



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

JANUARY 28, 2014 MINUTES

CALL TO ORDER

Commission President Don Barnes called the 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: Don Barnes, President
Skip Novakovich, Vice-President
Thomas Moak, Secretary

Staff Members: Tim Arntzen, Executive Director
Tana Bader Inglima, Director of Governmental Relations & Marketing
Amber Hanchette, Director of Real Estate & Operations
Larry Peterson, Director of Planning & Development
Bridgette Scott, Executive Assistant
Lucinda Luke, Port Counsel
Lisa Schumacher, Special Projects Coordinator

PLEDGE OF ALLEGIANCE

Kirk Williamson led the Pledge of Allegiance.

PUBLIC COMMENT

Linda Lehman, Secretary, Benton City Economic Development Council, and new councilmember. Benton City sent a briefing report to Ms. Hanchette, outlining two main initiatives: the downtown revitalization project and the website development. We are in the final stages of the website and hope to be online soon. Also, we have been mailing out surveys and have an on-line survey, regarding the vision of Benton City over the next ten years.

Kirk Williamson, 527 N. Reed, Kennewick. Mr. Williamson thanked Mr. Peterson for the tour of the former Vista Field airport. He would like to underscore what the DPZ consultant reiterated in the Tri-City Herald on Sunday about the potential of Vista Field and how it ought to be developed. He believes the port and City of Kennewick are on the verge of something outstanding and they need to be patient and take the time to do it right and do it well. He would like to see the port look into the national or international market for a development partner that is big enough and smart enough, has enough money and political clout, to pull off a special centerpiece for this vibrant community.

No further public comments were made.

COMMISSIONER COMMENTS

Mr. Novakovich thanked Ms. Lehman for the update on Benton City and Mr. Williamson for his comments.



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CONSENT AGENDA

The consent agenda consisted of the following:

- A. Approval of Direct Deposit and Warrants Dated January 14, 2014**
Direct Deposit totaling \$36,251.25.
- B. Approval of Direct Deposit and Warrants Dated January 21, 2014**
Direct Deposit totaling \$24,519.28 and Expense Fund Voucher Numbers 35216 through 35219 totaling \$4,652.85; for a grand total of \$29,172.13.
- C. Approval of Warrant Registers Dated January 29, 2014**
Expense Fund Voucher Numbers 35220 through 35274; for a grand total of \$120,707.53
- D. Approval of Commission Meeting Minutes Dated October 22, 2013**

MOTION: *Commissioner Novakovich moved for approval of the consent agenda; Commissioner Moak seconded. With no further discussion motion carried unanimously. All in favor 2:0; Commissioner Moak abstained.*

REPORTS COMMENTS AND DISCUSSION ITEMS

A. Resolution 2012-52 Budget Goals

Mr. Arntzen requested the Commission discuss the resolution for any corrections, additions or deletions.

Mr. Barnes feels this will help our port prioritize projects within the budget and will give Mr. Moak an opportunity to weigh in on some of these issues.

Mr. Moak generally likes the resolution and believes it is more than a budget; it is a philosophy about how business is conducted. He does not agree that projects should be limited to resources in hand, but believes bonds or loans could be considered for special projects.

Mr. Novakovich agrees with Mr. Moak, that the use of bonds or loans makes financial sense. Mr. Novakovich feels the resolution is good but would like to add the port should pursue high level quality projects, which is what we have become known for.

Mr. Barnes reiterated the changes in accounting will provide more detailed costs and will identify effective means or methods of addressing the operating gap; however, we should be mindful of the overall objectives of the port. We have limited staff, finite resources and large projects in the future and the port should focus on the things that are most important.

Mr. Peterson stated, our philosophy should include “why we are here, what we are doing, where are we going and how we best serve the citizens in our district.”

Mr. Kooiker stated the port has used a line of credit in the past and it could be an effective tool to use.

Mr. Arntzen commented that the Resolution began as a budget document with four points; however, it is currently a living document that needs to move forward.



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Mr. Novakovich agreed with Mr. Moak in that the Resolution should be named something other than Budget Goals, perhaps Budget Philosophy, as it has evolved over time.

B. Resolution 2013-16 Regarding Closure of Vista Field

Mr. Arntzen stated the Resolution was created shortly after the decision to close the airport was made. Mr. Petersen gave an update on the projects listed in Resolution 2103-16. He stated that Vista Field is a project to do right, but not necessarily done right now.

Ms. Hanchette stated the removal and decommissioning of fuel tanks has begun and the port will be sending out invitations to bid this week.

Mr. Novakovich is impressed with the staff and the amount of activity that has taken place in closing the airport.

Mr. Arntzen reiterated to the Commission that we are moving resources in the direction of closing Vista Field and it will be costly and time consuming. He expects a lot of public input throughout the process. Transparency is of utmost importance and we are working with DPZ on pre-planning. Mr. Arntzen has brought in more staff and shifted duties around to allow directors to contribute to the Vista Field project. Staff will be a conduit between the Commission, the public and DPZ. There are costs associated with this project and part of it is staffing. He believes our workload is getting bigger and needs to be addressed. As Mr. Williamson said, – “If we’re going to do things right” you have to bring resources in, but the rewards will be significant.

C. Clover Island Lighthouse

Ms. Bader Inglima stated a private citizen submitted a photo to the Tri-City Herald, which was printed on the front page, and posted on their Facebook page. This is a great example of an investment that is reshaping Clover Island, Columbia Drive and our waterfront.

D. March 11, 2014 Commission Meeting

Mr. Peterson would like to hold a joint meeting with the West Richland City Council. Oneza and Associates and Integrated Structures Inc. (ISI) will hold a charrette in the afternoon and share the results in a joint evening meeting. Mr. Peterson inquired if the Commission would be available. Mr. Moak is unavailable for an evening meeting on that date. The staff will work with the consultants and Commission to schedule the charrette and joint meeting at another time.

E. Cancellation of May 13, 2014 Commission Meeting

Mr. Arntzen stated one of the recommendations from his performance review is to attend International Economic Development Council (IEDC) conferences. A conference regarding downtown revitalization, which would apply to the Columbia Drive project, is being held in Anchorage. Mr. Arntzen requested the May 13, 2014 meeting be cancelled as he and Mr. Novakovich would like to attend the conference and the date conflicts with a Commission Meeting. The Commission will consider cancelling the meeting.

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. Ms. Scott introduced new-hire Lisa Schumacher, Special Projects Coordinator.
2. Ms. Bader Inglima shared postcards, which were specifically created for the Washington Wine and Grape Growers (WAWGG) conference. The 3D models will be displayed during the conference to create a buzz for Columbia Drive and Columbia Gardens.
3. The 2014 TRIDEC Economic Resource Guide features the Willows Wine Village on the front and back of the guide. TRIDEC highlighted all three ports this year in the guide.
4. Village at Island Harbor. At this time, we are unable to start the building project; however, we are able to procure the bronze casting of the Native American woman and boy. It is a culturally correct piece and the Confederated Tribes of the Umatilla Indian Reservation (CTUIR) are enthusiastic about this project. It is recommended the project be completed in two phases: 2014, complete the boardwalk, water feature and the artwork; in 2015 finish the project with a shade structure and other embellishments.
5. Mr. Arntzen and City of Kennewick City Manager Marie Mosley had a conference call with Professor Gary Black (ISI) and discussed the Columbia Gardens vision. Mr. Arntzen and Ms. Mosley also discussed the need to work on MOU details, outlining the landscaping, which is the most visual item to the public.
6. Ms. Mosley asked if the port could provide a staff member to attend ISCS in May. It is a good partnering opportunity with the city. The Commission is in consensus for a staff member to attend.
7. The Tri-City Herald – printed an Opinion/Editorial article related to Vista Field. Mr. Arntzen feels the article was a home run and a good “snapshot” of where Vista Field is right now.
8. Ms. Luke shared she attended an ISCS conference in the past and it is a great opportunity for the port to make some partnerships.
9. Ms. Hanchette stated the Tennis land sale agreement closed last week; it was recorded and is complete.

PUBLIC COMMENTS

Jim Wade, 1813 South Rainier Place, Kennewick. Mr. Wade inquired if there may be a company that would come in just for the materials without having to pay large fees for deconstruction regarding item 10 in Resolution 2013-16. He believes a farmer could use a big fuel tank or make a barn out of the materials.

Cal Coie, 705 South Oklahoma Street, Kennewick. Mr. Coie praised the Commission on the fact that they are not pushing the staff to go too fast with regard to the redevelopment of Vista Field. It is a big project with a lot of logistics. He stated the asphalt could be used for bedding, the base rock and underneath the roads in the future. Mr. Coie commented at the last meeting that Commission Moak suggested a tour of port properties; he would enjoy such a tour.

No further public comments were made.



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ADJOURNMENT

With no further business to bring before the Board; the meeting was adjourned at 3:39 p.m.

APPROVED:

PORT of KENNEWICK

BOARD of COMMISSIONERS


Don Barnes, President


Skip Novakovich, Vice President


Thomas Moak, Secretary