

**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  
March 28, 2019 | 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 Vicki Gordon, Port Counsel Dan Hultgrenn, Executive Director Randy Hayden, Director of Airports Buck Taft, Director of Economic Development Gary Ballew, Director of Finance Donna Watts, Director of Properties Mayra Reyna, Deputy Director of Airports Don Faley and Executive Assistant Vicky Keller

**Excused:** Commissioner Jim Klindworth, Administrative Assistant Audrey Burney

**Guests:** Mitch Hooper and Kelly Maddoux – Mead & Hunt, Jon Ray, Patrick Guettner

**APPROVAL OF AGENDA**

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Commissioner Ryckman moved and Commissioner Gordon seconded to approve the agenda with the addition of Item 9.D Levee Reconveyance. Motion carried unanimously.

**CONSENT AGENDA**

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- a) Regular Meeting Minutes of March 15, 2019.
- b) Vouchers and Warrants #91756– 91829 in the amount of \$357,851.37.
- c) Excused Commissioner Klindworth.

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

**PUBLIC CITIZEN COMMENT**

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Mr. Ray acknowledged Don Faley and the Airport maintenance crew for the incredible job they did to keep the airport operational during the uncharacteristic snowstorms that hit our area last month.

**ITEMS FOR ACTION/CONSIDERATION**

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**KPFF, Wharf Analysis Agreement** – Mr. Ballew stated that five organizations submitted RFQ's for the Marine Terminal Wharf Rehab Design project, and four were selected for interviews. The selection committee chose KPFF as the preferred candidate. The Port and KPFF negotiated a project scope and budget of \$106,000 for Phase 1 analysis and design of the wharf rehab project, which includes underwater and above water observations of the piles and decking, geotechnical engineering analysis of the wharf bulkhead using previous borings, alternatives analysis and the permitting plan.

Based on staff recommendation, Commissioner Ryckman moved and Commissioner Gordon seconded to authorize the Executive Director to execute and take other actions as may be necessary to implement the Professional Services Agreement with KPFF. Motion carried unanimously.

**Property Acquisition, Land Purchase** – Mr. Ballew presented for Commission review the counter Purchase and Sale Agreement provided by the Seller. The Seller accepted the Port's modifications to Section 1 and 2 of the Addendum, and added back into

Section 12 of the agreement the language “to the best of the Seller’s knowledge” which deals with environmental contamination.

Based upon staff recommendation, Commissioner Gordon moved and Commissioner Ryckman seconded to authorize the Executive Director to sign and take other actions as may be necessary and as may be approved by the Port legal counsel, to execute the Purchase and Sales Agreement between the Port of Pasco and Balcom & Moe Inc. to acquire property identified as Franklin County Tax Parcel number 124-680-039. Motion carried unanimously.

#### **ITEMS FOR DISCUSSION**

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**Tri-Cities Airport Master Plan** – Messrs. Hooper and Maddoux stated that the projected calculations of passenger and operational forecasts for the Tri-Cities Airport is about 3% annually over the next 10-20 years, and they outlined the various proposed Terminal and Airfield modifications that will be needed in order to meet the projected demands.

Mr. Taft stated that a public event was held on Wednesday, March 27<sup>th</sup> at the airport and the public who attended voiced support for inclusion of sustainable energy usage at airport facilities, as well as installing car charging ports in the parking lots. They also commented that the current configuration of the car rental/baggage claim area is congested and needs to be modified to allow for better flow of passengers.

**Levee Reconveyance** – Mr. Hayden reported that TRIDEC is working with Federal agencies to reconvey Corps of Engineers land back to local jurisdictions. The land located at the Port’s Marine Terminal was not included in this reconveyance effort. Upon discussion, Commissioners asked the Executive Director to request TRIDEC add the Port’s Marine Terminal levee reconveyance request to draft legislation being submitted to the Walla Walla Corps of Engineers for an informal review.

#### **Director Reports:**

1. Executive Director
  - a. Connell Visitor Center will go out for bids as soon as the permit review is complete.
2. Economic Development & Marketing Director
  - a. Showcased the LAX Ad campaign which is scheduled to begin airing prior to the next commission meeting.
3. Finance Director
  - a. Working on the Annual Report.
4. Property Director
  - a. Pressure vessels will be staged at the Barge Terminal before heading to the Port of Benton to be trucked to the Hanford Vitrification Plant.
  - b. Working with Port maintenance to demolish wooden docks at the warehouses prior to the start of the EDA Road & Stormwater Project.

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

1. **Inland Empire Distribution W2B1** – Month-to-Month lease amendment decreasing square footage from 36,000 sq. ft. to 28,800 sq. ft. Lease value is \$10,634.98/month, including 10% partial bay surcharge.

**CALENDAR OF EVENTS**

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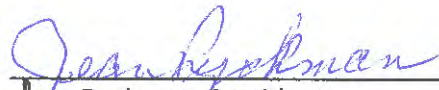
Commissioners and staff discussed the calendar of events.

**ADJOURNMENT**

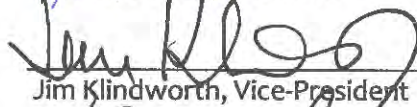
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The meeting adjourned at 11:37 a.m.

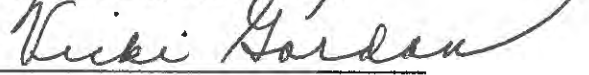
Port of Pasco Commission:



Jean Ryckman, President



Jim Klindworth, Vice-President



Vicki Gordon, Secretary

