

Port of Umpqua

Regular Meeting Minutes
June 17, 2026, at 7 p.m.
Port of Umpqua Annex
1841 Winchester Ave
Reedsport, OR

THESE MINUTES ARE FINAL and APPROVED.

Commissioners Present:

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

Port Staff Present:

Port Manager Scott Kent
Senior Administrative Assistant Karen Halstead

Public Present: Allen Teitzel, Kevin Ladd, Deb Yates & Dana Ferguson

Online Attendees: Randy DuVal

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

Proceedings:

The meeting was called to order at 7 p.m. by 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:** May 20, 2026, as presented.
- **APPROVAL OF BILLS:** In the amount of \$8,208.56 to be paid from the General Fund.

Commissioner Simmons 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:

Kevin Ladd, S.T.E.P.:

Kevin S.T.E.P. is in the process of planning their Labor Day Fishing Tournament. S.T.E.P. doesn't have a big sponsor this year to help pay for a kayak and everything that would go with it, which has always been their big prize in the raffle drawing. This year they plan on having multiple smaller prizes instead of the kayak package. Kevin asked The Port if they would make a donation in the amount of \$2,000 to help them buy raffle prizes.

Scott: That donation is already in the budget, there is a line item for S.T.E.P. that would cover \$2,000.

Cindy: Is this derby different from the Salmon Harbor Derby?

Kevin: Yes, that is a different derby, and it takes place in July.

- **Commissioner Simmons made a motion to approve a donation to S.T.E.P. for their prizes for the fishing derby in the amount of \$2,000, 2nd by Commissioner Tom Black. Motion was approved unanimously.**

REGULAR BUSINESS:

1. Appointment of commissioner to the Urban Renewal Committee

Scott: Made a correction, this is for the Urban Renewal Advisory Committee. Donna Train had previously been the Port representative and with her resignation, it left a slot open for a member of the Port of Umpqua board.

Joe: Has always been interested in this group.

Rhonda: Asked for a breakdown of what the responsibilities would be for a person on the Urban Renewal Advisory Committee.

Deb Yates (Chair for URAC): They meet a few times a year. They discuss various land issues within the Urban Renewal boundaries, dealing with changes in land use, those types of issues.

Cindy: This is for within the city of Reedsport?

Deb: Yes, they discuss issues that will then go before the City Council, and URAC will advise the City Council on those issues.

- **Commissioner Simmons made a motion to appointment Commissioner Mulkey to apply for appointment with the Urban Renewal Advisory Committee, 2nd by Commissioner Tom Black. Motion was approved unanimously.**

2. PowerPoint presentation by Rhonda Black on the Soil and Water Conservation District (all slides from PP are available upon public request)

Rhonda: She is the District Manager for the Umpqua Soil and Water Conservation District, she is a Certified Conservation Planner with the Natural Resources and Conservation Service, her husband, Tom Black, and herself raise beef cattle, small livestock and they are

beekeepers. She was going to explain in her presentation what Soil and Water is, where their area covers here in Douglas County and what Soil and Water does.

Our local area covers 600,000 acres within Northwestern Douglas County. The area includes The Lower Umpqua Watershed which includes Winchester Bay, Reedsport, Gardiner, Tahkenitch, Siltcoos, Five-Mile, Smith River, Scottsburg, Ash Valley, Elkton, and Kellogg.

There are directors that cover 3 zones and 2 “at-large” members on the board. USWCD is currently seeking directors for zones 2 and 3. These directors could be appointed right now or if anyone would like to run in an election, those are coming up. The deadline to get your information into ODA to run for a district director position is August 25, 2026, by 5:00 p.m. for new candidates, and for incumbents seeking re-election, it is August 18, 2026.

Cindy: Do the directors have to live in their specific zones?

Rhonda: Yes, directors must have property within their zone. To be a zone director you must own 10 or more acres within your specific zone, you must live on that acreage, you must be a registered voter.

There is more than one Soil and Water Conservation District within Douglas County. There are 45 Soil and Water Conservation Districts in Oregon. All are very similar, they all offer land managers the same set of options for typical assistance, including assistance with grant writing, anything to help with Ag/Water quality, and fish passage.

Meetings are held monthly and are done virtually. By having meetings online, it allows anyone to attend from their own home.

Umpqua Soil & Water Conservation District receives funding through a capacity grant like those obtained by Watershed Councils. This capacity grant provides funding for the SWCD to work with landowners to conserve natural resources. Specific to Soil and Water, that money is to help with Ag/Water quality. With this grant the SWCD can provide technical assistance to land managers/producers within the district for implementing Agriculture Management Practices that are set forth by our local Agricultural Water Quality group.

Technical Assistance comes in many forms, one of the biggest is listening to the landowners and finding out what they have going on and what they need help with. Soil & Water can answer any questions that the landowners may have and if Soil & Water can't answer those questions then they will refer the landowners to someone who can. Soil & Water can provide information on the programs available to the landowners, including funding, and help to implement their projects.

Some of the current focus now includes doing technical assistance with landowners and managers, working in the estuary with tide gate projects that include repair and replacement. Conservation Farm Planning and Water Quality Plans, workshops and presentations and tours and much more. Including working with their partners; Natural Resources Conservation Service (NRCS), Watershed Councils (Partnership for the Umpqua Rivers, Elk Creek Watershed Coalition, Smith River), Douglas SWCD, Umpqua Oaks Partnership, Umpqua

Native Plant Partnership, Siuslaw National Forest, Oregon Central Coast Forest Stewardship Collaborative, Smith-Umpqua-Dunes Stewardship (SUDS), Oregon State University, Oregon DEQ and, and the Douglas County Cooperative Weed Management Area.

The big goal right now for Umpqua Soil and Water is to fill the 2 open director positions.

There are a lot of technical assistance project types that Umpqua Soil and Water can help landowners and managers. Rhonda went in detail showing a list of those projects that included tide gates. Failing tide gates cause issues not only for the land manager and livestock, but also for fish and wildlife. With their partners Soil and Water can assist landowners and managers through the tide gate replacement process.

Rhonda covered some of the past projects that they have helped with, including a project that was funded through the Oregon Watershed Enhancement Board Small Grant Program. A sheep rancher was able to make improvements with two highly needed culverts to reduce mud and erosion on a rancher's property and a hardened livestock crossing through the rancher's creek to reduce sedimentation.

Another project that was funded through an OWEB Small Grant, helped a rancher to be able to exclude cattle from seep in the pasture. They moved a cattle guard to a more effective location, piped water from a spring to two troughs, and installed a hardened gravel pad under the troughs to reduce mud during the winter months.

One free service that Umpqua Soil and Water provides to area residents is soil testing. The soil samples are collected by the SWCD and sent to a certified lab for testing with the results being provided to the landowner.

Rhonda covered some tide gate projects that they have worked on. There were different types of tide gates that were shown. There are 77 tide gates located in our area, 59 of the tide gates are on the Lower Smith River and 18 are on the Umpqua River.

OWEB offers a Small Grant Program that helps to enable landowners across the state to contribute to the Oregon Plan for Salmon and Watersheds and the Oregon Conservation Strategy by committing "small acts of kindness" on their properties that benefit water quality, water quantity, and fish and wildlife. This includes everything from planting native plants along stream sides to reducing sedimentation and erosion from upland farms and ranches. There were several examples shown of how this grant has been used in our local area.

3. Procedure to select new board members – discussion

Scott: It's been mentioned that the board would like to interview potential candidates before appointing them to open board positions. The current position has been announced, and the deadline for applications is June 30th. That will give Scott a little time to get the candidates ready to be interviewed. Scott read his small list of potential questions that he had forwarded to Rhonda.

It was suggested that the interview committee consist of 3 people, Scott, Karen and Rhonda. Joe was interested in being on the committee too.

Cindy: It won't be done as a full board?

Rhonda: If the whole board were there that would be a quorum.

Joe: Suggested that The Port interview during a Special Meeting.

It was discussed whether the interview process would be better to be done in a public meeting or to have the candidates interviewed and then have the committee bring back their recommendations for the candidates to be appointed.

Scott pointed out that there is a tight timeline right now, if the committee is going to complete this by the next meeting in July.

Rhonda: The bylaws do mention conducting interviews.

Scott: Right now, there is one candidate. The interviews could be done in the office and then he'd need enough time to get a summary of those interviews to the Commissioners in time for the next meeting.

Cindy: Agrees that there should be a process. Doesn't think there is an actual timeline. This isn't a time sensitive requirement of when the appointment needs to happen. In the past, when she was on the board, it was the board who decided when to announce the vacancy. That isn't what happened this time.

Scott: He advertised the opening from Donna's resignation in the newspaper, put it on Facebook, and it is on our website.

Cindy: Thought it would be the board who would decide to advertise for a vacancy.

Rhonda: Was surprised that it was advertised before the board gave directions to do so.

Joe: In the past when there were openings on The Port Board, we have always just published the vacancy and that The Port was seeking applications.

There was discussion of what the process should be from now on when there is a vacancy on the board. It will go to the board who will discuss it and they will decide if or when they want to advertise or if they even want to fill the position or wait for the next election.

Cindy suggested extending the deadline for the applications.

There was discussion of whether there should be an interview committee or if the interviews should be during special or regular meetings.

Joe: Suggested conducting the interviews at a meeting and then waiting until the next meeting to decide, and that would give everyone time to think it over.

- **Commissioner Mulkey made a motion to extend the deadline for applications for the Commissioner vacancy until the end of July and to readvertise the position, 2nd by Commissioner Tom Black. Motion was approved unanimously.**

After the motion and before the second, Rhonda commented that some applicants may not feel comfortable being completely open about themselves when interviewed in an open session.

After the motion was passed Alan Teitzel commented that the board does not have to choose an applicant just because they are the only applicant.

- **Commissioner Simmons made a motion to conduct the applicant interviews during the public meeting in August, 2nd by Commissioner Rhonda Black. Motion was approved unanimously.**

4. Signage for Winchester Bay businesses in West Salmon Harbor

Scott: He has been trying to contact Jim Zimmer, and he received a response in the form of an email which he read to the board.

“Regarding signage, Salmon Harbor understands the concern from businesses that may be affected by the intersection changes, including the loss of areas where some sandwich boards had previously been placed. The area where some of those signs were located was within the Public Works right-of-way and is being reconfigured to include an OHV crossing. Salmon Harbor is responsible for managing signage on Harbor property, and we are working on broader signage options to help direct people to seafood sales and waterfront businesses on the middle spit. We also need to apply signage consistently on Harbor property and avoid a temporary approach that creates confusion or expectations for other businesses. The goal is to work toward a cleaner, more permanent signage solution that supports the area as a whole.”

Cindy: Her concern is when he says “temporary”, regarding the dock sales. When the fishermen are selling product on the dock, and Umpqua Bait has live crab now. The sign that is up now is located out at the shop where before they had a sign up at the end of the road that would direct people in their direction. Businesses don’t know what the signage area is going to look like. She suggested that The Port encourage Salmon Harbor to have a meeting with the fishermen and concerned businesses. The way they have gone about this is with no notification that the signs would be removed.

Cindy (Speaking on her behalf as a business owner) – Her experience hasn’t been good trying to get answers. She was directed to speak to the road department, the road department sent her to the engineering department, and after she placed a lot of phone calls, she got a response suggesting that she could get a sign like the signs that wineries use around the county. She is planning on getting a sign to put out on the highway, but it will only show visitors to go down Salmon Harbor Drive, it won’t show them where they need to turn to reach her business. There was an online application that she needed to fill out to get a sign like the wineries, and they disputed whether she would qualify because she isn’t part of the “winery association”. There is an oyster farmers association, she is the only one in Douglas County. After filling out the application she got a phone call from the road department directing her to talk to Jim Zimmer. She went full circle.

Salmon Harbor has a sign up now that says something like “bait sales”, but it is only visible if you are coming from the dunes, not from the highway.

Cindy suggested that The Port write a letter requesting that Salmon Harbor have a public meeting with the fishermen, or it could just be a meeting with the concerned parties to give them a chance to give input before Salmon Harbor decides on where the signage will go.

Right now, Cindy is going to have a sign put up and then depend on the community to direct people to her business.

Dana Ferguson: He suggested that Cindy put out a sign where Alicia, Umpqua Bait, is putting her sign out. To get around the fact she needs permission to up signs on private property, PDS is leasing that area and Dana who is representing PDS gave her permission to put a sign up by the old ice machine which is on the leased property.

Joe: He feels that temporary signs that the fishermen put up will be tolerated. What Cindy is talking about is permanent.

Rhonda: You would think Salmon Harbor would want to help visitors who are looking for fresh seafood and oysters to be able to find their way down there.

Cindy: Is concerned that Salmon Harbor will end up like other places that have been shut down because there hasn’t been reasonable sharing of space.

Rhonda: Direction to Scott is to have him send a letter to the Salmon Harbor Master to request a meeting for the fishermen and concerned citizens in Salmon Harbor to figure out the sign issue.

After more discussion Rhonda suggested that this idea could be tabled and addressed again in the future. Cindy would prefer that there be a meeting, instead of Salmon Harbor making the decision without asking what the public wants.

- **Commissioner Simmons made a motion to reply to Salmon Harbor, letting them know The Port is very concerned and that Salmon Harbor makes sure that they are including the stakeholders when making a decision, 2nd by Commissioner Rhonda Black. Motion was approved unanimously.**

5. Mitigation status of Steamboat Island

Scott: (There were maps and information on Steamboat Island that had been included in the meeting packets):

Had been asked to research the mitigation that The Port has at Steamboat Island. In his research he found that Fred Wahl Marine Constructions has almost 2 acres where they removed the dredge spoils down to mud and then planted native plants. There was a mention that The City has some area out there but, in his research, he couldn’t find any hard evidence

of where they had mitigation. The Northern tip of Steamboat Island is taken. That leaves the East side of Steamboat Island that is available for a future project.

Scott asked Jim Zimmer if he had been considering Steamboat Island as a mitigation site and Jim thought it was too early to make that decision.

Cindy: Isn't there more than one island?

Scott: They are all grouped together with Steamboat Island being the largest.

Cindy: Mitigation was done years ago for the land where the new apartments were recently built. The mitigation was already done when they put those apartments in. Whoever owned that property at the time had gone ahead and done the mitigation for a project that never happened.

Scott: During his research he scanned through the past meeting minutes, did a general search on his computer using keywords "mitigation" and the most he could find was Fred Wahl's stuff. There was a single reference to The City of Reedsport for mitigation on Steamboat Island.

Rhonda: This is wetland mitigation so there must be permanent records, maybe check with the Department of State Lands.

Cindy: In the New Commissioner Handbook, she read a statement that said there were old Port records stored upstairs at the Salmon Harbor office. Scott is going to ask Jim Zimmer about this.

REPORTS:

STAFF REPORT:

SALMON HARBOR MANAGER email from Jim Zimmer:

On the dredging/beneficial use concept, I met with the consultant to give them an overview of the idea and to request an estimate for preparing the project for a Kaizen/interagency meeting.

The concept is to evaluate whether an unused harbor basin near the resort office could potentially be used as a dredged material placement area. Based on the preliminary discussions so far, the concept appears worth advancing to the next level of review, but mitigation and permitting questions will need to be addressed as part of that process.

On Beach Blvd, I recently met with Dyer Engineering regarding the boardwalk/promenade concept identified in the Salmon Harbor Master Plan. The Master Plan is conceptual, so the purpose of the meeting was to begin looking at what can realistically fit within the existing Beach Blvd corridor and what adjustments may be possible to the road, parking, and pedestrian areas. The goal is to explore whether a better waterfront corridor can be created

without building over the bank. The next step is to survey the area, so we have accurate existing conditions before getting too far into design.

S.T.E.P. Deb Yates:

No report.

COMMISSIONERS:

No reports.

The meeting was adjourned at 8:32 p.m.

The next Port of Umpqua Regular Meeting will be held July 15, 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:**

5/29/26:

Commissioner questions from check signing at end of the month to be included in the June 17, 2026, minutes:

There were no questions.

Checks were signed by Commissioners Mulkey and Rhonda Black.

Questions about checks signed at the June 17, 2026, meeting:

There were no questions.

Checks were signed by Commissioners Mulkey and Rhonda Black.

President, Joe Mulkey

Karen Halstead, Sr. Admin. Assistant