

In accordance with HB2560, this meeting will be held in person with electronic access available. The public may attend electronically or submit written comments to be read at the meeting. Contact the Port Office at 541-336-5207, for login information.

**REGULAR MEETING
Port of Toledo Board of Commissioners
December 16, 2025, Tuesday, 6:00 pm**

AGENDA

- 1. Call to Order:** Regular meeting of the Port of Toledo Board of Commissioners
- 2. Roll Call:**
- 3. Introduction of Visitors/Public Comment:** Limited to 5 minutes per visitor
- 4. Presentation of audit report by Grimstad & Associates**
- 5. Approval of Minutes:** Regular scheduled meeting November 18, 2025
- 6. Staff Reports:**
 - Shipyard Report – Ben Victorine, Shipyard Manager
 - Maintenance Report – Les Hall, Maintenance Manager
 - Financial Report – Kaitlin JT Heart, Bookkeeper
 - Manager’s Report – Debbie Scacco, Port Manager
 - Administrative
 - Project Updates
- 7. Old Business:** Review BST proposal for shipyard request for proposals
Shipyard service rate schedule revision
- 8. New Business:** Employee Handbook revision/update
- 9. Decision Items:** Approve Financials and Bill Pay List
Motion to authorize Port Manager to award Construction Contract up to \$50,000 for Industrial Yard Sewer Connection
- 10. Commissioner Comments:.**
- 11. Executive Session:**
 - Pursuant to ORS 192.660(2)(i), review and evaluate the performance of Port Manager.

No decisions will be made in executive session. Any action, if needed, will be taken in open session.
- 12. Upcoming Meetings:** Port of Toledo Commission Meeting – January 20, 2026, 6:00 pm
- 13. Adjourn:**