



AGENDA
POTB BOARD OF COMMISSIONERS
REGULAR MONTHLY MEETING
PORT OFFICE, 4000 BLIMP BLVD., TILLAMOOK – CONFERENCE ROOM
WEDNESDAY, MARCH 18, 2026, AT 3:00 PM

<https://us02web.zoom.us/j/85650156263?pwd=zOa1D7zDLc8pgyxjcvsySaNOOoVVOx.1>

Any comments or written testimony, if allowed, may be submitted to mbradley@potb.org up to 11:00 am on the afternoon of the meeting.

- 1) 3:00 Call to Order, Recognition of Persons Present
- 2) 3:05 Updates from Friends of Tillamook Air Museum – Dallas Adams, President
- 3) 3:15 Public Comment for Items Not on the Agenda (2-minute limit, or as Board President Desires)
- 4) 3:20 Presentation of Port of Tillamook Bay Audit for FY 24-25 – Eric Zehntbauer, CPA, Kern & Thompson
- 5) 3:40 Office Administrator Report – Pami Boomer
 - a) Financial Reports
 - b) Draft budget calendar – **Bring calendars**
- 6) 3:40 Air Museum Director Report – Rita Welch and Michele Bradley
 - a) Articles
 - b) Public comment received
- 7) 3:50 Consent Agenda (**Action**)
 - a) Minutes for February 18, 2026 Regular Meeting
 - b) Lease Order IP-26-04 – Community Action Team, Inc. Building #5, Suite B for Office Space, month to month
 - c) Lease Order RR-26-05 – Green Toaster, LLC., Railroad Crossing MP 837.43, per settlement, 45-year with one extension option
 - d) Lease Order RR-26-06 – Green Toaster, LLC., Railroad Encroachment MP 837.43, per settlement, 45-year with one extension option
 - e) Lease Order RR-26-07 – Camp Double J (Joslin), Railroad Crossing MP 837.32, per settlement, 45-year with one extension option
 - f) Lease Order RR-26-08 – Camp Double J (Joslin), Railroad Encroachment MP 837.32, per settlement, XXX
 - g) Lease Order IP-26-09 – Aerostar, Building #27, private hangar, one year with one-year extension options

Notice and Agenda – Regular Meeting – March 18, 2026 Page 1

Posted at the following locations: POTB Main Offices; Tillamook County Courthouse; Tillamook County Library (Main Branch); and the Port's Website (www.potb.org)

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- 8) 3:55 Discussion and consideration of two airport grant documents:
 - a) FAA-AIP Grant No. TMK-0060-028-2026 for Phase 3/Construction for Fuel System for \$150,000
 - b) FAA-IIJA-AIG No. TMK-0060-029-2026 for Phase 4/Construction for Fuel System for \$137,000 (Note: former BIL funding is now being referred to as IIJA-AIG funding)
 - c) With authorization for General Manager to sign grant documents as needed
(Action)
- 9) 4:00 Manager's Written Report and Discussion - Michele Bradley
- 10) 4:15 Executive Session per ORS 192.660(2)(i) for General Manager Annual evaluation; and ORS 192.660(2)e regarding Real Property
- 11) Communications
 - a) April Board Meeting: Wednesday, April 15, 2026, at 3:00 pm
 - b) May Board Meeting: Wednesday, May 20, 2026, at 3:30, **preceded by SDAO Board Training at 2:00 (~1½ hours)**
 - c) Monday, May 25, 2026: Office closed for Memorial Day Holiday
 - d) June Board Meeting: Wednesday, June 17, 2026, at 3:00 pm