MINUTES
Oregon International Port of Coos Bay
Special PCIP Commission Meeting
9:00 a.m., Monday, September 14, 2026
Virtual

Meetings are broadcast live on YouTube. Hyperlinks below redirect to the recording.

Attendance

Commission: Kyle Stevens, President; Nick Edwards, Vice President; Kyle ViksneHill, Treasurer; Elise Hamner, Secretary; and Arnie Roblan, Commissioner.

Staff: Melissa Cribbins, Executive Director of the PCIP Project; Lanelle Comstock, Chief Executive Officer; Ray Dwire, Charleston Marina Manager; and Krystal Karcher, Administrative Services Manager.

Guests: None

1. Call Meeting To Order

President Stevens called the meeting to order at 9:00 a.m.

2. Introduction of Commissioners, Guests, and Port Staff

3. Action Items

Commissioner Stevens declared a conflict of interest arising from his private employment within the energy sector. He disclosed an existing business relationship with North Point Development concerning projects outside of the region and unrelated to the business of the Port. Commissioner Stevens recused himself from all deliberations and voting procedures concerning any items pertaining to this disclosed interest and stated he will reaffirm this disclosure whenever such matters arise.

A. Approval of Subrecipient Agreement for INFRA Grant

Commissioner Hamner asked who the key people are for NorthPoint and the Port. Melissa Cribbins stated she is currently the designated key person for the Port, and Tiffany Bohlin is the designated key person for NorthPoint/OET. The current language allows the flexibility for one party to notify the other party of a designation change.

Upon a motion by Commissioner ViksneHill (second by Commissioner Roblan), the Board of Commissioners motioned to approve the Port to enter into a subrecipient agreement with Oregon EcoTerminals, LLC, an Oregon limited liability company ("OET"), and NorthPoint Development, LLC, a Missouri limited liability company ("NorthPoint," and together with OET, the "NorthPoint Parties") for INFRA grant administration and execution for the planning and design of the terminal and authorize Vice President Nick Edwards to execute all documents needed to give this motion full force

and effect. **Motion Passed 4-0-1.** (Ayes: Edwards, ViksneHill, Hamner, and Roblan. Nays: None. Abstain: Stevens.)

4. Next Meeting Dates

A. Regular Commission Meeting – Thursday, September 17, 2026, 11:00 a.m.
B. PCIP Commission Meeting – Tuesday, October 6, 2026, 8:00 a.m.

5. Adjourn

President Stevens adjourned the meeting at 9:04 a.m.