

## **AGENDA**

***Port of Kennewick  
Regular Commission Business Meeting  
Port of Kennewick Commission Chambers  
350 Clover Island Drive, Suite 200, Kennewick, Washington***

Tuesday, July 8, 2014  
2:00 p.m.

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. PUBLIC COMMENT** *(Please state your name and address for the public record)*
- IV. COMMISSIONER COMMENTS**
- V. CONSENT AGENDA**
  - A. Approval of Direct Deposit and Warrants Dated June 24, 2014
  - B. Approval of Direct Deposit and Warrants Dated July 2, 2014
  - C. Approval of Warrant Registers Dated July 9, 2014
  - D. Approval of Commission Meeting Minutes Dated June 24, 2014
  - E. Approval to Replace the Rooftop HVAC unit at Oak Street Industrial Park, Development Building A, Warehouse A130; Resolution 2014-17
  - F. Approval to Waive the One-Year Security Requirement for the Clover Island Development Company LLC; Resolution 2014-18
- VI. PRESENTATION**
  - A. Port of Pasco Airport Terminal Project Update, Executive Director Randy Hayden
- VII. REPORTS, COMMENTS AND DISCUSSION ITEMS**
  - A. Clover Island Lighthouse Update
  - B. Administrative Staff Report
  - C. WPPA Legislative Update
  - D. Commissioner Meetings (formal and informal meetings with groups or individuals)
  - E. Non-Scheduled Items
- VIII. PUBLIC COMMENT** *(Please state your name and address for the public record)*
- IX. COMMISSIONER COMMENTS**
- X. ADJOURNMENT**

***PLEASE SILENCE CELL PHONES***

**PORT OF KENNEWICK**

**Resolution No. 2014-17**

**A RESOLUTION OF THE PORT OF KENNEWICK BOARD OF  
COMMISSIONERS DESIGNATING A SOLE SOURCE CONTRACT FOR  
REPLACEMENT OF ROOFTOP HVAC UNIT TO DEVELOPMENT BUILDING A,  
WAREHOUSE A130, AS EXEMPT FROM PUBLIC WORKS COMPETITIVE  
BIDDING REQUIREMENTS**

**WHEREAS**, in accordance with RCW 39.04.280, the Port of Kennewick (Port) is authorized to designate certain public works contracts as sole source procurement and, therefore, exempt from competitive bidding requirements; and

**WHEREAS**, the Port of Kennewick's Oak Street Industrial Park, Development Building A, Warehouse A130 rooftop HVAC unit shall be installed to replace the unit that has failed operation and created a burden to tenant (Washington Surplus) operations. In order to not jeopardize existing warranties unit replacement shall be performed by the building remodel general contractor; and

**WHEREAS**, under his delegation of authority, the Executive Director authorized a sole source procurement with Scott Hedrick Construction and so notified each commissioner individually.

**NOW, THEREFORE, BE IT RESOLVED** that the Port of Kennewick Board of Commissioners authorizes the replacement of rooftop HVAC unit to Oak Street Industrial Park, Development Building A, Warehouse A130, and designates the replacement shall be performed by Scott Hedrick Construction as a sole source procurement within the guidelines of RCW 39.04.280, and therefore exempt from competitive bidding requirements.

**ADOPTED** by the Board of Commissioners of the Port of Kennewick on the 8<sup>th</sup> day of July, 2014.

**PORT OF KENNEWICK  
BOARD OF COMMISSIONERS**

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DON BARNES, *President*

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SKIP NOVAKOVICH, *Vice President*

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THOMAS MOAK, *Secretary*

***PORT OF KENNEWICK***

***Resolution No. 2014-18***

***A RESOLUTION OF THE PORT OF KENNEWICK COMMISSION  
AUTHORIZING WAIVER OF RENT SECURITY REQUIREMENT FOR  
CLOVER ISLAND DEVELOPMENT COMPANY LLC***

**WHEREAS**, Port of Kennewick (Port) Commission entered into an agreement with Clover Island Development Company LLC and RCW 53.08.085 requires that the Port Commission waive the one-year rental security requirement if Commission deems necessary; and

**WHEREAS**, in exchange for waiver of the rental security bond, the Clover Island Development Company LLC will pay the full year's rent in advance in exchange for a pre-payment discount of half of a percent and waiver of security bond or Clover Island Development Company LLC will pay six months' rent in advance in exchange with no discount; and

**WHEREAS**, prepaid rent will be properly pro-rated and refunded to Clover Island Development Company in the event of sale; and

**WHEREAS**, the discount is reasonable and based off of current interest rates where the Port has a opportunity to invest the pre-paid rent for a higher return on investment; and

**WHEREAS**, the purpose of security bonds is to ensure recovery of rent payment in the event the tenant is late. Clover Island Development Company LLC has an excellent payment history, with over \$2.9 million in asset improvements on Port land and default remedies favorable to the Port in the event of non-payment. Furthermore, advanced payment of rent reduces the risk of non-collection and staffing time on invoice billings; and

**WHEREAS**, this waiver of rent security is strictly limited to the rent security requirement of the above mentioned lease and does not affect any other requirements or terms of the Clover Island Development Company LLC lease agreement; and

**WHEREAS**, this policy may be rescinded or amended at any time and original lease requirements maybe reinstated.

**NOW THEREFORE, BE IT HEREBY RESOLVED** that the Port of Kennewick Commissioners hereby waive the one-year rental security requirement as per RCW 53.08.085 for the Clover Island Development Company LLC lease. In exchange the Port will require the Clover Island Development Company LLC to pay a full year's rent in advance with the above mentioned discount for pre-paid rent or the option to pay six months' rent in advance with no discount.

**ADOPTED** by the Board of Commissioners of the Port of Kennewick on the 8<sup>th</sup> day of July, 2014.

***PORT OF KENNEWICK  
BOARD OF COMMISSIONERS***

By: \_\_\_\_\_  
Don Barnes, *President*

By: \_\_\_\_\_  
Skip Novakovich, *Vice President*

By: \_\_\_\_\_  
Thomas Moak, *Secretary*