



PORT OF PORT ORFORD PORT COMMISSION

REGULAR MEETING

Minutes

FOR THE REGULAR MEETING TO BE HELD ON
TUESDAY, March 17, 2026 @ 6:00 PM

Port Orford City Hall, 555 20th St., Port Orford & Via Teleconference (Google Meet):

1. Call to Order - The meeting was called to order at 6:03 PM.

a. Roll Call

Commissioners Present:

Aaron Ashdown, President

Scott Mecum, Commissioner

Brett Webb, Commissioner

Commissioners Absent:

Pat Cox, Secretary/Treasurer

Clark Kocurek, Commissioner

b. Declaration of potential conflicts of interest - none

2. Approval of Agenda

- a. Commissioner Webb moves to approve the agenda with the addition of item 7e, and the adjustment of item 7c to read "Cape Blanco Marine LLC". Commissioner Mecum seconded the motion, vote passed unanimously.

3. Public Comment - none

4. Oral Reports

- a. Manager's Report – Catherine Scobby, Port Administrator
- i. Catherine provided the commission with a comprehensive update on the current status of the new ice machine, the seawater system RFP, crane repairs, insurance, the 2026 SeaGrant intern, employee training, the Winter Waters recap, and dredging permits.
- b. Revitalization Report – Tom Calvanese, Revitalization Committee Chair
- i. Tom provided the commission with an update on site visits for the dock road slope stabilization analysis, stakeholder meetings for the economic analysis, the pending bid deadline for the seawater delivery system, and the continued wait for the federal determination of the MARAD grant for the seafood hub.

5. Consent Agenda/Routine Business

- a. Acceptance of Financial Reports for February 2026
- b. Acceptance of Minutes for the Regular Meeting held on February 17, 2026
- c. Acceptance of Minutes for the Special Meeting held on February 24, 2026
- d. Acceptance of Minutes for the Workshop held on March 5, 2026
 - i. Commissioner Webb moves to approve the consent agenda, and was seconded by Commissioner Mecum. Vote passed unanimously.

6. Unfinished Business

- a. Update on Discussion of Employee Benefit Administration

- i. Commissioner Ashdown moves to create an Employee Benefit subcommittee to explore options and appoints Catherine Scobby as chair. Motion passed with unanimous agreement.
- b. Discussion of OSHA Questions
 - i. Commission unanimously approves an RFQ for a marine engineer.

7. Action or Discussion Items/New Business (Action May Occur)

- a. Appoint Budget Officer & Budget Committee
 - i. Commissioner Webb moves to appoint Catherine Scobby as Budget Officer, and is seconded by Commissioner Mecum. Vote passed unanimously. The appointment of the budget committee members to fill the vacant positions was postponed until the next meeting.
- b. Acceptance of Budget Calendar
 - i. Commissioner Webb moves to approve the budget calendar, and is seconded by Commissioner Mecum. Vote passed unanimously.
- c. Grant Writing Contract w/ Capa Blanco Marine, LLC
 - i. Commission unanimously decided to make this a competitive process: no formal action was taken.
- d. New Logo Design Presentation - Faith Townsend, Communications Coordinator
 - i. No formal action was taken.
- e. Concerns about changes to National Weather Service Staffing Patterns
 - i. Staff was directed to draft a letter of concern about changes to weather forecasting impacting the safety of the fleet.

8. Commissioner Updates

- a. Commissioner Mecum provided an update that someone has offered their truck so the Port can participate in the 4th of July parade.
- b. Commissioner Ashdown provided an update that the Oregon Offshore Wind Roadmap was recently released, with public comment open until April 3rd.

9. Correspondence - none

10. Public Comment - none

11. Future Agenda Items

- a. 4th of July float, Recreational Immunity, Communications with Cape Blanco Heritage Society, Communications with Curry Watersheds for Gorse Removal.

12. Executive Session - none

13. Adjournment and Confirmation of Next Regular Meeting – Tuesday, April 21, 2026, at 6 PM. The meeting was adjourned at 8:59 PM.

Submitted by

Name: Catherine Scobby

Port Administrator

Date: 04/21/2026

President's Signature: 

Approved by

Name: *Aaron Ashdown*

Title: *Commission President*

Date: *6/2/26*