

PUBLIC HEARING  
&  
REGULAR COMMISSION MEETING

PORT OF KENNEWICK

OCTOBER 10, 2006

MEETING MINUTES

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**CALL TO ORDER**

Commission President David Hanson called the Regular Commission meeting to order at 2:30 p.m. in the Port of Kennewick Commission Chambers located at 350 Clover Island Drive in Kennewick, Washington.

**Members Present:**

David Hanson, President  
Gene Wagner, Vice President  
Linda Boomer, Secretary

**Staff Present:**

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

**PLEDGE OF ALLEGIANCE**

Commissioner Hanson led the Pledge of Allegiance.

**PUBLIC HEARING**

Commissioner Hanson opened the Public Hearing at 2:30 p.m., to consider adopting certain amendments to the Port's Comprehensive Scheme of Development.

Director of Planning and Development Larry Peterson announced a Public Hearing had been appropriately advertised.

He explained the Port's Comprehensive Scheme of Development, which is required by State law, serves as a guide for the Port's actions relating to the purchase, sale, lease and/or development of properties within the district. The Port's Comprehensive Scheme was established in 1955 and has been amended over the years by resolution as economic development opportunities have evolved. Permissible Port actions for the properties in and around the Hover area (*Township 9 North, Range 30 and 31 East W. M.*), are not addressed in the 1955 Comprehensive Scheme of Development nor subsequent resolutions. Therefore it is appropriate that the Commission formalize which land acquisition, use and/or disposal actions are appropriate for properties in this vicinity. Mr. Peterson stated Resolution 2006-45 would allow the Port to acquire, develop, lease and/or sell properties within an area generally known as Hover.

There being no public comments regarding the topic, Commissioner Hanson closed the Public Hearing at 2:35 p.m., and reconvened the Regular Commission meeting.

**NEW BUSINESS**

➤ **Resolution 2006-45 Adopting Certain Amendments to the Port of Kennewick Comprehensive Scheme of Development as Such Plan has Been Heretofore Amended**

- ❖ *Commissioner Gene Wagner moved approval of Resolution 2006-45 adopting certain amendments to the Port of Kennewick Comprehensive Scheme of Development as such plan has been heretofore amended. Commissioner Linda Boomer seconded and the motion passed unanimously.*

**PRESENTATION BY JOE SCHIESSEL OF CITY OF RICHLAND**

City of Richland Planning and Redevelopment Manager Joe Schiessl stated the City of Richland hosted an open house regarding the Richland Wye area where four land use designation alternatives were discussed. He pointed out this area included the Port's Spaulding Business Park. Mr. Schiessl stated City of Richland is committed to forming a panel to work with the neighborhood to address concerns and issues brought forth during the open house. He announced the City of Richland would be implementing the land use plan in phases reiterating the Port's Spaulding Business Park was currently designated as industrial which was not the land use designation the Port, the City of Richland or the public desired at the Spaulding Business Park. He stated in the first phase of the plan, the industrial land use designation would be changed to commercial which would coincide with the zoning plan for the city. He stated he would continue to work with Port staff to ensure the process went smoothly.

Mr. Peterson explained the four alternatives were shown to the Commission at the last meeting and there was discussion regarding the need to change the existing industrial zoning to commercial. He assured the Commission it was not being asked to take a position on the four alternatives presented by the city, but to consider only the zoning designation of the Spaulding Business Park. The Commission agreed the zoning should be changed from industrial to commercial.

**CONSENT AGENDA**

- ❖ *Commissioner Boomer moved approval of the consent agenda. Commissioner seconded and the motion was carried.*

*The consent agenda consisted of the following:*

- ***Regular Commission Meeting Minutes of September 26, 2006***
- ***Payroll Roster dated September 30, 2006***
  - Expense Fund Voucher Nos. 25773-25787 totaling \$19,258.75
- ***Payment Roster dated September 26, 2006***
  - Airport Improvement Fund Voucher No. 322-323 totaling \$136,643.64
  - Airport Operations Fund Voucher Nos. 40457-40463 totaling \$1,022.62
  - Construction Fund Voucher Nos. 2099-2103 totaling \$10,723.75
  - Expense Fund Voucher Nos. 25786-25820 totaling \$49,062.40

**UNFINISHED BUSINESS**

➤ **Resolution 2006-46 Accepting the Terms and Conditions Set Forth by the Washington State Community Economic Revitalization Board in its Offer of Financial Aid for a Feasibility Study Grant and Authorizing the Executive Director to Execute Necessary Documentation for a Study to be Performed**

Director of Finance Tammy Huffman explained, upon Commission approval, Port staff had applied for and received a grant from the Community Economic Revitalization Board (CERB) in the amount of \$25,000 for an economic impact feasibility study to evaluate a business incubator facility supporting the wine industry within the port district. She stated the Port's financial contribution would be \$12,500. She explained staff had selected HDR Engineering, Inc., to conduct the study and recommended approval of the resolution.

❖ *After discussion, Commissioner Boomer moved approval of Resolution 2006-46 authorizing the Executive Director to accept terms and conditions as set forth by the Washington State CERB in its Initial Offer of Financial Aid and to execute the necessary documentation for a study to be performed to evaluate a business incubator facility supporting the wine industry. Commissioner Wagner seconded and the motion carried unanimously.*

➤ **Resolution 2006-47 Authorizing the Port Executive Director to Sell and Convey Surplus Property of Less Than \$10,000 Value**

Ms. Huffman explained from time to time it was necessary to surplus items no longer needed for port district purposes. Revised Code of Washington (RCW) 53.08.090 allows the Port Commissioners to authorize the Port Executive Director to sell and convey property of less than \$10,000 in value as long as the Executive Director provides the Commissioners an itemized list of the property and provides a written certification that property listed is no longer needed for port district purposes. Ms. Huffman recommended approval of the resolution.

❖ *Commissioner Wagner moved approval of Resolution 2006-47 authorizing the Executive Director to dispose of property no longer needed for port district purposes that has a value of \$10,000 or less and to provide the Commissioners an itemized list of the property and certify that the property is surplus to port district needs. Commissioner Boomer seconded and the motion carried unanimously.*

## **REPORTS, COMMENTS AND DISCUSSION ITEMS**

➤ **Clover Island Update**

Landscaping Report: Mr. Arntzen stated the failing trees had been removed from Clover Island and new trees were being replanted by the substitute subcontractor. He anticipated the project to be completed by the end of the week. He stated the Open House could now be scheduled and asked that the Commissioners contact port staff with their schedules.

After discussion, it was decided November 15-22 would be considered provided there were no scheduling conflicts.

Correspondence to City of Kennewick Mayor: Mr. Arntzen explained during the last Commission meeting there was discussion regarding contacting City of Kennewick via correspondence regarding the Bridge to Bridge; River to Railroad project. He explained it appeared there was still substantial community interest in the implementation of this plan and since the Commission had listed the project as one of its 2007 goals, he felt it was important the Port determine what level of interest the city had in completing the plan.

Mr. Arntzen recommended sending the correspondence signed by the Commissioners to City of Kennewick Mayor James Beaver. The Commission agreed.

➤ **Work Plan Update**

Mr. Peterson stated comments from the recent planning workshop have been compiled and projects were being prioritized to coincide with the 2007 budget. He stated he would keep the Commission informed of the project planning/funding process.

➤ **Commission Comments to City of Richland**

Due to the recent City of Richland Open House the scope of work regarding the Richland Wye are had been changed. Mr. Peterson stated a letter verifying the Port's desire for zoning redesignation without impacting surrounding properties in the Spaulding Business Park would be sent to City of Richland staff.

➤ **Meeting Reports**

- Mr. Peterson attending the Inter Agency Committee for Outdoor Recreation grant presentation in Olympia, attended the City of Richland Open House and a Historic Downtown Kennewick Partnership meeting.
- Mr. Arntzen attended the Tri-City Visitor & Convention Bureau board meeting, the SmartMAP Expo and met with two tax payers that were very happy with the Port's progress. He also met with a NoahNet representative regarding server farms in our area. He also had a very productive meeting with Tri-City Herald Publisher Rufus Friday where several port issues were discussed and also attended the Port of Portland Customer Reception at the Pasco Red Lion.
- Director of Operations Dan Cryer attended the SmartMAP Expo, attended a meeting at Coyote Ridge Correctional Center and attended a West Richland Area Chamber meeting.
- Commissioner Hanson attended the SmartMAP Expo and the Port of Portland Customer Reception at the Pasco Red Lion.
- Commissioner Wagner attended the Port of Portland Customer Reception at Red Lion – Pasco and a Benton Franklin Council of Governments meeting

➤ **Non-scheduled Items**

- Mr. Arntzen reminded the Commissioners of the upcoming Kennewick General Hospital Foundation benefit, “*The Gala D’Vine*” at Three Rivers Convention Center.
- Mr. Arntzen stated staff would be providing the Commission with a monthly events calendar and asked for feedback from the Commission regarding the calendar.
- Commissioner Hanson stated the Port had received a letter from Governor Christine Gregoire regarding the Port’s support of having Washington State considered as a preferred candidate for the Global nuclear Energy Partnership.

**EXECUTIVE SESSION**

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

The Regular Commission meeting was recessed into Executive Session at 3:10 p.m. for discussion of real estate matters. Executive Session was anticipated to last approximately thirty minutes with no action expected.

**ADJOURNMENT**

The Regular meeting was reconvened at 4:25 p.m. and with no further business to bring before the Board the Regular Commission meeting was adjourned at 4:25 p.m.

**APPROVED:**

**PORT OF KENNEWICK  
BOARD OF COMMISSIONERS**

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*David Hanson, President*

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*Gene Wagner, Vice-President*

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*Linda Boomer, Secretary*