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**PORT OF HOOD RIVER**

**Resolution No. 2026-27-5**

**A RESOLUTION APPROVING THE AUDIT ACTION PLAN FOR FISCAL YEAR 2023-2024**

**WHEREAS,** the Port of Hood River (Port) is required under ORS 190.091 to have an annual audit; AND

**WHEREAS,** the Port is required to address significant deficiencies and material weaknesses identified in its audit; AND

**WHEREAS,** the Port's auditors, Clear Trail CPAs, LLC, identified four material weaknesses; NOW THEREFORE

THE PORT RESOLVES AS FOLLOWS:

Approve the Action Plan attached as Exhibit A.

Adopted by the Board of Commissioners of the Port of Hood River this 18th day of August, 2026.

**SIGNED**

Signed by:
Heather Gehring
BFA85189B16A4EE...

Heather Gehring, President

**ATTEST**

Signed by:
Kristi Chapman
00DEADE439F8421...

Kristi Chapman, Secretary

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**Exhibit A**

August 19, 2026

Oregon Secretary of State
Audits Division
255 Capitol St. NE, Suite #180
Salem, OR 97310

**Plan of Action for Port of Hood River**

Port of Hood River respectfully submits the following corrective action plan in response to deficiencies reported in our audit of fiscal year ended June 30, 2024. The audit was completed by the independent auditing firm Clear Trail CPAs, LLC and reported the deficiencies listed below. The plan of action was adopted by the members of the governing body at their meeting on August 18, 2026, as indicated by signature below.

The deficiencies are listed below, including the adopted plan of action and timeframe for each.

1. Deficiency #1 – Financial Reporting
    a. Type of deficiency: Material Weakness – During our testing of unavailable revenue we noted that reimbursement grants were inaccurately recognized as unavailable during the fiscal year. We recommend thoroughly reviewing unavailable revenue for accuracy.
    b. The Port has implemented a new checklist to confirm that unavailable revenue is reported correctly.
    c. Already implemented.

2. Deficiency #2 – Financial Reporting
    a. Type of deficiency: Material Weakness– During our testing of the Port's Schedule of Expenditures of Federal Awards (SEFA) and federal reimbursements, we noted an instance where revenues and the associated federal expenditures were allocated to the incorrect fiscal year. We recommend the Port review invoices to ensure accuracy of allocation.
    b. The Port has implemented a new checklist to confirm that expenditures are allocated to the correct fiscal year.
    c. Already implemented.

3. Deficiency #3 – Federal Grant Reporting
    a. Type of deficiency: Material Weakness – During our testing of the Port's BUILD20 reporting requirements, we noted the SF-270 report dates were not accurate as a result of the associated expenditures being adjusted. We recommend the Port refiles affected SF-270 to match the reported expenditures for the fiscal year.

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b. The checklist noted in Deficiency #2 is also being used to make sure the SF-270s are correct. We are working with the Federal Highway Administration to see about re-filing SF-270s.
c. Already implemented.

4. Deficiency #4 – Federal Grant Reporting
   a. Type of deficiency: Material Weakness – During our testing of the Port's BUILD reporting requirements, we noted the SF-425 reports were not filed for the fiscal year. We recommend the Port file SF-425s timely.
   b. The due dates of all federal grants have been added to the finance calendar and are being filed timely.
   c. Already implemented.

Heather Gehring, President
Name and Title

Signed by:
Heather Gehring
BFA85189B16A4EE...
Signature