

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
February 11, 2026 | 9:30 a.m.

CALL TO ORDER

Commissioner Engelke 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 Hans J. Engelke, Commissioner Vicki Gordon, Commissioner Matt Watkins, Executive Director Adam Lincoln, Attorney Heidi Ellerd, Airport Director Buck Taft, Assistant Airport Director Tara White, Finance Director Donna Watts, Deputy Executive Director Stephen McFadden, Project Manager Jaime Vera, Office Manager Sabrina Melendrez.

Excused: Director of Human Resources and Administration Lori French, Properties Director Mayra Reyna.

Guests: Ben Hoppe (JUB), Colin Hastings (Chamber of Commerce), Russ Chrisman (MSI), Marla Marvin (Save Our Shoreline), Connor Currier, Julie Currier, Rachel Valdez, Sara Venn, Curtis Earl, Jenny Rieke, Peter Rieke.

APPROVAL OF AGENDA

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

CONSENT AGENDA

- a) Regular Meeting Minutes of January 28, 2026.
- b) Vouchers and Warrants #105652 – 105756, ACH Warrant 08 and Direct Deposit # 26087-26127 in the amount of \$1,039,766.39 for the General Fund.

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

PUBLIC CITIZEN COMMENT

Ben Hoppe of J-U-B Engineers, Inc. presented the Commissioners with an award received by the American Council of Engineering Companies (ACEC). J-U-B submitted the Port of Pasco's Reimann Industrial Center Phase 1 project for the Best in State category, winning the Gold Award for Successful Fulfillment of Client/Owner Needs. On behalf of J-U-B, Ben expressed sincere appreciation for the Port's trust in their firm.

Commissioners thanked Mr. Hoppe for his presentation and continued successful partnership.

ITEMS FOR ACTION

Apollo Lease for TCAIP Bldg. 102 — Ms. White presented a new lease with Apollo Sheet Metal, Inc. Apollo has been a tenant since 2018. The current lease expires on February 28, 2026. The new lease will take effect March 1, 2026, using the published lease rate. The lease includes a deviation in standard hazardous materials language due to the presence of an existing underground storage tank on the premises.

Commissioner Gordon moved and Commissioner Watkins seconded the motion to approve the lease with Apollo for Building 102 at 3404 Swallow, as presented, and further authorize the Executive Director to execute the lease agreement. Motion passed unanimously.

J-U-B Engineers, Inc. Contract Amendment – Reimann North — Mr. McFadden presented Amendment #2 to the Professional Services Agreement with J-U-B Engineers, Inc. Amendment #2 provides for project management, construction management and project closeout for the Reimann North Water Main project.

Commissioner Watkins moved and Commissioner Gordon seconded the motion to authorize the executive director to execute Amendment #2 of the Professional Services Agreement with J-U-B Engineers, Inc. for \$842,000 and a not-to-exceed contract amount of \$1,427,000 for the construction phase of the Reimann North Water Main project. Motion passed unanimously.

ITEMS FOR DISCUSSION

Save Our Shoreline Presentation – Ms. Marlin introduced herself, representing Save Our Shoreline, a citizen group with the goal of protecting and creating access to the Columbia River in Franklin County. This presentation focused on preserving boat launch access at Selph Landing Road. Save Our Shoreline has partnered with Forterra Northwest, a statewide land trust organization, to strengthen its ability to establish conservation easements. Together, they are preparing a grant proposal through the Washington Recreation and Conservation Organization, for which a government entity must be a partner.

Staff requested to discuss this matter further in Executive Session under potential litigation to which the agency may become a party. Upon return from Executive Session, Commissioner Watkins asked staff to continue conversations with Save Our Shoreline and Forterra and return with a recommendation at a future commission meeting.

Airport Irrigation Well Emergency Project – Mr. Taft presented a summary of the Runway 12-30 project. The project's scope called for the relocation of an irrigation well located within the Object Free Area of the new runway. The existing well is used by Tomlinson Farms, providing water to two farm circles. The contractor was unable to drill a replacement well meeting the project specifications. Because the farmer must have a functioning well by March 15, 2026, to avoid financial hardship, the Executive Director declared the drilling of a new well on airport property an emergency public works project. Missing the March 15, 2026, deadline may result in a loss of crops, reputational damage to the farmer, as well as financial damages up to \$1.8M, for which the Port of Pasco can be held liable. An agreement was entered into with Tomlinson Farms for the completion of a new well. Staff requested to discuss the item further in Executive Session under potential litigation to which the agency may become a party.

Staff Legislative Update – Mr. McFadden presented an outline of the recent trip to Olympia to meet with local legislators. Accompanied by Commissioner Engelke and lobbyist Diana Carlen, Mr. McFadden met with ten elected officials to discuss the Port’s funding requests.

DIRECTOR REPORTS

1. Executive Director
 - a. Mr. Lincoln is looking forward to the joint session with the City of Connell’s City Council on February 11, 2026.
 - b. Mr. Lincoln shared his invitation to serve on the planning team for a CSI conference to be held in June.
2. Airport Director
 - a. Mr. Taft provided the airport’s activities report.
3. Assistant Airport Director of Facilities and Maintenance
 - a. Mr. Faley provided an update on construction activities related to the Terminal Expansion Project.
4. Assistant Airport Director of Properties
 - a. Ms. White shared an update on the changes with Uber and Lyft taking effect the following week. The changes include a designated staging area within the industrial park where vehicles can be assigned fares.
5. Finance Director
 - a. Ms. Watts shared she was currently attending a finance conference for airports.
6. Deputy Executive Director
 - a. Mr. McFadden invited a member of the commission to participate in the redesign of the Port of Pasco website. Commissioner Gordon expressed her interest in participating.
 - b. Mr. McFadden praised his Economic Development team, who within one week reviewed several responses received to the BPIC Facilities Condition Assessment RFQ. Of the responses received, five have been selected to proceed with in-person interviews.
7. Project Manager
 - a. Mr. Vera presented his summary of project status, focusing on the Reimann Phase 1 rail project, which is on schedule to be completed by the end of April.
 - b. Commissioners asked for a future extended meeting to tour some of the projects included in Mr. Vera’s report

Commission Report

Commissioner Engelke appreciated this time with Mr. McFadden in Olympia and found the trip both interesting and productive. He enjoyed participating in the WPPA reception, and meeting all the parties associated with and signing the interlocal agreement with the Northwest Seaport Alliance. Lastly, his presentation to the Mesa City Council the previous evening was well received.

Commissioner Watkins looks forward to attending PNWA in April as well as the joint Connell City Council meeting later this evening.

ITEMS FOR INFORMATION

Big D’s Consent to Sublease – Big D’s Construction of Tri-Cities, Inc. leases Building #35 in the Tri-Cities Airport Industrial Park (TCAIP). Big D’s sought approval to enter into a sublease agreement with BL Best, Inc., an option included in the original lease. The Port’s attorney prepared a Consent to Sublease

Agreement, which has been signed by all parties. The Executive Director executed the agreement in accordance with the Commission's Delegation of Authority policy.

Lampson Land and Barge Terminal Lease – Lampson is temporarily leasing .50 acres of land at the barge terminal to stage large modules to be loaded onto a barge. This is a month-to-month lease with a lease value of \$637.67 for the expected term of the lease. The Executive Director has signed the lease in accordance with Commission's Delegation of Authority policy.

EXECUTIVE SESSION

At 10:20 a.m., Commissioner Engelke called for an Executive Session to discuss potential litigation to which the agency is likely to become a party (RCW 42.30.110 (1)(i)) for 10 minutes until 10:30 a.m. At 10:30 a.m., the Executive Session was extended for 10 minutes. At 10:40 a.m., the regular meeting was resumed.

ADJOURNMENT

At 11:09 a.m., the meeting was adjourned.

Port of Pasco Commission:


Hans J. Engelke, President


Vicki Gordon, Vice-President


Matt Watkins, Secretary