

**PORT OF PASCO COMMISSION**  
**Minutes of Regular Meeting of Port Commission**  
**Held at 1110 Osprey Pointe Blvd., Suite 201, Pasco, WA 99301**  
**April 23, 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 Economic Development & Marketing Gary Ballew, Deputy Director of Airports Buck Taft, Property Leasing Associate Mayra Reyna, Airport Business Manager Tara White and Administrative Assistant Audrey Burney

Guests: Malin Bergstrom – Bergstrom Aircraft and Jon Ray

**APPROVAL OF AGENDA**

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

**CONSENT AGENDA**

- a) Regular Meeting minutes of April 09, 2015.
- b) Vouchers & Warrants 82956 - 83077 in the amount of \$2,641,767.66.

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

**PUBLIC CITIZEN COMMENT**

Malin Bergstrom came to ask the Port if they would be interested in advertising at their Warbird Fly-in & Bomber Boogie event that will be held on Saturday, June 13<sup>th</sup>, 2015. Commissioners said they will discuss it further and that staff would follow up with her directly.

**FINANCIAL**

March 2015 Financial Statement – Mrs. O'Brien discussed Revenues and expenses.

Tenant Delinquent List – Mrs. O'Brien discussed the tenant delinquent list.

**ENGINEERING AND CONSTRUCTION**

Runway Rehab Phase 1 – Mr. Taft informed the Commission that he received one bid out of five contractors that he contacted for the Runway 3R-21L rehabilitation project. At this time this runway is closed due to the Taxiway Delta project. However, in order for it to continue to serve general aviation aircraft operations, immediate repair is necessary. Commissioner Ryckman moved and Commissioner Reimann seconded to approve to award the Runway 3R-21L Rehabilitation Project Phase 1 to Granite Construction in the amount of \$115,029.12 including sales tax. Motion passed unanimously.

## **AIRPORT**

### **Director's Report**

1. Mr. Taft informed Commissioners that the Airport had their Annual FAA Inspection on Monday thru Wednesday of April 20 – 22, 2015. Mr. Taft said it went very well. We had one write up and it was regarding an employee whom had accidentally taken a wrong version of a test. The FAA Inspector said that the airport should be very proud of their operations.
2. Mr. Taft informed Commission that Mr. Foraker is in San Luis Obispo, CA at the Sixel Conference airline marketing conference. He reported that Mr. Foraker has met up with every airline except Delta at this time.
3. Mr. Taft reported that Delta will be adding a second flight to Minneapolis the second week of June. On June 7<sup>th</sup>, Alaska Airlines will increase their flights from six to seven, and then late summer will increase it to eight flights daily. Allegiant will also increase their flights to eight flights daily.

## **PROPERTY MANAGEMENT**

Alaska Airline Agreement – Commissioner Ryckman motioned and Commissioner Reimann seconded to approve and sign the Alaska Airline operating agreement extending the term through 12/31/2016. Motion carried unanimously.

T-Hangar Lease – Michael Coffey signed a lease agreement, effective May 1, 2015 for T-Hangar space #13 in Building 1-76. Published lease rate \$188.53/month, lease value is \$2,262.36 for one year.

## **GENERAL ADMINISTRATION**

Calendar of Events – Dates were discussed.

Joint Board Meeting – Mr. Ballew informed the Commissioners that Commissioners and staff Directors will be meeting with the Franklin PUD Commissioners and staff at their board meeting on April 28, 2015 at 2:00 p.m. to discuss Economic Development.

## **RECESS**

At 12:30 p.m. Commissioner Klindworth recessed the meeting for fifteen minutes for lunch. At 12:45 p.m. the meeting was reconvened.

## **EXECUTIVE SESSION**

At 12:45 p.m., Commissioner Klindworth announced that the board would go into executive session for forty-five minutes to discuss with legal counsel representing the agency to consider; the minimum price at which real estate will be offered for sale or lease. At 1:30 p.m. the regular meeting was reconvened.

## **ENGINEERING AND CONSTRUCTION**

Osprey Pointe Suite 102 Improvements and Bid results – Commissioner Ryckman moved and Commissioner Reimann motioned to authorize the Executive Director to sign the lease with The Scoular Company when all required documents and payments are received according to Article 2 of the lease, and to award the bid to the lowest qualified bidder as contained in the "Recommendation of Award" if the lease is executed with The Scoular Company.

## ITEMS NOT ON THE AGENDA

Executive Director Randy Hayden informed Commissioner and Staff that Kristi Pihl will be transferring over to report for the education side of the Tri-City Herald. The new business reporter will be Ty Beaver.

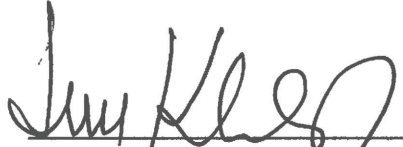
## NEXT MEETING

Regular Commission Meeting – Monday, May 11, 2015.

## ADJOURNMENT

The meeting was adjourned at 2:15 p.m.

Port of Pasco Commission:

  
Jim Klindworth, President  
Ronald P. Reimann, Vice-President  
Jean Ryckman, Secretary

