

REGULAR COMMISSION MEETING

PORT OF KENNEWICK

AUGUST 26, 2008

MEETING MINUTES

CALL TO ORDER

Commission President Linda Boomer called the Regular Commission meeting to order at 2:03 p.m., in the Commission Chambers of Port of Kennewick located at 350 Clover Island Drive, Suite 200 in Kennewick, Washington.

The following were present:

Board Members: Linda Boomer, President
David Hanson, Vice President
Gene Wagner, Secretary

Staff Members: Tim Arntzen, Executive Director
Dan Cryer, Director of Operations & Airport Manager
Tammy Fine, Director of Finance & Auditor
Larry Peterson, Director of Planning & Development
Tana Bader Inglima, Director of Governmental Relations & Marketing
Teresa Hancock, Real Estate Analyst
Sherrie Bowers, Administrative Assistant/Records Manager
Craig Walker, Port Counsel

PLEDGE OF ALLEGIANCE

Commissioner Boomer led the Pledge of Allegiance.

CONSENT AGENDA

The consent agenda consisted of the following:

- ***Payroll Roster Dated July 15, 2008***
Expense Fund Voucher Nos. 28003-28015 totaling \$20,115.61
- ***Regular Commission Meeting Minutes of August 12, 2008***
- ***Warrant Register Dated August 15, 2008***
Expense Fund Voucher Nos. 28126-28137 totaling \$20,196.71
- ***Warrant Register Dated August 27, 2008***
Airport Operations Fund Voucher Nos. 40756-40764 totaling \$11,093.97
Construction Fund Voucher Nos. 2410-2416 \$961,912.62
Expense Fund Voucher Nos. 28138-28170 totaling \$24,108.05
- ***Resolution 2008-39 Approving Purchase of Mobile Home at Willows Trailer Park***
 - ❖ ***Commissioner Gene Wagner moved approval of the consent agenda as presented. Commissioner David Hanson seconded and the motion was unanimously carried.***

PRESENTATION OF “2008 FRIEND OF THE PORT AWARD” TO MR. BOB HENNIG

Executive Director Tim Arntzen stated Mr. Bob Hennig has been walking Clover Island daily for several years. He has given Port staff numerous suggestions on ways to improve the atmosphere and waterfront of Clover Island. Mr. Arntzen expressed his gratitude and stated individuals like Mr. Hennig truly make Clover Island a neighborhood community and felt his efforts should be recognized. Mr. Arntzen announced a “Friend of the Port Award” program has been introduced with Mr. Hennig being the first recipient.

Commissioner Boomer presented “2008 Friend of the Port Award” to Mr. Hennig and presented him with a plaque which was inscribed as follows, “2008 Friend of the Port Award; Presented to Bob Hennig; In recognition of his selfless devotion to the community’s waterfront and personal stewardship of Clover Island. By Port of Kennewick Commissioners, Linda Boomer, President, David Hanson, Vice President and Gene Wagner, Secretary.” Mr. Arntzen stated two plaques were ordered; one for Mr. Hennig and a second plaque to be displayed in the Commissioner Chambers.

The Commission and staff thanked Mr. Hennig for his continued support of Port of Kennewick.

Mr. Hennig thanked the Commission stating it was an honor to be recognized.

PRESENTATION BY STACIE HAMILTON OF RED MOUNTAIN VIEW WINE VILLAGE

Director of Governmental Relations and Marketing Tana Bader Inglima introduced Stacie Hamilton of Red Mountain View Wine Village. Ms. Hamilton and her husband have had a passion for wine for many years and have decided to develop a wine village in West Richland. Mr. and Ms. Hamilton are partnering with winemaker Charlie Hoppes and have purchased land near Keene Road from City of West Richland to develop Red Mountain View Wine Village. Ms. Hamilton displayed draft site plans of the proposed 21.5 acre mixed-use development that will include office, residential, eateries, walking paths, picnic areas, an amphitheater, wine tasting rooms and full production wineries. Ms. Hamilton anticipated breaking ground for the first production facility a few months.

Mr. Arntzen added this was the type of development the Port envisioned in West Richland and offered staff’s assistance to Ms. Hamilton.

The Commission was impressed with the proposed development and thanked Ms. Hamilton for her presentation.

PRESENTATION BY DANIEL WASHAM REGARDNG RED BULL AIR EVENT

Mr. Arntzen introduced David Washam, a pilot and user of Vista Field who asked to present his idea of bringing the Red Bull Air Race competition to Tri-Cities.

Mr. Washam addressed the Commission stating the event would be significantly larger than the Water Follies, bringing a considerable amount of tourism dollars to the community. Mr. Washam stated he had been working with Red Bull of Austria who is currently holding air race competitions in larger metropolitan areas but is now looking at smaller cities for a new race series. He showed a video presentation of a Red Bull Air race documenting the history of the event which began in 2001.

Mr. Washam stated approximately 650 planes would attend the event explaining the race speeds would be in excess of 300 miles per hour flying directly above the Columbia River at Columbia Park. He felt it would be a great event for the area and estimated event would bring \$2 million to the Tri-Cities.

Before Tri-Cities can be considered, he must secure a base airfield for aircraft and asked for permission to use Vista Field Airport. He explained he would also be seeking permission from City of Kennewick to use Columbia Park for the proposed June 2009 event. He explained the deadline for a letter of intent to Red Bull was October 2008.

Mr. Arntzen suggested Port staff work with Mr. Washam to try to assist him in achieving his goal.

The Commission thanked him for his presentation and wished him luck with the event.

NEW BUSINESS

➤ ***Resolution 2008-40 Awarding Contract Approving Vista Field Development Facility "A" Re-roofing Project***

Director of Operations and Airport Manager Dan Cryer explained the flat, standing seam metal roof with internal gutters at Vista Field Development Facility "A" (VFDF-A), a twenty-year old building, is allowing leaks and disturbing tenant operations. It has been determined that a long-term solution can be achieved by installing a single-ply membrane over the entire roof surface, eliminating the internal gutters, and retro-fitting the drains.

Utilizing specifications prepared by Doug Eadie of MEIER Enterprises, Inc., and following established public works bid procedures, Port staff obtained three (3) bids. The lowest qualifying bid was submitted by J R Swigart Co., Inc., in the amount of \$135,400 plus tax.

The engineer's estimate for this project was \$261,200 plus tax. Mr. Cryer explained the Port's 2008 construction fund budget for this project is \$230,000. Port staff and the Project Engineer consulted with the winning bidder to re-confirm the validity of the bid. Mr. Eadie was comfortable in recommending that the bid be accepted, and has had positive

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experiences working with J R Swigart Co., Inc. on other roofing projects. Mr. Cryer recommended approval of the resolution.

❖ *Commissioner Wagner moved approval of Resolution 2008-40 accepting the bid submitted by J R Swigart Co., Inc., and authorizing the Executive Director to execute the contract. Commissioner Hanson seconded and the motion carried unanimously.*

➤ ***Resolution 2008-41 Approving Land Sale to Providence Group Limited in Spaulding Business Park***

Director of Planning and Development Larry Peterson explained Providence Group Limited [Kishore Varada] has offered to purchase 1.5 acres which is equal to 69,030 square feet located in Spaulding Business Park for \$207,090. The purchase price equates to \$3.00 per square foot which is identical to the land recently sold lying to the west of this parcel and generally consistent with recent sales activity in the area. The Purchaser plans to build a minimum of 10,000 square feet of medical office space on this site and this sale also assists in developing over 70,000 sq. ft. of medical office space on the adjacent parcel. Mr. Peterson recommended approval of the resolution.

❖ *Commissioner Hanson moved approval of Resolution 2008-41 authorizing the Port's Executive Director to execute all necessary documentation associated with the land sale to providence Group Limited and to take all other action necessary to close this transaction. Commissioner Boomer seconded and the motion carried unanimously.*

➤ ***Resolution 2008-42 Approving Contract to Construct a Lighthouse-style Beacon on Clover Island***

Mr. Arntzen stated the Port Commission has long recognized the importance of Clover Island's redevelopment and its role in making the community vibrant. The Commission has recently approved a shoreline restoration and enhancement plan for the island including pathways, viewpoints, artwork and a lighthouse-style beacon at the West Viewpoint. Chris Herath with Balance Architecture is now ready to commence final design and prepare biddable documents with the project to be constructed in early 2009. Mr. Arntzen stated the estimated contract amount was \$28,500 and recommended approval of the resolution.

❖ *Commissioner Wagner moved approval of Resolution 2008-42 authorizing the Port's Executive Director to contract with Balance Architecture in the sum of \$28,500 for design and biddable documents related to the lighthouse-style beacon for the West Viewpoint on Clover Island and further to authorize the Executive Director to take all other action necessary to implement this project. Commissioner Hanson seconded and the motion was carried unanimously.*

REPORTS, COMMENTS AND DISCUSSION ITEMS

➤ *Clover Island Update*

Milfoil Discussion: Mr. Cryer explained the Port partnered with City of Richland in 2007 to have milfoil removed from Clover Island Harbor by a professional harvester from out of state. Due to a cooler spring season, the milfoil has not come back as strong this year and Maintenance Supervisor Mike Boehnke has been using pellets to keep the milfoil under control. City of Richland staff recently informed Mr. Cryer they would not be partnering with the Port this year for milfoil removal. Mr. Cryer recommended continuing to control the aquatic weed it using pellets.

Mr. Arntzen added having the weed harvested 2007 made economic sense when the Port partnered with City of Richland but did not feel it made financial sense for the Port to pay the full amount to have the company come to Tri-Cities to harvest just Clover Island.

There was discussion of partnering with Clover Island Yacht Club if it becomes a safety concern.

➤ *Vista Field Airport Update*

Correspondence from City of Kennewick manager Bob Hammond: Mr. Arntzen stated correspondence was recently received from City of Kennewick Manager Bob Hammond regarding a joint workshop between Kennewick City Council and Port of Kennewick Commissioners regarding Vista Field Airport. Mr. Arntzen felt a joint workshop was premature and would like Commissioners and staff to have the opportunity to review the Belt Collins study before scheduling a joint workshop.

Port Counsel Craig Walker added the Port has not yet received clarification of the section of current agreement between City of Kennewick and the Port related to utilization of Vista Field land sale proceeds as requested in June of 2008. Mr. Walker felt clarification was needed prior to meeting with City Council. He agreed with Mr. Arntzen that staff needed sufficient time to review the study.

After discussion, it was decided Mr. Arntzen and Mr. Walker would draft a letter to City regarding the matter and present it to the Commission for approval at the September 9, 2008 Commission meeting.

Mr. Arntzen suggested a separate letter be submitted requesting clarification of mathematical calculations contained in the study regarding land development costs and closure costs and explanation of how those numbers were reached. The Commission agreed.

➤ *Property Maintenance Update*

Mr. Cryer gave the Commission a brief report regarding recent maintenance to Port property which may include hiring a second Coyote Ridge Correctional work crew. The Port tested

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having crews earlier this month and it was successful. The crews concentrated on Vista Field Airport, Columbia Drive properties and Spaulding Business Park. He reported the Sand and Sage Car Club took it upon themselves to clean up the West Richland Raceway property, which was very helpful.

➤ ***Silver Mountain and Other Miscellaneous Business Trips Update***

Mr. Arntzen stated had recently taken several business trips one of which was to Silver Mountain. Mr. Peterson and Chris Herath of Balance Architecture toured the area with Mr. Arntzen where they looked at different styles of structures. Mr. Arntzen was also in Bend and Eugene, Oregon and Vancouver, Washington recently and gave a presentation which included photographs of building styles located those areas. Mr. Arntzen felt the photographs could assist the Port Commission in deciding the style, shape and material used for future Port buildings.

➤ ***Tenant Contact Program Discussion***

Mr. Cryer stated staff was in the process of contacting tenants leasing from the Port to touch base with them and see if Port staff can assist or improve service.

➤ ***2009 Planning Workshop Scheduling Discussion***

Mr. Peterson suggested scheduling a 2009 Planning Workshop for September 23, 2008 from 9:00 a.m. to 12:00 p.m. to discuss 2009 goals and projects. The Commission agreed to the proposed date and time. Staff will properly advertise the workshop.

➤ ***Commissioner Calendar Review***

Administrative Assistant and Records Manager Sherrie Bowers reviewed upcoming meetings for the Commissioners which included a Tri-Cities Visitor & Convention Bureau Full Board meeting scheduled for Thursday, August 28, 2008 at 7:30 a.m., at Hampton Inn in Richland for Commissioner Boomer and a TRIDEC Full Board meeting scheduled for Thursday August 28, 2008 at 4:00 p.m., at Three Rivers Convention Center for Commissioner Hanson. Ms. Bowers asked that Commissioners notify her of any revisions.

➤ ***Meeting Reports***

- Commissioner Wagner reported attending the State, County and Local Good Roads and Transportation meetings as well as the Regional Transportation Planning Organization Annual Priority meeting.
- Mr. Arntzen reported attending a Tri-Ports meeting, met with a Vista Hangars tenant and gave a presentation to a Kiwanis Club regarding recent Port successes and upcoming projects.
- Mr. Peterson participated on the consultant selection committee for Port of Pasco's waterfront flex office building and/or light industrial flex building project.

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- Mr. Cryer also attended Confluence Project Board meeting, and two Confluence celebrations which included the Dedication of Sandy River Delta Site and the Land Bridge Dedication in Vancouver, Washington.
- Ms. Bader Inglima attended a Rivershore Enhancement Committee meeting, a Sacagawea Trail meeting, a Benton County Planning Commission meeting where the City of West Richland's application to expand the Urban Growth Area was declined. The Benton County Planning Commission will be recommending that Benton County Commissioners also decline the request. The request would have benefited the Port's property in the area and Ms. Bader Inglima will be in attendance at the upcoming Benton County Commission meeting for the final decision. Ms. Bader Inglima also manned a Port information booth at the Confederated Tribes of the Umatilla Indian Reservation's 13th Annual Salmon Walk which was Saturday, August 23, 2008. She displayed the Port's Shoreline Master Plan for Clover Island stating there was considerable interest in the project.

➤ *Non-scheduled Items*

City of Richland 50th Anniversary Celebration: Ms. Bader Inglima stated the Port was participating in City of Richland's 50th Celebration and the Port will be recognized in advertising and marketing material for the event.

Clover Island Inn Concert Series: Mr. Arntzen stated the band Pablo Cruise will perform at Clover Island Inn September 12, 2008. He commended Clover Island Inn Manager Mark Blotz for his hard work in creating the annual concert series which has become a great success for the hotel and has brought thousands of people out to rediscover Clover Island.

Clover Island Yacht Club: Commissioner Hanson requested an update of Clover Island Yacht Club building construction project. Mr. Peterson stated bid documents would be distributed this week, but because final approval from the State was still pending, he had updated the Commission. He also stated the parking lot construction project on Clover Island was awaiting approval from City of Kennewick.

PUBLIC COMMENT

- Mary Coie requested Port staff contact information for after hours and weekends explaining transient boaters needed accommodations over this last weekend and Clover Island Yacht Club was not able to accommodate them. Had she known how to get in touch with Port representatives she would have given the boaters the information.

Mr. Arntzen stated the staff contact numbers were available and he would supply them to Ms. Coie.

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Mr. Cryer explained the Port's answering service and Moon Security, which is posted on the front door to the Port building, both had a list of contact numbers for Port Representatives for after regular business hours.

- Mr. Mark Blotz thanked the Port for its support of the Summer Concert Series over the last four years.

EXECUTIVE SESSION

Real Estate Matters RCW 42.30.110 (i)

Commissioner Boomer called for a seven-minute recess at 3:43 p.m., after which there would be an Executive Session to discuss real estate matters. Mr. Arntzen anticipated Executive Session to last approximately forty-five minutes with no action expected.

Mr. Arntzen exited the Commission Chambers at 4:25 p.m., to announce Executive Session would be extended approximately sixty minutes.

ADJOURNMENT

Regular Session was reconvened at 5:20 p.m., and with no further business to bring before the Board, the meeting was adjourned at 5:20 p.m.

APPROVED:

**PORT OF KENNEWICK
BOARD OF COMMISSIONERS**

Linda Boomer, President

David Hanson, Vice President

Gene Wagner, Secretary