

**Port of Pasco Commission**  
**Minutes of Regular Meeting of Port Commission**  
*Held remotely and in person with Public Access*  
*Port of Pasco, 1110 Osprey Pointe Blvd., Ste. 201, Pasco, WA 99301*  
*June 9, 2022 | 10:30 a.m.*

---

**CALL TO ORDER**

---

Commissioner Gordon called the meeting to order at 10:30 a.m., the meeting was attended in person and remotely via Zoom with Public Access through call in to 1-301-715-8592, meeting ID 6676918983.

**Present:** Commissioner Vicki Gordon, Commissioner Jean Ryckman, Commissioner Jim Klindworth, Executive Director Randy Hayden, Port Attorney Heidi Ellerd, Airport Director Buck Taft, Deputy Airport Director Don Faley, Director of Properties Mayra Reyna, Director of Economic Development and Marketing Stephen McFadden, and Executive Staff Assistant & Human Resources Lori French.

**Guests:** Ben Hoppe of JUB, Paul Harmsen and Russ Chrisman of MacKay Sposito, Cory McCoy of the Tri-City Herald, Dave Zabell and Adam Lincoln of the City of Pasco, Bob Stowe of Stowe Development & Strategies, James Sexton of JMS, and Franklin County Commissioner Clint Didier.

**Excused:** Finance Director Donna Watts.

**APPROVAL OF AGENDA**

---

Commissioner Ryckman moved and Commissioner Klindworth seconded to approve the agenda. Motion passed unanimously.

**CONSENT AGENDA**

---

- a) Regular Meeting Minutes of May 26, 2022.
- b) Accept as Complete-BPIC Bldg. 900 Re-Roof.
- c) Vouchers and Warrants #97975-98049 and Direct Deposits #22303-22347 for the total amount of \$745,966.41.

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

**PUBLIC HEARINGS AND RESOLUTIONS**

---

**Resolution 1580- Defining the Scope, Purpose, Function and Jurisdiction of Port of Pasco Police**

**Department-** Mr. Taft presented, staff has recommended the adoption of Resolution 1580 as a replacement for Resolution 857, clarifying the Port of Pasco Police Department's authority to enforce applicable federal, state, county, or municipal statutes, rules, regulations, or ordinances at all Port-owned and controlled properties. Resolution 1580 clearly describes the authority of the Port of Pasco Police Department with regard to jurisdiction as authorized by the Washington State Police Powers Act, RCW 10.92.02.

Commissioner Ryckman moved and Commissioner Klindworth seconded to adopt Resolution 1580, A Resolution of the Port of Pasco Commission Defining the Scope, Purpose, Function, and Jurisdiction of the Port of Pasco Police Department. Motion passed unanimously.

## **ITEMS FOR ACTION/CONSIDERATION**

---

**Airport Architectural Services Master Agreement with Mead & Hunt-** Mr. Taft presented, staff recently completed the RFQ process for airport architectural services, recommending the approval of a new master agreement with Mead & Hunt. The RFQ process is required by the FAA for the use of federal funding for any projects and the master agreement will be the base agreement for all architectural projects with Mead & Hunt for the next five years. Each project will have a specific scope and fee relative to the project that will be approved by Commission. This master agreement has no cost associated with it.

Commissioner Klindworth moved and Commissioner Ryckman seconded to authorize the Executive Director to enter into a master agreement with Mead & Hunt for architectural services at the Tri-Cities Airport. Motion passed unanimously.

## **ITEMS FOR DISCUSSION**

---

**Commission Meetings-** Commissioner Gordon reviewed the time of Commission Meetings as set forth in Resolution 1303, 10:30 a.m. on the second and fourth Thursdays of each month. The Commissioners discussed a potential change to the meeting time but determined that it will remain the same for now.

**Osprey Pointe Update-** James Sexton of JMS provided an update on the Osprey Pointe development. Engineering for the development has been completed and is awaiting review by the City of Pasco, once that is completed and necessary changes are made, the permitting process can begin. Mr. Sexton, the Commission, and staff discussed the development.

**City of Pasco TIF Presentation-** Mr. Zabell and Mr. Lincoln of the City of Pasco, and Mr. Stowe of Stowe Development & Strategies presented the City's Tax Increment Financing (TIF) plan for the Broadmoor development area. The Commissioners and City staff discussed the TIF and the development.

The Commissioners expressed their gratitude in the cooperation between the City, County and Port entities in the Port's TIF process and other joint efforts.

**.09 Committee Recommendations-** Mr. McFadden presented, staff recently completed its supporting role of the Franklin County .09 Economic Development Fund committee process. The review committee unanimously recommended the Franklin County Commissioners approve funding, in full, the two proposals presented to the committee during the 2022 cycle. The recommendation will be considered by the County Commissioners on Tuesday, June 14. The first proposal is for a \$25,000 TRIDEC request from the Uncommitted Funds, and the second is for \$1,000,000 Port of Pasco/City of Pasco joint request from the Uncommitted Funds, "subject to availability of funds" to address the small, conservatively estimated shortfall for the 15" sanitary sewer main at the Reimann Industrial Center.

**Darigold Update-** Mr. McFadden provided an update of the Darigold project in the Reimann Industrial Center. The Port of Pasco's \$3.6 million Reimann "Last Mile" Industrial Rail project was selected and is supported for funding by both Senator Murray and Senator Cantwell. Final approval of the funding is expected in December with Congressional action. Mr. McFadden reviewed the .09 Funding request that

would be used to offset the escalating costs of the sanitary sewer main that will serve Darigold and the Reimann Industrial Center. Engineering team meetings are being held to keep all the involved parties on the same page, and groundbreaking has been tentatively scheduled for September of 2022.

#### **Director Reports:**

1. Executive Director
  - a. Mr. Hayden noted, the Inslee-Murray draft report on breaching the lower Snake River Dams was released today, comments on the draft will be received until sometime in July.
  - b. The Petrichor Executive Committee met last week in Kalama. Petrichor will provide a report to Commission on projects and funding in the upcoming months.
  - c. Mr. Hayden noted, the Port has sent a letter to the city accepting integrating the Reimann sanitary sewer into the City's LID.
  - d. Mr. Hayden noted that the Colville Confederated Tribes Cooperation Agreement has been signed as of today.
2. Port Attorney
  - a. Ms. Ellerd provided an update on RCW 9.41.305, which went into effect today, June 9<sup>th</sup>, 2022. The changes require that essentially all Washington State government meetings post a sign prohibiting the open carry of firearms or other weapons.
3. Airport Director
  - a. Mr. Taft noted, the Airport has not yet received the FAA grant, but is expecting a draft agreement soon.
  - b. Mr. Taft attended the AAAE Annual Conference and noted the BIL funds were not spoken about.
  - c. Mr. Taft expressed interest in researching "quiet terminals".
4. Airport Deputy Director
  - a. Mr. Faley the Washington State Emergency Management tabletop meeting will take place next week via Zoom.
  - b. Staff is waiting on the PUD for the final design on Rickenbacker.
5. Director of Economic Development and Marketing
  - a. Mr. McFadden provided a review of his Economic Development and Marketing Report.
6. Director of Properties
  - a. Ms. Reyna noted, she and Mr. McFadden attended a Commerce Meeting in Portland. Workforce concerns were addressed at length.

#### **Commissioner Reports:**

Commissioner Ryckman noted that she attended the portion of the Congressional Western Caucus tour that was held at the WSU Wine Science Center.

#### **EXECUTED ITEMS**

**Battelle Hangar Fall Protection-** Through Delegation of Authority the Executive Director signed a Small Works Agreement with Flexible Lifeline Systems to design, manufacture, and install a fall protection system in the Battelle Hangar. This Contract is in the amount of \$99,395.28, including Washington State Sales Tax. The fall protection system will be installed on the ceiling above the aircraft in the hangar and

will allow Battelle personnel to safely work on the aircraft with proper fall protection. The Port will be reimbursed for this work by Battelle through an approved Task Order.

**Titanio Automotive Supplies Lease-** Titanio Automotive Supplies has entered into a month-to-month lease in the Wharf (marine terminal) area for the sale of auto supplies. Due to the need for extensive work on the space make it leasable, staff decided to lease the space for \$500.00 for the first three months and increase it to \$750.00 after that to recoup the costs. The lease value is \$500.00 a month from June – August, starting September it will increase to \$750.00 per month. The Executive Director has signed the lease in accord with Commission policy delegating authority as there were no lease deviations.

**Verdesian Life Science Lease-** Verdesian Life Science US, LLC has been a Port tenant since March 1, 1999, (previously known as NW Ag) and they have signed another 5-year term lease for 11,700 square feet of land and 45 linear feet of rail. The lease value is \$320.66 per month and the Executive Director has signed the lease in accord with Commission policy delegating authority as there were no lease deviations.

**Mid-Columbia Warehouse Lease Amendment-** Port staff is having to re-locate and re-evaluate month-to-month and partial bay leases, due to their nearly full capacity state. The Port has an interested party that would like a full warehouse bay and Warehouse 8 Bay 2 has 2 partial bay month-to-month leases. Goodwill was holding onto the space just in case they need it, so staff worked with them to dissolve their lease. Mid-Columbia has 21,600 square feet of space in W8B2; however, space became available in W1B3, and this amendment allows them to relocate to that space. This relocation lease amendment did not change the rate of their lease. The lease value is \$4,982.47 per month and the Executive Director has signed the lease amendment in accord with Commission policy delegating authority as there were no lease deviations.

## **CALENDAR OF EVENTS**

---

Commissioners and staff discussed the calendar of events.

## **RECESS**

---

Commissioner Gordon recessed the meeting for lunch from 11:53 a.m. to 12:20 p.m.

## **EXECUTIVE SESSION**

---

At 1:08 p.m., Commissioner Gordon announced that Commission would go into executive session for 10 minutes, until 1:18 p.m., to consider the minimum price for lease. At 1:18 p.m., the Executive Session was extended for 5 minutes, until 1:23. At 1:23 p.m. the regular meeting was resumed.

## **ITEMS NOT ON THE AGENDA**

---

Upon return to open session Commissioner Ryckman moved and Commissioner Klindworth seconded to authorize the Executive Director to extend the LOI agreement regarding Osprey Pointe with JMS Construction until September 30, 2022, with no additional payment required. Motion passed unanimously.

---

## ADJOURNMENT

---

The meeting was adjourned at 1:24 p.m.

Port of Pasco Commission:



Vicki Gordon, President



Jean Ryckman, Vice-President



Jim Klindworth, Secretary