



PORT OF HOOD RIVER COMMISSION

AGENDA

Tuesday, May 17, 2022

Port Conference Room

1000 E. Port Marina Drive, Hood River

1. Call to Order
 - a. Modifications, Additions to Agenda
 - b. Public Comment (5 minutes per person per subject; 30-minute limit)
2. Consent Agenda
 - a. Approve Minutes from the May 3, 2022 Budget Committee Meeting and Regular Session (*Patty Rosas, Page 3*)
 - b. Approve Amendment No. 1 to Contract with Bell Design for Engineering Services Related to East Portway Storm Sewer System Project (*John Mann, Page 9*)
 - c. Approve Accounts Payable to Jaques Sharp in the Amount of \$13,800 (*Michael McElwee, Page 13*)
3. Informational Reports
 - a. Bridge Replacement Project Update (*Kevin Greenwood, Page 17*)
4. Presentations & Discussion Items (*None*)
5. Executive Director Report (*Michael McElwee, Page 23*)
6. Commissioner, Committee Reports
7. Action Items
 - a. Authorize Notice of Intent to Award and Negotiations with HNTB Corporation for Project Management Services Related to Replacement of the Hood Interstate River Bridge (*Kevin Greenwood, Page 35*)
 - b. Authorize Application for \$195 million U.S. DOT Multimodal Projects Discretionary Grant for Replacement of the Hood River Interstate Bridge (*Kevin Greenwood, Page 39*)
8. Commission Call
9. Confirmation of Commission Directives to Staff

10. Executive Session under ORS 192.660(2)(e) real estate negotiations; ORS 192.335(9)(a); and 192.660(2)(f) to consider information or records that are exempt by law from public inspection.
11. Possible Action
12. 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.*

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

Budget Committee Meeting

PRESENT: Commissioners: Ben Sheppard, Kristi Chapman, Mike Fox, Hoby Streich (via Zoom). Legal Counsel: Anna Cavaleri (arrived at 2:47 p.m.), Joyce Brake (arrived at 2:47 p.m.). From Staff: Michael McElwee, Kevin Greenwood (via Zoom), Greg Hagbery (via Zoom), Daryl Stafford (via Zoom), Genevieve Scholl, Fred Kowell, and Patty Rosas. Budget Committee Members: John Benton, Judy Newman, Brian Shortt, Larry Brown, and Becca Sanders (via Zoom). Guests: None

ABSENT: Heather Gehring, Jerry Jaques

MEDIA: None

1. **CALL TO ORDER:** President Ben Sheppard called the meeting to order at 12:13 p.m.

2. **ELECTION OF OFFICERS:**

Motion: Move to elect Brian Shortt as President of the Budget Committee.

Move: Larry Brown

Second: Judy Newman

Discussion: None

Vote: Unanimous

MOTION CARRIED

Motion: Move to elect John Benton as Secretary of the Budget Committee.

Move: Larry Brown

Second: Brian Shortt

Discussion: None

Vote: Unanimous

MOTION CARRIED

There was consensus to have staff take the meeting minutes.

Brian Shortt turned the meeting over to Michael McElwee, Executive Director to present the Budget Message as the Budget Officer. McElwee thanked the Budget Committee members for their participation, and thanked Fred Kowell for preparing the budget.

3. **BUDGET OFFICER MESSAGE:** McElwee noted that the purpose of today's meeting was to discuss the Proposed Budget and make changes as needed and approve the Budget by formal vote. Upon approval, the Approved Budget is subject to public hearing. McElwee provided a brief overview of some of the highlights from the FY 2022-23 Proposed Budget.

4. **BUDGET REVIEW:** Fred Kowell, Chief Financial Officer, reviewed the Proposed Budget for FY 2022-23. Kowell demonstrated the anticipated revenue and identified expenditure priorities. Kowell and Port staff addressed questions and comments as the budget was reviewed.

5. **BUDGET DELIBERATIONS:** The following recommendations were received from the Budget Committee:

Budget Amendment Recommendations:

- a. Take out \$50,000 from the Port Office Building CIP for charging stations and use proceeds to increase the General Fund for travel, training, and meals including Administration travel, training, and meal expenses.
- b. Reduce One Gorge membership from \$5,000 to \$2,500.

6. ACTION ITEMS:

Motion: Move to approve a property tax levy at the rate of \$.0332 per thousand of assessed value for FY 2022-23.
Move: Larry Brown
Second: Judy Newman
Discussion: None
Vote: Unanimous
MOTION CARRIED

Motion: Move to Approve FY 2022-23 budget as amended.
Move: John Benton
Second: Larry Brown
Discussion: None
Vote: Unanimous
MOTION CARRIED

7. ADJOURN: Brian Shortt adjourned the meeting at 2:52 p.m.

Respectfully submitted,

Patty Rosas

ATTEST:

Mike Fox, Secretary

Ben Sheppard, President (In absence of Secretary)

**Port of Hood River Commission
Meeting Minutes of May 3, 2022 Regular Session
Via Remote Video Conference & Marina Center Boardroom
3:05 p.m.**

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

**3:05 p.m.
Regular Session**

PRESENT: Commissioners: Ben Sheppard, Kristi Chapman, Mike Fox, Hoby Streich (via Zoom). Legal Counsel: Anna Cavaleri, Joyce Brake. From Staff: Michael McElwee, Kevin Greenwood (via Zoom), Greg Hagbery, Daryl Stafford, Genevieve Scholl, and Patty Rosas. Guests: None

ABSENT: Heather Gehring, Jerry Jaques

MEDIA: None

1. **CALL TO ORDER:** President Ben Sheppard called the meeting to order at 3:05 p.m.
 - a. **Modifications or additions to the agenda:** Add to Executive Session: ORS 192.660(2)(f) to consider information or records that are exempt by law from public inspection. Add to 7(b): Commission Memo: Bridge Approach Overlay Project.
 - b. **Public Comment:** None.
2. **CONSENT AGENDA:**
 - a. Approve Minutes from April 19, 2022, Regular Session.
 - b. Approve the Resolution 2021-22-6 for the renewal of Workers' Compensation insurance for FY 2022-23.
 - c. Approve Amendment No. 2 to Contract with Fred Kowell for CFO services.

Motion:	Approve consent agenda.
Move:	Mike Fox
Second:	Kristi Chapman
Discussion:	None
Vote:	Unanimous

MOTION CARRIED
3. **INFORMATION REPORTS:** None.
4. **PRESENTATION & DISCUSSION ITEMS:** None.
5. **EXECUTIVE DIRECTOR REPORT:** Michael McElwee, Executive Director, provided a written report and asked whether the Commission had any questions. Commissioner Fox commented that he had attended a meeting with the Hood River Valley Parks and Recreation District Board of Directors with Michael McElwee to discuss long-term park funding and capital needs. Legal counsel Anna Cavaleri stated that she is current Chair of the Parks and Recreation District Board, to declare potential conflict of interest. Cavaleri noted that on behalf of the HRVPRD Board they would be interested in working with the Port and would like to attend a Commission meeting as a guest to further discussion.
6. **COMMISSIONER, COMMITTEE REPORTS:**
 - a. Commissioner Fox reported that they have received bids for the Replacement Bridge Management Contract (RBMC). The bids have been evaluated and interviews will commence on May 9.

7. ACTION ITEMS:

- a. **Approve Coronavirus State Fiscal Recovery Fund Grant Agreement in the Amount of \$5,000,000 for Bridge Replacement Planning & Engineering.** Kevin Greenwood noted that legal counsel Bill Ohle has reviewed the contract and expressed concern over indemnity provisions. Greenwood recommends amending the motion to include legal and administrative review before signing off on the agreement.

Motion: Approve Coronavirus State Fiscal Recovery Fund Grant Agreement in the Amount of \$5,000,000 for Bridge Replacement Planning & Engineering subject to legal and administrative review.

Move: Kristi Chapman

Second: Mike Fox

Discussion: None

Vote: Unanimous

MOTION CARRIED

- b. **Approve Contract and Work Schedule for Bridge Waterproof Membrane with HMA Overlay Project.** John Mann provided a brief overview on the two bids that were received.

Motion: Authorize contract with Granite Construction Company for Bridge Approach Ramp Paving Project Alternate #2: Completion of the project in a 3-day complete bridge closure starting on Friday and not to exceed \$795,000.

Move: Mike Fox

Second: Kristi Chapman

Discussion: None

Vote: Unanimous

MOTION CARRIED

8. **COMMISSION CALL:** None

9. **CONFIRMATION OF COMMISSION DIRECTIVES TO STAFF:** None

10. **EXECUTIVE SESSION:** President Ben Sheppard recessed Regular Session at 3:28 p.m. to call the Commission into Executive Session under ORS 192.660(2)(e) real estate negotiations, and ORS 192.660(2)(f) to consider information or records that are exempt from public inspection.

11. **POSSIBLE ACTION:** Fox made a motion to authorize Commission Chair Sheppard to sign the separation agreement to be presented to Michael McElwee for his signature and to approve the draft press release announcing McElwee's retirement for immediate publication. Streich seconded the motion. Motion passed unanimously.

12. **ADJOURN:** Commission Chair Sheppard adjourned regular session at 4:38 p.m.

Respectfully submitted,

Patty Rosas

ATTEST:

Mike Fox, Secretary

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Commission Memo



Prepared by: John Mann
Date: May 17, 2022
Re: Bell Design - Amendment No. 1

On November 8, 2021, the Port entered into a contract with Bell Design to prepare bid documents and plans for the storm sewer system on East Portway with a not to exceed amount of \$41,122,00. This contract provided funding for an evaluation of stormwater needs for Portway as well as the Maritime property, anticipating future development. This contract amendment adds to the scope of work management of the City of Hood River permitting process through to completion. This addition is needed keep the project on schedule and to alleviate Port staffing time constraints.

RECOMMENDATION: Approve Amendment No. 1 to the contract with Bell Design for engineering services related to the E. Portway Ave. storm sewer project, not to exceed \$2,200.00.

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**AMENDMENT NO. 1
TO PERSONAL SERVICES CONTRACT**

This Amendment No. 1 to a Personal Services Contract ("Contract") is entered into by and between **Bell Design Company** ("Contractor") and the Port of Hood River ("Port").

RECITALS:

WHEREAS, Contractor and Port entered into Contract dated November 8, 2021 for consulting services associated with Storm Water improvements on the west end of Portway. ("Contract"); and

WHEREAS, the Contract did not include management of the City of Hood River permit process; and

WHEREAS, the Port now requests that Bell Designs to manage the application process through to completion with the City of Hood River; now, therefore

Contractor agrees to carry out attached Exhibit 'A' not to exceed \$2,200.00.

Except as changed by this Amendment No. 1, all terms of the Contract remain unchanged and in effect.

BELL DESIGN COMPANY

PORT OF HOOD RIVER

Date: _____

Date: _____

Stoner Bell
900 West Steuben St
Bingen WA 98605
Office: 509-493-3886

Michael McElwee Executive Director
1000 Port Marina Drive
Hood River OR 97031
Office: 541-386-1138

Exhibit A

Portway Storm Sewer Project

Amendment No. 1 Portway Storm Sewer

Construction Site Permit

Bell Design Company ("BDC") will gather and prepare all the documentation needed for the construction site permit and fill out the permit with the Port of Hood River named as the applicant. BDC will obtain the applicants signature and submit the application and other documentation to the City for review. At that time BDC will work with the City to determine the permit and review fees whereupon the City will invoice the Port directly for the fees. BDC will prepare and submit additional information or documentation pertaining to the plans if requested. BDC will review the City's comments and/or conditions of the permit and update the plans or other documents as needed to address the comments/conditions.

Amount Not to Exceed \$2,200.00

Commission Memo



Prepared by: Michael McElwee
Date: May 17, 2022
Re: Accounts Payable Requiring
Commission Approval

Jaques Sharp	\$13,800.00
Attorney services per attached summary	
TOTAL ACCOUNTS PAYABLE TO APPROVE	\$13,800.00

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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

CREDIT CARDS ACCEPTED

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

Page: 1
 May 10, 2022
 Account No: PORTOHAM

Previous Balance	Fees	Expenses	Advances	Payments	Balance
MISCELLANEOUS MATTERS					
JJ					
1,400.00	4,325.00	0.00	0.00	-1,400.00	\$4,325.00
ORDINANCE #24					
0.00	25.00	0.00	0.00	0.00	\$25.00
LEASE (SERVPRO Jensen Building/Joel Olsen)					
594.00	75.00	0.00	0.00	-594.00	\$75.00
EASEMENT (CenturyLink)					
0.00	100.00	0.00	0.00	0.00	\$100.00
EXPO SITE DEVELOPMENT (Key Development;Pickhardt)					
400.00	1,150.00	0.00	0.00	-400.00	\$1,150.00
LEASE ODELL BUILDING (Oregon Brineworks, LLC)					
75.00	0.00	0.00	0.00	-75.00	\$0.00
AGREEMENT (Hood River Soaring)					
775.00	0.00	0.00	0.00	-775.00	\$0.00
WATERFRONT PARKING					
0.00	125.00	0.00	0.00	0.00	\$125.00

HOOD RIVER, PORT OF

Account No:

Previous Balance	Fees	Expenses	Advances	Payments	Balance
LEASE (Wolf Ceramics & Sarah Wolf)					
0.00	100.00	0.00	0.00	0.00	\$100.00
NORTHWEST PIPELINE EASEMENT					
0.00	100.00	0.00	0.00	0.00	\$100.00
BRIDGE CABLE EASEMENT (Falcon)					
25.00	425.00	0.00	0.00	-25.00	\$425.00
MARINA - BOATHOUSE MATTERS					
0.00	550.00	0.00	0.00	0.00	\$550.00
ODOT LAND EXCHANGE (BRIDGE AREA)					
0.00	250.00	0.00	0.00	0.00	\$250.00
BISTATE WORKING GROUP					
100.00	0.00	0.00	0.00	-100.00	\$0.00
BARMAN PROPERTY					
1,875.00	525.00	0.00	0.00	-1,875.00	\$525.00
WAAAM HANGAR LEASE					
3,225.00	1,525.00	0.00	0.00	-3,225.00	\$1,525.00
GOVERNANCE					
50.00	0.00	0.00	0.00	-50.00	\$0.00
REPLACEMENT BRIDGE MANAGEMENT CONTRACT					
775.00	275.00	0.00	0.00	-775.00	\$275.00
BRIDGE APPROACH WORK - WASHINGTON					
50.00	0.00	0.00	0.00	-50.00	\$0.00
2022 EMPLOYMENT MATTERS					
6,625.00	4,250.00	0.00	0.00	-6,625.00	\$4,250.00
UTILITY EASEMENT (Sprint)					
25.00	0.00	0.00	0.00	-25.00	\$0.00
<u>15,994.00</u>	<u>13,800.00</u>	<u>0.00</u>	<u>0.00</u>	<u>-15,994.00</u>	<u>\$13,800.00</u>

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



Project Director Report
April 19, 2022

The following summarizes Bridge Replacement Project activities from May 1-12, 2022:

WASHINGTON D.C. ADVOCACY TRIP

Hal Hiemstra, Summit Strategies, attended the BSWG Meeting to discuss plans for a trip east during the third week of July. Attached is a tentative schedule for the trip. The Port is currently working to get a combined INFRA/MEGA/RURAL grant application completed by May 23rd. Staff will begin pulling letters together for the application. Attendees tentatively include Commissioner Fox, Klickitat County Commissioner Jake Anderson, Hood River Mayor Kate McBride, and White Salmon Mayor Marla Keethler.

NEPA/SEC. 106/ESA/TREATY

Milestones document included. Commissioner Fox joined the Project Team with its meeting with the Yakama Nation last week. The Port has since shared sample agreements from the Port of Cascade Locks, City of The Dalles and a FHWA template with WSP to prepare for our next meeting in June.

MEETING SCHEDULE

- *WSP Check In, May 16*
- *Governance Sub-Committee, May 18*
- *Negotiations Committee, May 19*
- *WSP Check In, May 23*
- *Thorn Run, May 24*
- *Cult. Resource Sec. 106, May 26*
- *WSP Check In, May 31*
- *Klickitat County Transportation, June 1*
- *WSP Check In, June 6*

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MEMO

TO: Kevin Greenwood, Hood River Bridge Replacement Project Director, Port of Hood River
FROM: Brian Carrico, WSP
SUBJECT: Status of Critical Path Activities and Projected Work through June 15th
DATE: May 12, 2022

CRITICAL PATH ACTIVITIES

Progress and challenges to completing critical path activities are described below. Completed actions with no activity are not noted.

1. ENDANGERED SPECIES ACT (ESA) COMPLIANCE

- Opinion is in final review by NOAA Fisheries.

SCHEDULED COMPLETION DATE: **05/31/2022 (MARCH UPDATE)**

SCHEDULE UPDATE: **07/29/2022**

- Updated to reflect potential continued delay. Modification does not affect overall project schedule.
- Successor task: Final EIS (final review draft)

2. COMPLIANCE WITH SECTION 106 OF THE NATIONAL HISTORIC PRESERVATION ACT

- Updated MOA and AMIDP in response to consulting parties meeting.
- Draft letter to Advisory Council on Historic Preservation to participate in process.
- Coordination meetings and coordination with ODOT on tribal consultation.

CHALLENGES:

- Reaching consensus on mitigation for historic bridge impacts and in classification of impacts for certain resources.

SCHEDULE RISKS:

- **High risk:** Obtaining final reviews and addressing comments from agencies and tribes are high risk items as there is much interest by these agencies and the tribes to accurately document archaeological resources and avoid or minimize impacts from the project.

SCHEDULE COMPLETION DATE: **10/07/2022 (APRIL UPDATE)**

- Successor task: Final EIS (final review draft)



3. PUBLISH FINAL EIS/RECORD OF DECISION

PROGRESS

- Coordination meetings.
- Attend meetings with tribal representatives regarding agreements. Coordinate with project team on approach.

SCHEDULED COMPLETION DATE: **11/15/2022 (APRIL UPDATE)**

- Successor tasks: Close out EIS project.

4. ENGINEERING

PROGRESS

- No work completed.

SCHEDULED COMPLETION DATE: **N/A**

- Successor tasks: None

PROJECTED WORK FOR NEXT 30 DAYS

The following key work tasks are projected to occur from May 15 through June 15.

TASK 1. PROJECT MANAGEMENT

- Monthly updates and coordination with Port.
- Contingency release for INFRA grant support
- INFRA grant development (narrative).

TASK 5. ENVIRONMENTAL

- Update Admin Draft 2 of the FEIS/ROD based on review comments from FHWA (still awaiting input from FHWA).
- Continued coordination with FHWA and ODOT to complete Section 106 process and FEIS/ROD.
- Finalize updated Memorandum of Agreement and other documents resulting from comments from Consulting Parties Meeting #6 for final review by the Consulting Parties.
- Support for tribal mitigation agreement including meeting support with tribes, summarizing outreach discussions and coordination with the Port, ODOT and FHWA.

TASK 6. ENGINEERING

- Support as necessary for environmental process.



**SUMMIT
STRATEGIES**

440 1st Street NW, Suite 440
Washington, DC 20001
(202) 638-3307

Ben Stevens
Senior Legislative Assistant
BenS@summitstrategies.us



PORT OF HOOD RIVER/BSWG

Represented By:

(list members of Bi-State Working Group)

Accompanied by Hal Hiemstra, 202-494-3104

JULY 18 - 20, 2022

MONDAY, JULY 18, 2022

FLY TO DCA, (ALASKA AIRLINES LEAVES PDX AT 9:55 AM, ARRIVES DCA AT 5:55)

GROUND TRANSPORTATION TO HOTEL (SEVERAL HOTELS ARE WITHIN EASY WALKING DISTANCE OF SUMMIT OFFICES & CAPITOL HILL)

7:30 PM DINNER AT LOCATION TBD

TUESDAY, JULY 19, 2020

9:00 AM MEET AT SUMMIT STRATEGIES OFFICES TO REVIEW SCHEDULE, DISCUSS TALKING POINTS AND SPEAKING ROLES FOR MEETING PARTICIPANTS, ETC.

10:30 AM – 5:00 PM - CONGRESSIONAL MEETINGS – MEETING REQUESTS WILL BE SENT TO:

SENATOR RON WYDEN
SENATOR JEFF MERKLEY
SENATOR PATTY MURRAY
SENATOR MARIA CANTWELL
REP. EARL BLUMENAUER
REP. PETER DEFAZIO
REP. JAIME HERRERA BEUTLER
REP. CLIFF BENTZ

6:30 PM DINNER AT LOCATION TBD

5/13/2022 11:02 AM



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Ben Stevens
Senior Legislative Assistant
BenS@summitstrategies.us

WEDNESDAY, JULY 20

9:00 – 4:00 PM CONTINUED CONGRESSIONAL MEETINGS PLUS THREE AGENCY MEETINGS

USDOT – OFFICE OF THE SECRETARY –
INFRA/MEGA/RURAL PROGRAM DIRECTOR

USDOT – BUILD AMERICA BUREAU (TIFIA LOANS)
DIRECTOR, OUTREACH AND PROJECT DEVELOPMENT

USDA OFFICE OF RURAL DEVELOPMENT
MEET WITH DIRECTOR OF DIRECT LOAN/GRANTS USDA RURAL DEVELOPMENT

6:55 PM – DIRECT FLIGHT FROM DCA TO PDX (ALASKA AIRLINES – ARRIVES PDX 9:38 PM)

Administration

- Now that the Budget Committee has acted on the FY 22/23 Proposed Budget, a public hearing will be taken at the June 7, 2022, Commission meeting. The Commission should then direct any final changes to Fred for preparation of final adoption at the June 21 meeting.
- The final solicitation document for the Chief Financial Officer position is attached. This was reviewed and approved by Commissioners Sheppard and Chapman. Applications are due May 31 with screening interviews scheduled the week of June 6.
- Fred has completed the Budget Hearing documents and received the interim requests from the auditors. Going forward, he will work two days per week, starting the interim audit work, updating the General Ledger, and completing various transactions including grant reporting. Fred has agreed to take the FY 2022/23 Budget through adoption on June 21, 2022, including submittal to the County and LB form filings with the State. After June 21, Fred will effectively be unavailable.
- The PNWA annual summer conference will be held June 21-23 in Spokane. I will attend as a member of the Executive Committee and Board, and to make a presentation.
- Genevieve has completed a 3-day Human Resources Management training course offered through HR Answers and the Society for Human Resources Management.
- Public notification of my retirement was issued on Friday, May 6. An article was published in the Columbia Gorge News on Wednesday, May 11.

Recreation/Marina

- We have had a good response to the advertisement for the summer employees. The Event Site positions have been filled. We still have one position to fill in Facilities. We appear to have attracted the help we need and retained those that may have gone to work elsewhere. The Event Site booth will open May 27, the Friday prior to the Memorial Day Weekend.
- Event Site and Moorage restrooms opened Wednesday May 11. Garbage cans were placed and the dumpsters will be removed in those two areas. All restrooms will be opened June 1st with reduced hours until all summer staff still in school can begin work. Current restroom hours are 7:00am to 5:00pm. Restrooms will be open 7:00am-9:00pm early June. We have porta potties at all locations for the hours the restrooms are closed. June 1st hand wash stations will be added to all porta-pottie locations.

- The new rigging area at the Hook is open and being used.
- The 24hr Paddle for Cancer at Nichols Basin raised \$16,500 for local families. The Event Coordinator sent the Port a thank-you note, see attached.
- The Hood River High School Gorge Sailing Team held a regatta at the Event Site last weekend for the Oregon State Championships. There was a total of 40 competitors and the conditions were extreme. The HRVHS Team finished in 3rd place. See the attached thank you note from the HRVHS coach.

Development/Property

- Amendment No. 9 to the Re-Stated Disposition & Development Agreement with Key Development has been fully executed.
- The assessment of the Waterfront Urban Renewal District prepared by Elaine Howard has been submitted to the Hood River Urban Renewal Agency Board (URA). I made a presentation at the May 9 meeting with Elaine and there were several questions and discussion. I will be working with Elaine to prepare a scope of work for a potential next step, a financial analysis of options that would significantly reduce the size of the Waterfront District. This additional work would need to be supported by the URA and approved by the Commission at a future meeting. Further discussion about this topic with the Commission is recommended.
- Facilities staff completed a repair to the rip rap bank near the waterfront trail opposite the Maritime Building on May 4. A localized slump had occurred several months ago. See photo to right.
- Staff has worked with General Counsel and outside counsel to prepare draft revised Utility License Agreements with the three utilities that cross the bridge. The drafts will be forwarded to the three utilities for their review and comment. We have also retained a consultant to identify comparables and justification for the annual license fee, as this information has been difficult to obtain.



Airport

- Soil Solutions, Inc. (SSI) has provided a final cost of \$37,933.25 for their part in the UST mitigation effort at the WAAAM Hangar. Once the Soil Solutions report is received by the DEQ, the DEQ will enter into a Cost Recovery Agreement with the Port, which will include additional fees.
- Attached is the April FBO report from Fixed Base Operator Tac-Aero.

Bridge/Transportation

- The next two-year Fracture Critical inspection of the bridge is scheduled to begin around July 15th. David Evans & Associates will carry out the work, as with the last two inspection cycles.
- The Bridge Approach Rehabilitation Project is now scheduled to occur over three days in mid-June. Because the project cannot be carried out in poor weather conditions, there is an alternate rain date schedule included. This project will result in severe inconvenience for bridge users over a three-day period. All means and methods to inform the public and emergency service providers will be carried out.
- Staff is preparing public notification schedule for the speed limit reduction to be in effect at the completion of the approach ramp project.
- Facilities staff conducted bridge lift on Friday, May 13 at 5:00 a.m. at the request of SDS lumber for one of their vessels. Staff took the opportunity to grease the lift span bearings.

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From: Joel Yang <stokeonthewaterllc@gmail.com>
Sent: Tuesday, May 10, 2022 11:14 PM
To: Daryl Stafford <waterfront@portofhoodriver.com>
Subject: Re: 24 Paddle

Hey Daryl

Enclosed is the summary of the 2022 HR 24hr Paddle for Cancer.

It was truly amazing to see how everyone in our community came together to support the cause this year. We lucked out with the best weather with clear skies, glassy waters, some of us even got sunburnt. One of the biggest highlights of our event was orchestrated by some of our team members that were affiliated with the Hood River Outrigger Canoe Community. We put together a team to paddle around young 4yr old Ezra (battling brain cancer) and Layla (battling Leukemia) and her siblings. In addition to paddling laps in Nichol's Basin, we were also able to create a safe space for our friends and families battling cancer to come join us for parts of the day. Collectively we were able to raise \$16.5K and we had the opportunity to deliver 4 envelopes to families in need at the Finale of our 24 this year.

It means the world to me that you and the Port have always been a huge supporter of this event. This year I have really felt a shift in the overall vibe of this event for the better. After 5yrs of doing this - I finally feel like those involved have their hearts in the right place.
Thank you

Joel



Layla riding the OC6 with her brother Ryder



Ezra riding the OC6 with his auntie Bailey

From: erik hauge <erik.d.hauge@gmail.com>
Sent: Wednesday, May 11, 2022 9:34 PM
To: Daryl Stafford <waterfront@portofhoodriver.com>
Subject: Sailing Team Regatta Results

Hi Daryl and Port Commission,

The Forrest Cook regatta was sailed at the Port of Hood River Event site on Saturday May 7th. The winner of this regatta would be the Oregon State Champion. Schools from Lincoln, Hood River Valley, Columbia and Newport High School competed. 40 plus sailors competed. 12 races were sailed, and Columbia High School won by a 26-point margin. Hood River Valley finished third. They narrowly missed second place by 4 points. The event was a true test of seamanship and racing skill. Winds varied from 10-25+ knots on the "City Front" racecourse that offered a very even and tactical race course. It was a wonderful venue. The race was run out of the Event Site with crews rotating off the event site beach. It was a spectacular venue that is on the radar of the PNW high School circuit.

A special thank for the Port of Hood River who very generously support youth sailing and allowing our Event at the HR Event Site. Along with the Port, several local companies supplied prizes for the top 4 finishers; HMK, Naish, Slingshot, Pistil and Carve Optics to name a few.

Results;

<https://scores.hssailing.org/s22/foresst-cook-oregon-cup/full-scores/>

Erik Hauge
Gorge Sailing Team

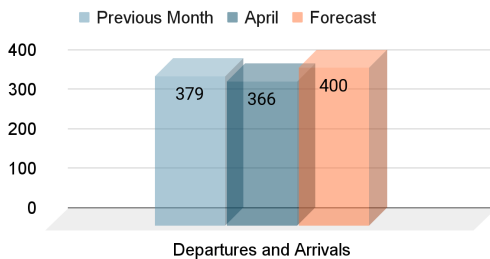


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Airport Activity:

There was a slight dip in anticipated airport activity for April due to a late season snow event and periods of low visibility conditions.

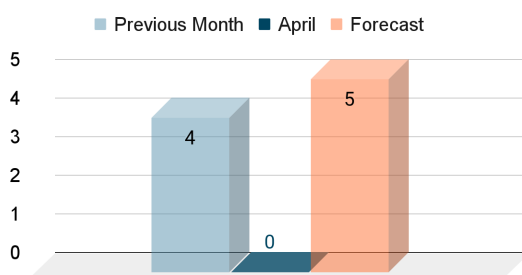
Aircraft Operations



Night Flights:

No exercises or large events were scheduled in April. No Local technology R&D flights flown. Anticipate normal tech flights in May and an upswing in night recoveries as fire season picks up.

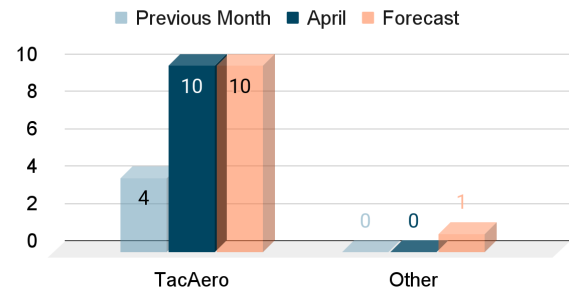
Night Events



Flight Training: 10 training flights were conducted at 4S2 in March. These events were advanced week long courses with minimal pattern work and loiter time

required.

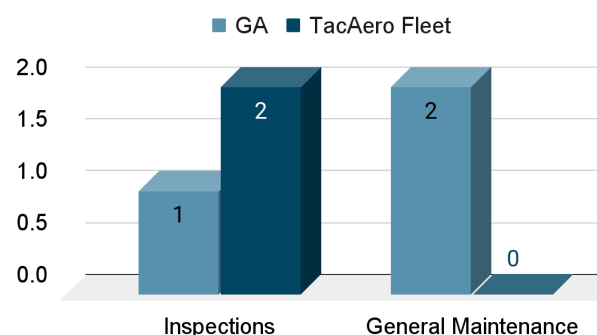
Flight Training Events



Maintenance Activity:

2 inspections completed on a fleet aircraft. 1 inspection completed on GA aircraft. Minor transient aircraft maintenance operations conducted.

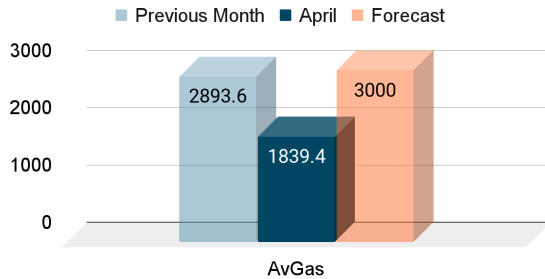
Maintenance Operations



Fuel Sales:

Fuel sales in 4S2 did not escalate as predicted due to late season snow and poor visibility conditions leading to fewer flight operations. In addition, a steady increase in fuel prices due to increasing costs kept sales down slightly. Despite this, sales were still above what was recorded last year at this time. Anticipate an increase in sales throughout May.

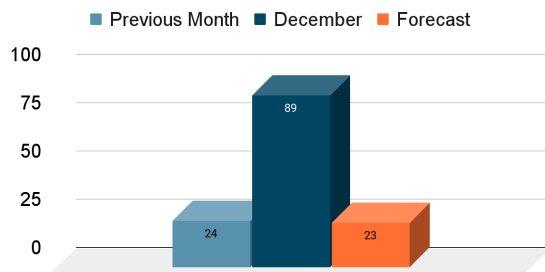
Fuel Sales (Gallons)



Fuel Flowage Fees:

New fuel tank has been delayed at the factory. No anticipated delivery date given. Fuel flowage fee schedule will go into effect at that time. This section will be dedicated to the communication of flowage fees when they are established. The following graphic contains fictitious data but is representative of the information that will be provided.

Flowage Fees

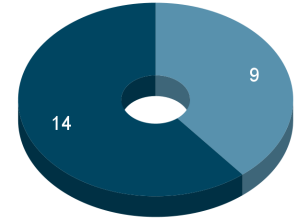


Tie Down Activity:

- 23 total spots.
- 61% utilization for April averaged.
- \$245 collected in April.

Tie Down Utilization

- Available Tie Downs
- Rented Tie Downs Long Term



Noise Feedback:

No noise complaints taken by the FBO in November.

Pilot Feedback:

No pilot feedback supplied to the FBO in November.

Airport Surfaces:

	Condition	Notes.
Rwy 7/25		
Grass Strip		
N. Ramp		
S. Ramp		
S. Gravel		
Taxiways		

Facilities:

	Condition	Notes.
N. Hangars		
S. Hangars		Rusted out corner by roof drain.
FBO		



MX Hangar		
Ops Hangar		
Collins Hangar		

Lighting:

- No issues noted with airport lighting. Pilot Controlled Lighting is in operation with no complaints noted.

Other:

- Continued SDS hangar mitigation effort.

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Commission Memo



Prepared by: Kevin Greenwood
Date: May 17, 2022
Re: Entering into Negotiations for Project
Management Services Related to the Replacement of the
Hood River Bridge

For almost six months, the Port and the Bi-State Working Group (BSWG) have been preparing the procurement process for a Replacement Bridge Management Contract (RBMC). The RBMC will serve the Port and BSWG (“Owner”) as its owner’s representative during the replacement effort. This critical contract will provide the Owner technical and administrative capacity to manage all aspects of the project through engineering, construction, opening and demolition of the current bridge in 2032. The RBMC will represent the Owner’s interests as engineering, construction and other contracts are procured over the next eight years. The Port received three proposals - all qualifying - from WSP, Exeltech and HNTB.

An Evaluation Committee was established to read the Requests for Proposal (RFP) and scoring criteria, review and score the proposals, sit through three half-day interviews, score and evaluate the interviews and make a recommendation as to who it should enter into negotiations. Following Federal Highway (FHWA) guidelines, this was a Qualifications Based Selection (QBS) process and price was not an eligible criterion. The Committee members volunteered +/- 25 hours to this effort and should be commended for their contributions. Committee members were Mike Fox, Port Commissioner/BSWG Member; Arthur Babitz, Hood River County Commissioner/BSWG Member; Gordie Kelsey, Klickitat County Engineer; Sam Hunaidi, ODOT Region 1 Local Programs Manager; and Holly Winston, ODOT State Bridge Engineer.

After scoring and evaluating all aspects of the proposers, the Committee is recommending that the Port of Hood River enter into negotiations with HNTB Corporation.

All materials produced during the procurement including scoresheets, interview video and anything else produced by the Committee will become public documents upon the Commission’s approval to proceed.

The Negotiating Committee has met once to prepare and includes Commissioner Fox, Project Director Kevin Greenwood, Property Manager Greg Hagbury, members of Arup Engineering (technical advising), and Bill Ohle. Commission should receive contract in July. Negotiating schedule is attached.

RECOMMENDED ACTION: Authorize Notice of Intent to Award and negotiations with HNTB Corporation for project management services related to the replacement of the Hood Interstate River Bridge.

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NEGOTIATING SCHEDULE WITH RBMC FIRM

- Port Commission Authorizes Negotiations*..... *Tuesday, May 17*
- Notice of Intent (NOI)/Letters to Bidders *Wednesday, May 18*
Posted to OregonBuys and direct emails, phone calls.
- Quiet period concludes *Tuesday, May 24*
Port should be prepared to respond to public information requests during this time.
- Negotiation Meeting #1 *Thursday, May 19*
Share Excel spreadsheet for Year 1 work plan; firm asks questions, clarifications before filling out and submitting.
Firm submit work plan spreadsheet to Project Director by May 25th.
- Port receives work plan; compares to ICE *Friday, May 27*
Share Excel spreadsheet for Year 1 work plan; firm asks questions, clarifications before filling out and submitting.
Firm submit work plan spreadsheet to Project Director by May 25th.
- Internal (port/arup) review *Tuesday, May 31*
prepare. Via zoom.
- Negotiating Meeting #2 *Wednesday, June 1*
Review submitted work plan with ICE. Resolve year 1 work plan up to available budget. Review tasks, wages, proof, lock down first year work plan, other.
- Negotiating Meeting #3 *Monday, June 6*
Final review of documents including rates, work plan, provisions. Agree to finalize.
- Outside counsel review of contract complete *Wednesday, June 8*
Schwabe Williamson final review before submitting to agencies.
- Submit Contract Docs to ODOT/FHWA *Friday, June 10*
In advance, let ODOT/FHWA know documents will be received by this date. Help prepare for date.
- Receive Contract Comments from ODOT/FHWA *Friday, July 1*
Share comments with firm; agree to finalize.
- Finalize Contract *Wednesday, July 6*
Schwabe Williamson prepares final document with firm concurrence.
- Joint BSWG/Port Commission Award* *Tuesday, July 12*
Invite BSWG to Port Commission meeting.
- Notice to Proceed *Wednesday, July 13*
- Quiet period concludes *Tuesday, July 19*
- Italics – public meeting*

NEGOTIATING COMMITTEE: Mike Fox, PoHR Commissioner/BSWG Chair; Kevin Greenwood, PoHR Project Director; Greg Hagbery, PoHR Property & Development Manager; Bill Ohle, Schwabe Williamson/Outside Counsel; Jennifer Sudario, Arup/Contract Technical Advisor.

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Commission Memo



Prepared by: Kevin Greenwood
Date: May 17, 2022
Re: Authorize Application for Multimodal
Projects Discretionary Grant for Bridge Replacement

With significant funding available through federal infrastructure programming, the Port should take advantage of the recent Notice of Funding Opportunity (NOFO) under President Biden’s Bipartisan Infrastructure Law. Combining three major discretionary grant programs into one Multimodal Projects Discretionary Grant (MPDG) opportunity reduces the burden for local government applicants to apply for “shovel worthy” projects. (<https://www.transportation.gov/grants/mpdg-announcement>)

Though this program will continue to be competitive due to rising interest rates and need, the timing of this application would give the local government group travelling to Washington DC in July an opportunity to advocate for the \$195-million request. The application is due May 23rd and an announcement would be made before November 2022. This significant ask would be a major cornerstone of the needed financing for the \$500-million cost estimate produced by WSP late last year. The Port’s consulting team is committed to preparing the application in time by the due date under current contracts. No further budgetary action is necessary by the Commission, but formal approval to apply is required.

The conceptual finance plan would include the \$195M federal contribution, \$110M each from Oregon and Washington, and local Port contribution funded by tolls of \$85M. To date the project has received \$86.5M from Washington and \$10M from Oregon.

Port staff and government affairs consultants will be generating letters of support for the application this week.

RECOMMENDED ACTION: Authorize staff to apply for a \$195-million U.S. DOT Multimodal Projects Discretionary Grant application for the replacement of the Hood River Interstate Bridge.

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