

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 25, 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 Don Faley, Finance Director Donna Watts, Economic Development Program Manager Rohana Carmichael, Properties Director Mayra Reyna, Director of HR & Administration Lori French.

Excused: Commissioner Matt Watkins as moved by Commissioner Gordon and seconded by Commissioner Engelke, motion carried. Commissioner Watkins joined part way through the meeting.

Guests: Ben Hoppe (JUB), Colin Hastings (Chamber of Commerce), Russ Chrisman (MSI), Curtis Earl.

APPROVAL OF AGENDA

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

CONSENT AGENDA

- a) Regular Meeting Minutes of February 11, 2026.
- b) Special Meeting Minutes of February 11, 2026.
- c) Vouchers and Warrants #105757-105828, ACH Warrant 009-010 and Direct Deposit # 26128-26165 in the amount of \$2,616,928.53 for the General Fund.

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

PUBLIC CITIZEN COMMENT

No public citizens provided comment.

ITEMS FOR ACTION

City of Connell Industrial Site Readiness Report — Ms. Carmichael presented, on February 11, 2026, the City of Connell Council members and the Port of Pasco Commissioners participated in a workshop to hear a presentation on the Connell Industrial Site Readiness Study. On February 18, the Connell City Council unanimously approved Resolution No. 2026-03, memorializing the council's support for the final report and confirms the city's desire to continue the collaboration with the Port to advance economic development opportunities. Port staff is recommending the Commission adopt the final report as confirmation of its support for the findings and the continued collaboration between the City of Connell and Port of Pasco.

Over the next few weeks, Port and City staff will begin work on an Interlocal Agreement that will establish an outline of the future economic development collaboration in Connell.

Commissioner Gordon moved and Commissioner Engelke seconded to approve the Connell Industrial Site Readiness Study as presented and to confirm the ongoing collaboration between the City of Connell and the Port of Pasco. Motion passed.

Basin City Freedom Rodeo Promotion Marketing Request — Ms. Carmichael presented, staff is seeking Commission approval to add a new sponsorship opportunity to its promotional marketing budget that is outside of the already approved 2026 budget. The Port seeks to support events that attract significant regional attendance, provide visual exposure for the Port of Pasco, and positively contribute to the economic vitality of our communities. The 2026 Basin City Freedom Rodeo will take place July 2–4 and will feature three PRCA evening performances, a professional fireworks show, and multiple community-oriented entertainment elements. The Rodeo Board is offering a \$4,000 “Let’s Ride – Event Sponsor” package, and staff propose that the Port serve as the Saddle Bronc Riding Sponsor for the 2026 rodeo. This event draws substantial attendance from Franklin County and surrounding communities and provides the Port with a high-visibility platform to support rural community identity, tourism spending, and small-business activity in the Basin City area.

Commissioner Gordon moved and Commissioner Engelke seconded to approve a promotional marketing expense of \$4,000 for the PRCA Basin City Freedom Rodeo. Motion passed.

Cold Summit Lot #3 PSA Amendment #2 — Ms. Carmichael presented, On April 9, 2025, Commission approved a purchase and sale agreement with Cold Summit for a new cold storage facility at the Reimann Industrial Center. This PSA is for Lot #3 on Port land north of Darigold. On January 3, 2026, the Commission confirmed approval of the Cold Summit Lot #3 First Amendment, which extended the feasibility period for 90 days. The amendment also waived the fees originally associated with extensions of the feasibility period. The 90-day extension will expire on April 6. It is likely both Cold Summit and the Port will need additional time to complete necessary tasks prior to the closing of the land sale. Amendment #2 provides for two extensions if necessary and the addition of rail services for Lot #3. The Port and Cold Summit are working through final edits to the agreement.

Commissioner Gordon moved and Commissioner Engelke seconded to authorize the Executive Director to execute Cold Summit Lot #3 PSA Amendment #2, and to authorize the Executive Director to approve minor changes to the agreement as approved by the Port Attorney. Motion passed.

Columbia River MOA and Shoreline Reconveyance — Mr. Lincoln presented an overview of the regional Columbia River Shoreline Reconveyance effort. The Port is seeking reconveyance of property commonly known as the “Wharf.” The Port has invested significantly in this property and surrounding infrastructure over multiple decades. The Port has invested in the Wharf and surrounding infrastructure, and we are currently evaluating the property’s value through the professional services of Kirt Shaffer. Reconveyance would align ownership with long-term investment, operational responsibility, and future economic development planning. Staff is requesting the Commission authorize the Executive Director to execute the Memorandums of Agreement, sign the Joint Letter of Support, and participate in coordinated federal advocacy efforts.

Commissioner Gordon moved and Commissioner Engelke seconded to authorize the Executive Director to execute the Memorandum of Agreement with the Confederated Tribes of the Umatilla Indian

Reservation and a substantially similar Memorandum of Agreement with the Confederated Tribes and bands of the Yakama Nation; to sign the Joint Letter of Support for Columbia River Shoreline Reconveyance legislation; to participate in coordinated federal advocacy efforts; and to approve minor, non-substantive revisions to the documents as recommended by the Port Attorney. Motion passed.

ITEMS FOR DISCUSSION

Tenant Delinquent List – Ms. Watts provided the Tenant Delinquent List for discussion.

DIRECTOR REPORTS

1. Executive Director
 - a. Mr. Lincoln discussed Friday's upcoming Commissioner Training Workshop (Special Meeting), and the Big Pasco Building project that staff has been in the RFQ review process for.
2. Port Attorney
 - a. Ms. Ellerd noted that she and staff would put together and OPMA training for the Commissioners and staff during a future meeting.
3. Airport Director
 - a. Mr. Taft discussed the 100 year celebration that Bergstrom's will be hosting at the museum for the Tri-Cities Airport.
4. Assistant Airport Director of Facilities and Maintenance
 - a. Mr. Faley provided an update on construction activities related to the Terminal Expansion Project.
5. Director of HR & Administration
 - a. Ms. French discussed the new Operations Specialists at the Tri-Cities Airport.
6. Finance Director
 - a. Ms. Watts discussed the software implementation progress and the annual report.
7. Properties Director
 - a. Ms. Reyna provided a Properties Activity Report and discussed the facilities assessment.

Commission Report

Commissioner Gordon discussed her attendance at the recent BFCOG meeting and the upcoming Federal Partners Coalition meeting that Franklin County will be holding at the end of March, also noting her attendance at the online regional PNWA meeting.

Commissioner Watkins noted that he is getting his schedule figured out, and discussed his attendance at the CBC Banquet, and the Connell Chamber Banquet.

Commissioner Engelke noted his attendance at the online regional PNWA meeting.

ITEMS FOR INFORMATION

Terminal Expansion Project Change Order #2 – Through Delegation of Authority the Executive Director signed change order 2 for the Terminal Expansion Project. This change order was in the amount of \$33,373.44 including Washington State Sales Tax. This change order was related to the additional foundation backfilling to follow Geotech recommendations, additional storm pipe work due to mis-identification of utilizes, the removal of a concrete electrical duct back that was not on previous as-

builts, and the addition of 3 gate valves on the water line to provide better isolation of the water main loop around the Terminal. The previous contract amount was \$13,224,739.20 and the revised contact amount with Change Order #2 is \$13,258,166.64, including Washington State Sales Tax. This Change Order has been reviewed by the FAA ADO and stated that it is AIP eligible.

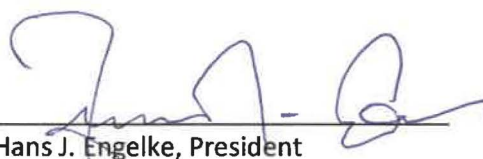
EXECUTIVE SESSION

At 10:30 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 10:40 a.m. At 10:40 a.m., the regular meeting was resumed.


ADJOURNMENT

At 10:40 a.m., the meeting was adjourned.

Port of Pasco Commission:



Hans J. Engelke, President



Vicki Gordon, Vice-President



Matt Watkins, Secretary