

Port of Umpqua

Regular Meeting Minutes
July 15, 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 & Dana Ferguson

Online Attendees: Randall DuVal

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 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:** June 17, 2026, as presented.
- **APPROVAL OF BILLS:** In the amount of \$8,088.62 to be paid from the General Fund.

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

PUBLIC COMMENT:

Dana Ferguson (PDS):

He was there to discuss the icehouse in Winchester Bay. Based on his conversation with Lee from Comfort Flow the compressor went out and it's shot. He wasn't sure what the legalities would be if PDS were to decide to replace it but if they were to replace it and then later left, they would want to take it with them. These run between \$125,000 to \$150,000 based on the conversation with Highland who originally built that unit. As of right now, PDS is trucking ice in and that seems to be working for them. This is just the machine itself; the container and augers are all in good shape. When the compressor blew, it did blow a motor out and they are hard to come by, they come from somewhere in Europe.

Allen Teitzel (1026 Fir Ave., Reedsport):

He is on the city council, and he has heard that the bids for the levy repairs are supposed to come out on August 24th. The city is moving forward on that. He also invited the board members to National Night Out, August 4th at Lions Park from 5 pm to 7 pm.

REGULAR BUSINESS:

1. Signage for Winchester Bay businesses in West Salmon Harbor

Scott: This business item was added at the request of Commissioner Simmons to see if there was anything staff could do to facilitate the signage problem in Salmon Harbor.

Cindy: There has not been much done. Spoke to Josh and Alicia at the Bait Dock and they are really concerned that they can't have their sign posted at the end of the road. They are trying to get seafood sales started at their business. Pat Roelle put his signs up across the road over the weekend of July 4th. Cindy put her business sign up today on the Port property right in front of the icehouse. The feedback from Salmon Harbor is that they are doing something but so far, they haven't told the businesses what that will look like.

2. Mitigation status of Steamboat Island

Scott: Deanna from the city gave Scott the permit application packets for both Fred Wahl and The City of Reedsport and Scott has copies of all of them. They used just the northern tip of Steamboat Island for their mitigation. Looking at Google Maps on the east side of the island there are a lot of mud flats still available.

If The Port were to make improvements to the existing conditions out there The Port would be able to sell mitigation credits. That is something The Port may want to consider. It would be a very good opportunity for The Port and Scott said he will continue to see what would be required to achieve this. He'll bring the information he finds out to the board at a future meeting.

3. Resolution regarding maintenance of dikes in the Port District

Scott: This concludes the research that has been done with our attorney regarding The Port's responsibility on the maintenance on dikes, levees and tide gates in The Port district. At Scott's request the attorney drafted a resolution stating "The Port is not responsible for maintenance of the dikes, levees and tide gates within The Port District".

There are 3 areas that are in question; Leeds Island, Smith River and Gardiner Flats.

Rhonda: Listed the tide gates, 2 tide gates are on the mill site, and then there is the tide gate at Providence Creek on Leeds Island. There are also 7 or 8 that are up Smith River, 3 of which have been repaired and at least 2 dikes that have been maintained.

She knows that some of these were taken entirely out of service by ODFW. Where Dawson's used to own property there is a new owner now. That owner gave up some of his land so he could get a brand-new dike and tide gate. She isn't sure how ACOE is rating that, and part of that area was opened for wetlands through ODFW. This project was done in collaboration with a lot of organizations; ODFW, OWEB, SOIL & WATER, and others who worked on it. Other projects that have been completed were also listed.

She doesn't see how passing this resolution will take The Port out of being responsible for these. It would be interesting to see what ACOE would say about this area now that some places have been removed and some others have been replaced. Would they list out specific projects or look at them as a whole?

Scott: The ACOE reports do identify areas of deficiencies, and there are also a lot of areas they cannot get access to because of overgrowth and trees that are in the way. It's hard to get a specific number of lineal feet of dike that needs to be refurbished.

There was discussion of specific issues that would cause ACOE not to meet their requirements. With this resolution it says that it is the property owners responsibility to make repairs. How effective this would be in a real-world lawsuit, Scott didn't know. The City of Reedsport tried that with their dikes, and it was decided that The City was responsible.

Rhonda: Pointed out that in the title for Leeds Island, The Port of Umpqua is listed as being responsible. The same is true for the tide gates out there as well.

Scott: This may or may not work, it was recommended by our attorney to try this.

Rhonda: This is basically the same thing that the old port attorney, Dave Anderson, did years ago when The Port tried to say they weren't responsible for these, that the responsibility would be passed along to the landowners who would have to create a "water control district", and they would have to deal with it themselves.

What happened in the past was Soil & Water was trying to work on those tide gates and there was a meeting at the Port offices; there were about 100 people who showed up and they were really upset.

About a year ago she was working to try and get grant funding, and The Port dropped the project. That scared off the partners she was working with, and they backed out because they didn't want to be involved in controversy.

Joe: It is worth a try and if someone pushes back, then The Port will have to deal with that.

Cindy: What are the options?

Rhonda: The options are that The Port signs this resolution and hopes nothing happens or there is a possibility that The Port may not be responsible for the other tide gates and levees.

Years ago, there was a tide gate on Leeds Island and Mr. Hubbard, who was a commissioner at the time, approved that The Port would be responsible for it, and it specifically has The Port listed in the title report for Leeds Island. That one does affect The City and the landowners.

Cindy: Is that the Providence Creek tide gate?

Yes.

Cindy: That is a project where there was an agreement between The City and The Port. It was an IGA but that was many years ago. At some point, it looked like there was something to pursue an old project that was headed by Dr. Crocker to create a bird habitat. That might be something that would be beneficial.

Rhonda: Soil & Water has been trying to work with The City and Mark Holliday to put a park out there.

Joe: So, Soil & Water and The City are already working on that?

Rhonda: They have been trying to get something done out there.

There was discussion of what exactly needs repaired at Providence Creek. The levees are underperforming and the 2 tide gates are failing because they are old.

Tom: There is the possibility of getting grant money to help with that, just like they did with Glover's. It just takes time.

It was discussed if The Port were to pass this resolution that it wouldn't prevent The Port from acting in a partnership capacity. There could be some level of participation from The Port but at the same time, The Port doesn't have the funds to cover a project like this.

Joe: Maybe the resolution should be re-worded to state that The Port can help to try and get grants. The Port isn't unwilling to participate but The Port won't spend money from The Port's accounts to pay for these projects. We could invest time in the project as a way to help.

Cindy: The Port has access to funding that other entities may not have access to; The City, Soil & Water and others.

Rhonda: That is exactly what happened when The Port and Soil & Water were working together to secure funding to get the tide gates done, The Port had access to Business Oregon funding. The Port then decided not to be involved with tide gates and that grant had to be returned.

Tom: He won't vote to pass this resolution. If The Port can get grants he wants people to know that The Port supports those with projects.

Alan: The city is for this, the problem is they don't have the money. The City can get grants to purchase the property, part of the problem is the maintenance of the road going out there, policing the area after The City owns it would also be a big expense. These were deciding factors when the City Council chose not to move forward on this at this time. It will be re-addressed in about a year.

Joe: What kind of a park does The City want to put out there?

Alan: Those decisions haven't been made yet. It wouldn't be a campground because there are no facilities out there. It could start with possibly being a day use park. Most of the emphasis from people who were interested in this project were on bird watching and hiking trails.

Joe: Suggested that the resolution be edited from it's current wording. The Port doesn't have the money to fund these projects but we could add wording that The Port is willing to work on getting other funding opportunities for projects like this.

Alan: Because the title report does say that The Port is responsible for this, The City isn't going to take responsibility, even if they owned the property.

Tom: He wants to make sure that when the time comes for this that The Port can get grants for this project.

There was discussion on the chances of The Port being able to get the grant funding again that was originally going to be used on the previous project. Rhonda felt it could still happen once it becomes available again.

Joe: Clarified why The Port decided not to move forward with the Providence Creek tide gate. It was because it was discovered that after The Port was going to invest a lot of money into the project it sounded like The City was going to buy the property and it didn't seem right for The Port to invest so much money in it only for it to be sold off.

Rhonda: With ACOE covering up Smith River, about 7 or 8 miles, Gardiner Flat and Leeds Island whenever a landowner wants to work on a tide gate, The Port must sign-off on it anyhow. It would be the same type of certification on levies as well, The Port would have to say yes.

➤ **Commissioner Mulkey made a motion to edit the resolution with the help of our attorney to state that The Port is willing to participate in helping with trying to secure grants and other funding, but The Port will not spend Port money on these projects.**

****After the motion and before the 2nd or vote Rhonda:** Stated that she is still concerned about the Leeds Island portion of this because The Port is listed as being responsible in the title. That may need to be adjusted in the resolution.

Joe: Let's just do our best to get funding elsewhere and see what The Port can do. The hope is for the resolution he'd just proposed would give The Port something to work on. This states the goal to accomplish this, and it gives us guidelines.

The motion was 2nd by Commissioner Simmons. Motion was passed by unanimous vote.

After the vote Rhonda: If a landowner out at the end of Ranch Road reads our resolution, they might not be happy. The Port will have to answer to them.

Rhonda asked about the status of the letter that was supposed to be sent to all the landowners? That letter never happened.

Scott: He has a copy of the letter; it wasn't included in the meeting packets because he was waiting to see how the resolution situation was handled first. Now, the letter will need to be revised based on the discussion from tonight's meeting.

4. Port records at Salmon Harbor office

Scott: He contacted Jim Zimmer, and Jim along with his staff went through all of the boxes of files in Salmon Harbor's office attic looking for any Port related documents, and they did not find any, so there are no files at the Salmon Harbor office.

REPORTS:

STAFF REPORT:

Scott:

Port Commissioner Applications

Except for what just happened today, to date, I have only one application for the position of commissioner. We are advertising on our website, What's Happening Reedsport, the World newspaper (twice). The current deadline for the submittal of applications is the end of July 2026.

Electrical Project at the Umpqua Wharf

All the electrical work has been completed at the wharf. This weekend, I will travel to the wharf late in the evening to assess the new lighting. Be advised that there is one light that did not get hooked up due to the presence of an Osprey nest. Per ODFW, the nest can be removed in September. I will ask the electricians to complete the work then.

Supervisor Course, On-Line

I have completed my eight-week on-line supervision class, which I found quite productive. The basis of the class was to equip participants to handle the full employment lifecycle (hiring, on-boarding, work tasks, and termination) and make the shift from peer to supervisor.

Reaching Out

I have planned to attend the Port of Bandon meeting on July 23rd and the Port of Coos Bay meeting on August 20th to get an idea of what these ports are doing. The Port of Siuslaw has their meetings at the same time as the Port of Umpqua.

Port Office

We have added another tenant to the business center called Apple Spa, LLC. She provides reflexology services and rents an office and one cubical. Remaining is one office space, seven cubicles (which are difficult to lease out), and a suite. Just received word today that Grayguns will be leaving our facilities due to budget cuts.

Dredging

Per the latest conversation with Army Corps, dredging of the Umpqua River bar will occur during the last two weeks of July.

Grounds and Building Maintenance

I have asked Kyle Barns to weed and spray the grounds for weeds, especially on the east side and the gravel area adjacent to the parking lot.

The crash bar of the back door has been fixed. It had become increasingly difficult to lock and unlock. I am pleased with the results.

Website

Karen has upgraded the PHP software that our website was running on, the advantages of which include optimal security, faster loading speeds, and compatibility with modern plugins. Older versions are subject to hacking and will eventually be retired by hosting providers

SALMON HARBOR MANAGER:

From Jim Zimmer via email:

Salmon Harbor's main update this month is the Breakwater ramp replacement project. The FRP has been completed and is under review by County Counsel. If the review proceeds successfully, the project is expected to go out for bid soon, with installation planned for this winter.

S.T.E.P. Deb Yates:

No report.

COMMISSIONERS:

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

The next Port of Umpqua Regular Meeting will be held August 19, 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:**

6/30/26:

Commissioner questions from check signing at end of the month to be included in the July 15, 2026, minutes:

Rhonda: Asked why Scott used his personal credit card to pay for the HR Supervisor Training seminar series.

A: The balance allowed on his Port card is \$1,500 and he wasn't sure there would be enough on the Port credit card to cover the registration fee. He's had to do this a few times, may investigate getting that balance increased.

Checks were signed by Commissioners Rhonda Black and Tom Black.

Questions about checks signed at the July 15, 2026, meeting:

There were no questions.

Checks were signed by Commissioners Mulkey and Simmons.

President – Joe Mulkey

Karen Halstead, Sr. Admin. Assistant