

**PORT OF HOOD RIVER COMMISSION**  
**Tuesday, October 20, 2015**  
**Marina Center Boardroom**  
**5:00 p.m.**

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**Regular Session Agenda**

1. Call to Order
    - a. Modifications, Additions to Agenda
  2. Public Comment (5 minutes per person per subject; 30 minute limit)
  3. Consent Agenda
    - a. Approve Minutes of October 6, 2015 Regular Session (*Laurie – Page 3*)
    - b. Approve Contract with A&E Heating and Air, Inc. for HVAC Units at Jensen Building Not to Exceed \$16,900 (*Anne – Page 9*)
    - c. Approve Accounts Payable to Jaques Sharp Attorneys at Law in the Amount of \$6,636 (*Fred – Page 15*)
    - d. Ratify Contract with Coles Environmental Inc. for Lot 300 Phase 1 Environmental Assessment in the Amount of \$4,960. (*Anne – Page 21*)
    - e. Ratify Contract with Vista GeoEnvironmental Services, LLC for Quality Assurance Monitoring of Lower Mill Site Excavation Not to Exceed \$4,788.84 (*Anne – Page 23*)
  4. Reports, Presentations and Discussion Items
    - a. Marine Deputy Services Update, HRSO - Marine Deputy Quintin Nelson (*Liz – Page 25*)
    - b. Waterfront Annual Report (*Liz – Page 27*)
    - c. Financial Software Upgrade (*Fred – Page 35*)
    - d. Lower Mill Site Excavation Project Update (*Anne – Page 37*)
  5. Director's Report (*Michael – Page 39*)
  6. Commissioner, Committee Reports
    - a. PNWA Annual Conference – Shortt (Oct. 7-9)
    - b. Urban Renewal Agency – Streich, Davies (Oct. 13)
    - c. Marina Ad-hoc – Shortt (Oct. 15) (*Draft Minutes – Page 53*)
  7. Action Items
    - a. Approve Contract with Asset Protection Partnership, LLC for Re-keying Services Not to Exceed \$14,465.60, Subject to Legal Counsel Review (*Anne – Page 55*)
    - b. Approve Lease with Electronics Assemblers, Inc. at the Big 7 Building (*Anne – Page 57*)
    - c. Approve Plans Submitted by Key Development for Expo Building Redevelopment Project (*Michael – Page 59*)
  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.*

*Port of Hood River Commission*  
**Regular Session Meeting Minutes of October 6, 2015**  
**Marina Center Boardroom**

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

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**Present:** Commissioners Jon Davies, Fred Duckwall, Rich McBride, and Brian Shortt; Port Counsel Jerry Jaques; from staff, Michael McElwee, Fred Kowell, Anne Medenbach, Genevieve Scholl, Liz Whitmore, and Laurie Borton

**Absent:** Commissioner Hoby Streich

**Media:** None

**1. Call to Order:** President Shortt called the Regular Session meeting to order at 5:00 p.m.  
**a.** Modifications, Additions to Agenda: The order of *Action Items* was modified to shift waterfront recreation concession permits as the first discussion item.

**2. Public Comment:** Linda Maddox spoke about Lot 1 saying she had the impression that development square footage was going to be reduced; and that she is still concerned with parking and impacts that the new hotel buildings will add. Maddox suggested a graph of all buildings showing gross square footages would be a good visual.

- 3. Consent Agenda:**
- a. Approve Minutes of September 22, 2015 Regular Session
  - b. Approve Contract with Archaeological Investigations Northwest, Inc. for Archaeological Services Monitoring Log Pond Excavation at Lower Mill Site Not to Exceed \$6,907.54
  - c. Approve Contract Amendment No. 1 with Vista GeoEnvironmental Services, LLC for Lower Mill Site Design Not to Exceed \$2,500.00 for a Total Contract Amount of \$19,491.00
  - d. Approve Contract with Mascott Equipment Company, Inc. for Replacement of Aviation Hose Reel at Ken Jernstedt Airfield Not to Exceed \$5,985.00 Including Reasonable Reimbursable Expenses

**Motion:** Move to approve Consent Agenda  
**Move:** Duckwall  
**Second:** Davies  
**Vote:** **Aye:** Davies, Duckwall, McBride, and Shortt  
**Absent:** Streich

**MOTION CARRIED**

**4. Reports, Presentations and Discussion Items**

**a. Tolling System Upgrade Project Update – P-Square Solutions Representatives and Dennis Switaj, HDR Engineering:** Switaj introduced Reddy Patlolla, P-Square Solutions President and Shane Saugur, Sr. Vice President Systems Engineering for P-Square Solutions, who will be meet with Chief Financial Officer Fred Kowell in the morning for a kick-off meeting reviewing the P-Square system to be implemented. Switaj reiterated his confidence in P-Square and recapped the phased project components—the first of which is a migration to the new platform that will be completed in three months. Switaj said his role will be to protect the Port’s interests and monitor contract performance to achieve the goal of providing a tolling system and types of reports that meet the Port’s needs. On-site time and work that is done remotely has not yet been determined; however, monthly progress reports will be provided to Kowell and Switaj said he would be available for periodic Commission updates.

**5. Director’s Report:** October will be a busy month for staff with conferences, events, training, and travel. McElwee reported that Summit Strategies lobbyist Hal Hiemstra has recommended a trip to Washington, D.C. in October to meet with legislators in support of a markup of the House transportation reauthorization bill; a vote is expected in early November. Anne Medenbach, Development/Property Manager, was acknowledged for coordination of recent construction projects; and the Port Facilities crew for their time spent on the bridge for maintenance welding and traffic control. Kowell reported that negotiations had been completed with Vining Sparks for a financial agreement regarding investments and the agreement required signatures of the Commission president, secretary, and treasurer. Hood River Parks and Recreation has completed a draft traffic assessment for a proposed Dog Park west of the sewer treatment plant. Staff has provided comments and updates will be brought back to the Commission before the study is finalized. Grant opportunities for airport projects may be available in the upcoming *ConnectOregon VI* funding. Staff will discuss this further at the October 20 meeting.

**6. Commissioner, Committee Reports:** None.

**7. Action Items:**

**a. Approve Waterfront Recreation Concession Permits for the 2016-2020 Season:** A Letter of Interest was issued to solicit interest in kiteboard, windsurf, or standup paddleboard instruction and rental concessions on Port properties for the five year period 2016-2020. Liz Whitmore, Waterfront Coordinator, reported that all six current concessionaires and two new applicants responded. The current concessionaires can be accommodated in their current locations and the new applicants can be accommodated at the Hook or Marina Park, which will be determined prior to the start of the 2016 season. The applicants include:

Big Winds	Windsurfing & SUP	Event Site and Hook
Brian’s	Kiteboarding, Windsurfing & SUP	Event Site
Cascade Kiteboarding	Kiteboarding	Event Site
Gorge Kiteboard School	Kiteboarding & SUP	Event Site and Spit
Gorge SUPer Club ( <i>new applicant</i> )	SUP	Hook or Marina (TBD)
Kite the Gorge	Kiteboarding	Spit
New Wind Kiteboarding	Kiteboarding & SUP	Event Site
WhatSUP Kayaking ( <i>new applicant</i> )	SUP & Kayaking	Hood or Marina (TBD)

**Motion:** Move to approve eight Waterfront Recreation Concession Agreements for 2016-20, subject to legal counsel review

**Move:** Duckwall

**Second:** Davies

**Discussion:** Davies inquired if the agreement language was going to be the same; if the concessionaire dock location would change; or if moving the location of the jet skis closer to the school had been considered? Whitmore noted that dock location would be the same unless one school wanted to negotiate with another for a change. Shortt inquired if there is a potential risk for the Port or the concessionaires with 5-year agreements if opportunities arise for the Port should Lot 1 or the Nichols Basin west edge development begin? McElwee responded that zoning is fixed and no change is presumed for the dock location; and McBride commented that the commercial zoning at

the top of the Nichols Basin west bank would ‘invite’ a different type of operation than currently exists at the Event Site. Legal counsel Jerry Jaques said that language could be added to the Concession Agreement to address the concerns of the Commission.

**Vote:** **Aye:** Davies, Duckwall, McBride, and Shortt  
**Absent:** Streich

**MOTION CARRIED**

**b. Approve Resolution No. 2015-16-3 Authorizing the Sale of a Taxable General Revenue Bond and Execution of Supplemental Revenue Bond Declaration:** Kowell stated the resolution will approve the sale of \$2 million principal amount of debt which will be used for the purchase, environmental cleanup, development, design and construction of the Lower Mill site. The resolution and supplemental revenue bond declaration also delegates either the Executive Director or Chief Financial Officer to act on behalf of the Port to execute the loan agreements. Kowell also noted the loan agreement must follow the guidelines presented in the Master Declaration that was approved in June 2003. Proceeds from the upcoming sale of the Expo property will assist in replenishing the taxable general revenue bond sale and Kowell noted the 3-year construction bond will be amortized over 20 years.

**Motion:** Move to approve Resolution 2015-16-3 authorizing the sale of a taxable general revenue bond and execution of a supplemental revenue bond declaration as outlined in the attached documents

**Move:** McBride

**Second:** Davies

**Vote:** **Aye:** Davies, Duckwall, McBride, and Shortt  
**Absent:** Streich

**MOTION CARRIED**

**c. Approve Grant Contract with Oregon Business Development Department for the Oregon Coalition Brownsfield Clean-up Grant:** Medenbach reported that although the Lower Mill grant document had not yet been received she was requesting approval subject to legal counsel review. Oregon Business Development Department is the grant administrator for EPA funding through a program known as the Oregon Coalition Brownsfield Clean-up Grant Fund. The Port applied for, and was awarded, a \$200,000 grant with up to a \$40,000 Port match for any amount over the grant amount. Review of tasks associated with budgeting, health and safety plans, community notification plans and FAQs, site engineering and clean-up plans and two bid processes for the actual clean-up work were required and Medenbach noted that final review from SHPO (State Historic Preservation Office) and NWF (National Wildlife Federation) was completed September 21.

**Motion:** Move to approve grant contract with Oregon Business Development Department for the Oregon Coalition Brownsfield Clean-up Grant in the amount of \$200,000 with up to \$40,000 Port match for any amount over the grant amount, subject to legal counsel review

**Move:** Davies

**Second:** McBride

**Vote:** **Aye:** Davies, Duckwall, McBride, and Shortt  
**Absent:** Streich

**MOTION CARRIED**

**d. Approve Contract with JAL Construction, Inc. for Lower Mill Grade and Fill Project Not to Exceed \$145,223.50:** Brownsfield clean-up of the Lower Mill was split into two phases. The excavate, sort and stockpile portion was approved by the Commission on September 22 and awarded to Westech Construction. The grade and fill portion was bid September 11 and eight bids were received on September 29, with apparent low bid being submitted by JAL Construction. Medenbach reported if the EPA review is delayed then an amendment to the contract may be required.

**Motion:** Move to approve Intent to Award and award of contract, barring no protests, to JAL Construction, Inc. for Lower Mill Grade and Fill Project not to exceed \$145,223.50, and Amendment 1 subject to legal counsel review

**Move:** McBride

**Second:** Davies

**Vote:** **Aye:** Davies, Duckwall, McBride, and Shortt

**Absent:** Streich

**MOTION CARRIED**

**e. Approve Contract with IRS Environmental of Portland for Lower Mill Asbestos Removal Not to Exceed \$8,500.00:** Testing revealed small amounts of asbestos were found in flooring and window caulking in a shop and office at the Lower Mill. Before the buildings can be demolished the asbestos needs to be removed and Medenbach reported the expense has been budgeted in the overall site development budget. Staff is requesting quotes from two on-site contractors with demolition equipment and expertise.

**Motion:** Move to approve contract with IRS Environmental of Portland, Inc. for asbestos abatements at the Lower Mill site, not to exceed \$8,500.00

**Move:** Davies

**Second:** Duckwall

**Vote:** **Aye:** Davies, Duckwall, McBride, and Shortt

**Absent:** Streich

**MOTION CARRIED**

**f. Authorize Execution of Oregon Business Development Department Grant Application:** Medenbach reported that she would be applying for additional monies (\$31,622.50) for Lower Mill clean-up over and above the \$200,000 grant that has already been awarded. The application required the signature of the Commission President.

**Motion:** Move to authorize Commission President to sign Oregon Business Development Department grant application

**Move:** McBride

**Second:** Duckwall

**Vote:** **Aye:** Davies, Duckwall, McBride, and Shortt

**Absent:** Streich

**MOTION CARRIED**

**8. Commission Call:** McBride reported on a *rumor* that the guest yacht in the Marina belongs to Alec Baldwin.

**9. Executive Session:** Regular Session was recessed at 6:09 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 6:19 p.m. No action was taken as a result of Executive Session.

McElwee commented on correspondence received from legal counsel Jaques regarding Port approval of a Disclosure/Conflict Form as Jaques is also representing the City’s Municipal Court. Short reminded Commissioners about the October 15 hard hat tour of the Hampton Inn & Suites hotel.

**11. Adjourn:** President Shortt adjourned the meeting at 6:20 p.m.

Respectfully submitted,

\_\_\_\_\_  
Laurie Borton

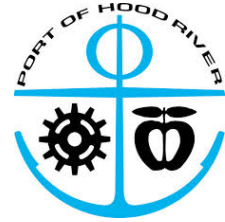
ATTEST:

\_\_\_\_\_  
Brian Shortt, President, Port Commission

\_\_\_\_\_  
Jon Davies, Secretary, Port Commission

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Prepared by: Anne Medenbach  
Date: October 20, 2015  
Re: Jensen Unit Replacement - A&E Heating

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The north side of the Jensen Building, where the tenant offices are located, has three HVAC units that need to be replaced. The Port replaced the large unit in spring of 2015. Two smaller units are budgeted to be replaced in the current (2015-16) fiscal year. Staff worked with Energy Trust to investigate whether there were any available incentives for replacement, but since these units have already failed, they are not eligible for Energy Trust incentives.

A&E Heating and Air, Inc. (A&E) will replace the units with Rheem package units and also replace the thermostat controllers. Total cost for both units is \$16,900.

**RECOMMENDATION:** Approve contract with A&E Heating and Air, Inc. for replacement of two HVAC units at the Jensen Building, for an amount not to exceed \$16,900.

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**Personal Services Contract  
For Services Under \$50,000**

1. This Contract is entered into between the Port of Hood River ("Port") and **A&E Heating and Air, Inc.** ("Contractor"). Contractor agrees to perform the Scope of Work described in attached Exhibit A to Port's satisfaction for a maximum consideration of **\$16,900.00**. Port shall pay Contractor in accordance with the schedule and/or requirements in attached Exhibit A.
2. This Contract shall be in effect from the date at which every party has signed this Contract through October 1, 2015. Either Contractor or Port may terminate this Contract in the event of a breach of the Contract by the other. Port may terminate this Contract for any reason by giving 15 days written notice to Contractor at Contractor's address listed below. If Port terminates this Contract, Contractor shall only receive compensation for work done and expenses paid by Contractor prior to the Contract termination date.
3. All work products of the Contract, which result from this Contract, are the exclusive property of Port. Port shall have access to all books, documents, papers and records of Contractor which relate to this Contract for purpose of making audit, examination, excerpts, and transcripts for a period of three years after final payment.
4. Contractor will apply that skill and knowledge with care and diligence to perform the work in a professional manner and in accordance with standards prevalent in Contractor's industry, trade or profession. Contractor will, at all times during the term of the Contract, be qualified, professionally competent, and duly licensed to perform the work.
5. Contractor certifies that Contractor is an Independent Contractor as defined in ORS 670.600 and shall be entitled to no compensation other than that stated above.
6. Contractor shall indemnify, defend, save, and hold harmless Port, its Commissioners, officers, agents, and employees from all claims, suits, or actions of whatsoever nature resulting from or arising out of the activities of Contractor or its subcontractors, agents or employees under this Contract. Contractor shall provide insurance in accordance with attached Exhibit B.
7. This Contract may be executed in any number of counterparts, and any single counterpart or set of counterparts signed, in either case, by all parties hereto shall constitute a full and original instrument, but all of which shall together constitute one and the same instrument.
8. This Contract shall be governed by the laws of the State of Oregon and any litigation involving any question arising under this Contract must be brought in the Circuit Court in Hood River County, Oregon. If any provision of this Contract is found to be illegal or unenforceable, this Contract shall remain in full force and effect and the provision shall be stricken.
9. Contractor shall adhere to all applicable federal, state, and local laws and regulations, including those governing its relationship with its employees.
10. This Contract contains the entire agreement between Contractor and Port and supersedes all prior written or oral discussions or agreements. Any modification to this Contract shall be reduced to writing and signed by the Contractor and Port. Contractor shall not assign this Contract or subcontract its work under this Contract without the prior written approval of Port.
11. The person signing below on behalf of Contractor warrants they have authority to sign for and bind Contractor.

Dated: this \_\_\_\_ day of \_\_\_\_\_, 2015

<b>A &amp; E Heating and Air Inc.</b>	<b>Port of Hood River</b>
Signed:	Signed:
Andrew Meresse, President	Michael McElwee, Executive Director
2149 W. Cascade Ave. Suite 106A-114 Hood River, OR 97031	1000 E. Port Marina Drive Hood River, OR 97031
CCB#:	

**Personal Services Contract  
Exhibit A**

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**I. SCOPE OF WORK:**

**Location: 400 Portway Ave, "Jensen" Building**

**Scope:** Replace two 75k BTU gas package roof top units on the North office annex.

- Remove and dispose of existing units and controls
- Replace each unit with a Rheem RPG RRNL-B030JK06E unit
- Replace existing controls with Honeywell Vision Pro 8000 controls
- Rent crane to install new units and remove old units
- Low voltage electrical connection work

Port will provide the high voltage disconnect and reconnect of the units. Contractor needs to give Port two days notice of when the low voltage work needs to be done.

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**II. DELIVERABLES AND TIMEFRAME:**

The deliverable(s) covered under this Contract shall be: Two new package Rheem roof top units and new Honeywell controls.

The due dates for the deliverable(s) shall be: December 1, 2015

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**III. CONSIDERATION:**

This contract is for a set amount of \$16,900.

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**IV. BILLING AND PAYMENT PROCEDURE:**

The Contractor shall submit to the Port for payment an itemized invoice in a form and in sufficient detail to determine the work performed for the amount requested. The invoice shall contain at a minimum:

- Invoice date
- Contract project title
- Record of hours worked and a brief description of activities
- Billing rate applied
- Description of reimbursable items

Invoices may be submitted monthly, or at such other interval as is specified below:

The Port shall process payment in its normal course and manner for Accounts Payable, net 30 days.

**Personal Services Contract  
Exhibit B**

**INSURANCE**

During the term of this Contract, Contractor shall maintain in force at its own expense, each insurance noted below:

- 1. Workers' Compensation insurance in compliance with ORS 656.017, which requires subject employers to provide Oregon workers' compensation coverage for all their subject workers. (Required of contractors with one or more employees, unless exempt order ORS 656.027.)

Required and attached      OR       Contractor is exempt

Certified by Contractor: \_\_\_\_\_  
Signature/Title

- 2. Commercial General Liability insurance on an occurrence basis with a limit of not less than \$1,000,000 each occurrence for bodily injury and property damage and \$2,000,000 general aggregate. The Liability Insurance coverage shall provide contractual liability. The coverage shall name the Port of Hood River and each of its Commissioners, officers, agents, and employees as Additional Insured with respect to the Contractor's services to be provided under the Contract.

Required and attached      Waived by Finance Manager \_\_\_\_\_

- 3. Automobile Liability insurance with a combined single limit of not less than \$1,000,000 each occurrence for bodily injury and property damage, including coverage for owned, hired, or non-owned vehicles, as applicable.

Required and attached      Waived by Finance Manager \_\_\_\_\_

- 4. Professional Liability insurance with a \$1,000,000 per claim and \$1,000,000 in the aggregate for malpractice or errors and omissions coverage against liability for personal injury, death or damage of property, including loss of use thereof, arising from the firm's acts, errors or omissions in any way related to this Contract.

Required and attached      Waived by Finance Manager \_\_\_\_\_

- 5. On All Types of Insurance. There shall be no cancellation or intent not to renew the insurance coverages without 30-days written notice from the Contractor or its insurer(s) to the Port, except 10 days for premium non-payment.

- 6. Certificate of Insurance. As evidence of the insurance coverage required by this Contract, the Contractor shall furnish acceptable insurance certificates to the Port at the time Contractor returns the signed Contract. The General Liability certificate shall provide that the Port, its Commissioners, officers, agents, and employees are Additional Insured but only with respect to the Contractor's services to be provided under this Contract. Endorsement CG 20 10 11 85 or its equivalent must be attached to the Certificate. The Certificate shall provide that the insurance shall not terminate or be canceled without 30 days written notice first being given to the Port. Insuring companies or entities are subject to Port acceptance. If requested, complete copies of the insurance policy shall be provided to the Port. The Contractor shall be financially responsible for all pertinent deductibles, self-insured retentions, and/or self-insurance.

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Prepared by: Fred Kowell  
Date: October 20, 2015  
Re: Accounts Payable Requiring Commission Approval

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<b>Jaques Sharp</b>	<b>\$6,636.00</b>
Attorney services per attached summary	
<b>TOTAL ACCOUNTS PAYABLE TO APPROVE</b>	<b>\$6,636.00</b>

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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  
OCT 07 2015

CREDIT CARDS ACCEPTED

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

Page: 1  
October 06, 2015  
Account No: PORTOHaM

Previous Balance	Fees	Expenses	Advances	Payments	Balance
MCELWEE EMPLOYMENT CONTRACT					
171.00	0.00	0.00	0.00	-171.00	\$0.00
ENVIRONMENTAL INSURANCE					
171.00	76.00	0.00	0.00	-171.00	\$76.00
MISCELLANEOUS MATTERS					
JJ					
152.00	419.00	0.00	0.00	-152.00	\$419.00
LEASE BIG 7 (Slingshot Sports/Jeff Logosz)					
19.00	0.00	0.00	0.00	-19.00	\$0.00
ABANDONED VEHICLES					
133.00	0.00	0.00	0.00	-133.00	\$0.00
LEASE (Robichaud Batten Systems, Inc)					
90.00	0.00	0.00	0.00	-90.00	\$0.00
HANGAR LEASE (Cloud Cap/Goodrich)					
171.00	0.00	0.00	0.00	-171.00	\$0.00
OREGON BUSINESS DEV IGA (State of Oregon)					
247.00	0.00	0.00	0.00	-247.00	\$0.00
LEASE (Hitch Source, LLC/Kenneth Whiteman)					
0.00	144.00	0.00	0.00	0.00	\$144.00

HOOD RIVER, PORT OF

Account No: October POF

Previous Balance	Fees	Expenses	Advances	Payments	Balance	
HVAC-HALYARD BUILDING (PFRIEM)	0.00	126.00	0.00	0.00	\$126.00	
EXPO SITE DEVELOPMENT (Key Development;Pickhardt)	0.00	57.00	0.00	0.00	\$57.00	
WATERFRONT TRAIL	38.00	0.00	0.00	0.00	-38.00	\$0.00
ART INSTALLATION AGREEMENT	19.00	0.00	0.00	0.00	-19.00	\$0.00
BRIDGE SOFTWARE (P Square Solutions)	3,498.00	494.00	0.00	0.00	-3,498.00	\$494.00
PROPERTY PURCHASE (Craig W. Sheppard)	0.00	38.00	0.00	0.00	0.00	\$38.00
LEASE BIG 7 (Motherlode, LLC & Allen Barteld)	0.00	76.00	0.00	0.00	0.00	\$76.00
LEASE (Big Winds & Hood River, Inc.)	76.00	0.00	0.00	0.00	-76.00	\$0.00
CONTRACT LOT 1 PLANNING 2015 (Macy Walker)	0.00	190.00	0.00	0.00	0.00	\$190.00
LEASE Expo Building (Pickhardt; Key Development)	0.00	228.00	0.00	0.00	0.00	\$228.00
HANEL SITE DESIGN (Vista GeoEnvironmental)	0.00	228.00	0.00	0.00	0.00	\$228.00
WEATHER MONITOR USE AGREEMENT (Battelle Memorial I	304.00	0.00	0.00	0.00	-304.00	\$0.00
LOT 300 PROPERTY PURCHASE (Jack Dunivan)	76.00	532.00	0.00	0.00	-76.00	\$532.00
JANITOR SERVICES CONTRACT (Allied Maintenance LLC)	228.00	152.00	0.00	0.00	-228.00	\$152.00
HANEL SITE SOIL REMOVAL CONTRACT	152.00	1,045.00	0.00	0.00	-152.00	\$1,045.00
HVAC CONTRACT - Jensen Building (A&E Heating & Air	114.00	0.00	0.00	0.00	-114.00	\$0.00
LEASE (Real Carbon; Michael Graham)	114.00	0.00	0.00	0.00	-114.00	\$0.00

HOOD RIVER, PORT OF

Account No:      October  
 POI

Previous Balance	Fees	Expenses	Advances	Payments	Balance
CITY IGA (City of Hood River) 38.00	0.00	0.00	0.00	-38.00	\$0.00
YACHT WINTER MOORAGE 380.00	95.00	0.00	0.00	-380.00	\$95.00
LEASE (Russ Werner, Dwayne & Jeanne Troxel) 760.00	988.00	0.00	0.00	-760.00	\$988.00
WEB PAGE DESIGN CONTRACT (Gorge Web Design) 0.00	57.00	0.00	0.00	0.00	\$57.00
HANEL SITE DEBRIS REMOVAL CONTRACT (Crestline) 774.00	114.00	0.00	0.00	-774.00	\$114.00
CITY PARKING IGA 0.00	513.00	0.00	0.00	0.00	\$513.00
BRIDGE TOLL SECURITY 0.00	323.00	0.00	0.00	0.00	\$323.00
HOOK TRAIL DESIGN CONTRACT 0.00	38.00	0.00	0.00	0.00	\$38.00
HANEL SITE ASBESTOS REMOVAL (IRS Environmental...) 0.00	57.00	0.00	0.00	0.00	\$57.00
HANEL SITE ARCHAEOLOGICAL CONTRACT (Archaeological 0.00	171.00	0.00	0.00	0.00	\$171.00
AIRPORT LEASE (Shearer Sprayers, Inc.) 551.00	475.00	0.00	0.00	-551.00	\$475.00
<u>8,276.00</u>	<u>6,636.00</u>	<u>0.00</u>	<u>0.00</u>	<u>-8,276.00</u>	<u>\$6,636.00</u>

**THIS STATEMENT REFLECTS SERVICES PROVIDED AND  
 PAYMENTS RECEIVED THROUGH THE 30TH OF SEPTEMBER  
 UNLESS OTHERWISE STATED**      (19)

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Prepared by: Anne Medenbach  
 Date: October 20, 2015  
 Re: Lot 300, Phase 1 - Coles Environmental Consulting, Inc.

The Port contracted Coles Environmental Consulting Inc. to complete a Phase 1 Environmental Assessment on Lot 300, the property adjacent to the Lower Mill Redevelopment Site. The Phase 1 will include research into the historical uses of the site and provide findings on the potential or likelihood of contamination on the site. The Port has a Purchase & Sale Agreement in place for Lot 300.

The Phase 1 assessment should be complete by October 24<sup>th</sup>. The contract amount is \$4,960. It ought to be noted that this contract is less than \$5,000, and the Board is bringing it to the Commission or ratification to ensure that the Board is aware of and has approved all due diligence activities.

**RECOMMENDATION:** Ratify contract with Coles Environmental Consulting, Inc. for Phase 1 Environmental Assessment of Lot 300 not to exceed \$4,960.

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Prepared by: Anne Medenbach  
Date: October 20, 2015  
Re: Lower Mill Excavation QA - Vista GeoEnvironmental

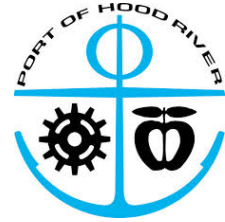
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The Port contracted Vista GeoEnvironmental Services, LLC to provide on-site quality assurance services for the Lower Mill Redevelopment Site excavation. The contract amount is not to exceed \$4,788.84 and allows for up to 13 days at 4 hours per day of monitoring. Port staff (Anne and John) will fill in the remainder of the monitoring.

**RECOMMENDATION:** Ratify contract with Vista GeoEnvironmental Services, LLC for Quality Assurance services associated with the Lower Mill project not to exceed \$4,788.84.

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Prepared by: Liz Whitmore  
Date: October 20, 2015  
Re: Marine Deputy Report

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The Port of Hood River entered into an IGA with the Hood River County Sheriff's office to provide additional services patrolling the Event Site area by boat or Jet Ski between the dates of June 15 through September 15.

Marine Deputy Quintin Nelson will be presenting a report on the number of days the Sherriff's office had patrols on the water, incidents, and recommendations for increasing safety in the area.

**RECOMMENDATION:** Informational.

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Prepared by: Liz Whitmore  
Date: October 20, 2015  
Re: 2015 Waterfront Annual Report

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Please see attached the 2015 Waterfront Annual Report. The report provides a summary of the usage, site improvements, and events along the waterfront this past season.

Also included in the report is information on Event Site parking receipts, and Waterfront Recreation revenue and expenditures.

**RECOMMENDATION:** Informational.

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# PORT OF HOOD RIVER WATERFRONT ANNUAL REPORT

## 2015 Overview

Improving access and trail connectivity was a major focus for the Port of Hood River along the waterfront during 2015. With the completion of the Hook Launch, Nichols Basin West Edge Trail, and the Pedestrian Bridge Trail, users will soon be able to enjoy a continuous 2.5 mile trail from the Hook heading west to the Hood River Inn. Thanks to the collaboration between the Port, the Columbia Gorge Windsurfing Association and Hood River Valley Parks and Recreation, the Hook Launch has become a popular site for SUPing, kayaking, and windsurfing. The Nichols Basin West Edge Trail has received wide praise from the community and is used daily for walking, biking, SUPing, and beachgoers.



*Nichols Basin West Edge Trail*

The season got off to an early start with wind in June continuing through Labor Day. The Event Site continues to be one of the most popular sites along the waterfront; and increased presence by the Marine Deputy there has helped to bring awareness of safety issues concerning the many user groups sharing the water. Gorge Junior Sailing and the HRV High School Sailing Team operated their programs from the South Basin dock in the Marina and have taught hundreds of kids to sail. With waterfront recreation expenses exceeding revenue, the Port of Hood River contributed \$339,117 to fund waterfront open space and recreation in 2015.



*Hook Launch*



*Pedestrian Bridge Trail*



## Waterfront Recreation Statistics

- A total of (22) user groups scheduled events from March through October
- Parking pass revenue for the Event Site increased by 31% from 2014 for a total of \$111,969 sold
- Event Site parking lot was at full capacity 7 times from June through Labor Day
- 331 items were turned into Lost & Found by Event Site hosts
- Emergency personal responded to one medical incident at the Event Site
- The Army Corp of Engineers traffic counters reported the following number of vehicles from June 1 through September 30:
  - Event Site : 107,000
  - Boat Launch: 56,162
  - Marina: 53,578
- Cascade Kiteboarding “Season at a Glance”
  - 755 kiteboarding lessons taught
  - 16 Jet Ski rescues by staff of non-students
  - 69% of students from out-of-town
  - 75% of those students came to Hood River specifically to learn to kiteboard
- Big Winds “Season at a Glance”
  - Taught over 1,100 students to windsurf at the Hook
  - 211 kids learned to windsurf through Kids Camp
  - 3000 SUP rentals at the Event Site
  - Taught 675 SUP lessons
  - Took 400 participants on Viento downwind SUP run to the Event Site





# PORT OF HOOD RIVER WATERFRONT ANNUAL REPORT

## 2015 Waterfront Recreation and Marina Events

LOCATION/EVENT	DATE	FEE	WAIVED
<b>Event Site</b>			
CGWA Gorge Cup	May - Aug	\$800	
CGWA Beach Bash	June 27	\$1,000	
Kiteboarding 4 Cancer	July 11-12	\$1,900	
Harvest Festival	October 16-18	\$4,125	
Columbia Gorge Marathon	October 25	\$1,000	
<b>Lot #1</b>			
Meadows Employee Bus Parking	Nov - May	\$500	
Oregon Rally Group	April 25-26	\$275	
<b>Jensen Parking Lot</b>			
CGWA Swap Meets	June - Aug	\$225	
<b>The Spit</b>			
4th of July Fireworks	July 3-5		\$1,100
<b>Marina Park/Picnic Shelters</b>			
(17) Picnic Shelter Reservations	May - Sept	\$850	
Windsurfing Camp - ABK Boardsports	July 6-10	\$400	
Gorge Downwind Paddle Festival	July 20-24	\$500	
Bend Endurance Academy	August 13-16	\$400	
<b>Marina Green</b>			
Hood 2 River Relay	May 30	\$1,000	
Youth Lacrosse Spring Practices	March - May		\$6,500
Youth Lacrosse Spring Games	April - May		\$900
<b>Marina Basin</b>			
Oregon Model Yacht Club/Radio Regatta	July 17-19	\$300	
GORGE Junior Sailing	July-August		\$2,000
HRVHS Sailing Program	March - May		\$2,000
Cross Channel Swim	Sept 7	\$250	
<b>Hook</b>			
King of the Hook	August 8	\$125	
<b>Cruise Ships</b>			
17 Cruise Ship Stops	Sept -Nov	\$2,550	
Lady Washington at Guest Dock	July-August	\$450	
<b>2015 Total Revenue from Events</b>		<b>\$16,650</b>	
<b>2015 Total Waived Revenue from Events</b>			<b>\$12,500</b>
2014 Total Revenue from Events		\$15,860	
2013 Total Revenue from Events		\$14,275	
2012 Total Revenue from Events		\$21,925	



# PORT OF HOOD RIVER WATERFRONT ANNUAL REPORT

## 2015 Event Site Parking Receipts

EVENT SITE										
	Daily	Oversize	Annual	Annual	Weekly	Weekly	School	2nd Car	Instruct	
Fees	\$7	\$15	\$60/\$75	\$135/\$175			NC	\$40	\$35	Total
2015	6019	184	819	24			19	110	16	\$111,968
2014	6626	172	595	17			11	96	20	\$77,439
2013	6186	148	573	20	0	0	7	103	0	\$73,445
2012	5331	181	642	17	0	0	11	63	2	\$61,845
2011	4660	101	510	12	0	0	5	64	8	\$51,160
2010	3333	72	440	28	0	0	11	47	12	\$43,425
2009	4104	168	497	28	0	0	9	49	17	\$51,255
2008	3491	135	423	31	0	0	1	55	21	\$44,485
2007	4365	150	91	7	14	1	0	10	3	\$29,250
2006	5231	206	258	18						\$37,684
2005	4597	151	253	17						\$34,248
2004	5406	129	228	15						\$35,749
2003	8387	149	205	15						\$35,711
2002	7163		161							\$20,652
2001	7666		161							\$30,886
2000	5888		131							\$24,059





# PORT OF HOOD RIVER WATERFRONT ANNUAL REPORT

## 2014-15 Fiscal Year Waterfront Recreation Expenditures/Revenue

EXPENDITURES	ACTUAL
<b>Event Site</b>	
Personnel Services	\$67,830
Materials and Services	\$42,477
Capital Outlay	\$0
Total	<b>\$110,307</b>
<b>Hook and Spit</b>	
Personnel Services	\$41,728
Materials and Services	\$8,260
Capital Outlay	\$113,900
Total	<b>\$163,888</b>
<b>Marina Park</b>	
Personnel Services	\$181,883
Materials and Services	\$59,097
Capital Outlay	\$24,194
Total	<b>\$265,174</b>
<b>Total Waterfront Recreation Expenses</b>	<b>\$539,369</b>
<b>REVENUE</b>	
Events, Parking Passes, Concessions, HR Yacht Club	\$135,002
Grant-Contributed Capital	\$65,250
<b>Total Waterfront Recreation Revenue</b>	<b>\$200,252</b>
<b>2015 Expenses Exceeding Revenue</b>	<b>-\$339,117</b>
2014 Expenses Exceeding Revenue	-\$358,396
2013 Expenses Exceeding Revenue	-\$332,388
2012 Expenses Exceeding Revenue	-\$326,320

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Prepared by: Fred Kowell  
Date: October 20, 2015  
Re: Microsoft Dynamics GP 2015

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This is an update on the upgrade to our financial system to date and what will transpire over the next 12 months. Currently, the Port is on Great Plains 2010 which was purchased by Microsoft. Our current financial system is cumbersome to work with due to its setup and design but more importantly the system will be de-supported at the end of this month. Knowing of this situation, the Board approved a budget for the upgrade of the current financial system.

Consultants with Fine Solutions have provided staff with an update of what GP 2015 will be able to do as compared to our current version. Staff is excited but cautious. Microsoft has put a great deal of effort in re-writing GP 2010 into a robust GP 2015 that interfaces with many other Microsoft products and has taken functionality from those products.

Due to the de-support of our current version we will be able to migrate with 4 licenses at our current pricing. However, the new GP 2015 has so much more functionality that additional licenses will be needed for the front office. This was anticipated within our current budget.

At the time of the budget, some of the knowns were additional licensing, training and consulting for report writing, and interface work with existing systems. Some of the unknowns are the additional modules and functionality available to the Port that Microsoft has incorporated into GP 2015 like Projects and Field Service (i.e., work orders) and of those, which the Port would like to move forward with.

The course of action is to complete the upgrade to GP 2015 on Friday, October 16<sup>th</sup>. Staff will continue to use the new system with our current business processes for November and December. Starting in January, and each month thereafter, staff will choose a feature of the new system and implement it. This will allow for less change management and training to occur. This approach will take longer but will have less risk, more comfort with staff and cost less.

Due to the magnitude of changes in GP 2015, additional training and consulting will be needed. However, it will take staff 1-2 months to determine the scope of work. Fine Solutions will be returning to provide a presentation of both those modules to our Facilities and Property Managers as well as more in-depth training on the new system.

**RECOMMENDATION:** Discussion.

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Prepared by: Anne Medenbach  
Date: October 20, 2015  
Re: Lower Mill Site - Excavation Project Status Report

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Excavation crews with Westech Construction Inc. started work at the Lower Mill Site on Monday, October 12<sup>th</sup>. The large steam clean pad was removed and samples were taken to ensure no contamination was present. Crews then moved to the north side of the log pond (the deepest area) and started to dig out material.

As of Wednesday the 14<sup>th</sup>, the archeology team is on site. John Mann has been monitoring for the majority of the project thus far with help from Vista and Anne Medenbach. Lots of concrete has been pulled out and the wood waste is determined to be soil with some wood, which means that we can stockpile it higher with no likelihood of combustion.

Staff will have a full report at the meeting including photographs and an up to date status of quantities and progress.



**RECOMMENDATION:** Informational.

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## Executive Director's Report

October 20, 2015

### Staff & Administrative

- A draft Fall Planning Worksession agenda will be distributed at the November 3 meeting for Commission review and input.
- Hal Hiemstra from Summit Strategies was in town on October 14 to attend the OneGorge meeting and to meet with David Meriwether and me on October 15 regarding various legislative efforts.
- President Shortt and I are scheduled to fly to Washington D.C. on October 21 to discuss the House Transportation Bill with congressional offices.
- The agenda for the OneGorge meeting on October 14 is attached. The meeting was attended by over 20 people including three newcomers – Mike Glover from the Hood River County Chamber of Commerce, Dana Peck from the Goldendale Chamber of Commerce and Mathew Klebes from The Dalles Main Street program. Southwest Washington Regional Transportation Council Director Matt Ransom and Senior Planner Dale Robins gave a presentation on RTC's planning process and led a great discussion on regional transportation needs and planning. There was general interest in OneGorge/Port coordination of a Bridge Summit this winter to revive regional participation in planning for Bridge projects.
- A subcommittee of Washington participants of OneGorge has formed to plan the "Gorge(ous) Night in Olympia" event in partnership with Gina McCabe's office. The event is scheduled for February 9, 2016 and will take place in the Rotunda in Olympia. Genevieve has begun communications with Oregon Representatives Johnson and Huffman and Senator Thomsen for initial planning of the Salem event.
- Anne has begun a six-week contracting class in Salem. These classes will help her to refine the Port's contracting process and templates.
- Finance has begun the upgrade of the financial system. Although the new version will provide many enhancements, staff will roll out pieces of the enhancements over the next 12 months to keep the amount of Change Management to a minimum. Fred will discuss some of the enhancements and consulting costs related to such enhancements.
- The Port has met ALL requirements with the SDIS Best Practices Program. This included meeting best practices in the area of Public Meetings and Public Records Policy, Board Practices Assessment, SDAO training, and a Best Practices checklist review. By meeting these requirements the Port will be allowed a 10% discount on our annual property/casualty insurance contribution.

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## Recreation

- We are in the middle of the busy season for use the Cruise Ship Dock with regular stops from the National Geographic's Sea Lion and Sea Bird. The Pastime has been very cooperative about moving in advance of scheduled stops.
- It appears that the Gorge Commission is opposed to a lease with DSL that would allow the sailboat moored outside the Marina entrance to remain. The boat's owner is seeking permission to moor at the Visitor Dock over the winter, a request I am reluctant to approve.
- Seal coating and striping of the Marina and Event Site parking lots was completed on October 8. The signage and communication plan worked well and the Port received no complaints from anglers. As the material ages it will become smoother. It is a rubberized product and may feel a bit lumpy for the first 6+ months.
- The City expects to issue a Notice to Proceed for the Sewer Outfall project on October . Liz is participating in construction meetings for the project.

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## Development/Property

- I met with Walker|Macy staff in Portland on October 13 to discuss the draft conceptual subdivision plan for Lot #1. We will discuss this with the Commission in November prior to meeting with the City.
- Naito Development commenced construction of the driveway from their new access road to Port property on October 6. The work will be done in about three weeks.
- Key Development has submitted their draft construction permit plans to the Port for design review. Hood River Distillers has submitted the attached comments on the project as part of the City's site plan review.
- Excavation at the Lower Mill Site began on October 12. Staff will have an update report at the meeting.
- Kevin Cooley has completed the plans for the 2nd floor modification of the Big 7 Building. Quotes for the construction work are being gathered now and the plans have been submitted to the City for review. The project has an estimated project completion of November 25th.
- Utility billing to tenants will now include common areas as well as a water/sewer utility, both of which the Port has not recouped in the past. This change brings our lease rates more in-line with the market and will get us closer to positive cash flow. Utility billings will also now occur on an estimated basis so that tenants will pay the same amount monthly with an end of year reconciliation, making our billing more timely. Thanks to Janet, Melissa, Fred and Anne.



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## Airport

- Staff is meeting with a group that is interested in investing in a new FBO Building and hangars on the North Ramp. It is possible that a plan could be developed in time to submit an application for a Connect VI ODOT grant. Staff will apprise the Commission on this effort in the near future.
- The annual inspection of the AWOS with the FAA occurred on October 13. e  
assed it no deficiencies noted.

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## Bridge/Transportation

- P Square Solutions has started work on Phase One of the tolling software conversion.
- A big thank you to John Mann for raising the Bridge solo the morning of Sunday, October 11 for a Coast Guard vessel. The captain called the evening before for a lift but agreed to wait until the morning. John is pictured below during another Bridge lift for the Coast Guard that occurred on October 15 (photo credit to Genevieve).



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## OneGorge Coalition

**October 14, 2015 3:00 p.m.**

Insitu Conference Room, Waucoma Center  
902 Wasco Street, Hood River, OR 97031

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### AGENDA

- 1. Introductions** **10 min.**
  - a. Oregon Representative Mark Johnson
  
- 2. Dale Robins, Senior Transportation Planner and Matt Ransom, Executive Director, SW Washington Regional Transportation Council** **20 min.**
  - a. Presentation on RTC's planning processes
  - b. Q&A
  
- 3. Updates and New Projects** **40 min.**
  - a. Federal Advocacy Update – *Hal Heimstra*
  - b. Gorge(ous) Night in Olympia – *Tamara Kaufman*
  - c. Bridge Summit Brainstorm – *Michael McElwee*
  
- 4. Round Table Advocacy Updates** **30 min.**
  - a. Please provide any updates on advocacy actions conducted by your organization (i.e., outreach trips, letters of support, phone meetings, etc. that have occurred since our last meeting.)
  
- 5. Calendar** **5 min.**
  - a. Key Dates
    - i. November OneGorge Meeting – cancel/reschedule
    - ii. December OneGorge Meeting – December 9
    - iii. Gorge(ous) Night in Olympia – February 9, 2016
    - iv. Gorge(ous) Night in Salem - TBD

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1600 Pioneer Tower  
888 SW Fifth Avenue  
Portland, Oregon 97204  
503.221.1440

JOSEPH S. VOBORIL  
ADMITTED TO PRACTICE IN OREGON AND WASHINGTON

TELEPHONE: 503.802.2009  
FACSIMILE: 503.972.3709  
Joe.voboril@tonkon.com

October 9, 2015

Via E-mail [Cindy@ci.hood-river.or.us](mailto:Cindy@ci.hood-river.or.us)  
and First Class U.S. Mail

Cindy Walbridge, Planning Director  
City of Hood River  
301 Oak Avenue  
P.O. Box 27  
Hood River, OR 97031

Re: Site Plan Review – Redevelopment of Hood River Waterfront Lot 4

Dear Cindy:

On behalf of our client, Hood River Distillers, Inc. ("Hood River Distillers"), I have reviewed the two documents that have been submitted to you by Key Development Corporation in connection with its proposed redevelopment of Hood River Waterfront Lot 4. The two documents consist of the following: a 27 page document entitled "Hood River Waterfront Lot 4, Key Development/Skylab Architecture, Site Plan Review, September 11, 2015" and a Traffic Impact Analysis dated July 29, 2015 prepared by DKS. The 27 page document will hereinafter be referred to as "Applicant's Site Plan Review Materials" and the Traffic Impact Analysis prepared by DKS will be referred to as the "Traffic Impact Analysis."

Our comments, concerns and questions are as follows:

1. Access on Anchor Way

Our client's primary concern is that the only access points to the four buildings depicted on the Architectural Site Plan will be located on Anchor Way. While it appears that employees, customers and other visitors will be able to exit the site onto Portway Avenue at the exit point located at the very northwest corner of the site, anyone coming to these buildings will only be able to enter the site by way of Anchor Way. In addition, given the directional arrows shown on the Architectural Site Plan, it appears that employees, guests and visitors to the site will be able to exit the site onto Anchor Way as well as Portway Avenue. As a result, anyone leaving the site for a return to downtown Hood River or the freeway – which would include almost everyone – would likely use the access point located along Anchor Way at the midpoint of the site, rather than exit the site at the northwest corner which

Cindy Walbridge, Planning Director  
October 9, 2015  
Page 2

would require them to have to travel the length of the site on Portway Avenue and the width of the site along North 2nd Street. Accordingly, given Applicant's proposed design, essentially all of the traffic to be generated by these four buildings will be coming and going through the intersection of North 2nd Street and Anchor Way. This will create a "choke point" at the intersection of North 2nd Street and Anchor Way which will substantially reduce the effectiveness of Anchor Way. It will also create a real safety issue due to the conflict between cars and large trucks.

Anchor Way was presented to the industrial property owners along the waterfront as an industrial street which would separate truck traffic from the "public" traffic. Based on this commitment, Hood River Distillers paid for one-third of the cost of constructing Anchor Way. As explained on page 29 of the Traffic Impact Analysis, Anchor Way only has a 26 foot curb-to-curb width. By comparison, Portway Avenue has a 44 foot curb-to-curb width. Given the difference in the width of the two streets and the prior commitment given to the industrial property owners served by Anchor Way, we recommend the following:

1. That the access points on the Architectural Site Plan be reversed. In other words, the ingress and egress points proposed on Anchor Way should be eliminated and the ingress and egress point to the site should be located along Portway Avenue. If the Applicant desires a second ingress and egress point, it should be located near the midpoint of the northern boundary of the site along Portway Avenue.
2. Anchor Way should become a one-way street allowing westward movement only.
3. No parking should be allowed on Anchor Way. As noted on page 29 of the Traffic Impact Analysis, given the 26 foot curb-to-curb width of Anchor Way, parked vehicles, which require approximately 7 feet in width, cause unreasonable constrictions to not only the through traffic flow but also sight distance. By comparison, parking can be allowed on both sides of Portway Avenue, which has a 44 foot curb-to-curb width, and there will still be 30 feet left for through traffic flow.

## 2. Uses of the Proposed Buildings

As stated on page 2 of the Traffic Impact Analysis, this development is speculative in nature and the actual types and quantities of land uses that will occupy the buildings are unknown. If this site plan is approved, whether as submitted or modified, it should be made clear to the Applicant that the property is zoned for light industrial use and any additional permitted uses on this site are subject to the specific limitations set forth in Section 17.03.130 D.3. of the Waterfront Overlay Zone. It should also be made clear to the Applicant that such limitations in Section 17.03.130 D.3. will be determined on a building by building basis rather than on a project wide basis. For example, the Applicant will not be able to put 3,000 square feet of non-accessory retail into Building 1 based upon a promise that there will be no non-accessory retail in Building 2. Furthermore, it should be made clear to

Cindy Walbridge, Planning Director  
October 9, 2015  
Page 3

the Applicant that the strict limitations in Section 17.03.130 D.3. are not subject to adjustment given the language of Section 17.03.130 M.

Finally, we are concerned about language in the Applicant's Site Plan Review Materials which appears under the heading "Use Tracking." This paragraph reads as follows:

"Given that building uses are not yet determined, the applicant proposes to track uses over time as tenants are secured. As applicant or building owner submits tenant improvement applications, overall building uses would be summarized to document changes and illustrate that building uses conform to City of Hood River and Waterfront Overlay zoning."

We believe that such "use tracking" will not be sufficient. Section 17.03.130 D.3. is clear: Any "additional permitted uses" under Section 17.03.130 D.3. may be allowed only with Site Plan Review with notice to all of the property owners located within 250 feet, which includes Hood River Distillers. This is an important issue to our client given the mistake that was made which allowed the Solstice Wood Fire Restaurant.

### 3. Calculation of Gross Floor Areas.

There are some discrepancies in the Applicant's Site Plan Review Materials with respect to the square footage of the proposed buildings. In the text of the Project Narrative, the Applicant states that the redevelopment proposal consists of four three story, approximately 15,000 square foot buildings. In the Applicant's calculations of the required parking and additional permitted uses, the Applicant assumes that each building will contain 15,000 square feet. However, in the description of floor areas on the floor plans, the total of the gross floor areas of the four buildings is shown as follows: Building 1 – 15,683 square feet, Building 2 – 15,379 square feet, Building 3 – 15,684 square feet and Building 4 – 15,684 square feet. The Applicant's calculation of "total gross floor areas" includes the core of each of the buildings in the calculation of gross floor areas. Is that correct? It would seem to us that the core areas of the four buildings should not be included. However, we are not able to find any definition of "gross floor area" in the Hood River Zoning Code. If the core areas of the buildings are included in the calculation of gross floor areas, then there are actually 62,430 square feet of building areas proposed. If the core areas are not included in the definition of gross floor areas, then the leasable areas only are counted and the size of the buildings' total gross floor areas is reduced to 51,704 square feet. Obviously, the answer to this question will make a significant difference in the calculation of the additional permitted uses allowed pursuant to Section 17.03.130 D.3. of the Waterfront Overlay Zone.

### 4. Parking Requirement.

If you conclude that the core areas of the buildings are not included as part of the gross floor areas of the buildings, then the parking spaces proposed by Applicant will be sufficient to satisfy the parking requirements under the City's Zoning Code. However, if you conclude that the core areas of the buildings are included in the calculation of the gross floor

Cindy Walbridge, Planning Director  
 October 9, 2015  
 Page 4

areas of the buildings, then the 96 parking spaces proposed by the Applicant will not meet the Zoning Code parking requirements.

The following is a calculation based upon the proposed total gross floor areas of the buildings assuming that the core areas are included in the calculation of gross floor areas. It should be noted that we have addressed the retail parking requirements for both non-accessory and accessory to industrial parking since both are allowed under (i) of Section 17.03.130 D.3.a.

**Building 1 – Total Gross Floor Area = 15,683 square feet**

<u>Use</u>	<u>Area (ft<sup>2</sup>)</u>	<u>Parking Spaces</u>
Professional Office	3,921	7.84
Retail (Accessory & Non-Accessory)	2,500	8.33
Light Industrial	9,262	9.26
	Total:	25.43

**Building 2 – Total Gross Floor Area = 15,379 square feet**

<u>Use</u>	<u>Area (ft<sup>2</sup>)</u>	<u>Parking Spaces</u>
Professional Office	3,845	7.69
Retail (Accessory & Non-Accessory)	2,500	8.33
Light Industrial	9,034	9.03
	Total:	25.05

**Building 3 – Total Gross Floor Area = 15,684 square feet**

<u>Use</u>	<u>Area (ft<sup>2</sup>)</u>	<u>Parking Spaces</u>
Professional Office	3,921	7.84
Retail (Accessory & Non-Accessory)	2,500	8.33
Light Industrial	9,263	9.26
	Total:	25.43



Cindy Walbridge, Planning Director  
October 9, 2015  
Page 5

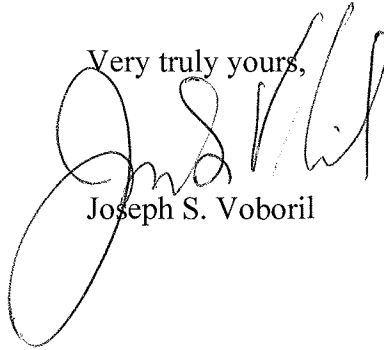
**Building 4 – Total Gross Floor Area = 15,684 square feet**

<u>Use</u>	<u>Area (ft<sup>2</sup>)</u>	<u>Parking Spaces</u>
Professional Office	3,921	7.84
Retail (Accessory & Non-Accessory)	2,500	8.33
Light Industrial	9,263	9.26
	Total:	25.43

Thus, if core areas are included in the calculation of gross floor areas, a total of 101.34 parking spaces are required. The proposed site plan only provides for 96 parking spaces.

We hope these comments are clear and helpful. If you have any questions, please send me an e-mail or call me on my direct line at 503-802-2009. If the Applicant should submit any additional material, we would appreciate an opportunity to review and comment on that material as well.

Very truly yours,



Joseph S. Voboril

JSV/tkb  
cc: Ron Dodge (via e-mail)  
Lynda Webber (via e-mail)

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# Commission Calendar

# November 2015

October '15							December '15							January '16						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3														
4	5	6	7	8	9	10	6	7	8	9	10	11	12	3	4	5	6	7	8	9
11	12	13	14	15	16	17	13	14	15	16	17	18	19	10	11	12	13	14	15	16
18	19	20	21	22	23	24	20	21	22	23	24	25	26	17	18	19	20	21	22	23
25	26	27	28	29	30	31	27	28	29	30	31			24	25	26	27	28	29	30

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 Daylight Saving	2	3 Commission Mtg, 5pm	4	5	6	7
8	9 Urban Renewal, 6pm Streich/Davies	10	11 Veterans Day Port office closed	12 Marina Ad-hoc, 8-10am	13	14
15 (51)	16 KTHR Radio, 8am	17 FALL PLANNING, noon regular session follows	18	19 Shortt	20	21
22	23	24	25	26 Thanksgiving Port office closed	27 (Staffing the day after? Office opened or closed?)	28
29	30	1 Commission Mtg, 5pm	2	3	4	5
6	7	<p><b>Notes:</b>                      Commissioner Streich's term on URA expires December 31. Reappoint or appoint another Commissioner?  <b>Out of Office:</b>                      Scholl: Nov. 23-27                      Lerner: Nov. 20-27                      Whitmore: Nov. 6; 23-27</p>				

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

**Thursday, October 15, 2015 – 8:00 a.m.**  
**Marina Center Boardroom**

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

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**Present:** Committee Member Josh Sceva; Commissioner Brian Shortt; and Michael McElwee, John Mann, and Laurie Borton from staff. Guests Jaime Mack, Ted Lohr, Lars Bergstrom, and Steve Carlson.

**Absent:** Members Tammy Lakey, Lance Staughton, and Steve Tessmer.

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

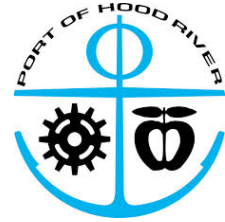
1. **Additions to Agenda:** Sceva requested a discussion on the 2016 South Basin Dock Lottery; and McElwee had an update regarding the boat anchored outside the Marina.
2. **Approve Minutes:** Minutes were not recorded for the August 20, 2015 meeting; and the September 17, 2015 meeting was canceled.
3. **Marina Manager Update:**
  - Clean Marina Recertification: The Port was certified as a “Clean Marina” in 2012 by the Oregon State Marine Board. Surveys are completed annually and site visits are conducted every three years. The Port of Hood River was recertified as a Clean Marina in September.
  - Moorage and Pump-out Winterization: Typically water lines to the moorage and pump-out docks are winterized each year on October 15. The project will be delayed slightly due to the good fall weather; however, the winterization will definitely occur by November 1.
  - Marina Rates for 2016: Rates are currently being reviewed and the preliminary forecast for 2016 and 2017 is a 6% increase. Rates will be brought to the Commission for approval either November 3 or 17. McElwee mentioned that costs for labor and professional services are big drivers in a rate increase.
  - Rules and Regulations Changes: Borton provided a list of rules she would like to consider for possible changes but mentioned she had not reviewed them yet with staff. She requested the Committee review the preliminary list and provide input. Rule changes will be an agenda item for the November meeting.
  - Agenda Additions:
    - Garbage/Recycling Enclosure – Mann reported a fencing contractor would be in town next week to provide a quote.
    - Sailboat Topaz – McElwee reported the boat owner was about to be trespassed by the Marine Deputy when the process was stopped by the Department of State Lands (DSL) because the owner had applied for a permit to anchor on state waters. As an adjacent land owner the Port has not received a request for input; however, it is believed the Gorge Commission has submitted comments. Topaz owner, Mark Lepke, has stopped by the office asking to speak with McElwee regarding options the Port might be able to offer for winter moorage. Shortt suggested this could lead into a discussion with the Commission to talk with

DSL about the Port acting as “property manager” for water area around the Port that is not u jurisdiction. Committee members suggested going ahead and offering paid moorage; currently paying for day use when he plugs into electricity to recharge systems.

4. **Priority Projects Update:** The Halgren & Associates Marina Assessments projects list that evolved from Committee discussion has been shared with Andrew Jansky of Flowing Solutions. Jansky will provide assistance in permitting, and the Port will re-engage with the Oregon State Marine Board for engineering and funding assistance that’s available for public amenities. The driver for a number of the projects is the future for the South Basin Dock. Priority projects include upgrades to the visitor and cruise ship docks; small watercraft storage; and feasibility of A-B dock extensions. McElwee also mentioned boat launch parking lot fees for the purpose of increasing revenues (permit system like the Event Site? pay station?) but that an enforcement agreement with the City would be needed. Lohr suggested there are resources within the Hood River Yacht Club and recreational community that could be tapped into for pro bono work or applying for grants to accelerate projects. Sceva mentioned there is already a “Small Craft Advisory” group that has been meeting and their ideas can supplement Ad-hoc discussions. Shortt said the Commission will hold a fall planning work session on November 17 and he will report on what is being reviewed and that more information will be forthcoming regarding a “users plan” strategy. The Committee agreed to meet one work early in November—on the 12<sup>th</sup> at 8:00 a.m.—so that more detailed information regarding what the users plan would look like in a ‘perfect world’ could be shared with the Commission.
5. **Committee Dock Walk Reports:** Sceva reported that A and C docks looked good, although he recommended sending out a reminder to clear walkways of SUPs, lines, brushes, etc. Mann reported there is good usage of marine-grade electric cords and if Facilities staff notices use of an improper cord it is unplugged, and if found to be in use again the cord is removed. When asked about the GFCI status Mann reported that the docks are holding at 100 milliamps. There was a suggestion to have a defibrillator located at the Marina, which staff will check into.
6. **Hood River Yacht Club Report:** Bergstrom, who was filling in for Staughton, indicated he had nothing more to add from discussions that had already taken place.
7. **Youth Sailing Program Report:** Regarding a seasonal lottery for slip space on the dock used by the high school and youth programs, Sceva suggested that if it is offered again in 2016 that it go back to one session because he didn’t see this year’s two-session option as being successful. This will be added to the November 12 agenda for further discussion. McElwee inquired if a dock had either been brought back or moved to a different location on the South Basin Dock. Bergstrom said he had brought in a dock; Mack and Bergstrom said they could move docks to wherever the Port wanted. Sceva said that one of the outrigger canoes would be pulled for the season and suggested a dock could be moved to the backside between the dock and riprap bank.
8. **Next Meeting:** Thursday, November 12, 2015, 8:00 a.m., Marina Center Boardroom. **Please note—the meeting date is advanced by one week. Please plan on up to two hours for discussion on priority projects.**

The meeting was adjourned by Chairman Shortt at 9:15 a.m.

*Respectfully Submitted: Laurie Borton*



Prepared by: Anne Medenbach  
Date: October 20, 2015  
Re: Rekeying Project - Asset Protection Partnership Ltd.

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Staff has been working with Asset Protection Partnership Ltd., (Asset) and Best Access key companies for over a year on the rekeying of Port properties. The Commission approved a budget of \$16,200 to rekey certain portfolio buildings for this fiscal year - Big 7, Wasco, DMV, Jensen, and the Chamber buildings.

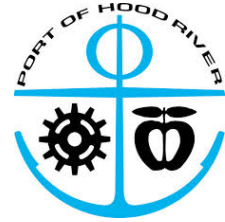
The Jensen Building scope is much larger than originally anticipated and will have to be put off until the next budget cycle. The Big 7 Building will be done in phases; the first phase will rekey floors 1 and 2. Phase 2 will happen during the next budget cycle.

Once our buildings are all on the master key system, our maintenance crews can carry 1-2 keys for all the buildings and we will be able to have one master system. This also enables the Port to allow vendors only in vendor spaces with no access to tenant spaces. Staff is also looking at software that we can plug into this key system for tracking purposes (potential cost is \$2,500).

**RECOMMENDATION:** Approve contract with Asset Protection Partnership Ltd. for rekeying various Port buildings not to exceed \$14,465.60, subject to legal counsel review.

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Prepared by: Anne Medenbach  
Date: October 20, 2015  
Re: Electronics Assemblers Inc. Lease

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Electronics Assemblers Inc. (EAI) currently occupies 9,300 sf on the 3rd floor and 1,346 on the 4th floor of the Big 7 Building. Their lease is up as of October 31, 2015. They would like to move some operations for production and storage to 2,435 sf on the 2<sup>nd</sup> floor and maintain the 9,300 sf on the 3<sup>rd</sup> floor.

The new lease with EAI includes the following terms:

- 5 year lease with one (5) year renewal option
- Lease rate of \$0.59/sf + annual CPI increase
- NNN utility responsibility
- 5 designated parking spaces
- Minimal TI's including: painting, fire door fix and hallways added for all of 2<sup>nd</sup> floor
- Commencement date of November 1, 2015

**RECOMMENDATION:** Approve Lease with Electronics Assemblers Inc., for 11,735 square feet of industrial space located at 616 Industrial Street.

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Prepared by: Michael McElwee  
Date: October 20, 2015  
Re: Expo Project Design Review

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Key Development (Key) has submitted Permit Set plans for their proposed light industrial development on the Expo Building site per the Amended and Re-Styled Disposition and Development Agreement (DDA) approved by the Commission on February 17, 2015. Section 5.4 of the DDA requires Key to follow the Port's Design Guidelines including submission of plans for Port review prior to submission to the City for a building permit.

Staff has reviewed the building plans and believes they respond very well and, in fact, exceed the Port's Design Guidelines.

Important pages excerpted from the Permit Set and prior submitted illustrative drawings are attached for Commission review.

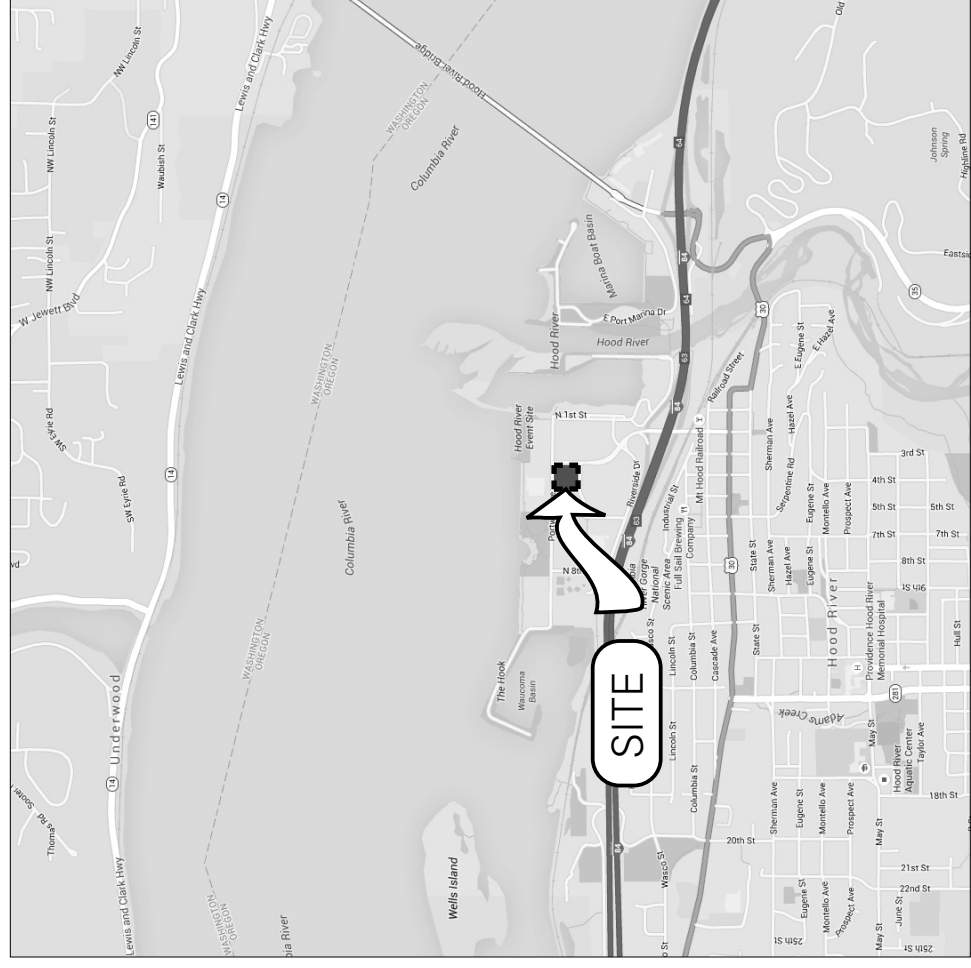
**RECOMMENDATION:** Approve plans submitted by Key Development for Expo Building Redevelopment Project dated October, 2015.

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**ABBREVIATIONS**

At	Acoustical	Inside Diameter	
AOUS	Acoustic	Insulation	
ADJ	Adjustable	Janitor	
ALUM	Aluminum	Joint	
APPROX	Approximate	Kitchen	
ARCH	Architect	Laminate	
BLDG	Building	LAV	Lavatory
BLK	Blocking	LKR	Locker
BM	Beam	LT	Light
BT	Bottom	MAT	Material
BO	Bottom Of	MAX	Maximum
BS	Bar Sink	MECH	Mechanical
CAB	Cabinet	MEMB	Membrane
CAF	Cafeteria	MFR	Manufacturer
CEM	Cement	MFL	Marble
CT	Control Joint	MIN	Minimum
CTB	Ceramic Tile	MIR	Mirror
CTB	Ceramic Tile Base	MISC	Miscellaneous
CI	Cast Iron	MISY	Misery Opening
CR	Corner	MTD	Map Sink
CG	Center Guard	MS	Mullion
CG	Ceiling	MULL	Mullion
CLR	Clear	NI	New
CLR TD	Clear Tempered	NO	Not in Contract
CLD	Cased Opening	NIC	Number
CON	Concrete	NOM	Nominal
CONN	Connection	NOM	Nominal
CONSTR	Construction	NTS	Not To Scale
CONT	Continuous	OA	Overall
CONTR	Countersunk	OBS	Obscure
CTSK	Countersink	OC	On Center
CONTR	Counter	OD	Outside Diameter
CTR	Center	OFI	Office
DBL	Double	OFI	Office Furnished,
DBL	Double	OLG	Owner Installed
DEPT	Department	OLG	Obscure Laminated Glass
DF	Drinking Fountain	OPNG	Opening
DET	Detail	OPP	Opposite
DIA	Diameter	PRCST	Pre-cast
DIA	Diameter	PL	Plate
DISP	Dispenser	PLAM	Plastic Laminate
DN	Down	PLAS	Plaster
DO	Door Opening	PLYWD	Plywood
DR	Door	PNT	Point
DR	Door	PTN	Pressure Treated
DR	Door	PTN	Partition
DWG	Drawing	QT	Quarry Tile
E	East	(R)	Renovated / Refurbished
(E)	Existing	R	Riser
EA	End Wall	RAD	Radius
EJ	Expansion Joint	RAD	Radius
ELEC	Electrical	REF	Reference
ELEV	Elevator	REFR	Refrigerator
EMER	Emergency	REFR	Refrigerator
EMER	Emergency	REQ	Required
ENCL	Enclosure	RESIL	Resilient
EQ	Equipment	RO	Rough Opening
EQUIP	Equipment	RDWD	Redwood
EXPST	Exposed Structure	S	South
EXP	Exposed	SC	South Core
EXT	Exterior	SGE	Semi-gloss Enamel
EXT	Exterior	SCHED	Schedule
(F)	Future	SECT	Section
FL	Flat	SH	Shelving
FL	Flat	SH	Shelving
FL	Flat	SIM	Skylight
FL	Flat	SKYLT	Skylight
FL	Flat	SPEC	Specification
FL	Flat	SQ	Square
FL	Flat	SQ	Square
FL	Flat	SKY SK	Skylight Sink
FL	Flat	STA	Station
FL	Flat	STD	Standard
FL	Flat	STL	Steel
FL	Flat	STL C PL	Steel Checker Plate
FL	Flat	STR	Storage
FL	Flat	STR	Storage
FL	Flat	STRUC	Structural
FL	Flat	STRUC	Structural
FL	Flat	SUSP	Suspended
FL	Flat	SYM	Symmetrical
FL	Flat	TCG	Tempered Clear Glazing
FL	Flat	T/O	Top Of
FL	Flat	TOF	Top Of Framing
FL	Flat	TOS	Top Of Slab
FL	Flat	UON	Unless Otherwise Noted
FL	Flat	VF	Verify In Field
FL	Flat	WGL	Wire Glass
FL	Flat	WRGWB	Water Resistant Gypsum Wall Board
FL	Flat	HC	Handicap
FL	Flat	HC	Handicap
FL	Flat	HDWD	Hardwood
FL	Flat	HDWD	Hardwood
FL	Flat	HM	Hollow Metal
FL	Flat	HM	Hollow Metal
FL	Flat	HRZ	Horizontal
FL	Flat	HT	Height

**VICINITY MAP**



**ENLARGED VICINITY MAP**



**DIRECTORY**

**OWNER**  
 Port of Hood River  
 1000 E Fort Marina Drive  
 Hood River OR 97031  
 P 541 386 1645

Michael McEwee (executive director) portm@gorge.net

**APPLICANT**  
 Key Development Corporation  
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 P 541 410 0339

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 Claudia von Frowoy (director) claudia@keydevelopment.net

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 P 503 525 9315

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 Brent Grubb (principal) brem@skylabarchitecture.com  
 Nathan Cox (project designer) nathan@skylabarchitecture.com

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 Clackamas OR 97015  
 P 503 758 9092

Norm Fatis (principal) norm.fatis@valarengineering.com

**MEP ENGINEER**  
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 1000 NE Oregon Street  
 Portland OR 97214  
 P 503 234 0548

Mark Denyer (principal) mark.denyer@mfa-eng.com

**CIVIL ENGINEER**  
 VISTA GeoEnvironmental Services  
 489 N 8th Street  
 Suite 201  
 Hood River OR 97031  
 P 541 386 6480

Carlos Garrido (associate) cgarrido@v-ges.com

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G000 Cover Sheet	10.15.2015
G001 General Information	
G002 General Notes	
G003 General Notes + Symbols	
G004 Assembly Types	
G005 Door Schedule / Types	
G006 Window Schedule / Types	
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A201.B1 Foundation Plan (Building 1)	
A212.B1 Floor Plan Level 01 (Building 1)	
A212.B1 Floor Plan Level 02 (Building 1)	
A213.B1 Floor Plan Level 03 (Building 1)	
A214.B1 Roof Plan (Building 1)	
A222.B1 Framing Plan Level 02 (Building 1)	
A223.B1 Framing Plan Level 03 (Building 1)	
A224.B1 Roof Framing Plan (Building 1)	
A251.B1 Reflected Ceiling Plan Level 01 (Building 1)	
A251.B1 Reflected Ceiling Plan Level 02 (Building 1)	
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A212.B2 Floor Plan Level 01 (Building 2)	
A212.B2 Floor Plan Level 02 (Building 2)	
A213.B2 Framing Plan Level 01 (Building 2)	
A213.B2 Framing Plan Level 02 (Building 2)	
A214.B2 Roof Framing Plan (Building 2)	
A251.B2 Reflected Ceiling Plan Level 01 (Building 2)	
A252.B2 Reflected Ceiling Plan Level 02 (Building 2)	
A253.B2 Reflected Ceiling Plan Level 03 (Building 2)	
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S302.B2 West Wall Elevation (Building 2)	
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S601 Concrete Details	
S602 Concrete Details	
S603 Wood Details	
S604 Wood Details	
S605 Wood Details	
S610 Stair Details	
S611 Stair Details	
S701 CMU Details	

**SITE INFORMATION**

Project Address >> Portway Avenue IN 2nd Street  
 Hood River OR 97031

Tax Lot >> 127

Assessor's Map >> 3N-10E-25 - Detail 1

County >> Hood River

Lot Area >> 93,710 sf / 2.15 acres

Plan District >> Waterfront Refinement Plan

Zone >> LI (Light Industrial)

Overlay >> Subarea 2

**SCOPE OF WORK**

New construction of two buildings and associated sitework.

**SHOP DRAWINGS**

	Issued by		Reviewed by	
	C	V	O	A
Structural Steel				
Ornamental Metal				
Plumbing / Lighting				
Interior / Exterior Doors				
Elevator				
Fire Sprinklers				
Shutters				
Concrete Mix				

O = Owner C = Contractor V = Vendor A = Architect  
 S = Structural Engineer T = Testing Lab

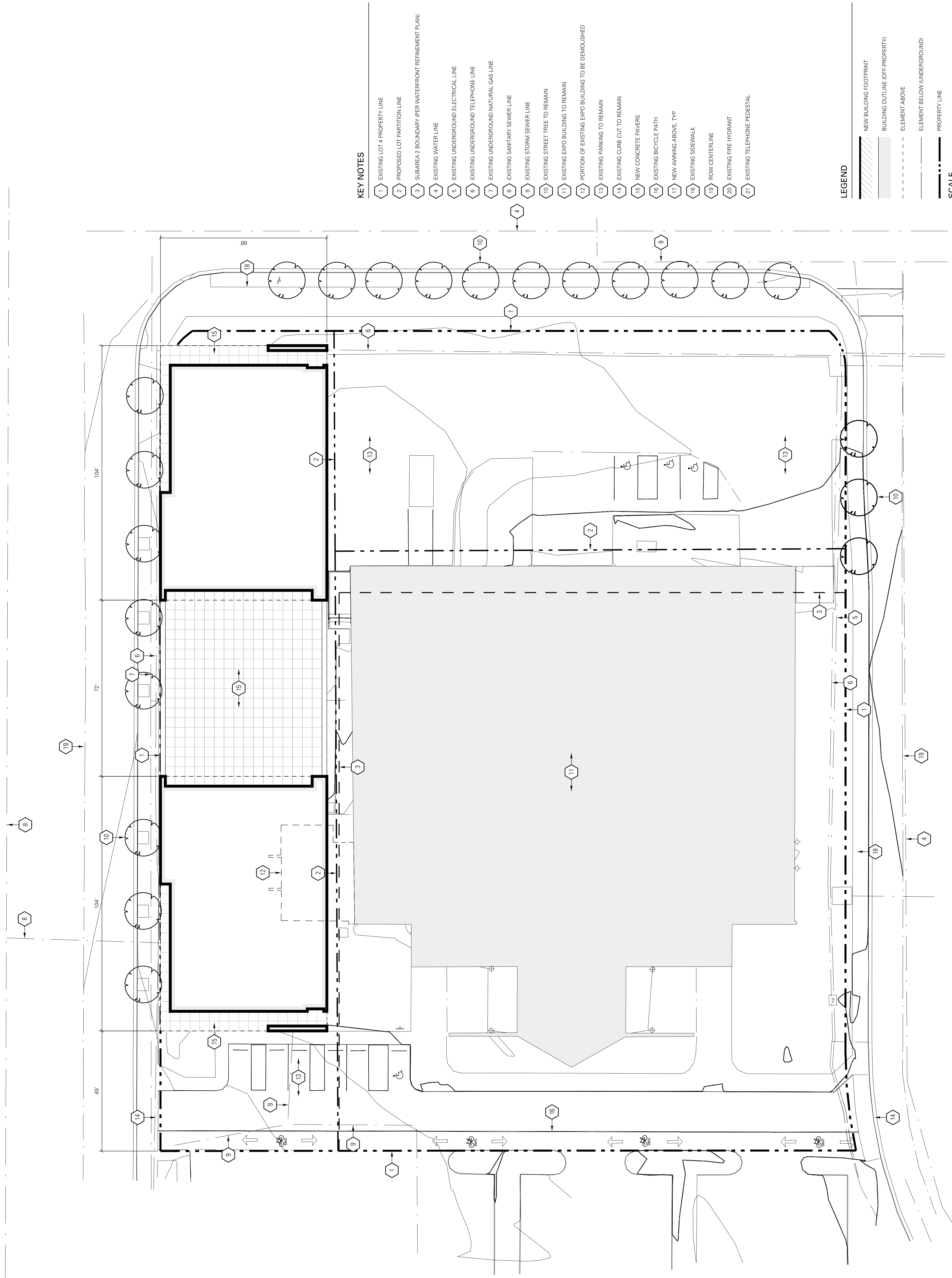
NOTE: See consultant sheets for other required submittals / special inspections.

**DEFERRED SUBMITTALS**

- Curtainwall / Storefront
- Steel Stairs
- Fire Sprinklers
- Fire Alarm

**PERMIT SET**

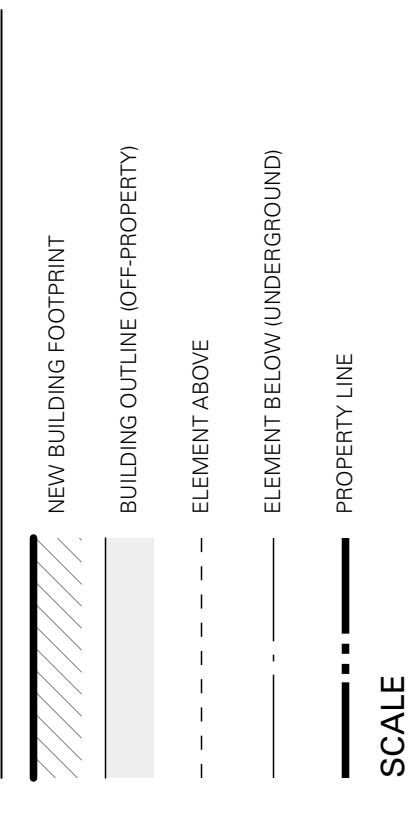




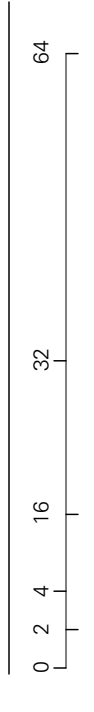
**KEY NOTES**

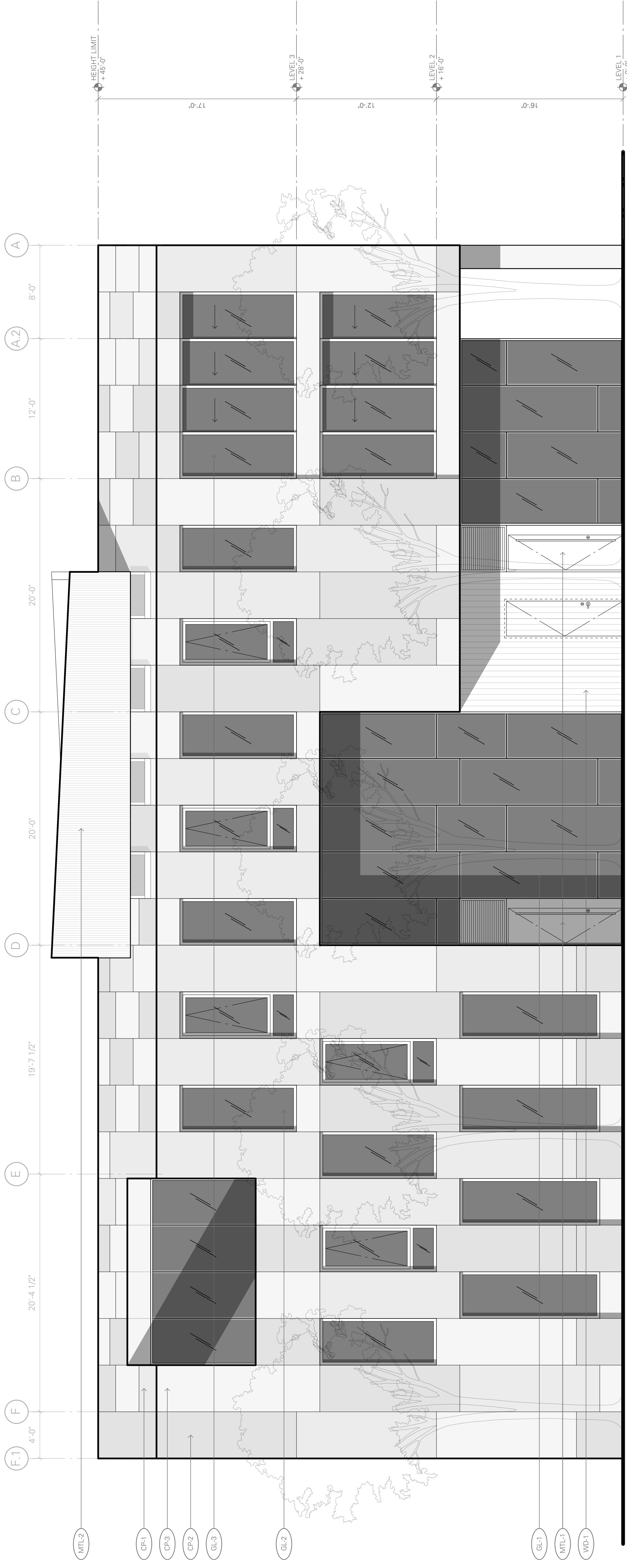
- 1 EXISTING LOT 4 PROPERTY LINE
- 2 PROPOSED LOT PARTITION LINE
- 3 SUBAREA 2 BOUNDARY (PER WATERFRONT REFINEMENT PLAN)
- 4 EXISTING WATER LINE
- 5 EXISTING UNDERGROUND ELECTRICAL LINE
- 6 EXISTING UNDERGROUND TELEPHONE LINE
- 7 EXISTING UNDERGROUND NATURAL GAS LINE
- 8 EXISTING SANITARY SEWER LINE
- 9 EXISTING STORM SEWER LINE
- 10 EXISTING STREET TREE TO REMAIN
- 11 EXISTING EXPO BUILDING TO REMAIN
- 12 PORTION OF EXISTING EXPO BUILDING TO BE DEMOLISHED
- 13 EXISTING PARKING TO REMAIN
- 14 EXISTING CURB CUT TO REMAIN
- 15 NEW CONCRETE PAVERS
- 16 EXISTING BICYCLE PATH
- 17 NEW AWNING ABOVE, TYP
- 18 EXISTING SIDEWALK
- 19 ROW CENTERLINE
- 20 EXISTING FIRE HYDRANT
- 21 EXISTING TELEPHONE PEDESTAL

**LEGEND**

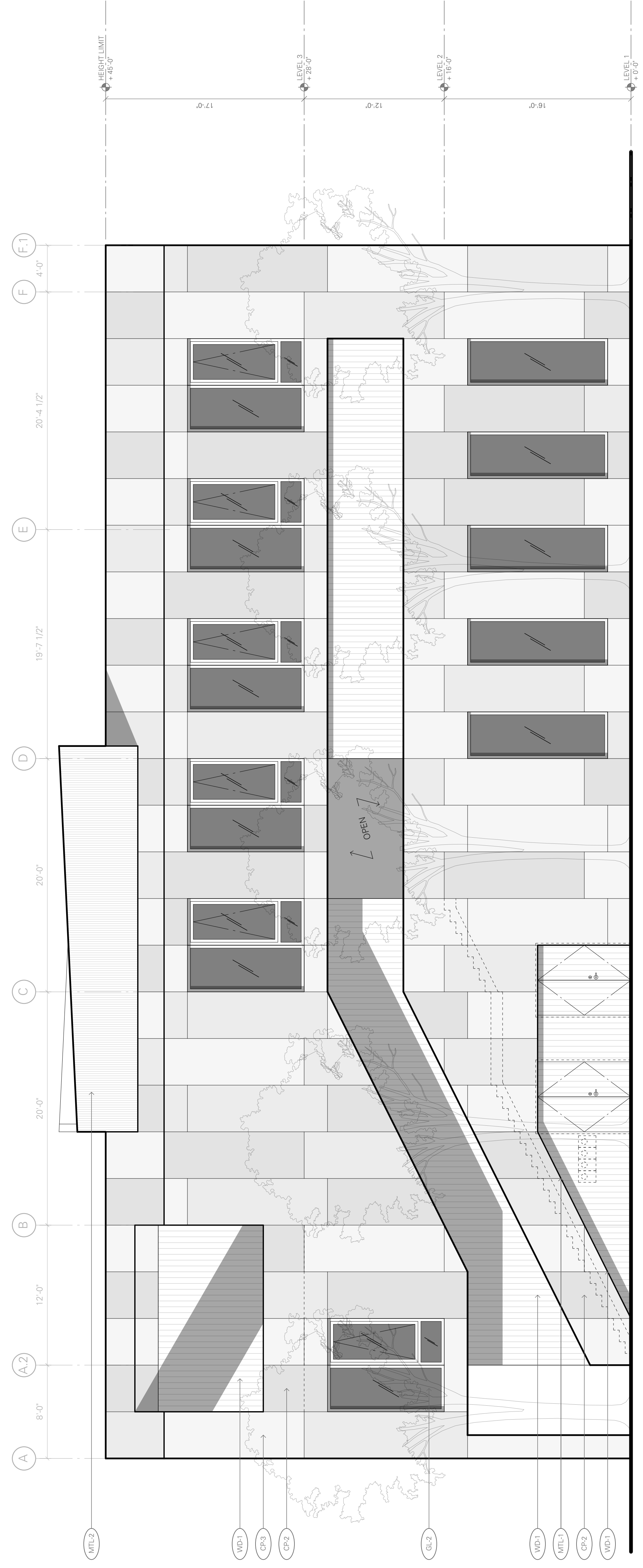


**SCALE**





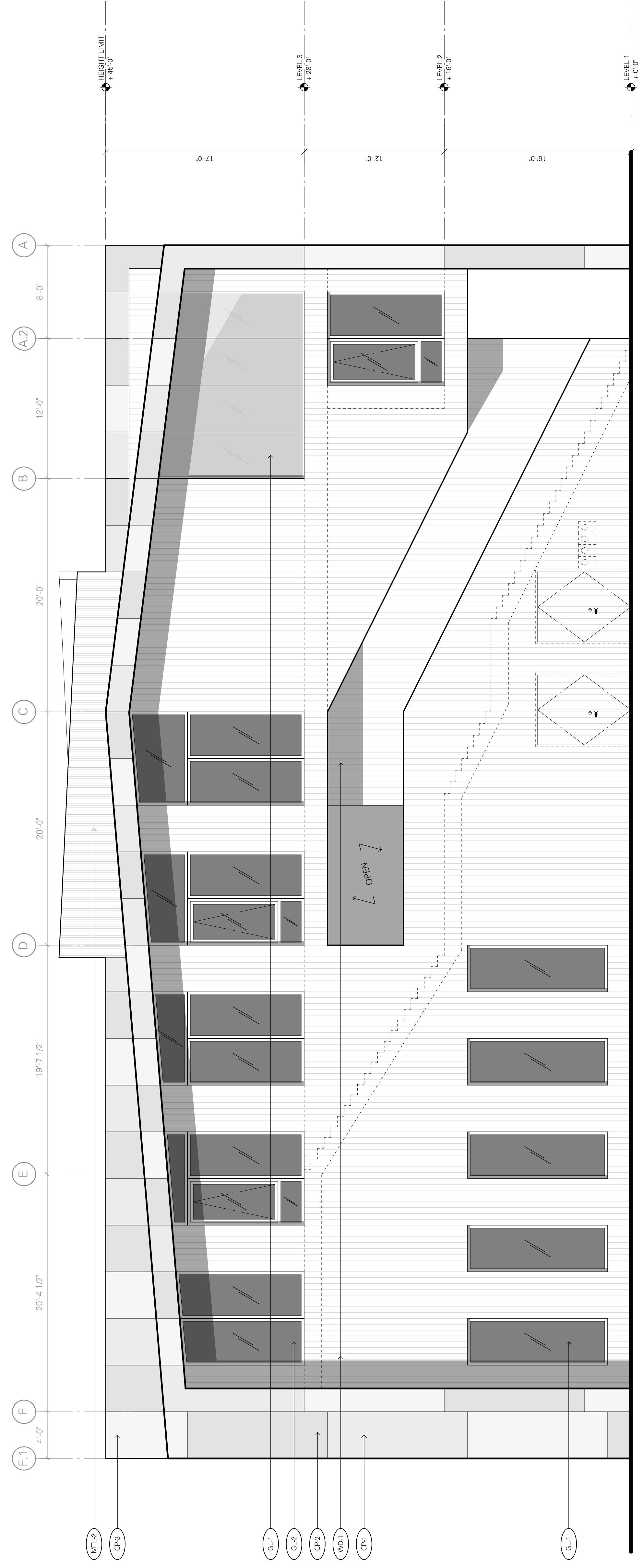
Exterior Elevation: North  
3/16"=1'-0"



Exterior Elevation: South  
3/16"=1'-0"

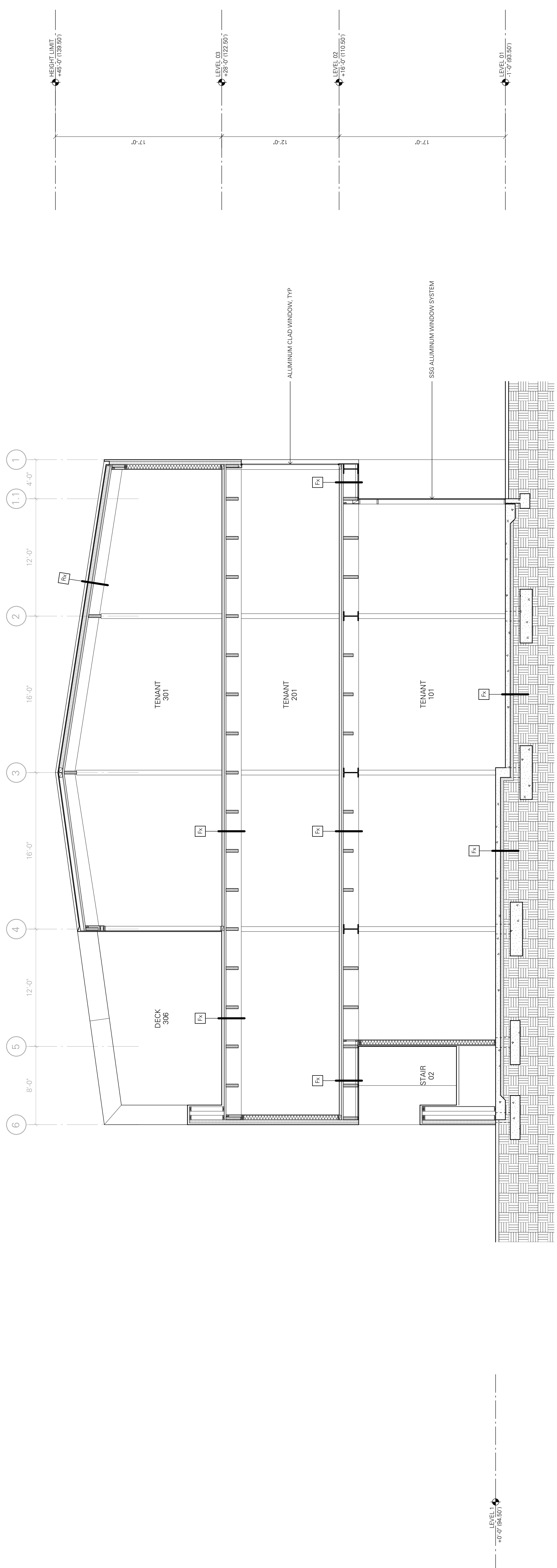


Exterior Elevation: North  
3/16"=1'-0"

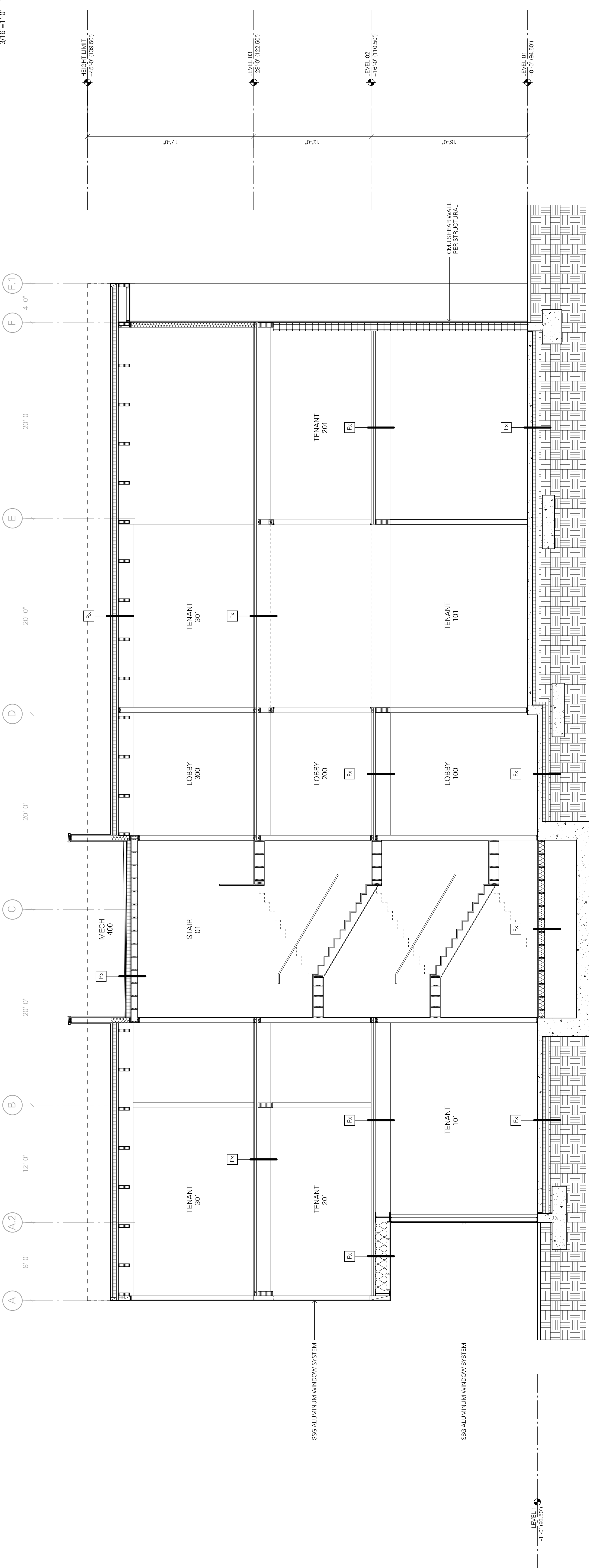


Exterior Elevation: South  
3/16"=1'-0"





Building Section: South <-> North  
3/16"=1'-0"



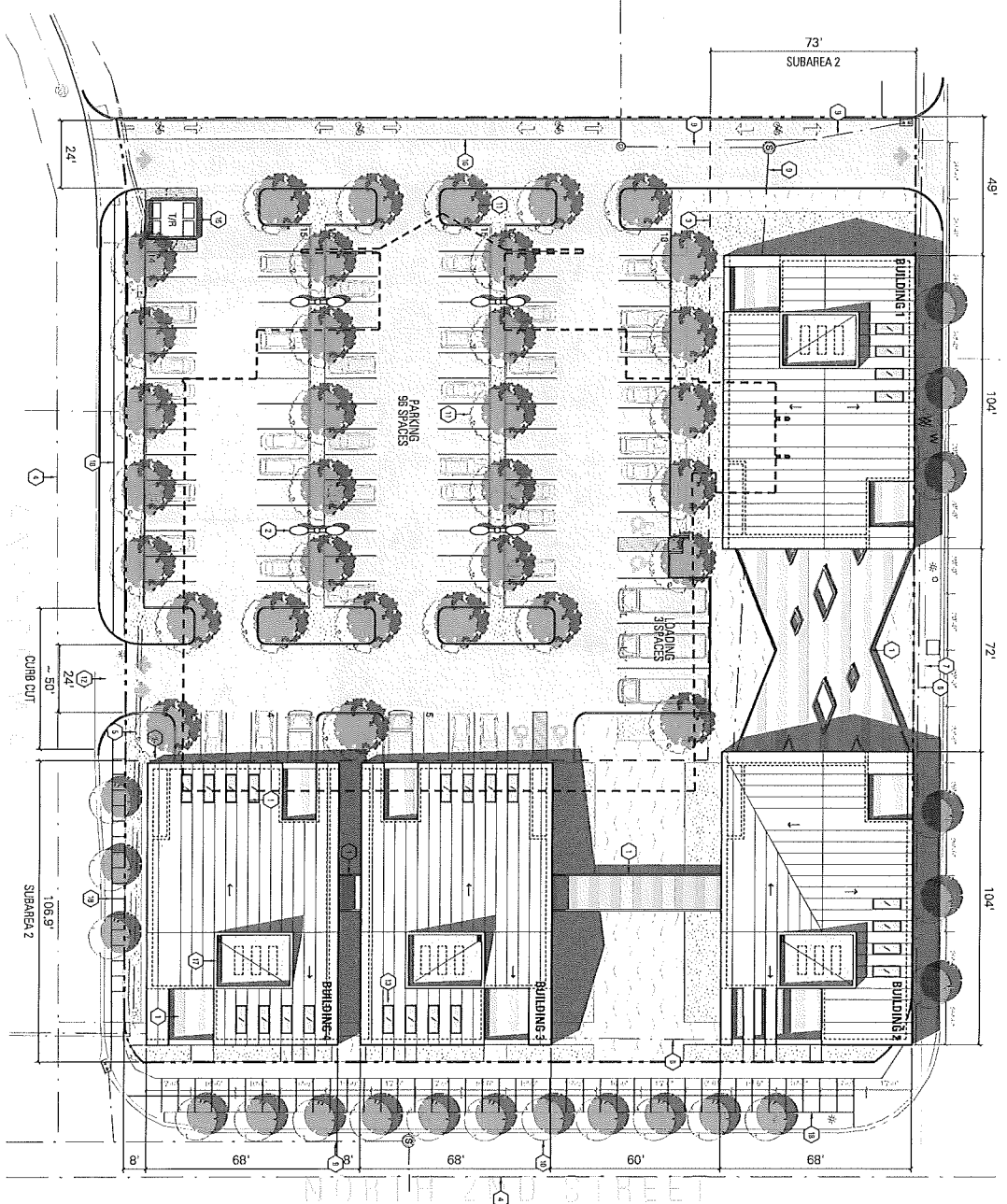
Building Section: West <-> East  
3/16"=1'-0"

Not for Construction  
**KEY**  
UNCOMMON PLACES

**HoodRiverWaterfront**  
Lot 4 Industrial  
Location:  
Portway Avenue N, 2nd Street  
Hood River OR 97031  
Project No.:  
15020  
Issue:  
Permit Set  
Date:  
October 2015  
Revision:

HOOD RIVER WATERFRONT | LOT 4 REDEVELOPMENT | SITE PLAN REVIEW | SEPT 11 2015

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COLUMBIA AVENUE

NORTH 2ND STREET

KEY NOTES

- 1 ACCESSIBLE ROOF, TYP
- 2 NEW RE-LOCATED SEE EXTERIOR LIGHTING PLAN
- 3 SUBAREA 2 BUILDING PER WATERFRONT REDEVELOPMENT PLAN
- 4 EXISTING UNDERGROUND WATER LINE
- 5 EXISTING UNDERGROUND ELECTRICAL LINE
- 6 EXISTING UNDERGROUND TELEPHONE LINE
- 7 EXISTING UNDERGROUND METEOROLOGICAL GAS LINE
- 8 EXISTING SANITARY SEWER LINE
- 9 EXISTING STORM SEWER LINE
- 10 HIGH-SCALE FIRE PER CITY OF HOOD RIVER STANDARDS, TYP
- 11 ON-SITE FIRE, TYP
- 12 PRIMARY VERTICAL REFERENCE / EXIST
- 13 STRUCTURE, TYP
- 14 DEMOLISHED STORAGE / LOADING STRUCTURE BELOW
- 15 PERMANENT METAL TRASH / RECYCLE ENCLOSURE
- 16 EXISTING BRICK PAVEMENT
- 17 HAZARD UNITS, SLOPE AND MOOR SLOPE AND BRUSH SCREEN, TYP
- 18 EXISTING SIDEWALK, TYP
- 19 OVERHEAD PULLEY-ARMED STREET LIGHT, TYP SEE LIGHTING PLAN
- 20 EXISTING FIRE HYDRANT
- 21 EXISTING TELEPHONE FIBER OPTIC

SITE INFO

OVERALL DIMENSIONS (APPROXIMATE)	335' x 280'
TOTAL PROPERTY AREA	52,710 SF (1.15 acres)
EXISTING PERVIOUS / LANDSCAPED AREA	22,827 SF (0.52 acres)
PROPOSED PERVIOUS / LANDSCAPED AREA	13,265 SF (0.30 acres)
DATE	08/11/2015
DRAWN BY	SKYLAB ARCHITECTURE
CHK'D BY	SKYLAB ARCHITECTURE

\*Per subdivision delineated Plan - see Site Plan for Subarea 2 dimensions / configuration.

LEGEND

- LANDSCAPED PERVIOUS AREA
- PERVIOUS / NON-PERVIOUS CIRCULATION IMPERVIOUS AREA
- PAVED ASPHALT PARKING SURFACE
- BUILDING FOOTPRINT
- PROPERTY LINE
- SUBAREA 2 BUILDING PER WATERFRONT REDEVELOPMENT PLAN
- BUILDING ELEMENT ABOVE

SCALE / ORIENTATION



ARCHITECTURAL SITE PLAN