

**Port of Hood River Commission  
Meeting Minutes of April 9, 2024 Special Meeting  
Via Remote Video Conference & Marina Center Boardroom  
4:46 p.m.**

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

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**Special Meeting**

**PRESENT: Commissioners:** Kristi Chapman, Heather Gehring, Ben Sheppard, Mike Fox, and Tor Bieker. **Staff:** Kevin Greenwood, Debbie Smith-Wagar, Daryl Stafford, Ryan Klapprich, and Patty Rosas.

**ABSENT:** None

**MEDIA:** None

**1. CALL TO ORDER:** President Kristi Chapman called the meeting to order at 4:46 p.m.

**2. CONSENT AGENDA:**

- a. Approve Minutes from the March 19, 2024 Regular Session
- b. Approve Resolution 2023-24-15 Adopting Findings for Sole Source Procurement
- c. Approve Master Service Agreement with WJE for Bridge Lift Engineering Services
- d. Approve Work Order #1 with WJE for Electrical Work on the Bridge
- e. Approve Work Order #10 with PSquare for Tolling System Support
- f. Approve Accounts Payable to Beery Elsner & Hammond LLP

**Motion:** Move to approve Consent Agenda.

**Move:** Gehring

**Second:** Bieker

**Discussion:** Questions arose regarding the procurement process for tolling system support with PSquare. Debbie Smith-Wagar, Finance Director, highlighted that the Port has a distinct relationship with PSquare, allowing for better pricing and potentially designating them as a sole source provider.

**Vote:** **Ayes:** Chapman, Gehring, Sheppard, Fox, and Bieker

**MOTION CARRIED**

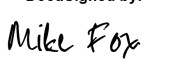
**3. INFORMATIONAL REPORT:** No Discussion

**4. ADJOURN:** The meeting was adjourned by unanimous consent at 4:50 p.m.

**ATTEST:**

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Kristi Chapman, President

DocuSigned by:  
  
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Michael Fox, Secretary