

## **Port of Umpqua**

Regular Meeting Minutes  
Wednesday, April 18, 2012 at 7 p.m.  
Port of Umpqua Annex  
1841 Winchester Ave  
Reedsport, OR

*THESE MINUTES ARE FINAL and APPROVED.*

### **Commissioners Present:**

President Steve Reese  
Vice President Keith Tymchuk  
Secretary Barry Nelson  
Treasurer VACANT  
Asst. Secretary Donna Train

### **Commissioners Not Present:**

### **Port Staff Present:**

Port Manager Charmaine Vitek  
Administrative Assistant Karen Halstead

### **Proceedings:**

The meeting was called to order at 7 p.m. by President Steve Reese.

### **APPROVAL OF AGENDA:**

Port Manager Vitek requested to add two items to the agenda. #7 – discussions regarding the building at 364 N. 4<sup>th</sup> Street and #8 discussions regarding the Port Annex Building. Commissioner Nelson also requested to add an item #9 –discussion of loan payoff pay off options out of the capital reserve fund.

### **APPROVAL OF MINUTES:**

The draft version of the minutes for March 21, 2012 was presented for approval.

Commissioner Tymchuk made a motion, 2<sup>nd</sup> by Commissioner Nelson to approve the minutes as presented. Motion passed by unanimous vote.

**APPROVAL OF BILLS:**

Commissioner questions regarding bills:

There were no questions regarding the current list of bills.

Commissioner Train moved to approve payment of checks in the amount of **\$6,297.93** to be paid out of the General Fund, 2<sup>nd</sup> by Commissioner Tymchuk. Motion passed by unanimous vote.

**PUBLIC COMMENT:**

There was none.

**REGULAR BUSINESS:**

**1. Health, Vision and Dental Insurance Renewal: Debbie McKinney**

Debbie McKinney of Fullhart Insurance took the floor. A spreadsheet was included in the packets that compared insurance rates between Blue Cross/Blue Shield, Pacific Source, ODS and SDAO.

She discussed the comparisons, and pointed out that currently the premium per employee with Blue Cross/Blue Shield is \$499.30, for a total monthly payment of \$998.60.

The renewal rate would be \$516.90 per employee per month, with a monthly payment of \$1,033.80. This is a very small increase, and is lower than it would be if the commission were to choose to go with Pacific Source, ODS or SDAO.

The dental coverage is with Pacific Source who is the only carrier that will allow insuring just two employees on a dental plan, so there was nothing to compare the dental with.

Debbie recommended staying with Blue Cross for medical again this year. Keith asked how much had been budgeted for insurance, and Charmaine said there was enough budgeted in the payroll expenses to cover the increase.

Consensus of the commission was to go with Debbie's recommendation as that was the best option available.

Commissioner Tymchuk then made a motion to approve Proposed Employee Health, Vision and Dental renewal plans with (Regence Blue Cross and Pacific Source) as submitted. Motion was 2<sup>nd</sup> by Commissioner Nelson. Motion passed by unanimous vote.

**2. Port Auditor, should the Port retain Grimstad and Associates**

Charmaine said last year was the third year for the contract with Grimstad & Associates. In the contract it states that it can be renewed for a 4<sup>th</sup> and 5<sup>th</sup> year. Signe Grimstad has submitted a proposal for the next 3 years, and so the commission needs

to choose whether they want to stay with Grimstad & Associates, or if they want to RFP for another auditor.

Keith asked if the commission could choose to extend for 3 more years instead of yearly. Yes, they could. From his perspective he has worked both as a commissioner and the mayor with Signe and he has always been very pleased. She is clear, concise and willingly answers any questions. He then asked Charmaine what her perspective was in working with Signe. Charmaine said she is very good to work with, there is the fact that The Port is on a cash basis and she is used to accrual, so there are discussions about that every year, but they have always been able to come up with a solution.

Barry asked if it's really needed to have an audit every year, and yes it is not only needed but it's required by law.

Steve said he would like to see the retention of Grimstad & Associates, its good continuity; she shows up and is very timely with her audit reports. This hasn't always been the case with other auditors in the past.

Commissioner Tymchuk then made a motion to extend the contract for the Port of Umpqua Audit services for an additional 3 years through June 30, 2014, approving the price schedule proposal from Grimstad & Associates. Commissioner Train 2<sup>nd</sup> the motion. Motion was passed by unanimous vote.

**3. Signage:**

Mr. Bill Blumberg who has been engaged to work with our signage on the new buildings had provided a concept for a building directory. Charmaine showed the commission a poster size sample of the directory. This directory would be located on both the front and the back of the building and would allow for the businesses leasing space to slide a name plate for their business on the main directory. She also had a sample of the actual material that would be used for the signage. It's called a half inch PVC background, a quarter inch cut out in graphic blue and then it would have vinyl blue trim on a light blue board. He still does not have any prices figured out.

The next step would be signage on the windows of the annex, as well as the Winchester Building and the door to the Port Offices.

There was no motion being requested at this time, but Charmaine did request for a consensus to move forward with the ideas presented.

The ability to not be able to remove the name plates was questioned and Mr. Blumberg had already planned on making them tamper proof. The commission gave their approval to move forward with these plans.

**4. Port Commissioner Vacancy:**

Steve had requested for this item to be on the agenda. At the previous meeting there was barely enough present for a quorum, and he didn't want to see that happen again. To avoid this he urged the commission to consider an appointment to fill the vacant commissioner seat.

Barry asked if it had to be advertised in the paper, and the answer is no. Charmaine had provided sections of ORS 777.135 and 198.320 that state:

ORS 198.320: "(1) Except as otherwise provided by law, a vacancy is an elected office in the membership of the governing body of a district shall be filled by appointment by a majority of the remaining members of the governing body. If a majority of the membership of the governing body is vacant or if a majority cannot agree, the vacancies shall be filled promptly by the county court of the county in which the administrative office of the district is located".

Steve asked if anyone on the commission knew of anyone that may be interested to serve as a commissioner to please bring it to the board for discussion.

**5. Consider tenant lease with the Umpqua Soil and Water Conservation District:**

There has been discussion with Umpqua Soil and Water Conservation District and Rhonda Black about their interest in the Smith River Quad area of the Winchester Building. This would include offices 100-114 as shown on the office blue print included in the meeting binders. The agreed upon rent amount was \$625.00 for a three year term. This would be increased annually at the CPI for Portland Oregon. The district plans to locate their business offices in a building which will allow for them to be open to the public during business hours, which is something they can't do where they are now. They are also looking forward to being able to utilize the open area that is shown on the proposed lease as a library area, and space for all of their files.

The proposed construction plans would extend the partial wall to the ceiling and would remove cubicles 102, 103, 107 & 108. Ron Kauffmann will do the work, starting on Thursday, April 19, 2012.

They had also discussed the possibility of paying to have the floors re-done. Charmaine contacted Rubenstein's to get estimates to replace with the same carpet the Port had used in their offices, and the cost for carpet and installation in the whole quad came to about \$4,000, which is more than they had anticipated. There was then discussion with Ron about putting in laminate flooring just in the area where the cubicles have been removed. This is where the plans are now, if they do decide to go with the laminate flooring, Ron would install it.

The commission agreed that the laminate flooring would look really nice, and would work well for the folks from USWCD.

Keith pointed out that this was exactly what the goal of purchasing the Winchester buildings was; to provide office space for local businesses.

Commissioner Tymchuk then made a motion to approve the proposed lease agreement for office space with the Umpqua Soil and Water Conservation District for the initial term of three years as described and provided for in the lease agreement, and authorize the Port President and Port Secretary to sign the lease. Commissioner Nelson 2<sup>nd</sup> the motion. Motion passed by unanimous vote.

**6. Consider tenant lease with DPC: Doug Perry Construction**

These folks do general contracting for businesses such as Ross Dress for Less. All of their work is directed over the phone, so there won't be any construction vehicles needing to park in our space. Currently they are conducting business out of their home. Due diligence has been done to ensure they would be acceptable tenants since very little was known about them before approaching us. They are very anxious to get in. The proposed rate would be .95/square foot which comes out to be \$477.00 a month for the space they want to lease. They will arrange for their own phone and internet providers.

Steve asked if the 4 to 6 cars they show on the application were for 24 hour a day parking or just during business hours. Their business hours listed on the application show from 6 a.m. to 9 p.m. so that would be the time frame they would be occupying the parking lot. It was noted that the vehicles using the parking lot would be personal vehicles, not equipment.

Keith asked that we do make sure they understand that our parking lot is not to be used for equipment parking.

Commissioner Train then made a motion to approve the proposed lease agreement for office space with DPC: Doug Perry Construction for the initial term of one year as described and provided for in the lease agreement, and authorize the Port President and Port Secretary to sign the lease. Motion was 2<sup>nd</sup> by Commissioner Tymchuk. Motion passed by unanimous vote.

Charmaine pointed out that both parties are comfortable with a one year lease at this time.

Keith added that the commission should pat themselves on the back publicly. When getting these tenants in, we should get the newspaper in to cover this, because this is exactly what the main goal was when they bought the buildings, to provide local office space.

**7. Port building at 364 N 4<sup>th</sup> Street:**

Keith said having this building appraised would be important. In fact he thought it would be illegal to sell the property for less than the appraised value.

Charmaine said not exactly. Dave had strongly recommended that the commission retain a licensed commercial property appraiser to ascertain the market value. His rationale was that the Port is responsible for tax payer dollars, and therefore it's important to find out an adequate price without "giving the farm away".

Paul Nolte confirmed what Dave had said, within reason. Depending on the direction the commission chooses to take in marketing and selling the facility. If a realtor were to present comparison data to similar properties in the area, that would provide for due diligence when administering public funds. For the record, the loan payoff for the property at 364 N. 4<sup>th</sup> is \$43,500.

Some options discussed were to retain a realtor of the commission's choice, send out a notice to all realtors who may be interested and then offer a percentage or fee to the realtor that finds a buyer. Submit an RFP for a realtor, or to advertise and sell it themselves. To sell on their own would require attorney fees to prepare and administer the required sales documentation, as well as paying for an appraisal to make sure they get a fair price.

Charmaine mentioned that a realtor in town actually did provide a workup on the building on their own, without charge, but it wouldn't be fair to use that if the commission does not decide to go with that realtor. She just wanted them to know it is available if they so choose to use that particular realtor.

Dave said before retiring that he felt during these economic times if the commission were to just choose a realtor, they might get pushed back, because this wouldn't give all the realtors a chance to come up with their own thoughts on selling the building.

Barry said it didn't make sense to him to try to sell on their own or pay for an appraisal; he would like to see the commission approach all the local realtors, giving those interested a fair chance. The other commissioners agreed.

Keith asked what the standard realtor percentage was and also pointed out that there was room to negotiate on that after interested realtors responded.

\*\*The commission then directed Charmaine to send a letter notifying the local realtors of the commission's intent to sell.

She asked if they wanted to stay in town, or expand with the notification. The commission was adamant they wanted to stay in the local Port area.

Barry clarified that at this time they just needed to write to all the local realtors letting them know that The Port is interested in selling a piece of Port Property, and request a response from anyone interested. After you find out who is interested, then you can negotiate on what percent the chosen realtor would get.

\*\*Charmaine did point out this will have to be declared surplus property before listing. She said she would prepare this for next month's meeting. Barry added that even though they are a government entity, and if they did declare it surplus property, that does not mean they would be required to then sell it.

**8. Port Annex building:**

To complete the Port Annex kitchen remodel we need to purchase appliances. We need an electric range, refrigerator and a microwave. Steve has done some research for us and came up with pricing. The request was for the commission to approve spending of no more than \$1,300 to come out of the capital reserve fund.

Commissioner Tymchuk made a motion to direct the Port manager to purchase appliances: electric range, refrigerator and microwave for the Annex building not to exceed \$1,300 to be paid from the Capital Reserve Fund. Commissioner Nelson 2<sup>nd</sup> the motion. Motion passed by unanimous vote.

**9. Discuss payoffs of Port Loans**

Barry had requested to add this item to the agenda. He had looked over at what the Port has been paying out for loans. He said The Port could save about \$1,000 a month in what they are paying out and he thought it was time the commission considered paying some or all of the outstanding loans off.

Steve asked if there were any pre-payment clauses in the loans being considered. No, there aren't. He also wanted to know if it would require a special meeting to decide to pay the loans off. Charmaine explained that they just need to designate spending the money from the reserve fund, there is no special meeting required.

Right now in the capital reserve fund there is \$616,983. The budget will be officially adopted as of July 1, 2012. Steve asked if it would be helpful to postpone paying off anything until after the commission adopts that budget. Charmaine said it would be helpful.

Keith suggested that they pay off the two largest loans, but not be in a hurry to pay off the loan for the building at 364 N. 4<sup>th</sup> St. since they are seriously considering selling that soon.

Steve agreed but reaffirmed he would postpone doing anything until the July 2012 meeting.

\*\*Charmaine offered to bring the detailed information about the loans to the next meeting in May so they could break them down and have more detail to decide from.

## REPORTS:

### PORT MANAGER'S REPORT:

#### Dock Report:

The Port Commercial Dock in Winchester Bay Brought in \$356.00 for the Month of March. Please realize that if an invoice is not paid within the month invoiced, it does not reflect in this report. We may have invoiced more than is reported as received in a month.

We were finally able to get PUD out to the dock at the same time Larry Greene was there to have them reposition the fixture so it would light the dock area instead of the harbor. They also changed the bulb which helped a lot too.

The electric service to the fork lift shed has been completed. I haven't heard if it has been helpful yet but I am sure it will be especially in winter months.

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Notary Public: I asked Dave who would give the oath of office to incoming commissioners now that he is retired. He said it only takes a Notary Public. Kathy Shultz provided some information about what it takes to become a Notary Public. The State Corporation Division is holding free seminars which are required if one were to become a notary. I registered for the class in Coos Bay at the end of May. The commissioners all agreed that was a very good idea.

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Open house date and time: Kathy Shultz, in her capacity on the Chamber of Commerce inquired if the Port was going to have an open house to show the new offices? She said the Chamber would have the ribbon cutting ceremony. I told her it was my intention to do so but with all of the work we are doing, just didn't know when that might be.

#### Thoughts, comments:

Keith said he thought we should wait until the two new tenants are moved in. Steve suggested it be in June or July when the weather is better. \*\*Charmaine said she would look into it around then.

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Oregon Coast Economic Summit: **Objective:** Co-Speaker Arnie Roblan's Coastal Economic Summit plans to convene key policy makers to review the state's recent legislative activities and discuss how these policies will help foster economic growth on the Oregon Coast. Speaker Roblan's aim is to identify ways that Oregon's rural and coastal communities, which face unique challenges, can invigorate their economy, create jobs and help restore the spirit of the Oregon Coast.

Along with the Port of Newport's Don Mann, Martin Callery with the Port of Coos Bay and Kevin Greenwood: Port of Garibaldi, I've been asked to sit on this panel to discuss Port's contributions to the coastal economy. I understand Commissioner Tymchuk will be co-paneling as well.

The plan is to get input from the commissioners on what to discuss on this panel. It's scheduled for the 24<sup>th</sup> & 25<sup>th</sup> of May. It's a big event with the focus being on Coastal Economic Development. The whole event is going to be in Coos Bay.

\*\*Keith asked Charmaine to send a copy of the agenda to all the commissioners.

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Special Districts provides a Legislative Session Report, this one for the 2012 final session that summarizes the session and bills fairly briefly. It is here for your review if you are interested.

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Peter Keys is property 'sitting' at the old WF Jewett School. He contacted me about plywood storage shelving he wanted to know if the Port were interested in purchasing. The units are 8 ft high by 4 feet wide and 2 feet deep. Quite well made and look strong. He is quoting a price of \$100 per unit or \$900 for all 10 units. He said if the port wanted to make an offer, he would submit it to the owner. I informed Peter that the Port has been investing in getting our new buildings ready for tenants and might want to defer for awhile or go a less expensive route.

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Please note the Chamber will be having their monthly luncheon here at the Annex for April, on Friday the 27<sup>th</sup>. Speakers will be Douglas County DA Rick Wesenberg and Sheriff John Hanlin.

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I have been trying to ascertain whether Marketron will be interested in leasing their offices another year. Their lease was for one year only. They have a new CEO, apparently just starting today, who would like the Port to consider a six month lease instead of another year. Their lease does not expire until June 26, 2012. If a six month lease is approved, that will take their next term through December 26, 2012. A consensus of the commission will be fine; a lease document will be forthcoming if approved.

Steve said he would prefer a yearly lease, but if they insist we will allow a six month lease.

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Snow destruction and courtyard: After the wet snow we had a few weeks ago, we had some damage to the wisteria trellis as well as the ornamental flowering cherry in the island bumper between the parking lot and 19<sup>th</sup> street. I received quotes from Christian Walter and Ron Kaufmann to replace the trellis, and called the commissioners, except Commissioner Reese, who was unavailable. It was agreed to have Ron replace the trellis for \$580.00 and Christian reattached the vines to the trellis. This has been done.

I have contacted Crown Roofing in North Bend to come look at the roof on the main building. I believe the small leak we see on the carpet in the back quad, is due to wind blowing rain up under the flashing on the roof. Crown Roofing installed the roofing when the building was rebuilt. They were supposed to be here last week but have

been busy. I had several people who know construction look at it; all say they do not think the moisture is coming from the small crack under the windows. My husband and I climbed on the roof, actually both roofs to see how it looked; we agreed it might be coming under the flashing. The drain spouts coming from the flat roofs also need to be cleaned out. Some of them are totally clean and others have leaves and moss clogging them.

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Dredging:

Kate Groth ACoE coastal project manager made her annual visit yesterday. Linda Noel with Salmon Harbor met with us as well. She provided the 2011 Jetty Inspection Report, the jetty monitoring program. Right now they are working on Siuslaw and the next report will be on our jetty, which like all of them is in great need of some work. The information indicates the condition of the jetties is about the same as last year.

Scott Hartzell owner of the Ossian stopped by last Monday to talk about his concerns regarding the deterioration of the south jetty end rocks or boulders. We talked about it and I gave him Kate Groth's contact info and offered to host a meeting between them. While Kate was here yesterday, I mentioned Scott's concerns; she said we might be able to set up a meeting with the ACoE engineers when they are in the area, with Scott. She will let me know when that might be and I'll see if Scott is interested in meeting with them.

She also reported that the Yaquina removed 134,127 cubic yards of material last year, and as we know, we are scheduled for 9 days this year which will be in July.

I made available the latest news on the Harbor Maintenance Trust Fund (HMTF) and other funding options for dredging. This just came in last evening but I wanted you to have the latest information I have available. Please take it home with you to read.

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One last thing, please note in case you didn't receive the email flyer from Susan Morgan, please take the one in your handouts.

### **SALMON HARBOR MANAGER:**

Jeff reported he recently attended the spring conference of the Pacific Coast Congress in British Columbia last week. It was one of the best meetings he has ever attended with them. While there Jeff convinced them to hold their fall conference October 9<sup>th</sup>, 10<sup>th</sup> & 11<sup>th</sup> at the Winchester Bay Marina Activity Center.

They all agreed this would be an ideal place for the conference since they need to be able to go to a smaller port and get the chance to interact and be involved.

They are going to try to get them to visit as much of the community as they can while they are here. They will be requesting some financial assistance in the future to help with everything from gifts to auction items, with the monies raised going to help with the PCC scholarship foundations.

He did say he wanted the commission to know that the PCC was not asking for any money, but he believes as the harbor master that it's his responsibility to make sure their visit here is a great one.

This is a fairly big organization, with memberships from Kodiak, Alaska all the way down to San Francisco, including most of the ports in Oregon and Washington. There are probably over a hundred different ports involved. The conference attendance is usually somewhere around 50 to 70. Since they also usually bring their spouses to the fall conference we can expect quite a lot of folks being in the community for this event.

They have decided to build a wooden picnic pavilion at the MAC. They did have a tent there, but the last wind storm blew it down. The replacement will have vaulted ceilings similar to what is in the MAC itself. It will be attached to the MAC, and there will be open sides and large posts throughout the structure. There will be lighting overhead as well as propane heat, and there will be electricity outlets available down each post. The idea is to design this so that at a future date it can actually be turned into a building with windows.

Jeff said he planned on presenting their budget at a future date. They are having their budget committee meeting on May 8, 2012, so it will probably be approved by the time the Port Commissioners see it.

The last item is something that will be discussed at their board meeting in the morning, and that is the report from the engineer for Salmon Harbor on the status of the RV Dump. This engineer was commissioned to look at alternatives for the harbor to possibly put in some type of pre-treatment or a holding capacity at the RV Dump station. This is to make sure that material doesn't overload the plant during peak holidays and the summer months. From what Jeff has seen of the report, none of the alternatives that are going to be presented are going to be very cost effective for Salmon Harbor to do. Ultimately if they do get into some type of regulation situation it will be very restrictive and among other options is the fact they may have to close the facility. The hope is that Salmon Harbor and the sanitary district can come up with some type of amicable solution that will work over the long term.

Charmaine asked if it would be closed just during the peak times, or all the time. Everything will be on the table when the committee starts talking about the alternatives. Right now it is not a pretty picture.

Barry asked if the dock work in Salmon Harbor was going on schedule. It started out a little rough when the people that were originally hired walked off the job, and they had to get an emergency hire to help with the project, but now it's going very well and the crew is making great progress. There have been a few challenges because they are dealing with fingers. They are having to re-do all the wooden whalers and through

rods that hold the floats together. They are not going to be attaching any kind of their bumper material to it at all because it deteriorates the wood, so everyone will need to provide their own bumpers. That is how it's done in the larger marinas like Seattle. They are also re-doing the electrical chases with new lightweight metal on the top. It is really looking good and should be in excellent shape when it's all done.

There was somewhat of a complaint from a person at their last meeting, who were not happy seeing Salmon Harbor put all this money into this project, and they wanted to know what about the East Basin and the wood docks over there. Jeff said as the harbor master he reserves the right to dedicate money where it needs to go.

The dock situation in the East Basin is something that is going to be around for quite a while because some people want to see Salmon Harbor go in there and replace the wooden floats when it would be very costly and there really is no need for it. It is a terrible situation because they have good pilings, but rotten docks that are an eye sore between the commercial businesses in that area and there is no way to fund the project.

Barry said Salmon Harbor isn't the only place with this problem. Every port between here and Maine is experiencing the same types of situation and he thinks that someone will find a fund somewhere like the Marine Maintenance Fund to help with this. There are a lot of complaints about this coming from everywhere and these were all built as community projects a long time ago. No harbor nowadays could afford to do it.

### **COMMISSIONERS:**

**Keith Tymchuk:** Keith said he wanted to talk about the ballot measure coming before the voters on the May 15<sup>th</sup> ballot. This is ballot measure would accomplish two things. One, it would roll back to August, 2010 levels any rate that the City of Reedsport has set since then, and it also requires that any future rate increase that is set by the city council for the City of Reedsport go before the voters.

Most of this is a result of the waste water rate increases. From his point as the mayor and a citizen, this would be disastrous for the city. He said he looked at the list of all the different rates that the city council sets by resolution and there are somewhere around 200 or 300 different rates. From things like rental buildings to building fees to even the entry fee of the Discovery Center. This bill would require that all of those be voted on by the people. It costs about \$2,000 every time there is a special election, which the city has to pay for.

The part that would roll the rates back to the 2010 levels is probably not legally allowed. There are cases from other cities that passed similar measures where the Oregon Appeals Circuit Court simply said that the cities couldn't retroactively roll back the rates, and limit the municipality's ability to pay back a debt.

Keith asked that everyone please do your research on this issue and vote as you see fit.

**Steve Reese:** Steve said he happened to recently use a service out of the North Bend Airport called Seaport Airlines. They offer a one way flight to Portland for \$170, with 3 flights making the trip daily. They are planning on adding a fourth trip daily. It's also very convenient that they don't land at Portland International Airport, but instead they land close by, so it's easy access on and off. They then shuttle you to the terminal from there which takes about 6 minutes. Steve said he told them it is one of the most valuable things they have ever offered.

**Barry Nelson:** Last week he went along with a bunch of other folks including Port Commissioners to talk to Congressman Schrader. There was also a regional head from NOAA there and people brought their concerns about commercial and sport fishing and Barry mentioned once again to the Congressman about dredging. He also spoke with the point man for Senator Merkley. They actually knew all about the issue. They have been dredging since Barry was a kid, so it is something that has been around a long time and needs to be addressed so it won't be a big hassle for everyone every year.

The Territorial Sea Plan seems to be making progress, it is slated to be finished up to whatever it is going to accomplish. No one really knows what is going to happen there.

Keith announced that Onno Husing is no longer the head of the OCZMA. He has taken a position as planning director for Lincoln County.

Saturday he attended a really neat ceremony when the Coast Guard officially transferred the Umpqua Lighthouse to Douglas County. Great turnout with about 130 people showing up for this. The speaker for the Coast Guard did an excellent job, and it was just a perfect occasion all the way around.

**PORT ATTORNEY:**

No report at this time.

**TIME MEETING ADJOURNED: 8:32 P.M.**

The next Port of Umpqua Regular Meeting will be held May16, 2012 at 7:00 p.m. at the Port of Umpqua Annex building, 1841 Winchester Ave., Reedsport, Oregon 97467.

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Steve Reese, President

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Karen Halstead, Admin. Assistant