



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

AUGUST 27, 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
Amber Hanchette, Director of Real Estate & Operations
Larry Peterson, Director of Planning & Development
Bridgette Scott, Executive Assistant

PLEDGE OF ALLEGIANCE

Tammy Fine led the Pledge of Allegiance.

PUBLIC COMMENTS

No comments were made.

CONSENT AGENDA

The consent agenda consisted of the following:

- A. *Approval of Direct Deposit and Warrants Dated August 15, 2013***
Direct Deposit totaling \$23,322.18 and Expense Fund Voucher Numbers 34677 through 34680 totaling \$4,028.35; for a grand total of \$27,350.53.
- B. *Approval of Warrant Dated August 15, 2013***
Expense Fund Voucher Number 34681 totaling \$500.00.
- C. *Approval of Warrant Registers Dated August 28, 2013***
Expense Fund Voucher Numbers 34684 through 34729 and 34731 totaling \$33,938.95.
Construction Fund Voucher Number 3457 through 3460 totaling \$15,314.20.
- D. *Approval of Commission Meeting Minutes Dated May 14, 2013***
- E. *Approval of Commission Meeting Minutes Dated May 28, 2013***

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

PRESENTATION

A. *Wenatchee Pybus Market, Barb Carter*

Ms. Carter gave the history of the Pybus Market, from the original construction to the purchase and reconstruction of the Pybus Market by the Port of Chelan. Ms. Carter shared photographs of



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the market. A portion of the market is set aside for local artists and non-profit organization fundraisers. Ms. Carter feels a similar market could be beneficial in the Willows or Columbia Gardens area.

B. *Annual Ethics Training, Tammy Fine*

Ms. Fine shared a PowerPoint presentation for the annual ethics training. The purpose of the training is to strengthen internal controls and have a clear understanding of ethics in public service and the Port of Kennewick. Mr. Arntzen reminded the Commission that the Port's Ethics Policy was put in place in 2011. He feels our policy is one of the leading policies in the state.

REPORTS, COMMENTS AND DISCUSSION ITEMS

A. *Columbia Drive Wine Village*

Gary Black and Cullen Burda of Integrated Structures Inc. were in town last week working through some of the details of the Columbia Drive master planning concepts and layouts. They also worked with City of Kennewick staff on the wine effluent treatment, a key component of the project.

B. *Vista Field*

1. *Port's Comprehensive Scheme*

Mr. Peterson reiterated a Public Hearing was held April 17, 2013, to consider the amendment the Port of Kennewick's Comp Scheme related to Vista Field. The Comp Scheme will be modified to address the direction the Commission gave on April 17, 2013, indicating that the Port would be closing Vista Field and moving towards redevelopment of that site. It is important to make sure the Comp Scheme is updated and does not become a stagnant or outdated document. The Comp Scheme may also be amended in January/February 2014 with regard to Columbia Drive, and the West Richland race track property. Mr. Arntzen reported Ben Floyd of Anchor QEA will update the Port's Comp Scheme to incorporate previous amendments and to reflect the changes for Vista Field for approximately \$2,200.00.

On August 19, 2013, the City of Kennewick Planning Commission recommended unanimously to amend their Land Use Comprehensive Plan related to Vista Field, changing the zoning designation from public facility to commercial. The City Council will consider the recommendation in October 2013.

2. *WSDOT Grant Reimbursement*

Mr. Arntzen explained the port used grant funding from Washington State Department of Transportation Aviation Division (WSDOT) for perimeter fencing and gates; runway crack seal and slurry seal; and master planning updates for Vista Field. With the closure of the airport it is necessary to repay grant funds in the amount of \$239,500. Mr. Arntzen signed the Repayment Agreement and it will be forwarded to WSDOT for their approval. WSDOT will accept four, bi-annual payments with no interest charged. The repayment will relieve the port from any and all obligations with WSDOT.

Foster Pepper was hired to review any additional obligations the port may have and concluded there are no large hurdles on the horizon.



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A ground lease agreement with Dr. Shannon was negotiated about ten years ago. There is a clause in the agreement that if the airport were to close, the Port would buy the hangar from Dr. Shannon. The port will initiate negotiations with Dr. Shannon. If an agreement is not reached, the price may be determined by using the average amount of the appraisals purchased by the port and Dr. Shannon.

Mr. Peterson stated a 90-day notice of closure will be sent to Federal Aviation Administration the week of September 9, 2013. Mr. Arntzen will continue to provide periodic reports on Vista Field.

C. Cancellation of September 24, 2013 Commission Meeting

Commission President Novakovich, Mr. Arntzen and Mr. Peterson have been invited by the City of West Richland to travel to California to view wine effluent facilities with Gary Black and Rob Miller of Integrated Structures, Inc. They will have the opportunity to meet with the operators and owners of the facilities. Mr. Peterson stated West Richland will bring four people on the trip: Council Member Richard Bloom, the public works director, city engineer, and the wastewater treatment plant operator. The Commission is in consensus to cancel the Commission Meeting to accommodate the proposed travel.

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

Commissioners reported on their respective committee meetings.

E. Non-Scheduled Items

1. Mr. Barnes attended the Washington Public Ports Association (WPPA) Trade and Economic Conference in Centralia. He stated there are seventy-five ports in Washington, and each has unique attributes and strengths that they concentrate on. Executive Director Bob Hyde, Port of Anacortes, stated their airport is in the middle of town. He shared their experience with the lack of planning for their airport. Mr. Hyde believes the Port of Kennewick has a great planning opportunity at Vista Field. He feels it is very important to include the public. However, he does not recommend a citizens advisory committee; rather, just continue to encourage public involvement while making the meetings welcoming. He recommended using a voting clicker system to poll the public during the meetings. It is a way to vote in confidence while making your desires known. Mr. Hyde also recommended making it well known when the port desires to purchase property. Mr. Barnes also learned about Local Improvement Districts (LID) as a way to finance infrastructure in areas for development or redevelopment.

Mr. Arntzen believes public involvement when redeveloping Vista Field is the heart of going forward. Mr. Barnes is not opposed to an advisory committee, and would like to involve the public in the process. Mr. Arntzen stated a pattern language process was used for The Willows and he would like to use the same process for Vista Field. Mr. Novakovich feels Pattern Language Groups and Citizens Advisory Committees are both beneficial and can be used for different purposes. He believes one of the biggest challenges is that the plan for Vista Field may not be grand enough. Mr. Peterson stated it will take an engaged committee



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and it may be a good idea to utilize an advisory committee as messengers to share with the rest of the community and their organizations. Open meetings, public hearings, and open houses can also be held, but it would be good to keep at least 25 people engaged throughout the process to provide meaningful input to give the Commission.

2. Confederate Tribe of the Umatilla Indian Reservation (CTUIR) Salmon Walk. Ms. Bader Inglima attended the CTUIR annual educational, family-fun event that addresses tribal interests on Saturday, August 24, 2013. The Port was invited to share the big tent with the Cultural Resource Protection Program. Ms. Bader Inglima met Department of Natural Resources staff, Cultural Resources and Protection staff and committee members. She shared information about the shoreline projects on Clover Island, as well as Columbia Drive activities.

PUBLIC COMMENTS

Steve Mallory, 5822 W. Yellowstone, Kennewick. Mr. Mallory feels there will be a lot of pressure on the port to sell the Vista Field property quickly. He stated the density of the project is such that the total value of the project, if fully developed to the level of Columbia Center, is worth \$100 million. More importantly there are pockets of development all over the Tri-Cities, but the downtowns are really struggling to get quality businesses. The owners are not investing in Uptown Richland, and the Pasco Downtown Development Association does not have the funds to do structural upgrades and façade improvements. There is an opportunity to make Vista Field the new downtown with mixed use buildings near Columbia Center and the Toyota Center.

No further public comments were made.

ADJOURNMENT

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

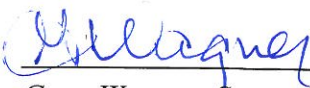
APPROVED:

PORT of KENNEWICK

BOARD of COMMISSIONERS


Skip Novakovich, President


Don Barnes, Vice President


Gene Wagner, Secretary