



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

JULY 9, 2013 MINUTES

CALL TO ORDER

Commission President Skip Novakovich called the 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: Skip Novakovich, President
Don Barnes, Vice-President
Gene Wagner, Secretary

Staff Members: Tim Arntzen, Executive Director
Tana Bader Inglima, Director of Governmental Relations & Marketing
Amber Hanchette, Director of Real Estate & Operations
Nick Kooiker, Assistant Auditor/Accountant
Larry Peterson, Director of Planning & Development
Bridgette Scott, Executive Assistant
Lucinda Luke, Port Counsel

PLEDGE OF ALLEGIANCE

Commissioner Wagner led the Pledge of Allegiance.

PUBLIC COMMENT

No comments were made.

CONSENT AGENDA

The consent agenda consisted of the following:

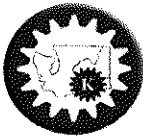
A. Approval of Direct Deposit and Warrants Dated June 28, 2013

Direct Deposit totaling \$24,492.55 and Expense Fund Voucher Numbers 34518 through 34522 totaling \$10,843.14; for a grand total of \$35,335.69.

B. Approval of Warrant Registers Dated July 10, 2013

Expense Fund Voucher Numbers 34523 through 34551, totaling \$30,235.00.
Construction Fund Voucher Number 3436 through 3441 totaling \$357,392.76.

MOTION: Commissioner Barnes moved approval of the consent agenda; Commissioner Wagner seconded. With no further discussion motion carried unanimously. All in favor 3:0.



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

JULY 9, 2013 MINUTES

PRESENTATION

A. Ben Franklin Transit, Tim Fredrickson

The presentation will be rescheduled.

NEW BUSINESS

A. Boating Facilities Program Grant

Ms. Bader Inglima stated the Boating Facilities Program (BFP) is funded by a portion of the motor-vehicle gas tax that is paid by boaters but not refunded as allowed by law. By statute BFP funds must be divided equally between state and local agencies and the funds can only be used to support marine recreation. The state's new budget provided \$6,363,000 dollars for the BFP. \$3.18 million will be allocated to the local project list, helping fund the first eleven projects.

The Port of Kennewick's project ranked second out of the 21 local projects. The Washington State Recreation and Conservation Office (RCO) will announce the final grant list later this week. The Port's project is expected to cost \$595,000; with \$238,000 provided by grant funding. The Port will match the grant with \$357,000.

Ms. Bader Inglima shared the conceptual rendering prepared for the grant presentation. The gravel lot will be paved and striped specifically for boat and trailer parking. In addition, a brand-new restroom will be constructed; a catch basin will be added to trap storm water run-off, and the area will be landscaped with a picnic area, benches, garbage cans, and signage. When implementing the grant project, the Port will also install an artwork that has already been purchased by the Port.

Ms. Bader Inglima noted when she prepared the grant application, she spent time counting the number of boats using the Clover Island launch. 85% of the time there were more boat trailers parked at the Port's launch than at Columbia Park East; even though that facility was built specifically for boating with 123 truck/trailer parking stalls. So there is a need, and increasing demand for the improvements on Clover Island.

The project is estimated to be complete by Spring 2014 and will also benefit the increasing number of people who are walking, jogging, biking and visiting the Lighthouse Plaza.

REPORTS, COMMENTS AND DISCUSSION ITEMS

A. Commission Meeting Agenda Procedures

Ms. Scott briefly reviewed the process for preparing an agenda packet. The Commission is in consensus that the process is satisfactory, and is pleased with the interaction and response from staff on any questions that may arise.

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

Commissioners reported on their respective committee meetings.

C. Non-Scheduled Items

1. Ms. Scott stated a Special Joint Meeting will be held with the City of West Richland in August.
2. Ms. Bader Inglima explained the Port Summer Newsletter was included in the Tri-City Herald



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

JULY 9, 2013 MINUTES

today, and will be included in the July issue of the Journal of Business and August issue of the Senior Times.

3. Ms. Hanchette stated Clover Island has been very busy. A half-marathon was held last weekend and the Sawyer Brown concert will be held at Clover Island Inn this weekend.
4. Mr. Arntzen introduced Nick Kooiker. Mr. Kooiker has been hired as the Assistant Auditor/Accountant and replaces the Marina Manager position.
5. A letter was mailed to airport tenants providing an update on Vista Field and included a copy of Resolution 2013-16.
6. A letter was mailed to marina tenants regarding a variety of housekeeping issues.
7. Barb Carter shared an artist studio concept with Mr. Arntzen and will draft a memo for the Commission's review. Ms. Carter, 3907 S. Dennis Street, Kennewick. Ms. Carter shared the concept is used throughout the country. The concept includes studio space to be used for teaching or displaying, while allowing the community to walk through and enjoy the ambiance, and buy the art. Ms. Carter will provide definitive information to the Commission for their consideration at a future meeting.
8. Columbia Drive. Mr. Arntzen has been discussing enhancement and revitalization activities on Columbia Drive. The City of Kennewick has contracted with Gary Black of Integrated Structures Inc. (ISI) to advise them on the pretreatment of wine effluent. The process is called a bioreactor. West Richland is also working with ISI on the pretreatment of wine effluent. The Port is working with the City of Kennewick to update zoning. The Port also hired ISI to master plan the central piece of property. Mr. Black completed the pattern language for the Willows and is now working on drawings for the central piece of property, which might be the first area to be developed on Columbia Drive that may respond to the bioreactor concept. The City of Kennewick has indicated it will look into obtaining easements from property owners to complete the trail started years ago. The Port has purchased several properties on Columbia Drive and has offered to agree to the easements for the completion of the trail.

PUBLIC COMMENTS

Tom Moak, 418 W. Kennewick Avenue, Kennewick. Mr. Moak expressed his concern about why the Port is not able to scan the agenda packet and post the entire packet on the website for the public's review to keep the public more informed. This would allow members of the public to speak from knowledge on agenda topics and have better information to share. It seems the Port is saying it costs too much money to post the information on the website. Mr. Moak stated the Port is no longer posting the minutes on the website so he cannot find out what happened at a meeting he has not attended. He feels there is a need for greater transparency as not everyone can or will attend each Commission Meeting. He feels it should not be for the public at large to think they have to attend a meeting to know the business of the port, and they should not have to call staff to find out what is being discussed.

Mr. Arntzen clarified the minutes are posted on the website upon approval by the Commission.

No further public comments were made.



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

JULY 9, 2013 MINUTES

ADJOURNMENT

With no further business to bring before the Board; the meeting was adjourned at 2:54 p.m.

APPROVED:

PORT of KENNEWICK

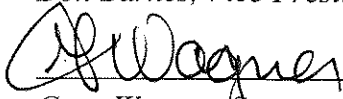
BOARD of COMMISSIONERS



Skip Novakovich, President



Don Barnes, Vice President



Gene Wagner, Secretary