



# BRIDGE REPLACEMENT PROJECT

## Bi-State Working Group Meeting Summary

Monday, June 26, 2023 | 2:00 p.m. – 4:00 p.m.  
Port of Hood River – Commission Board Room & Via Zoom  
1000 E Port Marina Drive, Hood River OR 97031

### In Attendance:

**Members:** Chair, Mike Fox (Commissioner), Port of Hood River; Vice Chair, Jake Anderson (Commissioner), Klickitat County; Arthur Babitz (Commissioner), Hood River County; Catherine Kiewit (Mayor), City of Bingen; Paul Blackburn (Mayor), City of Hood River.

**Alternates:** Grant Polson, City of Hood River.

**Staff/Consultants:** Michael Shannon (Project Manager), HNTB; Brian Munoz, HNTB; Debbie Smith-Wagar (Finance Director), Port of Hood River; Kelly O’Grady-Smith, OTAK; Anna Marum, JLA.

**Guests:** Giridhar Reddy; Mary Francoeur; Tamara Schurian; Sam Hunaidi, ODOT; Scott Reynier, Columbia River Insurance; Dale Robins, RTC, Kate McBride.

### Welcome

Commissioner Mike Fox called the meeting to order at 2:07 p.m. and announced that this was the last official meeting of the Bi-State Working Group (BSWG).

### Review Action Items

Michael Shannon, HNTB Project Director, reported that Oregon Department of Transportation (ODOT) plans to compile sections of the Biological Opinion (BiOp) and submit large sections in early July to National Marine Fisheries Service (NMFS). The remaining sections will be submitted in late July. Anticipated completion date of the BiOp is September 1. Completion of the BiOp does not finalize the Record of Decision (ROD).

### Informational Items

- a. **GR Updates** – Shannon announced that the Bridge Replacement Project (“Project”) received \$20 million from Oregon. SB 5506 appropriated \$20 million to the Project and HB 5030 authorized the bonding for \$20 million. Shannon is waiting for the final details. The funds may not be available till late 2024 or 2025.
- b. **Funding Finance & Tolling** – The Project received \$3.6 million from the Raise Planning Grant. The grant will evaluate bike and pedestrian connections and Transit services access and connections to the new bridge. Now that the Raise grant has been awarded the Multimodal Project Discretionary Grant (MPDG) should be releasing the Notice of Funding Opportunity (NOFO) soon. The requested

amount for MPDG will be \$200 million. The next grant will be the Bridge Investment Program (BIP) for the requested amount of \$200 million.

- c. **Treaty Memorandum of Agreement's (MOA's)** – Yakima Nation indicated that they should have a response in the next 30 days on how to move forward with Section 106 MOA and Treat Fishing MOA. A request for use of the Nez Perce logo for the Project has been submitted and will be presented in their upcoming meeting with the Tribal Executive Committee for approval. A request was also submitted to Warm Springs for use of their logo and a letter of support for the Project. Commissioner Fox requested that Shannon reach out to the tribes to get an estimated date for the next round of drafts.
- d. **RBMC** – Shannon noted that they continue to work on the Request for Proposals (RFP) for the Progressive Design Build procurement. The geotechnical investigations will start July 10 for underwater drilling in Oregon and coordination is ongoing with tribal fishers. Shannon commented that an estimate appraisal was received on the private property full take in Washington. The Right of Way team will attend the July 24 meeting to discuss the Right of Way process and requirements. A discussion ensued regarding the Right of Way. Commissioner Fox provided a brief update on HNTB's contract amendment. ARUP has conducted their review of the amendment and provided feedback. A recommendation will be provided at the next meeting.

## Approval of Minutes

The BSWG minutes for June 5, 2023 were approved by consensus.

## BSWG Recognition

Commissioner Fox presented the BSWG members with a certificate highlighting all their achievements and thanked everyone for their efforts.

## Hood River-White Salmon Bridge Authority (HRWSBA)

- a. **Written Affirmation of Directors** – Shannon commented that before entering upon the duties of a Director or Alternate, the Director or Alternate shall execute a written affirmation. Shannon fielded questions or comments from the BSWG. No questions or comments were received. Shannon will submit the written affirmation for signatures.
- b. **Use of Parliamentary Rules “Robert Rules”** – Shannon noted that the HRWSBA will need to follow public meeting rules and added that he has books available regarding public meetings. HRWSBA will generally use Robert Rules until they decide otherwise.
- c. **Insurance** – The Commission Formation Agreement (CFA) requires certain insurance to be in place prior to the first meeting. Action should be taken now to get insurance in place prior to the first meeting. This topic was deferred until Scott Reynier, Columbia River Insurance, was available.
- d. **Title of Members** – The CFA refers to the HRWSBA members as Directors. Shannon inquired on whether to separate this title from other titles the members might have. A discussion ensued regarding the titles of members.
- e. **Email Address** – Shannon commented that HRWSBA members will have an email address through the HRWSBA and will use the domain name @hrwsba.org. Commissioner Arthur Babitz suggested a

government domain email address if they were qualified. Shannon replied that he would hold off on setting up the email addresses until it was determined if they could use a government domain.

- f. **Insurance** – Shannon turned to Scott Reynier, Columbia River Insurance, for a brief overview. Reynier discussed the process of providing insurance for the HRWSBA in the State of Oregon through Special Districts Association of Oregon (SDAO). This process has not been completed due to the bi-state nature of upcoming changes and may not be available for another year. The initial focus was on SDAO for their comprehensive Special Districts Insurance Services (SDIS) program, which provides pricing that is not available in the open market. As the process slowed down, they went to the independent market to speak with carriers dealing with public entities in other states. Three carriers will be providing responses. A discussion followed regarding the insurance. There was consensus from the BSWG for staff to proceed with binding coverage starting July 1. The HRWSBA will have an opportunity to adjust or cancel the insurance at their first meeting.
- g. **Approach to Legal Counsel** – Commissioner Babitz commented that he spoke to his county attorney for an opinion regarding legal counsel for the HRWSBA. The attorney suggested issuing a Request for Qualifications (RFQ). Commissioner Babitz added that this is a complicated matter and believes that they need an expert and the RFQ should reflect that. The BSWG consensus was for staff and HNTB to develop a draft RFQ and present it at the next meeting.
- h. **Meeting Schedule** – Shannon noted that they are planning to meet every second and fourth week of the month and either on Monday or Wednesday. Shannon requested feedback on this schedule. The BSWG consensus was to wait to decide with all the HRWSBA members. The first HRWSBA meeting will be on July 10 at 2 p.m. in the White Salmon Council Chambers.
- i. **Mailing Address** – Shannon commented that a mailing address is needed for HRWSBA operations and suggested using the Replacement Bridge Management Contract (RBMC) address for now. The BSWG consensus was to use the RBMC as a physical address and obtain a post office box as a mailing address.
- j. **Federal Tax ID Numbers (TIN)** – Shannon noted that Debbie Smith-Wagar, Finance Director, will be submitting the application for the TIN and SAMS number. The HRWSBA will need to decide who will sign the application. Shannon commented that the CFA states that the former Co-Chairs for the disbanded BSWG shall be the interim Co-Chairs of the Board starting July 1 until replaced.
- k. **Public Records & Meetings** – A public records and public meeting training is being coordinated. Shannon requested feedback on everyone’s availability to attend the training. Shannon inquired on whether there was a preference on a storing location of public records. For now, records will be stored on the Port of Hood River’s (“Port”) cloud and Genevieve Scholl, Deputy Executive Director, will manage all public records requests.
- l. **Other Items** – The HRWSBA should consider where they would like to bank. Shannon commented that JLA will be setting up introductory interviews for the website with all the HRWSBA members. Business cards will be available open request. A logo is being developed for the HRWSBA and three options will be provided at the July 24 meeting. There is an event on July 6 and 7 and HRWSBA was invited to participate. A Zoom account and YouTube account will be set up specifically for the HRWSBA meetings. A draft agenda was provided to the BSWG for review. Commissioner Fox noted that he will be having a meeting with the office staff of Senator Jeff Merkley on Wednesday. Commissioner Babitz will attend the meeting with Commissioner Fox.

## New Action Items

- a. Reach out to the tribes to get an estimated date for the next round of drafts.
- b. Hold off on email addresses until it is determined if a government domain can be used.
- c. Staff to proceed with binding coverage starting July 1.
- d. Staff and HNTB to create an RFQ draft for legal counsel procurement and present it at the next meeting.
- e. Use RBMC as HRWSBA's physical address and obtain a post office box for mailing.

## Adjourn

The meeting was adjourned at 3:50 p.m.

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