

**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  
April 11, 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 Klindworth, 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 Administrative Assistant Audrey Burney

**Guests:** Michael C.H. Dale – Meier Architect & Engineering, Tom Kidwell, and Patrick Guettner

**APPROVAL OF AGENDA**

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

**CONSENT AGENDA**

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- a) Regular Meeting Minutes of March 28, 2019.
- b) Special Meeting Minutes of April 10, 2019.
- c) Vouchers and Warrants #91830 - #91910 in the amount of \$862,093.52.
- d) BPIC, Paving E. Warehouse St., E. Ainsworth., Rd 18, 21, 24, & 33 – Certificate of Completion.
- e) TCA GA Ramp Phase 2 – Accept as Complete.

Commissioner Gordon moved and Commissioner Ryckman seconded to approve the consent agenda. Commissioner Klindworth abstained from the motion due to his absence of the last meeting.

**PUBLIC CITIZEN COMMENT**

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Mr. Kidwell saw the Port of Pasco Beacon in today's paper and complimented the Port on its production.

Patrick Guettner also complimented the Port of Pasco's Beacon.

**ITEMS FOR ACTION/CONSIDERATION**

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**Covenant Review Marriot Courtyard Hotel** – A1 Hospitality provided detailed plans to staff regarding their proposed development. These plans were reviewed by Tracy Friesz who provided an analysis of compatibility within the covenants. This analysis was provided to Executive Director Hayden and Airport Director Taft for further review. Based on that review, staff met with the developer and their architect to resolve some remaining issues and answer questions.

Mr. Ballew stated that the Tri-Cities Airport Business Center Covenants require that the building designs and other development details are reviewed by the Architectural Review Committee (ARC). The ARC determines if the proposed development will meet the standards set forth in the Covenants. As there is limited development at the Airport Business Center the Port Commissions acts as the ARC.

Staff believes that the hotel will not only be a very good addition to the Business Park, it will make an excellent statement at the entryway. Mr. Ballew provided renderings at the meeting and reviewed some of the exceptions to the covenants as well as features that go beyond covenant requirements. Staff recommended Commission to approve the plans with a letter stating the following conditions:

- The building is a Gen 6 Prototype Marriott Courtyard, and as such is subject to certain requirements by Marriott.
- Multiple building heights are provided by cantilever of certain floors of the hotel, versus varying heights along the roofline.
- The architect will provide a lighting plan for review by the Airport and FAA. Lighting will meet the requirements of the Airport as provided by the Airport Director.
- The Courtyard under construction in Gresham, Oregon will provide material samples.
- Electrical transformers and switchgear will be screened from right of way view.
- Loading doors will be screened from right of way view with landscaping.
- If the sidewalk along Argent Road is lessee's responsibility, the sidewalk will meander slightly per the Covenants and as may be allowed by Argent Road design.
- Trees will match Airport landscape plantings.
- Landscaping will include some berms, though placed in such a manner to emphasize the entry of the hotel.

Commissioner Gordon moved and Commissioner Klindworth seconded to authorize the Airport Director to execute the covenant acceptance letter as provided and corrected. Further moved to allow staff to accept the materials as may be appropriate and approve minor modifications to the project. Motion carried unanimously.

**Wharf Property Levee Reconveyance** – Mr. Hayden recapped, that in April 2016, Commission approved a resolution of support for proposed federal legislation to reconvey Corp of Engineers' owned land in Benton and Franklin Counties back to local control. A key principle of that initiative was to enable local interests to engage and control waterfront planning efforts in our communities rather than the Corps of Engineers or other federal agencies.

For the Port of Pasco specifically, we are interested in gaining greater flexibility over what happens at the Wharf site to support economic development, public waterfront access, and potential ecological restoration.

TRIDEC took the lead on the reconveyance efforts and drafted some language for review. The draft lists the specific parcels that are being requested, as well as general procedures for compliance with federal environmental and cultural resource requirements.

Per discussion with Commission from last meeting, staff asked TRIDEC to include language requesting that the Wharf levee, known as levee "12-1" be reconveyed to the Port.

Staff believes there are sufficient benefits to the Port assuming ownership of the levee at the Wharf to justify the request for reconveyance. The benefits include economic development as described in our Marine Terminal Master Plan, potential tourism promotion with facilities like a public market, and potential environmental restoration of portions of the shoreline. There are also risks and costs to be weighed that come with owning a flood control structure.

Commissioner Klindworth moved and Commissioner Gordon seconded to approve the request for reconveyance of the federally owned levee at the Port Wharf site between the Cable Bridge and BNSF Bridge to Port of Pasco Ownership. Motion carried unanimously.

## **ITEMS FOR DISCUSSION**

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**February 2019 Financial Statement** – Mrs. Watts discussed the 2019 February financial statements.

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

**Tri-Cities Ozone Update** – Mr. Taft informed Commissioners that one of staff’s strategic planning objectives was to explore the airports contribution to the non-attainment levels of ozone versus the others sources in the vicinity of the airport.

Mr. Taft spoke with Ranil Dhammapala at the Washington Department of Ecology, who is the atmospheric scientist managing the studies regarding ozone in the Tri-Cities. He mentioned that it is not any specific source, but multiple sources that impacts ozone in our area. For example, traffic (HWY 240), tree farms, industrial sources, the rail yard, agriculture and the airport. He also mentioned that the Tri-Cities does have a few days a year where conditions for the production of ozone are optimal, more so than some metropolitan areas much larger than ours.

The Department of Ecology is working with WSU to develop a forecasting model that could give alerts as to when the conditions are best for high ozone. When the conditions are right, an alert will be sent out and the community should try to car pool, not cut your grass, barbecue, or use aerosols.

From an operations standpoint, when these conditions occur, port staff can do more inside work and reduce our emissions caused by trucks, mowers and painting operations. Staff is currently evaluating best practices at similar size airports that could give us additional guidance on airline operations and steps staff can take to reduce our contribution to ozone. We are also exploring potential environmental grants and identifying what is available to the airport. This report is expected to be delivered to Commission in the fourth quarter.

**Major Port Project Funding** – Mr. Hayden summarized that the Port is embarking on major projects that will require heavy financial resources. To begin the process of how the projects are funded, staff presented a very high level look at the costs and potential funding sources for the following initiatives in the Port of Pasco’s Strategic Plan:

- New 300-Acres Industrial Park on N. Railroad Avenue (Balcom & Moe property)
- The Wharf Development
- Big Pasco Reinvestment

Commissioners directed staff to bring back to Commission:

- Boundary lines for the Industrial Development Districts (IDDs)
- List of Major Tax payers
- Community benefits that accrue from the development of a new industrial park.

## **Director Reports:**

### **1. Executive Director**

- a. Cost estimate of Connell Visitor Center was \$500,000.00 and Port staff budgeted for \$200,000.00. Prevailing wages are likely responsible for at least a portion of the cost increase. Mr. Hayden spoke to Maria Pena, City Administrator for the City of Connell and they are looking for money from outside sources. A meeting is planned next week to discuss options.
- b. Michael Dale with Meier Architect stated that economies of scale is playing a big part with the cost for the Connell Visitor Center. The current market conditions are increasing the prices and unfortunately if this project has to wait, the prices will continue to increase.
- c. Dam Issues – Forty-five legislatures, signed a letter supporting Governor Inslee’s proposed \$750,000 to study the impacts to the community of removing the Snake River Dams.

## **PUBLIC CITIZEN COMMENT**

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Patrick Guettner asked the question, “What is the drive for developing a new industrial park?”

Staff responded, if there is not a site for an industry that is expanding or would like to build, they will look elsewhere. As an example, the Port recently lost a major prospect to another county because we lacked the large industrial site they were looking for.

One of the successes of the Port-developed Pasco Processing Center was to attract food processing related industries that had previously located in other cities. By locating in Pasco, our community received the economic benefits of jobs and increased tax base, along with closer processing facilities for our area’s growers. Today those companies are some of the largest employers and tax payers in Franklin County.

## **ITEMS FOR DISCUSSION (Cont’d)**

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### **2. Airport Director**

- a. Airline Statistics update for March 2019
  1. Alaska is up 23%
  2. Allegiant is up 19%
  3. Delta is up 4%
  4. United is up 55%
- b. Enplanements are up 18% for the month of March and the Airport is up 17% for the first quarter of 2019.
- c. Mr. Taft discussed the benefits of remaining in both AAAE and ACI or choosing to just support one of the organizations.

### **3. Economic Development & Marketing Director**

- a. Reported that Port staff was part of the group hosting a delegation from Colima. The City of Pasco is currently exploring a sister-city relationship with Colima.
- b. Staff attended the Inland NW Partners meeting.
- c. Staff has continued working on property acquisition. Mr. Darryl Olsen will be retained to review water rights.

- d. Contest – The contest promoting the new L.A. Flight had 2800 entries in the first six days it was open. It is going viral and doing very well.
  - e. .09 Funds – Assisted Franklin County in their call letter for 0.09 Funds. An existing client is looking at land at Foster Wells Business Park and needs rail. They are hoping the 0.09 funds may help out.
4. Deputy Airport Director
- a. Base Course of Gravel for the Taxiway A project will start at the end of the month.
  - b. Roadway work started this week on the new hotel road.
  - c. Battelle Hangar – structural steel has been delivered and will start going up in a few weeks.
  - d. FAA certification Inspection occurred last week. We had no discrepancies. Maintenance is doing a good job on Airfield.
5. Finance Director
- a. Should have the 2018 December year-end financials available for the next meeting.
6. Property Director
- a. Interest from clients seeking land at the Foster Wells Business Park.
  - b. Reminded Commissioners and staff that it was the last day to get Taco Crawl tickets before the price increased. The Port of Pasco is a media sponsor of the Pasco Taco Crawl.

#### Commissioners Reports

- 1. Commissioner Gordon attended the Columbia Basin Development League. The league voted to establish voices of the Columbia Basin Project to reach out not only to members, but to the public in developing a relationship and message.
- 2. Attending the Benton Franklin Council of Government meeting to reorganize the council.

#### **PUBLIC CITIZEN COMMENT**

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Patrick Guettner – invited Commissioners and staff to attend an evening with Steve Largent, who is a NFL Hall of Famer and Congressman. The Fundraiser is May 3, 2019 at 7:00 p.m. at Pasco Red Lion Hotel.

#### **CALENDAR OF EVENTS**

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Commissioners and staff discussed the calendar of events.

**ADJOURNMENT**

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The meeting adjourned at 12:52 p.m.

Port of Pasco Commission:



Jean Ryckman, President



Jim Klindworth, Vice-President



Vicki Gordon, Secretary