

December 11th, 2025, Minutes
Port of Alsea Regular Board of Commissioners Meeting
365 Port Street, Waldport OR 97394

Date: December 11th, 2025

Location: Port Office, Waldport, Oregon

Called to Order: 2:00pm by Chair Buster Pankey

Attendees:

- **Buster Pankey** - Board Chair
- **Joe Rohleder** - Vice Chair
- **George Grey** - Commissioner
- **Rob Bishop** - Commissioner
- **John Allen** - Commissioner
- **Dean O'Byrne** - Port Manager

Quorum: Established - all commissioners present

1. Call to Order

The meeting was called to order by Pankey. A roll call confirmed a quorum.

Approval of Previous Minutes

The previous meeting minutes and financial reports were reviewed and approved as presented. Grey moved to approve the consent calendar. Rohleder seconded the motion. The motion passed by unanimous vote.

Manager's Report and Operational Updates

Boat Maintenance

O'Byrne reported that boat maintenance was a major topic at the last meeting and requires a broader conversation about long-term care for boats and motors. He plans to submit a proposal outlining potential costs for replacing boats and motors over the next one to two years. This proposal includes reevaluating boat and engine types and implementing a system to dry dock boats when not in use. An initial quote from Oregon Coast Marine for a new boat lift for the current seven-boat fleet is \$30,000. Grants may offset these costs. Oregon Coast Marine is also exploring used dock options.

Financial Update

Financial statements were emailed to the board. O'Byrne continues to recategorize and clean up the books. Duplicate entries resulted from the migration from

port resources. Trademarking and IP protection will be pursued. O'Byrne also noted that board approval will be required after testing.

2. **Capital Improvement Plan**

O'Byrne distributed Capital Improvement forms with his ideas. He noted the board can add their own ideas. He stated it is better to provide something than nothing to Cuellar, as it is not set in stone and can be amended. O'Byrne offered to help board members put their suggestions into the required format. Pankey found O'Byrne's initial submission well-done, especially regarding the boat fleet. Allen liked the infrastructure-first approach. He suggested adding a feasibility analysis for large projects, such as rebuilding the dock and bay facilities and the enclosed fish cleaning area, to assess viability, market demand, and potential revenue. Pankey and Bishop agreed a feasibility study for major projects is a good point. O'Byrne stated his understanding that the current submission is a comprehensive list for future funding procurement. Bishop suggested adding a phrase that any major infrastructure projects would require a feasibility study. O'Byrne will ask Cuellar to insert this into the strategic plan. Allen suggested a specific dollar threshold for projects requiring a feasibility study, noting that such studies involve time or money (e.g., \$12,000 for a \$600,000 project). Bishop suggested forming a subcommittee for feasibility studies to contact businesses and assess market viability. O'Byrne agreed to add this provision.

3. **Strategic Adjacent Properties**

Allen brought up the blue modular property, (the Property west of the port office) noting it is not owned by the port and suggested the port consider purchasing and renting it to build equity. O'Byrne opened a packet of information from Rob regarding strategic adjacent properties. These properties would be considered property acquisitions. Bishop summarized properties from the list, including the Waterman property (blue trailer), Azul's, Ormond (Guptill's house with a triplex and separate lot), and Pratt Properties. Resistance to change is a challenge, but modernization is essential.

o **First Year Overview**

O'Byrne's first year involved addressing deferred projects and navigating governmental processes, which presented a steeper learning curve than anticipated. Despite warnings about taking on too much, he believes significant accomplishments were made given his initial lack of knowledge. While slip rentals increased, O'Byrne attributed this to his daily presence and accessibility, contrasting it with previous flat seasonal revenues. His new reservation system is expected to fill weekend and Friday gaps. Bishop and Grey expressed interest with O'Byrne's program. O'Byrne will demonstrate the programs after the meeting.

5. Commissioner's Comments

- o Bishop commented on the bylaws.
- o Rohleder had no comments.
- o Allen had no comments.
- o Grey expressed excitement about moving forward and the port's evolution.
- o Pankey appreciated the feedback.


6. Adjournment

O'Byrne announced the Christmas party for Saturday. Pankey mentioned a ceremony at Eureka Cemetery on Saturday for placing 300 flags on veterans' graves. Allen moved to adjourn the meeting. Bishop seconded the motion. The motion passed.

ATTESTED TO:

Rob L. Bishop 

, Board Chair Date

 15th JAN 2008

Joe Rohleder, Vice Chair Date