

AGENDA

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

Tuesday, July 23, 2013
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. CONSENT AGENDA**
 - A. Approval of Direct Deposit and Warrants Dated July 15, 2013
 - B. Approval of Warrant Registers Dated July 24, 2013
 - C. Approval of Commission Meeting Minutes Dated March 26, 2013
 - D. Approval of Special Commission Meeting Minutes Dated April 17, 2013
 - E. Approval of Commission Meeting Minutes Dated July 9, 2013
- V. REPORTS, COMMENTS AND DISCUSSION ITEMS**
 - A. Clover Island
 - B. Commissioner Meetings (formal and informal meetings with groups or individuals)
 - C. Non-Scheduled Items
- VI. PUBLIC COMMENT** *(Please state your name and address for the public record)*
- VII. ADJOURNMENT**

PLEASE SILENCE CELL PHONES



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

DRAFT

MARCH 26, 2013 MINUTES

CALL TO ORDER

Commission President Skip Novakovich 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: Skip Novakovich, President
Don Barnes, Vice-President
Gene Wagner, Secretary

Staff Members: Tim Arntzen, Executive Director
Tana Bader Inglima, Director of Governmental Relations & Marketing
Tammy Fine, Director of Finance/Auditor
Larry Peterson, Director of Planning & Development
Bridgette Scott, Executive Assistant
Lucinda Luke, Port Counsel

PLEDGE OF ALLEGIANCE

Roscoe Slade led the Pledge of Allegiance.

PUBLIC COMMENT

No public comments were made.

CONSENT AGENDA

The consent agenda consisted of the following:

- A. Approval of Direct Deposit and Warrants Dated March 15, 2013**
Direct Deposit totaling \$20,640.28 and Expense Fund Voucher Numbers 34165 through 34168 totaling \$4,017.35; for a grand total of \$24,657.63.
- B. Approval of Warrant Registers Dated March 27, 2013**
Expense Fund Voucher Numbers 34169 through 34214 totaling \$68,196.11.
Construction Fund Voucher Number 3408 in the amount of \$3,660.00.
- C. Approval of Commission Meeting Minutes Dated December 11, 2012**
- D. Approval of Commission Meeting Minutes Dated March 12, 2013**

MOTION: Commissioner Barnes moved approval of the consent agenda; Commissioner Wagner seconded. With no further discussion motion carried unanimously. All in favor 3:0.

PRESENTATION

A. City of West Richland

Ruth Swain, City of West Richland Community and Economic Development Director, gave a brief overview of the City of West Richland, the assistance provided by the Port and the previous efforts made on the Urban Growth Boundary Act.



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MARCH 26, 2013 MINUTES

Ms. Swain reported the City Council directed staff to complete a land capacity analysis, outreach to stakeholders, and update the economic strategic plan. Ms. Swain stated that most of the land within the City limits is farm land. In order to demonstrate the need to expand the City's boundaries, they need to show they have used all available land. Unfortunately, the open space land owners do not want to sell or develop their land. In order for the project to move forward, the City is requesting the Port's partnership. The deadline for application is December 1, 2013.

Mr. Slade stated West Richland would like to contract with Professor Black of Integrated Structures Inc. to identify new technologies for wine effluent treatment. The contract will cost less than \$16,000, and the City requests the Port split the cost, approximately \$8,000.00, plus travel expenses for Port staff to travel to California to view the new technology. Mr. Slade estimates the contract will be complete within six weeks.

The Commission is in consensus to move forward with both projects and feels they will benefit both jurisdictions. Draft Interlocals will be presented at a future meeting. City of West Richland Councilman Brent Gerry thank the Port for its support and stated he feels these are good return on investment projects.

NEW BUSINESS

A. Approval of Five-Year Lease with Bruker AXS Handheld, Inc.; Resolution 2013-07

MOTION: Commissioner Barnes moved approval of Resolution 2013-07 approving a new five-year lease with Bruker AXS Handheld, Inc. and authorizing the Executive Director to execute the contract; Commissioner Wagner seconded.

Mr. Barnes feels the Port deserves some credit and recognition for making a substantial commitment to the types of jobs that we would like to see developed and nurtured in our area, non-Hanford jobs, non-ag based jobs. This type of entity brings these jobs to our community and it is important to help in their growth and development. The investment made by the Port over the last 15+ years has been minimal. A compensatory investment and will add value to the building. Mr. Novakovich toured the facility a couple months ago and was very impressed with the skill and technology. The building improvements will extend far beyond the term of the lease.

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

B. Approval of Three-Year Lease with Gable Drywall; Resolution 2013-08

Mr. Peterson reported the lease is a three year lease. Gable Drywall is a sheet rock construction company; and has been a port tenant since 2009 and they expect to grow to six jobs by moving to the new building.

MOTION: Commissioner Wagner moved approval of Resolution 2013-08 approving a new three-year lease with William H. Gable II, DBA: Gable Drywall and authorizing the Executive Director to execute the contract; Commissioner Barnes seconded. *With no further discussion motion carried unanimously. All in favor 3:0.*



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C. Setting a Public Hearing for Considering an Amendment to the Comprehensive Scheme of Development and Harbor Improvements; Resolution 2013-09

Mr. Peterson stated the final EIS was completed on March 8, 2013. The appeal period ended March 22, 2013, with no appeal filed, so the EIS is finalized. All of the effort and work resulted in a 932 page document. This resolution sets the public hearing for the amendment of the Comp Scheme. This hearing will allow the Commission to begin the decision process for the direction of Vista Field.

MOTION: *Commissioner Wagner moved approval of Resolution 2013-09 scheduling a public hearing on the Port's Comp Scheme for Vista Field and directing the Port Executive Director to perform all other acts necessary or appropriate to implement the purpose and intent of this Resolution; Commissioner Novakovich seconded.*

Mr. Arntzen stated the public hearing is procedural; having the hearing does not indicate how a person may vote with respect to the airport issue. By approving this resolution, the Port Commission decides to make a decision based on Vista Field rather than putting it to an advisory vote. If the Commission wanted to put the issue forward for an advisory ballot, it could be included on the August primary or the November general election.

Mr. Novakovich received so many comments on the advisory vote that it is unnecessary to spend upwards of \$90,000 to ask for an advisory vote when the community has weighed in on everything. Mr. Novakovich feels the Commission is in the position to make this kind of decision and take the consequences of their actions. Mr. Novakovich stated this in no way precludes or sets the disposition of Vista Field. There are three valid options on the table and each must be considered. Mr. Novakovich stated for anything to happen at Vista Field other than the No Action Alternative, the Comp Scheme would need to be amended. The public hearing is procedural.

Mr. Barnes reiterated the public hearing is procedural; it would set the time and date for a special meeting for the Commission to consider the amendment of the Comp Scheme. The date of the hearing will be Wednesday, April 17, 2013. The no action alternative is the "no course deviation" alternative. If that is the decision made, there will be no amendment to the Comp Scheme. The purpose of meeting would be to accept public input on all three alternatives. Mr. Barnes has also received comments from constituents urging the Commission to forgo the time and expense of an advisory ballot. He has been urged to make the decision at the Commission level as opposed to an advisory ballot. Mr. Barnes asked to clarify that this step precludes an advisory vote.

Mr. Arntzen commented that any advisory vote in this state is problematic. Legal counsel has shared that whenever an advisory ballot is held, they are fair game for legal challenge. A more straightforward course would be for the Commission to vote on it because the procedural challenges would not be an issue. Mr. Barnes stated the Commission must consider the cost of advisory ballot plus potential costs related to legal challenges.

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



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

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MARCH 26, 2013 MINUTES

REPORTS COMMENTS AND DISCUSSION ITEMS

A. *Vista Field*

Mr. Novakovich stated a Public Hearing will be held April 17, 2013, with the time and location to be determined.

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

Commissioners reported on their respective committee meetings and presentations.

C. *Non-Scheduled Items*

1. WPPA Spring Conference will be held in mid May. Mr. Arntzen reviewed the conference agenda items.
2. Mr. Arntzen has drafted a letter to Marie Mosley. We are attempting to forge a partnership with regard to the Columbia Drive properties. One of the main objectives is to prep the property for the potential location of wineries. As mentioned earlier, the City of Kennewick allows wineries; however there is an issue with discharging the wine related effluent. Mr. Arntzen is hopeful that the City of Kennewick will contract with Professor Black to manage that effluent. Other objectives include the Port finishing the master planning for the central portion of the Columbia Drive property; the City completing the trail along the south side of Duffy's Pond; and a joint commitment to work with interested wineries.

PUBLIC COMMENTS

No public comments were made.

ADJOURNMENT

With no further business to bring before the Board; the meeting was adjourned at 3:16 p.m.

APPROVED:

PORT of KENNEWICK

BOARD of COMMISSIONERS

Skip Novakovich, President

Don Barnes, Vice President

Gene Wagner, Secretary

PORT OF KENNEWICK

Resolution No. 2013-07

**A RESOLUTION OF THE PORT OF KENNEWICK BOARD OF COMMISSIONERS
APPROVING A LEASE AT VISTA FIELD DEVELOPMENT BUILDING-A**

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

WHEREAS, a five (5) year lease with one (5) year option has been negotiated between the Port and Bruker AXS Handheld, Inc.; and

WHEREAS, the terms and conditions of said lease agreement have been reviewed by the Port Commission and deemed proper and acceptable; and

WHEREAS, after consideration of the lease agreement, the Port Commission has determined that the lease is proper.


NOW, THEREFORE, BE IT RESOLVED that the Port of Kennewick Board of Commissioners agrees to enter into a lease with Bruker AXS Handheld, Inc. as presented and hereby authorizes the Port's Executive Director to execute all documents and agreements on behalf of the Port to complete the transaction as specified above.

ADOPTED by the Board of Commissioners of the Port of Kennewick on the 26th day of March, 2013.

**PORT OF KENNEWICK
BOARD OF COMMISSIONERS**


SKIP NOVAKOVICH, *President*


DON BARNES, *Vice-President*


GENE WAGNER, *Secretary*

PORT OF KENNEWICK

Resolution No. 2013-08

**A RESOLUTION OF THE PORT OF KENNEWICK BOARD OF COMMISSIONERS
APPROVING A LEASE AT OAK STREET INDUSTRIAL PARK**

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

WHEREAS, a three (3) year lease with one (3) year option has been negotiated between the Port and William H. Gabel II, DBA: Gable Drywall; and

WHEREAS, the terms and conditions of said lease agreement have been reviewed by the Port Commission and deemed proper and acceptable; and

WHEREAS, after consideration of the attached lease agreement, the Port Commission has determined that the lease is proper.

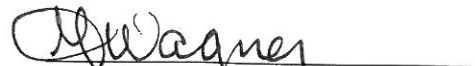
NOW, THEREFORE, BE IT RESOLVED that the Port of Kennewick Board of Commissioners agrees to enter into a lease with William H. Gabel II, DBA: Gable Drywall as presented and hereby authorizes the Port's Executive Director to execute all documents and agreement on behalf of the Port to complete the transaction as specified above.

ADOPTED by the Board of Commissioners of the Port of Kennewick on the 26th day of March, 2013.

**PORT OF KENNEWICK
BOARD OF COMMISSIONERS**


SKIP NOVAKOVICH, *President*


DON BARNES, *Vice-President*


GENE WAGNER, *Secretary*

PORT OF KENNEWICK

Resolution No. 2013-09

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PORT OF KENNEWICK SCHEDULING A PUBLIC HEARING ON AN UPDATE TO ITS COMPREHENSIVE SCHEME OF DEVELOPMENT AND HARBOR IMPROVEMENTS AND DIRECTING THE PORT EXECUTIVE DIRECTOR TO IMPLEMENT THIS RESOLUTION.

WHEREAS, Chapter 53.20 RCW requires port districts to adopt a Comprehensive Scheme of Development and Harbor Improvements (the "Comp Scheme") which serves as the guide for future Port investment and actions; and

WHEREAS, on March 8, 2013 the Port issued the Vista Field Planning, Environmental and Economic Analysis with Integrated Environmental Impact Statement (EIS) (the "Report") which identified three alternatives for potential Port action related to the Vista Field Airport; and

WHEREAS, there was no appeal challenging the adequacy of the EIS for the Report by the filing date of March 22, 2013; and

WHEREAS, the Port Commission desires to consider action on the Comp Scheme related to the Port's Vista Field property, based on the final Report and EIS; and

WHEREAS, the Board of Commissioners are required by law to conduct a public hearing on any amendments to the Comp Scheme; and

WHEREAS, it appears that Wednesday, April 17, 2013 is an appropriate date for such public hearing on the question of whether or not the Port's Comprehensive Scheme of Development and Harbor Improvements should be updated as related to Vista Field; and

WHEREAS, notice of such hearing is to be given for two-consecutive weeks prior to the public hearing;

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Commissioners of the Port of Kennewick that a public hearing be held on the 17th day of April 2013, after notice thereof duly given in the manner required by law. At the public hearing, the Board of Port Commissioners will receive public input on alternatives for amendment, if any, to the Port's Comprehensive Scheme of Development and Harbor Improvements related to Vista Field, including

Expansion Alternative. Under this alternative the airport would be kept in operation, and expansion and enhancement would be undertaken to create a viable general aviation airport, together with a financially-sustainable level of new supporting uses;

Redevelopment Alternative. The airport would see a phased closure and redevelopment of the Port's property into a range of alternative (e.g., mixed) uses;

all as set out in greater detail in the final Report and EIS.

BE IT FURTHER RESOLVED the Port Executive Director is hereby directed to perform all other acts as he may deem necessary or appropriate to implement the purpose and intent of this Resolution.

ADOPTED by the Board of Commissioners of Port of Kennewick on the 26th day of March 2013.

**PORT OF KENNEWICK
BOARD OF COMMISSIONERS**

By: 
SKIP NOVAKOVICH, *President*

By: 
DON BARNES, *Vice President*

By: 
GENE WAGNER, *Secretary*



SPECIAL COMMISSION MEETING

PORT OF KENNEWICK

DRAFT

APRIL 17, 2013 MINUTES

CALL TO ORDER

Commission President Skip Novakovich called the Special Commission meeting with the Board of Trustees of the Confederated Tribes of the Umatilla Indian Reservation (CTUIR) to order at 10:00 a.m. in the Clover Island Yacht Club Building, 104 Clover Island Drive, Second Floor, Kennewick, Washington.

The following were present:

Board Members: Skip Novakovich, President
Don Barnes, Vice-President

Staff Members: Tim Arntzen, Executive Director
Tana Bader Inglima, Director of Governmental Relations & Marketing
Tammy Fine, Director of Finance/Auditor
Larry Peterson, Director of Planning & Development
Bridgette Scott, Executive Assistant
Lucinda Luke, Port Counsel

CTUIR Members: Les Minthorn, Chairman, Board of Trustees
Woodrow Star, Member, Board of Trustees
Fred Hill Sr., Member, Board of Trustees
Dave Tovey, Executive Director
Debra Croswell, Deputy Executive Director
Stephanie Seamans, Dept. of Economic and Community Development
Ryan DeGrofft, Department of Economic and Community Development
Carey Miller, Department of Natural Resources
Stuart Harris, Department of Science and Engineering
Dan Hester, Attorney

OPEN WITH INVOCATION

Chairman Minthorn led the Invocation.

PLEDGE OF ALLEGIANCE

Commissioner Novakovich led the Pledge of Allegiance.

INTRODUCTIONS

Members of the Board of Trustees of the Confederated Tribes of the Umatilla Indian Reservation and members from the Port of Kennewick introduced themselves.

PUBLIC COMMENTS

Mr. Novakovich requested anyone wishing to address the Commission to state their name and address for the record. No public comments were made.



SPECIAL COMMISSION MEETING

PORT OF KENNEWICK

DRAFT

APRIL 17, 2013 MINUTES

BOARD OF TRUSTEES COMMENTS

Chairman Minthorn would like to continue developing partnership opportunities; he feels the Tribe has very carefully selected the Port as a partner. Mr. Hill enjoyed participating in the shoreline dedication ceremony in 2011. He feels it is a great testament to the relationship between the Tribes and the Port. Mr. Woodrow explained the ancestral history of the area and feels continuing to build the relationship is very important. He stated meeting together strengthens the relationship and appreciates being involved in projects that involve treaty rights or business involvement. Mr. Tovey explained the ceded territory of the Tribes and the Trustee's vision for the Tribe.

BOARD OF COMMISSIONERS COMMENTS

Mr. Novakovich shared his appreciation of the Port's relationship with the CTUIR and is looking forward to working together for the benefit of the Port's constituents and the CTUIR. As the relationship grows and the Port learns more about the CTUIR's culture and their needs; the Port can play a role in helping the CTUIR in the future, as the CTUIR has helped the Port. Mr. Barnes welcomes the opportunity to work with the CTUIR and believes as we strive to make advancements in the areas of economic development, job creation, or efforts to enhance the quality of life for our citizens, the Tribes will be a vital partner. Mr. Barnes welcomes the opportunity to explore further areas of mutual interest and mutual benefit that is consistent with both organizational objectives. Mr. Arntzen believes this relationship will bring great opportunities, and shared his appreciation for the Tribes support and assistance when the Port was working with the Corps of Engineers on the shoreline. He is very optimistic that whatever direction the Port and CTUIR selects, it will be the right direction.

JOINT LEGISLATIVE TRIP TO WASHINGTON D.C.

Mr. Arntzen shared the Port traveled to D.C. in 2012 to meet with their lobbyist and federal legislative staff. Mr. Arntzen suggested the Port and CTUIR may want to schedule a joint trip to D.C.

Mr. Minthorn stated the CTUIR has gained great results working with the legislative staff. He feels if we blend our strengths with our common goals that we would have a unique strategy to present from the Washington and Oregon delegation and it would provide more strength to the relationship. Mr. Minthorn will be meeting with Governor Inslee to explain the history of the CTUIR and the partnership with the Port of Kennewick.

Mr. Minthorn and Mr. Novakovich directed staff to work together to define common goals with the intention of planning a joint trip. Staff will report individually to each agency.

CTUIR REGIONAL CONFERENCE/MEETING IN THE TRI-CITIES

Mr. Minthorn requested Ron Wyden, the U.S. Senate Committee on Energy and Natural Resources Committee Chairman, to attend the Tribes regional conference in New Mexico as the keynote speaker. Mr. Wyden preferred not to travel to New Mexico; therefore, the CTUIR tried to find a closer alternate location. The CTUIR is considering the Toyota Center in Kennewick. Mr. Minthorn gave a brief background about the regional conference. Mr. Minthorn will keep Mr. Novakovich apprised of any development in the planning such a conference.



SPECIAL COMMISSION MEETING

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APRIL 17, 2013 MINUTES

POSSIBLE CULTURAL EVENT

The cultural event falls in line with the idea of a regional conference. The event promotes healthy lifestyles and is one of the biggest in the nation. Mr. Minthorn inquired if the Port could host or sponsor the event. Mr. Novakovich suggested a joint committee be formed to explore the possibility of a future event.

ECONOMIC PARTNERSHIP DEVELOPMENT

Various ideas were discussed, including energy issues and transportation.

FUTURE DIALOGUE

Mr. Novakovich feels the meeting was fantastic and beneficial. The Port is very grateful for the opportunity build relationships. CTUIR and Port staff will schedule another meeting in the future; possibly a tour of the CTUIR facility.

PUBLIC COMMENTS

Barb Carter, 3907 S. Dennis Street, Kennewick. Ms. Carter is a member of the Kennewick Arts Commission as well as the Mid-Columbia Arts Foundation. Ms. Carter is a strong advocate for the economic value of the arts. She has had the opportunity to work with the members of the Tamastslikt Cultural Institute and the Cultural Resources Committee on the current art project. Ms. Carter is very excited to hear Mr. Hill talk about a dance performance and feels it could be incorporated into arts events.

Tom Moak, 418 W. Kennewick Avenue, Kennewick. Mr. Moak is a former City of Kennewick Mayor and Councilmember. Mr. Moak worked on the Confluence project with former CTUIR Chairman Anton Minthorn. Mr. Moak commented that mutual respect is evident from each entity. He is concerned that the CTUIR and Port are into the goal of working together, which is important; however, not every project will be the right one to work on. With mutual respect, sometimes you have to be able to say no to certain things and yes to others. He stated the staff at the Port is small and may not have the resources to put towards new great ideas. Vista Field is a great example; a lot of effort needs to be put there. Properties along the Columbia River and other ideas are all good ideas and projects, but they cannot all be done. The projects need to be sifted through to determine which will benefit the tribes and creates jobs for the tribes and create jobs in the Tri-Cities. He feels these are the projects that should be focused on. Not every project will be the best one to focus on. Respect is being able to go back and say "This is a good idea; maybe we can put you in with other resources who might be able to be more appropriate." But, if the Port is going to plan events or art, maybe we should let Ms. Carter be in charge of that. But, the focus as the Port and the CTUIR are those areas where they can create jobs and create the economy and make the most success, you want to be successful at whatever you do. He believes each party brings certain things to the table that the other lacks. If you can work together to find that credibility you can help both of you achieve goals of creating jobs. He appreciates both entities and the work together and feels it will be a good model for Tribes working with other governments and the Port working with other governments and other entities to create similar partnerships that will bear fruit in the future.

Jose Chavallo, 5927 W. Quinault, Kennewick. Mr. Chavallo agrees with Mr. Moak and likes what he heard. He stated there is strength in numbers. If you can work together there is a lot of opportunity in the Tri-Cities and Pendleton areas.



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Mike Rodriguez, 8407 W. Falls Place, Kennewick. Mr. Rodriguez found the meeting very interesting and enlightening. He is hopeful good will come from the meeting.

No further public comments were made.

CLOSING PRAYER

Fred Hill led the prayer and presented the Port with a drum made by the CTUIR. The Tribal patch and the Port's logo were incorporated on the drum.

TOUR HIGHLIGHTING REVITALIZATION PLANS FOR CLOVER ISLAND AND COLUMBIA DRIVE

The group and several members of the public toured Clover Island and Columbia Drive. Mr. Peterson narrated the tour highlighting the revitalization and conceptual plans for Columbia Drive and Clover Island.

ADJOURNMENT

With no further business to bring before the Board; the meeting was adjourned at 1:31 p.m.

APPROVED:

**PORT of KENNEWICK
BOARD of COMMISSIONERS**

Skip Novakovich, President

Don Barnes, Vice President

Gene Wagner, Secretary



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

DRAFT

JULY 9, 2013 MINUTES

CALL TO ORDER

Commission President Skip Novakovich 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: Skip Novakovich, President
Don Barnes, Vice-President
Gene Wagner, Secretary

Staff Members: Tim Arntzen, Executive Director
Tana Bader Inglima, Director of Governmental Relations & Marketing
Amber Hanchette, Director of Real Estate & Operations
Nick Kooiker, Assistant Auditor/Accountant
Larry Peterson, Director of Planning & Development
Bridgette Scott, Executive Assistant
Lucinda Luke, Port Counsel

PLEDGE OF ALLEGIANCE

Commissioner Wagner led the Pledge of Allegiance.

PUBLIC COMMENT

No comments were made.

CONSENT AGENDA

The consent agenda consisted of the following:

A. *Approval of Direct Deposit and Warrants Dated June 28, 2013*

Direct Deposit totaling \$24,492.55 and Expense Fund Voucher Numbers 34518 through 34522 totaling \$10,843.14; for a grand total of \$35,335.69.

B. *Approval of Warrant Registers Dated July 10, 2013*

Expense Fund Voucher Numbers 34523 through 34551, totaling \$30,235.00.

Construction Fund Voucher Number 3436 through 3441 totaling \$357,392.76.

MOTION: *Commissioner Barnes moved approval of the consent agenda; Commissioner Wagner seconded. With no further discussion motion carried unanimously. All in favor 3:0.*



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

DRAFT

JULY 9, 2013 MINUTES

PRESENTATION

A. Ben Franklin Transit, Tim Fredrickson

The presentation will be rescheduled.

NEW BUSINESS

A. Boating Facilities Program Grant

Ms. Bader Inglima stated the Boating Facilities Program (BFP) is funded by a portion of the motor-vehicle gas tax that is paid by boaters but not refunded as allowed by law. By statute BFP funds must be divided equally between state and local agencies and the funds can only be used to support marine recreation. The state's new budget provided \$6,363,000 dollars for the BFP. \$3.18 million will be allocated to the local project list, helping fund the first eleven projects.

The Port of Kennewick's project ranked second out of the 21 local projects. The Washington State Recreation and Conservation Office (RCO) will announce the final grant list later this week. The Port's project is expected to cost \$595,000; with \$238,000 provided by grant funding. The Port will match the grant with \$357,000.

Ms. Bader Inglima shared the conceptual rendering prepared for the grant presentation. The gravel lot will be paved and striped specifically for boat and trailer parking. In addition, a brand-new restroom will be constructed; a catch basin will be added to trap storm water run-off, and the area will be landscaped with a picnic area, benches, garbage cans, and signage. When implementing the grant project, the Port will also install an artwork that has already been purchased by the Port.

Ms. Bader Inglima noted when she prepared the grant application, she spent time counting the number of boats using the Clover Island launch. 85% of the time there were more boat trailers parked at the Port's launch than at Columbia Park East; even though that facility was built specifically for boating with 123 truck/trailer parking stalls. So there is a need, and increasing demand for the improvements on Clover Island.

The project is estimated to be complete by Spring 2014 and will also benefit the increasing number of people who are walking, jogging, biking and visiting the Lighthouse Plaza.

REPORTS, COMMENTS AND DISCUSSION ITEMS

A. Commission Meeting Agenda Procedures

Ms. Scott briefly reviewed the process for preparing an agenda packet. The Commission is in consensus that the process is satisfactory, and is pleased with the interaction and response from staff on any questions that may arise.

B. Commissioner Meetings (formal and informal meetings with groups or individuals)

Commissioners reported on their respective committee meetings.

C. Non-Scheduled Items

1. Ms. Scott stated a Special Joint Meeting will be held with the City of West Richland in August.
2. Ms. Bader Inglima explained the Port Summer Newsletter was included in the Tri-City Herald



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

DRAFT

JULY 9, 2013 MINUTES

- today, and will be included in the July issue of the Journal of Business and August issue of the Senior Times.
3. Ms. Hanchette stated Clover Island has been very busy. A half-marathon was held last weekend and the Sawyer Brown concert will be held at Clover Island Inn this weekend.
 4. Mr. Arntzen introduced Nick Kooiker. Mr. Kooiker has been hired as the Assistant Auditor/Accountant and replaces the Marina Manager position.
 5. A letter was mailed to airport tenants providing an update on Vista Field and included a copy of Resolution 2013-16.
 6. A letter was mailed to marina tenants regarding a variety of housekeeping issues.
 7. Barb Carter shared an artist studio concept with Mr. Arntzen and will draft a memo for the Commission's review. Ms. Carter, 3907 S. Dennis Street, Kennewick. Ms. Carter shared the concept is used throughout the country. The concept includes studio space to be used for teaching or displaying, while allowing the community to walk through and enjoy the ambiance, and buy the art. Ms. Carter will provide definitive information to the Commission for their consideration at a future meeting.
 8. Columbia Drive. Mr. Arntzen has been discussing enhancement and revitalization activities on Columbia Drive. The City of Kennewick has contracted with Gary Black of Integrated Structures Inc. (ISI) to advise them on the pretreatment of wine effluent. The process is called a bioreactor. West Richland is also working with ISI on the pretreatment of wine effluent. The Port is working with the City of Kennewick to update zoning. The Port also hired ISI to master plan the central piece of property. Mr. Black completed the pattern language for the Willows and is now working on drawings for the central piece of property, which might be the first area to be developed on Columbia Drive that may respond to the bioreactor concept. The City of Kennewick has indicated it will look into obtaining easements from property owners to complete the trail started years ago. The Port has purchased several properties on Columbia Drive and has offered to agree to the easements for the completion of the trail.

PUBLIC COMMENTS

Tom Moak, 418 W. Kennewick Avenue, Kennewick. Mr. Moak expressed his concern about why the Port is not able to scan the agenda packet and post the entire packet on the website for the public's review to keep the public more informed. This would allow members of the public to speak from knowledge on agenda topics and have better information to share. It seems the Port is saying it costs too much money to post the information on the website. Mr. Moak stated the Port is no longer posting the minutes on the website so he cannot find out what happened at a meeting he has not attended. He feels there is a need for greater transparency as not everyone can or will attend each Commission Meeting. He feels it should not be for the public at large to think they have to attend a meeting to know the business of the port, and they should not have to call staff to find out what is being discussed.

Mr. Arntzen clarified the minutes are posted on the website upon approval by the Commission.

No further public comments were made.



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

DRAFT

JULY 9, 2013 MINUTES

ADJOURNMENT

With no further business to bring before the Board; the meeting was adjourned at 2:54 p.m.

APPROVED:

PORT of KENNEWICK

BOARD of COMMISSIONERS

Skip Novakovich, President

Don Barnes, Vice President

Gene Wagner, Secretary