

The Port of Pasco Commission
Final Meeting Agenda

December 13, 2023

10:30 am, Port of Pasco 1110 Osprey Pointe Blvd., Ste. 201, Pasco, Washington

**For Public Participation online please use Zoom on your home device or
through the Zoom app <https://us04web.zoom.us/j/6676918983>**

**To join by phone: Call: 1 301 715 8592
Meeting ID: 6676918983**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. WELCOME/INTRODUCTION(S)
4. APPROVAL OF AGENDA
5. CONSENT AGENDA
 - A. Regular Meeting Minutes of November 8, 2023
 - B. Special Meeting Minutes of November 15, 2023
 - C. Vouchers and Warrants
 - D. Accept as Complete- BPIC Road 33 Pavements Improvements
6. PUBLIC CITIZEN COMMENT
7. PUBLIC HEARINGS & RESOLUTIONS
 - A. Resolution 1622- A Resolution Updating Airport User Fees
 - B. Resolution 1623- 2024 Lease Rate Resolution
 - C. Resolution 1624- Declaration of Surplus Property
8. ITEMS FOR ACTION/CONSIDERATION
 - A. FBO Lease with Bergstrom Aircraft
 - B. TCABC LOI with Great Basin Land Company
 - C. Item not in use
 - D. 2024 Crime, Marine, Airport Liability, and Excess Liability Insurance Renewal
 - E. Field Group Agreement Renewal
 - F. Field Group Agreement for American Airlines Advertising
 - G. Clean Harbors Invoice
 - H. Approval for Changes to Standard Lease
 - I. Aromatics Lease
 - J. RIC Road & Water Project Change Order #2
 - K. Parking Concepts Inc. Agreement
 - L. 2024 Administrative Salary Range Matrix
 - M. Performance Evaluations for Executive Director and Finance Director/Auditor
9. ITEMS FOR DISCUSSION
 - A. Land Purchase Update

- B. Airline Rates and Charges
- C. October Financials
- D. Tenant Delinquent List
- E. 2023 End of Year Occupancy Report
- F. Commission Workshop
 - 1. Tri-Cities Airport Parking Lot
 - 2. Economic Development Opportunity Fund (EDOF)

10. DIRECTOR REPORTS

- A. Executive Director
- B. Port Attorney
- C. Airport Director
 - 1. Airport Activities Report
 - 2. Field Group Digital Report
- D. Deputy Airport Director
- E. Human Resources
- F. Finance Director
- G. Director of Economic Development and Marketing
- H. Properties Director
 - 1. Properties Activity Report
- I. Commissioners

11. ITEMS FOR INFORMATION/NO DISCUSSION

- A. Executed Items
 - 1. Columbia Basin Truck Driving School
 - 2. Propak Lease
 - 3. Conflict of Interest Consent

12. CALENDAR OF EVENTS

- A. 2023
- B. 2024

13. ITEMS NOT ON THE AGENDA

14. UPCOMING MEETING DATE(S):

- A. Item not in use
- B. Regular Meeting- Wednesday, January 10, 2024, at 10:30 am
- C. Economic Development Corporation Meeting- Wednesday, January 10, 2024, at 10:35 am

15. EXECUTIVE SESSION

16. ADJOURNMENT