

AGENDA

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

Tuesday, December 11, 2012
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 November 15, 2012
- B. Approval of Warrant Registers Dated November 28, 2012
- C. Approval of Direct Deposit and Warrants Dated November 30, 2012
- D. Approval of Warrant Registers Dated December 12, 2012
- E. 2013 Commission Organization Representation
- F. Acceptance of Oak Street Industrial Park LEEP Project Completion by Absolute Power; Resolution 2012-54
- G. Acceptance of Vista Field Development Building #1 LEEP Project Completion by Absolute Power; Resolution 2012-55
- H. Acceptance of Vista Field Airport Taxi-lane & Apron Project adjacent PCLI Completion by Big D's Construction; Resolution 2012-56
- I. Approval to Sell and Convey Surplus Property With Less than \$10,000 Value; Resolution 2012-57
- J. Approval of 2012 Budget Amendments

V. PRESENTATIONS

- A. 2012 Friend of the Port
- B. Planning, Environmental and Economic Consulting Services for Future of Vista Field Airport Project, Alternatives Technical Report, Michael Mahaffey of Duany Plater-Zyberk & Company (DPZ)
- C. Closing the Operating Gap, Ben Floyd, Anchor QEA

VI. REPORTS, COMMENTS AND DISCUSSION ITEMS

- A. Clover Island
 - 1. Clover Island Inn Lease Agreement; Resolution 2012-48
- B. Cancellation of December 25, 2012 Commission Meeting
- C. Commissioner Meetings (formal and informal meetings with groups or individuals)
- D. Non-Scheduled Items

VII. PUBLIC COMMENT *(Please state your name and address for the public record)*

VIII. EXECUTIVE SESSION, if necessary *(Ask public if they are staying, and if not, where they can be located if the Executive Session ends early.)*

- A. Personnel, per RCW 42.30.110(1)(g)
- B. Real Estate, per RCW 42.30.110(1)(c)
- C. Potential Litigation, per RCW 42.30.110(1)(i)

IX. ADJOURNMENT

PLEASE SILENCE CELL PHONES

PORT OF KENNEWICK

Resolution No. 2012-54

***A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PORT OF
KENNEWICK ACCEPTING THE OAK STREET INDUSTRIAL PARK ENERGY
EFFICIENCY LIGHTING PROJECT COMPLETED BY ABSOLUTE POWER, INC.***

WHEREAS, Absolute Power, Inc. has provided notification that the Oak Street Industrial Park Energy Efficiency Lighting project has been substantially completed in accordance with the contract requirements; and

WHEREAS, the Benton Public Utility District, and the Port of Kennewick staff have inspected the work and certified that it has been completed in accordance with the contract requirements.

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Port of Kennewick hereby accepts the work of Absolute Power, Inc. as being substantially completed in accordance with the contract documents.

BE IT FURTHER RESOLVED that upon completion of all required documentation for the project, the Executive Director is authorized to proceed with the necessary requirements to finalize the project account.

ADOPTED by the Board of Commissioners of Port of Kennewick on the 11th day of December, 2012.

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

By: _____
SKIP NOVAKOVICH, *President*

By: _____
DON BARNES, *Vice President*

By: _____
GENE WAGNER, *Secretary*

PORT OF KENNEWICK

Resolution No. 2012-55

***A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PORT OF
KENNEWICK ACCEPTING THE VISTA FIELD DEVELOPMENT BUILDING #1
ENERGY EFFICIENCY LIGHTING PROJECT
COMPLETED BY ABSOLUTE POWER INC***

WHEREAS, Absolute Power, Inc. provided notification that the Vista Field Development Building #1 Energy Efficiency Lighting project has been substantially completed in accordance with the contract requirements; and

WHEREAS, the Benton Public Utility District, and the Port of Kennewick staff have inspected the work and certified that it has been completed in accordance with the contract requirements.

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Port of Kennewick hereby accepts the work of Absolute Power, Inc. as being substantially completed in accordance with the contract documents.

BE IT FURTHER RESOLVED that upon completion of all required documentation for the project, the Executive Director is authorized to proceed with the necessary requirements to finalize the project account.

ADOPTED by the Board of Commissioners of Port of Kennewick on the 11th day of December, 2012.

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BOARD OF COMMISSIONERS***

By: _____
SKIP NOVAKOVICH, *President*

By: _____
DON BARNES, *Vice President*

By: _____
GENE WAGNER, *Secretary*

PORT OF KENNEWICK

Resolution No. 2012-56

***A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PORT OF
KENNEWICK ACCEPTING THE VISTA FIELD AIRPORT TAXIWAY AND APRON
PROJECT FOR PACIFIC CATARACT AND LASTER INSTITUTE, INC.***

WHEREAS, Big D's Construction of Tri-Cities provided notification that the taxiway and apron project adjacent to Pacific Cataract & Laser Institute project has been substantially completed in accordance with the plans and specifications; and

WHEREAS, JUB Engineers Inc., and the Port of Kennewick staff have inspected the work and certified that it has been completed in accordance with the plans and specifications.

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Port of Kennewick hereby accepts the work of Big D's Construction of Tri-Cities as being substantially completed in accordance with the contract documents.

BE IT FURTHER RESOLVED that upon completion of all required documentation for the project, the Executive Director is authorized to proceed with the necessary requirements to finalize the project account.

ADOPTED by the Board of Commissioners of Port of Kennewick on the 11th day of December, 2012.

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

By: _____
SKIP NOVAKOVICH, *President*

By: _____
DON BARNES, *Vice President*

By: _____
GENE WAGNER, *Secretary*

PORT OF KENNEWICK

RESOLUTION 2012-57

***A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE
PORT OF KENNEWICK AUTHORIZING THE PORT EXECUTIVE DIRECTOR
TO SELL AND CONVEY SURPLUS PROPERTY WITH LESS THAN \$10,000 VALUE***

WHEREAS, the Board of Commissioners of Port of Kennewick met this 11th day of December, 2012, a quorum of the Commissioners being present; and

WHEREAS, from time to time it is necessary to surplus items no longer needed for Port District purposes; and

WHEREAS, RCW 53.08.090 provides that the Port Commissioners may authorize the Port Executive Director to sell and convey property of less than \$10,000 in value; and

WHEREAS, that prior to each such disposition of Port property, the Port Executive Director is directed to present to the Commission an itemized list of the property and to make written certification that the listed property is no longer needed for Port District purposes; and

NOW, THEREFORE, BE IT RESOLVED by the Port of Kennewick Commissioners to authorize the Port Executive Director to surplus Port property no longer needed for Port purposes which has a value of \$10,000 or less; and

ADOPTED by the Board of Commissioners of Port of Kennewick this 11th day of December 2012.

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

By: _____
SKIP NOVAKOVICH, *President*

By: _____
DON BARNES, *Vice President*

By: _____
GENE WAGNER, *Secretary*

I, **Tim Arntzen**, hereby certify that the attached itemized list of property is no longer needed for Port purposes.

DATED this 11th day of December 2012.

By: _____
TIM ARNTZEN, *Executive Director*

SURPLUS ASSET LISTING

Asset	Disposition	Property Description	Date In Service	Tax Cost
23	Obsolete	Brother Fax 4100	3/23/04	\$ 423.56
21	Broke	Craftsman Chainsaw	3/23/04	\$ 249.08
29	Broken	Vector Portable battery charger	04/13/2004	\$ 86.63
43	Obsolete	TV/VCR Combo	9/15/90	\$ 409.63
52	Obsolete	Air Conditioner	10/15/79	\$ 2,047.50
81	Broke	Cannon 10-Key CP1213D	10/18/05	\$ 233.74
95	Broken	two Husky	6/04/09	\$ 433.19
95	Broke	Two Huskvarna Mowers	06/04/2009	\$ 433.19
99	Broken	Hp OJF Printer	11/28/09	\$ 128.01
105	Broken	32' Extension Ladder DB1 & 2	4/30/03	\$ 925.97
118	Broke	Tradeshow Booth	12/15/87	\$ 1,420.40
132		Refrigerator DB2	8/15/86	\$ 458.15
151	Obsolete	Refrigerater VFDF 1	11/15/89	\$ 646.79
153	Obsolete	Tables	12/15/89	\$ 612.30
156	Obsolete	64 chairs	2/15/90	\$ 1,272.90
332		Ladder DB2	7/31/97	\$ 64.79
385	Broke	Storage cabinet	4/28/00	\$ 119.84
421	Obsolete	Air Conditioner	8/11/98/	\$ 3,522.96
451	Obsolete	HP Laser Printer 8000 N	9/15/98	\$ 3,076.87
482	Obsolete	Chair VFDF	11/10/98	\$ 107.99
649	Obsolete	Drafting Table	9/30/06	\$ 666.46
731	Broken	Heater	4/30/03	\$ 925.97
769	Obsolete	Fans for hanging Heaters	12/16/04	\$ 5,362.67
784	Obsolete	Dell Optiplex	2/09/04	\$ 1,950.48
795	Obsolete	Dell Latitude Laptop	04/12/2005	\$ 1,971.60
811	Broken	Ricoh Copier	10/30/2005	\$ 15,378.60
920	Sold	Cork Equipment-Sold Per Lease Section 33 10/1/08-9/30/11	4/01/07	\$ 17,423.84
957	Obsolete	Wireless firewall system	9/30/07	\$ 687.65
959	Obsolete	Dell Computer Tower-Optiplex 330 Int	12/31/07	\$ 1,353.75
960	Obsolete	Dell Computer Tower-Optiplex 330 Int	12/31/07	\$ 1,081.93
961	Obsolete	Laptop latitude D830 Intel	12/31/07	\$ 1,576.85
978	Obsolete	HP Entertainment PC notebook	1/23/08	\$ 1,178.28
1035	broken	Dell Laptop	03/31/2009	\$ 1,711.11
1039	Broke	Canon Digital Camera	9/30/09	\$ 368.93
1054	Broke	Hp Mini Notebook	02/01/2010	\$ 379.04
1060	Broke	Electric Motor/Pump	09/30/2012	\$ 9,278.32
n/a	broke	two weed eater mowers	na	Under \$200
na	Broke	Yard Machine	n/a	Under \$200
na	Broke	Echo SRM210 Trimmer	n/a	\$ 194.93
na	Broke	Echo SRM225 Trimmer	n/a	\$ 190.60
Total				\$ 78,354.50

PORT OF KENNEWICK

RESOLUTION No. 2012-48

A RESOLUTION OF THE PORT OF KENNEWICK BOARD OF COMMISSIONERS APPROVING CLOVER ISLAND INN LEASE

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

WHEREAS, the Port entered into lease renegotiations with Clover Island Development Company, LLC; 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, lease negotiation points have been communicated to the State Auditor's Office with no issues noted, and is in the best interest of the Port's taxpayers.

NOW, THEREFORE, BE IT RESOLVED the Port of Kennewick Board of Commissioners agrees to enter into a five year lease, with (4) four periods of (5) five year renewal options commencing January 1, 2015 with Clover Island Development Company, LLC as presented and hereby authorize 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 11th day of December, 2012.

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

SKIP NOVAKOVICH, President

DON BARNES, Vice-President

GENE WAGNER, Secretary