



M E M O R A N D U M

TO: Interested Parties  
FROM: Kyle Stevens, President  
DATE: March 31, 2026  
SUBJECT: Port of Coos Bay PCIP Commission Meeting Notice

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The **Board of Commissioners** of the Oregon International Port of Coos Bay will hold its Regular PCIP Commission Meeting at **8:00 a.m., Tuesday, April 7, 2026**, in the Port’s Commission Chambers located at 125 W Central Avenue, Suite 230, Coos Bay, Oregon 97420, and live on YouTube.

Members of the public are invited to attend the meeting in person or view the meeting live on the Port’s YouTube Channel at the following link: [www.youtube.com/portcoos](http://www.youtube.com/portcoos).

Members of the public may provide public comment in person, via Zoom, or in writing. If members of the public would like to provide public comment during the meeting via Zoom, please call the Administrative office at 541-267-7678 by 3:30 p.m. on Monday, April 6, 2026. Written comment will be accepted until 3:30 p.m. on Monday, April 6, 2026, by sending an email to [portcoos@portofcoosbay.com](mailto:portcoos@portofcoosbay.com) with the subject line ‘Public Comment’.

An **Executive Session** has also been scheduled on **Tuesday, April 7, 2026**, immediately after the Commission Meeting, as authorized under ORS 192.660(2), to:

- (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; and
- (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.

KS/cs

**OREGON INTERNATIONAL PORT OF COOS BAY  
REGULAR PCIP COMMISSION MEETING**

**8:00 a.m., Tuesday, April 7, 2026**

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

Watch Live on YouTube: [www.youtube.com/portcoos](http://www.youtube.com/portcoos)

***Mission:** Promoting sustainable development that enhances southwest Oregon and the State in the international economy.*

***ORS 777.065:** The Legislative Assembly recognizes that assistance and encouragement of enhanced world trade opportunities are an important function of the state, and that development of new and expanded overseas markets for commodities exported from the ports of this state has great potential for diversifying and improving the economic base of the state. Therefore, development and improvement of port facilities suitable for use in world maritime trade at the Ports of Umatilla, Morrow, Arlington, The Dalles, Hood River and Cascade Locks and the development of deepwater port facilities at Astoria, **Coos Bay**, Newport, Portland and St. Helens is declared to be a state economic goal of high priority.*

**T E N T A T I V E   A G E N D A**

**1. CALL MEETING TO ORDER**

**2. INTRODUCTION OF COMMISSION, GUESTS AND PORT STAFF**

**3. PCIP PROJECT UPDATE**

A. Ferryman Consulting Project Update ..... David Ferryman

**4. CONSENT ITEMS**

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B. Approval of February Contracts Awarded .....5

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**6. OTHER**

**7. INFORMATION ITEMS**

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**8. PUBLIC COMMENT**

**9. COMMISSION COMMENTS**

**10. NEXT MEETING DATES**

A. Regular Commission Meeting - Thursday, April 16, 2026, 11:00 a.m.

B. PCIP Commission Meeting - Tuesday, May 5, 2026, 8:00 a.m.

**11. RECESS TO EXECUTIVE SESSION**

**12. ADJOURN**

# Consent Items

**DRAFT MINUTES**  
**Oregon International Port of Coos Bay**  
**Regular PCIP Commission Meeting**  
**8:00 a.m., Tuesday, March 3, 2026**

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

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; Keith Leavitt, Chief Commercial Officer of the PCIP Project; Lanelle Comstock, Chief Executive Officer; Rick Adamek, Director of Asset Management; Matt Friesen, Director of External Affairs; Brian Early, General Manager, CBRL; Krystal Karcher, Administrative Services Manager; and Christina Sanders, Administrative Assistant.

1. [\*\*Call Meeting To Order\*\*](#)

President Stevens called the meeting to order at 8:00 a.m.

2. [\*\*PCIP Project Update\*\*](#)

3. [\*\*Consent Items\*\*](#)

Upon a motion by Commissioner Hamner (second by Commissioner Roblan), the Board of Commissioners voted to approve the February 3, 2026 Regular PCIP Commission Meeting Minutes. **Motion Passed Unanimously.** (Ayes: Stevens, Edwards, ViksneHill, Hamner, and Roblan. Nays: None).

4. [\*\*Management Reports\*\*](#)

All Management Reports were included within the Meeting Packet.

5. [\*\*Public Comment\*\*](#)

Mike Vaughan and Patrick Momsen provided public comment.

6. [\*\*Commission Comments\*\*](#)

7. [\*\*Next Meeting Dates\*\*](#)

- A. Regular Commission Meeting – Thursday, March 19, 2026, 11:00 a.m.
- B. PCIP Commission Meeting – Tuesday, April 7, 2026, 8:00 a.m.

8. [\*\*Adjourn\*\*](#)

President Stevens adjourned the meeting at 8:21 a.m. and entered into Executive Session, as authorized under ORS 192.660(2), to:

- (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; and
- (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.



M E M O R A N D U M

TO: Port of Coos Bay Board of Commissioners

FROM: Megan Richardson, Finance Director

DATE: March 31, 2026

SUBJECT: February 2026 Contracts Awarded

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The following are bids that were awarded, and contracts authorized and signed by the Chief Executive Officer during the month of February. All solicitations comply with the requirements of the Port’s Local Public Contracting Rules.

The following projects are included in the appropriate fiscal year budget:

<b>Contract</b>	<b>Description</b>	<b>Cost</b>
Ferryman Railroad Consulting LLC	PCIP Consulting Services	\$75,000.00
RebelGroup Americas, Inc	PCIP Consultant - Phase 2 Market Assessment	\$99,300.00
<b>Total Contracts Awarded for this Period:</b>		<b>\$174,300.00</b>

# **Management Reports**



M E M O R A N D U M

TO: Port of Coos Bay Board of Commissioners

FROM: Melissa Cribbins, Executive Director of the PCIP Project

DATE: March 31, 2026

SUBJECT: PCIP Project Update

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**Public Outreach and Communications Update:**

During the past month, outreach efforts for the Pacific Coast Intermodal Port (PCIP) project focused on community outreach, coordination with state economic development leadership, and government-to-government communication with Tribal leadership.

PCIP and Port staff, as well as Port Commissioners, attended a recent public meeting organized by the Concerned Citizens of Empire. This meeting provided an opportunity for the Port to listen to community concerns, answer previously submitted questions, and respond to questions raised during the meetings. Following the meetings, Port staff also conducted additional follow-up conversations with individual community members who requested more information. While the meetings included a range of perspectives, the engagement provided an important opportunity to continue dialogue, clarify information, and reinforce the Port's commitment to ongoing outreach as the project remains in the pre-planning and technical analysis phase.

The Port hosted Oregon's Chief Prosperity Officer, Tim Knopp, for a project visit that included a business roundtable, project briefing, question and answer session, and harbor tour. At the request of the Chief Prosperity Officer, the Port organized a small business roundtable with local employers representing a variety of sectors to discuss economic development, workforce, infrastructure, housing, and business conditions on the South Coast. The visit provided an opportunity to brief state leadership on the PCIP project, regional economic conditions, and long-term economic development opportunities tied to freight, trade, and industrial development.

Port Commissioners and staff met with the Confederated Tribes of Coos, Lower Umpqua and Siuslaw Indians (CTCLUSI) Tribal Council to provide a project update and answer questions related to the PCIP project. The meeting was an important step to increase coordination and communication efforts with Tribal leadership as the project continues through early planning and technical study phases. The Port remains committed to maintaining open communication and continuing government-to-government coordination and consultation with regional tribes at the level that is appropriate for them and their membership. They followed up with questions that we are answering. They will review the answers and schedule a follow-up meeting once they are ready for the next conversation.

Staff attended the Eastside Community Open House to listen to community questions and discussions related to Port-owned property and potential future development opportunities in the Eastside area. While not directly tied to the project, planning, housing and infrastructure are important factors for

consideration of the new jobs the PCIP would bring to the area. Attendance provided an opportunity for staff to hear community perspectives directly, answer general questions about Port property ownership and planning processes, and better understand neighborhood interests and concerns related to future land use and development in Eastside. The Open House was connected to a recent feasibility study the Port and City of Coos Bay have partnered on.

### **Grants and Financing:**

We are continuing to work with our grant manager to finalize the project management plan (PMP) for the Rail Crossing Elimination (RCE) grant. The agency has sent over edits to the PMP that are being incorporated into the document. We anticipate finalizing the edits soon and getting the completed PMP to the FRA for their approval.

We have an updated date of April 3, 2026 to submit the PMP for CRISI. We continue to work towards getting the Infrastructure for Rebuilding America (INFRA) grant under contract.

We are meeting with the Build America Bureau twice per month to discuss the potential RRIF loan as well as any other financing issues that are needed to move the project forward. In addition, a PIDP grant application has been submitted to help with additional railroad design and engineering costs. We believe we will have an update on that grant application soon.

The granting agencies, Federal Railroad Administration (FRA) and the United States Maritime Administration (MARAD), have created a consolidated grant meeting that we have monthly with our new grant manager. This is a much more effective method of working with the agencies and we are ensuring that they have all of the information that they need.

### **Permitting:**

We have continued to respond to the edits received from the applications that have been filed for the channel modification. USACE is interested in a presentation of the Rebel Group analysis, and we are currently setting that up. We had a productive discussion last week about the permits, and we look forward to meeting with the USACE again soon. David Miller and Associates (DMA) is our primary contractor for the channel modification design and permitting, and they have multiple subcontractors that are reviewing the USACE's comments on our 204f/404 applications, as well as providing responses to those comments. DMA is responding to the edits to the documents that have been filed.

We continue to meet with the Army Corps of Engineers (USACE) twice per month and meet weekly with DMA.



M E M O R A N D U M

TO: Port of Coos Bay Board of Commissioners

FROM: Keith Leavitt, Chief Commercial Officer, PCIP Project

DATE: March 31, 2026

SUBJECT: PCIP Project Update

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**Market Analysis:**

The draft market and feasibility analysis has been completed. The next phase will focus on developing a comprehensive financial model aligned with Federal Railroad Administration (FRA) loan program requirements. This model will translate the market findings into projected cargo volumes through the terminal and onto the rail line. Additional updates on this effort will be provided as the model is developed.

**U.S. Army Corps of Engineers (USACE) / NEPA:**

We recently met with USACE staff to present the Rebel market analysis referenced above. The report was well received, and the Corps has been invited to provide questions or follow-up comments within the next 30 days.

We will continue working with USACE to address outstanding questions related to the economic appendix for the 204(f) process. The Rebel analysis provides strong supporting context for the project's marketing strategy. In coordination with David Miller and Associates and Rebel, we will refine and resolve remaining items. This additional work will focus on:

- West Coast volume growth and capacity
- Industry stakeholder interviews to validate the market rationale for PCIP

In parallel, we are preparing a Request for Proposals (RFP) to procure a NEPA consulting firm. The intent is to structure the engagement in two phases. Phase 1 will focus on strategic advisory support to assist in finalizing the Memorandum of Understanding (MOU) with USACE and aligning on the overall NEPA schedule. Phase 2 will include execution of the NEPA process, with the consultant supporting the Port as project sponsor and USACE as the lead federal agency. A draft RFP will be completed by the end of this week.

These efforts will be initiated upon execution of grant agreements for PCIP.

# **Informational Items**

Oregon International Port of Coos Bay

Grant C202238 - Actual vs. Budget



C202238 Amendment 3 Budget	C202238 Grant Funding	Current Period	Fiscal	Prior Fiscal Years			Total	Remaining Grant Funds
		February	Year to Date	FY24/25	FY23/24	FY22/23		
Interest Earned	-	15,268	31,600	84,158	116,960	123,028	355,746	355,746
Channel: Engineering / Design / Geo-Technical	6,240,000	114,858	239,866	712,932	3,411,501	679,766	5,044,065	1,195,935
Channel: Economic Benefit Study	1,000,000		3,500	53,375	320,450	365,858	743,183	256,817
Channel: Environment Studies / Environmental Impact Statement	3,900,000		1,400	178,856	300,558	117,775	598,589	3,301,411
Channel: United States Army Corp of Engineering Agreement	700,000		178,000	178,000	202,000	59,000	617,000	83,000
Channel: Permitting & Regulatory Fees	25,000		-	-	-	-	-	25,000
Channel: Legal Costs	105,000		-	-	-	-	-	105,000
Channel: Section 204/408 Report	225,000		14,875	137,200	100,975	17,052	270,102	(45,102)
Channel: Project Management (DMA)	250,000	39,680	83,755	467,163	715,908	283,586	1,550,412	(1,300,412)
PCIP: Engineering / Design / Geo-Technical	1,500,000		22,020	621,139	168,210	-	811,369	688,631
PCIP: Environment Studies	100,000		-	271,610	-	-	271,610	(171,610)
PCIP: Permitting & Regulatory Fees	50,000		-	-	320	-	320	49,680
PCIP: Legal Costs	50,000	1,836	73,927	28,507	-	-	102,434	(52,434)
PCIP: Project Managers (Federal & State)	324,000	45,514	307,607	244,082	-	-	551,688	(227,688)
PCIP: Community Engagement Coordinator	136,000		18,224	135,224	-	-	153,448	(17,448)
PCIP: Project Management(Permitting / NEPA)	375,000		1,715	40,415	-	-	42,130	332,870
OIPCB: Recipient Project Support (Travel & Lodging)	20,000	1,111	5,648	4,582	18,806	3,657	32,691	(12,691)
	15,000,000	202,999	950,536	3,073,085	5,238,727	1,526,694	10,789,042	4,566,704