



M E M O R A N D U M

TO: Interested Parties

FROM: Kyle Stevens, President

DATE: July 28, 2026

SUBJECT: Port of Coos Bay PCIP Commission Meeting Notice

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, August 4, 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.

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, August 3, 2026. Written comment will be accepted until 3:30 p.m. on Monday, August 3, 2026 by sending an email to portcoos@portofcoosbay.com with the subject line 'Public Comment'.

An **Executive Session** has also been scheduled on **Tuesday, August 4, 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, August 4, 2026

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

Watch Live on YouTube: 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. Project Status.....Melissa Cribbins

4. CONSENT ITEMS

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A. Approval of One Year Contract Extension with PCIP Executive Director.....Melissa Cribbins, 11

B. Approval of One Year Contract Extension with Accelerate Strategies.....Melissa Cribbins, 12

C. Authorization to Enter into Subrecipient Agreement for the INFRA Grant.....Melissa Cribbins, 13

D. Authorization to Enter into Subrecipient Agreement for the RCE Grant.....Melissa Cribbins, 14

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7. OTHER

8. INFORMATION ITEMS

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9. PUBLIC COMMENT

10. COMMISSION COMMENTS

11. NEXT MEETING DATES

A. Regular Commission Meeting - Thursday, August 20, 2026, 11:00 a.m.

B. PCIP Commission Meeting - Tuesday, September 1, 2026, 8:00 a.m.

12. RECESS TO EXECUTIVE SESSION

13. ADJOURN

Consent Items

DRAFT MINUTES
Oregon International Port of Coos Bay
Regular PCIP Commission Meeting
8:00 a.m., Tuesday, July 7, 2026

Port Commission Chambers, 125 W. 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; Lanelle Comstock, Chief Executive Officer; Rick Adamek, Director of Asset Management; Ray Dwire, Charleston Marina Manager; Matt Friesen, Director of External Affairs; Krystal Karcher, Administrative Services Manager; and Christina Sanders, Administrative Assistant.

Guests: Lincoln Colby, Mott MacDonald; Jan Hodder; Mike Graybill; Colin Madsen, KPFF; Tallon Trentz, IUOE 701; Elizabeth Herold; Clinton Herold; Rick Osborn, Blue Ridge Strategies; Nate Meddings, Stantec; and Eric Sherman, IBEW 932.

1. [Call Meeting to Order](#)

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

2. [PCIP Project Update](#)

A. [Project Status](#)

Melissa Cribbins provided an update on the status of grant agreements, including the CRISI, INFRA, and RCE. Commissioner ViksneHill asked if the Port had done an RFP or selected a firm to assess grant compliance and subrecipient monitoring. Ms. Cribbins answered that the Port has not, but it is on the to-do list.

3. [Consent Items](#)

Upon a motion by Commissioner ViksneHill (second by Commissioner Roblan), the Board of Commissioners voted to approve the June 2, 2026 Regular PCIP Commission Meeting Minutes, June 18, 2026 Special PCIP Commission Meeting Minutes, and June Contracts Awarded. **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. [Action Items](#)

A. [Third Amendment to the Agreement with Confluence Strategies, LLC](#)

Upon a motion by Commissioner ViksneHill (second by Commissioner Roblan), the Board of Commissioners voted to approve the Third Amendment to Professional Services Agreement between the Port of Coos Bay and Confluence Strategies, LLC and authorize Commission President Kyle Stevens to sign and execute the agreement. **Motion Passed Unanimously.** (Ayes: Stevens, Edwards, ViksneHill, Hamner, and Roblan. Nays: None).

B. Authorization to Enter into Agreement with Superior Construction Consulting Services

Commissioner Hamner asked whether proof of insurance was in place. Ms. Cribbins stated the Port obtains that information after the contract has been approved but prior to any work being performed.

Upon a motion by Commissioner Edwards (second by Commissioner Roblan), the Board of Commissioners voted to approve the Professional Services Agreement between the Port of Coos Bay and Superior Construction Consulting Services and authorize Commission President Kyle Stevens to sign and execute the agreement. **Motion Passed Unanimously.** (Ayes: Stevens, Edwards, ViksneHill, Hamner, and Roblan. Nays: None).

6. Information Items

7. Public Comment

A. Tallon Trentz expressed his support for the PCIP project, stating the community needs the project to bring working families back and to provide an opportunity for children to stay and work in the area.

B. Clinton Herold expressed opposition to the proposed rail expansion project, stating the aging rail tunnels would require substantial reconstruction to accommodate double-stack containers, and the project costs have been underestimated.

8. Commission Comments

Commissioner Roblan stated July 8, at 1:00 p.m., there will be an event to celebrate the new entrance to the South Slough. The new entrance provides much better access, reduces opportunities for accidents, and adds extra parking.

9. Next Meeting Dates

- A. Regular Commission Meeting – Thursday, July 16, 2026, 11:00 a.m.
- B. PCIP Commission Meeting – Tuesday, August 4, 2026, 8:00 a.m.

10. Adjourn

President Stevens adjourned the meeting at 8:20 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.

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: July 28, 2026

SUBJECT: PCIP Project Update

Community Engagement:
See Matt Friesen's report.

Grants and Financing:

Rail Crossing Elimination: We have an accepted project management plan (PMP) for the Rail Crossing Elimination (RCE) grant. Our grant reporting was submitted for the July 31, 2026 deadline for the financial and performance reports for RCE. The Request for Proposal for design and engineering was posted on July 29, 2026.

Consolidated Rail Infrastructure and Safety Improvements: We have an accepted project management plan (PMP) for Consolidated Rail Infrastructure and Safety Improvements (CRISI). Our grant reporting was submitted for the July 31, 2026 deadline for the financial and performance reports for CRISI. We are in the process of reviewing and editing the Request for Proposal for design and engineering for the Coos Bay Rail Line improvements, and the RFPs are expected to be released in mid-August.

Infrastructure for Rebuilding America: The grant agreement for the Infrastructure for Rebuilding America (INFRA) grant was approved by the Port Commission on June 18, 2026. It was signed and sent to MARAD, and we received a fully executed copy on June 28, 2026. We can now move forward with drafting and submitting a project management plan (PMP) for approval by MARAD. We are in the process of reviewing and editing the Request for Proposal for design and engineering for the Terminal, and the RFPs are expected to be released in mid-August.

Port Infrastructure Development Program: In late April, the Project was awarded \$11.25 million from the Port Infrastructure Development Program (PIDP) grant for track construction on the North Spit. We had the kickoff meeting on June 18, 2026.

Grant Meetings: We continue to meet with the granting agencies, Federal Railroad Administration (FRA) and the United States Maritime Administration (MARAD), in a consolidated monthly grant meeting. This is a much more effective method of working with the agencies and ensuring that we are making sure that they have all of the information that they need.

Grant Applications: In June, we submitted grant applications under the INFRA, RCE, and CRISI grant programs for the construction portions of the PCIP project.

Procurement:

We posted the Request for Proposals for Environmental Permitting (NEPA) and Community Engagement on July 29, 2026. The RFP will remain open until August 19, 2026, and then a contractor will be selected based on the qualifications-based selection process. We plan to have the NEPA contractor on board in early to mid-September 2026 to help guide the NEPA and Tribal engagement process.

Permitting:

We are still under the pause period for David Miller and Associates (DMA) and the U.S. Army Corps of Engineers (USACE) to allow the other aspects of the project to catch up with the design and permitting. We have asked USACE to continue their coordination work with the U.S. Department of Transportation during this time. USACE and the U.S. Department of Transportation are working on a written memorandum of agreement for their coordination during the NEPA process.



M E M O R A N D U M

TO: Port of Coos Bay Board of Commissioners

FROM: Matt Friesen, Director of External Affairs

DATE: July 28, 2026

SUBJECT: PCIP Management Report

Outreach and Communications:

Staff continued outreach and coordination efforts supporting the Pacific Coast Intermodal Port throughout the month. Engagement focused on strengthening partnerships, updating the website, and providing proactive communication with stakeholders, elected officials, and community partners.

- Continued meeting in small-group settings to provide PCIP updates to local community members. This month included more than a half dozen small-group meetings with local small business owners, community organizations, and labor and advocacy organizations.
- Attended Empire District Neighborhood Night Out event.
- Distributed newsletter directly to stakeholders and partners.
- Continued coordination with Tribal governments, including responding to questions regarding the PCIP and working collaboratively to establish an ongoing communication cadence and meeting structure that reflects the Tribe's preferred level of engagement.
- Attended Oregon State University's Coastal Oregon Marine Experiment Station research symposium.
- Provided briefings and answered questions for elected official offices and field staff.
- Updated the PCIP website, graphics, and links.

Action Items

**OREGON INTERNATIONAL PORT OF COOS BAY
BOARD OF COMMISSIONERS
ACTION/DECISION REQUEST**

DATE: July 28, 2026

PROJECT TITLE: First Amendment to Professional Services Agreement between the Port of Coos Bay and Melissa Cribbins

ACTION REQUESTED: Approve a One Year Extension of Professional Services Agreement between the Port of Coos Bay and Melissa Cribbins

BACKGROUND:

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. The Port entered into a new contract with Cribbins for the time period of August 1, 2025 through July 31, 2026.

The Port continues to move forward with the PCIP Project and wishes to continue to engage the services of Cribbins to serve as the Executive Director of the PCIP Project. The new contract will be effective August 1, 2026 and expires on July 31, 2027. Cribbins serves as an independent contractor on this project. She does not receive any benefits.

RECOMMENDED MOTION:

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.

**OREGON INTERNATIONAL PORT OF COOS BAY
BOARD OF COMMISSIONERS
ACTION/DECISION REQUEST**

DATE: July 28, 2026

PROJECT TITLE: First Amendment to Professional Services Agreement between the Port of Coos Bay and Accelerate Strategies

ACTION REQUESTED: Approve One Year Extension of Professional Services Agreement between the Port of Coos Bay and Accelerate Strategies

BACKGROUND:

The Port of Coos Bay is the grant applicant for the Pacific Coast Intermodal Port (PCIP) Project. On July 1, 2025, the Port Commission entered into a one year contract with Accelerate Strategies to provide federal project management services for the PCIP. That contract expired on June 30, 2026.

The Port continues to move forward with the PCIP Project and wishes to continue the services of Accelerate Strategies for the PCIP Project. The new contract will be effective July 1, 2026 and expire on June 30, 2027. Accelerate Strategies serves as an independent contractor on this project and does not receive any benefits.

RECOMMENDED MOTION:

Approve a one year extension of the contract with Accelerate Strategies, effective July 1, 2026 and expiring June 30, 2027, and authorize Commission President Kyle Stevens to execute all documents needed to give this motion full force and effect.

**OREGON INTERNATIONAL PORT OF COOS BAY
BOARD OF COMMISSIONERS
ACTION/DECISION REQUEST**

DATE: July 28, 2026

PROJECT TITLE: Authorization to enter into a subrecipient agreement with Oregon EcoTerminals, LLC and NorthPoint Development, LLC for INFRA grant administration

ACTION REQUESTED: Approve the Port to enter into a subrecipient agreement with Oregon EcoTerminals, LLC, and NorthPoint Development, LLC, for INFRA grant administration and execution for the planning and design of the terminal

BACKGROUND:

On May 6, 2024, the Port submitted an application and related materials (collectively, the “INFRA Application”) to the Nationally Significant Multimodal Freight and Highway Projects program of the United States Department of Transportation (the “DOT”) through its Infrastructure for Rebuilding America grant program (the “INFRA Program”), seeking Twenty-Five Million Eighteen Thousand Seven Hundred Fifty and No/100 Dollars (\$25,018,750.00) (the “Requested Grant Amount”) in INFRA grant funds (the “INFRA Grant”) administered by the United States Maritime Administration (“MARAD”). NorthPoint Development of Kansas City, Missouri, pledged an equal amount in private funding as the match for this grant.

The Port, as grantee and recipient, was awarded the INFRA Grant in the Requested Grant Amount by DOT, acting through MARAD, and in connection with the award by DOT of the Requested Grant Amount to the Port, the Port and DOT have entered into a Grant Agreement Under the Fiscal Years 2025-2026 Infra Program (MARAD FY 2025-26 Infra Grant No. 693JF72540001) (the “Grant Agreement”).

The Parties have negotiated a subrecipient agreement, which memorializes certain agreements and understandings regarding issues related to the INFRA Grant and the PCIP, all subject to and in accordance with the terms and conditions set forth in the grant agreement, applicable state and federal law, and federal, state, and local procurement requirements.

RECOMMENDED MOTION:

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 Commission President Kyle Stevens to execute all documents needed to give this motion full force and effect.

**OREGON INTERNATIONAL PORT OF COOS BAY
BOARD OF COMMISSIONERS
ACTION/DECISION REQUEST**

DATE: July 28, 2026

PROJECT TITLE: Authorization to enter into a subrecipient agreement with Oregon EcoTerminals, LLC, and NorthPoint Development, LLC, for RCE grant administration

ACTION REQUESTED: Approve the Port to enter into a subrecipient agreement with Oregon EcoTerminals, LLC, and NorthPoint Development, LLC, for RCE grant administration and execution for the Reedsport Rail Crossing Elimination

BACKGROUND:

On September 23, 2024, the Port submitted an application and related materials (collectively, the “RCE Application”) to the United States Department of Transportation (the “DOT”) through its Railroad Crossing Elimination grant program (the “RCE Program”), seeking Three Million, Nine Hundred Ninety-Three Thousand, Two Hundred Twenty-Four and No/100 Dollars (\$3,993,224.00) (the “Requested Grant Amount”) in RCE grant funds (the “RCE Grant”) administered by the United States Federal Railroad Administration (“FRA”) to design and engineer a solution to the Reedsport Rail Crossing. The Port submitted a written letter to the DOT (the “RCE Pledge Letter”) in which the Port pledged to provide Nine Hundred Ninety-Eight Thousand, Three Hundred Six and No/100 Dollars (\$998,306.00) in non-federal match funding in connection with any final funding award of the RCE Grant).

The Port submitted this application in conjunction 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”).

The Parties have negotiated a subrecipient agreement, which memorializes certain agreements and understandings regarding issues related to the RCE Grant and the PCIP, all subject to and in accordance with the terms and conditions set forth in the grant agreement, applicable state and federal law, and federal, state, and local procurement requirements.

RECOMMENDED MOTION:

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 RCE grant administration and execution for the planning and design of the terminal and authorize Commission President Kyle Stevens to execute all documents needed to give this motion full force and effect.

**OREGON INTERNATIONAL PORT OF COOS BAY
BOARD OF COMMISSIONERS
ACTION/DECISION REQUEST**

DATE: July 28, 2026

PROJECT TITLE: Authorization to enter into a subrecipient agreement with Oregon EcoTerminals, LLC, and NorthPoint Development, LLC, for CRISI grant administration

ACTION REQUESTED: Approve the Port to enter into a subrecipient agreement with Oregon EcoTerminals, LLC, and NorthPoint Development, LLC, for CRISI grant administration and execution for the CBRL Improvements

BACKGROUND:

On May 28, 2024, the Port submitted an application and related materials (collectively, the “CRISI Application”) to the United States Department of Transportation (the “DOT”) through its Consolidated Rail Infrastructure and Safety Improvements grant program (the “CRISI Program”), seeking Twenty-Nine Million, Seven Hundred Fifty-One Thousand, Six Hundred Fifteen and No/100 Dollars (\$29,751,615.00) (the “Requested Grant Amount”) in CRISI grant funds (the “CRISI Grant”), administered by the United States Federal Railroad Administration (“FRA”). In connection with the submittal to the DOT by the Port of the CRISI Application, the Port certified its non-federal match in a written letter to the DOT (the “CRISI Pledge Letter”), in which the Port pledged to provide Nineteen Million, Eight Hundred Thirty-Four Thousand, Four Hundred Ten and No/100 Dollars (\$19,834,410.00) in non-federal match funding in connection with any final funding award of the CRISI Grant (the “CRISI Match”).

The Port submitted this application in conjunction 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”).

The Parties have negotiated a subrecipient agreement, which memorializes certain agreements and understandings regarding issues related to the CRISI Grant and the PCIP, all subject to, and in accordance with, the terms and conditions set forth in the grant agreement, applicable state and federal law, and federal, state, and local procurement requirements.

RECOMMENDED MOTION:

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 CRISI grant administration and execution for the planning and design of the terminal, and authorize Commission President Kyle Stevens to execute all documents needed to give this motion full force and effect.

PCIP Financials

Oregon International Port of Coos Bay

Grant C202238 - Actual vs. Budget



C202238 Amendment 3 Budget	C202238 Grant Funding	Current Period		Fiscal Year to Date	Prior Fiscal Years			Total	Remaining Grant Funds
		May	June		FY24/25	FY23/24	FY22/23		
Interest Earned	-	14,476		76,257	84,158	116,960	123,028	400,403	400,403
Channel: Engineering / Design / Geo-Technical	6,240,000	-		402,741	712,932	3,411,501	679,766	5,206,940	1,033,060
Channel: Economic Benefit Study	1,000,000	-		14,875	53,375	320,450	365,858	754,558	245,442
Channel: Environment Studies / Environmental Impact Statement	3,900,000	-		50,234	178,856	300,558	117,775	647,423	3,252,577
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	-		95,595	467,163	715,908	283,586	1,562,252	(1,312,252)
PCIP: Engineering / Design / Geo-Technical	1,500,000	9,438	157,947	198,004	621,139	168,210	-	987,353	512,647
PCIP: Environment Studies	100,000	-	82,203	82,203	271,610	-	-	353,813	(253,813)
PCIP: Permitting & Regulatory Fees	50,000	-		-	-	320	-	320	49,680
PCIP: Legal Costs	50,000	4,643	2,357	89,421	28,507	-	-	117,928	(67,928)
PCIP: Project Managers (Federal & State)	324,000	21,352	44,899	507,819	244,082	-	-	751,901	(427,901)
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	1,077		9,766	4,582	18,806	3,657	36,810	(16,810)
	15,000,000	36,509	287,405	1,663,472	3,073,085	5,238,727	1,526,694	11,501,978	3,898,425