



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

APRIL 28, 2015 MINUTES

CALL TO ORDER

Commission President Don Barnes 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: Don Barnes, President
Skip Novakovich, Vice-President
Thomas Moak, 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 and Operations
Nick Kooiker, Assistant Auditor
Larry Peterson, Director of Planning and Development
Lisa Schumacher, Special Projects Coordinator
Bridgette Scott, Executive Assistant
Lucinda Luke, Port Counsel

PLEDGE OF ALLEGIANCE

Mr. Matt Boehnke led the Pledge of Allegiance.

PUBLIC COMMENT

No comments were made.

CONSENT AGENDA - A

The consent agenda A consisted of the following:

A. Approval of Warrant Registers Dated April 14, 2015

Expense Fund Voucher Number 36765 for a grand total of \$9,111.64

MOTION: *Commissioner Moak moved for approval of Consent Agenda - A, as presented;*

Mr. Novakovich stated on April 12, 2011, he disclosed that Esprit, the company he and his wife owns, has a contract with PS Media to print the Port's newsletter. Esprit does not get paid directly from the Port; they get paid from PS Media. Consent Agenda A is a payment to PS Media and in the interest of any kind of perception that there could be a conflict, he would like to recuse himself from any action on this item.

Commissioner Barnes seconded. With no further discussion, All in favor 2:0, 1 Recuse. Motion carried.



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CONSENT AGENDA - B

The consent agenda consisted of the following:

- A. Approval of Direct Deposit and E-Payments Dated April 2, 2015**
Direct Deposit totaling \$55,734.88
- B. Approval of Warrant Registers Dated April 14, 2015**
Expense Fund Voucher Numbers 36730 through 36764 and 36766 through 36780 for a grand total of \$180,914.30
- C. Approval of Direct Deposit and E-Payments Dated April 17, 2015**
Direct Deposit totaling \$45,217.73
- D. Approval of Warrant Registers Dated April 14, 2015**
Expense Fund Voucher Numbers 36781 through 36830 for a grand total of \$265,579.32
- E. Approval of Regular Commission Meeting Minutes dated March 24, 2015**
- F. Approval of Special Joint Commission Meeting Minutes dated March 27, 2015**

MOTION: *Commissioner Novakovich moved for approval of Consent Agenda - B, as presented; Commissioner Moak seconded. With no further discussion, All in favor 3:0. Motion carried unanimously.*

PRESENTATIONS

A. Audit Presentation FYE 2013, Stacy Short and Ralph Conner, CliftonLarsonAllen

Ms. Fine introduced Stacy Short and Ralph Conner from CliftonLarsonAllen and stated Ms. Short and Mr. Conner, along with Chuck St. Mary, worked on the 2013 Annual Financial Report and Ms. Short will be presenting the report. Ms. Fine stated there is a lot of work that goes into the compilation process for the Annual Financial Report, but there is also a tremendous amount of work that goes into the auditing section as well. Ms. Fine explained CliftonLarsonAllen is required to complete a financial analysis of the Port's Financial Report to see if there are any unusual trends. The auditors go through a very detailed internal control questionnaire process and look for internal control weaknesses, which they are required to report on. They auditors request information such as; check history, invoices, vouchers, payments, policies and procedures, and detailed warrants, and look for items that are not disclosed and potential litigation. Ms. Fine stated the auditors gather the information and drill it down to the detail level and verify the facts. Ms. Fine indicated CliftonLarsonAllen did a very thorough job and were easy to work with.

Ms. Short reviewed the Audit Process:

- Plan the audit using a risk based approach;
- Gain an understanding of the business and current environment;
- Receive input from management and others, including the Commission regarding the business environment and risks;
- Perform walk through procedures of internal controls;
- Perform substantive procedures.

Ms. Short stated the 2013 Audit results included is issuance of two opinions:

1. Financial Statements: Unmodified Opinion;
2. Independent Auditors' Report on Internal Control over Financial Reporting and Compliance: Unmodified Opinion.



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The Auditors indicated several communication requirements to the Commission included;

1. Accounting policies;
2. Significant estimates (useful lives of assets);
3. Financial Statement Disclosures;
4. Corrected or uncorrected misstatements;
5. Management representation;
6. No disagreements with management.

Ms. Short stated there was a short delay regarding the cash flow statement process, due to the new cost allocation plan, and one-time special item for Vista Field closure, which was implemented in 2013. Ms. Short expressed her pleasure working with Ms. Fine and stated the team worked well together.

Ms. Fine indicated the decrease in net assets is \$1.4 million, which is due to the closure of Vista Field and disposal of operation, as seen on page eight of the report. The Port decommissioned the airport and removed \$1.8 million of capital assets and expensed as a special item. The Benton County Assessor assessed the fair market value at \$15 million for the property, which is not reflected in this report. Ms. Fine stated it will be accounted over time in the gain and sale of assets when the property is developed or land is sold, if that is the direction the Commission wishes to take. Ms. Fine further stated, general accepted accounting principles requires the asset to be capitalized at cost, which is why there is a decrease in assets. Furthermore, the overall decrease in cash of just under \$1.8 million due to planned construction projects. The Port allowed for \$3.5 million in capital assets for construction or purchases. As a government entity, Ms. Fine indicated we have a negative cash flow of just over \$600 thousand from operations, however, we are stimulating the economy and it is not uncommon for ports to have a negative cash flow and stated the Ports of Pasco just under \$4 million, Benton \$3 million, and Walla Walla \$3.4 million all have a negative cash flow. Ms. Fine further stated, out of thirty-one ports she reviewed, only four showed a profit: Ports of Kalama (Marine Terminal), Tacoma, Kingston and Klickitat.

Mr. Barnes inquired if the decrease in cash was impart due to planned capital construction projects and operating losses are typical for governments, as a profit would indicate competing with the private sector.

Ms. Fine stated 2013 was the first year implementing the cost allocation method, which more accurately reported the Port's financial picture, by taking land sale costs and other non-operating costs and identifying them better. Ms. Fine further stated, the 2014 total operating and non-operating expenses totaled approximately \$2.8 million, whereas the Commission budgeted \$3.2 million so we were under budget by \$360 thousand which is a very good indication of our finances.

Ms. Short stated the report did not have comparable data from 2012 due to the new accounting practices and reported that for the 2014 audit, a complete report will be prepared earlier and show comparisons against 2013.



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Mr. Novakovich appreciated the detail and explanations, and stated the report is available to the public and represents the Port's financial ability to manage the public asset. Mr. Novakovich congratulated Ms. Fine on 19 years of clean audits and thanked CliftonLarsonAllen.

Mr. Barnes inquired if annual operating revenues include land sales.

Ms. Short stated land sales are not included in the annual operating revenues; gains and losses on disposition of assets is a non-operating activity.

Mr. Barnes stated the land that the Port holds on the books, such as; Columbia Drive, West Richland Raceway and Vista Field is earmarked for possible future sale to the private sector as part of the redevelopment effort. Mr. Barnes said the public may raise concerns that the Port is operating at an annual loss, however, the reported figure does not take into consideration the proceeds from future land sales designated for redevelopment, which will likely to be marketed to the private sector. Mr. Barnes stated the Port will receive the proceeds for many years.

Mr. Barnes commended Ms. Fine and staff for 19 years clean audits. This displays the Port's stewardship of public resources is taken very seriously.

B. Clover Island 1135 Project Update, Karen Zelch, United States Army Corps of Engineers (USACE)

Ms. Bader Inglima stated the United States Army Corps of Engineers (USACE) is working through the process of the 1135 program, to improve the shoreline, from the main stem, to the north side, from the lighthouse to far corner closest to the Cable Bridge. Ms. Bader Inglima reported that she, Mr. Arntzen, and Mr. Peterson met with the Corps project team in Walla Walla recently, to narrow down the best environmental options for Clover Island. Ms. Bader Inglima is pleased with the enthusiasm shown for the project and stated the team has been great to work with. Ms. Bader Inglima introduced Ms. Karen Zelch from the United States Army Corps of Engineers (USACE) to present an update on the 1135 project.

Ms. Zelch thanked Ms. Bader Inglima and stated the project is authorized under section 1135 of the Water Resources Development Act, and the primary purpose of the 1135 projects, is to restore the degraded environment as a result of the McNary Dam construction. The Corps have determined there is substantial benefit to repair the environment for the fish and riparian species located around the Clover Island shoreline. We are currently in phase one, project feasibility, where the team reviews the environmental issues and find alternatives to improve the environment. Ms. Zelch stated once the detailed project report is approved, the Port is eligible for money for phase two, design and construction fees.

Ms. Zelch stated the Corps and Port signed a feasibility cost share agreement in March 2015, where the federal government has spent \$100,000 and is now in the 50/50 cost share phase (\$350,000). The Port has contributed \$108,000 in cash and \$41,000 in kind, for participation in the project. The team is reviewing alternatives for the project and the next step will be to determine the highest environmental benefits for the lowest cost. Ms. Zelch hopes to have a tentative final projection by this summer.



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Ms. Zelch anticipates phase one to be completed by May of 2016, and for phase two, the Corps and Port would sign new feasibility cost share agreement, to continue with the project. The split is 75% federal dollars and a 25% Port contribution. At this time the Port is currently in queue for phase two, construction funding.

Ms. Zelch stated the Corps has determined five different areas that are in need of repair, and each area is significantly different and will be treated differently. The next step is to evaluate the alternatives and make recommendations for the project. Ms. Zelch stated the next Commission update will include the tentative detailed project.

Ms. Bader Inglima stated, in addition, 10% of the 1135 budget can be used for recreation. There has been discussion with the Corps about extending the trail and adding lighting, as we have done along the West Causeway, where allowed, to accommodate the habitat restoration. Ms. Bader Inglima stated the public will be able to see the environmental benefits around the shoreline and have better access to river. As Ms. Zelch stated, phase two of the project will focus on design and construction, and the Corps does not believe the cost assessment will reach \$5 million. Ms. Bader Inglima is pleased with the costing efforts and believes the Port can do what needs to be done on a majority of the island. This is a tremendous project for the island and will have significant benefits for the public and the environment. The result of the improvements on Clover Island in conjunction with the improved shoreline, will open up additional development opportunities.

Mr. Barnes stated the update is very encouraging and thanked Ms. Zelch.

Mr. Novakovich thanked Ms. Zelch and Ms. Bader Inglima and stated it is nice to see partnerships at work and is very supportive of continuing with phase two.

Mr. Moak asked how the alternatives for the cost and treatment are determined.

Ms. Zelch stated under the National Environmental Policy Act there needs to be a range of alternatives, which is based on what the restoration will look like in 50 years. There are three options the Corps can take: do nothing, do everything and a variation based on the area. The alternatives are determined by cost and the benefit for habitat. Ms. Zelch stated the Corps will have four or five alternatives to choose from.

Mr. Moak inquired if the Corps or the Port makes the final determination.

Ms. Zelch stated the Corps is required to choose the alternative with highest benefit for the least cost, which is the preferred alternative. If the Port would like to choose a different area to fix, the Port can take on an additional sponsor preferred selection, which may end up taking extra time, because the Corps are required to get approval at headquarter (Washington D.C.) level. The process is lengthy, and could take up to six to eight months.

Mr. Moak asked if the Port wanted to choose a more expensive alternative, if it would it be at our expense.



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Ms. Zelch stated if the alternative was approved, the Port may or may not have to cover the costs; however, if the alternative was outside the scope, the Port would bear the financial responsibility.

Mr. Arntzen has been participating in the review process and is impressed with the efficiency of the Corps and their ability to keep the cost low.

Ms. Bader Inglima has had conversations with the Recreation Conservation Office which offers state grants for benches and kiosks and other items that are not funded through 1135. Ms. Bader Inglima is looking to leverage the Port's resources for the local community by utilizing both state and federal dollars.

REPORTS, COMMENTS AND DISCUSSION ITEMS

A. *Time Capsule Update*

Ms. Schumacher reported during the 100th reception, the Port invited the public to contribute a small item for a time capsule. The deadline to submit items for the time capsule will be June 30, 2015, as it takes eight weeks for shipping and fabrication. The time capsule be secured inside the Clover Island Lighthouse during a ceremony in the fall, where the Port will be dedicating the following island improvements: new boat launch, Village at Island Harbor, the shoreline, and the heritage artwork. Ms. Schumacher gave a brief presentation on the items the Port has received to date for the time capsule.

Ms. Bader Inglima was delighted by the creativity and variety of contributions. She spoke with several people who will be donating items and if the Commission has ideas, please let staff know.

Mr. Novakovich inquired if Congressman Dan Newhouse's comments celebrating the Port's 100th anniversary would be included in the time capsule.

Ms. Bader Inglima will contact his office for an official transcription.

B. *Vista Field Update*

Mr. Peterson reported the Vista Vision Task Force (V. V. T. F.) will be concluding their business on May 18, 2015 and make a formal recommendation to the Commission regarding various elements from the Draft Charrette Report and suggestions for what should be included in the Final Master Plan. The V. V. T. F. indicated they will include the rationale behind the recommendations, exclusions, and modifications. The V. V. T. F. hopes to focus on policy items for Vista Field, and staff will be crafting a series of questions for the V. V. T. F. to consider to assist the Commission in their decisions.

Mr. Peterson presented a memo for review which includes of a variety of tasks necessary to complete and implement the master plan, for the site to be shovel ready.

Mr. Peterson stated the first issue that needs to be addressed is closing the comment period on the Draft Charrette Report and suggests May 31, 2015 as the deadline. Once the comment period is over, DPZ will then take the comments received by the public and our partners, and direction from the Commission, along with technical input, to create a Draft Master Plan.



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Mr. Peterson stated other items that need to be addressed are the following:

- Master Plan- design and development details: many design and/or development issues briefly touched on during the Charrette process require further refinement prior to issuance of a Draft Master Plan;
- Development Mechanics: consideration regarding implementation, marketing, operations and long term maintenance must occur to help assure the redevelopment process flows and the identified vision becomes a reality;
- Items involving off-site coordination: off-site connectivity matters must be resolved prior to forwarding the master plan for Commission consideration. Resolution could range from formal agreements to pursuing various connections to excluding all off-site elements. Knowing the likelihood whether off-site connections will or won't occur will help direct the final version of the plan. Understanding how vehicles and people will reach the boundary of Vista Field is crucial in determining how they will move through and across the redevelopment site;
- Entitlement issues: the New Urbanism theme of the master plan would require substantial deviations from the City's current suburban oriented development standards. Road Standards and the philosophical understanding of the function and purpose of public right-of-ways must be changed at City regulatory level.

Mr. Peterson stated the Draft Master Plan should look similar to Draft Charrette Report, based on the public comments we have received to date. The Draft Master Plan should be completed by September, and then the Port will open the report up for public comment from the community, local agencies and organizations, and our partners. The Port will conduct several public hearings and formally adopt the Vista Field Master Plan. It is Mr. Peterson's hope that the inclusion of the Vista Field Master Plan will be incorporated into the Comprehensive Plan, which is slated for completion in December of 2015. The final step will be to present the Master Plan to the City of Kennewick and request the City adopt the plan as a Comp Plan Sub-Area Plan.

Mr. Moak inquired if staff is still receiving comments for the Draft Charrette Report.

Mr. Peterson stated we have received two comments in the last month. If the Commission finds May 31, 2015, acceptable to close the comment period, we will make a final request for comments.

Mr. Novakovich believes it is imperative to the timeline to move forward and agrees with the May 31, 2015 date.

Mr. Moak inquired how staff evaluates the public comments regarding the Draft Charrette Report.

Mr. Peterson stated when the public comment period closes, he will provide any received comments since August 2014, for Commission review. Most of the comments received to date focus on creating an urban core, however, we have received a few conflicting comments, such as creating a drag strip, those will be acknowledged and set aside. There are comments regarding issues like the underground versus overhead power and finding a site for a Performing Arts



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Center. Staff will look for a trend in the comments and make a judgment call if it is a design features. Once the comment period closes, they will be posted on the website.

Mr. Moak asked if a water feature of some sort may be considered, since the Draft Charrette Report did not address the idea.

Mr. Peterson stated a water feature will be factored in at the close of the comment period. The concept of water is one of the items staff will be looking to the Commission for direction. Mr. Peterson stated some of the public comments asked for the inclusion of water. Lean development and initial development is a substantial cost and what we have learned from our research, grand features are expensive and they either have trouble or fail. If the Commission feels strongly about an item that was not discussed during the Charrette, they can add it to the Draft Master Plan.

Mr. Arntzen has previously asked the Commission to allow DPZ, staff, and V. V. T. F. to work through the details, but now is the time for the Commission to step in. Mr. Arntzen asked the Commission to review the Draft Charrette Report and look for items that may have been missed or items you think should be included in the redevelopment. Mr. Arntzen stated water was addressed in the Pattern Language Document (Access to Water, no. 6) and indicated the Commission would need to consider what kind water feature they would like to incorporate.

Mr. Moak asked Mr. Peterson if all of the items listed on the memo will be addressed before the end of 2015.

Mr. Peterson stated most of the items will be addressed, but not all items will be resolved. There are several items that will need to be addressed prior to completing the Draft Master Plan, such as design theme, performing arts center, phasing of development and financing. Mr. Peterson further stated, off site connectivity needs to be resolved in the next two months; key connections like Northwest Boulevard need to be addressed, as the area is controlled by other public entities. DPZ may have to modify the internal road network if Northwest Boulevard does not come to fruition. Mr. Peterson explained all entitlement issues need to be resolved now.

Mr. Novakovich expressed his appreciation for Mr. Peterson's memo and stated it is well thought out and a concise plan to move forward.

Mr. Arntzen stated he is anticipating the question of when Vista Field will be ready, and those comments may be positive or negative. Vista Field redevelopment is a very large project, and with that, comes questions, but the process needs to be managed properly, or there will be a perception that Vista Field has died before it even started. Mr. Arntzen cautioned the Commission to keep in mind a start date for construction, because the deliverables to the public is important. As Mr. Peterson emphasized, there is a lot to take care of before we are shovel ready and if the Port pursues other meaningful projects, there could be a delay to the redevelopment. Mr. Arntzen stated we should remember to do a thorough job, but not prolong the process, so public does not forget what we are trying to accomplish.



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Mr. Barnes stated the list clearly illustrates the magnitude and effort for the redevelopment. The decisions that need to be made and finalized will build the foundation for redevelopment and prepare us for construction. Mr. Barnes commended Mr. Peterson for his effort and work and stated the magnitude of this redevelopment is a grand undertaking. Mr. Barnes asked if it is the Commission's desire to close the public comment on the Draft Charrette Report on May 31, 2015.

The Commission is in consensus to close the public comment period on the Draft Charrette Report on May 31, 2015.

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

Commissioners reported on their respective committee meetings.

Mr. Moak gave a brief update on the Comprehensive Scheme meetings that were held at various locations throughout the community over the past eight weeks.

D. *Non-Scheduled Items*

1. Mr. Barnes submitted a Memo to Ms. Scott stating he has no conflict of interest with the Port and filed the F1 and C1 statements with the Public Disclosure Committee.

Mr. Barnes thanked staff for their hard work on the 100th Anniversary Reception. He was thoroughly impressed with the effort and organization that went into the event and stated it is hard to convey how appreciative he is of the outstanding effort.

2. Mr. Novakovich stated the Port has a small staff with huge projects to undertake and the Commission should be very cognizant of not creating any unnecessary work that may deter them from the major projects. It is important to focus on the good things the Port is doing to benefit our community and move forward.

Mr. Novakovich stated, at the Joint Meeting with the CTUIR, there was discussion about a sculpture of Sacajawea that was available for sale. Ms. Conner, Director of the Tamastlikt Cultural Institute has viewed the sculpture and is supportive of the artwork. Mr. Novakovich presented a smaller scale version of the Sacajawea sculpture for the Commission to view. Mr. Novakovich would like to see how the Port can move forward to acquire the artwork.

3. Ms. Scott reported each Commissioner has turned in their required F1 Statements and their conflict statements; a copy of the the documents are on record at the Port office.

Ms. Scott advised the Commission that the Annual State of the Ports luncheon is scheduled for September 23, 2015.

Ms. Scott presented a thank you note from Washington State Senator, Sharon Brown, congratulating the Port on their 100th Anniversary for the time capsule.

4. Ms. Bader Inglima thanked the Commission for the comments regarding the 100th Anniversary reception and stated it was a true staff effort in which everyone was involved.



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5. Mr. Arntzen thanked Ms. Fine and her staff for the tremendous work on the audit and stated the Port has had 19 years of clean audits and it is because of the hard work of our CFO and staff.

Mr. Arntzen thanked Ms. Bader Inglima for her work on the 100th anniversary, and stated everyone on the team is standout and he appreciates the staff.

Mr. Arntzen stated he visited Seabrook, Washington, which is the development Laurence Qamar is overseeing. Seabrook is located on the Pacific Coast beach and is reminiscent of Rosemary Beach in Florida. Seabrook is a nice community that touts New Urbanism, with the narrow paths and streets, is pedestrian friendly, and has a Pacific Northwest flair. The community is very successful and was named 2013's Idea Town in *Sunset Magazine*. Mr. Arntzen stated New Urbanism can be done in Northwest and for Grey's Harbor, a depressed county, it was easy for the County Commissioners to approve because of the economic development.

6. Ms. Luke commended to staff for a job well done on the 100th Anniversary Reception. Ms. Luke congratulated Ms. Fine on her 19 years of clean audits, it is a great accomplishment and many large ports never see a clean audit.
7. Mr. Peterson stated the fact that the Port has had a clean history and transparency has helped substantially with Vista Field. The community has expressed the Port is an organization with a history of developing Clover Island and does not have financial issues, which speaks to our credibility. Two decades of clean audits while undertaking a variety of large projects has built our credibility.

Mr. Peterson stated in 2015, the Port has four major projects slated for construction: the Village at Island Harbor, the interior remodel of 415 North Quay (Bruker), the reconstruction of the boat ramp and the Columbia Drive redevelopment, while finishing up the Vista Field Master Plan and completing the draft master plan for the Tri-City Raceway property.

8. Ms. Fine thanked the entire staff for helping with financials and stated everyone aids in the financial report whether it is submitting expense reimbursements or allocating time properly through Insperity. Ms. Fine has a budget to actual finance highlight available and stated keep in mind, we budget the previous October;
 - Operating expenses are over budget by 2%; however, the Port is over by 2% due to annual expenses such as insurance and dues that have been paid for the 2015 year;
 - Total expenditures are under budget by \$359,000;
 - Current Revenues have exceeded budget by \$146,000.

Ms. Fine stated the Washington State Auditor's office reported the following:

- 2013: 253 findings, one port received a financial and federal finding;
- 2014: 289 findings, seven of which were ports, with four financial and federal findings;
- 2015: 52 findings to date, twenty-nine have received financial and federal findings.



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PUBLIC COMMENTS

Chuck Eaton, 2309 Davison Avenue, Richland. Mr. Eaton expressed his delight with the Port's 100th Anniversary celebration and stated, he and his wife had a wonderful time. Mr. Eaton stated the Port will be receiving many more comments regarding the Vista Field Draft Charrette Report. A local organization has been researching and meeting throughout the community, in order to ensure that the communities comments are supported by the facts and the people involved. To make comment as an individual is straightforward, to make comments as an organization takes time. Mr. Eaton believes the May 31, 2015 deadline is reasonable and these organizations will make deadline. Mr. Eaton stated there is a good deal of information on its way.

No further comments were made.

COMMISSIONER COMMENTS

No comments were made.

Mr. Barnes anticipates the Executive Session will last approximately 35 minutes, for Potential Litigation, per RCW 42.30.110(1)(i) and Real Estate (minimum price), per RCW 42.30.110(1)(c) with no action anticipated. Mr. Barnes asked the public to notify Port staff if they will return after the executive session.

Mr. Barnes recessed the Regular Commission Meeting at 3:51 p.m. for approximately 10 minutes.

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

A. Potential Litigation, per RCW 42.30.110(1)(i)

B. Real Estate, (minimum price) per RCW 42.30.110(1)(c)

Mr. Barnes convened the meeting into Executive Session at 4:01 p.m. for approximately 35 minutes.

Mr. Arntzen exited chambers at 4:36 p.m. and extended session for 15 minutes.

Mr. Barnes adjourned the Executive Session at 4:48 p.m.

Mr. Barnes reconvened the meeting into General Session at 4:48 p.m.

ADJOURNMENT

With no further business to bring before the Board; the meeting was adjourned at 4:49 p.m.



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APPROVED:

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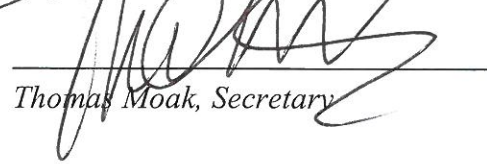
BOARD of COMMISSIONERS



Don Barnes, President



Skip Novakovich, Vice President



Thomas Moak, Secretary