

**Port of Pasco Commission**  
**Minutes of Regular Meeting of Port Commission**  
Held at 1110 Osprey Pointe Blvd., Suite 201., Pasco, WA 99301  
August 9, 2018 | 10:30 a.m.

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**CALL TO ORDER**

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

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

**Excused:** Director of Economic Development Gary Ballew

**Guests:** Darren Mc Euin – Conover, Sheryl Brandt – Enduris, Thomas Kidwell – Farm 2005 and Patrick Guettner – Pasco Resident

**APPROVAL OF AGENDA**

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

**CONSENT AGENDA**

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- a) Regular Meeting Minutes of July 31, 2018

Commissioner Gordon moved and Commissioner Ryckman seconded to approve the consent agenda with a minor correction to the minutes. Motion carried unanimously.

**PUBLIC HEARINGS & RESOLUTIONS**

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**Resolution 1489 – Changing the meeting date of the first regular meeting in September –**

Commissioner Gordon moved and Commissioner Klindworth seconded to adopt Resolution 1489 authorizing to change the first regular scheduled Commission meeting from September 13, 2018 to September 6, 2018. Motion carried unanimously.

**ITEMS FOR ACTION/CONSIDERATION**

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**Property Insurance** – Darren McEuin with Conover Insurance and Sheryl Brandt with Enduris attended the Commission meeting to answer an questions or concerns that Commissioners had regarding the renewal premium for property, auto and general liability. There is a 12% premium increase from last year's price which is approximately \$29,688.

Commissioner Klindworth moved and Commissioner Gordon seconded to accept the renewal premium quoted by Enduris insurance for the 2018/2019 policy year effective September 1, 2018 to August 31, 2019 for liability (non-aviation), property and auto physical damage. Motion carried unanimously.

Mr. Taft and Mr. McEuin also spoke about a claim that was re-opened because the Port of Pasco and Sky West has been served with a summons. The insurance company and a Port Counsel is working on this claim.

**Farm 2005** – Mr. Hayden updated Commissioners regarding the Airport Avigation Easements with the land owners over their property in exchange for the Port withdrawing our opposition to their property coming into the City of Pasco UGA for residential development. Port Attorney drafted an agreement that has been sent out to all property owners. Staff has heard from Farm 2005 and Fred Olberding and are waiting for them to come in and sign the Avigation Easements.

**Teton Gold and Resolution 1490, declaration of property as surplus and authorization of sale of lands** – Mrs. Reyna reported that Teton Gold LLC submitted a letter of intent to purchase Parcel 4 of the Foster Wells Business Park. This parcel consists of 2.43 acres and is directly west of their current location, which was purchased and developed in 2016. They are looking to use this parcel as yard storage space.

Staff counter offered a higher price as directed by Port Commission at a previous meeting. Teton Gold submitted an updated letter of intent with the purchase price offered at \$191,187.00. This is \$19,119 above their initial offer. Teton Gold does understand that there are screening requirements for all of the new and existing storage yards that must be addressed. They plan to install opaque slats in the chain link fencing, meeting the minimum sight-obscuring criteria covenants.

Commissioner Gordon moved and Commissioner Klindworth seconded to adopt Resolution 1490 declaring Parcel 4 of binding site plan #2011-07 in the Foster Wells Business Park as surplus and authorizing the Executive Director to sign the Purchase and Sales Agreement with Teton Gold, LLC. Motion carried unanimously.

## **ITEMS FOR DISCUSSION**

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Tenant Delinquent List – Mrs. Watts discussed the tenant delinquent list.

### **Director Reports:**

1. Executive Director
  - a. Battelle Hangar – is going out for bids and bids will be due by September 11, 2018.
2. Airport Director
  - a. Enplanements are up 4% for the month and 1% for the year.
  - b. Alaska seats are up 8% and passengers are down 4% last month.
  - c. Allegiant seats are down 11% and passengers are down 10% last month.
  - d. Delta seats are up 17% and passengers are up 5% last month.
  - e. United seats are up 44% and passengers are up 22% last month.
  - f. Total seats were up 13% for the month and 3% growth in seats for the year.
  - g. East GA Apron change order is coming soon. Contaminated soil clean up. The worst case scenario is roughly \$180,000. FAA is on board.
3. Finance Director:
  - a. Discussed the 2019 Budget Schedule.

## **CALENDAR OF EVENTS**

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Commissioners and staff discussed the calendar of events.

## **RECESS**

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At 12:00 noon, Commissioner Ryckman announced the meeting would recess for fifteen minutes. At 12:15 p.m. the regular meeting was reconvened.

## **EXECUTIVE SESSION**

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At 12:15 p.m., Commissioner Ryckman announced the board would go into executive session for twenty 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 and to discuss with legal counsel representing the agency litigation or potential litigation. At 12:35 p.m., Mr. Taft announced on behalf of the Port of Pasco Commissioners that executive session would extend an additional ten-minutes. At 12:45 p.m. the meeting was reconvened.

## **ITEMS FOR ACTION/CONSIDERATION**

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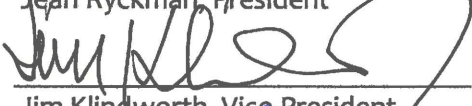
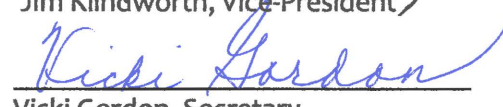
**Farm 2005** – Commissioner Ryckman moved and Commissioner Gordon seconded to rescind Resolution 1485 as it relates to any property on which the Port has received an executed and acknowledged Avigation easement on or before 4:00 pm on August 10, 2018, and which otherwise conforms to any Avigation easement agreement pertaining to such property. Motion carried unanimously.

## **ADJOURNMENT**

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The meeting adjourned at 12:47 p.m.

Port of Pasco Commission:

  
Jean Ryckman, President  
  
Jim Klindworth, Vice-President  
  
Vicki Gordon, Secretary

