

REGULAR COMMISSION MEETING

PORT OF KENNEWICK

JULY 11, 2006

MEETING MINUTES

CALL TO ORDER

Commission President David Hanson called the Regular Commission meeting to order at 2:30 p.m. in the Riverside Room of Clover Island Inn located in Kennewick, Washington.

Members Present: David Hanson, President
Gene Wagner, Vice President

Staff Present: Tim Arntzen, Executive Director
Dan Cryer, Director of Operations/Airport Manager
Larry Peterson, Director of Planning and Development
Tammy Huffman, Director of Finance/Auditor
Ken Rice, Port Counsel
Sherrie Bowers, Administrative Assistant

Commissioner Linda Boomer informed the Commission and staff in advance that she would be unable to attend today's meeting.

PLEDGE OF ALLEGIANCE

Commissioner Hanson led the Pledge of Allegiance.

CONSENT AGENDA

- ❖ *Commissioner Gene Wagner moved approval of the consent agenda. Commissioner Hanson seconded and the motion carried unanimously.*

The consent agenda consisted of the following:

- ***Regular Commission Meeting Minutes of June 27, 2006***
- ***Payroll Roster dated June 30, 2006***
 - Expense Fund Voucher Nos. 25495-25508 totaling \$19,078.48
- ***Payment Roster dated June 27, 2006***
 - Airport Improvement Fund Voucher No. 317 totaling \$5,700.00
 - Operations Fund Voucher Nos. 40418-40421 totaling \$1,408.06
 - Construction Fund Voucher Nos. 2054-2060 totaling \$391,019.06
 - Expense Fund Voucher Nos. 25509-25544 totaling \$32,519.78
- ***Approval of Clover Island Drive Reconstruction change Order in the amount of \$60,056 for West coast Construction Company, Inc.***

NEW BUSINESS

- **Resolution No. 2006-31 Authorizing a Vista Field Land Sale to Rick Hays**

Director of Planning & Development Larry Peterson explained Mr. Rick Hays, doing business as Paradise Bottled Water Company, had offered to purchase .40 of an acre in Vista Field Industrial Park for \$43,125.00. This equates to \$2.50 per square foot and is consistent with recent sales activity in the area. Mr. Peterson stated the purchaser plans to add an additional 3,900 square feet of warehouse space to his existing building which will provide three new jobs for his business. Mr. Peterson recommended approval of the land sale.

- ❖ *Commissioner Hanson moved approval of Resolution No. 2006-31 authorizing the Port's Executive Director to execute all necessary documentation associated with the land sale to Rick Hays, doing business as Paradise Bottled Water Company and to take all other action necessary to close this transaction. Commissioner Wagner seconded and after discussion, the motion carried unanimously.*

- **Resolution No. 2006-32 Authorizing Continued Financial Participation in the Inland Ports and Navigation Group Legal Matter**

Executive Director Tim Arntzen stated for the past several years the Port had participated, along with other Columbia and Snake River ports and commercial navigation organizations, in the Inland Ports and Navigation Group (IPNG) lawsuit protecting commercial navigation on the Snake River. He explained the participation carried a financial obligation of \$10,000 in the past and IPNG had requested a \$10,000 contribution for 2006-2007. He explained continued commercial navigation on the Snake River provides substantial economic benefits to this region. He felt continued participation would be in the Port's best interest and recommended approval of Resolution No. 2006-32.

- ❖ *Commissioner Wagner moved approval of Resolution No. 2006-32 authorizing the Port's Executive Director to provide a financial contribution in the amount of \$10,000 to IPNG for the period of 2006-2007 for ongoing legal issues.*

REPORTS, COMMENTS AND DISCUSSION ITEMS

- **Clover Island Update**

Port Office/Retail Building Update: Director of Operations Dan Cryer stated the building was nearly complete with the exception of some exterior work on the eastside stair tower and landscaping. He anticipated asking the Commission for acceptance of the completed project at the next Regular Commission meeting.

- **Vista Field Airport Update**

Washington State Department of Transportation Long-term Aviation Study: Mr. Cryer stated the Washington State Department of Transportation (WSDOT) was conducting in a three-year long-term aviation study and the Tri-Cities area has been targeted as an area of interest in the study due to the potential growth of the region. Other areas of interest include Seattle, Spokane and Vancouver. He explained the first phase of the study was a fact-finding stage to determine capacity of the targeted airports. The results of this phase would be available September 2006. The second phase of the study would be forecasting future needs of transportation and would conclude July 2007. The third phase would include an aviation planning council appointed by the Governor Christine Gregoire to provide recommendations for state aviation needs. This phase of the study was scheduled to conclude in July 2009. Mr. Cryer stated the Port would be notified as results become available.

Airport Crack/Slurry Seal: Mr. Cryer explained a grant was in place with a ten percent match by the Port for this project. He anticipated putting the project out for bids July 24, 2006 with work to begin late August or early September.

- **Hedges Industrial Site Update**

Utility Easement: Mr. Arntzen reported granting a ten-foot wide utility easement to Benton Public Utility District allowing for the installation of utilities for the Alexandra Communications radio tower at the Hedges site.

➤ **Meeting Reports**

- Mr. Peterson reported holding a walk-through meeting with the contractor, engineer and construction manager for the Clover Island Drive reconstruction project to identify issues needing to be resolved.
- Mr. Arntzen attended the Tri-Cities Regional Chamber of Commerce State of the Ports luncheon. He informed the Commission he had been invited to attend this evening's City of Kennewick Council meeting to discuss current Port projects and plans. He stated it had been suggested the Port and the City of Kennewick hold a joint meeting in September.
- Mr. Cryer reported attending Tri-Cities Regional Chamber of Commerce State of the Ports luncheon and commended Mr. Peterson for his presentation during that luncheon. Mr. Cryer also attended a WSDOT meeting and the recent United States Corps of Engineers Change of Command ceremony.
- Commissioner Wagner reported attending a Tri-Cities Regional Chamber of Commerce State of the Ports luncheon and the recent United States Corps of Engineers Change of Command ceremony.

➤ **Non-scheduled Items**

- Clover Island Marina Replacement Bid Update: Mr. Arntzen stated staff had planned to ask for approval to award the bid for the Clover Island Marina replacement project during today's meeting but stated the item had to be removed from the agenda. He explained a total of six bids were received. Five companies bid the two-year construction option and one bidder utilized the one-year construction option. He stated Port staff and the architect had reviewed the apparent low bid packages for the one-year and two-year option but additional information was required of both bidders. Mr. Arntzen anticipated having all necessary information by July 14, 2006 and felt it was likely the Port would properly advertise and conduct a Special Commission meeting July 19, 2006 to consider awarding the project.

PUBLIC COMMENT

- Richland City Council member Rita Mazur stated she had visited the Spaulding Business Park and was very pleased with the progress in the area.

EXECUTIVE SESSION

- ♦ *Real Estate Matter: RCW 42.30.110(b)*

The Regular Commission meeting was recessed into Executive Session at 2:45 p.m. for discussion of real estate matters. Executive Session was anticipated to last approximately twenty minutes with no action expected.

ADJOURNMENT

The Regular meeting was reconvened at 3:15 p.m. and with no further business to bring before the Board the Regular Commission meeting was adjourned at 3:15 p.m.

APPROVED:

**PORT OF KENNEWICK
BOARD OF COMMISSIONERS**

David Hanson, President

Gene Wagner, Vice-President