

**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  
July 20, 2023 | 10:30 a.m.

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**CALL TO ORDER**

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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, Deputy Airport Director Don Faley, Director Finance Director Donna Watts, Director of Economic Development and Marketing Stephen McFadden, and Human Resources and Executive Staff Assistant Lori French.

**Guests:** Jack Penning of Volaire, Ben Hoppe of JUB, Karl Dye of TRIDEC, Wendy Culverwell of the Tri-Cities Herald, Sara Shilling of the Tri-Cities Journal of Business, Raquel Crowley of Senator Murray's Office, Clint Didier of the Franklin County Commission, and Cole Crapps of Field Group.

**APPROVAL OF AGENDA**

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

**CONSENT AGENDA**

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- a) Regular Meeting Minutes of July 12, 2023.
- b) Vouchers and Warrants #100395-100549, and Direct Deposits #23536-23578 in the amount of \$764,839.87 for the General Fund. Vouchers and Warrants #5057-5058 in the amount of \$450.00 for the Incidental Fund.

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

**PUBLIC CITIZEN COMMENT**

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No public citizen comment was provided.

**PUBLIC HEARINGS AND RESOLUTIONS**

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**Resolution 1609- Increasing the Customer Facility Charge at the Tri-Cities Airport-** Mr. Taft presented Resolution 1609 to authorize the increase of the daily Customer Facility Charge from \$3.00 a day to \$5.00 a day beginning September 1, 2023. Staff has met with the Tri-Cities Airport's rental car agencies and Mr. Taft noted that all of the agencies are on board with the increase to support future car rental related projects.

Commissioner Ryckman moved and Commissioner Klindworth seconded to approve Resolution 1609- Increasing the Customer Facility Charge at the Tri-Cities Airport from \$3.00 a day to \$5.00 a day, beginning on September 1, 2023. Motion passed unanimously.

## **ITEMS FOR DISCUSSION**

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**Tri-Cities Airport Air Service Update-** Mr. Penning of Volaire Aviation was in attendance to present the Tri-Cities Airport Leakage and Retention Study, with 2022 airline information. Mr. Penning discussed areas of potential growth for the Tri-Cities Airport and current airline industry trends and challenges.

The Commission, Mr. Penning, and staff discussed the presentation.

**Airport Innovation and Manufacturing (AIM) Center Master Plan-** Mr. Hoppe of JUB Engineering was in attendance to present an overview of the Tri-Cities Airport Innovation and Manufacturing (AIM) Center Master Plan. The presentation provided information on the purpose/value of the AIM Center, the current conditions of the proposed site, what is needed for site development, the proposed phasing plan, development costs, public outreach plan, and next steps.

The Commission, Mr. Hoppe, and staff discussed the presentation. The Commissioners encouraged staff to seek CERB funding for a feasibility study, and to look into other funding avenues.

### **Director Reports:**

1. Executive Director
  - a. Mr. Hayden commented that the informal meeting between the Port, City and Yakama Nation representatives went well.
  - b. Mr. Hayden noted that the Ag Innovation Center Committee has been touring different facilities and will be visiting Pullman next Friday to meet with the Dean of College of Agriculture.
2. Airport Deputy Director
  - a. Mr. Faley noted that Taxi-way G opened today at 11:30, and that the Business Center project is going well.
  - b. Mr. Faley also noted the airshow will be next week.
3. Economic Development and Marketing Director
  - a. Mr. McFadden noted that he has been contacted with requests for space at the Airport Business Center.

### **Commissioner Reports:**

Commissioner Gordon noted that she learned a lot at the meeting with the Yakama Nation.

## **CALENDAR OF EVENTS**

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Commissioners and staff discussed the calendar of events.

## **RECESS**

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At 12:10, Commissioner Gordon recessed the meeting for lunch until 12:30. At 12:30, the meeting resumed.

## **ADJOURNMENT**

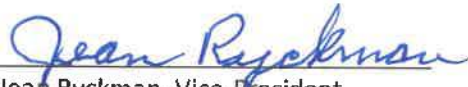
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The meeting was adjourned at 12:40 p.m.

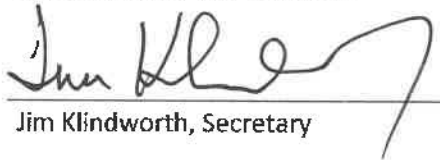
Port of Pasco Commission:



Vicki Gordon, President



Jean Ryckman, Vice-President



Jim Klindworth, Secretary

