APPROVED 10/21/2026

MINUTES
POTB BOARD OF COMMISSIONERS
REGULAR MONTHLY MEETING
PORT OFFICE, 4000 BLIMP BLVD., TILLAMOOK – CONFERENCE ROOM
WEDNESDAY, SEPTEMBER 16, 2026, AT 3:00 PM

1) Call to Order @ 3:03 p.m.
Recognition of Persons Present: Commissioners Jack Mulder, Kevin Stoecker, Donnie Jenck, and Matt Mumford (Zoom). Bill Baertlein is absent.
Port Staff: General Manager Michele Bradley, Pami Boomer, Christian Gurling, and Laura Ramirez.

FOTAM: Dallas Adams, Mark Peaslee, Marc Santucci, Carolyn Decker.
Public via Zoom: Shad Coulson (POTB), Will Chappell (Headlight Herald), Tim Schallich (STF), Sean O'Brien (Vintage Aviation Museum), Michael Miller (Public), Michael Neunzert (STF).

2) Update from Friends of Tillamook Air Museum (FOTAM) – Dallas Adams, FOTAM President
   - FOTAM congratulated the Port of Tillamook Bay on the sale of Hangar B.
   - FOTAM thanked the Port of Tillamook Bay for their efforts in maintaining Hangar B over the past decade.

3) Hangar B Update – Michele Bradley and Christian Gurling
   - Hangar B online shop put on hold to ensure accurate inventory for the new owner.
   - Sales/lease draft being reviewed and should be signed by month end.
   - FEMA Updates
     - FEMA debris project is ready for submission. The added cost is still within the port's previously budgeted amount for this critical safety work.

   1) Flap removal update.
      - Crane set to arrive Thursday, September 17, 2026.

4) Discussion and Consideration of Resolution 2026-2027 #4, Declaring Hangar B as Surplus Property and directing the general manager to dispose of - **(Action)**
Kevin Stoecker moved to approve Resolution 2026-2027 #4, Declaring Hangar B as Surplus Property and directing the general manager to dispose of. Donnie Jenck seconded, and the motion passed 4-0. Bill Baertlein absent.

5) Consent Agenda - **(Action)**
   - Minutes for August 19, 2026, Regular Meeting, and August 28, 2026, Special Meeting (Executive Session).
   - Lease Order AP-26-16: Hangar #18 – Conrad and Billips; mo. to mo.
   - Lease Order IP-26-17: Vintage Aviation Museum ground lease, 25 years with two 25-year options (main parking lot, parking east along Hangar B, and apron near Guppy; and foundation of Hangar B for 475,395 square feet total based on agreed upon Term Sheet (08/19/2026).

   Kevin Stoecker moved to approve the consent agenda. Matt Mumford seconded, and the motion passed 4-0. Bill Baertlein absent.

6) Discussion and Consideration of Resolution 2026-2027 #2, a Clean Water State Revolving Fund Loan No. RC0070 (forgivable loan) Agreement with the Oregon Department of Environmental Quality for $60,000 (pending public notice) and authorization for general manager to sign project documents for Septage Receiving Station Relocation to the digester site - **(Action)**
   Kevin Stoecker moved to approve Resolution 2026-2027 #2, a Clean Water State Revolving Fund Loan No. RC0070 (forgivable loan) Agreement with the Oregon Department of Environmental Quality for $60,000 (pending public notice) and authorization for general manager to sign project documents for Septage Receiving Station Relocation to the digester site. Donnie Jenck seconded, and the motion passed 4-0. Bill Baertlein absent.

7) Discussion and Consideration of Port application to Oregon Department of Energy for their Energy Efficiency Conservation Block Grant (RE: EECBG – HVAC study) for $60,000 and authority for the general manager to sign grant and project documents. This is all grant with no match and has a short timeline (complete by 10/30/26) - **(Action)**
   Matt Mumford moved to approve the Port application to Oregon Department of Energy for their Energy Efficiency Conservation Block Grant (RE: EECBG – HVAC study) for $60,000 and authority for the general manager to sign grant and project documents. Kevin Stoecker seconded, and the motion passed 4-0. Bill Baertlein absent.

8) Discussion and Consideration of Resolution 2026-2027 #3, in support of the Port's application to Business Oregon's Regional Infrastructure Fund (RIF) Program for development of hangars at Tillamook Airport Business Park for UAS/Uncrewed (requesting $1,000,000) and authority for the general manager to sign grant and project documents - **(Action)**
   Kevin Stoecker moved to approve Resolution 2026-2027 #3, in support of the Port's application to Business Oregon's Regional Infrastructure Fund (RIF) Program for development of hangars at Tillamook Airport Business Park for UAS/Uncrewed (requesting $1,000,000) and authority for the general manager to sign grant and project documents. Matt Mumford seconded, and the motion passed 4-0. Bill Baertlein absent.

9) Office Administrator Report – Pami Boomer
   - Financials continue to hold steady.
   - The annual workers' comp bill was paid in July, explaining the fund's low balance.
   - Slurry project completed.

10) Manager's Written Report and Discussion – Michele Bradley

Industrial Park

- Disc Golf Course Ribbon Cutting.
- NW Innovation Hub connection day information.

Airport/RV Park

- ODHS/Oregon Task Force visit – walking tour.
- Recognition and Remembrance of former employee Warren Magnuson.
- Future repair to the runway damage will require a temporary closure of the airport during the repair period.

Salmonberry Trail/Railroad

- STEC – Salmonberry Trail Executive Committee Article.
- OCSR Negotiation Article.

Utilities

- City Water Line Project progressing.

Other

- Letter from Governor thanking Michele Bradley for her leadership.

11) Communications

- October 21, 2026 – Regular Board Meeting, Wednesday, 3:00 pm.
- November 11, 2026 – Closed for Veteran's Day
- November 18, 2026 – Regular Board Meeting, Wednesday, 3:00 pm.
    - Matt Mumford will not be attending.
- November 26 and 27, 2026 – Closed for Thanksgiving.

Commissioner Bill Baertlein arrived via Zoom – 3:38 pm.

12) Entered Executive Session per ORS 192.660(2)(e) regarding Real Property @ 3:40 pm.

13) Exited Executive Session and resumed Regular monthly meeting @ 5:54 pm.

- No decisions were made in Executive session.

14) Adjourned @ 5:54 pm.