



APPROVED 05/20/2026

MINUTES

POTB BOARD OF COMMISSIONERS

REGULAR MONTHLY MEETING

PORT OFFICE, 4000 BLIMP BLVD., TILLAMOOK – CONFERENCE ROOM

WEDNESDAY, APRIL 22, 2026, AT 3:00 PM

1) Call to Order @ 3:00 p.m.

Recognition of Persons Present: Commissioners Jack Mulder, Kevin Stoecker, Bill Baertlein (Zoom), Matt Mumford, and Donnie Jenck.

Port Staff: General Manager Michele Bradley, Pami Boomer, and Rita Welch.

Port Staff: Shad Coulson (Zoom), Denise Shetler (Hangar B), Robert Rudisel (Hangar B)

FOTAM: Mark Peaslee, Marc Santucci

Public: Gary Bond (Public), Caroline Fitchett (STF), Kenneth Wenzel (Salmonberry Trail), Deborah Wenzel (Salmonberry Trail), Rich Bracke (BIGR Idea), Galena Flores (YMCA), Michelle Jenck (STF), Kris Lachenmeier (Public), Tim Lachenmeier (Public), Skye Cutler (STF), Joanne Read (STF), Nancy Lanyon (Public), Kathleen Baker (Bay City Council Member), Chris Berrie (Public), Kira Taylor (Salmonberry Trail), Mari Tasche (Public).

Public via Zoom: Will Chappell (Headlight Herald), Joy Sears (Oregon Heritage SHIPO), Gavin Mahaley (STF), Damon Roche (Turner & Townsend), Dmitri Wright (Public), Margo Lalich (Public), Cathy Corlett (Public), Jackie Wilkinson (Public), Jerry Spegman (Public), Jessica Horning (Public), John Beaston (Public), Michael (Public), Greg Peek (Public), Rod Hart (Public), Matt Streng (Public), Slseger@comcast.net, and Brian (Public).

2) Public Comment for Items Not on the Agenda:

- Testimonies advocating for Salmonberry Trail. Margo Lalich (Cannon Beach), Nancy Lanyon (Rockaway Beach resident), Jackie Wilkinson, Kathleen Baker (Bay City Council Member), Galena Flores (YMCA), Mari Tasche (Wheeler resident).
- Michele Bradley recognized online comment (Rod Hart) thanking the Port of Tillamook Bay for their support, work, and vision associated with Salmonberry Trail.
 - Michele Bradley reassured the public that the Port of Tillamook Bay supports Salmonberry Trail.
 - Michele Bradley clarified that the Port of Tillamook Bay is simply the landowner and although the Port has a 99-year lease for trail development, the lease is currently with OPRD, and OPRD is the only one that has the legal right to develop the trail.

- 3) Update on the Salmonberry Trail – Salmonberry Trail Foundation – Caroline Fitchett
- Progress:
 - 21,000 volunteer hours (~\$800,000 value) and 17 miles of right-of-way maintained.
 - Key Milestones:
 - Recreational immunity legislation has passed, critical for local government participation.
 - Secured \$250,000 from Congresswoman Bonamici for Washington County trestles.
 - Completed the Wheeler Demonstration Trail in partnership with OCSR.
 - Next Steps:
 - Open unimproved trail segments (Bay City-Kilchis, Rears Camp-Cochran Pond) to provide earlier access.
 - Submit a land-use application to Washington County for a 3.2-mile segment.
 - Expand partnerships with community health organizations and schools.
 - Hire a project manager to accelerate development.
- 4) Update from the State Historic Preservation Office – Joy Sears, Restoration Specialist
- The National Park Service (NPS) designated Hangar B damage as an “act of God,” waiving grant repayment and offering engineering support.
 - Structural engineers engaged by National Park Service outlined a three-phase plan for the project:
 - Phase 1: Project Definition
 - Determine scope and objectives.
 - Identify key issues and potential approaches.
 - Phase 2: Structural Investigation and Analysis
 - Conduct detailed assessment of the structure’s overall condition.
 - Evaluate deterioration and identify necessary repairs.
 - Determine feasibility of proceeding with the project (“go/no-go” decision).
 - Phase 3: Construction
 - Proceed with implementation of recommended structural work.
 - Execute repairs/restoration based on findings from Phase 2.
 - The National Park Service (NPS) can explore additional financial assistance and support opportunities beyond existing grants.
 - Funding Notes:
 - The Preserving Oregon Grant offers up to \$20,000 as a dollar-for-dollar matching grant.
 - Current grant programs reviewed do not appear to be a strong fit for this project.
 - Anticipated funding strategy will require multiple smaller funding sources combined rather than a single large source.

- 5) Update from FOTAM – Mark Peaslee, FOTAM VP
 - Verified POTB would not be participating in the 2026 June Dairy parade.
 - Expressed a desire for FOTAM to participate in the parade as a representative of “Saving Hangar B.”
- 6) Air Museum Director Report – Rita Welch
 - Dallas Adams (FOTAM) Proposal: Preserve Hangar B Using an Arrested Decay Approach was brought to the board’s attention.
 - Rita Welch addressed the (public) misconception that Hangar B would reopen in 2027 and clarified, for the public, that there is currently no established timeline for reopening.
 - The museum gift shop is operating exclusively online.
 - March sales totaled \$1,659.00.
 - Asbestos Abatement: Three quotes were received.
 - Potential \$40,000 Oregon Cultural Trust grant that would require a one-to-one match.
 - FEMA Funding (DR-4907): The federal disaster declaration opens a path to fund repairs.
 - Project Cost: ~\$7.6M (based on an initial assessment).
 - FEMA Share: 75% (~\$5.7M).
 - POTB Match: 25% (~\$1.9M).
 - Board Consensus:
 - The immediate priority is removing the roof flap for safety.
 - POTB will seek county support for a funding match before authorizing work on Hangar B.
 - Rita Welch announced her resignation, effective May 20, 2026.
- 7) Office Administrator Report – Pami Boomer
 - Financials are on track.
 - Hangar B donations - End of March \$10,000.
 - Waiting for one more quote to move forward with Building 72 roof repair.
 - Budget meeting reminder: April 29, 2026, 12:00pm.
 - Packets available Friday, April 24, 2026.
- 8) Consent Agenda - **(Action)**
 - Minutes for April 22, 2026, Regular Meeting
Kevin Stoecker moved to approve the consent agenda. Matt Mumford seconded, and the motion passed 5-0.
- 9) Discussion and consideration of Annual Fee Schedule and Revenue Guide – **(Action)**
Matt Mumford moved to accept the 04/22/2026 Annual Fee Schedule and Revenue Guide. Donnie Jenck seconded, and the motion passed 5-0.
- 10) Discussion and consideration of any changes for Board Rules and Parliamentary – **(Action)**
 - Board approval secures a 2% insurance discount.
Kevin Stoecker moved to approve the Board Rules and Parliamentary, with no changes. Donnie Jenck seconded, and the motion passed 5-0.

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

General

- Funding Requests:
 - Approved! Bonamici FY 2027 CFP (Community Funded Projects): \$2,700,000 for industrial warehouse flex space. The funding would come from USDOT for PIDP (Port Infrastructure Development Projects) – timeline, waiting for congress to approve this portion of the budget.
 - Special districts information on programs and services.
 - FYI Update on city wastewater increases, including water rate adjustments.
 - Articles related to the POTB.

Industrial Park

- Tillamook Beekeepers Association.
 - Headlight Herald article.
 - Photo of new parking area.
- Tillamook Biogas Bankruptcy: POTB expects to recover over \$150,000 from bankruptcy proceedings.

Utilities - verbal

- DEQ – POTB out of compliance with testing due to newly implemented testing limits required by DEQ. Conversation continues with DEQ, including sampling location relocation.

Airport - verbal

- City water line reroute has begun.
 - Project area is staked, old fencing removed, silt fencing going up, Port notified tenants impacted, weekly project meetings occurring.
 - Consor is Project Manager, Tapani is General Contractor.
 - The airport runway leak is causing progressive damage to the runway surface.
 - A hole was drilled into the runway to provide pressure relief and help mitigate further damage.

Other – verbal

- Aerostar Box Hangar Project:
 - Proposal: Build two box hangars.
 - Funding: Apply for a Business Oregon loan ~\$1.2M.
 - Structure: Aerostar's lease payments will cover all debt service.
 - Risk Mitigation: A waiting list of other tenants provides a low-risk backup.
 - Decision: Board approved applying for the loan by consensus.

12) Communications

- April 29, 2026, Budget Committee Meeting, noon, with lunch.
- May 20, 2026, May Board Meeting, starting at 2:00, including training from SDAO – Board Practices, followed by POTB board meeting. Public meeting.
- May 25, 2026: Closed Monday to observe Memorial Day
- June 17, 2026, - Regular Board Meeting, Wednesday, June 17, 2026, at 3:00 pm.
- June 19, 2026 – Federal Holiday – Juneteenth. POTB offers Juneteenth as a floating holiday.

13) Recessed Regular Meeting @ 5:26 pm

- 14) Executive Session per ORS 192.660(2)(e) regarding Real Property.
- 15) Exited Executive Session and reconvened Regular Meeting @ 6:17 pm
 - No decisions were made in Executive session.
- 16) Adjourned @ 6:17pm