

OREGON INTERNATIONAL PORT OF COOS BAY
Coos Bay, Oregon
REGULAR COMMISSION MEETING
11:00 a.m., Thursday, August 21, 2025

Port Commission Chambers, 125 Central Avenue, Suite 230, Coos Bay, Oregon 97420

This is not an exact transcript. To watch a live stream of this meeting, go to www.portofcoosbay.com.

ATTENDANCE

Commission:

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

Staff:

Lanelle Comstock, Chief Executive Officer; Melissa Cribbins, Executive Director of the PCIP Project; Megan Richardson, Director of Finance and Accounting; Matt Friesen, Director of External Affairs; Rick Adamek, Director of Asset Management; Brian Early, General Manager, Coos Bay Rail Line; Ray Dwire, Charleston Marina Manager; Krystal Karcher, Administrative Services Manager; and Christina Sanders, Administrative Assistant.

Media & Guests:

Brian Points, Points Consulting; Robin Player, Points Consulting; Carson Valley, Points Consulting; Janet Schaffer; Karie Silva; Ashley Audycki; Jan Hodder; Knute Nemeth; Ken Willsey; Tallon Trentz, Local 701; Chris Hansen, Local 12; and Albert Stout, Local 12.

1. CALL MEETING TO ORDER

President Stevens called the meeting to order at 11:01 a.m.

2. INTRODUCTION OF COMMISSIONERS, GUESTS AND PORT STAFF

3. PORT PROJECT UPDATE

A. Brian Points of Points Consulting, presented an update on the Port's strategic business plan, highlighting ongoing community engagement efforts, including a recent open house at the Ko-Kwel Casino with 120-150 attendees. The Strengths, Weaknesses, Opportunities and Threats (SWOT) analysis process involved Commissioners reviewing and annotating a pre-prepared list of the Port's strengths, weaknesses, opportunities, and threats, derived from over 850 community survey responses, interviews, and the 2015 Strategic Business Plan. The analysis identified key themes, such as limited high-paying job opportunities and infrastructure challenges, with Commissioners noting tensions between development, environmental concerns, and reliance on external funding.

The SWOT session transitioned into a contingency mapping activity to assess dependencies among the Port's assets, such as the Charleston Shipyard, Rail Line, and Marina. Commissioners identified strong connections and standalone assets, with discussions emphasizing infrastructure priorities and the need

for actionable strategies to address financial and operational constraints. Points Consulting is to have a finalized draft of the Strategic Business Plan by November.

B. Megan Richardson presented the May 2025 financials, providing a comprehensive overview of the Port's fiscal performance.

4. PUBLIC COMMENT

A. **Karie Silva** highlighted the poor condition of the Charleston Shipyard's marine ways. Ms. Silva urged the Port to prioritize a renovated marine ways system in the strategic business plan to restore the Shipyard's reputation, support local jobs, and prevent vessel owners from seeking services elsewhere.

5. CONSENT ITEMS

- A. Approval of July 17, 2025 Regular Commission Meeting Minutes
- B. Approval of July Invoices
- C. Approval of Long-Term Lease Renewals

Upon a motion by Commissioner ViksneHill (second by Commissioner Hamner), the Board of Commissioners voted to approve the July 17, 2025 Regular Commission Meeting Minutes, July Invoices, and Long-Term Lease Renewals. **Motion Passed Unanimously.** (Ayes: Stevens, Edwards, ViksneHill, Hamner, and Roblan. Nays: None).

6. MANAGEMENT REPORTS

All Management Reports were included within the Meeting Packet.

7. ACTION ITEMS/REPORTS

A. Long Fisheries Lease Agreement

Long Fisheries and the Oregon International Port of Coos Bay are negotiating a new five-year Commercial Lease Agreement, with two (2) five-year renewal options, for Long Fisheries to continue leasing Dock 15, located at 63489 Kingfisher Drive, in the Charleston Marina. The original month-to-month lease commenced on October 15, 2013.

A lease amendment in May of 2020 amended the term of the lease to five-years with one (1) five-year renewal period. Long Fisheries reached out and asked the Port to extend their lease with additional renewal options. This revised lease has been sent to Long Fisheries for their review and offers the current five-year term that began in May of 2025, with two (2) additional five-year renewal options.

The leased space is a cement dock structure and a 25' by 115' laydown area as demarked by Tenant and Landlord, known as Dock 15. The border boundaries of the laydown area have been painted in the parking area to clearly define the leased premises. The negotiated base rate for the facility is \$1,675.50 per month, with CPI increases on May 1 of each year the lease agreement is in effect.

Upon a motion by Commissioner ViksneHill (second by Commissioner Edwards), the Board of Commissioners motioned to ratify the execution of a five-year lease agreement with two (2) five-year renewal options with Long Fisheries to continue leasing Dock 15 in the Charleston Marina. **Motion Passed Unanimously.** (Ayes: Stevens, Edwards, ViksneHill, Hamner, and Roblan. Nays: None).

B. Renewal of Contract for PCIP Executive Director

The Port of Coos Bay is the grant applicant for the Pacific Coast Intermodal Port (PCIP) Project. In August of 2024, the Port Commission contracted with Melissa Cribbins to serve as the PCIP Executive Director. That contract expired on August 4, 2025.

The Port continues to move forward with the PCIP Project and wishes to continue to engage the services of Ms. Cribbins to serve as the Executive Director of the PCIP Project. The new contract will be effective August 1, 2025 and expires on July 31, 2026. Ms. Cribbins serves as an independent contractor on this project. Ms. Cribbins does not receive any benefits.

Upon a motion by Commissioner Edwards (second by Commissioner ViksneHill), the Board of Commissioners motioned to approve a one year extension of the contract for PCIP Executive Director Melissa Cribbins, effective August 1, 2025 and expiring July 31, 2026, and authorize Commission President Kyle Stevens to execute all documents needed to give this motion full force and effect. **Motion Passed Unanimously.** (Ayes: Stevens, Edwards, ViksneHill, Hamner, and Roblan. Nays: None).

C. Confluence Strategies LLC Contract Amendment

The Port of Coos Bay is the grant applicant for the Pacific Coast Intermodal Port (PCIP) Project. In March of 2025, the Port Commission contracted with Confluence Strategies, LLC to provide strategic consulting services for the PCIP project. Since the execution of this agreement, there have been changes in Port staff that have required Confluence Strategies to take on an expanded role in the PCIP project, including but not limited to, the pre-NEPA scoping for the Channel Modification Project.

The Port wishes to amend the agreement with Confluence Strategies, LLC to reflect this expanded scope of work.

Upon a motion by Commissioner Hamner (second by Commissioner Edwards), the Board of Commissioners motioned to approve amending the contract with Confluence Strategies, LLC, and authorize Commission President Kyle Stevens to execute all documents needed to give this motion full force and effect. **Motion Passed Unanimously.** (Ayes: Stevens, Edwards, ViksneHill, Hamner, and Roblan. Nays: None).

8. OTHER

9. COMMISSION COMMENTS

Port Commissioners praised Points Consulting's engagement efforts, including the open house at the Ko-Kwel Casino, and the Charleston Shipyard tour, noting upcoming infrastructure prioritization challenges. Port Commissioners also acknowledged the financial constraints highlighted by the financial update, emphasizing the need for creative funding solutions and better public communication about

restricted funds. The Port Commissioners expressed appreciation for Southport's hosting of the Governor's economic advisors, suggesting a thank-you letter from Port Staff for their tour of North Spit operations.

10. NEXT MEETING DATE – Thursday, September 18, 2025, at 11:00 a.m.

11. ADJOURN

President Stevens adjourned the meeting at 12:32 p.m. and entered into Executive Session, as authorized under ORS 192.660(2), to:

- (a) consider the employment of a public officer, employee, staff member or individual agent;
- (e) conduct deliberations with persons designated by the governing body to negotiate real property transactions;
- (f) consider information or records that are exempt by law from public inspection;
- (g) consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations; and
- (j) carry on negotiations under ORS Chapter 293 with private persons or businesses regarding proposed acquisition, exchange or liquidation of public investments.