

AGENDA

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

Tuesday, November 8, 2011
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 October 31, 2011
 - B. Approval of Warrant Registers Dated November 9, 2011
 - C. Approval of Interlocal Agreement with Cities Insurance Association of Washington; Resolution 2011-45
 - D. Approval of Commissioner Compensation; Resolution 2011-46
- V. PUBLIC RECORDS REQUEST**

Ramsey Ramerman, Public Records Specialist
- VI. PUBLIC HEARINGS**
 - A. Comprehensive Scheme of Development and Harbor Improvements
 - B. 2012 Final Budget Hearing / Adoption; Resolution 2011-42
 - 1. Levy Certification; Resolution 2011-43
 - 2. Increase in Tax Capacity; Resolution 2011-44
 - C. Redistricting
- VII. BREAK, IF NEEDED**
- VIII. REPORTS, COMMENTS AND DISCUSSION ITEMS**
 - A. Clover Island Cedars Parking Lot Project Update
 - B. Willows Pattern Language Update
 - C. Commissioner Meetings (formal and informal meetings with groups or individuals)
 - D. Non-Scheduled Items
- IX. PUBLIC COMMENT** *(Please state your name and address for the public record)*
- X. EXECUTIVE SESSION** *(Ask public if they are staying, and if not, where they can be located if the Executive Session ends early.)*
 - A. Real Estate (selection of site/acquisition), per RCW 42.30.110(1)(b)
 - B. Personnel, per RCW 42.30.110(1)(g)
- XI. ADJOURNMENT**

PLEASE SILENCE CELL PHONES

PORT OF KENNEWICK

Resolution No. 2011-45

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PORT OF KENNEWICK APPROVING MEMBERSHIP IN THE CITIES INSURANCE ASSOCIATION OF WASHINGTON

WHEREAS, the Cities Insurance Association of Washington (CIAW) is authorized to develop and administer a program which provides an opportunity for members to jointly pool and self-insure their liability losses, jointly purchase property insurance and excess reinsurance, and jointly utilize administrative and other services; and

WHEREAS, the Port of Kennewick has been provided with an opportunity to review the Interlocal Agreement and By-laws of the CIAW; and

NOW, THEREFORE; BE IT HEREBY RESOLVED the Board of Commissioners of the Port of Kennewick hereby approves the Interlocal Agreement and By-Laws of the CIAW and hereby agrees to become a member of the CIAW commencing September 1, 2011.

BE IT HEREBY FURTHER RESOLVED the Board of Commissioners authorize the President to sign the Interlocal Agreement on behalf of the Port.

ADOPTED by the Board of Commissioners of the Port of Kennewick on the 8th day of November, 2011.

***PORT of KENNEWICK
BOARD of COMMISSIONERS***

By: _____
SKIP NOVAKOVICH, President

By: _____
DAVID HANSON, Vice President

By: _____
GENE WAGNER, Secretary

PORT OF KENNEWICK

Resolution No. 2011-46

***A RESOLUTION OF THE BOARD OF COMMISSIONERS
OF THE PORT OF KENNEWICK APPROVING COMMISSIONER COMPENSATION***

WHEREAS, the Revised Code of Washington (RCW) 53.12.260(3) allows the Port Commission of the Port of Kennewick to set compensation to be paid to Commissioners; and

WHEREAS, the Board of Commissioners of the Port of Kennewick recognizes that each Commissioner contributes a significant amount of personal time to participate as a Commissioner by attending several meetings for the Port of Kennewick, and further recognizes that the Port of Kennewick has for the last several years been growing steadily with increased requirements placed upon the Commissioners not only for time but also for expertise; and

WHEREAS, the Port Commission has a fiduciary responsibility to manage approximately \$54 million in total Port assets as of December 31, 2010; and

WHEREAS, Commission compensation was approved in Resolution 2006-54; and

WHEREAS, the Port Commission desires to add Commissioners shall also receive the legal meeting per diem amounts as provided in RCW 53.12.260(1) and Office of Financial Management.

NOW, THEREFORE; BE IT HEREBY RESOLVED, that as of November 8, 2011, the compensation of the Commissioners of the Port of Kennewick, as set forth in RCW 53.12.260(3) and Resolution 2006-54, shall be amended to include the monthly per diem amounts as allowed by RCW 53.12.260(1) as amended by Office of Financial Management.

BE IT FURTHER RESOLVED that pursuant to statutory and constitutional provisions, this increase in additional compensation shall only take effect upon the subsequent re-election of an existing Commissioner or the election of a new Commissioner.

ADOPTED by the Board of Commissioners of the Port of Kennewick on the 8th day of November 2011.

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

By: _____
SKIP NOVAKOVICH, *President*

By: _____
DAVID HANSON, *Vice President*

By: _____
GENE WAGNER, *Secretary*

PORT OF KENNEWICK

RESOLUTION NO. 2011-42

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF PORT OF KENNEWICK ADOPTING THE 2012 BUDGET

WHEREAS, the Board of Commissioners of Port of Kennewick met at a regular meeting on November 8, 2011, a quorum of the Commission being present; and

WHEREAS, Port of Kennewick has properly given notice of the public hearing held on November 8, 2011 to consider Port of Kennewick's Budget for the 2012 calendar year, pursuant to RCW 84.55.120; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Port of Kennewick after a public hearing, and after duly considering all relevant evidence and testimony presented, has adopted the following budget for Port of Kennewick for the year 2012:

ADOPTED by the Board of Commissioners of Port of Kennewick at its regular meeting on November 8, 2011.

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

By: _____
SKIP NOVAKOVICH, President

By: _____
DAVID HANSON, Vice President

By: _____
GENE WAGNER, Secretary

PORT OF KENNEWICK
2012 Budget
SUMMARY

	<u>2012 BUDGET</u>
BEGINNING CASH BALANCES	\$ 8,586,346
ANTICIPATED REVENUES	
Industrial/Ag Leases	\$ 622,047
Marina Leases	\$ 272,867
Boat Haul Out Revenue	\$ 3,605
Airport Leases	\$ 38,039
Total Operating Revenues	\$ 936,558
Gain From Property Sales	\$ 50,000
Ad Valorem Tax	\$ 3,200,000
Interest Income	\$ 5,180
Miscellaneous	\$ -
Total Non-Operating Revenues	\$ 3,255,180
Total Anticipated Revenues	\$ 4,191,738
TOTAL AVAILABLE FUNDS	<u>\$ 12,778,084</u>
LESS ANTICIPATED EXPENSES	
Airport Operations and Maintenance	\$ 73,112
Marina Operations and Maintenance	\$ 76,059
Property Lease/Rental Operations and Maintenance	\$ 887,495
General and Administrative	\$ 1,478,553
Non-Operating Expenditures	\$ 316,629
TOTAL ANTICIPATED EXPENSES	<u>\$ 2,831,848</u>
TOTAL AVAILABLE FUNDS LESS EXPENSES	<u>\$ 9,946,236</u>
LESS FUNDS FOR PROJECTS & EQUIPMENT (except Industrial development and promotional hosting expenditures)	\$ 4,429,500
LESS INDUSTRIAL DEVELOPMENT EXPENDITURES	\$ -
LESS PROMOTIONAL HOSTING EXPENDITURES	\$ 9,500
LESS LINE OF CREDIT PAYMENT	\$ 3,000,000
ENDING CASH ON HAND	
RESERVE FUNDS	\$ 2,500,000
UNRESTRICTED FUND BALANCES	\$ 7,236
TOTAL UNRESTRICTED AND RESERVE FUNDS	<u>\$ 2,507,236</u>

PORT OF KENNEWICK

RESOLUTION NO. 2011-43

A RESOLUTION OF THE BOARD OF COMMISSIONERS FOR THE PORT OF KENNEWICK CERTIFYING THE PORT'S 2011 LEVY FOR 2012 COLLECTION

WHEREAS, the Board of Commissioners of the Port of Kennewick met and considered its budget for the calendar year 2012 at a regular meeting on November 8, 2011, a quorum of the Commission being present; and

WHEREAS, a legal notice of public hearing on the Preliminary Budget of Port of Kennewick for the calendar year of 2012 was published in accordance with RCW 53.35.020, RCW 53.35.045 and RCW 84.52.020, and such hearing being held on the 8th day of November, 2011; and

WHEREAS, the Port's actual levy amount from the previous year was \$3,170,888; and

WHEREAS, the population of the Port is more than 10,000; and

WHEREAS, the Board of Commissioners of Port of Kennewick after hearing and after duly considering all relevant evidence and testimony presented, determined that the Port of Kennewick requires a regular levy in the amount of \$3,600,000.00, which includes an increase in property tax revenue from the previous year, amounts resulting from the addition of new construction, improvements to property, any increase in the value of state-assessed property, and amounts authorized by law as a result of any annexations that have occurred and refunds made, in order to discharge the expected expenses and obligations of the district and in its best interest.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Port of Kennewick substantiate that an increase in the regular property tax levy is hereby authorized for the levy to be collected in 2012 tax year. The dollar amount of the increase over the actual levy amount from the previous year shall be \$31,800, which is a percentage increase of 1% from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of state assessed property, any annexations that have occurred and refunds made.

BE IT FURTHER RESOLVED that the Board of Commissioners of the Port of Kennewick hereby direct the Director of Finance/Auditor to certify a copy of this resolution and forward the same to the Clerk of the Board of the County Commissioners in accordance with RCW 84.52.020.

APPROVED and dated by the Commissioners of the Port of Kennewick at its regular meeting on November 8, 2011.

**PORT of KENNEWICK
BOARD of COMMISSIONERS**

SKIP NOVAKOVICH, *President*

DAVID HANSON, *Vice President*

GENE WAGNER, *Secretary*

PORT OF KENNEWICK

RESOLUTION NO. 2011-44

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PORT OF KENNEWICK AUTHORIZING AN INCREASE IN TAX LEVY CAPACITY PURSUANT TO RCW 84.55.120 AND WAC 458-19-005

WHEREAS, a public hearing was held by the Board of Commissioners for the Port of Kennewick regarding the 2012 budget; and

WHEREAS, pursuant to RCW 84.55.120 and WAC 458-19-005, the rate of inflation (IPD rate) for 2012 is 2.755 percent and the limit factor for property taxes for 2012 is one hundred and one percent (101%); and

WHEREAS, the Port of Kennewick's levy amount from the previous year was \$3,170,888; and

WHEREAS, the Port has set its increase in tax levy capacity for the 2012 budget at one percent (1%) and finds there is substantial need to set the levy limit at one hundred and one percent (101%); and

WHEREAS, the Board of Commissioners of the Port of Kennewick Taxing District, after hearing and after duly considering all relevant evidence and testimony presented, finds there is a substantial need to set the levy limit at one hundred one percent (101%), in order to discharge the expected expenses and obligations of the district and in its best interest; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Port of Kennewick Taxing District that an increase in the regular property tax levy, in addition to the increase resulting from the addition of new construction and improvements to property and any increase in levy value of state assessed property, is hereby authorized for the 2012 levy in the amount of \$31,800 which is a one (1%) percentage increase from the previous year.

ADOPTED by the Board of Commissioners of the Port of Kennewick at a regular meeting held this 8th day of November 2011; and duly signed by its proper officers in the authentication of its passage on said date.

DATED this 8th day of November, 2011.

**PORT of KENNEWICK
BOARD of COMMISSIONERS**

SKIP NOVAKOVICH, *President*

DAVID HANSON, *Vice-President*

GENE WAGNER, *Secretary*