



# PORT OF KENNEWICK REGULAR COMMISSION MEETING

FEBRUARY 27, 2018 MINUTES

## CALL TO ORDER

Commission President Thomas Moak called the Regular Commission Meeting to order at 2:00 p.m. in the Port of Kennewick Commission Chambers located at 350 Clover Island Drive, Suite 200, Kennewick, Washington 99336.

### The following were present:

**Board Members:** Thomas Moak, President  
Don Barnes, Vice-President  
Skip Novakovich, Secretary

**Staff Members:** Tim Arntzen, Chief Executive Officer  
Tana Bader Inglima, Deputy Chief Executive Officer  
Amber Hanchette, Director of Real Estate and Operations  
Nick Kooiker, Chief Financial Officer/Auditor  
Larry Peterson, Director of Planning and Development  
Lisa Schumacher, Special Projects Coordinator  
Bridgette Scott, Executive Assistant  
Lucinda Luke, Port Counsel

## PLEDGE OF ALLEGIANCE

Mr. Moak led the Pledge of Allegiance.

## APPROVAL OF THE AGENDA

***MOTION:*** Commissioner Barnes moved to approve the Agenda as presented; Commissioner Novakovich seconded. With no further discussion, motion carried unanimously. All in favor 3:0.

## PUBLIC COMMENT

No comments were made.

## CONSENT AGENDA - A

- A. Approval of Direct Deposit and E-Payments Dated February 16, 2018***  
Direct Deposit and E-Payments totaling \$58,028.52
- B. Approval of Warrant Registers Dated February 27, 2018***  
Expense Fund Voucher Number 39893 through 39919 and 39921 through 39931 for a grand total of \$63,014.30
- C. Approval of Regular Commission Business Meeting Minutes February 13, 2018***

***MOTION:*** Commissioner Novakovich moved for approval of Consent Agenda - A, as presented; Commissioner Barnes seconded. With no further discussion, motion carried unanimously. All in favor 3:0.

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## CONSENT AGENDA - B

### *A. Approval of Warrant Register for P.S. Media Dated February 27, 2018*

Expense Fund Voucher Number 39920 for a grand total of \$15,795.08

***MOTION:*** *Commissioner Barnes moved for approval of the Consent Agenda B; Commissioner Moak seconded.*

### ***Discussion:***

*Mr. Novakovich stated he would like to recuse himself from any action on Consent Agenda - B, because on April 12, 2011, he disclosed that Esprit, the company he and his wife owns, has a contract with PS Media to print the Port's newsletter and other printed materials. Esprit does not get paid directly from the Port; they get paid from PS Media.*

*Consent Agenda - B is a payment to PS Media and in the interest of any kind of perception that there could be a conflict, he would like to recuse himself from any action on this item.*

***With no further discussion, motion carried. All in favor 2:0, (Commissioners Moak and Barnes) 1 abstained (Commissioner Novakovich).***

## PRESENTATION

### ***A. Hanford Economic Investment Fund Advisory Committee (HAEIFAC) Grant - Bob Koch***

Ms. Bader Inglima stated in 2017 the Commission authorized staff to submit a grant application to Hanford Economic Investment Fund Advisory Committee (HAEIFAC). The Port applied in partnership with the City of Kennewick for infrastructure improvements to support both Columbia Gardens Phase 2 and Vista Field Redevelopment. Ms. Bader Inglima introduced HAEIFAC Chairman Bob Koch, to share the news of the grant application on behalf of the Committee.

Mr. Koch thanked the City and Port for their grant application and stated the mission of HAEIFAC grant program is to serve as a catalyst for private capital investment and new job creation. Grants are made to governmental entities for projects that focus on creating primary jobs and that encourage new development and business expansion. Mr. Koch stated HAEIFAC invests the interest from public loans and uses the interest for grants.

Ms. Bader Inglima stated the Port has received funding from the Rural County Capital Funds (RCCF) to move forward on Phase 2 of the Wine Village, however, material and labor costs increase and the investment by HAEIFAC investment will allow the Port to complete the Phase 2 elements as the Commission had envisioned. Ms. Bader Inglima introduced City of Kennewick Mayor, Don Britain.

Mr. Britain, on behalf of the City, stated the work that both entities have done on the redevelopment on Columbia Drive has been spectacular. Mr. Britain sits on the HAEIFAC Board and stated this project is a true representation of economic development and partnership.

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Mr. Koch, on behalf of the HAEIFAC Board of Directors, presented a check to the Port and City in the amount of \$150,000 for Phase 2 of Columbia Gardens.

Mr. Moak expressed the Port's appreciation to Mr. Britain and City staff for the assistance on Columbia Gardens. Mr. Moak is thankful for the City's leadership, who recognized the need for economic development in this area.

Mr. Britain thanked Mr. Moak for his comments and stated all of this is possible because City and Port staff have done an enormous amount of work to move this project forward.

Mr. Moak stated Columbia Gardens is significant project and it is wonderful to have so many partners working together who see the value in what the Port is trying to accomplish on Columbia Drive.

## NEW BUSINESS

### *A. Interlocal with City of Kennewick for Columbia Gardens Wine Village Effluent Treatment Facility; Resolution 2018-02*

Ms. Hanchette stated before the Commission is an Interlocal Agreement (ILA) between the City and Port for the Columbia Gardens Wine Effluent Treatment Facility. The ILA is a continuation of the partnership between the Port and City and part of Phase 1, where the City invested in the construction and installation of the wine effluent treatment system. The City of Kennewick will be responsible for the operations and maintenance of the wine effluent treatment system. The treatment room is located at 421 E. Columbia Drive, Suite A130, in one of the Port's newly constructed buildings. Effluent treatment tanks are located underground to the West of the A buildings. No rent shall be due from the City to the Port and the City shall be responsible for all separately metered electricity and water utility charges associated with Suite A130.

Mr. Barnes noted a couple of typos in the ILA:

- Section 2.2: open parenthesis that begins on the fourth line;
- Section 2.2: remove comma and insert right parenthesis on fifth line; and
- Section 5.5: date should read January 1, 2029, not 2028 on third line.

Ms. Hanchette will work with Ms. Luke and the City attorney to correct the typos.

***MOTION:*** *Commissioner Barnes moved for approval of 2018-02, adopting the Interlocal Agreement, with the suggested changes, between the Port of Kennewick and City of Kennewick for the Columbia Gardens Wine Village Wine Effluent Treatment System; Commissioner Novakovich seconded.*

## **PUBLIC COMMENT**

*No comments were made.*

### **Discussion:**

*Mr. Barnes stated the ILA is a furtherance of the relationship between the City and Port and the treatment system will allow for more production of wine at this site.*

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*Mr. Moak stated the Port and City are working together as a team, to ensure all the details are taken care of for Columbia Gardens. Mr. Moak appreciates the work of Port and City staff in preparing the ILA.*

*With no further discussion, motion carried unanimously. All in favor 3:0.*

***B. Bruker AXS Handheld 60 Day Lease Extension; Resolution 2018-03***

Ms. Hanchette stated Bruker leases space in Vista Field Development Facility A and their current lease expired December 31, 2017. Ms. Hanchette requested a 60 day lease extension December 12, 2017 (Resolution 2017-33) to work through their lease renewal. Bruker representatives have requested that their legal counsel review the draft lease prior to acceptance, because of the new lease format. Therefore, staff is requesting a sixty (60) day extension to complete the lease review with Bruker representatives and their legal counsel.

***MOTION: Commissioner Novakovich moved for approval of Resolution 2018-03, approving a 60-day lease extension with Bruker AXS Handheld to complete lease renewal negotiations; Commissioner Barnes seconded.***

***PUBLIC COMMENT***

*No comments were made*

*With no further discussion, motion carried unanimously. All in favor 3:0.*

## **REPORTS, COMMENTS AND DISCUSSION ITEMS**

***A. Columbia Drive***

***1. Columbia Gardens Phase 2 Project Update***

Mr. Peterson reported plans for Phase 2A of Columbia Gardens, which include the loop road, the food truck area/plaza, utilities and parking lot, were submitted to the City for review on February 12, 2018. Mr. Peterson anticipates City comments by next week and then the Port will go out for bid late March for the loop road et al.

Mr. Peterson presented illustrations for Phase 2B of Columbia Gardens which includes the new tasting room spaces, outdoor spaces, and the Cedar Street Parking lot. It was determined after Ms. Hanchette attended the Washington Wine Growers Association Trade Show that attendees would prefer a small space (1,000 square feet) for a tasting room, rather than one large space (2,500 square feet). Mr. Peterson and Ms. Hanchette worked with Thomas Kastner of Meier Architecture to demise the space into two smaller units with separate mechanical, utilities and restroom facilities.

Mr. Kastner stated it has been a great pleasure to work with Port staff on the building and he is ready to make it a reality.

Mr. Moak inquired if a bell or some other musical device could be installed in the cupola.

Mr. Kastner stated it is feasible, however, per code, the space cannot be occupied by people.

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Mr. Novakovich inquired if the two spaces are equal in square footage.

Mr. Kastner stated they are very close and are approximately 900 square feet and each space will be a very different experience.

Mr. Barnes inquired if the building will be similar to the existing buildings which were completed last year.

Mr. Kastner stated facades for each space will be different than the current buildings, but will be complimentary. Mr. Kastner pointed out several exterior materials and explained that they would be durable, modern, and efficient.

Mr. Moak inquired if the building could be utilized by one tenant.

Mr. Kastner indicated the design is flexible and with some small changes, the building could be utilized by a single tenant.

Mr. Moak is excited about the design and appearance of the space and the multiple facades and materials. The illustrations are impressive and Mr. Moak believes the building space will be attractive to businesses and the public. Mr. Moak inquired if patrons of the food trucks will be able to utilize the outdoor patio space.

Mr. Peterson stated the tasting rooms will have a light food prep area and will utilize caterers for events. The outdoor seating is associated with the business and there is a plaza for the food trucks, however, there has been the discussion of "food runners" for food from the food trucks when patrons are visiting the tasting rooms.

Mr. Arntzen recalled that last year he met with Michael Mehaffy and Laurence Qamar in Portland and they went to a microbrewery and adjacent to the brewery were food trucks. The brewery utilized the food trucks to serve food at their establishment. Mr. Arntzen stated the Port hopes to emulate the vibrancy of the Portland food truck culture with the unique space of the Wine Village. Bart Fawbush of Bartholomew Winery is really excited about the elements of this concept and is ready for the Port to begin work on Phase 2. Mr. Arntzen and staff will work with Mr. Kastner on a presentation for the Commission which will showcase a variety of authentic materials.

Mr. Barnes stated the layout is fantastic because it will appear to be two different spaces from the exterior and pleased by the flexibility of the design and the use of durable materials.

Mr. Kastner stated the goal is to create an aesthetic that differentiates the spaces.

## ***B. Vista Field Update***

Mr. Peterson reported that he and David Robison met with City staff, Gary Hall of Hall Engineering Associates and Sam Neilsen of Parametrix on February 5, 2018 to review the Vista

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Field construction documents. Mr. Peterson presented slides regarding Deschutes Avenue and potential solutions for safer pedestrian traffic crossing and stop control at the intersection.

Mr. Robison stated Port and City staff are working together to find common ground regarding the street network, because the City will be managing and maintaining the street. Mr. Robison stated the process is more manageable when the Port and City work as a team on the solution.

Mr. Moak stated it is important to be a team player and continue to work with the City.

Mr. Barnes stated at this time, pedestrians along Deschutes are very rare, but all of that could change with development. It is important to allow for traffic stops and add sidewalks for pedestrians and the scenarios offered for Deschutes are a great starting point.

Mr. Peterson indicated 750+ employees work in the area and we want them to be able to safely cross Deschutes and take advantage of what Vista Field has to offer.

Mr. Robison stated the ability to put in pedestrian crossing and stop paths on Deschutes would replicate what the Port presented in the Traffic System Impact Analysis. If the City would like to implement their plan, the Port can stipulate that as pedestrian traffic increases, crossing and stop traffic requirements will be added.

Mr. Peterson stated both layouts are acceptable for Vista Field.

Mr. Moak has great confidence in the Port and City to come up with an acceptable solution and he appreciates the approach and how we are working as a team to find a solution.

## **C. *Opportunity Fund***

Mr. Arntzen stated as part of the 2017-2018 Biennial Budget, a line item was established for an opportunity fund. The opportunity fund is mechanism for the Port to access funds for projects that arise after the budget and work plan are in place. Mr. Arntzen inquired if the Commission would consider using the opportunity fund for partnership project requests or internal Port projects that staff believe are important, or both. As an internal request, Mr. Arntzen relayed a conversation with one of the Wine Village tenants regarding Duffy's Pond. The tenant inquired if the Port was planning on cleaning up the Pond, now that the overgrown vegetation has been removed and the Pond is more visible from Columbia Gardens.

Mr. Moak believes the opportunity fund is for opportunities we had not thought of when the budget was compiled. If Duffy's Pond had been discussed during the budget, in conjunction with the Port's work on the Wine Village, it most likely would have been included in the budget. Mr. Moak stated the opportunity fund should be used for internal or external projects.

Mr. Novakovich agrees with Mr. Moak and stated if the opportunity enhances the Port's mission and complements our work plan, then the Port should consider using the opportunity fund.

Mr. Barnes concurs and inquired if any of the fund has been used and how much is in the fund.

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Mr. Kooiker stated that the fund has not been used and there is currently \$100,000 remaining.

Mr. Barnes appreciates that the Commission can evaluate an opportunity as it presents itself and the fund provides flexibility.

Mr. Arntzen appreciates the Commission comments and will compile a list of projects for the opportunity fund with rough dollar amounts.

### ***D. Comprehensive Scheme Review***

Mr. Arntzen reviewed the Port's Comprehensive (Comp) Scheme and stated the Port has transitioned to urban revitalization and development and is concentrating investment in developed areas. Additionally, Mr. Arntzen has clear direction from the Commission on Vista Field and Columbia Drive, but asked for further guidance on other projects and the implementation process outlined in the Comp Scheme.

Mr. Arntzen outlined the current projects in the Comp Scheme:

- Vista Field: finalizing construction documents and bid Phase 1A in August;
- City of Kennewick Waterfront (Columbia Gardens and Clover Island): Columbia Gardens Phase 2A infrastructure will go out for bid within the next 30 days and Phase 2B will include construction of a tasting room (211 East Columbia Drive replacement building);
- Clover Island: 1135 USACE project and build enhancements for mixed use waterfront;
- City of Richland: continue dialogue with City staff on identifying projects, which may include Columbia Park Trail street scape improvements;
- Tri-City Former Raceway, West Richland: a long term strategy for development, the Comp Scheme outlines a 4-7 year time frame for development, which includes the completion of the I82 Red Mountain Interchange and utility infrastructure to the property. A short term strategy would include working with the City of West Richland to formulate a joint plan to place utilities to the boundary of the property.

Mr. Arntzen stated since 2014 the Port has worked diligently to remove entitlements from the former raceway property, including the Kennewick Irrigation District Inundation Clause. Furthermore, in 2014 the Commission passed Resolution 2014-31 which outlines the Port's Budget, Financial and Operational Philosophy, which states, "Support intergovernmental cooperation by partnering with entities which demonstrate support."

Mr. Arntzen stated recently West Richland City Councilman Don Engleman asked the Port to consider entering into an Interlocal Agreement (ILA) to develop the former raceway property. Mr. Arntzen inquired if the Commission had additional direction for staff regarding the current projects.

Mr. Barnes stated Commission and staff thoroughly reviewed the Comp Scheme and took a lot of time and effort to set the course for the Port's future. Mr. Barnes indicated if circumstances change, then the Port has the ability to amend our Comp Scheme; however, West Richland has indicated that with its current growth, they would like the Port to invest in the former raceway sooner, rather than later. The Port is small and has limited resources and it is imperative that we prioritize our

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projects. Mr. Barnes believes West Richland needs to be patient, because their time will come. Mr. Barnes stated the Commission was very thoughtful about the Comp Scheme and it is important to stay on course and follow the public document.

Mr. Novakovich indicated that the Port offered the City land at the former raceway to install their wine wastewater treatment plant, which would have brought utilities to the property, but they did not accept. The Port has completed several items to prepare the property and it may be beneficial to make a presentation to the Council which outlines what the Port has accomplished. In the meantime, perhaps there is a smaller project that would be acceptable, which is not related to the raceway. Mr. Novakovich inquired how much is budgeted for West Richland.

Mr. Arntzen stated 2017-2018 budget for West Richland is \$100,000.00.

Mr. Novakovich stated the Port's philosophy is save the funds for a bigger project; however, there may be a small project they would like assistance on.

Mr. Arntzen indicated the Comp Scheme states the Port can assist the City on a small project; however, the caveat is, monies that would initially be saved for the raceway will be used for the smaller project.

Mr. Novakovich stated the Council should be made aware of the parameters, if they decide they would like assistance on a smaller project.

Mr. Moak believes the former raceway is a long term project and should be driven by a variety of external circumstances, including the Red Mountain Interchange. Mr. Moak is more interested in what the property owners on Red Mountain would like the Port to accomplish at the former raceway, additionally, the development should be market driven. Mr. Moak stated half of the City Council is new and the Port should meet with the Council to explain what has been accomplished at the raceway and possibly draft an ILA as Councilman Engleman requested. Mr. Moak stated the Port has used our portion of Rural County Capital Funds (RCCF) on joint projects with support from our jurisdictional partners; however, the City of West Richland chose not to partner with the Port. Mr. Moak would like to see some engagement from the City, but does not believe the Port needs to move faster on the former raceway property.

Mr. Novakovich inquired if the City has received any RCCF funding.

Mr. Kooiker believes the City has not received any RCCF funding.

Mr. Arntzen reported that he did converse with Mayor Brent Gerry about partnering on a RCCF application twice, and does not believe it resonated. However, Kennewick and Richland approached us to partner on joint projects.

Mr. Novakovich stated one of the parameters that the Port follows is to partner with agencies who make an investment in the project, and we have extended the offer to work with West Richland.



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Mr. Arntzen will ask staff to summarize what Port has done in last five years in West Richland, which could be a power point presentation or an article in the upcoming newsletter. Furthermore, Mr. Arntzen will review ILA's that staff previously worked on with the West Richland Joint Economic Development Committee.

Mr. Novakovich believes an article in the newsletter would be beneficial, because our constituents would have an opportunity to see what the Port has accomplished in West Richland. Additionally, the Port should present the information to Council as well and discuss an ILA.

Mr. Moak stated there has been development in West Richland; however, it is not commercial development. Mr. Moak inquired if the Port has any property for sale in West Richland.

Ms. Hanchette stated the Port has two one acre parcels available, which are located behind Black Herron Distillery and are in close proximity to the Wine Waste Treatment Facility.

Mr. Barnes inquired if there is a way for the Port to collaborate with the Port of Benton and West Richland on a project.

Mr. Arntzen stated the Port cannot transfer the former raceway property to Port of Benton, because it is not close enough in proximity to the Port of Benton boundaries. Additionally, there is a statutory process by which the two Ports could consolidate; however, the taxpayers would need to pursue if they so desired.

Mr. Moak stated the Port should not overcommit ourselves, but should continue to look at ways we can be more effective throughout the community.

Mr. Arntzen stated staff has been tasked with developing Vista Field and Mr. Arntzen is concerned that staff has spent a lot of time responding to West Richland, which takes away from Vista Field.

Mr. Novakovich stated it is the CEO's job to allocate resources efficiently and effectively, whether it is financial and/or staff resources, and it is the Commission's job to make sure we do not over allocate projects and over extend staff, with our limited resources.

Mr. Arntzen will summarize the Port's projects and will follow up to see how the Commission would like to disseminate the information, whether in the Port's Newsletter or a presentation to the West Richland City Council. Mr. Arntzen will work with Mr. Kooiker on a funding proposal to partner with West Richland to place utilities to the boundary of the former raceway for the City's consideration.

Mr. Novakovich inquired how much the Port's portion for the utility infrastructure would be.

Mr. Arntzen estimates the Port's portion for utilities will be approximately \$275,000; however, that only gets utilities to the boundary of the former raceway. The interior development will be an investment of up to \$5,000,000.

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Mr. Arntzen stated the Former Raceway Master Plan recognizes the timing of development, and private property owners might appreciate a lengthy development schedule, so that they can maximize their investments.

## RECESS

*Mr. Moak recessed the meeting at 4:10 p.m. for ten minutes and will reconvene at approximately 4:20 p.m.*

*Mr. Moak reconvened the meeting at 4:16 p.m.*

### ***E. Regional Vision Project / 2030 Committee***

Mr. Arntzen recently attended the 2030 Visioning Meeting, sponsored by the Tri-City Regional Chamber of Commerce. The intent of the meeting was to form a committee regarding a vision for the Tri-Cities and what the public may want to see in the year 2030. Lori Mattson, Regional Chamber CEO, emceed the program and David Lippes, former owner of TiLite, presented this opportunity to work together. Mr. Arntzen stated the handout materials focused on examples of other communities (ie. Quad Cities). New Edge Technology will be surveying the community and then 22 stakeholders from various jurisdictions will meet to go over the results. Mr. Arntzen inquired how this committee and survey is different from other planning efforts in the region, for example the Roger Brooks Study or the Community Roundtable. Mr. Arntzen stated the rollout did not leave a lasting impression; however, if the Commission desires, he will attend the meetings.

Mr. Moak asked what Mr. Lippes presented.

Mr. Arntzen believes it was an attempt at a planning process for the future of the community.

Mr. Novakovich inquired if Mr. Arntzen has time to sit on the committee and if he believes it is beneficial to the Port. Furthermore, Mr. Novakovich does not believe a survey will provide information that we do not already have.

Mr. Arntzen stated if the Commission would like him to participate, he would find time. Mr. Arntzen indicated the group did ask for our endorsements and he felt very uncomfortable being asked to endorse the project after the hour presentation.

Mr. Moak stated New Edge Technology is reputable, however, Vista Field and Columbia Gardens are the future for our community. Mr. Moak shares Mr. Novakovich's sentiments, but believes the Port should attend, even though it may not be productive.

Mr. Arntzen stated if the Port is asked to participate, we will attend the meetings and try to make a positive contribution. Mr. Arntzen appreciates the input and will keep the Commissions apprised.

### ***F. Commissioner Meetings (formal and informal meetings with groups or individuals)***

Commissioners reported on their respective committee meetings.

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## **G. Non Scheduled Items**

1. Mr. Novakovich gave an update on the Washington Public Ports Association (WPPA) Legislative Report:
  - Tourism Promotion (SB 5251) moved out of the Senate last week on a vote of 47-0 and the state funding is limited to \$2,500,000 per year;
  - Campaign Contribution Limits for Port Commissioners (HB 2647) passed out of the House last week with a vote of 97-0. The bill extends current campaign contribution limits for port districts with over 200,000 registered voters to all port districts and creates a uniform campaign contribution limit among all ports of \$800 per individual contributor, per candidate, per election cycle;
  - Unit Pricing Contracting (SB 6072 and HB 2691) clarifies the port's authority to continue to use unit pricing;
  - Establishing a Bid Limit (SB 6329) would allow ports to waive competitive bidding requirements when the anticipated cost of the public works project is less than \$40,000.
2. Mr. Barnes received email from TRIDEC CEO Carl Adrian, which stated Jackie Banning resigned as of March 2, 2018.
3. Mr. Moak recently got back from Austin, Texas and would like to present some relevant photos, however, he will defer the presentation until the next meeting.
4. Ms. Bader Inglima is currently working on the spring newsletter, which will feature the Vista Field community meeting in April.
5. Ms. Luke stated the anti-harassment and bi-standard training presentation will be held on April 10, 2018 at the Regular Commission Meeting.

## **PUBLIC COMMENTS**

Dorothy Hansen, 3202 West 47<sup>th</sup> Avenue, Kennewick. Ms. Hansen, on behalf of the Clover Island Yacht Club, thanked Ms. Hanchette and Mr. Boehnke for installing the new patio gate, which was one of the old gates from the Port marina.

Ms. Hanchette stated it was Mr. Boehnke's idea to reuse the old marina gates to ensure privacy for the Yacht Club members.

Boyce Burdick, 414 Snyder Street, Richland. Mr. Burdick reported the Arts Center Task Force will be holding a fundraiser on March 10, 2018. "All You Need is Love" features the Mid-Columbia Ballet, Mid-Columbia Mastersingers, Mid-Columbia Musical Theatre and Mid-Columbia Symphony. Mr. Burdick thanked the Port, who is an advertising partner for the event.

## **COMMISSIONER COMMENTS**

No comments were made.

Mr. Moak anticipates the Executive Session will last approximately 20 minutes, Potential Litigation, per RCW 42.30.110(1)(i) with no action anticipated. Mr. Moak asked the public to notify Port staff if they will return after the executive session so staff can advise if the session concludes early.

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Mr. Moak recessed the Regular Commission Meeting at 4:38 p.m.

## EXECUTIVE SESSION

### *A. Potential Litigation, per RCW 42.30.110(1)(i)*

Mr. Moak convened the meeting into Executive Session at 4:39 p.m. for approximately 20 minutes.

Mr. Moak adjourned the Executive Session at 4:59 p.m.

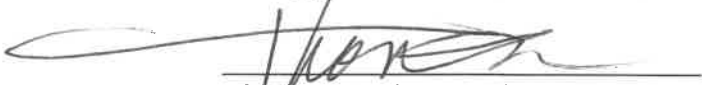
Mr. Moak reconvened Regular Commission Meeting at 5:00 p.m.

## ADJOURNMENT

With no further business to bring before the Board; the meeting was adjourned 5:00 p.m.

### **APPROVED:**

**PORT of KENNEWICK  
BOARD of COMMISSIONERS**



*Thomas Moak, President*



*Don Barnes, Vice President*



*Skip Novakovich, Secretary*

**PORT OF KENNEWICK**

**Resolution No. 2018-02**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS  
OF THE PORT OF KENNEWICK APPROVING AN INTERLOCAL AGREEMENT WITH  
THE CITY OF KENNEWICK FOR COLUMBIA GARDENS WINE VILLAGE,  
EFFLUENT TREATMENT FACILITY**

**WHEREAS**, Resolution 2013-24 approves the Interlocal Agreement between the Port and the City of Kennewick (City) related to the Columbia Gardens Wine Village, Phase 1, located on Columbia Drive in downtown Kennewick; and

**WHEREAS**, the Port and City have agreed to collaborate on the wine effluent treatment system that is an essential element necessary to support the development of the working wineries within Columbia Gardens Wine & Artisan Village; and

**WHEREAS**, the Port and City have outlined the general provisions, operations and maintenance of the wine effluent treatment center in an Interlocal Agreement.

**NOW, THEREFORE; BE IT HEREBY RESOLVED** that the Board of Commissioners of the Port of Kennewick approves the Interlocal Agreement and instructs the Port CEO to execute the Interlocal Agreement, and take all action necessary to implement the Interlocal Agreement.


**ADOPTED** by the Board of Commissioners of the Port of Kennewick on the 27th day of February, 2018.

**PORT OF KENNEWICK  
BOARD OF COMMISSIONERS**

By:

  
THOMAS MOAK, President

By:

  
DON BARNES, Vice President

By:

  
SKIP NOVAKOVICH, Secretary

**PORT OF KENNEWICK**

**Resolution No. 2018-03**

***A RESOLUTION OF THE BOARD OF COMMISSIONERS  
OF THE PORT OF KENNEWICK AUTHORIZING THE CHIEF EXECUTIVE OFFICER  
TO EXECUTE AN AMENDMENT TO THE COMMERCIAL LEASE AGREEMENT WITH  
BRUKER AXS HANDHELD INC.***

***WHEREAS***, the Port of Kennewick (Port) is authorized to enter into certain leases upon such terms as the Port Commission deems proper; and

***WHEREAS***, the current lease dated January 1, 2013 with Bruker AXS Handheld Inc. expires December 31, 2017; and

***WHEREAS***, the Commission approved Resolution 2017-33 granting a sixty day (60) lease extension expiring on March 1, 2018; and

***WHEREAS***, port staff requests Commission approval for an additional sixty day (60) lease extension expiring on April 30, 2018 to complete lease renewal negotiations with Bruker AXS Handheld Inc.

***NOW, THEREFORE, BE IT HEREBY RESOLVED*** that the Board of Commissioners of the Port of Kennewick hereby approves a sixty day (60) lease extension and authorizes the Chief Executive Officer to execute an amendment to the Commercial Lease Agreement with Bruker AXS Handheld Inc.

***ADOPTED*** by the Board of Commissioners of the Port of Kennewick on the 27th day of February 2018.

***PORT of KENNEWICK  
BOARD of COMMISSIONERS***

By: 

THOMAS MOAK, *President*

By: 

DON BARNES, *Vice President*

By: 

SKIP NOVAKOVICH, *Secretary*