

PORT OF PASCO COMMISSION
Minutes of Regular Meeting of Port Commission
Held at 1110 Osprey Pointe Blvd., Suite 201, Pasco, WA 99301
April 09, 2015

CALL TO ORDER

The Commission President called the regular meeting to order at 10:30 a.m.

ROLL CALL

The following were:

Present: Commissioner Jim Klindworth, Commissioner Ron Reimann, Commissioner Jean Ryckman, Port Counsel Dan Hultgrenn, Executive Director Randy Hayden, Director of Finance and Administration Linda O'Brien, Director of Airports Ron Foraker, Director of Properties and Development Sam Good, Director of Economic Development & Marketing Gary Ballew, Deputy Director of Airports Buck Taft and Administrative Assistant Audrey Burney

Guests: David Robison – Strategic Construction Management, Commissioner Brad Peck – Franklin County, Joe Gonzales and Jim Osterloh – Panda Holdings

APPROVAL OF AGENDA

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

CONSENT AGENDA

- a) Regular Meeting minutes of March 26, 2015.
- b) Vouchers & Warrants 82893 – 82955 in the amount of \$416,659.67.

Commissioner Reimann moved and Commissioner Ryckman seconded to approve the consent agenda with changes that will be made to the minutes. Motion carried unanimously.

PUBLIC CITIZEN COMMENT

Commissioner Brad Peck from Franklin County informed the Commissioners and Port of Pasco Staff that Franklin County has chosen a new road route to Juniper Dunes. The project is being funded primarily through a federal grant, with some state funding and County road funds used as matching dollars. They have been working on this project since 1984.

ENGINEERING AND CONSTRUCTION

Terminal Building Expansion Project – Mr. Robison informed commissioners that the project is currently on schedule. He provided pictures of the terminal project, and he also spoke about a cost proposal that would provide an additional ticketing and a new section of conveyor belt that would connect with the main line. Currently, all the airline desks are full and it doesn't leave room for growth, this change would provide additional airline space if a new airline would enter the market. Commission requested a presentation by the project architect, Mead & Hunt, to review needed capacities at the ticket counters before any decisions are made.

AIRPORT

Aircraft Rescue & Fire Fighting Agreement – Mr. Foraker informed Commissioners that staff, Mr. Hultgrenn, and the City Fire Chief cleared up language in the ARFF Agreement regarding CPI wage increases for City fire

personnel. Commissioner Ryckman moved and Commissioner Reimann seconded to accept the Aircraft Rescue and Fire Fighting Interlocal Agreement with the City of Pasco. Motion passed unanimously.

Director's Report

1. Mr. Foraker informed Commissioners that he and Mr. Taft attended the FAA Conference in Seattle, WA. They discussed the VOR funding reimbursement with a number of key individuals who said they would look into the matter on our behalf.
2. Mr. Foraker reported to the Commissioners that they have signed two agreements with Leibowitz and Horton. One of the agreements is for negotiating a new rental car agreement in the amount of \$26,840.00. The other agreement is regarding closing out the PFC projects in succession 6, 7, 8, & 9 in the amount of \$9,644.00.
3. Mr. Foraker informed Commissioners that he signed a \$6,500.00 task order with JUB, regarding Taxiway "A" crack sealing.
4. Mr. Foraker also informed commissioners that the annual FAA inspection is scheduled for April 20 -22 with FAA Inspector Pete Hahn.
5. Mr. Foraker updated Commissioners that the expected strike by Allegiant Air did not happen.
6. Mr. Foraker reported to the Commissioners that the month of March passenger boarding statistics increased by 3 percent over March 2014. Year-to-date total passengers increased by 3 percent, which is an approximate 2,100 passenger increase for the year.

PROPERTY MANAGEMENT

Alaska Airline Agreement – Mr. Foraker informed Commissioners that we had not yet received the agreement with Alaska Airlines so it will be deferred until the next meeting.

Panda Holdings, LLC – Ms. Good introduced Mr. Gonzales and Mr. Osterloh from Panda Holdings, LLC, who asked for a six month extension to their lease. Commissioner Ryckman moved and Commissioner Reimann seconded to approve a new six month term of their lease. Motion passed unanimously.

Tri-City Mattress Lease – A new lease with Tri-City Mattress was executed by the Executive Director under the Delegation of Authority Policy. Tri-City Mattress is a sole proprietor, start-up family business locating in the Tri-City Airport Industrial park at 3604 Stearman. Lease begins, April 1, 2015 at \$900.00 a month, the term is for three years, and lease value is \$32,400.00 over the 3-year term.

RECESS

At 11:55 a.m. Commissioner Klindworth recessed the meeting for twenty minutes for lunch. At 12:15 p.m. the meeting was reconvened.

EXECUTIVE SESSION

At 12:15 p.m., Commissioner Klindworth announced that the board would go into executive session for one-hour to discuss with legal counsel representing the agency to consider; the minimum price at which real estate will be offered for sale or lease, and potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party. At 1:15 Mr. Taft announced on behalf of the Commission that executive session would extend 15 minutes. At 1:30 p.m. Mr. Taft announced on behalf of the Commission that executive session would extend 15 minutes. At 1:45 p.m. Mr. Taft announced on behalf of the Commission that executive session would extend 15 minutes. At 2:00 p.m. the regular meeting was reconvened.

Economic Development Marketing Report – Mr. Ballew passed out some promotional items that will be handed out at conferences and Expo's. They are travel chargers with the Port's logo on them. Mr. Ballew also mentioned that he connected with Foster's Products out of Franklin County, an organic dairy processing company in California who was having a difficult time finding sufficient milk supply and a company that recently did a major expansion in Grant County. Mr. Ballew believes that Connell and Othello would be great areas for dairy processing farms.

Mr. Ballew also reported that results of the latest Marine Terminal Cleanup Pilot Test were not very successful. He is waiting to hear back from the Department of Ecology to move forward on the next step.

GENERAL ADMINISTRATION

Franklin PUD/Port of Pasco Joint Meeting – Commissioners discussed potential dates for the joint meeting. They believed that April 28th in the afternoon would work best for them.

Calendar of Events – Dates were discussed.

Senator Cantwell Crude by Rail Legislation – Mr. Hayden passed out a one page informational flyer prepared by Senator Cantwell that outlines key points of "The Crude-by-Rail Safety Act."

PROPERTY MANAGEMENT

Foster Wells Business Park, Parcel 12 – Commissioner Reimann moved and Commissioner Ryckman seconded to reject the purchase offer on Parcel 12 located at Foster Wells Business Park. Motion passed unanimously.

NEXT MEETING

Regular Commission Meeting – Thursday, April 23, 2015.

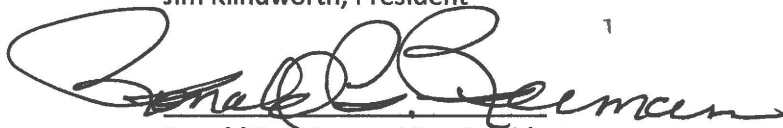
ADJOURNMENT

The meeting was adjourned at 3:09 p.m.

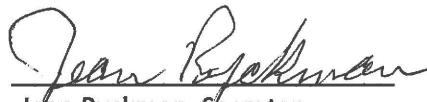
Port of Pasco Commission:



Jim Klindworth, President



Ronald P. Reimann, Vice-President



Jean Ryckman, Secretary