



AGENDA

Port of Bandon
Regular Commission Meeting and
Executive Session per ORS 192.660(2)(i)
September 24th 2026, 5:00pm
Port of Bandon Office
www.portofbandon.com/meetings
for details

			PAGES
A.	Call To Order	Commissioners	Verbal
B.	Roll Call by Secretary-Treasurer	Commissioners	Verbal
C.	Consent Calendar		
i.	August Minutes	Commissioners	A-D
D.	Presiding Officer and Commissioner Comments		
E.	Ordinances and Resolutions		
F.	Public Contracts and Purchasing		
G.	Public Hearings		
H.	Port Directors Report		
i.	U.S.-Japan Knowledge Exchange Summit	Jeff/Commissioners	1-3
ii.	Bandon Ireland Twinning Committee	Jeff/Commissioners	4-9
I.	Port Staff Reports		
i.	Boater Updates (Marina Report)	Shawn/Commissioners	Verbal
ii.	New Harbor Office Building Updates	Shawn/Commissioners	Verbal
iii.	Harbor Office Ribbon Cutting Ceremony Review	Reg/Commissioners	Verbal
J.	Public Comment		
K.	Other Misc Matters		
L.	Executive Session		
i.	ORS 192.660 (2)(i)	Jeff/Commissioners	Verbal
M.	Adjournment		

NOTES:

Port of Bandon
Regular Commission Meeting
August 27, 2026, 5:00 pm
Bandon Public Library
Bandon, OR

Commissioners Present: Reg Pullen, Donny Goddard, Don Starbuck, Wayne Butler, and Lori Osborne (via Zoom)

Staff: Jeff Griffin - Port Manager, Kathy Reed – Finance Director, Shawn Winchell – Harbormaster, Holly von Damm – Administrative Assistant

Guests: John Towne (via Zoom), Josh Adamson (via Zoom)

Commissioner Pullen opened the meeting at 5:00pm

Commissioner Pullen asked for a motion to approve the consent calendar. **A motion was made by Commissioner Butler. Commissioner Starbuck seconded the motion. Motion passes unanimously.**

Harbormaster Shawn Winchell addressed the authorization for the Port to purchase a used work truck to add to the current fleet. The additional vehicle is needed due to staff demands and the current use of the Harbormaster's personal vehicle for Port business. Commissioner Butler noted that towing capacity should be an important consideration when selecting the vehicle, particularly for work involving pulling vessels from the water and other towing needs.

Commissioner Goddard made a motion to pre-authorize vehicle purchase up to \$25,000. Commissioner Butler seconded the motion. The motion passed unanimously.

Port Director Griffin provided an update on the proposed transfer of ownership of the **Na-So-Mah Memorial Garden**, which is currently owned by the Port, to the **Coquille Indian Tribe**. An agreement has been reached between the Port and the Coquille Indian Tribe to transfer the property. Lease transfer documentation is currently being prepared and will be signed at a future time. A draft press release was shared for Commissioners review. The official ownership transfer ceremony is scheduled for **Sunday, September 13, 2026, at 3:00 p.m.**

Griffin provided the Commissioners with an update on several PNWA navigation projects in which the Port of Bandon is involved to address current Port and marina needs.

Annual funding for critical maintenance dredging of the navigation channel to a maximum depth of 20 feet MLLW, including benched sediment areas to -14 feet MLLW and additional step-channel dredging at the entrance. Griffin noted that the last major maintenance on the Coquille jetty structure was in 1957.

Support for funding to complete maintenance and repairs to sections of the north and south jetties at the mouth of the Coquille River.

Federal funding for critical housing renovations for the U.S. Coast Guard Search and Rescue Detachment (SARDET). Griffin also noted that the U.S. Coast Guard has funding and has built up workforce overall at the agency. That may or may not result in active recruiting for new cadets in our area.

The Port's New Harbor Office Ribbon Cutting and Ceremony is scheduled for Wednesday, September 16, from 5:00–7:00 p.m. The Bandon Chamber of Commerce will begin the program at 5:30 p.m. Griffin noted that he will speak about the project and recognize the individuals and organizations who contributed to its completion. He will also reach out to the Commissioners to see if any would like to say a few words during the ceremony.

The target date for the Port's office move is September 22. Commissioner Osborne asked whether the large custom wood conference table currently located in the Port's office would be moved to the new location. The current plan is to leave the conference table in the existing office due to the difficulty of moving it and the functional needs of the conference room at the new location.

Commissioner Osborne also emphasized the importance of identifying any antique or historically significant items in the current office and either relocating them to the new office or offering them to the Bandon Museum for preservation.

The Commissioners also inquired about the future use of the Port's current office. Griffin noted that the Port has an outstanding lease arrangement with a current tenant at the Coast Guard Building who has expressed interest in moving into the Port's existing office space.

Griffin provided an update on the Redmond Pond Trail Route Expansion Project. The Port is awaiting one final permit from Public Works/Planning related to the proposed encroachment and improvements to the sidewalk extending from 3rd Street toward the beach access.

Griffin also discussed a potential partnership between the Port and the Bandon Dunes Charitable Foundation to assist with project funding through a grant opportunity. The project could require funding of up to \$100K, and Griffin is currently exploring available grant options and potential funding sources.

Griffin opened a discussion with the Commissioners regarding the future use of the Prosper property. The Coquille River Mooring Dolphins Site Plan was reviewed. Three mooring dolphins were constructed approximately 20 years ago to accommodate a barge.

Several potential uses for the property were discussed, including a day-use boat dock: This could provide additional public access to the river; however, there were concerns that neighboring residents may not support this type of use. Private boat launch: A launch was discussed, but the anticipated cost would be significant, and grant funding would likely not be available for a private-use facility. Pole barn: Construction of a larger pole barn was suggested as a possible replacement for the existing deteriorating structure on the property.

Commissioner Goddard asked whether most of the property consisted of wetlands. Harbormaster Winchell explained that the primary wetland area is located on the west side of the property and is in a fixed location, with additional wetland area on the east side near the access road.

Commissioner Pullen expressed support for developing the property as a day-use area, noting the area's good bass and salmon fishing opportunities, including opportunities that do not require a boat. Pullen felt that a public-use area could also provide positive community relations for the Port. During further discussion regarding fishing opportunities, Pullen suggested that the Port consider how the property could support a greater fishery-related use.

Pullen also recommended considering how any future development plans could affect the Port's relationship with the current rental house tenant on the property.

Commissioner Butler noted that the property is prone to winter flooding and cautioned that a dock installed at the site may need to be removed seasonally. Harbormaster Winchell noted that the Port currently has docks in storage that may be available for future use.

Commissioner Starbuck asked about the property's current uses beyond the rental house. Harbormaster Winchell identified several existing uses, including storage, holiday decorations, concrete slabs, and a deteriorating ship's cabin from a vessel located on the property.

Griffin will develop a preliminary concept for a potential fishery/day-use area and explore possible uses for the property. Commissioners interested in touring the site were invited to coordinate with Harbormaster Winchell.

Griffin reported that he is working with a falconer to develop a plan to reduce and manage the pigeon population that has gathered on the roof of the Port's new office building. Port staff will receive training on the management and control protocols. Griffin will also work to schedule an in-person demonstration with the falconer for Port staff.

Harbormaster Winchell showed a video of the Stryker, a vessel determined to be unseaworthy, being towed along the Port's fishing dock by Commissioner Butler's charter vessel so it could be temporarily docked. The vessel was subsequently able to depart the Port without incident.

An update was provided on the Marauder, with reference to the work completed in Charleston. The vessel will remain in Charleston for the winter. The remaining work includes painting the top of the vessel.

Harbormaster Winchell reported that his crew continued working on final improvements in the restrooms and main office building. The project remains on schedule for the Port to receive its Letter of Occupancy from the City.

Kyle Electric has completed its work, and painters are currently painting the exterior of the building and trim. 541 Welding is completing the exterior handrails, and the plumber is expected to complete the exterior restroom work during the coming week.

Winchell is waiting for a response from the City of Bandon regarding whether the Port can use green paint to mark the curb area in question.

Winchell has also been in communication with the City of Bandon regarding the possibility of installing tube railing in front of Tony's Crab Shack to address safety concerns related to pedestrian traffic along 1st Street.

Commissioner Osborne asked whether the City of Bandon could consider extending the safety improvements to the entire area along 1st Street. Griffin suggested first determining what can be done in the specific area currently being addressed before considering improvements to the larger area.

Winchell presented a plan to pour and extend the sidewalk along 1st Street where the Tsunami Ball will be located. The plan also includes landscaping improvements designed to complement the existing landscaping in the area.

Winchell reported that a bid received for the work was higher than anticipated. He is therefore exploring an in-house option for completing the project. Commissioner Osborne will connect with Winchell regarding another potential contractor who may be able to provide an additional bid.

John Towne supports the Commissioners discussion regarding a Day-Use Area for the Prosper Property specifically in regard to kayak use. He also agrees items to be donated to the Bandon Museum if not used in Port's new Harbor Office.

Regular meeting was adjourned at 5:57pm

Respectfully submitted by

Holly von Damm

**U.S.–Japan Knowledge Exchange on Sustainable Use
and Value Enhancement of Sea Urchin Resources**

日米ウニ資源の持続的利用及び価値向上に関する知見交流

September 2026



Day 1: 8th Sep (Tue) 9:00~17:00

Scientific Symposium at Kushiro Prince Hotel

Day 2: 9th Sep (Wed) Site visit in Akkeshi

Day 3: 10th Sep (Thu) Site visit in Kushiro



U.S.-Japan Knowledge Exchange on Sustainable Use
and Value Enhancement of Sea Urchin Resources

Scientific Symposium New Timetable!

8th September 2026 (Tue) 9:00 ~ 17:00 (11:00 ~ 17:30)

Conference room "Hokuto" (北斗), 3rd Floor, Kushiro Prince Hotel

#Opening remarks from JP (Sayaka Ito) and U. S. (Luke Gardner)

The moderators for the morning session (Daniel Swezey & Tatsuya Unuma)

#Session 1: Ecosystem and Climate change

*20-minute presentation + 5-minute Q&A

#1-1 Sea urchin removal, kelp forest restoration, and gonad enhancement: a long-term case study in northern Japan (Hideki Takami, FRA) 11:10 ~ 11:35

#1-2 Climate change and kelp decline: focusing on kelp resources that have supported sea urchin production in eastern Hokkaido (Natsuki Hasegawa, FRA) 11:35 ~ 12:00

#1-3 Sea urchin aquaculture and kelp decline on the U.S west coast (Luke Gardner, California Sea Grant) 12:00 ~ 12:25

#Lunch 12:25 ~ 13:25

#Session 2: Aquaculture and transplantation

#2-1 Sea urchin seed production in Hokkaido: an examination of several food types for rearing juveniles (Chika Goto, Hokkaido Research Organization) 13:25 ~ 13:50

#2-2 History of sea urchin aquaculture in Japan: the key for gonad quality improvement (Satomi Takagi, FRA) 13:50 ~ 14:15

#2-3 Effects of stocking density on gonad development and survival in purple sea urchin (*Strongylocentrotus purpuratus*) aquaculture (Luke Gardner, California Sea Grant) 14:15 ~ 14:50

#2-4 Business economic analysis for small scale United States West Coast based urchin ranching (Devin Fitzgerald, California Sea Grant) 14:50 ~ 15:15

#Lunch in meeting room

U.S.-Japan Knowledge Exchange on Sustainable Use
and Value Enhancement of Sea Urchin Resources

The moderators for the afternoon session (Luke Gradner & Natsuki Hasegawa)



#Session 3: Feed development

#3-1 From urchin barrens to a circular blue economy: early-stage urchin ranching research in southern California (Mark Drawbridge Hubbs, SeaWorld Research Institute) 15:15 ~ 15:40

#3-2 Diet development to enhance the growth and quality of uni from purple sea urchins *Strongylocentrotus purpuratus* being farmed in the United States (Abigail Bockus, US Fish and Wildlife Service) 15:40 ~ 16:05



#Coffee break 16:05 ~ 16:15

#Session 4: Gametogenesis and maturation

#4-1 Deliciousness of sea urchin gonads: effects of taste active components and maturation on gonadal quality (Yuko Murata, FRA) 16:15 ~ 16:40

#4-2 Photoperiod and temperature regulation of gametogenesis and reproductive capacity in the purple sea urchin (Daniel Swezey, Kashia Band of Pomo Indians) 16:40 ~ 17:05

#4-3 Gonad enhancement of sea urchins collected from barren grounds under photoperiod manipulation (Tatsuya Unuma, Tohoku University) 17:05 ~ 17:30

#General Discussion (Moderator: Masakazu Hori)

#Closing remarks (Hirofumi Furuta)

*Reception in the meeting room 18:00 ~

From: "Robert S. Miller III" <rsmiii@aol.com>
Date: September 12, 2026 at 8:21:36 AM PDT
To: Griffin Jeff <portmanager@portofbandon.com>
Subject: Bandon Ireland Twinning: Announcement, Official Committee Forming (9/12/2026)

Jeff Griffin,

Good news — on September 8, 2026, the Bandon [Oregon] City Council authorized a local citizen committee, to advance "twinning" with our namesake town of Bandon, Ireland.

You are warmly invited to serve or participate on this local citizen committee.

Hon. Archie Garrett has graciously agreed to serve as liaison to the Council.

There is important work in the near term:

The Oregon State Legislature's nine-member Oregon/Ireland Sister State Commission is planning a Trade Mission to Ireland next year.

Members of this State Commission have kindly offered to meet with Bandon, Ireland representatives, to help advance our objectives — but what do we want?

What academic, historic, cultural, artistic, athletic, and trade and economic collaborations or exchanges we would like to see between the two Bandon's?

To get things started, please reply briefly to these questions:

1. Confirm – do you want to serve on this committee, in some capacity? (If not, no worries; I'll spare you future emails.)
2. Do you know of someone else who should be invited to serve? Please let me know. The error is all mine, if I inadvertently overlooked someone in the initial reaching out.
3. Do you have a particular interest, project, or outcome, for a Bandon Oregon/Ireland collaboration or exchange? Feel free to express now, however aspirational or specific your thoughts. I'll tabulate and share for the organizational meeting.
4. I'm happy to help move things along, but I'm also happy to "hand the gavel" over to successor leadership. If you're interested and motivated to be overall Chair or lead a subcommittee, let me know.

Please reply by Wednesday September 16, 2026.

On Thursday September 17, 2026, I'll sift through the responses and send out an invite for the organizational meeting.

Robin

Robert S. Miller III, Attorney at Law, OSB No. 943874
Admitted in Oregon and Federal Court
Registered Arbitrator & Mediator | Arbitration Service of Portland, Inc.
BANDON PROFESSIONAL CENTER
1010 First Street S.E., Suite 210
Bandon, Oregon 97411
Tel: USA (541) 347 – 6075
Fax: USA (541) 639 – 4002



City of Bandon

555 Hwy 101, PO Box 67
Bandon, OR 97411
(541) 347-2437

Bandon by the Sea

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Torrey N. Contreras, City Manager *TC*

DATE: March 4, 2024

SUBJECT: **ITEM NUMBER: 4.1: RESOLUTION 24-02 OF THE BANDON CITY COUNCIL AUTHORIZING THE CITY OF BANDON, COOS COUNTY, OREGON, UNITED STATES OF AMERICA, TO ENTER INTO A TWINNING AGREEMENT WITH THE BANDON-KINSALE MUNICIPAL DISTRICT, COUNTY CORK, IRELAND, STRENGTHENING EXISTING TIES OF HERITAGE, COMMERCE, AND FRIENDSHIP BETWEEN THE TWO GREATER BANDON AREAS**

BACKGROUND:

In accordance with the City Council's direction given during its meeting on February 6, the City staff has prepared the Resolution for the City Council's consideration to establish the twinning of the City of Bandon, Oregon, United States of America (USA) and the Bandon-Kinsale Municipal District, County Cork, Ireland (see Attachment No. 1 - City of Bandon, Oregon Resolution). Following the City Council meeting, City staff also prepared a letter to the Bandon-Kinsale Municipal District expressing the City Council's support for the twinning of the two jurisdictions (see Attachment No. 2 - City of Bandon, Oregon Letter).

Upon adopting the Resolution, an electronic copy of the signed document will be provided to the Bandon-Kinsale Municipal District for them to do the same, thereby effectuating the twinning of the two Bandons.

FISCAL IMPLICATIONS:

The twinning of the two Bandons is largely ceremonial in nature and serves to promote goodwill and prosperity between the two jurisdictions. Beyond the in-kind expenses incurred by the City to facilitate the twinning of the two Bandons, no significant out-of-pocket expenses are anticipated.

RECOMMENDATION:

The following recommendations are submitted for the City Council's consideration:

1. Review and discuss the information provided herein; and

CONTINUED ON NEXT PAGEL

2. Adopt the Resolution captioned as follows:

RESOLUTION OF THE BANDON CITY COUNCIL AUTHORIZING THE CITY OF BANDON, COOS COUNTY, OREGON, UNITED STATES OF AMERICA, TO ENTER INTO A TWINNING AGREEMENT WITH THE BANDON-KINSALE MUNICIPAL DISTRICT, COUNTY CORK, IRELAND, STRENGTHENING EXISTING TIES OF HERITAGE, COMMERCE, AND FRIENDSHIP BETWEEN THE TWO GREATER BANDON AREAS

- Attachments:
1. Resolution
 2. City of Bandon, Oregon Letter

RESOLUTION NO. 24-02

A RESOLUTION OF THE BANDON CITY COUNCIL AUTHORIZING THE CITY OF BANDON, COOS COUNTY, OREGON, UNITED STATES OF AMERICA, TO ENTER INTO A TWINNING AGREEMENT WITH THE BANDON-KINSALE MUNICIPAL DISTRICT, COUNTY CORK, IRELAND, STRENGTHENING EXISTING TIES OF HERITAGE, COMMERCE, AND FRIENDSHIP BETWEEN THE TWO GREATER BANDON AREAS.

WHEREAS, the City of Bandon, Coos County, Oregon, United States of America, was formally incorporated in 1891 and named Bandon after a founding immigrant's ancestral home of Bandon, County Cork, Ireland; and

WHEREAS, this new Bandon of Oregon attracted Irish immigrants over the years, and its history, culture, and civic achievements may be evaluated as part of the history of the larger Irish diaspora; and

WHEREAS, the greater Bandon areas of Ireland and the United States are prompted by the wish to extend and strengthen the existing ties of heritage, commerce, and friendship between them, and both areas have developed a strong and growing local economy which can be the object of mutually beneficial exchanges for the citizens and businesses of both areas; and

WHEREAS, the Town of Bandon, Ireland does not have an independent City Council, and so the interests of the Town of Bandon, Ireland are represented by the larger Bandon-Kinsale Municipal District; and

NOW, THEREFORE, the Bandon-Kinsale Municipal District, Ireland and the City Council of the City of Bandon, Coos County, Oregon, United States of America (hereinafter, the "Parties"), recognizing that their respective greater Bandon areas have developed a strong and growing local economy which can be the object of mutually beneficial exchanges for the citizens and businesses of both areas, and prompted by the wish to extend and strengthen the existing ties of heritage, commerce, and friendship between the two areas, hereby agree to the following Twinning Agreement:

ARTICLE 1. With the mutual prosperity and well-being of their respective citizenry as shared objectives, the Parties will explore opportunities to cultivate a greater understanding of each other, raise cross-cultural awareness, and generally advance the friendship between the two greater Bandon areas.

ARTICLE 2. Recognizing the importance of strong and diverse economies, the Parties will endeavor to develop a climate which fosters interaction among entrepreneurs and business enterprises, promotes investment, and expands tourism, commerce, and fair trade.

ARTICLE 3. In initiating ongoing cooperative efforts, each Party will seek to identify areas for collaboration and, in all spheres of mutual interest, work for the benefit of the peoples of the two greater Bandon areas. Methods to carry out this co-operation may include exchanges of information and professional internships; organization of seminars, symposia, meetings, conferences, etc.; trade missions; participation in each other's festivals and cultural events; export, import and investment promotion; and trade show assistance

and partnerships. The Parties may agree on other forms of collaboration than these referred to in this Article.

ARTICLE 4. Whereas, the partnership will provide a deeper understanding of each other's lives and traditions, while finding common elements that link the two greater Bandon areas, the Parties are ready for growth in many areas and can mutually work to achieve our goals together. For instance, we note the importance of promoting tourism between the greater Bandon areas as well as the value of cultural, marine, and coastal based activities to their respective local economies. We would like to explore the opportunity to share knowledge and skills which will assist in further supporting and enhancing such unique opportunities in both Bandon areas.

ARTICLE 5. The Parties will establish a bilateral working committee of volunteers governed by bylaws set forth by each Party to implement the terms and provisions of this Agreement including, but not limited to, developing cooperation programs; proposing specific ways and means of collaboration; and sharing common activities. This committee will report to each of the Parties' assigned representatives who will meet at least once a year either in person or remotely and wherever possible and appropriate.

ARTICLE 6. Both Parties recognize the importance of maintaining strong verifiable historical links between both greater Bandon areas. We pledge to learn more about these cultural ties and to share this information with any interested parties.

ARTICLE 7. We will foster links between our two greater Bandon areas and work towards encouraging and empowering the youth of both areas through sharing knowledge and skills; identification of best practices; collaboration on activities to add value and effectiveness; broadening of horizons; relationship building and networking.

This Twinning Agreement will come into effect at the date of signing and will have a five-year validity, renewable automatically for the same period of time, unless otherwise notified by one of the Parties. Should the latter occur, the Parties will terminate current and scheduled cooperation upon the date of such notification.

This Twinning Agreement is signed as duplicate originals, and each of the Parties shall keep one original instrument.

PASSED, APPROVED and ADOPTED this 4th day of March 2024.

The City of Bandon, Coos County, Oregon, United States of America, by:

Honorable Mary Schamehorn, MAYOR

Date Signed

June Hinojosa, CITY RECORDER

Date Signed

The Bandon-Kinsale Municipal District, Ireland, by:

Honorable Seàn O'Donovan, COUNCILOR/CHAIR

Date Signed





City of Bandon

555 Hwy 101, PO Box 67

Bandon, OR 97411

(541) 347-2437

Bandon by the Sea

February 21, 2024

Transmitted via Email: Brian.Dunne@CorkCoCo.ie

Brian Dunne
Senior Staff Officer
Municipal District Operations & Rural Development
Cork County Council
Municipal Hall
St. Johns Hill, Kinsale Co. Cork, Ireland

SUBJECT: TWINNING OF THE CITY OF BANDON, OREGON AND THE BANDON-KINSALE MUNICIPAL DISTRICT

Dear Mr. Dunne,

Greetings from the City of Bandon, Oregon, located in the United States. My name is Torrey Contreras, and I am the City Manager of the City of Bandon. I am writing to inform you that the Bandon City Council unanimously voted in favor of "twinning" the two Bandon. Accordingly, a Resolution will be presented to the City Council on March 4, 2024, memorializing the relationship between Bandon, Oregon, and the Bandon-Kinsale Municipal District.

Following the adoption of the Resolution, I will make sure to provide you with a digital copy for your records and future reference. My contact information is as follows:

Torrey Contreras
City Manager
City of Bandon
Bandon, OR 97411
(541) 347-2437
tcontreras@cityofbandon.org

On behalf of the Mayor and Members of the City Council, please convey the City's sincere gratitude to your fellow colleagues and the people of the Bandon-Kinsale Municipal District for their kindness and friendship. Please do not hesitate to contact me at any time if I can be of any assistance to you and the District.

Sincerely,



Torrey Contreras
City Manager