



PORT OF KENNEWICK REGULAR COMMISSION MEETING

OCTOBER 23, 2018 MINUTES

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

Staff Members: Tim Arntzen, Chief Executive Officer
Tana Bader Inglima, Deputy Chief Executive Officer
Amber Hanchette, Director of Real Estate and Operations
Nick Kooiker, Chief Financial Officer/Auditor
Larry Peterson, Director of Planning and Development
Lisa Schumacher, Special Projects Assistant
Bridgette Scott, Executive Assistant
Lucinda Luke, Port Counsel

PLEDGE OF ALLEGIANCE

Commissioner Novakovich led the Pledge of Allegiance.

APPROVAL OF THE AGENDA

MOTION: Commissioner Novakovich moved to approve the Agenda as presented; Commissioner Barnes seconded. With no further discussion, motion carried unanimously. All in favor 3:0.

PUBLIC COMMENT

No comments were made.

CONSENT AGENDA

- A. Approval of Direct Deposit and E-Payments Dated October 17, 2018***
Direct Deposit and E-Payments totaling \$57,980.83
- B. Approval of Warrant Register a Dated October 23, 2018***
Expense Fund Voucher Numbers 100510 through 100554 for a grand total of \$226,733.87
- C. Approval of Regular Commission Business Meeting Minutes October 9, 2018***

MOTION: Commissioner Barnes moved for approval of the Consent Agenda, as presented; Commissioner Novakovich seconded. With no further discussion, motion carried unanimously. All in favor 3:0.

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PUBLIC HEARINGS:

A. 2019-2020 Final Budget / Adoption

- 1. 2019-2020 Final Budget Hearing / Adoption; Resolution 2018-20*
- 2. 2019 Levy Certification: Resolution 2018-21*
- 3. 2019 Increase in Tax Capacity: Resolution 2018-22*

Mr. Kooiker presented the 2019-2020 Final Budget for Commission consideration. Each year the Commission has the opportunity to pass the Property Tax Levy which establishes how much the Port will collect in property taxes which is then forwarded to the Benton County Treasurer. Resolution 2018-21 is required by law and authorizes the Commission to take an increase in the tax levy of 1%, pursuant to RCW 84.55.120 and WAC 458-19-005. Mr. Kooiker stated the Port will receive approximately \$45,000 and this will not increase property taxes. Resolution 2018-22 sets the Port's levy limit at 101%.

Commissioner Novakovich clarified that the Port has taken the 1% increase annually.

Mr. Kooiker stated that is correct.

Mr. Arntzen was recently asked a question related to the Port's TRIDEC dues. Staff recommends a number for dues for various associations in the Draft Budget, commensurate of the services provided. Staff recommended that the Port allocate \$15,000 per year for the 2019-2020 Budget for TRIDEC dues. The Port has contracted with TRIDEC for a number of years and the dues have varied from \$15,000 to \$30,000.

Commissioner Moak believes that TRIDEC considers it to be a service contract, not dues.

Mr. Arntzen stated that is correct and the Port's contract payment would reflect the level of services provided.

Commissioner Novakovich inquired if part of the service contract provides for the Commission to receive an annual report.

Mr. Arntzen stated the level of periodic reporting to the Commission has been reduced over the years. Mr. Kooiker requested a contract that was tailored to the services the Port was actually receiving, to be in compliance with the State Auditor. Mr. Arntzen stated this is a policy decision.

Commissioner Barnes represents the Port on the TRIDEC Boards and inquired how much the contracts have been previously.

Mr. Kooiker stated the following:

- 2014: \$30,000;
- 2015: \$30,000;
- 2016: \$25,000;
- 2017: \$25,000; and
- 2018: \$20,000.

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Commissioner Moak confirmed that the Port requested a reduced level of service from TRIDEC.

Commissioner Barnes does not recall the Commission discussing the TRIDEC dues and if the Commission passes the 2019-2020 Budget, we are approving the \$15,000 per year for contract fees.

Mr. Arntzen stated correct, once the 2019-2020 Budget is approved, the Port will give notice to TRIDEC about the reduced fees.

Commissioner Barnes stated as a TRIDEC board member, TRIDEC serves as the economic development office for Benton and Franklin County, with a broad umbrella of economic development activities. Commissioner Barnes stated TRIDEC assisted the Port of Benton in receiving 1,600 acres of surplus land in the Hanford area and the Port of Pasco with the direct flight to Los Angeles. Commissioner Barnes is unaware of any specific actions by TRIDEC that have resulted in a direct benefit to the Port of Kennewick.

Commissioner Moak does not believe the Port of Kennewick has asked for assistance because our mission does not align with the industrial development like ports of Benton and Pasco. Commissioner Moak believes the \$15,000 supports regional economic development, rather than economic development that directly affects the Port of Kennewick. Commissioner Moak stated because the Port does not receive direct benefits; he believes \$15,000 is an appropriate number.

Commissioner Moak recessed the Regular Meeting and declared an Open Public Hearing for discussion regarding 2019-2020 Budget, 2019 Levy Certification and the 2019 increase in Tax Capacity at 2:15 p.m.

PUBLIC COMMENTS

Boyce Burdick, 414 Snyder Street, Richland. Mr. Burdick inquired what happens if the anticipated levy amount is larger than the total regular levy. Additionally, Mr. Burdick believes there is a grammatical error in the Certification of Tax Levy. The statement "if the above certification is more than the Assessor's levy calculations, The Assessor's Office is directed to reduce the Expense (General) Fund amount by the actual Assessor's levy calculation." Mr. Burdick believes it should read: "if the above certification is more than the Assessor's levy calculations, The Assessor's Office is directed to reduce the Expense (General) Fund amount to the actual Assessor's levy calculation."

Commissioner Moak asked Mr. Kooiker to address Mr. Burdick's questions.

Mr. Kooiker stated the Port's tax revenues are estimated to be \$4,200,000, however, the Port certifies higher than that amount in case new construction is higher. The amount that the Port sends to Benton County can be higher than anticipated, just not less, because then the Port would miss out on tax revenue.

Regarding the language in the Certification of Tax Levy, the form comes directly from Benton County and states the County has the ability to reduce the amount down to the actual tax levy and Mr. Kooiker does not advise altering the language in the form.

No further comments were made.

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Commissioner Moak closed the Public Hearing at 2:20 p.m. regarding the 2019-2020 Budget, Levy Certification and increase in Tax Capacity at 2:20 p.m. and reconvened the Regular Commission Meeting.

MOTION: *Commissioner Novakovich moved for approval of Resolution 2018-20, approving the 2019-2020 Final Budget as presented; Commission Barnes seconded.*

Discussion:

Commissioner Novakovich thanked Mr. Kooiker and staff for their work on the 2019-2020 Budget and stated it was very difficult to create a budget without knowing the bid numbers for the large projects. Furthermore, Commissioner Novakovich appreciates staff taking the time to go through items that may otherwise get missed.

Commissioner Barnes thanked Mr. Kooiker, Ms. Fine and staff for their work on the 2019-2020 Budget. In the past, the Port has been criticized for having a conservative budget; however, a conservative budget allows a high probability of achieving these numbers and he supports the budget.

Commissioner Moak stated the Port has always been conservative with the budget and believes it has been difficult for staff to create a budget when the numbers are not available for the bigger projects. Commissioner Moak stated the Commission may need to revisit the 2019-2020 Budget in order to award our bids if the numbers do not match up for Columbia Gardens and Vista Field. Commissioner Moak appreciates the work that Mr. Kooiker and staff do to ensure that the Commission is up to speed on the Budget.

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

MOTION: *Commissioner Barnes moved for approval of Resolution 2018-21, Levy Certification; Commissioner Novakovich seconded. With no further discussion, motion carried unanimously. All in favor 3:0.*

MOTION: *Commissioner Novakovich moved for approval of Resolution 2018-22, authorizing an increase in the Tax Capacity, authorizing the 1%; Commissioner Barnes seconded.*

Discussion:

Commissioner Barnes stated Resolution 2018-22 is the 1% increase allowable, which is approximately \$45,000. Commissioner Barnes stated this is a reasonable increase, given the Port's ambitious projects at Vista Field and Columbia Gardens.

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

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REPORTS, COMMENTS AND DISCUSSION ITEMS

A. *Vista Field Update*

1. *Infrastructure – Phase 1*

Mr. Peterson presented the civil plans to the Commission for approval to seek bids for Vista Field Phase 1A construction. Mr. Peterson continues to work through the City comments regarding the civil plans. The anticipated time frame for bid and construction of Phase 1A is as follows:

- December 4, 2018: Advertise Bid for 6 weeks;
- January 17, 2019: Open Bids;
- January 22, 2019: Bring Bid to Commission for possible approval;
- February 2019: Contract documents and notice to proceed submitted;
- October 2019: “Paved out.”

Mr. Peterson presented plans for the water feature and special elements within Phase 1A.

Commissioner Moak inquired when the City comments will be fully addressed.

Mr. Peterson anticipates resubmitting the plans the week of November 12-16. Then, staff has two weeks to route the plans to the utility companies for signature. Then, the Port will have a complete set of approved bid documents ready for advertisement.

Commissioner Moak inquired what will happen to the water feature if there is a drought or water shortage.

Mr. Peterson stated the water feature will run on recycled water; however, if there is a water shortage or drought, it will look like a dry stream bed running through the site. Mr. Peterson stated the water feature uses less than 40,000 gallons of water.

Commissioner Moak asked if Vista Field will ever have Kennewick Irrigation District (KID) service rather than City water.

Mr. Peterson is meeting with KID this week to discuss bringing irrigation to Vista Field.

Commissioner Moak inquired if the Port will pay an assessment to KID.

Mr. Peterson does not believe the Port will be assessed.

Commissioner Barnes inquired if the water feature will function in colder weather.

Mr. Peterson stated the designer indicated that moving the water will keep it from freezing.

PUBLIC COMMENT

No comments were made.

It is Consensus of the Commission for staff to move forward on the bids for Vista Field Phase 1A.

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B. Columbia Drive Update

Mr. Peterson reported that construction continues on Phase 2A and indicated that the site should have curbing and concrete within next week. Staff has submitted the construction documents for Columbia Gardens Phase 2B which features the tasting room building to the City for permit review and will begin advertising in November, with bids due on December 7, 2018. Mr. Peterson will present the bid to the Commission at the December 11, 2018 Meeting. Mr. Peterson continues to finalize plans for Phase 2C which consists of the bus shelter lighting and concrete slab, and the *Aspirations* artwork. Phase 2C will be a small works project and is expected to be completed by spring 2019. Additionally, the City is currently installing the HAWK rapid flashing beacon for pedestrian crossing on Columbia Drive and Date Street.

Commissioner Moak stated the Port, as part of an Interlocal Agreement (ILA) with the City, agreed to bid the tasting room project prior to bidding Vista Field.

Mr. Arntzen stated the Port and City have a great relationship and the fact that the Commission agreed to bid the tasting room prior to Vista Field emphasizes the commitment to revitalize this part of Kennewick. There has been significant participation and investment by both parties and in any great relationship, there is give and take.

C. Meeting with the Confederated Tribes of the Umatilla Indian Reservation (CTUIR)

Mr. Arntzen recently had lunch with Erik Quaempts, interim executive director of CTUIR. Mr. Quaempts is an enrolled member of the Yakima Nation and worked as the Director of Natural Resources of the CTUIR when Don Sampson was the Executive Director. Mr. Arntzen believes the Port has a great friend in Mr. Quaempts.

Mr. Arntzen and Mr. Quaempts discussed the rivershore reconveyance and Mr. Quaempts thanked the Port for their support on the issue. There was a lot of respect in Mr. Quaempts assessment of the Port's approach, position, and actions as stewards of the Tribes regarding the reconveyance. Mr. Arntzen feels the CTUIR is very interested in being part of discussion of the discussion on the rivershore transfer and recently, Don Sampson spoke at a community meeting.

Furthermore, Mr. Arntzen discussed the Port's plans to remediate Duffy's Pond. Mr. Quaempts mentioned that their resource department has a strong relationship with the Port and suggested Mr. Peterson continue to work with Teara Farrow Ferman, Program Manager of the Department of Natural Resources. Mr. Quaempts believes that the current process Mr. Peterson has been using works.

Mr. Arntzen and Mr. Quaempts also discussed the Memorandum of Understanding, which states that the Port and CTUIR meet yearly; however, Mr. Arntzen left it to Mr. Quaempts' discretion, to have a joint meeting when appropriate.

Commissioner Moak thanked Mr. Arntzen for meeting with Mr. Quaempts and stated it is important to continue an open dialog at staff level.

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D. Columbia Basin College Culinary Institute Saturday Retreat

Mr. Arntzen was invited by Dr. Rebekah Woods to a Culinary Institute retreat at Columbia Basin College (CBC). Thirty participants met to assist CBC with ideas related to the Culinary Institute. CBC prepared a summary for discussion and groups of ten had a chance to individually discuss topics and share comments. Mr. Arntzen stated there was a lot of excitement about the Culinary Institute and the group was on point and enthusiastic.

The executive summary highlighted partnerships with Washington State University Tri-Cities, Tri-Tech and other educational institutions. The group believes the Culinary Institute should dove tail with the Washington wine industry, which is a significant force. Additionally, there was discussion regarding restaurant incubators and establishing a culinary arts district, which are similar businesses such as breweries, restaurants, and supply stores that would be grouped near the Culinary Institute.

Commissioner Moak believes there could be additional opportunities for a Culinary Arts District, given what the Port has developed and are developing and would like more information.

Mr. Arntzen suggested an informal lunch meeting with Ms. Mosely and Dr. Woods and will report back at a later date.

Commissioner Moak thanked Mr. Arntzen for attending the workshop and providing a summary of the afternoon.

E. Cultural Congress Presentation

Mr. Arntzen recently attended the Cultural Congress in Ellensburg and had an opportunity to present with Bellingham Allied Arts Representative and the Ellensburg Economic Development Director. Mr. Arntzen stated the panel discussed how artwork enhances tourism and economic development activities.

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

Commissioners reported on their respective committee meetings.

G. Non-Scheduled Items

1. Commissioner Barnes spoke Troy Stariha, Port of Kalama Commissioner and Washington Public Ports Association (WPPA) President at the WPPA Small Ports Conference. Commissioner Barnes voiced his concerns regarding the proposed inland rail proposal supported by the ports of Tacoma and Benton to Commissioner Stariha.
2. Commissioner Moak reported that the Columbia Basin Badger Club will be holding a community forum regarding the Columbia River Shoreline reconveyance. The event will be held on November 15, 2018 at 11:30 a.m. at the Shilo Inn in Richland. Don Sampson, former chairman of the CTUIR will be in attendance as part of a three panel discussion, along with Gary Peterson and Jim Wise.

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3. Ms. Bader Inglima reported that the Port recently went out for a Request for Proposal (RFP) to update the Port website. The Port received nine proposals and selected Artmil Design to redesign the website.

Ms. Bader Inglima thanked the Commission for their continued investment in art and shared recent photos of The Willow Fish Trap Baskets at The Gathering Place. Ms. Bader Inglima stated the continued investment is making Clover Island an attractive destination.

Ms. Bader Inglima stated Duffy's Pond is becoming an attractive location and shared a photo of a family photo shoot. Ms. Bader Inglima thanked Mr. Arntzen for his vision and the Port maintenance team and Coyote Work Crew for their continued work on the trail and pond.

Ms. Bader Inglima reported that the *Tri-City Journal's* business magazine *FOCUS* featured articles about Southridge, Downtown Kennewick, the Waterfront and the Port's continued investment in Columbia Gardens and Vista Field.

4. Mr. Peterson stated the Kennewick City Council recently considered a series of Comprehensive Land Use Amendments in the Comprehensive Plan. Two car dealerships on Columbia Drive requested the Urban Mixed Use (UMU) designation for future redevelopment of site. Additionally, the Planning Commission approved to establish 90 acres as UMU off the Bob Olsen Parkway; however, City Council unanimously denied the request and asked the applicant for more information and homework and referenced the Port's thorough process.
5. Ms. Hanchette recently met with an experienced developer who is interested in Port property that is part of an opportunity zone. Ms. Hanchette toured one of his developments and stated the development was quality construction with nice elements. The next step is for the staff to appraise the property for the Commission to establish price. Ms. Hanchette stated the developer is flexible and ready to prepare a proposal.

Mr. Arntzen stated Ms. Hanchette toured an apartment complex, which is needed for the area to become successful. The properties would be middle income level properties and would help support activities and amenities in the area.

Commissioner Novakovich inquired if the developer is willing to build something that will satisfy pattern language that was citizen driven.

Ms. Hanchette shared the design from Gary Black and Integrated Structures Inc. (ISI) and other elements from the pattern language, such as: the Christmas tree, a public space, a grand entrance, the trail system and commercial elements. The developer is willing to build for a need, is flexible and amenable to incorporating specific elements.

Mr. Arntzen stated staff will continue to perform due diligence; however, there are policy issues that will need to be addressed.

Commissioner Moak stated the developer can find ways to meld in the elements from the pattern language.

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Mr. Arntzen stated Ms. Luke can draft a detailed Letter of Intent (LOI) which addresses the elements the Commission would like to see.

Commissioner Barnes is interested in exploring the potential and believes a non-binding LOI will protect the Port.

Mr. Arntzen stated staff will continue to work with the developer and ask Mr. Black to review the developer's proposal.

Commissioner Barnes stated if the developer could provide an outline of project, Mr. Black can review and discuss what elements would work with the pattern language.

Commissioner Moak appreciates Ms. Hanchette meeting with the developer and her continued due diligence.

PUBLIC COMMENTS

Boyce Burdick, 414 Snyder Street, Richland. The second concert of the Mid-Columbia Symphony is on November 10, 2018 at Richland High School. The symphony titled "Rome, the Eternal City," will feature music *Tosca* and *La Dolce Vita*, with special guests, the Mid-Columbia Mastersingers Youth Choirs.

COMMISSIONER COMMENTS

No comments were made.

Commissioner Moak anticipates the Executive Session will last approximately 20 minutes, Personnel, per RCW 42.30.110(1)(g) with action anticipated. Commissioner Moak asked the public to notify Port staff if they will return after the executive session so staff can advise if the session concludes early.

Commissioner Moak recessed the Regular Commission Meeting at 4:41 p.m.

EXECUTIVE SESSION

A. Personnel, per RCW 42.30.110(1)(g)

Commissioner Moak convened the meeting into Executive Session at 4:41 p.m. for approximately 20 minutes.

Ms. Scott extended the Executive Session 15 minutes at 5:01 p.m.

Ms. Schumacher extended the Executive Session 5 minutes at 5:16 p.m.

Commissioner Moak adjourned the Executive Session at 5:21 p.m.

Commissioner Moak reconvened Regular Commission Meeting at 5:22 p.m.

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Commissioner Moak stated the Commission concluded discussion on Personnel, per RCW 42.30.110(1)(g), reviewing the CEO's goals for 2019-2020 and remaining goals from 2017-2018 and reviewed the CEO's performance evaluation.

MOTION: *Commissioner Barnes moved for approval of the Chief Executive Officer's (CEO) 2018 Performance Evaluation and in accordance with the CEO contract, deeming the CEO's performance to be exceptional; Commissioner Novakovich seconded.*

Discussion:

Commissioner Novakovich stated the CEO has done an amazing job for the Port, by accomplishing tasks set forth with limited resources and tackling issues as they arise.

Commissioner Barnes stated the Port has had an exceptional few years and the CEO has done an exceptional job building staff and creating an environment where staff can excel.

Commissioner Moak concurs with Commissioner Novakovich and Commissioner Barnes and stated the CEO has excelled in creating new partnerships and furthering established partnerships. All those partnerships took hard work on the CEO's part, and the personal investment and commitment surrounding those partnerships benefited the Port, staff, and the Commission. Thank you.

With no further discussion, all in favor, 3:0. Motion carried unanimously.

MOTION: *Commissioner Novakovich moved to approve the completed three goals for 2017-2018 in accordance with the CEO's Goals and Objectives Update dated October 23, 2018 (Exhibit A); Commissioner Barnes seconded. With no further discussion, all in favor, 3:0. Motion carried unanimously.*

MOTION: *Commissioner Barnes moved for approval the 2019-2020 goals and objectives in accordance with Exhibit B; Commissioner Novakovich seconded.*

Discussion:

Commissioner Moak hopes to see the CEO accomplish all of the goals, because they are great goals.

With no further discussion, all in favor, 3:0. Motion carried unanimously.

Commissioner Moak expressed his appreciation to the Performance Evaluation Committee, Mr. Kooiker, Ms. Luke, and Commissioner Barnes. Commissioner Moak thanked the Committee for their time and effort that went into the performance evaluation.

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Mr. Arntzen appreciates the evaluation process and thanked the Commission for their guidance. Mr. Arntzen stated that his team has helped the Port reach the level of success and he appreciates being part of the team.

ADJOURNMENT

With no further business to bring before the Board; the meeting was adjourned 5:30 p.m.

APPROVED:

**PORT of KENNEWICK
BOARD of COMMISSIONERS**



Thomas Moak, President

Don Barnes, Vice President

Skip Novakovich, Secretary

PORT OF KENNEWICK

RESOLUTION NO. 2018-20

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF PORT OF KENNEWICK ADOPTING THE 2019 & 2020 BUDGET

WHEREAS, the Board of Commissioners of Port of Kennewick met at a regular meeting on October 23, 2018, a quorum of the Commission being present; and

WHEREAS, Port of Kennewick has properly given notice of the public hearing held on October 23, 2018 to consider Port of Kennewick's Budget for the 2019 and 2020 calendar years, pursuant to RCW 84.55.120; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Port of Kennewick after a public hearing, and after duly considering all relevant evidence and testimony presented, has adopted the attached budget for Port of Kennewick for the year 2019 & 2020.


ADOPTED by the Board of Commissioners of Port of Kennewick at its regular meeting on October 23, 2018.

**PORT OF KENNEWICK
BOARD OF COMMISSIONERS**

By:


THOMAS MOAK, President

By:


DON BARNES, Vice-President

By:


SKIP NOVAKOVICH, Secretary



Port of Kennewick

2019 & 2020 PRELIMINARY BUDGET

Fostering Jobs

Building Infrastructure

Enhancing Quality of Life



Mission & Goals

The Port of Kennewick's mission is to provide and support sound economic growth opportunities that create jobs and/or improve the quality of life of the port district citizens.

Economic Development and Job Creation Goals:

- Provide the public with high quality projects and services within a healthy work environment.
- Evaluate economic development opportunities based on results to be derived district-wide versus project-specific or jurisdiction-specific.
- Encourage transparency, open competition and equal project consideration, fostering a reputation for fairness with the local business community.
- Seek to fund projects with available resources.
- Support intergovernmental cooperation by partnering with entities which demonstrate support.

These above goals will be accomplished through the following projects:

- Vista Field Redevelopment
- Kennewick's Historic Waterfront District
 - Columbia Drive Redevelopment
 - Clover Island 1135 Shoreline Restoration.

Financial, Operational, and Budget Philosophy for 2019 & 2020:

- The Port is maintaining its goal of a balanced budget.

- The Port is fiscally sound and is ensuring its available resources do not exceed expenditures.
- The Port's budget allows funding for additional staff in order to facilitate budgeted capital projects while promoting fiscal responsibility.
- The Port's budget does reflect incurring reasonable debt with the goal of being economically sustainable while meeting cost, risk, legal, and redevelopment objectives.
- The Port will continue to report ROI as appropriate and share audited financial reports with the public.

2019 & 2020 PRELIMINARY BUDGET*

Total Revenues	\$ 19,245,598
Total Expenses (less capital and promotional hosting)	\$ 8,427,745
Profit (Loss)	<u>\$ 10,817,853</u>
Less Capital Expenses	\$ 14,659,538
Less Promotional Hosting Expenses	\$ 20,500
Beginning Cash on Hand	\$ 7,470,240
RESERVE FUNDS	\$ 2,500,000
UNRESTRICTED FUND BALANCES	<u>\$ 1,108,054</u>
ENDING CASH ON HAND	<u>\$ 3,608,054</u>

*The 2019 & 2020 Preliminary Budget PowerPoint Presentation is integral to the Port of Kennewick's preliminary budget document.

PORT OF KENNEWICK

RESOLUTION NO. 2018-21

A RESOLUTION OF THE BOARD OF COMMISSIONERS FOR THE PORT OF KENNEWICK CERTIFYING THE PORT'S 2018 LEVY FOR 2019 COLLECTION

WHEREAS, the Board of Commissioners of the Port of Kennewick met and considered its budget for the calendar year 2019 and 2020 at a regular meeting on October 23, 2018, a quorum of the Commission being present; and

WHEREAS, a legal notice of public hearing on the Preliminary Budget of Port of Kennewick for the calendar year of 2019 and 2020 was published in accordance with RCW 53.35.020, RCW 53.35.045 and RCW 84.52.020, and such hearing being held on the 9th day of October, 2018; and

WHEREAS, the Port's actual levy amount from 2018 year was \$4,064,466; and

WHEREAS, the population of the Port is more than 10,000; and

WHEREAS, the Board of Commissioners of Port of Kennewick after hearing and after duly considering all relevant evidence and testimony presented, determined that the Port of Kennewick requires a regular levy for the 2019 tax year in the amount of \$5 million, which includes an increase in property tax revenue from the previous year, amounts resulting from the addition of new construction, improvements to property, any increase in the value of state-assessed property, and amounts authorized by law as a result of any annexations that have occurred and refunds made, in order to discharge the expected expenses and obligations of the district and in its best interest.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Port of Kennewick substantiate that an increase in the regular property tax levy is hereby authorized for the levy to be collected in 2019 tax year. The dollar amount of the increase over the actual levy amount from the previous year shall be approximately \$45,000, which is a one-percent increase from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, any increase in the value of state assessed property, any annexations that have occurred and refunds made.

BE IT FURTHER RESOLVED that the Board of Commissioners of the Port of Kennewick hereby direct the Chief Financial Officer/Auditor to certify a copy of this resolution and forward the same to the Clerk of the Board of the County Commissioners in accordance with RCW 84.52.020.

APPROVED and dated by the Commissioners of the Port of Kennewick at a regular meeting on October 23, 2018.

**PORT of KENNEWICK
BOARD of COMMISSIONERS**

By:


THOMAS MOAK, President

By:


DON BARNES, Vice-President

By:


SKIP NOVAKOVICH, Secretary

CERTIFICATION OF TAX LEVY

STATE OF WASHINGTON

County of Benton

In accordance with RCW 84.52.020, I, **Nick Kooiker**, CFO/Auditor for Port of Kennewick, do hereby certify to the Benton County legislative authority that the Commissioners of said district request that the following levy October 23, 2018. I hereby request the Board of County Commissioners of Benton County, Washington, to make said regular levy of the Kennewick Port District, as set forth below, and that said regular levy is for operation, maintenance, land acquisition, construction, and the levy is to be distributed as follows:

Expense (General) Fund	\$4,970,000
Administration Refund Fund	\$30,000

Total Regular Levy	\$5,000,000
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<i>Population Certification:</i>	<i>Above 10,000</i>
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If the above certification is more than the Assessor's levy calculations, the Assessor's Office is directed to reduce the Expense (General) Fund amount by the actual Assessor's levy calculation.

CERTIFIED this 23rd day of October, 2018.

CERTIFIED BY:

**PORT of KENNEWICK
CFO/AUDITOR**



Nick Kooiker

Ordinance / Resolution No. 2018-21
RCW 84.55.120

WHEREAS, the Commission of The Port of Kennewick has met and considered
(Governing body of the taxing district) (Name of the taxing district)
its budget for the calendar year 2019; and,

WHEREAS, the districts actual levy amount from the previous year was \$ 4,064,466.00; and,
(Previous year's levy amount)

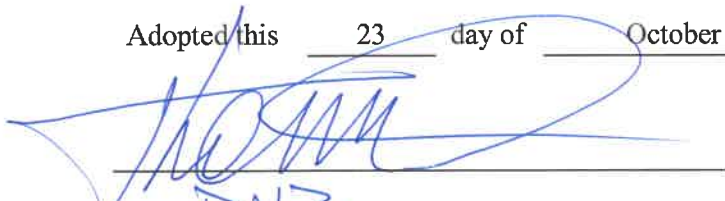
WHEREAS, the population of this district is ☒ more than or ☐ less than 10,000; and now, therefore,
(Check one)

BE IT RESOLVED by the governing body of the taxing district that an increase in the regular property tax levy
is hereby authorized for the levy to be collected in the 2019 tax year.
(Year of collection)

The dollar amount of the increase over the actual levy amount from the previous year shall be \$ 45,000.00
which is a percentage increase of 1.0 % from the previous year. This increase is exclusive of
(Percentage increase)

additional revenue resulting from new construction, improvements to property, newly constructed wind turbines,
solar, biomass, and geothermal facilities, and any increase in the value of state assessed property, any annexations
that have occurred and refunds made.

Adopted this 23 day of October, 2018.


Don Barnes
Skip Novakovich

Thomas Mook, President
Don Barnes, Vice President
Skip Novakovich, Secretary

If additional signatures are necessary, please attach additional page.

This form or its equivalent must be submitted to your county assessor prior to their calculation of the property tax levies. A certified budget/levy request, separate from this form is to be filed with the County Legislative Authority no later than November 30th. As required by RCW 84.52.020, that filing certifies the total amount to be levied by the regular property tax levy. The Department of Revenue provides the "Levy Certification" form (REV 64 0100) for this purpose. The form can be found at: <http://dor.wa.gov/docs/forms/PropTx/Forms/LevyCertf.doc>.

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PORT OF KENNEWICK

RESOLUTION NO. 2018-22

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PORT OF KENNEWICK AUTHORIZING AN INCREASE IN TAX LEVY CAPACITY PURSUANT TO RCW 84.55.120 AND WAC 458-19-005

WHEREAS, a public hearing was held by the Board of Commissioners for the Port of Kennewick regarding the 2019 and 2020 budget; and

WHEREAS, pursuant to RCW 84.55.120 and WAC 458-19-005, the rate of inflation (IPD rate) for 2019 is 2.169% and the limit factor for property taxes for 2019 is 108.024%; and

WHEREAS, the Port of Kennewick's levy amount from the previous year was approximately \$4,064,466; and

WHEREAS, the Port has set its increase in tax levy capacity for the 2019 and 2020 budget at one percent (1%) and finds there is substantial need to set the levy limit at one hundred and one percent (101%); and

WHEREAS, the Board of Commissioners of the Port of Kennewick Taxing District, after hearing and after duly considering all relevant evidence and testimony presented, finds there is a substantial need to set the levy limit at one hundred one percent (101%), in order to discharge the expected expenses and obligations of the district and in its best interest; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Port of Kennewick Taxing District that an increase in the regular property tax levy, in addition to the increase resulting from the addition of new construction and improvements to property and any increase in levy value of state assessed property, is hereby authorized for the 2019 levy in the amount of approximately \$45,000 which is a one (1%) percentage increase from the previous year.

ADOPTED by the Board of Commissioners of the Port of Kennewick at a regular meeting held this 23rd day of October 2018; and duly signed by its proper officers in the authentication of its passage on said date.

**PORT of KENNEWICK
BOARD of COMMISSIONERS**

By: 

THOMAS MOAK, President

By: 

DON BARNES, Vice-President

By: 

SKIP NOVAKOVICH, Secretary

Levy Certification

Submit this document to the county legislative authority on or before November 30 of the year preceding the year in which the levy amounts are to be collected and forward a copy to the assessor.

In accordance with RCW 84.52.020, I, Nick Kooiker,
(Name)

CFO/Auditor, for The Port of Kennewick, do hereby certify to
(Title) (District Name)

the Benton County legislative authority that the Commissioners
(Name of County) (Commissioners, Council, Board, etc.)

of said district requests that the following levy amounts be collected in 2019 as provided in the district's
(Year of Collection)

budget, which was adopted following a public hearing held on 10/23/18:
(Date of Public Hearing)

Regular Levy: \$4,970,000.00
(State the **total** dollar amount to be levied)

Excess Levy: \$0.00
(State the **total** dollar amount to be levied)

Refund Levy: \$30,000.00
(State the **total** dollar amount to be levied)

Signature: 

Date: 10/23/18

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