



PORT of KENNEWICK

COMMISSIONERS | DAVID W. HANSON | GENE WAGNER | SKIP NOVAKOVICH

September 12, 2011

VIA EMAIL AND U.S. MAIL

Mr. John S. Ziobro
Telquist Ziobro McMillen
Attorneys at Law
1333 Columbia Park Trail, Suite 101
Richland, WA 99352

RE: Request for Public Records dated August 3, 2011

Dear Mr. Ziobro:

The first installment of travel expense reports; claims for expenses and reimbursements; and vouchers and supporting invoices for claimed expenses are ready to be mailed.

The first installment was estimated to be 750 pages, and the actual number of pages copied was 754. Your check for \$112.50 dated August 30, 2011 for the first installment has been received. An extra \$0.60 is due for the additional copies. The cost to mail the package is \$9.30; therefore the current balance due is \$9.90. The documents will be mailed upon receipt of the balance due.

The first installment includes "Claims for Expenses" and all vouchers and supporting invoices for claimed expenses for David Hanson beginning 2002, which was the start of his employment. We feel this meets your first, second, third and fifth requests for David Hanson. All "Claims for Expenses" are for expenses reimbursed to the employee made on behalf of the Port for any purpose. The Port does not use "Travel Expense Reports" and we believe the "Claims for Expenses" serve the same purpose as Travel Expense Reports. Please notify me if you do not agree with this interpretation.

Our letter dated August 22, 2011 states the following:

Due to the broad nature of your request, however, particularly the fourth and fifth request, which contain no date limitations, the Port estimates that it will take approximately 6 months to complete the entire request. The Port will open its records and allow full access to all expense records in our possession, which

Mr. John S. Ziobro
September 12, 2011
Page 2

may go back to 1915, when the Port was formed. This will allow you to flag the expenses you would like to have copied. Or, if you are willing to narrow the request, the Port would be able to complete the request on a shorter time table.

Since we did not receive clarification, we will provide the documents we feel meet your request. If they do not, please advise us.

We have reviewed the records for the second installment and have completed the redaction process; however a third party notification letter will be sent to the individual notifying them of the right to review the records and seek to enjoin production pursuant to RCW 42.56.540.

We will be able to provide an update on the second installment by September 26, 2011.

If I may be of further assistance, or should you have any questions, please do not hesitate to contact me.

Sincerely,



Bridgette Scott
Executive Assistant