



PORT OF PORT ORFORD PORT COMMISSION

REGULAR MEETING

**Minutes**

FOR THE REGULAR MEETING TO BE HELD ON  
TUESDAY June 17, 2025 @ 6:00 PM

**1. Call to Order** - The meeting was called to order at 6:04 pm.

a. Roll Call

Commissioners present in-person:

Clark Kocurek, Vice President

Aaron Ashdown, Commissioner

Brett Webb, Commissioner

Pat Cox, Commissioner

Scott Mecum, Commissioner

b. Declaration of potential conflicts of interest - none

**2. Approval of Agenda** - Commissioner Webb moved to approve the agenda as written, as was seconded by Commissioner Ashdown. Passed unanimously.

**3. Public Comment** - none

**4. Oral Reports**

a. Manager's Report – Catherine Scobby, Port Administrator

i. Updates were given on dredging timing, crane replacement, fuel station decommissioning, OSHA variance process, stormwater system replacement, permitting, safety training, and upcoming priorities. Commissioners discussed dredging volumes, survey data, and future project planning.

b. Redevelopment Report – Tom Calvanese, Redevelopment Committee Chair

i. Updates were given on the supplement seawater RFP, Dock road, and economic analysis RFP/s, MARAD proposal, ETIPP project, and discussions with the US Army Corps on the ongoing breakwater shoaling issue. A new report from the Army Corps was shared, and progress updates were given on the redevelopment priorities and website updates.

c. Elakha Alliance - Kyle Motley

i. A presentation was given on sea otter history, reintroduction feasibility, potential modeling, and the Elakha Alliance's goals. Commissioners raised questions about modeling, governance, transparency, and community engagement.

**5. Consent Agenda/Routine Business** - Commissioner Webb moved to approve the consent agenda while moving the Acceptance of Financial Reports for May 2025 and Acceptance of Minutes for the Special Meeting held on April 8, 2025 (items a and c) out of the Consent Agenda, for a separate discussion before item 6, Unfinished Business. Commissioner Ashdown seconded the motion, and the vote passed unanimously.

a. Acceptance of Financial Reports for May 2025 - After discussion Commissioner Ashdown moved to approve the financial reports and Commissioner Cox seconded the motion, and the vote passes unanimously.

b. Acceptance of Minutes for the Regular Meeting held on May 13, 2025 - approved

c. Acceptance of Minutes for the Special Meeting held on April 8, 2025 - Removed from consent agenda for closer review. After discussion Commissioner Ashdown moved to approve the minutes as written, Commissioner Webb seconded the motion, and the vote passed unanimously.

d. Acceptance of Minutes for the Special Meeting held on May 1, 2025 -approved

## 6. Unfinished Business

- a. OSHA variance update
  - i. OSHA site visit planned for early July. Safety policies are to be reviewed in the interim. The Port's congressional support was discussed.
- b. Acceptance of FY 23 Audit - (changes to management discussion and analysis and subsequent events can still be made)
  - i. Catherine Scobby presented the audit. Commissioner Cox moved to approve the audit, and was seconded by Commissioner Webb. Passed unanimously. The commission made a request to have Signe present future audit reports to the commission.
- c. Presentation of updated Supplemental Seawater RFP with draft contract - (this RFP was previously approved by the commission for publication)
  - i. Presented with legal updates and design-build scope. No action was taken. Commissioner Mecum asked where the water would be pumped to and why? There was a request to add this discussion to a future redevelopment committee meeting. Commissioner Cox expressed a desire to see the water pumped to the lot at the top of Dock Rd.
- d. Product Hoist Presentation and Report on options
  - i. Commissioners discussed hoist ownership, hoist type, foundation requirements, safety concerns, and electrical infrastructure. No action was taken.

## 7. Action or Discussion Items/New Business (Action May Occur) - none

## 8. Commissioner Updates

- a. Commissioner **Mecum** said Hallmark and NorCal would like to continue to operate their privately owned hoists.
- b. Commissioner **Ashdown** attended a fishing community resiliency meeting on Friday. He discussed the fishermen's hoist and said simpler is better. It doesn't matter to them how the product gets off the boat.
- c. Commissioner **Webb** added that all the boats have complex hydraulic systems to the previous product hoist discussion regarding the complexity of different systems and the users skill set. He also mentioned the florist shop in town is for sale and the Port should be exploring real estate acquisition to expand it's footprint.

## 9. Correspondence - none

## 10. Public Comment - none

## 11. Future Agenda Items

- a. Leadership election
- b. Line of credit
- c. Clean up accounts
- d. Rate increase - review rate resolution from June 2024
- e. Continue product hoist discussion

## 12. Executive Session - none

**13. Adjournment and Confirmation of Next Regular Meeting** – Tuesday, July 15 at 6:00 PM. The meeting adjourned at 9:57 PM.

Approved by

