

**OREGON INTERNATIONAL PORT OF COOS BAY**

**Coos Bay, Oregon**

**PCIP COMMISSION MEETING**

**8:00 a.m., Tuesday, December 2, 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](http://www.portofcoosbay.com).**

**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; Matt Friesen, Director of External Affairs; Rick Adamek, Director of Asset Management; Ray Dwire, Charleston Marina Manager; and Krystal Karcher, Administrative Services Manager.

**Media & Guests:**

Christine Moffitt; Jan Hodder; Mike Graybill; Caddy McKeown, PCIP; Rick Osborn, PCIP; Aaron Simons, ILWU; Steve Erickson, ILWU Local 12; Tallon Trentz, IUOE 701; Nate Meddings, Stantec; and Jonathan Bates, UBC.

**1. CALL MEETING TO ORDER**

President Stevens called the meeting to order at 8:02 a.m.

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

**3. MANAGEMENT REPORTS**

Melissa Cribbins noted continued progress on federal grant negotiations following the government shutdown. FRA and US Army Corps of Engineers work has resumed. Keith Leavitt provided an update on Rebel Consulting's economic and commercialization studies for PCIP, focusing on investment case development and cargo flow analysis. The final report is expected first quarter of 2026.

**4. ACTION ITEMS/REPORTS**

**A. Ratify Commission President's Signature on Task Order #19 with DMA**

The Port of Coos Bay has been working with David Miller and Associates (DMA) on the Coos Bay Channel Modification. The previous Task Order #18 had been expended, and DMA was unable to do any further work on the Channel Modification until a new Task Order was completed. Staff have bi-weekly meetings with the US Army Corps of Engineers that DMA attends, and these meetings are critical to moving the channel modification permits forward. As such, Business Oregon reviews these task orders, as well as the PCIP Executive Director and the Port CEO and Finance Department.

Upon a motion by Commissioner ViksneHill (second by Commissioner Edwards), the Board of Commissioners motioned to ratify the Port Commission President's signature on DMA Task Order #19. **Motion Passed Unanimously.** (Ayes: Stevens, Edwards, ViksneHill, Hamner, and Roblan. Nays: None).

**5. PUBLIC COMMENT**

**A. Christine Moffitt**, representing the League of Women Voters, requested responses to community questions from the April and November forums and provided handouts with organized questions and video links, which are attached to the end of these minutes.

**6. COMMISSION COMMENTS**

Commissioners praised the recent Millicoma Marsh trail reopening and recognized community contributions.

**7. NEXT MEETING DATE**

- A. Regular Commission Meeting - Thursday, December 18, 2025, 11:00 a.m.
- B. PCIP Commission Meeting - Tuesday, January 6, 2026, 8:00 a.m.

**8. ADJOURN**

President Stevens adjourned the meeting at 8:22 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.