

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
May 27, 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 Matt Watkins, Commissioner Vicki Gordon, Executive Director Adam Lincoln, Attorney Heidi Ellerd, Airport Director Buck Taft, Assistant Airport Director of Facilities and Maintenance Don Faley, Director of HR & Administration Lori French, Finance Director Donna Watts, Deputy Executive Director Stephen McFadden, Properties Director Mayra Reyna, Assistant Airport Director of Properties Tara White.

Guests: Wendy Culverwell (Tri-City Herald), Ty Beaver (Journal of Business), Justin Anderson and Tim Dacey (Mead & Hunt), Ben Hoppe (JUB), Jack Penning (Volaire), Russ Chrisman (Mackay), Michael Miller, Colin Hastings (Pasco Chamber).

APPROVAL OF AGENDA

Commissioner Watkins moved and Commissioner Gordon seconded to approve the agenda with the addition of Item 8.B. TAKKION Land and Rail Lease. Motion passed unanimously.

CONSENT AGENDA

- a) Regular Meeting Minutes of May 13, 2026.
- b) May 15, 2026, Vouchers and Warrants # 106243-106338, ACH Warrant 18 and Direct Deposit # 26360-26397 in the amount of \$2,355,056.09 for the General Fund.

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

PUBLIC CITIZEN COMMENT

No public citizens provided comment.

ITEMS FOR ACTION

Franklin County Maintenance Shop Land Lease — Ms. White presented, Franklin County's most recent lease for approximately 4.21 acres at 3414 Stearman Avenue in the Tri-Cities Airport Industrial Park (TCAIP) expired on June 30, 2025, and has been in holdover status since that time. Staff have been

working diligently to come to an agreement with the County with the help of the Port attorney. The lease, as executed by the County, has been provided for Commission review, as well as a summary of standard lease deviations. The lease term is for 5 years, and the lease value is \$4,077.69/month.

Commissioner Watkins moved and Commissioner Gordon seconded to approve the lease for 4.21 acres at 3414 Stearman Avenue with Franklin County, through their Public Works Department, as presented, and further authorize the Executive Director to execute the lease agreement. Motion passed unanimously.

TAKKION Land and Rail Lease — Ms. Reyna presented, TAKKION will be leasing approximately five (5) acres of land at Big Pasco Industrial Center in conjunction with approximately 7,000 linear feet of rail to unload wind blades from rail, stage them, and then get them ready to be loaded onto trucks for distribution as needed. The draft lease and standard lease deviations were provided for Commission review and have been approved by the Port’s attorney. The lease term is month to month for up to 3 months with a lease value of \$21,742.50 per month.

Commissioner Gordon moved and Commissioner Watkins seconded to authorize the Executive Director to execute a month-to-month lease with TAKKION Operating LLC dba Transportation Partners & Logistics for 5 acres plus 7,000 linear feet of rail, as presented. Motion passed unanimously.

ITEMS FOR DISCUSSION

Volaire Air Service Update — Mr. Penning was in attendance from Volaire Aviation Consulting to provide a presentation on market trends and Tri-Cities Airport (PSC) air service.

Mead & Hunt Terminal Area Master Plan Presentation — Mr. Anderson and Mr. Dacey were in attendance on behalf of Mead & Hunt to provide a presentation on the Terminal Area Plan, and to solicit initial Commission feedback. Mr. Taft noted that this plan is specifically to address the terminal area and is only a portion of the overall Airport Master Plan. This item will be brought to the Commission in the future as the plan progresses.

December 2025 Financials – Ms. Watts provided the December 2025 Financial Report for discussion.

2025 Annual Report – Ms. Watts provided the unaudited 2025 Annual Report for review and discussion

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

DIRECTOR REPORTS

1. Executive Director
 - a. Mr. Lincoln provided a brief overview of his attendance at the Hanford Area Tour, ICSC Tradeshow, and current projects.
2. Airport Director
 - a. Mr. Taft noted that several airport projects will be closing out and that a number of trees at the terminal are dying/dead and will be replaced.

- b. Mr. Taft also noted that the airport has received 2.7 million in grant funding that will be applied to current projects.
- 3. Assistant Airport Director of Facilities and Maintenance
 - a. Mr. Faley noted the baggage area portion of the Terminal Project will be completed in August, and the jet bridges are scheduled to be delivered in the fall (October or November).
- 4. Finance Director
 - a. Ms. Watts noted that the 2025 Annual Report will be provided to the State Auditor's Office by May 28th, 2026.
- 5. Deputy Executive Director
 - a. Mr. McFadden provided a review of the ICSC Tradeshow, noting that the Port and City of Pasco were the primary representatives for the Tri-Cities Area.
 - b. Mr. McFadden discussed current projects.
- 6. Properties Director
 - a. Ms. Reyna provided a Properties Activity Report for Big Pasco.
- 7. Assistant Airport Director of Properties
 - a. Ms. White provided a Properties Activity Report for the Airport.
- 8. Commissioners
 - a. Commissioner Gordon discussed her attendance at the WPPA Spring Conference, noting the timeliness of many of the subjects that were presented.
 - b. Commissioner Engelke discussed his attendance at the Hanford Area Tour and the WPPA Spring Conference.

ITEMS FOR INFORMATION

Terminal Expansion Project Change Order #5 – Through Delegation of Authority, the Executive Director signed Change Order 5 for the Terminal Expansion Project, in the amount of \$85,216.11, including Washington State sales tax. This Change Order is related to an up-size of the main fire sprinkler line, wall framing at Gate 2, conference room expansion joint, and baggage handling system pass-through framing. All items are eligible under the FAA Airport Improvement Grant. The Port's share of this change order will be \$8,521.62.

Miramac Metals Leases – Miramac Metals has executed a three-year renewal at the published rate. They have been a tenant since January 2015 and currently occupy two separate buildings connected by a fenced yard. The lease term is for 3 years and has a lease value of \$161,144.28 for the term of the lease, not including CPI adjustments, taxes, and fees. The Executive Director has signed the lease in accordance with the delegation of authority.

EXECUTIVE SESSION

At 9:34 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 (I)(i) and minimum sale price (RCW 42.30110 (I)(c) for 15 minutes until 9:49 a.m. At 9:49 a.m., the regular meeting was resumed.

ADJOURNMENT

At 11:42 a.m., the meeting was adjourned.

Port of Pasco Commission:


Hans J. Engelke, President


Vicki Gordon, Vice-President


Matt Watkins, Secretary