

**MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS**

March 16, 2026

The Board of Commissioners for Port District No. 9 of Grant County met in regular session on March 16, 2026 in the Port conference room. Commissioner Shelly Rivard Detrick called the meeting to order at 4:01 p.m.

PRESENT: Commissioners: Shelly Rivard Detrick, Nicholas Moore and Tyler Chase; Staff: David Lanman, Executive Director; Charla Bomstad, Finance Officer; Guests: Ben Hoppe, JUB; Alivia Metts, The Metts Group; David Maxwell, CAP; Dave Bren, City of Ephrata; Randy Tyler, Tenant.

MINUTES: MOTION CARRIED unanimously to approve the minutes of the regular meeting on March 2, 2026 (M/S: Nicholas Moore / Tyler Chase).

VOUCHERS: The following Vouchers/Warrants were approved for payment.

Airport Fund: Payroll Warrant #20053 - 20061 Totaling \$15,239.99

Vouchers # 20062 - 20068 Totaling \$51,315.57

MOTION CARRIED unanimously to authorize payment of above Vouchers/Warrants (M/S Nicholas Moore / Tyler Chase).

PRESENTATION: J-U-B Engineers, Inc. – *Statement of Qualifications for A&E Planning Services re: Comprehensive Plan (CSHI) & Economic Development Strategic Plan:* Ben Hoppe and Alivia Metts gave a presentation to the commissioners discussing their qualifications and procedures should the Port choose J-U-B Engineers, Inc. to prepare the Comprehensive Plan (CSHI) & Economic Development Strategic Plan that the port needs to be able to seek grant funding for future projects. They are very knowledgeable of the various grants that are available to ports as well as the RCWs, rules and regulations and have worked with several ports in the local area.

The question was asked what the fee structure would look like and the response was that it could be a “Not to Exceed” or a “Lump Sum” structure. They stressed that they want these plans to be completely tailored to the Port and could start as a broad overview and then dial down into specifics once the direction that the Port wants or should take is decided.

The commissioners thanked them for coming and presenting.

OLD BUSINESS:

CERB Planning Grant (Ephrata Industrial Revitalization Economic Plan): *Presentation – Report:* Director Lanman gave a preview of the presentation he will give to the CERB planning committee on Thursday in Lacey. The commissioners thanked him and gave him some feedback and wished him well in his presentation.

Resolution 2026-003 – FMSIB: **Motion** – Approval to provide equal match with City of Ephrata (2027) re: Grant application for TIP Project: The commissioners sign Resolution 2026-003 that was approved at the March 16th meeting.

North Apron Taxiway/Taxilane Rehabilitation Project – Request for Proposal (RFP) for contractor services update incl. Announcement of formal FAA approval: Director Lanman gave the commissioners an update on how this project is progressing. He stated that the scope of work has been approved by the FAA and that advertisements for the project will go out soon. Work should start around the first of July.

NEW BUSINESS: Deferred

OPERATIONS and MAINTENANCE: Staff have completed the sweeping of the runway and have started on aerating the lawns.

The engineer is scheduled to come out and look at the large sliding doors on hangar 405 to determine what is causing them to be difficult to open and close. Once the cause is determined a repair plan will be implemented and the other two hangar doors will be looked at to see if the same issue could be a problem in the future.

FINANCIAL UPDATE: Staff gave a brief update on where the Port stands financially at this time.

PUBLIC/TENANT INPUT: David Maxwell with CAP addressed the commissioners and let them know that the Washington Military Department will be coming to look at the facilities here at the port for possible future use.

They are also on track for their National Flight Academy July 20th thru July 30th and have 20 participants scheduled.

Randy Tyler recommitted his approval of the Port hiring an engineer to complete the Comprehensive Plan (CSHI) & Economic Development Strategic Plan.

FROM THE OFFICE:

- a. Special Meeting: March 30th, 2026 – All commissioners will attend.
- b. Next Regular Meeting: April 6th, 2026 - Nick will be unable to attend.
- c. Travel & Meetings: **CERB Planning Grant** (Ephrata Industrial Revitalization Economic Plan) Application Threshold Review – Lacey, WA Thursday, March 19th, 2026 (Director)
- d. **WPPA Spring Meeting**, Skamania Lodge, Stevenson, WA Tuesday, May 19th (8:00am) thru Thursday, May 21st (5:00pm) (Commissioner Chase, Director Lanman)

ADJOURN TO EXECUTIVE SESSION: Commissioner Shelly Rivard Detrick adjourned the regular meeting at 5:02 p.m. to executive session for approximately 20 minutes to consider the minimum price at which real estate will be offered for lease when public knowledge regarding

such consideration will cause a likelihood of an impact on price re: surrounding land parcels. However, final action of leasing public property shall be taken in a meeting open to the public.

RECONVENE FROM EXECUTIVE SESSION: Commissioner Shelly Rivard Detrick reconvened to regular meeting at 5:22 p.m. No decisions were made.

COMMISSIONER INPUT: NONE

ADJOURNMENT: There being no further business to conduct, Commissioner Shelly Rivard Detrick declared the meeting adjourned at 5:24 p.m.

Shelly Rivard Detrick, President

Nicholas Moore, Vice President

Tyler Chase, Secretary

ATTEST: _____

David Lanman – Executive Director

2026