

# **Port of Umpqua**

Regular Meeting Minutes  
Wednesday, May 16, 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:**

There were no additions or deletions on the agenda, it was approved by consensus.

## **APPROVAL OF MINUTES:**

The draft version of the minutes for the Regular Meeting April 18, 2012 was presented for approval.

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

The draft version of the minutes for the Budget Meeting April 18, 2012 was presented for approval.

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

**APPROVAL OF BILLS:**

Commissioner questions regarding bills:

Commissioner Nelson asked who Hough, McAdam & Wartnik are, and they are the accounting firm we use for guidance.

Commissioner Nelson asked why there has been such a big difference in the water bills between the uptown buildings, and the downtown building. Charmaine explained that we are not sure at this point exactly what is causing the water bill at the Winchester Building to be so high, but we are in the process of working with the city to pinpoint what is causing the large bills. Currently we have put a lock on the valve in the back alley, and the folks from the city are closely monitoring our meter each week to see if they can figure out what is causing such outrageous amounts.

Commissioner Reese questioned the bill to Frontier, stating that it seemed to be way over what was agreed upon for the contract. Charmaine explained that at the same time we started our account with them, they also had a new billing system installed, and there are issues on their side with what we are being billed. We are paying the agreed upon amount, and they are working on straightening out their end of the issue. Unfortunately this has been an issue since our very first bill with them.

Commissioner Nelson then moved to approve payment of checks in the amount of \$ 4,238.21 to be paid out of the Capital Reserve Fund, 2<sup>nd</sup> by Commissioner Tymchuk. Motion passed by unanimous vote.

Commissioner Nelson moved to approve payment of checks in the amount of \$ 3,233.18 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. Fiscal Year 2012-2013 Budget**

#### **a) Receive Public Comment**

There were no changes proposed to the budget by the budget committee on April 18, 2012. Charmaine said she recommended approval of resolution 12-01 adopting the budget, making appropriations, imposing and categorizing the tax for fiscal year 2012-2013.

The Resolution was prepared to reflect the budget as approved by the Budget Committee and per Oregon Budget laws.

After the budget is approved by the Budget Committee and prior to July 1<sup>st</sup>, the Commission has the authority to adjust resources and expenditures.

However, there are limitations:

- Taxes may not be increased over the amount approved by the Budget Committee.
- Estimated expenditures in a fund cannot be increased by more than \$5,000 or 10% whichever is greater.

Neither of the two limitations can be exceeded without first publishing a revised budget summary and holding another budget hearing.

The Budget must be adopted by June 30, 2012

Steve then opened the public hearing for the budget for fiscal year 2012-2013 for the Port of Umpqua. He requested that any commissioners that wanted to declare a conflict of interest to speak now. There was none. There was also no testimony in opposition to the proposed budget. He then closed this portion of the hearing.

Steve then requested testimony in favor of the proposed budget. Keith testified that the budget be approved as suggested. With that said the portion of the hearing to testify in favor was closed.

Steve next asked if any commissioners had any questions, comments or statements. There were none, and with that Steve declared the public hearing closed.

#### **b) Adopt the 2012-2013 Fiscal Year budget**

Commissioner Tymchuk made a motion to adopt the 2012-2013 fiscal year budgets as presented and approved by the Port of Umpqua Budget Committee. The motion was 2<sup>nd</sup> by Commissioner Train. Motion Passed by unanimous vote.

#### **c) Adopt Resolution 12-01**

Commissioner Tymchuk then made a motion to adopt Resolution 12-01 adopting the budget in the amount of \$1,461,399 (one million, four hundred sixty one thousand, three hundred ninety nine dollars) making appropriations, imposing and

categorizing the tax for fiscal year 2012-2013. Commissioner Train 2<sup>nd</sup> the motion. Motion passed by unanimous vote.

## **2. Port building signage**

Mr. Bill Blumberg presented his proposal for signage for the Port building which has been brought to the meetings over the last several months. Progress to this point has been reviewed and approved by the commission at the last two meetings. The proposal being presented today includes:

- Directory as depicted in the drawing presented last month, front and back of main building.
- Front window lettering both buildings.
- Inside front entry door to building.
- Port offices door.
- Installation of all signs.
- Design cost, not yet invoiced, (this was added after the fact, he forgot to include).

For a price of \$2,510.00. Charmaine did ask him about the name plates on the tenant's portion of the directory and he said they are \$65.00; they are made of vinyl lettering and can be removed when desired. This would most likely be charged to the tenants wishing to be included on the directory.

Donna said she noticed it said for as long as it takes. She asked if he had any estimated time frame. Charmaine said no, it will just take as long as it takes. There are several steps, so the directory may take longer than the window lettering.

Barry confirmed that this was a quote for the job. Barry said at first it seemed like a shocker, but then in this day and age everything costs a lot and looking at all that is included it just fits in with the times.

Keith asked why it listed two front windows. Charmaine said it would be on the building and on the annex. She also pointed out that this was a suggestion, and the commission could choose where they wanted signage.

Donna commented that he does beautiful work. Keith agreed, but said it was more expensive than he had anticipated.

Keith then asked what part of the budget this would come out of. Charmaine said she had set it up to come out of the General Fund since there is enough for it to come out of there.

Commissioner Nelson then made a motion to engage Bill Blumberg Graphic Art and Signs to create and attach signage as proposed for \$2,510.00 to be paid from the general fund, \$1,255.00 of which to be pre paid as deposit and authorize the Port Manager to sign the acceptance of proposal. Commissioner Train 2<sup>nd</sup> the motion.

Motion passed 3-1 with Commissioners Reese, Train & Nelson in favor, Commissioner Tymchuk opposed.

### **3. Personal Services Policy**

With everything that is being dealt with at this time, it has been suggested both by Special Districts and Port Council that even though we don't have to include them, it wouldn't hurt to categorize Real Estate Brokers, Insurance Agent of Record and Information Technician as separate statements in our Personal Services Policy.

What brought this up was the fact that an insurance company in the region contacted us stating that they had noticed we had not put an RFP out for Insurance Agent of Record for many years now. After researching whether we had to or not, Charmaine found out that you do not have to, but it doesn't hurt to mention them in your personal services policy.

Steve asked if we did or didn't need a services contract for plumbing and electrical? Right now we actually do include, but are not limited to architectural, engineering, surveying, attorneys, accountants, auditors, computer programmers, artists, designers, and performers. Charmaine then added the real estate brokers, insurance agent of record and information technicians. The contract portion actually does not fall under personal service that is listed under contracting.

Commissioner Tymchuk then made a motion to amend the Port of Umpqua Personal Services Policy to add the categories: Real Estate Broker, Insurance agent of Record and Information Technology. Motion was 2<sup>nd</sup> by Commissioner Train. Motion passed by unanimous vote.

### **4. Disposition of Port real property 364 N 4<sup>th</sup> St:**

#### **a) Receive staff report**

Issue before the Commission was to consider whether or not Port owned property at 364 N 4<sup>th</sup> Street, Reedsport is needed for public use or if it is in the public's best interest that it be sold. The property tax lot number is 21-12W-35CA-06100 and includes the existing building which at one time was known as the IWA hall located at the above address.

The Port of Umpqua purchased the building and property in 2002 to establish a local office within the Port district instead of leasing or renting an office as was practiced in the past.

The Port Commission recently purchased facilities on Winchester Avenue in Reedsport and moved their offices to that building. Is it the Port's intention to hold on to the property long term, or is it willing to declare the property as surplus so that it can be sold?

Such disposition is controlled by ORS 271.310: "Transfer or lease of real property owned or controlled by political subdivision; procedure in case of qualified title; notice; rules. (1) Except as provided in subsection (2) of this section and subject to subsection (3) of this section, whenever any political subdivision possesses or controls real property not needed for public use, or whenever the public interest may be furthered, a political subdivision may sell, exchange, convey or lease for any period not exceeding 99 years all or any part of the political subdivision's interest in the property to a governmental body or private individual or corporation. The consideration for the transfer or lease may be cash or real property, or both."

Barry asked if that could be declared surplus and then later at some point if The Port decides to keep it, they can "un" surplus it. Charmaine confirmed that is right.

**b) Receive Public Comment**

Steve asked if any commissioner would like to declare a conflict of interest. There was none, nor was there any testimony in opposition of the proposed sale of 364 N. 4<sup>th</sup> Street. This portion of the hearing was then closed.

Commissioner Tymchuk did testify in favor of the proposed sale of the real property at 364 N. 4<sup>th</sup> Street. He said he would like to see the property put back on the tax rolls, it had served The Port when they bought it, but there is probably a better use for it now, instead of The Port keeping it only to rent it out occasionally. Ideally they will find someone to purchase the property and also be able to recover some of the expenses.

Steve added that it is a nice piece of property that with some improvements offered good potential to someone.

Barry said he would like to see it go back on the tax rolls. The Port has been able to upgrade and now they should try and sell that property.

With that Steve declared the public hearing closed, and returned to regular session.

**c) Declare 364 N 4<sup>th</sup> street Building as Surplus Property**

Keith said he had one question before making a motion. Clarification was sought last month about how the commission would determine a price, whether it would be based on real market value or the appraised value. Council advised that if the realtor broker proposes a price that falls within the range that other comparable properties are selling for, that is considered due diligence.

Commissioner Tymchuk then made a motion that the Commission find that Port owned property at 364 N 4<sup>th</sup> Street is no longer needed for public use, and to declare the property and building to be Surplus Property in order that it may be sold. Commissioner Train 2<sup>nd</sup> the motion. Motion passed by unanimous vote.

After the vote, Charmaine asked for direction from the commission on leasing the property if there was no offer to buy it. The consensus was that would be fine, since that would also put it back on the tax rolls.

#### **5. Consider Real Estate Broker Proposal**

Last month the Commission directed Charmaine to notify realtors in the area by RFP. There were three proposals received, which were included in the meeting packets. It was noted that all were pretty much the same; Steve noted that Norm Lacey and Dune Country Realty was the only one that has a website. Keith added that he liked the fact that Norm was proactive in working on the property.

Barry asked if the percentage the realtor would get was negotiable. One proposal had said that they could be flexible. The others were right at 6%.

Commissioner Train made a motion to engage the services of Dune Country Realty and Norm Lacey to market and sell the property and building at 364 N 4<sup>th</sup> Street accepting the Proposal and terms as submitted and authorizing the Port President to sign the listing agreement for 6 months. Commissioner Tymchuk 2<sup>nd</sup> the motion. Motion passed by unanimous vote.

#### **6. Consider vacant Commission position**

Also at last month's meeting the commissioners expressed a concern of not having a full commission. Since the resignation of Debbie Williams, it was a concern that if there were commissioners absent from a meeting it may hinder the ability to conduct business.

Jessica Terra, the new budget committee member was in attendance at that meeting, and she has submitted an application for that vacancy which is position #2. This position will expire June 30, 2013, in which time it would again be open for elections.

Keith said he thought Jessica would be great. He loves the idea of getting a younger group of folks involved in the community; she has been in the community for a long time and would do a very fine job.

Barry asked if this position vacancy had been advertised. Steve said no, it was not required.

Donna said it concerned her that it wasn't going to be advertised, and that there had been just one application received. She asked that this be postponed for at least one month and advertised. She said advertising just seemed to be the right thing to do to allow others that may not be aware of the opening to have a chance to apply.

Barry agreed, adding that the commission is very diligent in doing the right thing in the different situations that come along, and to advertise would at least notify the public and be the right thing to do.

The Commission agreed to postpone the selection process until Charmaine had a chance to advertise the position, and they would revisit it at the next meeting. Charmaine said she would get it out to the local publications as soon as possible.

Steve did reiterate that it was perfectly legal to appoint a new commissioner to a vacancy, he has been appointed twice.

## **7. Consider Information Technology Agreement**

Charmaine said this has been on the radar for quite some time. Oregon Coast Technology is a company led by Bill Fleenor, who was at one time a Lane County Commissioner, and then he was a Port of Siuslaw Commissioner as well, along with two partners. The company offers security and high tech monitoring services. They setup your computers, internet and phones, then they monitor them and report back to you how well they are doing. They will also make recommendations on how to make your equipment as efficient as it can be. Another service they offer that we are interested in is off site backups.

Right now our service provider is Frontier and they have provided us with adequate service, but at the same time it makes us uncomfortable to rely on the service provider to also be the advisor on equipment purchases and such.

The issue we are faced with right now is that we cannot get wifi to work in the Annex. Frontier has hard wired the internet and installed phones, but the wifi doesn't work because of the walls. There is a signal, but it's very weak and unreliable. We have several folks that have inquired about using the Annex but they need wifi, the County is included, they are using the annex on May 24 & 25 but they really need wifi for their class.

Contracting with Oregon Coast Technology would allow them to serve as our IT folks. They have submitted a proposal for the wifi in the Annex. It seems to be a little high in cost, but after checking with others including the County, Jeff Etzel and Wayne Stinson we have found that prices for the labor are right on what it should be, the hardware prices do seem high. They have responded to our questions on this, and the answer we get is that it is high quality equipment and you get what you pay for. Another advantage to using Oregon Coast Technology is the fact we could consistently add tenants without worrying about the existing systems being messed up.

We need someone that has expertise in technology, who can work with us and our tenants to provide secure, working systems. In checking their references we found that all have been positive, while they agreed they are a little more expensive in the long run it has been well worth it to them to have worry free service.

There are options for the backup service. One is an onsite backup; one is an offsite mirrored image, which backs up both programs and data and the third option is an

offsite data backup. What we really need is a good offsite data backup, the mirror image is really overkill for what we need or want.

Keith noticed that the math on the proposals was interesting. Looking at the first page the hardware is \$380 and the labor is \$160 for a total of \$555. This should be \$540. The same issue is on the third page of the proposal. Charmaine said that was probably the result of the conversation she had with them about the prices for hardware, she noted that they had changed the price and it looked like they failed to then change the total.

At this point Charmaine requested for the internet access for the tenant and the annex. Commissioner Tymchuk then made a motion to accept the proposal from Oregon Coast Technology for providing a wireless connection to the conference and training room as detailed in their proposal at the cost of \$540, and that they provide the tenant internet access package as proposed for a cost of \$510 for a total not to exceed \$1,100. Commissioner Nelson 2<sup>nd</sup> the motion. Motion passed by unanimous vote.

#### **8. Port Manager Job Performance Evaluation**

Results of the evaluations had been provided. She wasn't asking for a motion, but did open it up for any comments.

Keith said the one thing he wanted to point out is that there are almost no scores that had gone up. Any increases that were seen were very minor and could even be interpretations of the questions. He complimented Charmaine on continuing her professional growth.

Donna agreed she said the only thing she would encourage is that the evaluation be done before the budget so that could be figured in for her raises. Keith said he'd do it after the budget because it does refer to budgeting and grants. Steve agreed saying it was fresher in their minds that way.

Charmaine did have a question for the commission. A couple of years ago she had asked the commission if they wanted to continue to receive the Douglas County Planning Memorandums in their binders. She is happy to provide them if the commissioners wanted to read them, but did want to note they do require a lot of paper since some is quite lengthy. At the time the commissioners agreed that they did find them informative and enjoyed reading them. She wanted to point out that they had been included but there haven't been any for quite some time.

There has also been comments a couple of times that the commission would like information on what is going on in Elkton and what the Douglas County Commissioners are doing. She does attend the Douglas County Industrial Development Board meetings and Susan Morgan is there sometimes, but she is open to suggestions on how to get more info in those areas.

In the past there have been suggestions to contact Elkton and invite them to the meetings for a presentation or to even move a Port Meeting to Elkton. It doesn't seem like the Elkton folks have been that interested in either option. Charmaine did check their website to see if there was any kind of newsletter she could pass along and there wasn't anything out there. She has also checked the Douglas County site, and the commissioners meeting minutes do not appear to be posted, instead you can watch a video of the meetings.

## **REPORTS:**

### **PORT MANAGER'S REPORT:**

Dock Report:

The Port Commercial Dock in Winchester Bay Brought in \$4212.00 for the Month of April. Larry will be doing his annual safety yellow painting on the dock area he is also going to paint the back step at the Winchester building to help with visibility.

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Loan Payoff data, at June meeting.

The Commissioners discussed paying off the Special Public Works Fund loans on both the Umpqua River dock and Winchester Bay dock. I requested the payoff amounts as of the 1<sup>st</sup> of July from the IFA, those amounts are in your binders.

Umpqua River dock: \$100,355.59 if paid off in July will be a savings of \$39,257

Winchester Bay dock: \$80,686.43 if paid off in July will be a savings of \$14,969

For a total savings of \$54,226 in interest over the life of the loans.

The amount owing on the 364 N 4<sup>th</sup> street property is \$42,932.

The payoff on the DCIDB loan on July 1<sup>st</sup> will be \$48,000. Actual pay off would not be until July if the Commission decides to move forward.

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OPPA meeting; discussion on the Economic Impact Report that has been discussed recently, I asked if each Port would be represented separately or will we all be bunched together, showing the impact Port's (together) have on the state economy. I told them again that our primary interest in this report would be showing the impact continued maintenance dredging and the state of the jetties has on the local economy. Other Ports have needs specific to their region, some are trying to justify loans or grants or make a case for regulatory consideration. I don't feel like we can all be properly represented if all Ports are combined in one report. If we are going to be asked to contribute to the funding, our specific needs should be addressed.

A committee will be formed to work on this project, I was thinking about volunteering for this committee. With the changing makeup of the legislature and the way the Army Corp of Engineers is being funded and projects selected, we have to be proactive and logical in competing for scarce funding.

In your materials you will find an Economic Impact report for the Port of Portland 2011. This was provided as an example.

OPPA will be sponsoring an annual conference providing training for staff and commissioners. Training was one of the issues the State addressed in the state wide Ports Strategic Plan. This is one instance they will use to implement that goal. The dates for this year are September 20 and 21<sup>st</sup> in Newport at the Inn at Otter Crest. More information will be forthcoming.

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DCIDB meeting: The board continued the ongoing discussion on the County Industrial Parks and what should the IDB be doing with regards to them. Alex Campbell reported on the status of each site. The Bolin Island site is getting appraisals and figuring out what needs to be done to move this property. "Wet land issues are huge". They have attempted to work with IP about the railroad spur that crosses Bolin Island since easements and other legal situations must be resolved before any interest or development could move forward. As of this time, they have not made progress on this.

I believe I reported at a previous meeting, that the wet land mitigation issue involving all of the county industrial sites is enormous. The county is entertaining the idea of a wet land mitigation bank to resolve some of the requirements. DSL is also considering the creation of a mitigation bank, which would go a long way to assisting Douglas County in a solution. It was reported that DSL has only attempted this once, on a different scale so this would be something new for them as well.

Keith said that the Wetland Mitigation Bank was actually talked about at the first regional solutions meeting, and it came up because they got the highway exchange just this side of Roseburg that heads out towards Umpqua Community College. When they did that there was a lot of wetlands mitigation they had to do. They ended up moving through it pretty quickly but because of that, that is an issue is being talked about, the creation of a mitigation bank. Years ago they had talked about doing a mitigation bank on Steam Boat Island.

Donna asked about the information provided from the DCIDB, it says on January 2012 there is mention of an industrial pellet manufacturer is looking for land, 7 to 100 acres. Is that related to Paul Daily? No, no one has heard anything new about his plans to build a pellet mill in the community. This is referring to a different level, this is an industrial pellet manufacture.

We receive the IDB packet online now, as opposed to in the mail. Sometimes there is interesting information and data in these reports. Some of the documents I provide in your meeting packets. I would like to forward these packets to the Commissioners if you want to receive them. They can be quite large; this month's was 54 pages. It is sent as a pdf. Would you like me to forward it to you when I receive it?

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There have been times when staff has not been able to get the meeting materials to the Commissioners until Monday instead of the previous Friday afternoons. We would like to know if you have a preference about when you receive your binders. We can do it either way, which ever works best for you. The commissioners all agreed that it worked out best for them to receive the information on the Friday before.

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Coos Bay Rail Link; Martin Callery was kind to provide us with a brief update on the rail road, in your packets.

He also offered to do a power point presentation for the Port of Umpqua Commission on the Port of Coos Bay's various projects. I told him I thought the Commissioners would appreciate that a lot; he is available next month if that meets with your approval.

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Economic Summit in Coos Bay next week; Ports will have a panel, we had a conference call this afternoon to discuss what we might talk about, we will have less than 8 minutes each and decided we would each discuss the impact our port has to the local economy or how port projects and operations influence each district differently and similarly. I will discuss the continued need for maintenance dredging and needed jetty repair since the Port is the local sponsor for this project. I also wanted to mention in some manner the Port of Coos Bay's influence on us and our economy. This would include the Rail Road and any industry they might have going.

If any of the commissioners have suggestions or recommendations about what I might talk about, please let me know. The commissioners all said the 3 she listed were the main issues.

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**Buildings:**

DPC moved into their suite of offices last week. They were held up by getting their internet hooked up. They've been in and out all week. It's different having others in the building, but good.

UWSCD will be moving in starting Friday. Rhonda went to Eugene today to pick up the flooring Ron will install.

Ron Kaufmann completed the work on the Conservation District offices, as approved. While he was working on it, he discovered additional issues, one of which was the back wall leaking from the parking area. I asked him to fix it the best he could and we would watch it carefully, to see if we observe any moisture, we will have to do a more in depth repair. He also patched and painted the D suite offices and the Conservation District offices as well as repaired and helps us get our offices in shape. The additional unexpected work; materials and labor came to \$1,237.00.

Water bill: This is the second month that the water/sewer bill for the main building was up substantially. I have been working with Jessica Terra at the city and city crew to try to figure out why all of the sudden there is a spike in usage.

Commissioner Tymchuk asked last meeting about profit and loss since the purchase of the buildings. I've provided a report showing professional services as well as the capital outlay incurred to date.

As part of the Strategic Business Plan and the soon to be IGA with the state, the Port should review the SBP as part of the annual budget process. I've prepared a copy for each Commissioner to take home with you to read it over for next month's meeting. We will be reviewing it at that time. Please make notes of comments, edits or additions they will be recorded in the minutes to show compliance. We are not required to make changes or amend it but it must be noted we had the discussion.

\*\*Steve had a question about the OPPA business minutes where they discuss the OPPA Port project list, he asked that she find out what those projects are and report them back to him.

**SALMON HARBOR MANAGER:**

Jeff VanderKley had a last minute conflict so Jim Mix was present to report on Salmon Harbor.

Jeff had planned to report on the Salmon Harbor budget, but he said he will do that at the next meeting. The Salmon Harbor budget was accepted by the county budget committee on May 8, 2012. There were no big surprises in the budget.

The biggest decision made in the last month was to expand the MAC building to the east. It's going to be a covered picnic pavilion attached to the main building. Construction on this is estimated to begin in July and hopefully complete by mid September. The goal is to have it done before the PCC conference in October. One surprise they did receive is that the codes have changed, and any building that has occupancy above 100 is required to install a sprinkler system. They are working on how to remedy this. Eventually if this pavilion were enclosed, it would have to have a sprinkler system installed anyway so they thought it wise to install that as they are building it. The existing building will need to have sprinklers as well, and the cost runs at about \$40,000 so they are working on how to handle that expense.

At the April 19 meeting after some discussion the committee decided to close to the public the RV Sewer Dump station due to the concerns from the Winchester Bay Sanitary District. This means the only folks allowed to use it would be the Salmon Harbor Marina campers. It will be gated and locked and someone such as a camp host will have to be there to monitor it. Letters went out today giving notice of a public work session on Thursday, May 31 at 10 a.m. at the MAC. There will be a limit of 26 dumps a day, which is going to pose a big problem on especially during the holidays.

**COMMISSIONERS:**

Barry spoke about the Ocean Planning business for federal. It's been voted down in Congress, and he asked Keith if the state was getting money doing the territorial sea plan or are they getting any federal stuff? Keith thought there was a little bit of federal money but it's pretty small. They went for another \$100,000 from the state to do more community outreach on the territorial sea plan. It's a process he said he hopes to see end at some point, because it just continues to be generating more data and they need to get a plan. The hope is for September or October.

Donna reported she has attended some of the chamber of commerce meetings including the luncheon that was held in the Annex. There was a presentation by the district attorney which was really good.

At the last meeting Alan Titesel said the downtown merchants are making a proposal to have a map of wood carvings throughout town. Confluence reported to be in the positive by \$7,000 so that proved to be a great event this year. They have had a lot of bad press lately and they have chosen to try to not respond, and instead are putting their efforts at working very hard as a chamber so they can continue to hold local events. At the end of the year they will then decide which events to continue and which ones to let go. One concern is the motel/hotel tax and the difference in agreements that the city has proposed for the chamber. Keith addressed this issue saying essentially what is going on is that in the past the motel/hotel tax has been sort of passed through to the chamber for advertising. The city was considering putting \$25,000 towards the Umpqua Discovery Center, which is a tourist related activity. In the end they settled on \$12,500. This seemed to be a good compromise for everyone.

Next is the Memorial Day celebration which is going to be different this year. Since there is less money to work with there won't be quite the activities as has been in the past. The chamber used to pay for plane tickets, food and lodging for 40 band members for the 4 day holiday. A lot of that was donated, but at this time there just isn't that kind of money available. In talking with the Coast Guard they found out that the Coast Guard actually has a band that can be scheduled, so next year they are hoping to have the Coast Guard band here to perform.

This year Diane Essig, in memory of her husband is having a dinner at the Presbyterian Church. There will still be a parade and the chamber is moving forward with a new Memorial Day celebration.

Keith added that he and his wife Jennifer are continuing to host all the WWII sailors and their spouses that come to town to a bar-be-q at their house.

Steve reported that he is on a new committee called the Lighthouse Oversight Committee. They report to the county on how to maintain security and preserve the land for the lighthouse facilities. They are also getting a new historic boat to replace the one at the lighthouse museum that is starting to rot.

**PORT ATTORNEY:**

None

**EXECUTIVE SESSION:**

None

The meeting was then adjourned at 8:29.

The next Port of Umpqua Regular Meeting will be held June 20, 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