

SALMON HARBOR MARINA

A Department of Douglas County
and Port of Umpqua

“SERVING OUR COMMUNITY WITH PRIDE”

MINUTES

SALMON HARBOR MANAGEMENT COMMITTEE (SHMC) MEETING

OCT. 25, 2018 – 3:00 P.M.

SALMON HARBOR MARINA OFFICE – 100 ORK ROCK ROAD, WINCHESTER BAY

ATTENDING: Douglas County Coastal Representative Tom Huebner, Port of Umpqua Representative Carey Jones, Douglas County Commissioner Chris Boice, Harbor Manager Paul Stallard, Program Coordinator Savanna Wright, on call Exec. Admin. Asst. Caryn Hamner, Exec. Admin. Asst. Renae LaRouche, absent Vanessa Bright. Admin. Asst.

VISITORS: Port of Umpqua Manager Charmaine Vitek, Douglas County Purchasing, Thomas Candelario, Joe Slack, owner of HGE, Inc., Michael Jenks, Winchester Bay resident.

CALL TO ORDER: Tom Huebner called the meeting to order at 3:00 p.m.

APPROVAL OF MINUTES: Carey Jones moved to approve the SHMC meeting minutes for Sept. 6th & 27th, 2018. Chris Boice seconded; motion passed 3-0.

VISITOR COMMENTS (on Agenda Items Only): none

OLD BUSINESS: none

NEW BUSINESS: 2 items

- 1) Approve landlord subordination agreement for Reedsport Machine & Fabrication: Agenda item presented by Savanna Wright.

Chris Boice read the Subordination Agreement with County Counsel's comments and was comfortable with it. He moves to approve the subordination agreement and he moves to appoint Tom Huebner as the chair as the delegate authority to sign. Tom Huebner seconded; motion passed 3-0.

- 2) Approve/Award a new contract with HGE, Inc. Architects, Engineers, & Planners for the Winchester Bay RV Resort 40 site expansion: Agenda item presented by Renae LaRouche.

Chris Boice moved to approve contract to HGE, Inc. for engineering fees NTE \$128,700 and billable reimbursable expenses NTE \$6,300 for a total contract price NTE \$135,000 contingent upon County County's approval of content. Tom Huebner seconded; motion passed 3-0.

MANAGER'S REPORT: Nothing to report per Paul Stallard.

EXECUTIVE SESSION: None

ADJOURNED: There being no further business, Tom adjourned the meeting at 3:40 p.m.

SUBMITTED BY: Renae LaRouche, Exec. Admin. Assistant Approved SHMC: Fri, Nov. 16, 2018

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