

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, Washington, 99301
May 10, 2023 | 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, Port Executive Director Randy Hayden, Attorney Heidi Ellerd, Airport Director Buck Taft, Finance Director Donna Watts, Director of Economic Development and Marketing Stephen McFadden, Director of Properties Mayra Reyna, and Human Resources and Executive Staff Assistant Lori French.

Excused: Deputy Airport Director Don Faley

Guests: Michael and Brody Clayton, Wendy Culverwell of the Tri-Cities Herald

APPROVAL OF AGENDA

Commissioner Ryckman moved, and Commissioner Klindworth seconded to approve the agenda with the addition of Item 8.B. Arbitration Settlement Agreement. Motion passed unanimously.

CONSENT AGENDA

- a) Regular Meeting Minutes of April 26, 2023.
- b) Vouchers and Warrants #99892-99977 in the amount of \$2,592,446.28 and Direct Deposits #23336-23375 in the amount of \$96,999.94.
- c) Accept as Complete- BPIC WH2 Water and Sewer.

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

PUBLIC CITIZEN COMMENT

No public citizens provided comment.

ITEMS FOR ACTION

Park Co. Leases for Warehouse 4 Bays 1-4- Ms. Reyna presented, staff has been working with the Park Co. to get final language in place in their lease, the result is that they wish to split it into three separate leases consisting of Warehouse 4 Bays 1 and 2 as separate leases and Warehouse 4 Bays 3 and 4 as a lease together. The tenant has requested lease renewal options up to 25 years (Commission previously approved 20) and funding of an escrow account in lieu of a bond with the escrow agreement to be mutually agreed upon and executed by both parties. Additionally, for the new space that Park Co. will be occupying, they requested early occupancy of 15 days for Bay 4 with no rent due until June 1, 2023. This would allow the tenant to make alterations or improvements.

Commissioner Ryckman moved and Commissioner Klindworth seconded to authorize the Executive Director to execute three leases with The Park Company for Warehouse 4 Bay 1, Warehouse 4 Bay 2,

and Warehouse 4 Bays 3 & 4 as presented, allowing staff to make minor changes, with approval by the Port attorney, as may be needed to finalize the lease agreement. Motion passed unanimously.

Arbitration Settlement Agreement - Mr. Hayden presented, staff has received a signed settlement agreement from the International Union of Operating Engineers Local #280 regarding the employee issue that has been previously discussed with the Commission. Mr. Hayden noted that staff would discuss the Agreement further in Executive Session.

Upon return to Open Session:

Commissioner Klindworth moved and Commissioner Ryckman seconded to accept the Arbitration Settlement Agreement between the Port of Pasco- Tri-Cities Airport, International Union of Operating Engineers Local #280 and Edwin Bayha as presented. Motion passed unanimously.

ITEMS FOR DISCUSSION

Washington State Airport Working Group- Mr. Taft provided the letter that was sent to Senator Boehnke regarding the new working group for the examination of the state’s future aviation needs. Mr. Taft also provided his personal insight into the search for an appropriate location and potential committee considerations. Commission and staff discussed the contents of the letter.

Tri-Cities Airport Working Group- Mr. Taft provided a history of the Port’s past Air Service Task Force. Staff would like to reform and focus the group as a sounding board for the Tri-Cities Airport within the Community. The Commission agreed that this would be a good direction for the group to go, and asked Mr. Taft to make sure North Franklin Co. is represented.

Director Reports:

1. Executive Director
 - a. Mr. Hayden discussed the community meeting the Yakama Nation will be holding on May 24th. Due to the conflict with the Commission Meeting, the Port will not be able to attend, but is attempting to find an alternate date to meet with representatives from the Yakama Nation.
 - b. Mr. Hayden noted that he and Ms. Ellerd are continuing their work with James Sexton of JMS and his attorney, Craig Walker on the Master Development Agreement and Lease, and that they are waiting on the appraisal that is scheduled to be completed on June 20th to attach rates.
 - c. Mr. Hayden noted that Packaging Corporation of America (PCA) is temporarily altering their operations, which may impact several Big Pasco Tenants.
2. Port Attorney
 - a. Ms. Ellerd noted that she will have to leave the May 24th Commission Meeting early due to a previously scheduled change court date from before Commission Meetings moved from Thursdays to Wednesdays.
3. Airport Director

- a. Mr. Taft informed the Commission that the FAA recently released an Aircraft Firefighting Foam Transition Plan. Approval of the foam and initial transition guidance is expected this summer.
 - b. Mr. Taft noted the aircraft incident that took place off of Farm Road last week.
 - c. Mr. Taft provided an overview of the TSA Employee Screening National Amendment, which will require airport operators to randomly screen airport employees entering the secure area of the airport. A meeting with TSA will take place tomorrow to discuss options to minimize the impact on operations.
 - d. The FAA Air Traffic Control Tower relocation is moving ahead. The Tri-Cities Airport is working with similarly situated and sized airports in Lexington, Kentucky, Grand Rapids, Michigan, and Sioux Falls, South Dakota who have state representatives who are members of House and Senate Aviation sub committees.
4. Economic Development and Marketing Director
- a. Mr. McFadden provided the April EDM Report for the Commission, noting several projects that are moving forward, his time last week at Select USA, and that Solgen Power no longer intends to develop at the Tri-Cities Airport.
5. Director of Properties
- a. Ms. Reyna commented that the NOAA Inspection has been completed and items of note have been completed.
 - b. Ms. Reyna also noted that the Pasco School District Lease at the Airport Industrial Center has been signed, and the ribbon cutting for their new support facility will take place tomorrow at noon.

Commissioner Reports:

Commissioner Klindworth asked for further information on the farmland lease at the airport in regards an option for the land search. Mr. Hayden noted there are hurdles in using that land for unrestricted ag production, and that staff and Mr. Shaffer are exploring possible courses of action.

Commissioner Ryckman commented on her involvement with the Badger Club and a discussion on the Airport, her attendance at the Chamber luncheon and the legislative recap, as well as a personal (not Port related) project with Vinny's Bakery.

ITEMS FOR INFORMATION

Ms. Watts provided the First Quarter Credit Card Report for Commission Review.

CALENDAR OF EVENTS

Commissioners and staff discussed the calendar of events.

EXECUTIVE SESSION

At 11:30 a.m., Commissioner Gordon announced that the Commission would go into Executive Session until 11:35 a.m. to review a proposal made in collective bargaining proceedings and to discuss potential litigation to which the agency may be a party of. At 11:35 a.m. the Regular Session resumed.

ADJOURNMENT

The meeting was adjourned at 11:36 a.m.

Port of Pasco Commission:


Vicki Gordon, President


Jean Ryckman, Vice-President


Jim Klindworth, Secretary