

Port of Pasco Commission
Minutes of Regular Meeting of Port Commission
Held at Port of Pasco, 1110 Osprey Pointe Blvd, Suite 201, Pasco, WA 99301
May 22, 2019 | 10:30 a.m.

CALL TO ORDER

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

Present: Commissioner Jean Ryckman, Commissioner Klindworth, Commissioner Vicki Gordon, Port Counsel Dan Hultgrenn, Executive Director Randy Hayden, Director of Airports Buck Taft, Director of Properties Mayra Reyna, Director of Finance Donna Watts, Deputy Director of Airports Don Faley and Administrative Assistant Audrey Burney

Excused: Director of Economic Development Gary Ballew

Guests: Mitch Gilbert – Eaty Gourmet and Geof Guidry – John L. Scott.

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 May 9, 2019.
- b) Vouchers and Warrants #92024 - #92119 in the amount of \$285,910.17.

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

CONSENT AGENDA

Resolution 1507 – Authorizing the Port to submit application to HAEIF Public Infrastructure Loan Program – Commissioner Ryckman moved and Commissioner Gordon seconded to approve Resolution 1507, authorizing an application to the Hanford Area Economic Investment fund public infrastructure loan program for \$2.5M to purchase property for the development of an industrial park and authorizing the executive director to act on behalf of the Port of Pasco. Motion carried unanimously.

ITEMS FOR DISCUSSION

Director Reports:

- 1. Airport Director
 - a. The busy season for air travel is approaching. Delta’s AirBus 737 with service to Minneapolis is full.
 - b. The new LAX flight is approximately half full leaving but it is full coming in to the Tri-Cities Airport.
- 1. Deputy Airport Director
 - a. Road work paving for the new hotel road and Battelle hangar will begin next week.
 - b. The fourth floor of the hotel is up and the crew has started on the trusses for the roof.
 - c. Taxiway Alpha and the Battelle hangar projects are proceeding on schedule.

- d. Staff has interviewed for the internship position at the airport and hopes to have the intern start the beginning of June.
2. Director of Finance
 - a. Staff is going through the final reviews of the year-end financial statement. It will be submitted soon.
3. Director of Properties
 - a. Staff is going through negotiations at the Foster Wells Business Park with the possibility of 3 land sales.
 - b. Scoular has moved out of the Osprey Pointe building. They are looking for a sub-lessee to use the space until their lease ends.

Osprey Pointe LOI – Mr. Gilbert and Mr. Guidry attended the meeting to discuss the letter-of-intent for the Master Development of Osprey Pointe. Commission and Mr. Gilbert discussed concerns of the progress that has been made, investments that Eaty Gourmet has already made in the project, the form of the purchase and sale agreement that was offered, and other financial information that could be provided.

Commissioner Gordon moved and Commissioner Klindworth seconded to approve to amend the letter of intent with Eaty Gourmet to require a non-refundable payment of \$10,000 (which could be applied to the purchase price) in exchange for an exclusivity period until the date of July 11, 2019 or until the Port completes an appraisal on the property, whichever is later. Motion carried unanimously.

Commissioner Reports

Commissioners attended the WPPA spring conference in Spokane at the Davenport Hotel.

Executed Items: The Executive Director has signed the following agreements in accordance with the Port's Delegation of Authority Policy.

1. Miramac Metals, Inc T-208A and Land – Miramac has grown steadily since opening their first location here in Pasco. T-208A was their original location (1699 E Ainsworth) but they have grown to occupy two adjacent buildings. The land included in this lease is additional land they will be fencing in between their two buildings. This is a 3 year renewal lease. Lease value is \$49,939.20 for the term lease.
2. Miramac Metals, Inc. T-208 – Building T-208 is located at 1799 E Ainsworth, and is adjacent to their other building. This is a 3-year renewal lease. Lease value is \$59,063.75 for the term of the lease.

CALENDAR OF EVENTS

Commissioners and staff discussed the calendar of events.

ADJOURNMENT

The meeting adjourned at 11:52 a.m. —

Port of Pasco Commission:



Jean Ryckman, President



Jim Klindworth, Vice-President



Vicki Gordon, Secretary

