

Port of Pasco Commission
Minutes of Regular Meeting of Port Commission
Held remotely and partially in person with Public Access
March 11, 2021 | 10:30 a.m.

CALL TO ORDER

Commissioner Klindworth called the meeting to order at 10:35 a.m. The meeting was attended remotely via Zoom and with Public Access through call in to 1-301-715-8592, meeting ID 6676918983, and in person at 25% capacity, with standards and guidelines set forth by the Governor’s Office.

Present: Commissioner Jim Klindworth, Commissioner Jean Ryckman, Commissioner Vicki Gordon, Executive Director Randy Hayden, Port Counsel Dan Hultgrenn, Director of Airports Buck Taft, Director of Finance Donna Watts, Director of Properties Mayra Reyna, Deputy Director of Airports Don Faley, Director of Economic Development and Marketing Stephen McFadden, Executive Staff Assistant & Human Resources Lori French.

Guests: Carl Holder, Ed Flieger of Sutton Trucking LLC, Colin Hastings of the Pasco Chamber of Commerce, James Sexton of JMS Construction.

In Person Meeting Safety Protocol:

Ms. French reviewed the safety protocols for returning to partial in-person Commission meetings.

APPROVAL OF AGENDA

Commissioner Gordon moved and Commissioner Ryckman seconded to approve the agenda determining that all agenda items were “1) matters necessary and routine, 2) necessary to respond to the outbreak and current public health emergency” per Governor’s Proclamation 20-28. Motion passed unanimously.

CONSENT AGENDA

- a) Regular Meeting Minutes of February 25, 2021.
- b) Vouchers and Warrants #95597-95655 and Direct Deposit #21065-21102 in the amount of \$506,720.66.

Commissioner Ryckman moved and Commissioner Gordon seconded to approve the consent agenda as presented. Motion passed unanimously.

Public Hearings and Resolutions

Resolution 1549, Appointment of Agents to Receive Claims for Damages-

Commissioner Klindworth reviewed; Resolution 1549 is for housekeeping purposes to add port staff who can receive insurance claims to Enduris.

Commissioner Gordon moved and Commissioner Ryckman seconded to approve Resolution 1549 for the appointment of agents to receive claims for damages.

Items for Action/Consideration

Excess Liability Insurance Proposal- Ms. Watts presented, the Port received a potential Excess Liability insurance Proposal from Lloyds of London. Port staff and Commissioners discussed the potential coverage of \$25 million in excess liability for the cost of \$85,000 for one year of coverage, and potential risks, liabilities and financial impact on the Port. Commissioners decided to table the discussion until next meeting, or when a formal proposal for coverage is made.

Energy Northwest Interlocal Agreement- Mr. Hayden presented, due to the rise of cybercrime and the increased concern for IT security, Port staff feel it is important to have a review of the Port's IT systems. Port Staff would like to hire a third-party consultant who specializes in and is able to perform a comprehensive audit and security check for the Port, allowing the Port to address any potential weaknesses. The Port has received quotes from Energy Northwest and Enercon. Staff recommends Energy Northwest, due to a higher degree of familiarity and confidence in their team to perform the services the Port needs.

Commissioner Gordon moved and Commissioner Ryckman seconded to approve an interlocal agreement with Energy Northwest to provide specialty, technical, and/or professional services as requested, with any minor changes to the agreement as approved by the Port attorney. Motion passed unanimously.

Items for Discussion

January Financial Report- Ms. Watts discussed the January Financial Report.

Scout Energy Wind Farm- Port Commissioners and staff discussed the 250-acre wind farm development plan by Scout Energy Wind Farm south of the Tri-Cities. The Commissioners would like to issue a statement in opposition of the project. Staff will prepare a resolution for the next Commission meeting.

Reimann Property Update- Mr. McFadden provided an update of the ongoing work that is being done to secure funding for the Reimann Industrial Center infrastructure. Industrial firms interested in the property are continuing to do their due diligence in site selection regarding RIC.

Cox Property Update- Mr. Hayden discussed the purchase of the Cox property. The Port continues to work with Mr. Schafer and the co-purchaser to meet the requirements needed to complete the purchase. Mr. Hayden also noted there may be an interested party for the remaining land.

Wharf Silos Lease Proposal- Ms. Reyna presented a request from Sutton Trucking for a long-term lease for a minimum of 5 years plus a 5 year option for what was formerly the LaFarge Cement site at the Wharf. In 2010 the commission approved a subarea plan for the Wharf that called for the transitioning of the side from industrial to "mixed use development", thereby discontinuing long term industrial leases. The Port Commissioners expressed their desire to not deviate from the plan at this time. Mr. Holder was in attendance to discuss his request to remove part of the surrounding structure from the LaFarge site. Mr. Ed Flieger, who was in attendance as a representative of Sutton

Trucking, commented on the proposed use of the LaFarge Silos. Ms. Reyna said that the Port could rent the Silos on a month-to-month basis, and Mr. Flieger said he would speak with the company.

Commissioner Ryckman moved and Commissioner Gordon seconded to reaffirm the existing Master Plan for the Wharf, discouraging future long term industrial leases. Motion passed unanimously.

Director Reports:

1. Executive Director
 - a. Mr. Hayden provided an overview of the upcoming census information release and subsequent redistricting.
 - b. Mr. Hayden noted the TIF (Tax Increment Financing) is in discussion in State Legislation and would impact infrastructure financing. Mr. Hayden reviewed how TIF would impact projects such as the Reimann Industrial Center.
2. Airport Director
 - a. February Airline Statistics compared to the 2019 year:
 1. Alaska is down 36%
 2. Allegiant is down 37%
 3. Delta is down 54%
 4. United is down 50%
 5. February is down 45%, and year to date numbers are down 48%.
 - b. Mr. Taft met with Mr. Musser yesterday on the leasing policy. He will be reaching back out to the GA community to discuss the progress. Mr. Taft noted that there may be an agreement ready for approval at the next Commission Meeting.
 - c. Mr. Taft discussed the new CARES Act funding, and how the airport may use it.
3. Economic Development and Marketing Director
 - a. Mr. McFadden discussed his Economic Development Report, highlighting request for funding that was submitted to Senator Murray for the Reimann Industrial Center, and continued work on project Ruby and Raven.
4. Airport Deputy Director
 - a. Mr. Faley noted that Bergstrom's is celebrating their 50th anniversary at the Tri-Cities Airport, and that they are receiving some updates in their reception area, consisting of paint, carpet and a new reception desk.
5. Finance Director
 - a. Ms. Watts gave an update on Excess Liability that was received during the meeting, the Commissioners will keep the item tabled until next meeting.
6. Properties Director
 - a. Ms. Reyna noted that she met with American Express and they are working on an agreement with KPFF for work on the Wharf.
 - b. Properties Department is keeping busy with the Big Pasco Stormwater Project and many little projects.

Commissioners Reports:

Commissioner Ryckman noted that she participated in a call with the WPPA and Representatives Fey and Fitzgibbon regarding transportation and carbon. Rep. Fey seems to be in favor of the carbon fee, and Rep. Fitzgibbons in favor of cap.

Commissioner Gordon provided a summary of the Columbia Basin Development League meeting that took place on March 4th. She also noted a good response for PNWA attendance.

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

1. **Automated Floor Scrubber-** Through delegation of authority the Executive Director, the Airport purchased an AvidBot Neo 2 Robotic Floor Scrubber along with one year of maintenance and IT support. Neo 2 floor scrubber \$61,364.43 including sales tax and one year of IT support and 1 year of maintenance \$8,552.25 including sales tax.

CALENDAR OF EVENTS

Commissioners and staff discussed the calendar of events.

Items Not on Agenda

Mr. Sexton of JMS Construction was in attendance and gave an update to the Commission on the Osprey Pointe Development.

Executive Session

At 12:45 p.m., Commissioner Klindworth announced that Commission would go into executive session until 12:55 p.m., to consider the minimum price at which real estate will be offered for sale. At 12:55 p.m. the regular session was reconvened.


ADJOURNMENT

The meeting was adjourned at 12:56 p.m.

Port of Pasco Commission:



Jim Klindworth, President



Vicki Gordon, Vice-President



Jean Ryckman, Secretary