

Port of Umpqua

Regular Meeting Minutes
May 20, 2026, at 7 p.m.
Port of Umpqua Annex
1841 Winchester Ave
Reedsport, OR

THESE MINUTES ARE FINAL and APPROVED.

Commissioners Present:

Vice President Joe Mulkey
Secretary Rhonda Black
Treasurer Donna Train
Assistant Secretary Tom Black
Cindy Simmons

Port Staff Present:

Port Manager Scott Kent
Senior Administrative Assistant Karen Halstead

Public Present:

Online Attendees:

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

Proceedings:

The meeting was called to order at 7 p.m. by Vice-President Joe Mulkey.

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

PLEDGE OF ALLEGIANCE

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

- **APPROVAL OF AGENDA:** As presented.
- **APPROVAL OF MINUTES:** April 15, 2026, Regular Meeting as presented.
- **APPROVAL OF MINUTES:** April 15, 2026, Budget Meeting as presented.
- **APPROVAL OF BILLS:** In the amount of \$7,353.13 to be paid from the General Fund.

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

PUBLIC COMMENT:

There was none.

REGULAR BUSINESS:

1. Appointment of commissioner positions

This business item is to vote on the new officers for the board.

President –

- **Commissioner Train moved to appoint Commissioner Mulkey to the position of President, after discussion, 2nd by Commissioner Simmons. Motion was passed by unanimous vote.**

Discussion:

Cindy: Commented before there was a second. She asked that these positions not be considered ongoing as they have seemed to have been in the past. It strengthens the board if the positions are rotated, specifically the position of President. The President's position is running the meeting and interacting with staff if special circumstances come up between meetings. When she was on the board in the past they would trade off so that no one person was stuck in a particular position year after year. She felt that was a good tradition, it shared the load and it seemed to make for a stronger, more cohesive commission.

Joe: He has never looked at the President's position as any more important or powerful than the other positions.

Rhonda: Does The Port actually have descriptions for each position?

Scott: It is in the bylaws.

Rhonda: She thinks the President position does have more responsibility than just running the meetings.

Joe: There are times when the President is required to sign official documents, but they cannot do so without the board's approval.

Scott: Offered to send a copy of the bylaws to everyone.

Rhonda: Suggested that the Commissioners look at those bylaws as a group sometime in the future, so everyone is in full understanding of what they say. It may also not be a bad idea to rotate who runs the meetings periodically so that everyone gets a chance to do it.

Vice-President -

- **Commissioner Train moved to appoint Commissioner Simmons to the position of Vice-President, 2nd by Commissioner Mulkey. Motion was passed by unanimous vote.**

Secretary -

- **Commissioner Simmons moved to appoint Commissioner Rhonda Black to the position of Secretary, 2nd by Commissioner Mulkey. Motion was passed by unanimous vote.**

Treasurer -

- **Commissioner Simmons moved to appoint Commissioner Train to the position of Treasurer, 2nd by Commissioner Mulkey. Motion was passed by unanimous vote.**

Asst. Secretary -

- **Commissioner Mulkey moved to appoint Commissioner Tom Black to the position of Assistant Secretary, 2nd, by Commissioner Simmons. Motion was passed by unanimous vote.**

1. 2026-2027 Budget approval

Scott: The Port held the budget meeting and the budget was passed; this is a formality for the budget resolution. A copy was provided to each Commissioner.

- **Commissioner Mulkey made a motion that the Board of Commissioners of the Port of Umpqua hereby adopts the budget for the Fiscal Year 2026-2027 in the amount of \$ 2,166,059 and imposes the taxes provided for in the adopted budget at the rate of \$0.3441 per \$ 1,000 of assessed value for operations; and that these taxes are hereby imposed and categorized for the tax year 2026-2027 upon the assessed value of all taxable property within the district, 2nd by Commissioner Rhonda Black. The motion was passed by unanimous vote.**

2. Sponsorship opportunity for 26th Annual Oregon Divisional Chainsaw Carving Championship

Scott: Last year The Port donated \$500 to the Annual Oregon Divisional Chainsaw Carving Championship, this business item is to see if the board wants to donate again this year.

- **Commissioner Rhonda Black made a motion to donate \$500 to the Chamber of Commerce in support of the Oregon Divisional Chainsaw Carving Championship, June 18-21, 2026, 2nd by Commissioner Simmons. The motion was passed by unanimous vote.**

REPORTS:

SALMON HARBOR MANAGER (via email from Jim Zimmer):

On the concept of dredging/beneficial use, we are looking at whether the unused harbor basin near the resort office could potentially be used as a dredged material placement area. The consultant's preliminary take is that the concept appears possible. The main issue right now is mitigation, and that is what they are trying to work through. If we can find a practical path, this could help with future dredging needs and give us better use for dredged material than simply treating it as a disposal issue.

On Beach Blvd, we are looking at options for the boardwalk/promenade concept shown in the Master Plan. The key question is how we can adjust Beach Blvd itself to create the waterfront corridor shown in the plan without creating a permitting nightmare by building over the bank.

Dyer Engineering will be onsite at a date still to be determined to survey the area, so we know exactly what we have to work with before getting too far into design ideas.

We are also continuing to look at the East Basin and working waterfront needs. Full dock replacement and dredging would be a major investment, so we are trying to think through realistic phased options that support the commercial side of the harbor without getting too far ahead of funding or demand. Some ideas that still align with the Master Plan include a couple of smaller docks in the East Basin that could serve fishing guides, short-term moorage, and similar uses. The larger goal is to bring some boating activity closer to the merchant area.

On the tourism side, Winchester Bay has a pretty strong event calendar this year, including Rally on the Bay, High Tides & Low Rides, UTV Takeover, Kool Coastal Nights, the 4th of July Adventure Expo, two fishing derbies, National Lighthouse Week, Oktoberfest, and Jingle on the Bay. The Northwest Raptor Rally just ended, but they are already signing up for next year. See attached flyer. More information can also be found on our website at:

<https://www.discoverwinchesterbay.com/play>

Cindy: When Salmon Harbor is talking about mitigation, The Port has mitigation sites on the islands. Is there an inventory of what The Port has available for mitigation?

Scott: It's been a while since he's looked at that, he will take and look and get back to the board.

Cindy: Most of the events that Jim mentioned do not happen in Salmon Harbor, they take place out on the dunes. There has been zero coordination with the Winchester Bay Merchants. Cindy had to talk to them during the Raptor Rally regarding the configuration of the camping sites so she could get her tractor out to do harvesting. This lack of coordination with the businesses is troubling.

Today, Salmon Harbor decided to eliminate the small triangle area where the fishermen, Oyster Farm and Umpqua Bait put their sandwich signs to direct people down Ork Rock Road to their businesses. There was no notice that they were going to do this. Cindy stopped and spoke with Dana at PDS, and he didn't think they received any kind of notice. She's sure none of the fishermen have gotten notice. Those signs are important to the businesses; it is the only way to direct people to them. It is supposed to be Harbor Policy to let the businesses know where they are allowed to put up those signs in the harbor. Right now, her sign is sitting along the side of the road.

Joe: When you spoke to them about this, what was their reasoning?

Cindy: They are making the road 2 lanes. Plus, the direction that the signs are facing they aren't clearly visible unless you are driving right past them. She is upset because of the sandwich sign; that is her main way of advertising. She did look over the Master Plan, and she didn't see anything discussing the realignment of the road in the Master Plan.

There was discussion of why Salmon Harbor would be changing the lanes. There was a new crossing added for the ATV's to be able to get to the Crab Dock.

Cindy: The lack of notification of public policy and lack of public meetings is concerning. She feels there are 2 issues. They are changing policy without a public meeting and there was no notification to anyone affected about the signs being removed. The last public meeting was about the ATV's. She would like to see The Port investigate this further. See if Umpqua Bait received notification about their sign.

Regarding the mitigation issue where they plan on filling in areas of the harbor, she would like to see The Port be vocal in requesting that there be a public meeting regarding that. There needs to be a public meeting.

Joe: He would appreciate knowing where the signs can be relocated where people can see them.

➤ **Commissioner Simmons made a motion to direct the Port Manager to reach out to the Harbor concerning the elimination of the sandwich signs at the intersection of Salmon Harbor Drive and Ork Rock Road and request an alternative location and include a complaint that there was no notification before the signs were removed, 2nd by Commissioner Tom Black. The motion was passed by unanimous vote.**

Cindy: About the mitigation, The Port needs to research and find out what The Port has left for mitigation.

Donna: Thought that there was about 20 acres. There was mitigation for the new apartments and for Fred Wahl. The Port didn't charge Fred Wahl for that mitigation to help bring in the new business.

STAFF REPORT:

Scott: We have a new tenant, Apple Spa, they will offer reflexology services and will be renting an office and a cubicle.

COMMISSIONERS:

Rhonda: Soil & Water and the Natural Resource Conservation Service had a meeting the other day. There were some great presentations but not many attendees. The Annex was a good place to hold the meeting. It's important for people to attend these meetings because that is what helps determine for our area where we are on the list of opportunities. She would highly suggest that people start attending because there are things happening and we don't get enough money coming into the area because the landowners and producers don't come in to say "yes, we need these programs here".

Donna: Did we make the decisions on who would receive the scholarships and who will present them?

Scott: Yes, we have them picked out and Joe has offered to present them at scholarship night.

Joe: He has reached out twice to Elkton regarding the live crab tanks and both times they have called back stating they are very interested, but that they can't talk now, then no one ever calls him back.

The meeting was adjourned at 7:44 pm.

The next Port of Umpqua Regular Meeting will be held June 17, 2026, 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:**

4/30/26:

Commissioner questions from check signing at end of the month to be included in the May 20, 2026, minutes:

There were no questions.

Checks were signed by Commissioners Train and Mulkey.

Questions about checks signed at the May 20, 2026, meeting:

Rhonda: Can we set up Quick Books so that the employees can have direct deposit with their paychecks?

A: Yes, we could but staff are fine with the paper checks like we do now.

Checks were signed by Commissioners Mulkey and Rhonda Black.

Joe Mulkey – President

Karen Halstead, Senior Admin. Assistant