

Port of Pasco Commission
Minutes of Regular Meeting of Port Commission
Held at 1110 Osprey Pointe Blvd., Suite 201., Pasco, WA 99301
April 26, 2018 | 10:30 a.m.

CALL TO ORDER

Commissioner Ryckman called the meeting to order at 10:30 a.m.

Present: Commissioner Jean Ryckman, Commissioner Jim Klindworth, Commissioner Vicki Gordon, Port Counsel Dan Hultgrenn, Executive Director Randy Hayden, Director of Airports Buck Taft, Director of Marketing and Economic Development Gary Ballew, Director of Finance Donna Watts, , and Administrative Assistant Audrey Burney

Excused: Director of Properties Mayra Reyna, Deputy Director of Airports Don Faley

Guests: Burt Brown – Boise Cascade and Commissioner Peck – Franklin County

APPROVAL OF AGENDA

Commissioner Klindworth moved and Commissioner Gordon seconded to approve the agenda as presented. Motion carried unanimously.

CONSENT AGENDA

- a) Regular Meeting Minutes of April 12, 2018.
- b) Vouchers and Warrants #89785 - #89887 in the amount of \$430,122.33

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

PUBLIC CITIZEN COMMENT

Mr. Burt Brown with Boise Cascade spoke in regards to Boise Cascade's interest in leasing space at the Port of Pasco's container terminal. They are studying methods on ways to obtain wood chips from around Washington State. Being in the Southeast Washington there is limited access to chips. Barging wood chips and sawdust through the barge terminal is a viable option, and if it works out, there will be approximately 8 barges with sawdust/wood chips. From the container terminal a crane will load approximately 800 trucks a month with the product. Commissioners and staff are excited to see the barge terminal put to use.

ITEMS FOR ACTION/CONSIDERATION

Personnel Policy 610 – Anti-Harassment & Non-Discrimination Policy – Mr. Hayden informed Commissioners that the FAA is looking at the policies of organizations that receive federal funding to make sure that they address the Title VI Non-Discrimination compliance. Because of the federal grants at the Tri-Cities Airport, staff believes it's important to modify the current policy to specifically address the Title VI discrimination.

Commissioner Gordon moved and Commissioner Klindworth seconded to approve the Port of Pasco Personnel Policy #610, Anti-Harassment & Non-Discrimination Policy. Motion passed unanimously.

FAA Fiber Optic Relocation Design Agreement – Mr. Taft notified Commissioners that due to the Taxiway A Relocation Project, a portion of Fiber Optic Cable that is associated with FAA ATCT equipment will need to be relocated. Staff asked for Commission approval for a Reimbursable

Agreement with the FAA for the design portion of the Fiber Optic Cable relocation. The work will be added to the AIP 45 application and the Port will be responsible for 10% of the cost associated with the Reimbursable Agreement. Cost estimate for the Reimbursable Agreement is \$57,820.41, Port of Pasco's responsibility is \$5,782.04 and the remainder will be covered by AIP 45 grant.

Commissioner Klindworth moved and Commissioner Gordon seconded to accept the Reimbursable Agreement with the FAA for the design work associated with the relocation of the FAA Fiber Optic Cable, impacted by the Taxiway A Relocation Project and to Authorize the Airport Director to sign the Agreement. Motion carried unanimously.

Land Use Agreement with National Guard – Mr. Ballew informed Commissioners of the need to develop an access easement to serve three properties at the Tri-Cities Airport Business Center. Two of these properties are being leased to Mr. Musser, who is currently developing the easement. The original plans shows this area as an extension of Rickenbacker Drive. The easement guarantees that the three adjacent properties will have access and use of the easement, but also that the lessees of these properties are required to maintain the easement to the standards set forth in the Airport Business Center covenants.

Commissioner Klindworth moved and Commissioner Gordon seconded to authorize the Executive Director to execute an easement at the Tri-Cities Airport Business Center and to take such actions as may be necessary to record the easement. Motion carried unanimously.

ITEMS FOR DISCUSSION

Full-Time Law Enforcement Officers – Mr. Taft reported that the Tri-Cities Airport Police Department recently has had two officers retire which has placed a big strain on the Police staffs' schedule. Staff has evaluated options and believes that the best path is to hire two new full-time LEOs. In this plan, two new full-time LEOs are hired and this will bring the full-time employees at the Port of Pasco Police Department to four. Part-time LEOs would still be used to provide relief for training and vacation/sick time.

Commissioner Peck with Franklin County suggested contacting the Franklin County Sheriff and discuss an option of outsourcing with them. Mr. Taft said he will look into it.

Osprey Pointe Letter of Intent – Mr. Ballew notified the Commission that the Port is in receipt of a second Letter of Intent from a master developer interested in Osprey Pointe. He reviewed with Commission their previous direction when they evaluated the first Letter of Intent from a different developer at their April 12, 2018 meeting. Commission directed staff to continue with arranging meetings between the developers and the Port.

Director Reports:

1. Executive Director:
 - a. Request from Scott Musser for a rent waiver while he builds his new hangar. Staff reported that the Port has not done this for other hangar developers. Commission took no action to approve Mr. Musser's request.
 - b. HR 3144 sponsored by Rep. Newhouse and others passed the House and awaits action in the Senate.
2. Airport Director:

- a. Commission previously passed a resolution protecting future growth of the airport and possible extension of runway 12 – 30. Mr. Taft asked if there was any desire to modify the resolution. Commissioners wanted to keep the resolution in place.
 - b. Aviation Stake holders meeting with City of Pasco, WSDOT and Department of Commerce regarding the expansion of the Urban Growth Boundary on May 8. Planning commission hearing on May 17, 2018.
 - c. Don Faley is with the FAA today
 - d. East GA Apron project is going well
 - e. Alaska CEO and COO addressed community leaders
 - f. Meeting with Delta in May and Alaska, United and American in June.
3. Economic Development and Marketing Director:
- a. EDA announcement – There is a grant opportunity through the Economic Development Administration (EDA) for recovery and resilience for areas impacted by 2016’s snowmelt event and other disasters. Grants are up to \$9 million dollars per project with a 20% match. Staff is working on an application for rebuilding roads and improving storm water capacity at Big Pasco. Commissioner Gordon moved and Commissioner Ryckman seconded to authorize the Executive Director to sign the grant application. Motion carried unanimously.
 - b. Industrial lands – the Port attended a City Planning Commission meeting to promote the expansion of Urban Growth Areas to add additional industrial lands.
 - c. Business Retention Expansion: Mr. Hayden and Mr. Ballew visited Kent Walliser with Sagemoor Vineyards. They are the largest Vineyard in Franklin County.
 - d. Public Market survey should be coming out soon
 - e. The Port received the final payment from EDA for the Somos Pasco Economic Vision.
 - f. Tri-Cities Airport has sponsored the Tri-Cities Alliance Football (Soccer) team at Lampson Stadium. There is a Tri-Cities Airport Night during one of the games.

Commissioner’s Reports:

- 1. Commissioner Gordon:
 - a. Benton Franklin Council of Governments will be managing the 2020 census for the Tri-Cities region.
 - b. Everett is privatizing their airport terminal.
- 2. Commissioner Ryckman:
 - a. Kathy Pittis, a Commissioner from the Port of Anacortes, called Comm. Ryckman to learn more about the Columbia/Snake federal hydropower system. Ms. Pittis is representing all 69 Ports in Washington State on the Governor’s task force to study the health of southern resident killer whales (orcas). Commissioner Ryckman directed Ms. Pittis to Northwest River Partners and will be keeping in contact with her regarding the task force.

RECESS

At 12:00 p.m., Commissioner Ryckman recessed the meeting for a twenty-minute lunch break. At 12:20 p.m. the meeting was reconvened.

EXECUTIVE SESSION

At 12:20 p.m., Commissioner Ryckman announced the board would go into executive session for forty-five-minutes to discuss with legal counsel representing the agency or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or likely to become a part, and to consider the minim price at which real estate will be offered for sale or lease. At 1:05 p.m. Mr. Ballew announced on behalf of the Port of Pasco Commissioners that executive session would be extended an additional 5 minutes. At 1:10 p.m. Mr. Ballew announced on behalf of the Port of Pasco Commissioners that executive session would be extended an additional 5 minutes. At 1:15 p.m. Mr. Ballew announced on behalf of the Port of Pasco Commissioners that executive session would be extended an additional 5 minutes. At 1:20 p.m. the meeting reconvened.

CALENDAR OF EVENTS

Commissioners and Staff discussed the calendar of events.

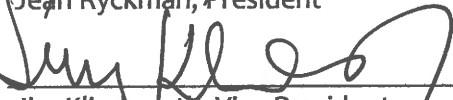
ADJOURNMENT

The meeting adjourned at 1:33 p.m.


Port of Pasco Commission:



Jean Ryckman, President



Jim Klindworth, Vice-President



Vicki Gordon, Secretary