

Port of Pasco Commission
Minutes of Regular Meeting of Port Commission
Held remotely and in person with Public Access
Port of Pasco, 1110 Osprey Pointe Blvd., Ste. 201, Pasco, WA
July 23, 2025 | 9:30 a.m.

CALL TO ORDER

Commissioner Ryckman called the meeting to order at 9:30 a.m. The meeting was attended in person and remotely via Zoom with Public Access through call in to 1-301-715-8592, meeting ID 6676918983.

Present: Commissioner Jean Ryckman, Commissioner Vicki Gordon, Executive Director Adam Lincoln, Attorney Heidi Eljerd, Airport Director Buck Taft, Deputy Airport Director Don Faley, Director of Economic Development and Marketing Stephen McFadden, Finance Director Donna Watts, Project Manager Jaime Vera, and Human Resources Director and Executive Assistant Lori French.

Excused: Commissioner Hans J. Engelke, Director of Properties Mayra Reyna.

Guests: Matt Watkins, Colin Hastings of the Pasco Chamber, Ben Hoppe of JUB, Tyler Whitney of Cable Huston, Russ Christman of MacKay Sposito, Ryan Bergstrom, Olivia Pina, and Kevin Mulcaster of Mead & Hunt, and Candice Kitchell.

APPROVAL OF AGENDA

Commissioner Gordon moved and Commissioner Ryckman seconded to approve the agenda as presented. Motion passed unanimously.

CONSENT AGENDA

- a) Regular Meeting Minutes of July 9, 2025.
- b) Vouchers and Warrants #104520-104645 and Direct Deposit #25552-25593 in the amount of \$3,965,676.54 for the General Fund.
- c) Accept as Complete- BPIC WH8B2 Re-roof Project.

Commissioner Gordon moved and Commissioner Ryckman seconded to approve the consent agenda. Motion passed unanimously.

PUBLIC CITIZEN COMMENT

No citizens provided public comment.

ITEMS FOR ACTION

Pasco Chamber Promotional Sponsorship Request— Mr. Hastings of the Pasco Chamber of Commerce was in attendance to provide a overview of the Port's involvement of Chamber events throughout the year at the Ag Hall of Fame, RiverFest, and CrawFest. Mr. Hastings requested the Port's promotional sponsorship of CrawFest in the among of \$3,000 for the 2025 event.

Commissioner Gordon moved and Commissioner Ryckman seconded to approve a \$3,000 promotional marketing investment in the Pasco Chamber CrawFest event. Motion passed.

Franklin PUD ILA for Battery Storage— Mr. McFadden presented, at the Reimann Industrial Center, Franklin PUD (FPUD) constructed a new substation on ground it owns along Railroad Avenue. The facility is already serving Darigold. In the future it will begin serving our clients at Reimann North. FPUD would like to establish an energy storage project at the Reimann that would enhance grid stability, improve reliability and assist in the management of peak period energy demand. To establish a 25 MW battery storage project, FPUD requires 2.5 acres of land as close as possible to the new substation. The proposed ILA allows an appraisal of the proposed project property, an option for FPUD to purchase the land, and an exchange of a small amount of land in order to accommodate the project.

Commissioner Gordon moved and Commissioner Ryckman seconded to approve an Interlocal Agreement with Public Utility District No. 1 of Franklin County for the development of an energy storage project at the Reimann Industrial Center.

AIP 65 ARFF Truck Approval— Mr. Faley presented, the Port is scheduled to receive AIP grant 65 from the FAA, for signatures. This grant is for the ARFF Vehicle and Rescue Tools Procurement. AIP Grant 65 is in the amount of \$1,200,000 and is a 95% Federal 5% local split, the FAA share is \$1,140,000 and the Port share is \$60,000. The grant will fund the purchase of an Oshkosh Striker ARFF Vehicle and associated aircraft rescue tools. Staff is requesting that the Commission authorize the Executive Director to receive the AIP Grant.

Commissioner Gordon moved and Commissioner Ryckman seconded to authorize the Executive Director to sign AIP Grant 65 with the FAA, for the ARFF Vehicle and Aircraft Rescue Tools Procurement Project. Motion passed.

Mead & Hunt Terminal Construction Agreement— Mr. Faley presented, Mead & Hunt has provided a proposal for the Construction Management for the Terminal Expansion project. An IFE was conducted using Shrewsberry and Associated, from Denver, Colorado. Mead & Hunt's proposal was 30% lower than the IFE consultant. Staff intend to use Port Capital dollars for this, but there may be FAA grant dollars available for Construction Management on this project. The project is in the Airport budget, but if Grant money is available, staff will provide an update to the Commissions.

Commissioner Gordon moved and Commissioner Ryckman seconded to authorize the Executive Director to sign the Mead & Hunt Terminal Expansion Construction Management Task Order, for the amount of \$1,688,744.00.

DevFuzion IT Support Contract— Mr. Taft presented, the Tri-Cities Airport and the Port are continuously adding new technologies to assist in their daily operations and activities. The Tri-Cities Airport has CCTV, Access Control, Flight Information Display Systems, Common Use Technologies and many other technologies that at times need immediate assistance. Chief Gilk currently manages all Port/Airport systems, and this has become an inefficient use of staff time due to the high demand of these systems. Staff has been in discussion with DevFuzion (the company that supports IT at the Airport/Port) and they can place a staff member at the airport Monday through Friday that will be able to assist Port and Airport staff on a priority basis. This service will cost \$26,088 a year or \$2,174/mo. This fee will be covered 75% by airport and 25% by the Port.

Commissioner Gordon moved and Commissioner Ryckman seconded to authorize the Executive Director to execute the agreement with DevFuzion for onsite staff in the amount of \$2,174 per month including or with the addition of sales tax, and to continue with extensions until the service is no longer required.

Washington Voting Rights Act— Mr. Lincoln presented, The Port of Pasco has been engaged in ongoing discussions regarding potential changes to its election procedures in light of legal concerns raised under the Washington Voting Rights Act (WVRA). These discussions have progressed toward a proposed legal settlement designed to address and resolve the matter. Staff is requesting authorization from the Commission to engage Tyler Whitney, legal counsel to the Port, to represent the Port in court proceedings related to this settlement. Specifically, the request is for Mr. Whitney to be authorized to enter into a stipulated agreement which outlines revisions to the Port's election system to ensure compliance with applicable state laws, and the proposal reflects the results of negotiated discussions intended to balance legal obligations with the Port's ongoing governance needs. The draft agreement proposes a change to district based voting for the general elections, that election years would change from odd to even, and the Port would provide a sum of \$50,000 to the plaintiffs.

Commissioner Gordon moved and Commissioner Ryckman seconded to authorize Mr. Whitney to represent the Port of Pasco in legal proceedings relating to the settlement of claims regarding the Washington Voting Rights Act to negotiate and enter into a court approved settlement agreement on behalf of the Port of Pasco, similar to the version provided for Commission review. Motion passed.

ITEMS FOR DISCUSSION

Cable Bridge Lighting Update – Mr. Lincoln presented an update on the status of the Cable Bridge Lighting Project following the Commission's January 2024 authorization of participation in the interlocal agreement with the City of Pasco, City of Kennewick, and Port of Kennewick. The City of Pasco issued a Request for Qualifications (RFQ) seeking consultant services for design evaluation, preliminary equipment scoping, cost estimation, and visual mock-up development. However, no submissions were received for the RFQ. City staff has since evaluated two potential paths forward and Port staff will provide any updates as they become available to the Port Commission.

Washington State Aviation Fuel Tax – Mr. Taft, Mr. Lincoln and the Commissioners discussed the Port of Pasco/Tri-City Airport's participation in the potential lawsuit regarding the Washington State Aviation Fuel Tax. Staff will continue to assess the potential action and provide any updates to the Commission.

Director Reports:

1. Executive Director
 - a. Mr. Lincoln discussed his attendance at the WPPA Directors Seminar.
 - b. Mr. Lincoln noted that Port staff are still working on a potential land purchase.
 - c. Mr. Lincoln also noted that a letter had been sent to Mr. Sexton of JMS Construction outlining the outstanding documents from the Master Development Agreement.
2. Airport Director
 - a. Mr. Taft provided a Digital Activities Report.
 - b. Mr. Taft noted that Avelo Airlines is pulling out of the West Coast market in December, but the service will be replaced by Breeze Airlines beginning in March of 2026.
 - c. Mr. Taft discussed his meetings with Alaska Airlines regarding potential future services.

- d. The FAA is finalizing the new tower location at the Tri-Cities Airport.
- 3. Deputy Airport Director
 - a. Mr. Faley discussed the progress on the Runway 12-30 and East GA projects.
- 4. Finance Director
 - a. Ms. Watts noted that the Entrance conference took place that the Port received a clean Federal Audit.
 - b. Ms. Watts also noted that staff continues to work on software implementation.
- 5. Director of Economic Development & Marketing
 - a. Mr. McFadden provided updates on the Reiman Industrial Center and Connell projects.
 - b. Mr. Vera provided a Project Management Report.

Commission Report—Commissioner Gordon noted her attendance at the BFCOG Meeting and Commissioner Ryckman noted her attendance at the TRIDEC Executive Committee Meeting and at the PNNL Anniversary event.

ITEMS FOR INFORMATION

North Coast Enterprise Partners, LLC -- North Coast Enterprise is a veteran-owned firm with an ISO certification (safety standards) specific to wind farm decommissioning and specializes in wind farm services for wind turbine repower, decommissioning, replacement, critical-repair and end-of-life projects across North America. They are currently working in proximity to the Port, leasing a small piece of unimproved land. This is a month-to-month lease for \$4,100/mo. with an estimated lease value of \$24,600 for the estimated 6-month lease. The Executive Director has executed the lease per the Delegation of Authority.

EXECUTIVE SESSION

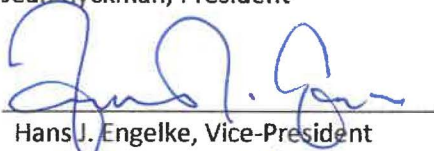
At 9:46, Commissioner Ryckman called for an Executive Session for 20 minutes, until 10:06, to discuss minimum sale price and to discuss with legal counsel potential litigation to which the agency may become a party. At 10:06, the regular meeting was resumed.

ADJOURNMENT

At 11:05 am, the meeting was adjourned.

Port of Pasco Commission:


 Jean Ryckman, President


 Hans J. Engelke, Vice-President


 Vicki Gordon, Secretary