Docusign Envelope ID: F3D56857-52F3-8960-802D-BB031DF0F98A

Port of Hood River Commission
Meeting Minutes of August 18, 2026, Regular Session
Via Remote Video Conference & Marina Center Boardroom
5:00 p.m.

REGULAR SESSION

PRESENT: Commissioners: Heather Gehring, Kathryn Thomas, Kristi Chapman, Tor Bieker, and Ben Sheppard. **Staff:** Kevin Greenwood, Debbie Smith-Wagar, Megan Channell, Amanda Rose, Melissa Manzo, Jana Scoggins, and Patty Rosas. **Guests:** Brian Points, Points Consulting; Robyn Player, Points Consulting; Dan Spatz, Columbia Gorge News; John Davies, Hood River Resident; Paul Jones, Hood River Resident; John Rowley, Hood River Resident; Garin Buckles, Hood River Resident; Corey Level, Hood River Resident; Luis Dominguez, Hood River Resident.
EXCUSED: None

1. **EXECUTIVE SESSION** – The Executive Session began at 4:30 p.m. and adjourned at 4:52 p.m. Minutes were prepared separately.

2. **REGULAR SESSION – CALL TO ORDER:** President Heather Gehring called the meeting to order at 5:00 p.m.
    a. **Modifications, Additions to Agenda:**
        1. Consent Item 3(c), Procurement Documents for the Marina Boathouse Removal Project, was moved to Action Item 8(e). Consent Item 3(h), Executive Director Performance Evaluation Process, was moved to Action Item 8(f).

    b. **Public Comment:**
        1. **John Davies**, Hood River resident and one of the parties submitting a proposal for the Lower Hanel Mill property, commented in support of the local-business proposal. Davies discussed the Port's acquisition and remediation of the property and expressed support for making the land available to local businesses for expansion.
        2. **Paul Jones,** representing Neal Creek Forest Products and related local businesses, spoke in support of the local-business proposal for the Lower Hanel Mill property. He discussed his companies' local employment, community involvement, and interest in expanding operations on the property.
        3. **John Rowley,** Hood River Resident, commented regarding the traffic impact analysis associated with the Amazon proposal. Rowley expressed concern that the underlying staffing, fleet, scheduling, and trip-generation data were not available in the public record to independently reproduce the traffic projections. He requested that the Port obtain additional information before proceeding with the Amazon proposal.
        4. **Garin Buckles,** Champion Tool Storage, spoke in support of the local-business proposal. Buckles described the company's history in Hood River, its approximately 40 employees, and plans to construct a larger manufacturing facility that could support additional employment.
        5. **Corey Level,** spoke regarding his local excavation business and interest in acquiring property adjacent to his existing operation. He discussed the need for additional space to support continued business growth and employment.

3. **CONSENT AGENDA:**
    a. Approve Minutes from the July 21, 2026, Work Session and Regular Session, and the August 7, 2026, Special Meeting
    b. Approve Job Descriptions as part of the Organizational Restructure Update
    ~~c. Approve Procurement Documents for Marina Boathouse Removal Project~~
    d. Approve Contract with Civil Built for Dock Repairs
    e. Approve Intergovernmental Agreement with City of Hood River for Fee Structure
    f. Approve Accounts Payable to Cable Huston LLP

Docusign Envelope ID: F3D56857-52F3-8960-802D-BB031DF0F98A

g. Approve Exclusive Negotiating Agreement with CMLK Development Corporation for Marina East & West Development

~~h. Approve Executive Director Performance Evaluation Process~~

i. Approve Contract with WJE for Mechanical and Electrical Bridge Work

Motion: Move to approve the Consent Agenda as modified.
Move: Bieker
Second: Chapman
Discussion: None
Vote: **Ayes:** Gehring, Chapman, Bieker, Sheppard, and Thomas
MOTION CARRIED

4. INFORMATIONAL REPORTS:

a. **Monthly Financial Report –** Finance Director Debbie Smith-Wagar reported that the Port completed the fiscal year within budget with no unexpected financial issues and noted that declining bridge traffic would continue to be monitored. The Commission also discussed the financial performance of Port operating areas, including commercial property, Marina and Waterfront Recreation operations, airport capital costs and FAA grant matching requirements, and anticipated revenue from the new T-hangars.

5. PRESENTATIONS & DISCUSSION ITEMS:

a. **Strategic Business Plan Update** – Brian Points and Robyn Player of Points Consulting provided an update on the Strategic Business Plan, which was approximately 75% complete. They reviewed preliminary results from more than 1,700 community survey responses, historical Port operating results, and Hood River County economic and demographic trends. Survey respondents identified Waterfront Recreation, environmental stewardship, public access, infrastructure investment, financial stability, and revenue-generating development as key priorities. The Commission reached consensus to hold an additional community open house in November to include the Strategic Business Plan, economic impact analysis, and potentially Marina Basin planning information.

6. DIRECTOR REPORT: Executive Director Kevin Greenwood reported that the proposed transfer of the Indian Creek Trail property was progressing in coordination with the City of Hood River and Hood River Valley Parks and Recreation District. A deed was expected to return to the Commission for consideration in September. The Commission also discussed a potential parking arrangement with the Lightwell Hotel. Staff reported that the hotel ultimately secured parking at another location, primarily because it was closer to the hotel, and that the rate was similar to what the Port had proposed. The Commission discussed the status of the Port's Congressional Directed Spending request and next steps following the unsuccessful BUILD grant application for the roundabout project. Staff was awaiting an update on the federal appropriations process and had initiated a debrief with USDOT to better understand the BUILD application results and prepare for a future grant cycle.

7. COMMISSIONER, COMMITTEE REPORTS:

a. Commissioner Tor Bieker provided an update on the juvenile osprey rescued from the Hood River–White Salmon Bridge. Wildlife rehabilitation experts had observed two juvenile ospreys near the nest following the rescue and return of the osprey that had been treated for lead poisoning. Based on those observations, the rescued bird was believed to have successfully recovered.

8. ACTION ITEMS:

a. **Approve Purchase and Sale Agreement for Lower Hanel Mill Property –** Director of Real Estate and Asset Management Amanda Rose reviewed three offers received for the property. Amazon submitted an amendment to its previous purchase and sale agreement with a purchase price of

Docusign Envelope ID: F3D56857-52F3-8960-802D-BB031DF0F98A

approximately $3.47 million and a proposed closing extension to May 2027. Dominguez Family Enterprises submitted an offer of approximately $3.25 million with no real estate commission and proposed retaining approximately 60 employees and adding an estimated 15 to 20 jobs. A group of local businesses submitted separate offers totaling approximately $2.58 million and projected approximately 50 new jobs and approximately 100 total jobs among the businesses. The Commission discussed purchase price, timing and certainty of closing, staff workload, job creation, support for local businesses, economic development, and the Port's responsibility for public funds. Commissioners acknowledged the merits of each proposal and the difficulty of the decision.

Motion: Move to authorize the Executive Director to execute a Purchase and Sale Agreement with Dominguez Family Enterprises for the purchase of the Lower Hanel Mill.
Move: Sheppard
Second: Thomas
Discussion: The Commission discussed the value of supporting local business growth, job retention and creation, the difference in purchase prices among the proposals, and the ability to reinvest sale proceeds in other Port priorities.
Vote: **Ayes:** Chapman, Bieker Thomas, and Sheppard
Nays: Gehring
MOTION CARRIED

b. **Approve Resolution No. 2026-27-3 Updating the AAC Rules –** The Commission discussed the purpose and composition of the Airport Advisory Committee, including the appropriate balance between aviation expertise and broader community representation. Commissioners discussed whether membership criteria should require a direct aviation connection or whether the Commission should retain discretion when making appointments. The proposed resolution also included an eighth position to accommodate Margo Dameier's appointment.

Motion: Move to adopt Resolution No. 2026-27-3, with an amendment to strike Section 3(b).
Move: Bieker
Second: Sheppard
Discussion: The Commission discussed maintaining aviation expertise on the committee while preserving flexibility to appoint qualified community representatives.
Vote: **Ayes:** Chapman, Bieker Thomas, and Sheppard
Nays: Gehring
MOTION CARRIED

c. **Approve Resolution No. 2026-27-4 Adopting Toll Plaza Reconfiguration for Bridge Replacement –** Smith-Wagar explained that the Bridge Replacement Project will require removal and reconfiguration of portions of the existing toll plaza and toll facility. The resolution acknowledges the anticipated changes and the Port's intent to work cooperatively on a future intergovernmental agreement associated with the work.

Motion: Move to adopt Resolution No. 2026-27-4 adopting Toll Plaza Reconfiguration for Bridge Replacement.
Move: Chapman
Second: Bieker
Discussion: None
Vote: **Ayes:** Gehring, Chapman, Bieker, Thomas, and Sheppard
MOTION CARRIED

Docusign Envelope ID: F3D56857-52F3-8960-802D-BB031DF0F98A

d. **Approve Resolution No. 2026-27-5 Adopting Remedies for Material Weaknesses/Acknowledgement of the FY23-24 Audit –** Tara Kemp, partner with Clear Trail CPAs, presented the Port's June 30, 2024, financial statement audit. Kemp reported clean opinions on the financial statements and major federal program tested, along with several compliance and internal-control findings classified as material weaknesses. Smith-Wagar noted that the resolution and corrective action plan would be submitted to the state acknowledging the Commission's review of the findings and management's response.

Motion: Move to adopt Resolution No. 2026-27-5 approving the Audit Action Plan for fiscal year 2023-24
Move: Bieker
Second: Chapman
Discussion: None
Vote: **Ayes:** Gehring, Chapman, Bieker, Thomas, and Sheppard
MOTION CARRIED

e. **Approve Procurement Documents for Marina Boathouse Removal Project –** The Commission reviewed the proposed procurement documents and discussed environmental permitting, project scheduling, contractor experience, and proposal evaluation criteria. Staff recommended clarifying that no removal, demolition, or disposal would occur until required environmental permits were completed. The Commission also supported revising the proposal evaluation criteria from 80% price, 10% approach, and 10% schedule to 70% price, 10% relevant experience, 10% means and methods, and 10% schedule. The Commission further discussed ensuring that obligations of the boathouse owners remain consistent with the pending agreement.

Motion: Move to approve the procurement documents for the Marina Boathouse Removal Project as amended.
Move: Thomas
Second: Chapman
Discussion: None
Vote: **Ayes:** Gehring, Chapman, Bieker, Thomas, and Sheppard
MOTION CARRIED

f. **Approve Executive Director Performance Evaluation Process –** The Commission reviewed the proposed Executive Director evaluation process, including the addition of an employee survey for the Executive Director's direct reports. The Commission discussed whether to manage the process internally or continue with Mark Knudson/SDAO and reached consensus to use outside assistance for the 2026 evaluation while retaining the proposed evaluation materials.

Motion: Move to approve the proposed Executive Director Performance Evaluation Packet, with the evaluation process coordinated with outside assistance.
Move: Chapman
Second: Thomas
Discussion: The Commission discussed the cost of outside assistance and the benefit of maintaining continuity and providing staff additional experience with the process.
Vote: **Ayes:** Gehring, Chapman, Bieker, Thomas, and Sheppard
MOTION CARRIED

9. COMMISSION CALL / UPCOMING MEETINGS: No Discussion

Docusign Envelope ID: F3D56857-52F3-8960-802D-BB031DF0F98A

10. ADJOURN: The meeting was adjourned at 6:34 p.m.

ATTEST:

Signed by:
F1E378B5F218453...
Heather Gehring, President

Signed by:
Kristi Chapman
00DEADE439F8421...
Kristi Chapman, Secretary