**May 15, 2025, Minutes**

**Port of Alsea Regular Board of Commissioners Meeting**

**365 Port Street, Waldport OR 97394**

1. Call to Order
* Board Chair Jan Power called the meeting to order at 2:00 p.m.
* Commissioners Present: Vice-Chair Joe Rohleder, Secretary/Treasurer Buster Pankey, Commissioner George Gray, and Interim Commissioner Rob Bishop. Roll call confirmed a quorum was present.
* Management and Staff: Dean O’Byrne, Port Manager
* Members of Public and Media: Sue Woodriff
1. Approval of Consent Calander
* Approval of Minutes for May 15, 2025: Power: Made the motion to approve the consent calendar, Rohleder: Moved to approve. Seconded by Bishop

## Manager’s Report – Dean O’Byrne

**Signage and Parking Lot**

* Discussion included allocating funds for new signage and improving existing signage.
* Mention of donated sandwich boards for important policy and parking information.

**Dredging and Grant Activities**

* O'Byrne to attend a USACE (United States Army Core of Engineers) Sediment and Dredging coordination meeting for future planning.
* Discussions about maintaining a dredge prism.
* Securing and managing dredging maintenance permits.
* A grant writing workshop was scheduled for June 6th
* $18,000 grant received for the Strategic Business Plan.

**Marketing and Client Outreach**

* Plans to reach out to former Moorage clients through an email campaign.
* O'Byrne suggested offering discounts to encourage early reservations.
* Previous booking data showed potential to retain past clients.
* Participants discussed email content focused on providing into the email our new parking trailer accommodations and including salmon and crabbing season details and updates.

**Facilities & Maintenance**

* Acknowledgment of support by staff and commissioners for the parking lot upkeep.
* Pothole repair may be needed.
* Visual assessment of port infrastructure was reviewed; members encouraged to walk the site to identify maintenance needs.
* A new seasonal employee named Jason was on-boarded.

**Policy, Licensing, and Enforcement**

* Topics included moorage rules, insurance, trash disposal, and property responsibilities.
* Clarification of commercial user definitions.
* Charter operators use of dock space without business licenses.
* Challenges with dock use enforcement.
* Temporary boat trailer parking policy changes, fees, and procedures discussed.

## Property Management and Development

* Port properties discussed.
* Possibility of gaining mitigation credits.

## Economic Outlook & Leadership

* O'Byrne expressed realistic expectations regarding his solo ability to drive revenue.
* Stated intent to monitor the local economy and adjust tactics.
* Highlighted past business ownership (coffee shop) as proof of adaptability and multitasking skills.
* O'Byrne expressed financial caution.
* Thanked the team for their support and constructive feedback.

## CoMMISSIONER’S COMMENTS

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## Memorials and Future Planning

* Talk about honoring 'Mark Weiderhold', with continued discussion postponed to the next meeting.
* Agreed to revisit approaches to memorial planning in the future.

## Fishing & Licensing Concerns

* Worries about policy changes in salmon seasons and budget cuts impacting the fishing industry.
* Recognized need for better data utilization and improved fishing license sale procedures.
* Access to past transaction data is seen as valuable for informed planning.

## adjornment

* Reminder about boat maintenance to avoid costly repairs.
* Power made a motion to adjourn Rohleder Seconded; motion was approved. Officially closing the meeting at 3:05pm

ATTESTED TO:

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Jan Power, Board Chair Date Buster Pankey, Secretary/Treasurer Date