UPGRADES | | | |
|--|-------|---|--------------------|
| | QTY | UNIT | COST |
| WEST OFFICE IMPROVEMENTS | | | |
| DEMO PARTIAL HEIGHT WALL & CABINETS | 1.0 | LS | \$800.00 * |
| 4-FT PARTITION WALLS AT WEST WINDOWS | 16.0 | LF | \$1,200.00 |
| CARPET | 22.0 | YD | \$80.00 |
| PATCH AND PAINT | 1.0 | LS | \$1,200.00 |
| ELECTRICAL & COMM IMPROVEMENTS | 1.0 | LS | \$2,400.00 |
| | | SUBTOTAL | \$8,080.00 |
| SUPPLY & COPY ROOM RELOCATION | | | |
| CASEWORK | 25.0 | LF | \$300.00 |
| CARPET | 10.0 | YD | \$80.00 |
| ELECTRICAL & COMM IMPROVEMENTS | 1.0 | LS | \$1,000.00 |
| | | SUBTOTAL | \$9,300.00 |
| EAST OFFICE FURNISHINGS | | | |
| TEMPORARY FILE STORAGE FURNISHING | 1.0 | LS | \$400.00 * |
| BREAK ROOM TABLE, CHAIRS, COUCH | 1.0 | LS | \$2,000.00 |
| | | SUBTOTAL | \$2,400.00 |
| | | CONSTRUCTION COST | \$19,780.00 |
| | | 15% PROFIT & OVERHEAD | \$2,967.00 |
| | | 15% CONTINGENCY | \$3,412.05 |
| | | 8% PERMIT DRAWING FEE | \$1,582.40 |
| | | 2% PERMIT FEE | \$395.60 |
| | | TOTAL MINIMUM UPGRADES CUMULATIVE | \$28,137.05 |
| | | | \$28,137.05 |
| INTERMEDIATE UPGRADES | | | |
| | QTY | UNIT | COST |
| NEW FILE ROOM IN SHOP | | | |
| DEMO WALLS, STAIR, & STORAGE RACKS | 1.0 | LS | \$2,500.00 * |
| FIRE RATED WALL ASSEMBLY | 56.0 | LF | \$160.00 |
| FIRE RATED CEILING ASSEMBLY | 310.0 | SF | \$30.00 |
| FIRE RATED DOOR & HARDWARE | 1.0 | EA | \$1,600.00 |
| STAIR CONSTRUCTION | 1.0 | LS | \$1,800.00 * |
| GUARDRAIL / HANDRAIL | 1.0 | LS | \$2,200.00 |
| CARPET | 12.0 | YD | \$80.00 |
| ELECTRICAL & COMM IMPROVEMENTS | 1.0 | LS | \$3,500.00 |
| MECHANICAL IMPROVEMENTS | 1.0 | LS | \$4,000.00 |
| SPRINKLER IMPROVEMENTS | 1.0 | LS | \$1,300.00 |
| FILE STORAGE FURNISHINGS | 1.0 | LS | \$600.00 |
| | | SUBTOTAL | \$36,720.00 |
| EAST OFFICE BREAK AREA PARTITION | | | |
| WALL CONSTRUCTION | 12.0 | LF | \$100.00 |
| PATCH AND PAINT | 1.0 | LS | \$800.00 |
| DOOR & HARDWARE | 1.0 | EA | \$3,000.00 |
| REPAIR FLOORING | 1.0 | LS | \$300.00 |
| | | SUBTOTAL | \$5,300.00 |
| | | CONSTRUCTION COST | \$42,020.00 |
| | | 15% PROFIT & OVERHEAD | \$6,303.00 |
| | | 15% CONTINGENCY | \$7,248.45 |
| | | 12% PERMIT DRAWING FEE | \$5,042.40 |
| | | 2% PERMIT FEE | \$840.40 |
| | | TOTAL INTERMEDIATE UPGRADES CUMULATIVE | \$61,454.25 |
| | | | \$69,591.30 |



FLOOR PLAN - MINIMUM & INTERMEDIATE IMPROVEMENTS

1

3/16" = 1'-0" (ON 22X34) 3/32" = 1'-0" (ON 11X17)



DATE: MAY 10, 2017
 SUBMITTAL: CONCEPT DRAWINGS
 DRAWING TITLE: FLOOR PLANS
 DRAWING NUMBER: A1

Port of Hood River
 1000 E. PORT MARINA DR.
 HOOD RIVER, OREGON

Liz Oberding
 ARCHITECT

907.230.9871
 liz@owatch.com

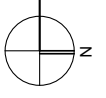
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| MAJOR UPGRADES | | | | QTY | UNIT | UNIT COST | COST | |
|--|------|----|-----------------|-----|------|--------------------|---------------------|--|
| NEW OPENING TO SHOP NEW MONEY ROOM | | | | | | | | |
| DEMOLITION / CONCRETE CUTTING | 1.0 | LS | \$2,500.00 | | | \$2,500.00 | * | |
| WALL CONSTRUCTION | 10.0 | LF | \$120.00 | | | \$1,200.00 | * | |
| PATCH AND PAINT | 1.0 | LS | \$3,500.00 | | | \$3,500.00 | | |
| CARPET | 22.0 | YD | \$80.00 | | | \$1,760.00 | | |
| DOORS & HARDWARE | 3.0 | EA | \$1,500.00 | | | \$4,500.00 | | |
| CASEWORK | 14.0 | LF | \$200.00 | | | \$2,800.00 | | |
| ELECTRICAL & COMM IMPROVEMENTS | 1.0 | LS | \$3,000.00 | | | \$3,000.00 | | |
| MECHANICAL IMPROVEMENTS | 1.0 | LS | \$1,500.00 | | | \$1,500.00 | | |
| | | | SUBTOTAL | | | \$20,760.00 | | |
| CONSTRUCTION COST | | | | | | | | |
| | | | | | | \$20,760.00 | | |
| 15% PROFIT & OVERHEAD | | | | | | | | |
| | | | | | | \$3,114.00 | | |
| 15% CONTINGENCY | | | | | | | | |
| | | | | | | \$3,581.10 | | |
| 10% PERMIT DRAWING FEE | | | | | | | | |
| | | | | | | \$2,076.00 | | |
| 2% PERMIT FEE | | | | | | | | |
| | | | | | | \$415.20 | | |
| TOTAL MAJOR UPGRADES CUMULATIVE | | | | | | | \$29,946.30 | |
| | | | | | | | \$119,537.60 | |



1 FLOOR PLAN - MAJOR IMPROVEMENTS

3/16" = 1'-0" (ON 22X34) 3/32" = 1'-0" (ON 11X17)



Part of
Hood River
1000 E. PORT MARINA DR.
HOOD RIVER, OREGON

Liz Olberding
ARCHITECT

907.230.9871
liz@owarch.com

DATE: MAY 10, 2017

SUBMITTAL: CONCEPT DRAWINGS

DRAWING TITLE: FLOOR PLANS

DRAWING NUMBER:

A2

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(101)

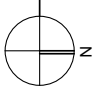
| COMPLETE UPGRADES | | | | |
|---|-------|------|----------------------------------|---------------------|
| | QTY | UNIT | UNIT COST | COST |
| RELOCATE IT, SAFE, JANITORIAL, ADDITIONAL WEST OFFICE WORKSTATIONS | | | | |
| DEMOLITION OF PARTITIONS, ETC | 1.0 | LS | \$3,200.00 | \$3,200.00 * |
| WALL CONSTRUCTION | 12.0 | LF | \$120.00 | \$1,440.00 * |
| RELOCATE BATHROOM DOOR | 1.0 | LS | \$1,000.00 | \$1,000.00 * |
| PATCH AND PAINT | 1.0 | LS | \$2,200.00 | \$2,200.00 |
| DOOR & HARDWARE | 2.0 | EA | \$1,200.00 | \$2,400.00 |
| IT ROOM / HALL FLOORING | 200.0 | SF | \$10.00 | \$2,000.00 |
| CARPET | 13.0 | YD | \$80.00 | \$1,040.00 |
| ELECTRICAL & COMM IMPROVEMENTS | 1.0 | LS | \$6,000.00 | \$6,000.00 |
| MECHANICAL IMPROVEMENTS | 1.0 | LS | \$4,000.00 | \$4,000.00 |
| | | | SUBTOTAL | \$23,280.00 |
| EAST OFFICE - DEMO BATHROOM, EXPAND KITCHEN | | | | |
| DEM O BATHROOM WALL & FIXTURES | 1.0 | LS | \$1,000.00 | \$1,000.00 * |
| WALL CONSTRUCTION | 10.0 | LF | \$120.00 | \$1,200.00 * |
| PATCH AND PAINT | 1.0 | LS | \$1,200.00 | \$1,200.00 |
| KITCHEN CASEWORK | 22.0 | LF | \$300.00 | \$6,600.00 |
| PLUMBING & FIXTURES | 1.0 | LS | \$2,500.00 | \$2,500.00 |
| FLOORING | 180.0 | SF | \$10.00 | \$1,800.00 |
| ELECTRICAL & COMM IMPROVEMENTS | 1.0 | LS | \$2,300.00 | \$2,300.00 |
| MECHANICAL IMPROVEMENTS | 1.0 | LS | \$1,000.00 | \$1,000.00 |
| APPLIANCES | 1.0 | LS | \$3,000.00 | \$3,000.00 |
| | | | SUBTOTAL | \$20,800.00 |
| | | | CONSTRUCTION COST | \$43,880.00 |
| | | | 15% PROFIT & OVERHEAD | \$6,582.00 |
| | | | 15% CONTINGENCY | \$7,569.30 |
| | | | 12% PERMIT DRAWING FEE | \$5,265.60 |
| | | | 2% PERMIT FEE | \$877.80 |
| | | | TOTAL COMPLETE UPGRADES | \$64,174.50 |
| | | | CUMULATIVE | \$183,712.10 |



1

FLOOR PLAN - COMPLETE IMPROVEMENTS

3/16" = 1'-0" (ON 22X34) 3/32" = 1'-0" (ON 11X17)



Port of Hood River
 1000 E. PORT MARINA DR.
 HOOD RIVER, OREGON

Liz Oberding
 ARCHITECT

907 .230.9871
 liz@owarch.com

DATE: MAY 10, 2017
 SUBMITTAL: CONCEPT DRAWINGS
 DRAWING TITLE: FLOOR PLANS
 DRAWING NUMBER:

A3

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Commission Memo



Prepared by: Stu Watson
Date: May 16, 2017
Re: E-bike Rentals by Concessionaires

Several of our existing concessionaires are interested in renting e-bikes – bicycles with a small, battery-powered motor that provides a power assist. The e-bikes operate at less than 20 mph. This came to the attention of staff when Owen Rauschert, of Gorge Kiteboard School, informed staff that he had purchased 12 e-bikes for rental from his space at the Event Site.

Staff informed Mr. Rauschert that the concession agreement didn't cover such rentals, and notified all other concessionaires to hold off on this offering until staff could explore the issue. Staff asked who else might be interested in e-bike rentals. Big Winds, which has added an e-bike store to its downtown location, wants to rent 4 bikes from the waterfront. Justin Teague, who operates WhatSUP Kayaking at the Hook, has also expressed interest.

Beyond existing concessionaires, the Port also has heard from another business with interest in offering e-bikes from a trailer. They have looked at space west of the Nichols Basin. Several other potential uses there have delayed a decision to that inquiry.

Staff also researched insurance for liability. No existing carrier will include e-bike coverage under an existing policy. Vendors hoping to rent bikes will have to secure policies for \$1 million at an annual premium of \$7,500, no small barrier to entry.

Because this is a new use, proposed for an area that is already extremely busy, staff thought it prudent to explore a one-year trial with limits on the number of e-bikes to avoid a chaotic infusion of activity. Staff considered limiting the number of e-bikes per concessionaire to four, but received feedback from Mr. Rauschert that a limit of 12 would be more desirable. Another concessionaire suggested that the limit should be the same for all. Staff seeks Commission discussion of rental limits, and either modification of the limits in the draft addendum (attached), or approval as is.

RECOMMENDATION: Approve Addendum No. 2 to Port Concession Agreement to allow E-Bike Rentals on Port properties.

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ADDENDUM NO. 2 TO CONCESSION PERMIT

Whereas, the Port of Hood River and Permittee signed a Concession Permit authorizing Permittee to use Port property at the east end of the Event Site for windsurfing, kiteboarding sales and rentals and instruction for six-month periods beginning April 1 and ending Oct. 1 (“Permit Period”) during 2016, 2017, 2018, 2019, and 2020;

Whereas, Permittee has requested permission to add e-bike rentals as a permitted Concession use, and the Port supports diversified concessionaire product offerings that enhance the waterfront visitor experience;

Whereas, e-bikes, which are bicycles with an electric motor, offer potential appeal to waterfront users and may create potential impacts on waterfront traffic and pedestrian safety;

Whereas, allowing an e-bike rental trial period will enable the Port and Permittee to assess pros and cons of e-bike use.

Therefore, the parties agree as follows:

1. Permittee may store and rent up to 4 e-bikes from their waterfront facilities during the 2017 Permit period.
2. E-bike use will be permitted for one year only, during the concession period ending Sept. 30, 2017, unless an additional concession period is agreed to by the Port.
3. Because insurance companies are currently not including e-bike rentals in existing business coverage, before Permittee rents e-bikes, Permittee must provide the Port with written proof of supplemental general commercial liability insurance coverage for e-bike users of at least at least \$1 million combined single limits.
4. Except as modified by this Addendum No. 2, all terms and conditions of the Concession Permit shall remain in full force and effect.

DATED _____, 2017.

PORT OF HOOD RIVER
An Oregon Municipal Corporation

By _____
Michael McElwee
Port of Hood River, Executive Director

PERMITTEE

By _____

NAME OF CONCESSIONAIRE
ADDRESS
Hood River, OR 97031
(541) PHONE

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Commission Memo



Prepared by: Anne Medenbach
Date: May 16, 2017
Re: Century West- Task Order No. 3 Amendment

At the May 2, 2017 meeting, staff presented a Scope of Work and Contract Amendment for Century West's work on the Environmental Assessment (EA) for the north side of the airport. The total cost of the project is \$296,550.00. The deliverables of the contract are:

- Conceptual (20-25%) design of project grading and improvements;
- Aviation activity forecasts – existing conditions, project opening year, and 5-year using the forecast information identified in the Master Plan;
- Alternatives analysis;
- Agency contact and coordination;
- Permitting activities;
- Preparation of a Draft EA report;
- Conducting a public hearing (if requested by any party);
- Preparation of the Final EA report.

Also on May 2, the Port received FY 2017/18 CIP letter from the FAA which outlines the next 5 years of grant dollars, both for Non-Primary Entitlement funds (\$150,000 per year administered by the State), and for Primary Entitlements which come straight from the FAA, dedicated to large projects.

In 2019, two projects are identified for Non-primary Entitlement funds: design for the north ramp improvements and reimbursement for the EA. \$300,000 is available for these projects combined. This means that the Port will pay the upfront cost of the EA and request reimbursement in FY 2019.

The actual cost of these two projects will exceed \$300,000. Staff spoke with the FAA on May 5, and learned there is a good possibility the Port could borrow additional monies from unused Non-primary Entitlements to cover any overage. Staff and Century West are in contact with the Oregon Department of Aviation to get on the list for this reimbursement. If for some reason there are no additional funds in 2019, the Port can ask for reimbursement the following year.

There are two things that have to be completed before a request for reimbursement can be submitted to the FAA for this project:

1. Scope of Work approval from the FAA (complete).

2. An Independent Fee Estimate (IFE). (Approved by staff and expected to be complete in June.)

RECOMMENDATION: Approve Amendment No. 1 to Task Order No. 3 with Century West Engineering in the amount of \$276,550 for a total contract amount of \$296,550 plus reasonable reimbursable expenses.

TASK ORDER 3 AMENDMENT No. 1**SCOPE WORK
FOR
PORT OF HOOD RIVER - KEN JERNSTEDT AIRFIELD****NORTH LANDSIDE DEVELOPMENT - ENVIRONMENTAL ASSESSMENT****PROJECT FORMULATION AND ENVIRONMENTAL ASSESSMENT****May 2, 2017**

This amendment is intended to modify the scope and budget for Task Order #3 to include the FAA approved scope and consultant fee for the North Apron Environmental Assessment (EA) project at Ken Jernstedt Airfield as Phase II of the task order. At the request of the FAA, the project has been renamed the "North Landside Development Environmental Assessment" to account for additional projects included in the EA.

PHASE I – PROJECT FORMULATION & SCOPE DEVELOPMENT**GENERAL**

The scope of this project is to perform project formulation tasks for the proposed North Apron Environmental Assessment (EA) at Ken Jernstedt Airfield. As part of this agreement, Century West Engineering is to provide a scope and fee for the EA which includes a project description and figure of work. Once the scope of work for the EA is approved, a separate agreement will be developed to provide a budget for the tasks in the accepted EA.

Task 1 Scope of Work

1. Develop a draft scope of work for FAA and Port review. It is assumed that up to (3) iterations of the scope will be performed.
2. Coordination with subconsultants to determine the resource categories to include in the EA document and identify previous work performed.
3. Attend conference calls and meetings as required by the Port and FAA.
4. It is assumed the Port will provide all relevant information obtained on previous work relating to the North Apron project.
5. It is assumed that any excess budget from the Project Formulation and Scope Development Phase will be applied to the EA scope of work.

Deliverables: FAA-Approved North Apron EA Scope of Work, Project Description, Figure(s) required to describe the scope for the EA and Project Description

Opinion of Probable Cost:

The total proposed not-to-exceed fee for this work is \$20,000.00. Fee will be on a time and materials basis for actual time spent and expenses incurred on the project. If additional funds are required to complete the services defined herein beyond this limit, Century West shall notify the Port of Hood River in writing prior to reaching the authorized limit and will not proceed with work in excess of the limit without the prior written approval.

Total Phase I: \$20,000.00

PHASE II – ENVIRONMENTAL ASSESSMENT

GENERAL

The scope of Phase II is to complete the North Landside Development Environmental Assessment per the FAA approved scope of work provided as an attachment to Task Order 3. Century West Engineering and Port staff have coordinated with the FAA to develop the scope to meet FAA and NEPA requirements for the study.

Task 1 Environmental Assessment

The scope of services and deliverables for the Environmental Assessment are detailed in the attached scope titled, “PORT OF HOOD RIVER, KEN JERNSTEDT AIRFIELD, North Landside Development Environmental Assessment, SCOPE OF WORK, May 1, 2017.

Deliverables: FAA-Approved North Landside Development EA as defined in the referenced scope of work.

Opinion of Probable Cost:

The total proposed not-to-exceed fee for this work is \$276,550 per the attached Fee Estimate spreadsheet. Fee will be on a time and materials basis for actual time spent and expenses incurred on the project. If additional funds are required to complete the services defined herein beyond this limit, Century West shall notify the Port of Hood River in writing prior to reaching the authorized limit and will not proceed with work in excess of the limit without the prior written approval.

Total Phase II: \$276,550

Task Order 3 Total: \$296,550.

Schedule

CWEC shall perform the Services and deliver the related Documents (if any) according to the following schedule:

CWEC anticipates notice-to-proceed for this Scope of Services August 3, 2016 and anticipates task completion by March 16, 2017. Detailed schedule is attached as Exhibit A.

Compensation

In return for the performance of the foregoing obligations, Owner shall pay to CWEC the not to exceed amount of \$276,550.00 based on the attached Fee estimate attached as Exhibit B.

IN WITNESS WHEREOF, Owner and CWEC have executed this Task Order.

PORT OF HOOD RIVER
(Owner)

Century West Engineering Corporation
(CWEC)

Signature _____

Signature _____

Name _____

Name _____

Title _____

Title _____

Date _____

Date _____

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**FEE ESTIMATE
PORT OF HOOD RIVER - KEN JERNSTEDT AIRFIELD
NORTH LANDSIDE DEVELOPMENT - ENVIRONMENTAL ASSESSMENT
MAY 1, 2017**

| North Landside Development EA | | Century West Engineering Corp. | | | | | | | | | Subconsultants | |
|--|---|--------------------------------|-------------------|------------------------|----------------------|------------------|-----------------|----------------|-------------|----------------------|--------------------|---------------------|
| | | Principal In Charge | Sr. Proj. Manager | Senior Airport Planner | Sr. Airport Engineer | Airport Engineer | CADD Technician | Admin. Support | | | | |
| Charge Rates | | \$220.00 | \$205.00 | \$165.00 | \$160.00 | \$120.00 | \$95.00 | \$65.00 | Hours | Total Labor | Expenses | |
| Task | Task Description | | | | | | | | | | | |
| Task 1 | PROJECT MANAGEMENT & ADMINISTRATION | | | | | | | | | | | |
| 1.1 | Refine Scope of Work, Budget and Schedule | 2 | 4 | 4 | 0 | 0 | 0 | 4 | 14 | \$2,180.00 | | |
| 1.2 | Project Administration | 0 | 40 | 0 | 0 | 0 | 0 | 24 | 64 | \$9,760.00 | | |
| 1.3 | Project Meetings (4 Meetings & 12 Conference Calls) | 0 | 48 | 36 | 0 | 12 | 8 | 8 | 112 | \$18,500.00 | | \$990.00 |
| | Task Budget: | 2 | 92 | 40 | 0 | 12 | 8 | 36 | 190 | \$30,440.00 | \$0.00 | \$990.00 |
| Task 2 | PROPOSED ACTION, PURPOSE, AND NEED | | | | | | | | | | | |
| 2.1 | Purpose and Need | 0 | 1 | 16 | 0 | 8 | 0 | 4 | 29 | \$4,065.00 | | |
| 2.2 | Survey | 0 | 1 | 2 | 0 | 8 | 8 | 2 | 21 | \$2,385.00 | | \$15,000.00 |
| 2.3 | Conceptual Design (20-25%) | 2 | 8 | 2 | 8 | 16 | 4 | 0 | 40 | \$5,990.00 | | |
| 2.3.1 | Site Base Map Development | 0 | 1 | 2 | 16 | 24 | 8 | 0 | 51 | \$6,735.00 | | |
| 2.3.2 | Grading and Drainage Plan | 0 | 1 | 8 | 32 | 40 | 24 | 0 | 105 | \$13,725.00 | | |
| 2.3.3 | Layout and Design | 0 | 2 | 8 | 16 | 40 | 48 | 0 | 114 | \$13,650.00 | | |
| 2.3.4 | Connector Taxiway Design | 0 | 1 | 2 | 4 | 8 | 8 | 0 | 23 | \$2,895.00 | | |
| 2.3.5 | Construction Cost Estimates and Grading Quantities Summary by Area | 0 | 2 | 2 | 8 | 40 | 0 | 2 | 54 | \$6,950.00 | | |
| 2.4 | Proposed Action Summary | 0 | 1 | 16 | 4 | 4 | 12 | 4 | 41 | \$5,365.00 | | |
| 2.5 | Alternatives | | | | | | | | | | | |
| 2.5.1 | Action Alternative Development | 0 | 2 | 12 | 4 | 24 | 24 | 0 | 66 | \$8,190.00 | | |
| 2.5.2 | No Action Alternative Development | 0 | 2 | 2 | 0 | 0 | 4 | 0 | 8 | \$1,120.00 | | |
| 2.5.3 | Alternatives Considered but Eliminated from Detailed Study | 0 | 2 | 8 | 0 | 0 | 12 | 0 | 22 | \$2,870.00 | | |
| | Task Budget: | 2 | 24 | 80 | 92 | 212 | 152 | 12 | 574 | \$73,940.00 | \$0.00 | \$15,000.00 |
| Task 3 | ENVIRONMENTAL PERMITTING AND COORDINATION | | | | | | | | | | | |
| 3.1 | Cultural Resources Survey | 0 | 2 | 2 | 0 | 4 | 2 | 4 | 14 | \$1,670.00 | | \$8,160.00 |
| 3.2 | Wetland Delineation | 0 | 1 | 0 | 0 | 4 | 2 | 2 | 9 | \$1,005.00 | | |
| 3.2.1 | Onsite Wetland Impact Determination | 0 | 2 | 2 | 4 | 16 | 8 | 0 | 32 | \$4,060.00 | | \$2,000.00 |
| 3.2.2 | Offsite Wetland Mitigation Assessment | 0 | 2 | 0 | 4 | 0 | 4 | 2 | 12 | \$1,560.00 | | \$10,859.00 |
| 3.2.3 | Review of Potential Mitigation Sites | 0 | 4 | 0 | 12 | 0 | 12 | 2 | 30 | \$4,010.00 | | \$3,753.00 |
| 3.2.4 | Offsite Wetland Mitigation Delineation | 0 | 2 | 0 | 2 | 0 | 0 | 0 | 4 | \$730.00 | | \$7,349.00 |
| 3.2.5 | Compensatory Wetland Mitigation Plan | 0 | 2 | 0 | 2 | 0 | 0 | 0 | 4 | \$730.00 | | \$8,805.00 |
| 3.3 | Environmental Inventory | 0 | 4 | 12 | 0 | 16 | 0 | 8 | 40 | \$5,240.00 | | |
| 3.4 | Preparation & Submittal of Required Permit/Consultation Submittals | 0 | 2 | 4 | 0 | 8 | 0 | 4 | 18 | \$2,290.00 | | |
| 3.5 | Biological Assessment | 0 | 4 | 4 | 0 | 0 | 0 | 2 | 10 | \$1,610.00 | | \$9,818.00 |
| | Task Budget: | 0 | 25 | 24 | 24 | 48 | 28 | 24 | 163 | \$21,295.00 | \$0.00 | \$50,744.00 |
| Task 4 | ENVIRONMENTAL ASSESSMENT | | | | | | | | | | | |
| 4.1 | Prepare Preliminary Draft EA | | | | | | | | | | | |
| 4.1.1 | Air Quality | 0 | 1 | 0 | 0 | 4 | 0 | 0 | 5 | \$685.00 | | \$4,514.00 |
| 4.1.2 | Biological Resources | 0 | 1 | 4 | 0 | 0 | 0 | 0 | 5 | \$865.00 | | \$5,202.00 |
| 4.1.3 | Climate/Green House Gas (GHG) Emissions | 0 | 1 | 0 | 8 | 0 | 0 | 0 | 9 | \$1,485.00 | | \$4,060.00 |
| 4.1.4 | Coastal Resources | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | \$0.00 | | |
| 4.1.5 | Section 4(f) | 0 | 1 | 4 | 0 | 0 | 2 | 0 | 7 | \$1,055.00 | | |
| 4.1.6 | Farmlands | 0 | 1 | 2 | 0 | 0 | 0 | 0 | 3 | \$535.00 | | |
| 4.1.7 | Hazardous Materials, Solid Waste, and Pollution Prevention - Phase 1 Site Assessment | 0 | 1 | 2 | 0 | 0 | 0 | 0 | 3 | \$535.00 | | \$4,983.00 |
| 4.1.8 | Historic and Archeological | 0 | 1 | 4 | 0 | 0 | 0 | 0 | 5 | \$865.00 | | |
| 4.1.9 | Compatible Land Use | 0 | 1 | 4 | 0 | 0 | 4 | 0 | 9 | \$1,245.00 | | |
| 4.1.10 | Natural Resources and Energy Supply | 0 | 1 | 2 | 0 | 8 | 0 | 0 | 11 | \$1,495.00 | | |
| 4.1.11 | Noise and Noise-Compatible Land Use | 0 | 1 | 1 | 0 | 0 | 0 | 0 | 2 | \$370.00 | | |
| 4.1.12 | Socioeconomics, Environmental Justice, & Children's Environmental Health & Safety Risks | 0 | 1 | 24 | 0 | 0 | 0 | 4 | 29 | \$4,425.00 | | |
| 4.1.13 | Light Emissions and Visual Effects | 0 | 1 | 0 | 4 | 0 | 2 | 0 | 7 | \$1,035.00 | | |
| 4.1.14 | Water Resources | 0 | 1 | 0 | 4 | 0 | 0 | 0 | 5 | \$845.00 | | \$6,073.00 |
| 4.1.15 | Cumulative Impacts | 0 | 2 | 8 | 0 | 0 | 0 | 0 | 10 | \$1,730.00 | | |
| 4.1.16 | Irreversible and Irrecoverable Commitment of Resources | 0 | 2 | 8 | 0 | 0 | 0 | 0 | 10 | \$1,730.00 | | |
| 4.2 | Prepare Draft EA | 0 | 4 | 40 | 0 | 0 | 8 | 16 | 68 | \$9,220.00 | \$300.00 | |
| 4.3 | Public Review Draft EA | 2 | 4 | 4 | 0 | 0 | 8 | 8 | 26 | \$3,200.00 | \$800.00 | |
| 4.4 | Public Hearing | 0 | 16 | 16 | 0 | 0 | 16 | 24 | 72 | \$9,000.00 | \$800.00 | |
| 4.5 | Preliminary Final EA | 2 | 4 | 24 | 0 | 0 | 12 | 24 | 66 | \$7,920.00 | \$300.00 | |
| 4.6 | Final EA | 2 | 2 | 4 | 0 | 0 | 8 | 8 | 24 | \$2,790.00 | \$800.00 | |
| | Task Budget: | 6 | 47 | 151 | 16 | 12 | 60 | 84 | 376 | \$51,030.00 | \$3,000.00 | \$24,832.00 |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | Totals | 10 | 188 | 295 | 132 | 284 | 248 | 156 | 1308 | \$ 177,510.00 | \$ 3,000.00 | \$ 91,566.00 |
| Century West - Additional Expenses (travel, communication, postage, etc.) | | | | | | | | | | | | |
| In-House Plots & Report Printing - Draft & Final Plan Sets & Reports | | | | | | | | | | \$ 2,200.00 | | |
| Travel - 6 Trips (@ 132 RT Miles ea @ \$0.535) | | | | | | | | | | \$ 423.72 | | |
| Per Diem - 6 Person Days @ \$175 per Day | | | | | | | | | | \$ 1,050.00 | | |
| Other expenses (communication, postage, etc.) | | | | | | | | | | \$ 800.00 | | |
| Total CWEC Reimbursable Expenses | | | | | | | | | | \$ 4,473.72 | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| Total Project Estimate | | \$ | 276,550 | | | | | | | | | |

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Commission Memo



Prepared by: Anne Medenbach
Date: May 16, 2017
Re: Dean Cameron Development Approval

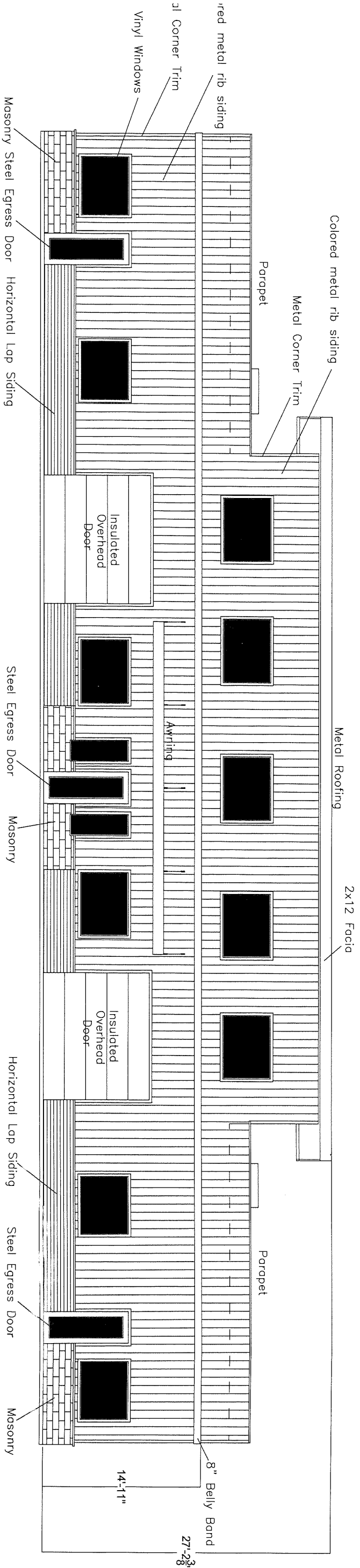
Dean Cameron would like to construct a building on Lot 3 of the Wasco Business Park. This building will be 13,132 sf, with 8 light industrial suites. Wasco Business Park Covenants, Conditions and Restrictions (CCR) require approval by the Port of any construction projects in the Park within 14 days of submission.

Development Standard

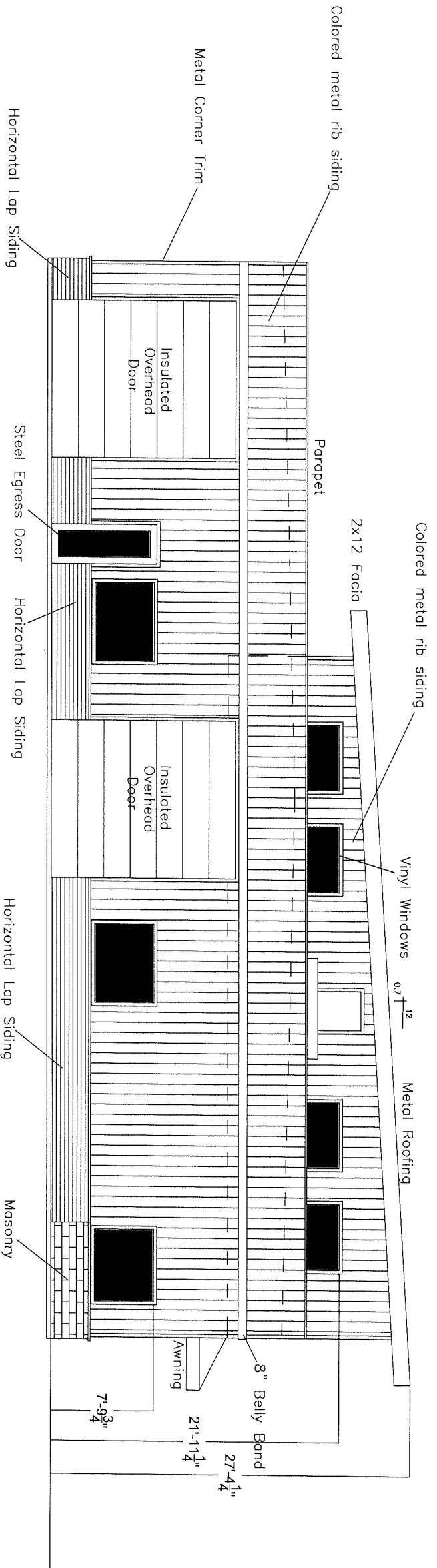
- | | |
|--|--------------------|
| 1. Screening Rooftop mounted mechanical equipment | Satisfies CCR |
| 2. Minimum 24-inch eaves for buildings with low sloped roofs | Satisfies CCR |
| 3. Parapets for flat roofs | Satisfies CCR |
| 4. One free-standing sign | Submission Pending |
| 5. Screening for outside storage | N/A |
| 6. Visible barrier screening refuse area | Satisfies CCR |
| 7. Shielded lighting from adjoining properties | Satisfies CCR |
| 8. Underground utilities | Satisfies CCR |
| 9. No pole building construction | Satisfies CCR |
| 10. No exterior cloth canopies | Satisfies CCR |
| 11. Exterior Building Materials | Satisfies CCR |

RECOMMENDATION: Approve proposed building construction by Dean Cameron for Building C on Lot 3 of Wasco Loop under Wasco Building Park Covenants and CCRs.

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EAST ELEVATION



SOUTH ELEVATION

BANTON ENGINEERING & DESIGN, INC
 Steven G. Banton, LPE
 17007 Golden Stone Drive, Sisters Oregon 97759
 Phone: (541) 719-1281, email bantonengineering@gmail.com

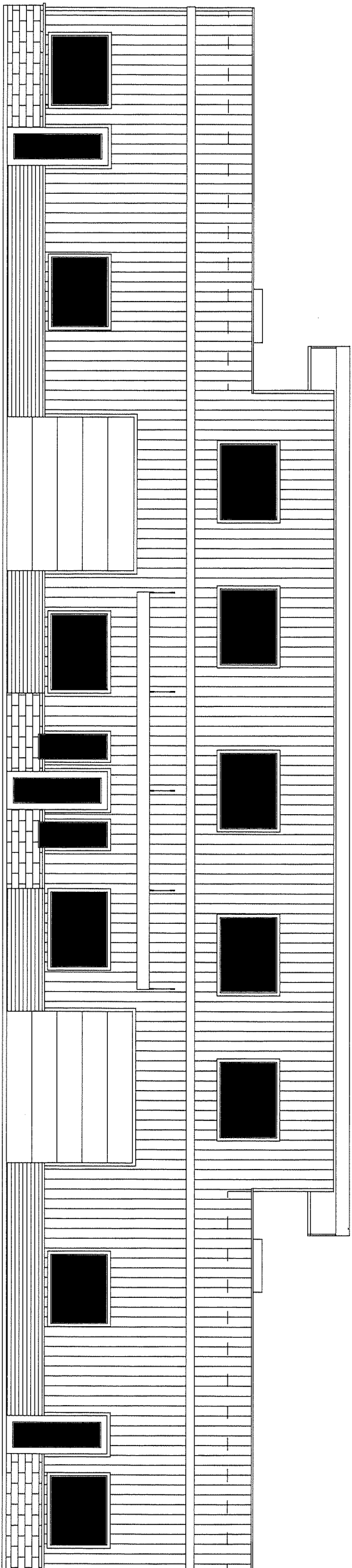
BUILDING C "Lot 3"
 Wasco Park Development
 Hood River, OR

ELEVATIONS

R/E BUILDINGCAS
 SCALE 1/4"=1'-0"
 DATE 3/25/17

WASCO BUSINESS PARK BUILDING C

LOT 3, WASCO LOOP
HOOD RIVER, OREGON 97070



PROJECT CONTACT INFORMATION

OWNER

JEAN CAMERON
707 E 14TH STREET
HE DALLES, OREGON
541) 705-5028

DESIGNER

ANTON ENGINEERING & DESIGN INC.
7007 GOLDEN STONE DRIVE
SISTERS, OREGON 97759
541) 719-1281

ENGINEER OF RECORD

ANTON ENGINEERING & DESIGN INC.
STEVEN G. BANTON, PE
LICENSE #11256PE (OREGON)
7007 GOLDEN STONE DRIVE
SISTERS, OREGON 97759
541) 719-1281

CIVIL ENGINEER

ANTON ENGINEERING CORP.

PROJECT INFORMATION

DESCRIPTION

13132 SF W/8 Suites
TWO STORY WOOD CONSTRUCTION
OFFICE / LIGHT INDUSTRIAL

FOR SPECIFIC SITE INFORMATION SEE
CIVIL DRAWINGS

BUILDING INFORMATION

OCCUPANCY CLASSIFICATION:

"B" FIRST LEVEL: 10168 SF
"B" SECOND LEVEL: 2964 SF
TOTAL: 13132 SF

BUILDING HEIGHT: 27'-6"

CONSTRUCTION TYPE: V-B

FIRE SPRINKLERS NOT REQUIRED

Ref: Fire Life Safety Evaluation

DEFERRED SUBMITTALS:

FIRE ALARMS
PLUMBING
ELECTRICAL
MECHANICAL

DRAWING INDEX

ARCHITECTURAL DRAWINGS:

- A0 PROJECT SHEET
- A1 MAIN LEVEL FLOOR PLAN
- A2 UPPER LEVEL FLOOR PLAN
- A3 ELEVATIONS
- A4 ELEVATIONS

STRUCTURAL DRAWINGS:

- S1 SECTION DETAIL
- S2 FOUNDATION
- S3 ROOF FRAMING/UPPER FLOOR
- S4 ROOF FRAMING
- S5 MAIN LEVEL SHEAR DIAGRAM
- S6 UPPER LEVEL SHEAR DIAGRAM
- S7 CONSTRUCTION DETAILS
- S8 CONSTRUCTION DETAILS

CIVIL DRAWINGS:

BY OWNER

MECHANICAL DRAWINGS:

BY OWNER

ELECTRICAL DRAWINGS:

BY OWNER

PLUMBING DRAWINGS:

BY OWNER

BANTON ENGINEERING & DESIGN, INC
Steven G. Banton, LPE
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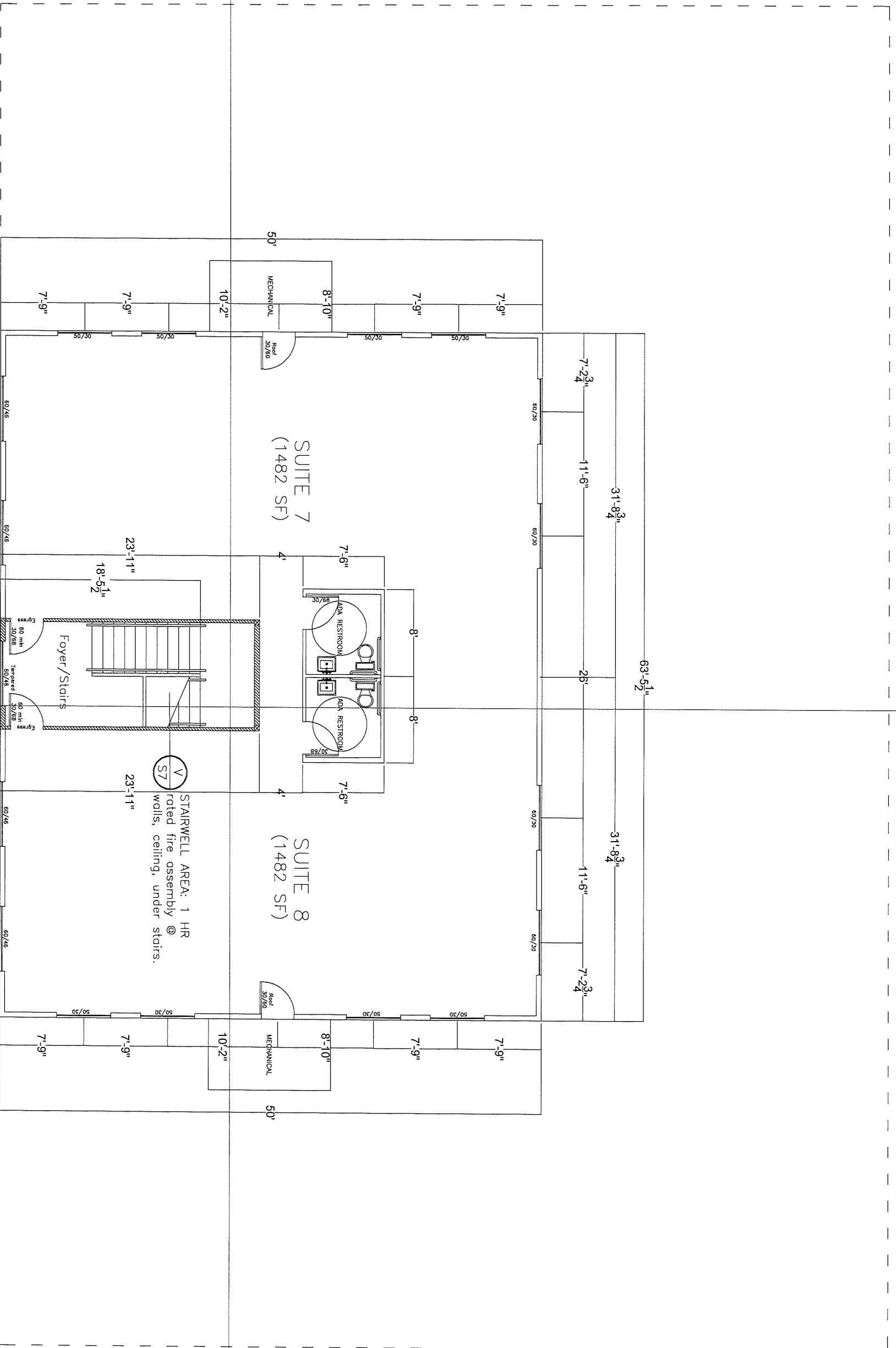
BUILDING C "Lot 3"
Wasco Park Development
Hood River, OR

PROJECT SHEET

TITLE BUILDINGCA0
SCALE 1/4"=1'-0"
DATE 3/25/17

A
S1

B
S1

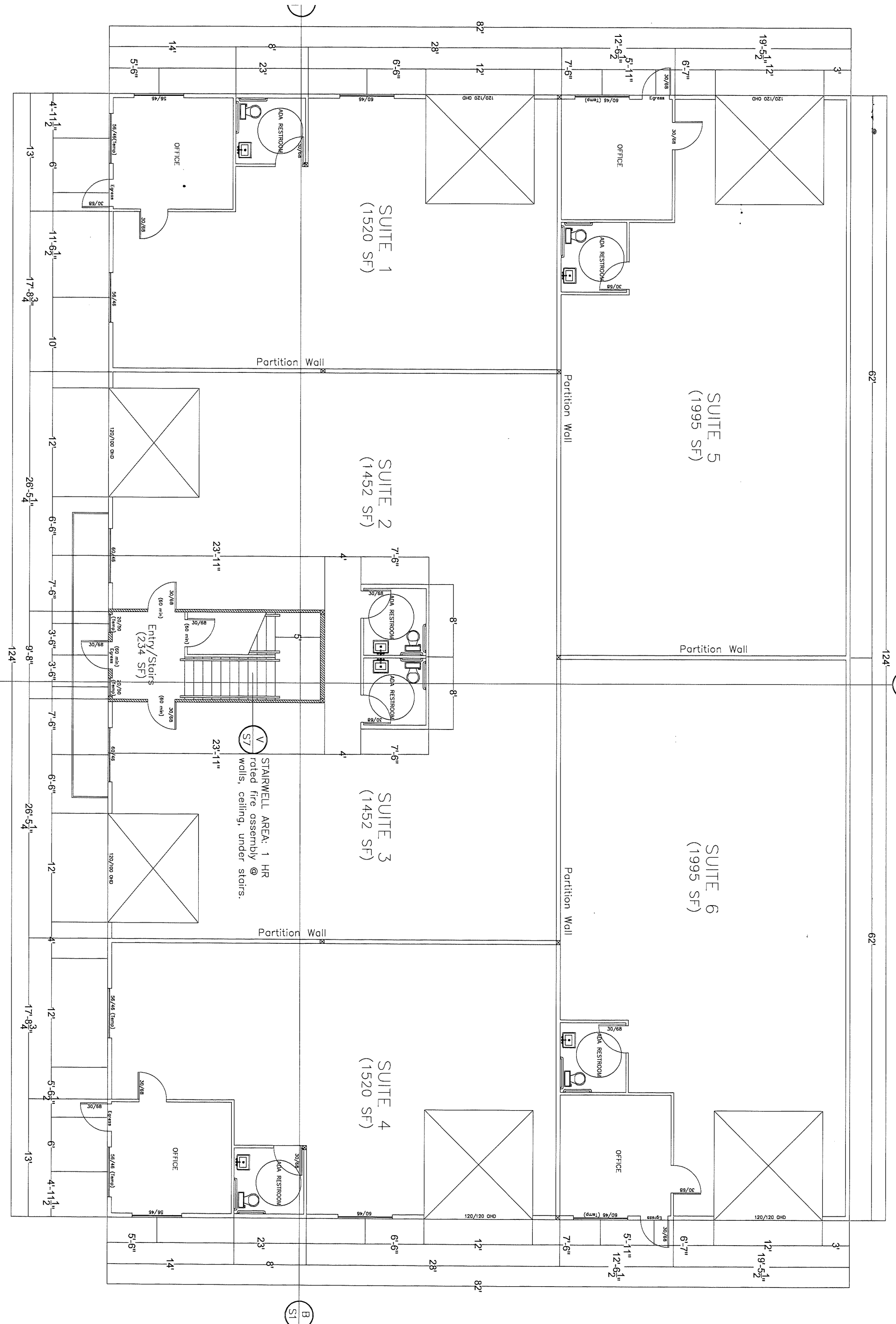


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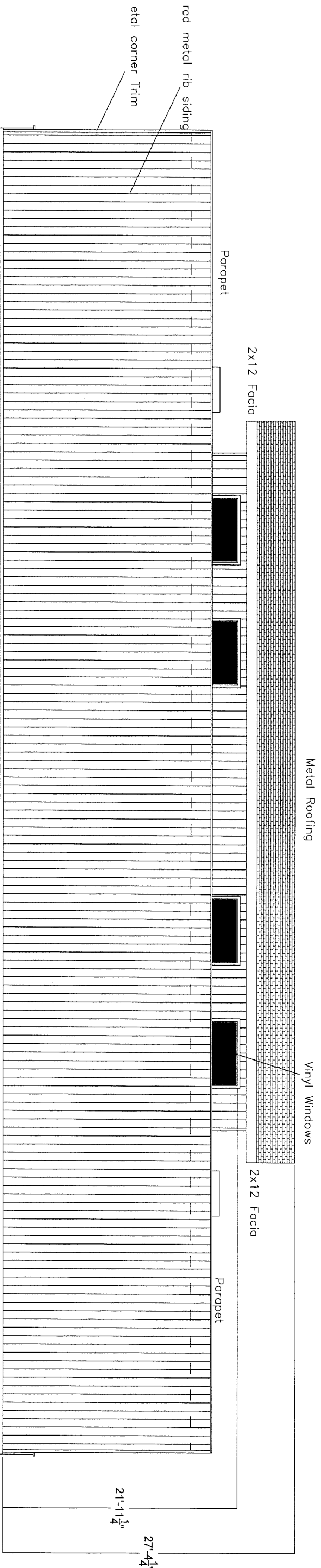
BUILDING C "Lot 3"
Wasco Park Development
Hood River, OR

UPPER LEVEL
FLOOR PLAN

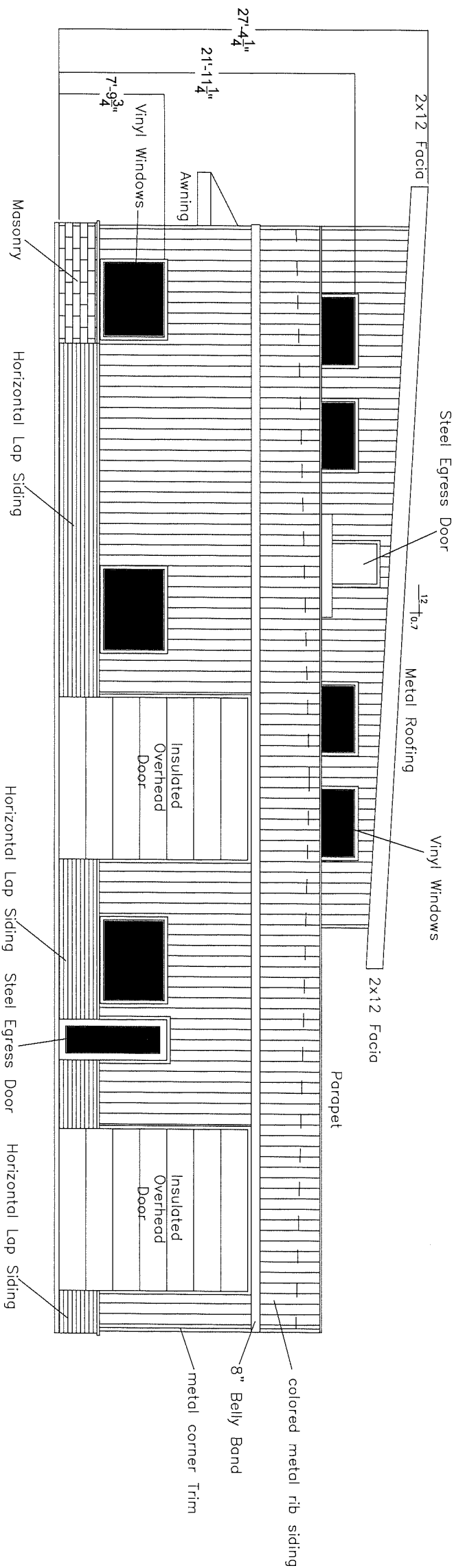
FILE CAMERON/BLDG C/1/2
SCALE 1/4" = 1'-0"
DATE 1/25/17



| | | |
|--|--|--|
| <p>MAIN LEVEL FLOOR PLAN</p> <p>FILE: CAMERON/BLDG C1A1</p> <p>SCALE: 1/4"=1'-0"</p> <p>DATE: 1/25/17</p> | <p>BUILDING C "Lot 3" Wasco Park Development Hood River, OR</p> | <p>BANTON ENGINEERING & DESIGN, INC <i>Steven G. Banton, LPE</i></p> <p>17007 Golden Stone Drive, Sisters Oregon 97759 Phone: (541) 719-1281, email bantonengineering@gmail.com</p> |
|--|--|--|



WEST ELEVATION



NORTH ELEVATION

BANTON ENGINEERING & DESIGN, INC
 Steven G. Banton, LPE
 17007 Golden Stone Drive, Sisters Oregon 97759
 Phone: (541) 719-1281, email bantonengineering@gmail.com

BUILDING C "Lot 3"
 Wasco Park Development
 Hood River, OR

ELEVATIONS

FILE BUILDINGCA4
 SCALE 1/4"=1'-0"
 DATE 3/25/17

Commission Memo



Prepared by: Fred Kowell
Date: May 16, 2017
Re: HDR Contract Amendment No. 3

Since January 2015, the Port has used HDR's Dennis Switaj as our tolling system expert in support services and quality assurance oversight as we progress in upgrading the tolling system. Switaj was integral in procuring PSquare and Kapsch as the Port's software and hardware providers for the new tolling system.

The proposed contract amendment is included in the budget and will extend through to December 2017, to conclude the oversight of the PSquare software development and Kapsch hardware replacement.

HDR, and particularly Mr. Switaj, have been instrumental in acquiring the lowest cost alternatives in software and hardware for the Port. This amendment continues his oversight, support and quality assurance in the final stages of development for the new tolling system. This amendment will allow the continued update to our business rules on our web portal development and move our system to the next level of interoperability with other tolling agencies throughout the country, and proposes the continued use of Mr. Switaj's expertise as we move into the most difficult part of our software migration.

This amendment will increase the contract amount by \$15,000, but will be billed based upon time and materials as incurred.

RECOMMENDATION: Approve Amendment No. 3 to Task Order No. 4 with HDR for professional services related to the upgrade of the tolling system, not to exceed \$15,000, subject to legal counsel review.

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TASK ORDER 04
SCOPE OF SERVICES
for
ELECTRONIC TOLLING SYSTEMS UPGRADE SUPPORT

Amendment No. 3

May 16, 2017

This Task Order Amendment No. 3 pertains to a **Personal Services Master Service Agreement**, (“**Agreement**”) by and between **Port of Hood River**, (“**Port**”), and **HDR Engineering, Inc.** (“**Consultant**”), dated June 16, 2015 (“the **Agreement**”). Engineer shall perform Services on the project described below as provided herein and in the **Agreement**. This Task Order Amendment shall not be binding until it has been properly signed by both parties. Upon execution, this Task Order Amendment shall supplement the original Task Order and **Agreement** as it pertains to the Services described below.

PART 1.0 PROJECT DESCRIPTION & PURPOSE

The Port is in the process of upgrading its current toll collection system due to concern that the original developers will soon be unavailable to maintain the software and also due to the obsolescence of the Windows XP operating system which is the foundation of the current system. The upgrade includes system hardware and software similar in functionality to what is in operation today. In addition, over the life of the current system operation, the Port has identified functions and features, such as a transition to multi-protocol sticker-style transponders, a violation processing system, and a web portal, that may be beneficial to include in the next upgrade cycle.

The Port has procured P-Square Solutions LLC to migrate the existing system to a new platform from Windows XP, provide ongoing system support, install a web portal, install lane controllers that will communicate with a multi-protocol transponders/readers, and install functionality for violation processing in the current application that in a later phase can be operational with hardware technology that has yet to be determined. This contract will provide project management when requested to support the next phase of implementation of the new systems. This upgrade support is warranted and continues to be an ongoing benefit to the Port. This amendment gives the Port continued access to specialized expertise for quality control over the project management and business rules to make the efficient transition to the new system.

PART 2.0 SCOPE OF SERVICES

Task 1: Tolling Systems Upgrade Support

The Consultant shall perform additional tasks, within the total authorized fee amount, and as requested by the Port staff:

- Continued quality assurance reviews of the third-party installer of the in-lane equipment and back-office systems.
- Continued assistance for the Port in the development of business rules.

- Continued coordination with third-party vendors for all aspects related to tolling systems and infrastructure.
- Contact and work with equipment manufacturers and Port staff to determine the right equipment for tolling systems and equipment.
- Liaison between the Port and vendor on the project: communicate Port needs and manage project specific risks, changes, and other project issues as they surface.
- Advise the Port on all tolling technology upgrade and compatibility issues.
- Other Port requests specific to tolling as they surface on a limited basis.
- Provide oversight and feedback on business rules developed, progress review of schedule progression and vital feedback on next steps taken to fulfill objective of fully operational electronic tolling.

Assumptions

The following assumptions are made:

- All deliverables shall be electronic in MS Word and/or PDF format.
- Consultant's tolling expert will not attend additional onsite meetings with the Port and Commissioner's meeting; without specific approval of budgets.
- Meetings will be held via phone conference.
- Electronic copies or hard copies of Tolling Systems Vendor submissions shall be made available by Port.
- The total level of effort for this Task Order is those services requested by the Port for the efforts shown herein, up to the not-to-exceed budget, after which the Port and Consultant may agree on the need for support. All services listed herein may not be part of the services provided up to the not-to-exceed budget.

Deliverables

The following items shall be delivered to the Port:

- Summary notes for key correspondence with tolling vendor(s) in e-mail format
- Written deliverables in electronic format as requested

Task 2: Project Management & Administration

The Consultant shall provide additional project management and contract administration for the services provided by the Consultant including invoicing and progress reports, client coordination, and quality control review of deliverables.. Consultant shall:

- Provide progress reports to the Port for each activity and identify budget status and tasks performed to date during the billing period. Schedule updates shall be provided with month progress reports;
- Correspond with owner regarding contracts, billing, expenses, earned value, deliverables;
- Perform Quality Control (QC) reviews on all deliverables prior to submitting to Port;

Deliverables

The following items shall be delivered to the Port:

- Invoices and progress reports

PART 3.0 PORT'S RESPONSIBILITIES:

Port shall provide the documents noted above and be available for a mutually agreed upon time for the site visit.

PART 4.0 PERIODS OF SERVICE:

All work shall be completed by December 31, 2017. Notice to proceed to Consultant is assumed to be not later than May 16, 2017.

PART 5.0 PAYMENTS TO CONSULTANT:

The total fees for labor and expenses for this Task Order Amendment No. 3 shall be a not-to-exceed amount of \$15,000, thereby increasing the total fees for labor and expenses for this Task Order to \$115,000. Expenses billable to the Task order project and in conformance with the Agreement will be reimbursed at cost and are included in the total not-to-exceed amount.

PART 6.0 OTHER:

None

This Task Order is executed this _____ day of _____, 2017.

PORT OF HOOD RIVER
"Port"

HDR ENGINEERING, INC.
"Consultant"

BY: _____

BY: _____

NAME: Michael McElwee

NAME: David C. Moyano

TITLE: Executive Director

TITLE: Vice President

ADDRESS: 1000 E. Port Marina Drive
Hood River, OR 97031

1001 SW 5th Ave
Suite 1800
Portland, OR 97204

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Commission Memo

Prepared by: Michael McElwee
Date: May 16, 2017
Re: South Dock Marina Basin Lease



The Port entered into a one-year lease with the Hood River Yacht Club (HRYC) in May 2016 for significant portions of the Marina South Basin Dock (Dock). The lease implemented a revised plan for the Dock whereby HRYC would master lease many of the slips and sublease them to the public for dingy use and storage. The lease worked well in some areas but the HRYC encountered challenges in others where the demand for subleasing was limited due to other seasonal uses.

The attached lease reduces the areas of the Dock that the HRYC leases and extends the terms for two years. Otherwise it is substantially similar to the current lease. There is still a question regarding sublease insurance that has not yet been resolved. If changes are required, a revised lease will be presented at the meeting.

RECOMMENDATION: Approve lease with the Hood River Yacht Club for portions of the Marina Basin South Dock.

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SOUTH BASIN DOCK LEASE

THIS SOUTH BASIN DOCK LEASE (“Lease”) is entered into at Hood River, Oregon by and between **PORT OF HOOD RIVER**, an Oregon municipal corporation, hereinafter referred to as "Lessor" or "Port", and **HOOD RIVER YACHT CLUB, INC.**, an Oregon domestic nonprofit corporation, hereinafter referred to as "Lessee".

The parties agree as follows:

1. Definitions.

- (a) **“South Basin Dock”** means the dock located on the south shore of the Hood River Marina in Hood River, Oregon, accessible from the south shore of the Hood River Marina and more fully described in Exhibit A, which is attached hereto and incorporated herein by reference.
- (b) **“Infrastructure and Common Areas”** mean portions of the South Basin Dock including ramp, main walkway, pilings and finger floats that are used by other South Basin Dock lessees and are maintained by the Port.
- (c) **“Leased Dock Space”** means the following spaces at the South Basin Dock, shown in Exhibit A: **Spaces E and F** for dinghy use/storage

2. Description. In consideration of the covenants of the parties herein contained, Lessor leases to Lessee the Leased Dock Space of the South Basin Dock (“Leased Premises”).

3. Term. This lease shall be for the period commencing on May 15, 2017 and continuing through April 30, 2019 (“Lease Term”).

4. Renewal. Provided Lessee is not in default and upon mutual agreement of the parties, this South Basin Dock Lease may be renewed upon terms mutually agreed at the time of renewal (“Renewal Term”). Said renewal shall be in writing. Lessee must notify Lessor of its intent to renew this lease by February 15, 2019.

5. Payment. Space E and Space F: Lessee shall pay Lessor \$4,000 (\$2,000/Space) for use of Spaces E and F during the lease term. The payment is due by September 15 of the Lease Term.

6. Keys/Fees. Lessor has sole responsibility for issuing keys to access the leased premises. To obtain a key to access the leased premises, Lessee must pay a \$50 deposit to Lessor. This deposit is refundable upon return of the key to Lessor when the Lease Term ends or is terminated. Lessee agrees that duplicate copies of the key will not be made. Lessor will issue 5 keys to Lessee under this agreement. Additional keys may be issued upon mutual agreement and payment of the \$50 deposit per key. Lessor shall install and maintain a lockbox at the South Basin Dock ramp gate with an access key. Lessor shall provide the code for this lockbox to Lessee.

7. Use. Lessee shall use the leased premises for marine vessel storage and launching in accordance with the terms of this lease. The leased premises shall not be used for any other purposes without the written consent of Lessor. No racks or other storage devices may be installed unless first approved by Lessor in writing. Space E and Space F shall be used for sublease for storage and launching/landing of dinghies. Lessee may install movable floating docks in these spaces with Lessor’s prior written permission.

8. Seasonal Tenants/Subleases. If Lessee subleases the slips in Spaces E, and F for boat slips or dinghy storage as provided in this agreement to sub-lessees as Seasonal Tenants (“**Seasonal Tenants**”), sublease opportunities must be advertised and made available to the public. Lessee cannot discriminate against non-Lessee members in subleasing to Seasonal Tenants including rates being charged.

Lessee shall deliver copies of all leased premises subleases to Lessor after execution. All subleases shall require the sub-lessee to comply with all terms and conditions of this lease and shall be subject to the terms of this lease.

9. Taxes. Lessee shall pay all taxes on its personal property located on the leased premises. Lessee shall pay all real property taxes of governmental units assessed against the leased premises. Lessee shall pay all such real property taxes which have been assessed and are payable during Lessee’s occupancy. Lessee shall also pay all such taxes which arise during a tax year as a result of Lessee’s occupancy, even if the lease term has ended, or if Lessee has vacated the leased premises. [Note: Under current law, Port real property is exempt from property taxation during an upcoming fiscal tax year (July 1 through June 30) unless a private party occupies such Port property on June 30. If a private party is in possession of Port property on June 30, such Port property is taxed for the entire subsequent fiscal tax year “as a result of Lessee’s occupancy”.] Although Lessee is responsible to pay real property taxes, Lessor will pay the real property taxes to the taxing authority when due and send a bill to Lessee for the amount of taxes Lessor has paid, which will be payable by Lessee to Lessor within ten days after the date of Lessor’s bill.

10. Utilities. Lessor shall not provide owner utilities for the leased premises. If Lessee requires utilities, Lessee must receive Lessor’s written permission prior to installation and is responsible for all utility charges.

11. Maintenance. Lessor will maintain all South Basin Dock Infrastructure and Common Areas in a safe and operable condition consistent with typical public marina standards to allow the use of the Leased Dock Space by Lessee.

12. Parking. Lessee and its Seasonal Tenants may use designated parking areas on Lessor’s property for the purpose of accessing the Leased Dock Space. Lessee and its Seasonal Tenants shall not park in a manner which conflicts with other tenant parking. Lessee shall not allow any parking in the spaces adjacent to the west face of DMV Building. Lessor reserves the right to restrict other parking spaces available for Lessee and its Seasonal Tenants.

13. Liability Insurance and Hold Harmless Agreement. Lessee agrees to indemnify and save Lessor, Lessor’s Port Commissioners, officers, employees and/or agents harmless from any claims by any persons, firms, or corporations arising from business conducted on the leased premises or from anything done by Lessee or the Seasonal Tenants at the leased premises, and will further indemnify and save Lessor harmless from all claims arising as a result of any breach or default on the part of Lessee under the terms of this lease, or arising from any act of Lessee’s agents, contractors, employees, licensees, or Seasonal Tenants in or about the leased premises, and from all costs, counsel fees, and liabilities incurred in any action or proceeding brought thereon; and in case any action or proceeding is brought against Lessor by

reason of any such claim, Lessee, upon notice from Lessor, covenants to resist and defend such action or proceeding by counsel.

Lessee agrees during the term hereof to keep a policy of general commercial liability insurance in effect with respect to the leased premises with minimum coverage of one million dollars (\$1 million) combined single limits and agrees to require any Seasonal Tenants to carry insurance in a form and amount required by Lessor. Seasonal Tenant subleases for motorized vessels shall require those Seasonal Tenants to maintain watercraft liability insurance in the amount of \$500,000 and fuel spill liability in the amount of \$100,000 if the watercraft has more than 30 gallons fuel capacity. Small non-motorized craft that are not normally insured (canoes and sailboats 15 feet and under) shall not be required to carry insurance. The Lessee and Seasonal Tenants policies shall name Lessor as additional insured, and expressly include Lessor's Port Commissioners, officers, employees, or agents as additional named insured, and shall contain a clause that the insurer will not cancel or change the insurance without first giving Lessor at least fourteen days prior written notice. The Lessee's insurance policy shall name all Seasonal Tenants as additional insured. The insurance shall be provided by an insurance company registered to do business in the State of Oregon, or by a company approved by Lessor, which approval shall not be unreasonably withheld. A copy of Lessee's policy or certificate of insurance shall be delivered to Lessor within seven days after the date of this lease. A copy of any sublessee's policy or certificate of insurance shall be delivered to Lessor within seven days after the date of the sublease.

14. Fire Insurance and Waiver of Subrogation. If the leased premises are partially or totally destroyed by fire or other casualty, Lessor may decide to repair the leased premises, or not, in Lessor's sole discretion. Lessor shall notify Lessee in writing of Lessor's intent regarding repair within 30 days after the date of the damage. If Lessor notifies Lessee that Lessor does not intend to repair the damage the lease for the portion of the Leased Dock Space that is destroyed shall terminate 30 days after the date of the damage. If Lessor notifies Lessee that Lessor intends to repair the damage the lease shall continue and Lessor shall return the leased premises to as good a condition as existed prior to the damage, in a prompt manner reasonable under the circumstances. If Lessee's use of the leased premises is disrupted during Lessor's repairs a reasonable portion of the rent shall be abated during the disruption. In no event shall Lessor be required to repair or replace Lessee's or any Seasonal Tenant's property, including their fixtures or equipment. In no event shall Lessee or any sub-lessee be entitled to recover damages from Lessor related to destruction of the leased premises or related to repairs undertaken by Lessor.

Each party shall provide its own insurance protection at its own expense, and each party shall look to its respective insurance carrier for reimbursement of property loss, which may be insured against by a standard form of fire insurance with extended coverage. There shall be no subrogated claim by one party's insurance carrier against the other party arising out of any such loss.

15. Lessee's/Lessor's Covenants. Lessee shall not do anything which may damage the leased premises, any systems serving the leased premises or areas owned by Lessor near the leased premises. Lessee shall not be a nuisance or a menace to others. Lessee will not create or use hazardous substances, or dispose of hazardous waste of any kind, unless in strict compliance with environmental laws and regulations. Lessee promises to comply with all laws, ordinances, and government regulations applicable to the leased premises and to Lessee's activities at the leased premises, and to comply with rules adopted by Lessor, and Lessee shall require all sub-lessees to likewise comply.

Lessee shall not attach any fixtures or make any improvements or alterations to the leased premises without describing them in writing and receiving Lessor's prior written consent.

Lessee shall not suffer or give cause for the filing of any lien against the leased premises.

16. Quiet Enjoyment. From the date the lease commences Lessee will have the right to use the Leased Dock Space consistent the terms and conditions of this lease. Lessee agrees that Lessor may make improvements to the common areas which may cause noise or otherwise temporarily disrupt Lessee's quiet enjoyment of the leased premises.

17. Care of Premises. Lessee shall at all times keep the leased premises in as good condition as they are in at the outset of this lease, or if improvements are made thereafter in at least as good condition as after such improvements, and shall surrender the leased premises to Lessor in such good condition, reasonable wear and tear, or loss by fire or other casualty covered by insurance excepted. At all times Lessee and all Sublessees shall conform with and enforce requirements in the 2016 Marina Moorage Rules and Regulations.

18. Fixtures and Personal Property. Unless otherwise agreed in writing, all permanent improvements now located or hereafter placed on the leased premises during the term of the lease shall be the property of Lessor, and shall remain on the leased premises at the expiration or termination of the lease, provided that Lessor reserves the right within 30 days after the lease term ends to require Lessee to promptly remove any improvements which Lessee or a sub-lessee has placed on the leased premises at Lessee's expense, in a way which does not cause damage to the leased premises.

At the expiration or earlier termination of the lease term Lessee shall remove all marine vessels and any other personal property of any kind from the leased premises. If Lessee fails to do so this shall be an abandonment of such property, and Lessor may retain the abandoned property and all rights of Lessee with respect to it shall cease; provided however, that Lessor may give Lessee written notice within 30 days after the lease expiration or termination date electing to hold Lessee to its obligation of removal. If Lessor elects to require Lessee to remove personal property and Lessee fails to promptly do so, Lessor may effect a removal and place the property in storage for Lessee's account. Lessee shall be liable to Lessor for the cost of removal, transportation to storage, storage, disposal, and other costs incurred by Lessor with regard to such personal property.

19. Signs. Lessee shall not erect or install any signs, flags, lights or advertising media nor window or door lettering or placards visible from outside the leased premises without the prior written consent of Lessor. Lessee agrees to maintain in good condition any signs or displays which are allowed.

20. Lessor's Access to Premises. Lessor shall have the right to enter upon the leased premises at all reasonable hours without notice for the purpose of inspecting it, or to make repairs, additions or alterations to the leased premises or any property owned or controlled by Lessor.

21. Waiver. One or more waivers of any covenants or conditions by either party shall not be construed as a waiver of a subsequent breach of the same covenant or condition, and the

consent or approval by Lessor to any act by Lessee requiring Lessor's consent or approval shall not be construed as consent or approval to any subsequent similar act by Lessee.

22. Assignment. Lessee agrees not to assign or in any manner transfer this lease or any interest in this lease without the prior written consent of Lessor, and not to sublease the leased premises or any part thereof without like consent, which consent may be granted or denied in Lessor's discretion.

23. Default. Time is of the essence of performance of all the requirements of this lease. If any lease payment or other sums payable by Lessee to Lessor shall be and remain unpaid for more than ten (10) days after the same are due and payable, or if Lessee shall fail to comply with any term or condition or fulfill any obligation of the lease (other than the payment of rent or other charges) within fourteen (14) days after written notice to Lessee specifying the nature of the default with reasonable particularity, or if Lessee shall declare bankruptcy or be insolvent according to law or if an assignment of Lessee's property shall be made for the benefit of creditors or if Lessee shall abandon the premises, then in any of said events Lessee shall be deemed in default hereunder. In the event of a default the lease may be terminated at the option of Lessor. If the lease is terminated, Lessee's liability to Lessor for rents and damages shall survive such termination and Lessor may re-enter, take possession of the premises, and remove any persons or property, including any sub-lessee's, by legal action or by self help with the use of reasonable force and without liability for damages.

The foregoing remedies shall be in addition to and shall not exclude any other remedy available to Lessor under applicable law.

24. Notices. Whenever under this lease a provision is made for notice of any kind, it shall be deemed sufficient if such notice to Lessee is in writing delivered personally to Lessee's registered agent or to the person signing the lease on behalf of Lessee, or if addressed to Lessee, sent by certified mail with postage prepaid to the address indicated on the signature page of this lease; and if such notice is to Lessor, delivered personally to the Executive Director, Port of Hood River, 1000 E. Port Marina Drive, Hood River, OR 97031, or sent by certified mail with postage prepaid. Notice shall be deemed given on the date of personal delivery or if mailed, one day after the date of mailing.

25. Amendments. This lease may be amended only by an instrument in writing executed by all the parties, which writing must refer to this lease.

26. Time of Essence. Time is of the essence with respect to all dates and time periods set forth or referred to in this lease.

27. Governing Law. This lease will be governed by and construed in accordance with the laws of the State of Oregon, without regard to conflict-of-laws principles.

28. Injunctive and Other Equitable Relief. The parties agree that the remedy at law for any breach or threatened breach by a party may, by its nature, be inadequate, and that the parties may be entitled, in addition to damages, to a restraining order, temporary and permanent injunctive relief, specific performance, and other appropriate equitable relief, without showing or proving that any monetary damage has been sustained.

29. Venue. Any action or proceeding seeking to enforce any provision of, or based on any right arising out of, this lease must be brought against any of the parties in the Circuit Court of Hood River County, Oregon, or, subject to applicable jurisdictional requirements, in the United States District Court for the District of Oregon, and each of the parties consents to the jurisdiction of such courts (and of the appropriate appellate courts) in any such action or proceeding and waives any objection to such venue.

30. Exhibits. The exhibits referenced in this lease are a part of this Lease as if fully set forth in this lease.

31. Severability. If any provision of this lease is invalid or unenforceable in any respect for any reason, the validity and enforceability of any such provision in any other respect and of the remaining provisions of this lease will not be in any way impaired.

32. Attorney Fees. In the event of litigation by either party to enforce its rights hereunder, the prevailing party shall be entitled to recover its reasonable attorney's fees thereon and upon any appeal, in addition to its costs and disbursements.

33. Entire Agreement. This lease (including the documents and instruments referred to in this lease) constitutes the entire agreement and understanding of the parties with respect to the subject matter of this lease and supersedes all prior understandings and agreements, whether written or oral, among the parties with respect to such subject matter.

34. Authority to Execute. The person executing this Lease on behalf of Lessee warrants that they have the authority to do so.

DATED this _____ day of _____, 2017.

Lessee:
HOOD RIVER YACHT CLUB, INC.
PMB No. 147
2149 Cascade Avenue Ste. 106A
Hood River, OR 97031

Lessor:
PORT OF HOOD RIVER
1000 E. Port Marina Drive
Hood River, OR 97031
(541) 386-1645

BY:

BY:

Brian Douglas
Its Commodore

Michael S. McElwee
Its Executive Director

Commission Memo



From: Fred Kowell
Date: May 16, 2017
Re: Items to Consider for Adopted FY 2017-18 Budget

After further review of the Proposed Budget for FY 2017-18, which the Budget Committee approved, staff has identified a few items that should have Board consideration for the Adopted budget:

- Add license fees for the IT hardware - \$20,000
- Increase PSquare support by \$15,000 for ongoing support. This will be needed as we move to online/real-time and the web portal. It's more of an unknown, but staff would like to have this budget appropriation in case issues arise.
- Increase Nichols Basin Capital Outlay appropriation by \$15,000. Hood River Parks & Recreation is looking at funding for a possible light watercraft dock expansion. Increase grants by a like amount.

RECOMMENDATION: Discussion.

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