

Port of Umpqua

Regular Meeting Minutes
October 15, 2025 at 7 p.m.
Port of Umpqua Annex
1841 Winchester Ave
Reedsport, OR

THESE MINUTES ARE FINAL and APPROVED.

Commissioners Present:

President Carey Jones
Vice President Joe Mulkey
Secretary Rhonda Black
Treasurer Donna Train
Assistant Secretary Tom Black

Port Staff Present:

Port Manager Scott Kent
Senior Administrative Assistant Karen Halstead

Public Present: Dana Ferguson (PDS), Deb Yates (S.T.E.P.)

Online Attendees: Lynn Tanner

NOTE: All items handed out at the meeting are available for view by public request.

Proceedings:

The meeting was called to order at 6 p.m. by President Carey Jones.

It is noted that a quorum of Commissioners was present for this meeting.

PLEDGE OF ALLEGIANCE

EXECUTIVE SESSION:

ORS 192.660(2)(e), which allows the Board to meet in executive session to deliberate with persons designated by the governing body to negotiate real property transactions.

The board went into Executive Session at 6:03 p.m.

The board came out of Executive Session at 6:57 p.m. and took a short break before continuing with the regular meeting at 7:03 pm.

Regular Meeting Reconvened at 7:03 p.m.

CONSENT AGENDA – All items listed are considered routine and will be enacted by one motion.

- **APPROVAL OF AGENDA:** As presented.
- **APPROVAL OF MINUTES:** September 17, 2025 as presented.
- **APPROVAL OF BILLS:** In the amount of \$6,021.07 to be paid from the General Fund.

Commissioner Mulkey made a motion to approve the Consent Agenda as presented, 2nd by Commissioner Rhonda Black. The motion was passed by a unanimous vote.

PUBLIC COMMENT:

Dana Ferguson (PDS): PDS had Billeter Marine out at the Umpqua Spit today to start work on the beam, they estimate that they will be done by the end of next week.

REGULAR BUSINESS:

1. Presentation on Elliot Forest project by Keith Tymchuk

Elliot Forest Report: The research forest is up and running. He'd hoped that there would be timber sales this calendar year but that isn't going to happen. There hasn't been any timber harvested there since 2016 – 2018.

They are using the Shutter's Creek facility as the headquarters. There is a general forest manager, a research director and a forester as well as associated staff. The new director for the Department of State Lands (DSL) is Kaitlyn Lovell, she had been on the Elliot State Board of Directors.

There was a fire up Scholfield this year, which is not part of the Elliot, but it was remarkable to see the number of resources that were sent there. At one time there were 5 aircraft working on it. Coos Forest Protection Agency was there, and the Coos County Sheriff's Department were patrolling the forest. There has been an issue with people dumping in the forest but most of that is gone. Any dumping left is on private property.

Keith has been the chair of the board for the last year and one item he is really pushing for is that it took 7 years to design a forest that met everybody's concerns. There is a forest management plan that has been approved by the State, there is a Habitat Conservation Plan that has been approved by the Feds, and those figures are in now, so they plan to harvest up to 17 million board feet a year. Keith will be adamant that they do not change the management structure of the forest for at least the first couple of decades. One of the adopted goals is recreational access to some of the forests.

They have been in existence as a management board for the entire year and much of that has been building up staff and setting directions and protocol. One of the things they have

promised the State is self-sustainability; they have to generate enough revenue on the forest to support their activities up there. It's not going to happen in the next couple of years but that is part of the operating protocols and eventually they will have to do that.

The Governor's Office has been clear that there will be a carbon sale on the forest. This is where you sequester carbon in the trees that aren't cut and that is sold on an open market to companies that will buy those off-sets. Keith explained the purpose of carbon sales and how they work.

Donna: Can someone from outside of the area purchase carbon?

Keith: Yes, and there is a variable price of the carbon you plan to sell. Basically, they are buying mitigation.

They are well staffed, there is a great director, and they are engaging with all of the tribal groups. They have a 9-member board, represented by people from all over the State.

Keith said he'd talk to the forest manager, Darin, to come talk to The Port.

Golf Course Project: Spoke to George and he said they are moving forward. Right now, the problem is there is no one in Washington D.C. to talk to due to the shutdown. There is some federal forest land that they would like to either lease or acquire. It is a 26-acre parcel that sits right in the middle of the private land. The group working and financing this project got together a while back and they all love the area and the property. They were up front that these types of projects can take a long time.

The goal is to start with 2 golf courses and lodging. The other big issue right now is road access to the site. They have talked to ODOT about opening up access to Sparrow Park Road which will require 3 – 4 new lanes. ODOT said it will cost a couple of million dollars.

There was a misunderstanding with the Confederated Tribes of Coos, Lower Umpqua and Siuslaw (CTCLUSI). The initial meeting seemed to go very well. Sometime after that meeting, the tribes met with the Forest Service, something went awry and the next thing they knew, the CTCLUSI wrote a letter saying that they would not support the project. That is an on-going conversation at this time.

The project is moving forward; there has yet been a roadblock come up that they haven't been able to overcome. They have hired a full-time lobbyist in Washington D.C. and are reaching out to legislative staff and agencies.

Rhonda: She wondered how it would go with the ESA regarding the Marten population.

Keith: It is close but is not included on the map.

George asked Keith to pass along to the Port of Umpqua that he appreciates the letter and support he's gotten from The Port.

2. Update on Reedsport Wharf improvements

Scott: I have solicited bids from three electrical contractors to install electrical access, including five shore power connections, and activate the lights at nighttime. The final estimate just came in late today so he will have the numbers ready for the Commissioners at the next meeting.

Holly Hinshaw at FWMC has asked that we postpone work on the wharf until they can perform their due diligence regarding the ownership of the access way to the wharf. To that end, I have forwarded FWMC the filed maps by our surveyor, SHN. I will check in with her at the end of this month to get an update on their progress.

3. New computers for staff

Scott:

Shannon Sheets, our IT expert, has put together a proposal for the acquisition of two computers and peripherals to replace the aging computers currently in use. Shannon put together numbers for five possible computer configurations ranging in price from \$1,035 to \$1,613. Staff recommend Option D, which has the latest processor and sufficient RAM.

The plan is, after the acquisition of the 2 new computers, we will set up Scott's current computer in the conference room to be available for the Commissioners to use for their ethics requirements or watch training videos and webinars.

Scott referred to the handout that had been provided with meeting packets that included information and quotes for 5 different computers (options A through E) and software. The quotes that had been provided were for the hardware only, labor costs were not included.

Donna: Option D doesn't include AI, are you sure you don't want AI?

Rhonda: AI is available online and can be added later. She thought the prices were a bargain.

◀ **Commissioner Black made a motion to purchase computers and peripherals as follows:**

- **Computer Option D (2)(1421)=\$2842**
- **One new monitor=\$145**
- **Microsoft 365 (2)(150)=\$300 (renew annually)**
- **Security (McAfee) (1)(81)=\$81 (three-year subscription)**

Total price \$3,368 (not including labor for installation), 2nd by Commissioner Train. Motion was passed by a unanimous vote.

REPORTS:

MANAGER'S REPORT:

Scott:

Funds

Checking	\$383,014
Savings (main)	\$484,096
Dock Reserve	\$202,140
Capital Reserve	\$473,132
Maintenance Reserve	\$46,432

These numbers are growing thanks to the 2% return we are getting on our money market.

Pacific Dream

We made \$6,200 from poundage at the Pacific Dream site.

Salmon Harbor Report – from Jim Zimmer via email

1. PCC Fall Conference – Attended Sept 16–18, Seaside

Jim attended the Pacific Coast Congress of Harbormasters and Port Managers Fall Conference in Seaside.

Key sessions covered:

- Digital communication strategies for marinas (OSU-led)
- Boat rental operations, tech trends, and risk management
- Grant funding, dock power, and infrastructure design
- Hospitality and tourism integration — including RV parks, cruise ships, and waterfronts
- Legislative updates (AMI) and economic forecasts in the boating sector
- Harbor activation strategies and peer presentations (“Call of the Ports”)
- Tour of the Port of Astoria and Columbia River Maritime Museum

Great networking opportunities and valuable content. Jim is hoping to attend the next PCC Conference in Berkeley, CA this April — dates TBD.

2. Abandoned Vessel Disposal & OSMB Coordination

Salmon Harbor has removed two ADVs this month using internal funds. They are working with the Oregon State Marine Board to pursue funding assistance for the next three. Estimated cost: \$50,000.

3. Fuel Dock – Winter Hours Begin Nov 2

Starting November 2, fuel dock hours will shift to Monday–Saturday: 8:15 AM to 3:30 PM, closed on Sundays.

4. West Basin Boarding Dock – Replacement Project

Salmon Harbor is scheduling the replacement of the West Launch boarding dock in November. Launch will be closed for approximately 2 weeks during the work.

Includes updated float and anchoring system

Total cost: \$358,700

- \$270,000 – OSMB grant
- \$88,639 – Salmon Harbor match

Salmon Harbor's annual holiday event returns Friday, December 6 at the MAC:

Santa arrival by U.S. Coast Guard vessel

Gifts, hot cocoa, and photo ops for kids

Organized in partnership with community volunteers- anyone willing to help please contact Jody at the Salmon Harbor office

More info will be provided as we get closer.

S.T.E.P. Deb Yates:

Last weekend S.T.E.P. caught 46 fish, and the next opportunity to try to catch more will be during low tides in the afternoon this weekend. They only have 2-3 weeks left that they can trap. The seals are devastating the salmon near the trap and in the harbor.

Released 24,000 smolt out of the net pens. They were transported and whatever chemical is being used to acclimate them doesn't appear to be doing a very good job. Someone suggested that S.T.E.P. release them further up the river instead of directly in the harbor to possibly give them a better chance of survival from any predators.

COMMISSIONERS:

Joe: No word on crab season yet, he'll have a better idea in a couple of weeks after testing the crab is done.

Donna: Had the Urban Renewal Board Meeting and they have expanded the Urban Renewal area to include the businesses uptown. There is grant money available to help businesses uptown with improvements. Downtown has had the opportunity to get grant money in the past and is looking great. Steve Wilson is going to go to the uptown businesses and let them know about the grants and how to apply.

There was some discussion about the stormwater holding tanks that have disintegrated and there are some areas that will need to be completely replaced. Hopefully that will help with some of the flooding in lower Reedsport.

Discussed ODOT and some of the areas that had been previously discussed for improvements will not be done because of the future ODOT project to accommodate the railroad. This means some people will continue to have water issues.

The meeting was adjourned at 7:49 p.m.

The next Port of Umpqua Regular Meeting will be held November 19, 2025 at 7:00 p.m. at the Port of Umpqua Annex building, 1841 Winchester Ave., Reedsport, Oregon 97467.

****Note: THESE ARE QUESTIONS FROM THE COMMISSIONERS WHILE SIGNING CHECKS, BOTH AT THE END OF THE MONTH, AND DURING THE CHECK SIGNING AT THE MEETING:**

9/30/25:

Commissioner questions from check signing at end of the month to be included in the OCTOBER 15, 2025, 2025 minutes:

There were no questions.

Checks were signed by Commissioners Train and Mulkey.

Questions about checks signed at the OCTOBER 15, 2025, 2025 meeting:

There were no questions.

Checks were signed by Commissioners Jones and Mulkey.

Carey Jones, President
Assistant

Karen Halstead, Senior Admin.