



# PORT OF KENNEWICK REGULAR COMMISSION MEETING

MARCH 10, 2020 MINUTES

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, Chief Executive Officer (via telephone)  
Tana Bader Inglima, Deputy Chief Executive Officer  
Amber Hanchette, Director of Real Estate and Operations  
Nick Kooiker, Chief Finance Officer  
Larry Peterson, Director of Planning and Development  
Lisa Schumacher, Special Projects Coordinator (via telephone)  
Bridgette Scott, Executive Assistant  
Lucinda Luke, Port Counsel (via telephone)

## PLEDGE OF ALLEGIANCE

David Robison led the Pledge of Allegiance.

## APPROVAL OF THE AGENDA

**MOTION:** *Commissioner Novakovich moved to approve the Agenda; Commissioner Moak seconded. With no further discussion, motion carried unanimously. All in favor 3:0.*

## PUBLIC COMMENT

No comments were made.

## CONSENT AGENDA

- A. *Approval of Direct Deposit and E-Payments Dated March 3, 2020***  
Direct Deposit and E-Payments totaling \$88,562.62
- B. *Approval of Warrant Register Dated March 10, 2020***  
Expense Fund Voucher Number 101916 through 101938 for a grand total of \$40,983.15

**MOTION:** *Commissioner Novakovich moved for approval of the Consent Agenda; Commissioner Moak seconded. With no further discussion, motion carried unanimously. All in favor 3:0.*

Commissioner Barnes stated two staff and legal counsel are attending via GoToMeeting: Chief Executive Officer, Mr. Arntzen, Special Projects Coordinator, Lisa Schumacher, and Ms. Luke. Commissioner Barnes stated all three Commissioners are Present.

# PORT OF KENNEWICK SPECIAL COMMISSION MEETING

MARCH 10, 2020 MINUTES

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## REPORTS, COMMENTS AND DISCUSSION ITEMS

### A. *Vista Field*

#### 1. *Arts Center Task Force*

Mr. Arntzen gave an update on the Arts Center Task Force and stated the project and the needs of each party have changed. Before the Commission is a draft letter addressed to the Arts Center Task Force for their review.

Discussion commenced between the Commission and staff regarding the draft letter.

## PUBLIC COMMENT

Devin Diaz, 5143 Owl Court, West Richland. Mr. Diaz, Executive Director for the Arts Center Task Force thanked the Port for all of the time that they have invested in the Vista Arts project. Mr. Diaz was hired in November 2019 and his task moving forward is to make the project a reality. Mr. Diaz advised Dr. Wiley to write the letter, as the Letter of Intent expired in March 2019. Mr. Diaz believed that both parties were looking for clarity and a path forward. Mr. Diaz was pleased with the Art Center Task Force letter and he was pleased with the Port's draft letter, which stated that if money is available and everything lines up, that both parties would like Vista Field is an option. From this afternoon forward, having a cordial and positive relationship is both of our goals. Mr. Diaz thanked the Port for the 10 plus years that they have invested in this project.

No further comments were made.

*The consensus of the Commission is to approve the draft letter, which will be signed by the Commission President and sent in final form to the Arts Center Task Force.*

#### 2. *Construction Update*

Mr. Peterson gave a visual update of the construction progress at Vista Field.

#### 3. *Task Status Update*

Mr. Peterson provided a brief update on the task status chart at Vista Field.

Discussion commenced between the Commission and staff.

### B. *Columbia Gardens*

#### 1. *Task Status Update*

Mr. Peterson updated the Commission on Columbia Gardens and will be working with Oneza Associates on a property owners association (POA) and architectural considerations for the development.

Ms. Hanchette stated Gordon Estate Winery held several private events over the past two weeks. Additionally, last weekend was the two year anniversary for Palencia Wine and he hosted an event to celebrate. Ms. Hanchette reported that several more food trucks will be setting up at the Food Truck Plaza in the coming months.

# PORT OF KENNEWICK SPECIAL COMMISSION MEETING

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Discussion commenced between the Commission and staff.

## ***2. Cascade Natural Gas Easement in The Willows***

Mr. Peterson reported that Cascade Natural Gas Corporation has requested an Easement at The Willows to enhance the safety and protection of their natural gas piping network in the Columbia Drive and Clover Island area. Cascade Natural Gas will be installing a chaotic protection station in The Willows.

## **PUBLIC COMMENT**

No comments were made.

***The consensus of the Commission is to allow the easement at The Willows for the Cascade Natural Gas Corporation.***

## ***C. Coronavirus Preparedness***

Mr. Arntzen stated as most of you are aware of the situation at this time related to the Coronavirus. Mr. Arntzen is taking the advice of the CDC, local health agencies and the Governor of Washington. Mr. Arntzen and Ms. Luke put together a draft procedure to help us guide us through the day to day operations of the Port related to the Coronavirus and other infectious diseases.

Ms. Luke outlined the draft procedure for infectious diseases related to a safe working environment for Port staff and considerations.

Discussion commenced between the Commission and staff.

Mr. Arntzen stated that he will work on mandating the procedure and continue to monitor the situation.

Commissioner Barnes requested the final procedure to understand what measures Mr. Arntzen is taking with staff and for the Commission to follow as well.

## ***D. Posting Commission Meeting Audio Update***

Ms. Scott shared that the Port has contracted with AV Capture All for the audio recordings for the Commission Meetings. Ms. Scott believes it will be available beginning in April and hopes to provide a short presentation on how the program works.

## ***E. Public Disclosure Commission Reporting / No-Conflict Statements***

Ms. Scott reported that the Commission's Public Disclosure reports and no-conflict statements are due by April 15, 2020.

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

Commissioners reported on their respective committee meetings.

# PORT OF KENNEWICK SPECIAL COMMISSION MEETING

MARCH 10, 2020 MINUTES

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## *G. Non-Scheduled Items*

1. Commissioner Novakovich stated there was a hearing on the Local Revitalization Financing (LRF) Bill yesterday and it has been pulled for the year.

Commissioner Novakovich reported that the Port of Walla Walla has encountered graffiti in their restrooms and have already repainted them twice this year.

Commissioner Novakovich stated in the interest of transparency, asked Mr. Kooiker to provide the cost to the tax payers of the Port on the appeal that Commissioner Barnes has made to the citizen's complaint.

Commissioner Barnes stated that is a request by a Commissioner for an item to be placed on the Agenda for the next meeting. Additionally, Commissioner Barnes asked for the cost of the entire anonymous citizen's complaint, the legal costs to the Port for the entire anonymous citizen's complaint to be added to the Agenda for the next meeting.

2. Commissioner Moak stated related to Vista Field he believes the Port will have a formal ribbon cutting, but he would like to see the Port hold another public meeting like we did a few years ago. Commissioner Moak would like to get the public involved and let them ask questions about where we are going and questions related to issues at Vista Field. Commissioner Moak would like to see continued public involvement and try to keep the momentum going. Commissioner Moak thought that the Vista Field meeting the Port had a few years ago at the Bechtel Board Room was a very good update and now that we are moving forward, there are a lot of things going on and he thinks it would be good to involve the community one more time.

Mr. Arntzen clarified with Commissioner Moak about scheduling events, until it is safe to schedule public events.

Commissioner Moak stated absolutely and safety is the first priority. Commissioner Moak clarified that at some point he believes this would be a good thing to do.

Mr. Arntzen appreciates the clarification and will add the item to the list for future topics to bring back to the Commission for consideration.

## **PUBLIC COMMENTS**

Boyce Burdick, 414 Snyder Street, Richland. Mr. Burdick reported that the Mid-Columbia Symphony will hold their "Salute to Youth" concert on March 21, 2020 at 7:30 p.m. at the Richland Auditorium

No further comments were made

## **COMMISSION COMMENTS**

No comments were made.

**PORT OF KENNEWICK  
SPECIAL COMMISSION MEETING**

**MARCH 10, 2020 MINUTES**

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**ADJOURNMENT**

With no further business to bring before the Board; the meeting was adjourned 3:43 p.m.

**APPROVED:**

**PORT of KENNEWICK  
BOARD of COMMISSIONERS**

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*Don Barnes, President*

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*Skip Novakovich, Vice President*

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*Thomas Moak, Secretary*

**BOARD OF COMMISSIONERS ACKNOWLEDGEMENT**

The attached transcript provided by Naegeli Deposition & Trial of the March 10, 2020 Commission Meeting is approved and will be kept as a permanent record of the meeting.

\*The March 10, 2020 Commission Meeting Minutes were Approved by the Port of Kennewick Commissioners on April 14, 2020 at the Regular Commission Business Meeting.



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REGULAR COMMISSION BUSINESS MEETING  
PORT OF KENNEWICK COMMISSION CHAMBERS  
350 CLOVER ISLAND DRIVE, SUITE 200  
KENNEWICK, WASHINGTON  
TUESDAY, MARCH 10, 2020  
2:00 P.M.



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1 beginning of the meeting and one near the end of the  
2 meeting. If you would like to make a public comment to the  
3 Port of Kennewick, please move to the podium. Please state  
4 your name and address for the record, and please limit your  
5 comments to three minutes. Would anyone care to make a  
6 public comment?

7 Very good. Thank you.

8 The next item on our agenda is the consent agenda.  
9 These items are considered routine in nature, generally  
10 taken with one vote of the commission. Any item could be  
11 moved from -- removed from the consent agenda, placed  
12 further down the agenda for discussion. Are there any items  
13 from the consent agenda that need to be moved?

14 Okay. The Chair will entertain a motion regarding  
15 the consent agenda.

16 **MR. NOVAKOVICH:** Mr. President, I move approval of  
17 the consent agenda.

18 **MR. MOAK:** Second.

19 **MR. BARNES:** Okay. It's been moved and seconded  
20 that we approve the consent agenda. At this meeting, the  
21 consent agenda consists of approval of direct deposit of any  
22 payments dated March 3rd, 2020 and approval of warrant  
23 register dated March 10th, 2020. If there's no discussion,  
24 we'll vote. All in favor of the consent agenda, please say  
25 "Aye".



1 Any opposed? The Ayes have it, 3 nothing.

2 I should back up, just a little bit of  
3 housekeeping at the beginning of the meeting. Bridgette  
4 informed me that we have two staff members in our legal  
5 counsel attending this meeting electronically through, is it  
6 Go To Meeting?

7 **MS. SCOTT:** It is, yes.

8 **MR. BARNES:** Okay. So just on the record, we have  
9 all three commissioners present. And we have our CEO, Tim  
10 Arntzen, and our -- I don't know Lisa's title -- Lisa  
11 Schumacher is --

12 **MS. SCOTT:** Special Projects Coordinator.

13 **MR. BARNES:** Special Projects Coordinator. Thank  
14 you very much. Tim and Lisa are attending through Go To  
15 Meetings. And then, also, our legal counsel, Lucinda Luke,  
16 is attending. So welcome all of the Go To Meetings  
17 attendees to our meeting.

18 All right. Continuing down the agenda, under,  
19 Reports, Comments, and Discussion Items, Item 6A, Vista  
20 Field, the Art Center Task Force update. Tim? Please. Tim,  
21 are you there?

22 **MR. ARNTZEN:** Yes. Thank you, Commissioner  
23 Barnes. Can you hear me okay?

24 **MR. BARNES:** Yes, now I can hear you.

25 **MR. ARNTZEN:** Okay. Sorry. I had you on mute,

1 started to talk and so --

2 **MR. BARNES:** I see.

3 **MR. ARNTZEN:** Yes. Thank you for this opportunity  
4 to appear through Go To Meeting. This is the first time for  
5 me. It appears to be working reasonably well. So I hope  
6 that that continues throughout the meeting.

7 What I'd like to do is just give a brief  
8 description of what we have in front of us, the issue, so to  
9 speak, and then we have a copy of a draft letter. I just  
10 need to take a moment and kind of give the overview that I'd  
11 like to pause, take up questions or comments, and then we  
12 can talk briefly about the proposed letter.

13 Recently, we had a presentation from one of the  
14 Port's contractors, David Robison, Strategic Construction  
15 Management. David had a chance to visit with  
16 representatives of the Art Center Task Force to try to find  
17 out where everybody was at. David gave a presentation last  
18 commission meeting. And I think the point we're at is where  
19 our paths are more or less diverging. We still have a  
20 cordial relationship. I think they're looking in other  
21 parts of our community for a potential site for the  
22 performing arts center. They have other financial  
23 requirements at this time. So I think it's fair to say that  
24 the project and the needs we already have changed over time.

25 My understanding from the last commission meeting

1 is that the Commission asked staff to put together a  
2 proposal for a letter response to the Art Center Task Force  
3 to kind of put the finishing touches on where we currently  
4 believe the relationship is at. So that's -- I'll pause for  
5 a moment to make sure that I have raised the conditions of  
6 the situation in a reasonably accurate fashion, and then  
7 provided we get comments or questions and get them resolved,  
8 then we'll move into the draft letter that we have in the  
9 past.

10 So I'll pause now and return it to Commissioner  
11 Barnes too see if we have questions or comments.

12 **MR. BARNES:** Okay. Are there Commission questions  
13 or comments, to this point, with Tim?

14 Okay. Tim, there are No commission questions or  
15 comments. So please proceed.

16 **MR. ARNTZEN:** Yes. Thank you. So I talked with  
17 Tana, and we discussed the possibility of putting together a  
18 letter. One of the things I wanted to do was to kind of get  
19 a different perspective from someone who hasn't been really  
20 close to this matter, such as myself or Mr. Peterson. So I  
21 asked Tana to take an attempt at a first draft of a letter,  
22 because I think she's been aware enough of the situation,  
23 getting kind of briefings from the staff over the years. She  
24 had a chance to sit in on Mr. Robison's presentation.

25 So once I had a chance to just say, Tana, could

1 you please help us with a letter -- I just felt it was nice  
2 to get it kind of into some hands from somebody that was a  
3 step or two back. And when I looked at her first draft of  
4 the letter itself, she really captured the situation  
5 accurately. You can see it. It's a brief letter. And I  
6 think she's encompassed a number of the points in the  
7 letter. So I think it was very -- I really appreciate the  
8 job that Tana did in taking the first stab at a draft  
9 letter. So I'm pleased with it.

10 We discovered a number of the important points. I  
11 don't think delved into territory that we don't really need  
12 to go into. And it's brief. So I'm pleased with the  
13 letter.

14 And then I guess I'd like to pause and turn the  
15 topic to the Commission and just have them review the  
16 letter, give me comments and so forth. But before I do  
17 that, I think there would have been number of ways that we  
18 could have approached this. You could have had a letter  
19 come out under the signature of the executive. We can still  
20 do that. But sometimes when we do that, the recipient might  
21 say, Well, that's the opinion of the executive. I wonder if  
22 that's the opinion of the Board. So sometimes we've seen  
23 that, in the past, where it might almost invite further  
24 inquiry from the Board.

25 So we've tried it this way with the signature

1 being under the signature of Commissioner Barnes, as the  
2 President, because I think that way it lets the recipient  
3 and others in the committee know that, yes, this was sent  
4 out by the President of the Board, so it has the stamping,  
5 the backing, if you will, of the Board at large, rather than  
6 just the opinion of the executive.

7 So Commissioner Barnes, I'll return the issue back  
8 to you.

9 **MR. BARNES:** Okay. Thank you. Commission  
10 comments or questions, to this point, regarding the draft  
11 letter? Commissioner Novakovich?

12 **MR. NOVAKOVICH:** No questions. But I think this  
13 is very well written. I think it leaves the door open, if  
14 things change in the future. And I think both us and the  
15 ACTF need to just move on and see where we end up. But the  
16 Port's always willing to listen if funding becomes available  
17 to them. So I think the letter is very well written. It's  
18 brief. It's to the point and leaves the door open. So I'm  
19 very happy with the letter.

20 **MR. BARNES:** Commissioner Moak?

21 **MR. MOAK:** Yeah, a couple of points here. One is  
22 that I think very appropriate that it come over the  
23 signature of our President. I think so many of the  
24 decisions at Vista Field ultimately are policy decisions of  
25 this Board, you know. And it isn't just that staff is

1 leading us in some direction, but you know, just about every  
2 step of the way have been major policy decisions by the  
3 Board. So I think it's appropriate for the President to  
4 sign this.

5 I think one thing that is in here that I think  
6 it's important to be reminded of, from the very beginning,  
7 it was not the intent of the Port to fund the art center.  
8 And I think that was very clear from the very beginning. We  
9 were going to provide property -- I would just like to say,  
10 over the years that we've been working on this, we have  
11 spent a good chunk of time, effort, money on behalf -- by  
12 Tim, other staff members or consultants, at a variety of  
13 levels. We put a lot of investment in here trying to make  
14 this work. You know, the Art Center Task Force also put in  
15 a lot of effort and work to try to make this work.

16 You know, it was never our intent to fund this.  
17 You know, this is a role that's going to be at a government  
18 level, either the general purpose government or the special  
19 government entity that's tasked to do public facilities. So  
20 I think -- yeah, I think Commissioner Novakovich is exactly  
21 correct, that it leaves the door open for future  
22 partnerships. I think it's very appropriate, and I think  
23 it's also the right policy decision.

24 **MR. BARNES:** Thank you. I agree with the comments  
25 of my fellow commissioners. I think that from the Port's

1 perspective, I think that the Port was very generous in the  
2 amount of time given to the Arts Center Task Force to try to  
3 raise the initial funds that would have allowed this -- the  
4 commencement of construction or allow this facility to come  
5 into being. It's noted in this letter that it's nearly a  
6 year ago that the letter of intent expired. And I agree  
7 with the comments.

8           The door is still open. I think the initial -- or  
9 the primary obstacle in front of the Art Center Task Force  
10 for this facility is fundraising. I think it was an  
11 ambitious budget, but I think that it was a budget that was  
12 arrived at with a lot of input from the community. And I  
13 think, you know, the Port, I think gave an excellent piece  
14 of property -- dedicated an excellent piece of property to  
15 the project at a very reasonable price. I think there were  
16 some issues regarding the precise layout and parking  
17 relative to the facility, and I'm confident that those  
18 issues could have been addressed. If those were the only  
19 issues that we had in front of -- or holding up the  
20 construction of this facility, I have every confidence that  
21 the Port and the Art Center Task Force could have resolved  
22 those issues.

23           But I think the bottom line is captured by this  
24 letter, that this could be a catalyst at Vista Field. It  
25 would be a nice addition. I think I agree with my fellow

1 commissioners. The Port at no point indicated a willingness  
2 or an ability to raise public funding for this. The Port of  
3 Kennewick represents approximately 30 to 40 percent of the  
4 total residents of the entire Tri-City area, and I think it  
5 would be unfair to burden that 30 or 40 percent of our  
6 residents with much of the funding for a public facility  
7 that would benefit the entire community.

8           So I agree with the elements of this letter. I'll  
9 be happy to sign it if it's approved. And again, the most  
10 important thing here is the door is still open. If there's  
11 a way that we can work the Arts Center Task Force on the  
12 performing arts facility at Vista Field, I think we still  
13 have that opportunity.

14           **MR. NOVAKOVICH:** Mr. President, I suggest that we  
15 just approved the letter by consensus, rather than a full  
16 motion.

17           **MR. BARNES:** Okay. That's a possibility.

18           **MR. MOAK:** Would you like to open it up for public  
19 comment?

20           **MR. BARNES:** I would. I would. I think that  
21 would be a great point. Okay. Because the Commission is  
22 considering a decision on this issue, it creates an  
23 opportunity for public comment. If anyone from the public  
24 would like to make a comment regarding this issue, we'd ask  
25 that you please move to the podium, please state your name



1 and address for the record. Please limit your comments to  
2 three minutes.

3 Would anyone care to make a public comment?

4 **MR. DIAZ:** Good afternoon, my name is Davin Diaz.  
5 I'm the Executive Director of the Art Center Task Force. And  
6 --

7 **MR. BARNES:** Please state your address. I'm  
8 sorry.

9 **MR. DIAZ:** 5143 Owl Court, West Richland, 98353.

10 **MR. BARNES:** Thank you.

11 **MR. DIAZ:** I just wanted to thank you for taking  
12 the time and -- all the time invested in this project. I  
13 was hired in November of last year. My task moving forward  
14 is to make this project a reality. And so it was on my  
15 advice that Dr. Wiley wrote the letter, because as you  
16 stated, the LOI had expired. I think both parties were  
17 looking for a clarity and a path forward. And so I  
18 recommended we draft that letter.

19 When we read the draft of the Port of Kennewick's  
20 letter, we were very happy and felt it was very positive. I  
21 think you're right, Commissioner Novakovich, both our letter  
22 and your letter both state that if money is available and if  
23 everything lines up, that I think both parties would like  
24 Vista Field to be an option.

25 So I think leaving from this afternoon moving

1 forward, having a very cordial, positive relationship is  
2 both of our goals. I just wanted to thank you guys, over  
3 the last 10 years -- and Tim on the phone and, I guess,  
4 legal on the phone -- everyone over the past 10 plus years  
5 that have invested in this project for taking it as far as  
6 it has.

7 Thank you.

8 **MR. BARNES:** Thank you. Any further public  
9 comment?

10 Okay. Then, Tim, if you're still there, I'd like  
11 to throw it back to you. If you have any final -- and also,  
12 I would like to throw this back to Lucinda. Does Tim or  
13 Lucinda have any remarks here before the Commission takes  
14 action?

15 **MR. ARNTZEN:** I'll toss it to Lucy, and then I'll  
16 do a wrap-up if I could, please.

17 **MR. BARNES:** All right. Lucinda?

18 **MS. LUKE:** Good afternoon, Commissioners. I've  
19 reviewed the draft letter. Tana did an excellent job in  
20 capturing, you know, the status of the LOI and keeping the  
21 door open for future partnerships here. So from a legal  
22 standpoint, I don't have any concerns over the draft letter.  
23 It appears to be appropriate as prepared.

24 **MR. BARNES:** Okay. Thank you. Tim, it's back to  
25 you, then, please.

1           **MR. ARNTZEN:** Yes, thank you. Davin, I always  
2 appreciate working with you. I appreciate your kind words.  
3 I'm sure the Commission does as well. And I look forward to  
4 working with you on many of the other interesting projects  
5 in the future that I'm sure both of us might pursue. So  
6 thank you, Davin, for your kind words.

7           Port Commission, I think either you do have or  
8 will shortly have a copy that you can sign. And I don't  
9 think there's really anything further for my part. I  
10 appreciate the discussion on this. I think it is a good  
11 resolution. So I think all we would need to do to complete  
12 this matter would be to have the letter signed. So we'll go  
13 out. Should there be any further correspondence or any  
14 other details regarding this issue, obviously, staff would  
15 bring it to you at the earliest convenience. So bottom line  
16 is I think we just sign the letter, and this issue will be  
17 put to bed.

18           **MR. BARNES:** Okay. Very good. Thank you, Tim,  
19 and thank you, Lucinda. Commissioner Novakovich has  
20 suggested that perhaps the way to go here is to approve this  
21 by consensus. If that's acceptable, I'm looking at a nod of  
22 the head "Yes" from Commissioner Moak, and also from  
23 Commissioner Novakovich. And I agree.

24           In closing, I would like to thank Tana for her  
25 excellent work in drafting this letter. I think that it

1 very accurately captures the position of the Port. I want  
2 to thank Davin for your continued work and effort. We still  
3 think that the performing arts facility would be a fabulous  
4 addition to our community and the Port of Kennewick. Just  
5 from this letter and from the remarks in this room today, I  
6 think the Port of Kennewick stands willing to work with you  
7 in the future in some manner that makes sense and can fit in  
8 at Vista Field.

9 So with that, I would like to conclude by saying  
10 that by consensus, the Port of Kennewick Commission approves  
11 this letter. It will be signed by the president and go out  
12 shortly. So thank you, staff, again, for this work. And  
13 we'll move on to the next item on the agenda.

14 The next item on our agenda, continuing under  
15 Vista Field, we have a construction update. Larry Peterson,  
16 please?

17 **MR. PETERSON:** Yes. As soon as the PowerPoint is  
18 ready, we will run you through a visual update at Vista  
19 Field.

20 **MS. SCOTT:** Okay. Larry, I will be your man  
21 today.

22 **MR. PETERSON:** Okay. The starting of most every  
23 presentation for Vista Field is that rendering of build-out,  
24 just to remind the vision that was captured in October or  
25 November of 2014 and then shown in this April '18 rendering

1 and how we're taking that rendering and those concepts,  
2 turning them into biddable construction documents, and  
3 making the improvements out in Vista Field. So that vision,  
4 that picture that Commissioner Moak had talked about, if we  
5 paint the picture, we paint the image, we can keep coming  
6 back to this.

7           The Board undertook improvements of the sections  
8 identified in yellow, the City roadways of Crosswind  
9 Boulevard, Vista Field Boulevard, and the extension of  
10 Grandridge Boulevard into the site, as well as the ruiner  
11 for shared residential streets of Azure Drive and  
12 Constellation Way, along with a series of private alleys and  
13 a linear water feature for the site, again, identified in  
14 the yellow shading on the overall rendering.

15           The backbone infrastructure, or the private sector  
16 improvements pulled away from that rendering, are identified  
17 on the screen at present. It's a view from this morning  
18 looking at generally the same perspective of the rendering  
19 with Cross Wind Boulevard running through the site from the  
20 lower left corner to the upper right-hand corner, up to the  
21 scissors intersection with Grandridge coming into the site.  
22 Vista Field Boulevard can be seen on the top portion of the  
23 slide. And the gray -- the weather folk or brown-colored  
24 concrete for Azure Drive is in the center of the site.  
25 Running along Crosswind Boulevard just to the left or west

1 side, in this case, is the 850 foot linear stream.

2 Looking at Espinola Way, this is that shared --  
3 excuse me. One strike. Looking at Azure Drive, this is the  
4 shared residential street. There will be a series of  
5 bollards to keep the cars in their path, although this is a  
6 street that is owned by the pedestrian and shared with the  
7 car, as opposed to most streets in this community, which are  
8 owned by the car and the pedestrian is an unwelcome visitor.

9 The octagonal plaza -- this is looking down Azure  
10 Drive back towards Crosswind Boulevard as an octagonal  
11 fountain that is adjacent to the roadway. There will be a  
12 series of bollards to keep the vehicles on the desirable  
13 path. The tree-lined street, very close in proximity, a  
14 picture of pedestrians moving from one side of the street to  
15 the other, from one business to the other, possibly coming  
16 out from the restaurant or the apartment or the office by  
17 day, out into this location. It is not a blocked-off street  
18 where vehicles are not allowed. It's just pedestrians have  
19 -- pedestrians and the cyclists have the priority.

20 **MR. MOAK:** Azure Drive, is that colored concrete?  
21 Or what is the --

22 **MR. PETERSON:** That is colored concrete, and there  
23 is a saw cutting texture that will be placed in there. It  
24 was drawn up by Michael Mahaffey and Lawrence Kumar. It's  
25 called the cycloptian pattern. It looks like a tortoise

1 shell. We need to have what's called contraction joints,  
2 basically, cuts in the sidewalk. But they don't have to be  
3 the methodical, every five foot. You can use these in  
4 interesting patterns. So we're waiting for the concrete to  
5 all be done. They have one last 15-foot segment of  
6 concrete, and then we will be marking and scoring out about  
7 5,000 linear feet of contraction lines to be cut in at five-  
8 foot increments.

9           So there will be a couple days where the planning  
10 and development director will be out in the field with the  
11 consultant from Portland snapping chalk lines on the ground,  
12 because we didn't just hand those to the contractor and say,  
13 Please follow this pattern. It was felt to be very  
14 important that -- Mr. Kumar and Mr. Mahaffey felt that they  
15 wanted to actually put those lines on the ground to properly  
16 locate.

17           **MR. NOVAKOVICH:** Sir, you mentioned it before, but  
18 how far apart are those trees?

19           **MR. PETERSON:** 30-foot spacing on trees throughout  
20 the Vista Field development, which typically, you'll find in  
21 more 60 to 75-foot is a spacing. This is an urban  
22 development, but we didn't forget the vegetation.

23           **MR. PETERSON:** This is a video working their way  
24 from Crosswind Boulevard through the scissors intersection.  
25 The pond, or the tail end of the water feature is to the

1 left just past the track. If you're really astute, you'll  
2 notice my date's actually off. This is from yesterday.  
3 This is shadows. This was last night after work. But we're  
4 working our way to the intersection crossing Vista Field  
5 Boulevard, heading down Crosswind Boulevard.

6           The stream is to the right or the west. There are  
7 two pedestrian bridges that cross the stream before reaching  
8 Azure Drive that has both vehicle and pedestrian crossing.  
9 There are steps down into this water feature. There are  
10 seating areas adjacent to the water feature. And then the  
11 beginning point, the 32-by-32-foot fountain by the hangar  
12 building is awaiting the remodel efforts.

13           Next slide. This is a view heading west down  
14 Azure Drive, crossing up and over the stream. There will be  
15 railings still be placed, and bollards between street trees.  
16 Street lights and bollards, that's what will identify the  
17 overall path for the vehicles. Different color of the  
18 concrete have to do with the different days it was poured.  
19 When it cures, it will all have that same look.

20           Then the last video -- and I'll apologize now for  
21 the last two or three seconds of this -- but this is zooming  
22 in from that view to the southeast above the UPS facility  
23 down into the site, focusing on the water feature, working  
24 towards Azure Drive.

25           The improvements that the Port has contracted with



1 Total Site Services are nearing completion. Now it's time  
2 to finish up the mechanical steps that we have to perform  
3 in-house. That was my apology there.

4 Next slide. And as a reminder -- back to that  
5 slide, please. This was December 18th, Espinola Way --  
6 excuse me. That's twice -- Azure Drive had yet to even have  
7 any of the concrete start to be poured, and now that entire  
8 segment is done. 156 street trees have been placed, 128  
9 along the main streets of Crosswind Boulevard, Grandridge  
10 and Vista Field Boulevard. And then another 28 along Azure  
11 Drive, along with the bosque or grouping of trees along the  
12 water feature. All of that's occurred in the last two, two  
13 and a half months.

14 And as a reminder, in the upper right-hand corner  
15 of this slide, gosh, 10 and a half months ago, it was  
16 ground-breaking time. This was a concept. These were  
17 approved plans. They were approved contracts. But the work  
18 had yet to begin. And now we've transformed Vista Field  
19 into this meandering street network, grand public spaces,  
20 and soon, the water feature later this month is scheduled  
21 for start-up and operation. We can get any of the bugs out  
22 of that. But the elements that the public had asked for, to  
23 create that public space, that backbone that the private  
24 sector could then go vertical to build this urban town  
25 center, near completion.

1           **MR. BARNES:** Questions or comments for Larry?

2           **MR. NOVAKOVICH:** Thank you for your work.

3           **MR. PETERSON:** It's a group effort.

4           **MR. MOAK:** I love the overhead shots there, even  
5 the quick dart over Azure Way there. I think that really  
6 helps see that progress in a great way. So I realize it's  
7 great teamwork, and I appreciate everybody who's been part  
8 of this. I think, you know, it's exciting that this bench  
9 could be a part of something like that.

10           **MR. BARNES:** Yes, thank you very much, Larry. I  
11 mean, it is a team effort. And I think from the Commission  
12 point of view, it's been excellent work by the staff to  
13 bring us from the ground-breaking photo that you showed in  
14 April of last year to this point, is really gratifying and  
15 really -- I mean, it's exciting to see this. And I hope  
16 that our community's becoming aware of what's going on there  
17 and what the opportunities are for private sector  
18 involvement. So thank you very much for your work in the  
19 video, and great job.

20           Yes?

21           **MR. PETERSON:** One last addition. It was not on  
22 the Vista Field site, but the street names -- several of  
23 them, not all -- but several have been changed. So at the  
24 intersection of Rio Grande and Crosswind Boulevard, the sign  
25 now reads Crosswind Boulevard. It no longer reads

1 Grandridge. And the round about at Okanogan and Crosswind  
2 Boulevard is signed as such. Canal drive, the special  
3 signage that hangs from the traffic signals is still being  
4 fabricated. But you will even find at that intersection,  
5 the standard or smaller street sign identifying Crosswind  
6 Boulevard.

7 So it's on the official EMS response. That's so  
8 the fire and police know the location to be. They'll start  
9 to show up on the mapping. And that Crosswind Boulevard  
10 will continue from Canal Drive, all the way through the  
11 sight up to Deschutes Avenue. Again, a key element of  
12 pulling the community into Vista Field, making that  
13 connection. It hasn't been from Deschutes Avenue to Canal  
14 Drive in 70 years.

15 **MR. MOAK:** Have they taken down the Espinola Way  
16 sign?

17 **MR. PETERSON:** I'm still working to get that out  
18 of my vocabulary.

19 **MR. BARNES:** Well, if that's the biggest problem  
20 we have, then I think we're in very, very good hands.

21 Okay. Anything further on the construction  
22 update? Thank you again, Larry. Great job.

23 Moving on to the next item, task status update,  
24 Larry, please?

25 **MR. PETERSON:** This is brief, as I was out the

1 last couple days, the last week, not feeling well, so I  
2 didn't put together my memo for you. The item that we were  
3 to talk about today is the use, considerations and the  
4 architectural theme. Again, a question for Vista Field, do  
5 we have a particular theme? Is there a particular theme or  
6 design that we don't want to see? Some questions to get  
7 answered before we get out to the RFP process later this  
8 summer.

9 At this point, we had some discussions with Senen,  
10 with DPZ, the Miami office, about this and getting some  
11 timing of when we could start rolling. But our other  
12 assistants, Mike Mahaffey is out of the country for the rest  
13 of the month of March. So it's been -- we've been talking  
14 about scheduling this. But as far as getting those team  
15 members to start establishing some ideas, we're pulling the  
16 pieces together. But we don't have renderings for you, at  
17 this point, to start putting on the screen and saying -- and  
18 taking your temperature with a "Yay" or "Nay" and starting  
19 to ask for your input or direction.

20 **MR. BARNES:** All right. Thank you. Any questions  
21 on Vista Field? All right. Let's move to the next item on  
22 our agenda, item 6B, Columbia Gardens. Task status update.  
23 Larry, please?

24 **MR. PETERSON:** Yes. At the last meeting, this was  
25 scheduled to be covered, what we were going to be talking

1 about on the 28th of February, and then also cover what we  
2 have for this meeting. The last meeting went exceptionally  
3 long.

4 We're looking to put together some covenants for  
5 the property owners down on the Columbia Gardens Way using,  
6 as a model, our Spaulding Business Park, and also what we're  
7 putting together for Vista Field from a property owner's  
8 association, although pulling some big basic consents for  
9 Vista Field, but not the complexity of Vista Field. The  
10 dollars are much smaller. But the idea being there will be  
11 some loss at the Columbia Gardens site to sell, and there  
12 will be some common maintenance beside plowing of the street  
13 and maintaining some of these other street lights and some  
14 landscape improvements.

15 How is that going to be funded long-term so that's  
16 not a continual obligation for the Port Commission, but  
17 spread amongst the proper owners, of which the Port may be a  
18 percentage, but not a whole, and also setting up a mechanism  
19 for when there's a pothole in the road, when the street  
20 light gets knocked down, when a bigger ticket item needs to  
21 be replaced, how will that be shared by the property owners.

22 On Clover Island, we haven't had to address this,  
23 as the lease revenues covered the operational expenses of  
24 plowing and trimming the trees. But when those lots are  
25 sold, there's a one-time revenue, but a long-term

1 operational commitment. So we're putting the mechanics  
2 together, and we're using the firm Onase & Associates, who  
3 helped us with the West Richland Race Track master plan.  
4 She was the former planning director with the City of  
5 Kennewick and has familiarity with the site and has helped  
6 several communities pull together, both design and  
7 maintenance and operational covenants.

8           So the functioning mechanics of the property  
9 owner's association have pulled together. We've also asked  
10 her to start helping us with some architectural  
11 considerations. So again, we'll report back with the Port  
12 Commission, what is it you would like to see, when we're  
13 talking with a particular interested party. What is the  
14 theme? Is there a theme?

15           We have two buildings that are of different --  
16 they're both quality. We have a stucco building that has a  
17 agrarian feel, with a 20-foot wall. It's the tan stucco  
18 exterior red roof. And then the recently completed tasting  
19 room building that has a cabin and boathouse type feel.  
20 They're different languages. And what are we expecting from  
21 the private sector?

22           It would appear that it's not a homogenized look.  
23 It has the two buildings in place that are different from  
24 each other. But what are we looking for, so the private  
25 sector has an idea, when they give you a presentation or

1 proposal, what the building should be skinned with. So  
2 we're asking Onase to help us through on that.

3 And also, in Vista Field, the real estate  
4 commission policy, we're looking at when that gets tuned up  
5 district wide, and also looking at how is that applied to  
6 the Columbia Garden site, get the commission discretion,  
7 possibly the land extensive holdings that we have that have  
8 been in our portfolio for 40 or 50 years, may have a  
9 different commission compensation structure than the  
10 properties that have taken a lot of the Commission's time  
11 and effort to work through the entitlements and received a  
12 lot of dollars for improvements. Possibly, those that are  
13 shovel ready that have had a lot of planning efforts behind  
14 them, entitlement efforts, have a different commission  
15 compensation schedule than the land extensive holdings that  
16 have been in our portfolio for 40-plus years.

17 We'll be bringing a piece of those back to you.  
18 We're just pulling together some drafts and identifying,  
19 what can we consolidate in terms of our commission and real  
20 estate policies.

21 **MR. BARNES:** Okay. Is that maybe an agenda item  
22 for the future?

23 **MR. PETERSON:** Yes.

24 **MR. BARNES:** Overall real estate commission  
25 policies?

1           **MR. PETERSON:** Yes, that's been --

2           **MR. BARNES:** As sort of a footnote here.

3           **MR. PETERSON:** That's been identified as a small x  
4 now. At some point later in May, we would be looking to  
5 bring that back to you for some decision. But yes, there  
6 will be drafts that will be in front of you.

7           **MR. BARNES:** Okay.

8           **MR. PETERSON:** And we'll talk about what are the  
9 appropriate percentages.

10          **MR. BARNES:** Okay. All right. Questions or --

11          **MR. PETERSON:** That's a quick update of what's  
12 going on with Columbia Gardens.

13          **MR. BARNES:** Okay.

14          **MR. PETERSON:** Related to a task list and  
15 schedule. I believe Amber has much more exciting  
16 information she could share when appropriate.

17          **MR. BARNES:** All right. So is this continuing,  
18 then, under Task Status Update in Columbia Gardens? I mean,  
19 we're not on to the Cascade Natural Gas question, right?

20          **MR. PETERSON:** Correct.

21          **MR. BARNES:** Okay.

22          **MS. HANCHETTE:** I'll just give you a brief update.

23          **MR. BARNES:** Thank you.

24          **MS. HANCHETTE:** So this weekend, Gordon Estate  
25 Winery, they did several different events -- actually, two



1 weekends ago now, they did a private event. Then this last  
2 Friday, they did what she called legacy members. The legacy  
3 members were invited in. And then on Sunday, they were open  
4 to their wine club members.

5 This was also the two-year anniversary for  
6 Palencia, so Victor was heavily promoting his event. So  
7 there was a lot of cross pollination of. Bartholomew was  
8 open. And so people were walking back and forth. Amanda  
9 McBride, the tasting room manager for Gordon, was very  
10 pleased with her traffic on Saturday, where she was open,  
11 also. So they're getting started.

12 Food Truck Plaza, we have, of course, Swampy's.  
13 But we have Ninja Bistro coming in next week, and later in  
14 the month, Del Taco will be coming in. And I have a Creole  
15 food truck operator that really wants to come in as well. So  
16 a couple of other interesting things that are happening.

17 Our shade structure, we're going to start putting  
18 the poles up on Monday. So more visual going on. Right, I  
19 get to talk about the fun stuff.

20 **MR. BARNES:** Wow. Thank you very much. Questions  
21 or comments for Larry and Amber? Commissioner Moak?

22 **MR. MOAK:** Getting back to the property owners  
23 association, now we're going to have some factories that are  
24 owned by the Port, some that are going to be owned by the  
25 private sector. For the maintenance or whatever, will we be

1 charged -- charged out, let's say, for the properties that  
2 we own to go into, like, a maintenance fund and -- or how  
3 will that be differentiated between private sector ownership  
4 and public sector ownership?

5           **MR. PETERSON:** I don't have the exact answer on  
6 that. Yes, we will be charged our fair share. How that  
7 will be determined, whether that's on square footage or  
8 front footage, along a particular street, since we own that  
9 421 site -- which is about three quarters of an acre -- and  
10 we own the taste -- or in the footprint, we have a long-term  
11 ownership position down there that has an obligation for a  
12 percentage of that maintenance. Whether that is based upon  
13 square footage of parcel, square footage of building,  
14 assessed value of improvement, that mechanism we're working  
15 with to say what is the fairest and -- we're not looking for  
16 the easiest, but what's the practical way to accomplish the  
17 end goal to collect a few dollars from all the appropriate  
18 parties, not have an unnecessary convoluted financial  
19 monster to manage.

20           **MR. BARNES:** Questions or comments regarding  
21 Columbia Drive task status update?

22           Thank you for your work. It's exciting to hear  
23 about new food truck vendors coming, and the shade  
24 structure. And then we all know that the restaurant is  
25 coming a little bit later this year. So those are going to

1 be tremendous additions to the Columbia Gardens Wine and  
2 Artisan Village. And to hear about successful events  
3 already taking place for Gordon Brothers, working with  
4 Victor Palencia, that's fantastic ment.

5 Thank you very much for your work.

6 **MR. MOAK:** One question about restrooms. So how  
7 are we dealing with restrooms now? We don't have a restroom  
8 structure. I was thinking that there was supposed to be an  
9 outside entrance to the bathrooms in our big buildings, but  
10 I don't see that. So what is happening?

11 **MS. HANCHETTE:** There is access to public  
12 restrooms. SO each one of the food truck operators has a  
13 key for their staff, because that is a mandatory requirement  
14 for the Health Department as well. The public may also use  
15 the restrooms. There's two bathrooms in the A110 building,  
16 which is Victor's building closest to the road, to Columbia  
17 Drive. And so there is an exterior entrance door, but you  
18 do need a key to get in.

19 **MR. MOAK:** You need a key, and the keys are at the  
20 -- with the food truck vendor.

21 **MS. HANCHETTE:** Food truck operator has a key,  
22 yes.

23 **MR. MOAK:** Is it labeled, the restroom? I mean, I  
24 don't recall ever seeing anything that labels that or that  
25 says, You need a key, you've got to go see Swampy or

1 whatever.

2 **MS. HANCHETTE:** It has just the suite number. So  
3 110 is on the door. And generally, when somebody needs to  
4 use the restroom, they will ask the food truck operator  
5 where the restrooms are located, and they'll check out the  
6 key and take it. We can always put a sign on the door.

7 **MR. MOAK:** To me, I would think that you'd want to  
8 identify that, yes, there is one, or else how would you know  
9 that -- to go to Swampy or whoever is down there to do that?  
10 I would think that --

11 **MS. HANCHETTE:** Typically, they're at the food  
12 truck already, but --

13 **MR. MOAK:** But some people are actually needing to  
14 use the restroom who are not using the food truck at this  
15 time, that they have a need.

16 **MS. HANCHETTE:** Right. So maybe the walkers,  
17 people who are using the path.

18 **MR. MOAK:** Mm-hmm.

19 **MS. HANCHETTE:** But yes, we can label that door.  
20 Not a problem.

21 **MR. MOAK:** Thank you.

22 **MR. BARNES:** And, of course, the wine tasting  
23 rooms have restrooms, right?

24 **MR. MOAK:** Yes.

25 **MS. HANCHETTE:** Yes, and each one of the tasting

1 rooms has a door to the restrooms.

2 **MR. BARNES:** Any other questions or comments?  
3 Larry?

4 **MR. PETERSON:** Just one piece of history.  
5 Remember, it was May 9th of 2016. It was a groundbreaking  
6 on that site for the tasting room buildings. The shovels  
7 were in the ground about where Bartholomew has his tasting  
8 platform. So less than four years ago, that was raw ground  
9 waiting for the first buildings to come out of the ground.  
10 We first had to do the infrastructure, and then later that  
11 fall, the contract was awarded for the actual buildings to  
12 begin the construction. The City awarded the contract to 2F  
13 Construction for the streetscape work, and then the City  
14 awarded the contract for the wine affluent treatment tank  
15 and facility. The Port awarded a contract to bid the  
16 construction for the loop, roadway, and the Food Truck Plaza  
17 Clerk's Note: Banlin and infrastructure, and then ~~Bandon~~ Construction was the low  
18 again for the tasting room facilities.

19 So less than four years ago, that was a gravel  
20 site. Now we're talking about a two-year anniversary and  
21 food trucks and how many -- when will the food trucks be  
22 moving in. So it's, I believe, a very good picture today.  
23 But remember from where it came in that short period of  
24 time.

25 **MR. BARNES:** Well, you don't have to go back very

1 far, either, to remember a discussion in Port meetings about  
2 fishing, garbage and debris out at that East Pond and, you  
3 know, old motels being used by the Kennewick Fire Department  
4 for exercises. So yeah, this is a -- for people that have  
5 been in this area for some time, they can think back to the  
6 days when that area had a different look and a different  
7 feel. And I think the Port of Kennewick has had a  
8 tremendous impact there to start -- give people some other  
9 things and other uses to think about. And hopefully, we'll  
10 have some of those private sector individuals come forward  
11 with the lots that are available now in the Columbia Gardens  
12 area and join the party. That would be a wonderful thing to  
13 see.

14 **MR. MOAK:** A lot of people forget how bad it was  
15 down there. You know, it's easy to -- maybe because of my  
16 advanced age, but you know, to sort of forget about what  
17 that really was and how bad that was. And when you see what  
18 the Port has done. And that's why the pictures, you know,  
19 really help identify, you know, those big -- I mean, this  
20 isn't just a building that's gone up. This is a major shift  
21 in how a community is dealing with progress.

22 **MR. NOVAKOVICH:** You know, Commissioner Moak is  
23 right, because I believe that area was one of the highest  
24 crime areas in the Tri-Cities for a number of years. So  
25 you're absolutely correct, that we've made a huge difference

1 down there.

2           **MR. BARNES:** And now if the biggest problem we  
3 have is finding the key to the restroom, that's tremendous  
4 progress. Thank you. I'm sure we can overcome that little  
5 problem. Well, when we have the public restroom at issue  
6 later this year, that's going to be another huge step in the  
7 sequence.

8           So thank you again for all your work and progress  
9 and the great reporting. Any other questions of Larry and  
10 Amber?

11           Again, thank you very much. It's very much  
12 appreciated from this side of the table.

13           All right. We'll move to the next item on our  
14 agenda, then. Under VI.B.2., Cascade Natural Gas easement  
15 in the Willows area. Larry, please?

16           **MR. PETERSON:** Yes, Cascade Natural Gas  
17 Corporation has approached the Port to obtain an easement  
18 for a cathodic protection station in the Willows site.  
19 Cascade Natural Gas has reviewed their overall network in  
20 the Columbia Gardens, Columbia Drive, Clover Island area,  
21 and identified that several of their metal gas pipe need  
22 enhanced cathodic protection.

23           I know just enough to be dangerous on this.  
24 Basically, a low voltage charge into an anode in the  
25 ground takes all the corrosion that would normally go to

1 steel pipes. So you have a sacrificial piece of metal that  
2 all the corrosion works towards and takes -- protection the  
3 metal pipelines that the Cascade Natural Gas Corporation  
4 utilizes. It's necessary from an operational and a safety  
5 standpoint. Effectively, it's a rod that's bored 150 foot  
6 into the ground. About four or five feet from the surface,  
7 below grade, is a small wire that connects it and runs to a  
8 very small electric meter. So above grade, nothing is seen.  
9 It's all below ground.

10 Cascade Natural Gas approached the Port wondering  
11 if we had a site that might work for this. And when we  
12 looked at our Willows property, all of the overhead power  
13 line easements that are already in place that create  
14 encumbrances, and where the existing wall and access points  
15 are, we identified a potential location in the southwest  
16 corner of the Willows site close, but not abutting, the  
17 Bunch Finnigan Appliance sales store.

18 Both in the concept generated Gary Black of  
19 Integrated Structures Incorporated, and the recent site  
20 plan, revisions made, working with the private sector, the  
21 site proposed for the cathodic protection station has been  
22 identified as a vehicle parking lot, not a building site.  
23 This cathodic protection station is basically a well head,  
24 almost, could function without further encumbrance to the  
25 site in a parking area. So it's an area that's challenged



1 with existing overhead easements. It's identified as  
2 parking in both conceptual plans that have been generated to  
3 date. And it's a site that would help our partner  
4 developer, Cascade Natural Gas, continue to provide a key  
5 utility in the Columbia Drive and Clover Island area.

6 Cascade has proposed drawing and writing the legal  
7 description, recording the document, covering all the costs,  
8 and providing the Port a \$750 payment upon recording of  
9 that. The \$750 is more of a cost that would help offset the  
10 legal review that we would incur with Lucinda Luke  
11 overlooking the document and double-checking. So we're not  
12 making a lot of money on this. The \$750 fee is based upon  
13 the square footage of the easement, and factoring 25 percent  
14 of an easement is worth about 25 percent of the land value.  
15 That's the mechanic -- or the approach that was taken to  
16 reach \$750.

17 **MR. BARNES:** Okay. Questions or comments for  
18 Larry? Commissioner Moak?

19 **MR. MOAK:** Yes. So everything is below ground so  
20 you can drive over it, you can park on it. Not an issue,  
21 correct?

22 **MR. PETERSON:** Correct. The only portions above  
23 ground, via adjacent to the wall, the electrical meter. It  
24 would be adjacent to the wall. But the rod itself is 150 to  
25 five feet below the surface. So the parking lot that we

1 show in this rendering could be constructed over the top.

2 **MR. MOAK:** And if they needed to -- I mean, would  
3 they need to do anything with maintenance or anything, where  
4 they would be having to dig into that at some point?

5 **MR. PETERSON:** My understanding is once it's in  
6 place, it's operational, unless it's damaged by construction  
7 -- so metal wire -- at some point, I don't know the length  
8 of this -- that anodode will wear out in time. But in  
9 theory, they'd have an easement and could go back and rebore  
10 that rod. They have an obligation to be working with an  
11 easement to restore it to like conditions. So if it was a  
12 parking lot constructioned in the future, they'd have to  
13 repave a patch of the asphalt.

14 **MR. MOAK:** And from a safety issue, there's no  
15 safety issues? We're dealing with a gas company. But we're  
16 really not dealing with -- are we dealing with natural gas  
17 itself on that?

18 **MR. PETERSON:** There are natural gas lines  
19 throughout the Columbia Drive corridor, but this is not a  
20 natural gas line. It is a sacrificial piece of metal in the  
21 ground that all the corrosion is drawn to, not a live  
22 natural gas line.

23 **MR. MOAK:** Okay. And does having this benefit the  
24 Port?

25 **MR. PETERSON:** This benefits the -- yes. We have

1 many businesses on the island that use natural gas. We have  
2 many businesses on Columbia Drive that are using natural  
3 gas, both on the Columbia Gardens site. So continued  
4 operation, having a safe network for natural gas, provides  
5 another utility, gives both businesses and residences a  
6 choice. And safety is paramount.

7 **MR. MOAK:** Thank you very much. Appreciate it.

8 **MR. BARNES:** I have a question, please. This goes  
9 150 or 160 feet deep or so. Does it have any -- I mean,  
10 that's into the groundwater, clearly. Does it have any  
11 impact on well water or groundwater or anything like that?

12 **MR. PETERSON:** My understanding is no. We've done  
13 some borings in the Columbia Gardens site, and we hit  
14 groundwater at about 20 feet in depth. This is just a metal  
15 rod, not hollow, just a metal rod bore into the ground.  
16 There's a grounding rod in each of every one of our homes  
17 that's pushed down about 10, 15 feet in the ground. This  
18 this just happens to be 150 feet in the ground.

19 **MR. BARNES:** Okay. And then -- well, I don't  
20 know. This is getting down into the details. I suppose if  
21 Cascade Natural Gas needed to access this to work on it or  
22 replace it or whatever, there could be like a manhole or  
23 something, maybe in a paved area, for that access. I don't  
24 know. I'm sure they've done this before many times. They  
25 know what they're doing. I think you know what you're

1 doing. So -- it just seems to me that there would be  
2 minimal disruption there for parking, based on the  
3 information you've provided.

4 **MR. PETERSON:** Minimal disruption, yes. They know  
5 what they're doing on this topic. I've never done a  
6 cathodic protection station before or been involved with it.  
7 They've indicated that once it's set in place, it operates.  
8 It's not something that needs to be maintained or checked on  
9 on a regular basis.

10 **MR. BARNES:** So I don't see a resolution or  
11 anything with this. This looks like it's information only.  
12 And so my assumption is that this is well within the  
13 authority -- well within Tim's authority.

14 **MR. PETERSON:** I'll let Tim speak to that. It was  
15 granting of an easement on a piece of property. We were  
16 talking amongst ourselves, this something that we didn't  
17 believe rose to the level of a resolution. Would it be  
18 consensus of the board? Would it be have a discussion,  
19 receive a direction or a nod from the Commission or -- I'll  
20 let Tim chime in, what kind of official direction he'd like  
21 to hear.

22 **MR. BARNES:** All right. Tim, any remarks are  
23 welcome, please.

24 **MR. ARNTZEN:** Yeah, thank you. Larry, I  
25 appreciate your discussion.

1 I think after what Larry said, that what I would  
2 look for is just the consensus from the Commission, and then  
3 I could go ahead and sign the document. Now, I know Lucy's  
4 on the phone. If that's not true, I'd ask Lucy to step in.  
5 But I think we can do this in an informal manner such as a  
6 consensus.

7 **MR. BARNES:** Lucinda, your remarks are welcome,  
8 please.

9 **MS. LUKE:** Yes. This is something that the  
10 Commission could give census on and allow them to move  
11 forward, after legal review of the easement documents.

12 **MR. BARNES:** Okay. Any other questions or  
13 comments? Commissioner Moak?

14 **MR. MOAK:** Yeah. Is this -- because we're digging  
15 into ground and it's very close to the Columbia River, do we  
16 need to consult with the tribes there?

17 **MR. PETERSON:** I would defer this one on Tana. As  
18 opposed to digging, this is simply bored into the ground. So  
19 the opportunity to excavate and discover is not in place.  
20 This is -- effectively, think of driving a stake into the  
21 ground, which just happens to be driving it 150 feet into  
22 the ground. So it's not a typical boring where it's  
23 excavating a iste, like even for a well where there's an 8  
24 inch casing. This is just forcing a metal rod into the  
25 ground.

1 **MR. MOAK:** All right. I mean, I don't know what -

2 **Clerk's Note: US Corps of Engineers**

3 - a lot of times -- or maybe I'd hear from the core that any  
4 time you're penetrating so much, it puts somebody's --

5 **MR. PETERSON:** The way we worked a relationship  
6 with the tribe is, when in doubt, ask. And I've had  
7 discussion with them on a couple of other items that were  
8 similar. We were pushing something in the ground about 10  
9 feet. It's the excavation where you're pulling material  
10 back and can discover.

11 **MR. BARNES:** Okay. Any questions or comments?

12 All right. Then. So to recap, from Tim and  
13 Lucinda, this is information received from staff regarding a  
14 cathodic protection station to be placed by Cascade Natural  
15 Gas in the Willows area. You're looking for consensus  
16 approval from the Port Commission subject to -- I mean, that  
17 would be after final review of the documents. Is that  
18 correct? Or subject to review of the documents?

19 **MR. ARNTZEN:** Yes, that's correct.

20 **MR. BARNES:** Okay. Since a decision is  
21 contemplated by the Commission, it creates an opportunity  
22 for public comment. Would anyone care to make a public  
23 comment regarding this issue?

24 Okay. Very good. Then is there any further  
25 Commission discussion?

All right. Then, do we have consensus approval

1 from the Commission?

2           Okay. Yes, there's three yes indications of  
3 consensus approval by the Commission.

4           All right. Thank you very much. Then we'll move  
5 to the next item on our agenda, which is item VI.C. "C" is  
6 for Coronavirus preparedness. Lucinda and Tim, please?

7           **MS. LUKE:** Tim, I won't know if you have to talk  
8 about this?

9           **MR. ARNTZEN:** Yeah. Thank you, Lucy. I'll go  
10 ahead and give a brief introduction and then ask Lucy to  
11 walk us through the process. And then if I could, at the  
12 end, I'd like to make a few closing remarks, if possible.

13           So with that approach, I'm just going to give the  
14 update. I'm quite sure that most of us are aware of the  
15 unfortunate situation that is in front of us, both worldwide  
16 and nationally. We've also had quite a bit of activity  
17 related to the Coronavirus in the state of Washington.  
18 Unfortunately, we're gaining headlines for not so pleasant  
19 purposes. But our state has been very impacted by the  
20 Coronavirus. We are taking advice seriously from the  
21 federal agencies, the CDC. We're also listening very  
22 carefully to the advice offered by our governor and local  
23 health agencies.

24           With that as a backdrop, I talked with members of  
25 my staff and Lucy, and we wanted to put together a procedure

1 for going forward, based upon the information that we have  
2 at hand from the various agencies that I've discussed. So  
3 Lucy has done a magnificent job of responding over the last  
4 several days of putting together a procedure, a draft  
5 procedure, that we can use at the staff level to help us  
6 guide the day-to-day operations of the Port.

7           So with that, I'd like to hand it over to Lucy.  
8 I've heard her presentation. She walked us through it at  
9 the staff meeting on Monday, and I think it's a very good  
10 walk-through that she'll give you. But again, at the end,  
11 Commissioner Barnes, if I could maybe have a moment or two  
12 to finish up on some final thoughts. That being the  
13 process, I'd now like to ask Lucy for her comments, please.

14           **MS. LUKE:** Thank you, Tim, and, thank you,  
15 Commissioners. I'll let you know this has been a very  
16 quickly developing situation over the last couple of weeks,  
17 and in particular, last week, things moved very quickly. Tim  
18 was very proactive in reaching out to me and indicating a  
19 desire to evaluate steps to be taken, maintain a safe work  
20 place for his staff, as well as maintaining, you know, the  
21 effective operations of the Port.

22           I, in the course of my practice, deal with a  
23 variety of employment issues, and this issue dealing with  
24 procedures for protecting employees and for dealing with  
25 work place issues has gone to the forefront for my practice



1 about a week and a half ago to two weeks now, any questions  
2 coming forward and requests for guidance. So I've been  
3 monitoring the information that has been flowing from  
4 Federal, State, and County, as well as City officials, over  
5 in Seattle, as to such practices and guidance, and as I  
6 received articles and journals last week, provided those to  
7 Tim for his review, and then worked with Tim and Nick to  
8 develop a procedure draft for consideration and, you know,  
9 to develop appropriate steps for the Port.

10 That procedure is an infectious disease procedure.  
11 It's something that not only would be effective for the  
12 current situation of Covid-19, but also as we go forward  
13 with other potential infectious disease issues in the coming  
14 years. These are proactive steps and proactive guidance for  
15 Port management as well as Port staff. And as I said, the  
16 goal is to continue the effective operations and essential  
17 services of the Port while providing a safe work place. That  
18 is one legal obligation of the Port and of other employers  
19 near OSHA, and that's to provide a safe work place.

20 There are also several other overlapping  
21 considerations for employers. The procedure is one of the  
22 things that will provide employers with the guidance  
23 regarding those overlapping considerations.

24 So first, and I think probably the most important  
25 part of the procedure, is the fact -- prevention and the

1 desire to prevent the spread in the workplace. And the  
2 procedure indicates that steps will be taken to maintain a  
3 clean workplace with regular cleaning of objects in work  
4 areas, and the request of cooperation of employees to help  
5 in preventing the spread by washing hands, covering mouths  
6 in sneezes or coughs, using hand sanitizer and just  
7 generally being mindful of steps and guidance that's given  
8 by Port management that might provide steps it asks  
9 employees to take.

10 I'd also indicate guidance regarding normal  
11 attendance, unless otherwise notified. One thing, we dealt  
12 with a lot of questions last week about remote work  
13 situations, employees that have higher risks. And with  
14 Covid-19, we were receiving guidance regarding what high-  
15 risk individuals should be now identified as an opportunity  
16 to work remotely. With each infectious disease that we  
17 might deal with in the future, there may be different "at  
18 risk" groups. We do not pull in maybe the specifics of  
19 Covid-19 into the policy, but mindful of specific guidance  
20 (inaudible). (Inaudible) in the procedure regarding maybe a  
21 (inaudible) and guidance to conduct meetings by phone or  
22 Skype or otherwise, also, the possibility for rescheduling  
23 of meetings for things that may be (inaudible) employees or  
24 members of the public may be gathering.

25 **MS. SCOTT:** Lucy, this is Bridgette. You've been

1 cutting in and out a little bit.

2 Commissioners, how far back would you like her to  
3 begin?

4 **MR. BARNES:** Can you just go back 30 seconds to a  
5 minute or so?

6 **MS. SCOTT:** To remote access?

7 **MR. BARNES:** Let's see if we can get a better  
8 connection that doesn't break up.

9 **MS. LUKE:** Yes, I'm sorry, Commissioners. I am on  
10 my cell phone. I'm not on the computer. I was hoping that  
11 I would have a more clear connection.

12 As far as the remote work, we are dealing with  
13 Covid-19 protocols right now, but in the future, there may  
14 be other reasons for remote work and identifying specific  
15 groups of persons who are at higher risk.

16 **MS. SCOTT:** Lucy, I think we may have lost you.  
17 Are you still there?

18 **MS. LUKE:** I am here.

19 **MS. SCOTT:** Okay.

20 **MS. LUKE:** I am here.

21 **MS. SCOTT:** So higher risk?

22 **MS. LUKE:** Yes. So higher risk. And I'll keep  
23 this quick. If I'm coming in and out, I'll keep this quick.  
24 But the procedure does provide for flexibility, depending on  
25 the type of disease that might be dealt with. It allows for

1 the limitation of travel and limitation of in-person  
2 meetings, prescribing meetings be conducted by phone or  
3 Skype, requesting that employees stay home when ill, and  
4 using guidance from the CDC, State, County or other entities  
5 that are providing guidance, given whatever diseases'  
6 protocols are being provided at the time. Also, the  
7 procedure specifically recommends social distancing when  
8 that guidance is provided by the Port management or coming  
9 from other agencies.

10           So I think it's a very comprehensive procedure  
11 intended to not only deal with the current situation, but  
12 also with future situations, should they arise. Certainly,  
13 we have flu every year, and this procedure would allow for  
14 dealing with those annual issues related to flu, and also  
15 other diseases, as they may come into the need for  
16 addressing by management in the future.

17           So as I said, I think Tim was very proactive in  
18 wanting to deal with this and get a procedure in place as  
19 quickly as possible in order to facilitate answering  
20 questions of his employees, protecting his employees and  
21 also maintaining Port operations.

22           I'll turn that back to Tim, if there's anything  
23 that you'd like for me to address further, Tim?

24           **MR. ARNTZEN:** Lucy, no. Thank you. And  
25 Commission, I think you can see what I mentioned earlier

1 that, you know, Lucy is very well prepared on this. A good  
2 portion of her lengthy career has been in the personnel  
3 field. And with one phone call to the right person, a call  
4 to Lucy, I got her on board with this. I do appreciate her  
5 rapid response to giving some seasoned advice into my hands.

6 So thank you, Lucy.

7 **MS. LUKE:** You're very welcome. Thank you.

8 **MR. ARNTZEN:** Commissioner Barnes, I might pause  
9 at this point and return it to the Commission to see if you  
10 have questions of what you've heard so far. Then after  
11 that, I'd request maybe a minute or two to kind of give a  
12 wind-down on this, and then obviously, we can field some  
13 questions.

14 But I'd return it to Commissioner Barnes at this  
15 time.

16 **MR. BARNES:** Okay. Thank you, Tim. Are there  
17 questions or comments for Tim or Lucinda on this issue?  
18 Commissioner Moak?

19 **MR. MOAK:** Yes. Thank you. You mentioned  
20 procedure throughout, which -- rather than policy. So it  
21 sounds like this is not something that there is additional  
22 policy that the Commission needs to adopt, but that this is  
23 procedure that would be part of the manager's delegation  
24 authority once it's in place. Is that correct?

25 **MS. LUKE:** Yes, Commissioner Moak. It is a

1 procedure intended to be one of the employee handbook  
2 procedures, adopted by the director. However, if the  
3 Commission wished to undertake a separate policy of the  
4 Commission related to this matter, that would be a separate  
5 directive.

6 **MR. MOAK:** Okay. Thank you.

7 **MR. BARNES:** So this is Commissioner Barnes. So  
8 what is envisioned as the next step here?

9 **MR. ARNTZEN:** Thank you, Commissioner Barnes. I'll  
10 go ahead and pick up the baton at this point. What I want  
11 to do is work to finalize the draft procedure that Lucy has  
12 in place. I have had quite a lengthy staff meeting with my  
13 staff members to kind of lay out some of the general areas  
14 that we've already identified, some of which Lucy has talked  
15 about, such as social distancing in particular, doing  
16 meetings by phone or by Go To Meeting, email rather than in-  
17 person meetings. So a number of things like that we talked  
18 about with the staff.

19 What I need to do, frankly, is spend a fair amount  
20 of time watching this issue. It seems to be developing on a  
21 day-to-day basis. There's new guidelines and suggestions  
22 coming out, like I say, from Federal, State, and local  
23 folks, almost on a daily basis. So my role will be to  
24 continue to monitor this. And this really goes up to the  
25 top of my work list. And I will continue visiting about

1 with Nick and my Human Resources Department, Lucy and other  
2 members to kind of keep this fluid and flexible. That's one  
3 of the reason why it needs to be a procedure coming down  
4 from the executive. Lucy's correct, under OSHA, my mandate  
5 is to keep employees safe.

6           So I think it's fluid. It's on the ground.  
7 There's going to be a lot of tinkering with it, and maybe  
8 some new directives from the executives, the staff members  
9 over time. I think, really, what I have to do, again, is  
10 monitor the situation and make sure some of the --  
11 basically, my job is to translate it from the procedure that  
12 Lucy has written to, okay, what does that really mean in the  
13 field, in the Port context.

14           I'll give you an example. Sometimes Larry and I  
15 like to meet with our good friend David Robison. I know  
16 David was in the audience. What Larry and I might be doing  
17 more often than not is phone David and say, David, we'd sure  
18 love to be in your physical presence, but until we have this  
19 issue behind us, we're going to do more of our meetings by  
20 telephone.

21           Another thing that might mean is there will be few  
22 opportunities for staff to go to community luncheons, to  
23 kind of be out in the community. So there's some very  
24 practical things, like I say, that I have to do to translate  
25 from Lucy's memo, which kind of gives us some broader

1 guidelines to how do we actually implement this on the  
2 ground.

3 So I'll pause and see if that has provided an  
4 answer to your question, Commissioners Barnes.

5 **MR. BARNES:** Yes. I think that -- so there is a  
6 draft memo from Lucinda laying out a draft procedure, and  
7 then you're going to review that and look to finalize that  
8 and put it into place in fairly short order? Is that  
9 correct?

10 **MR. ARNTZEN:** Yes, that is correct. And there  
11 will be probably also be some memos coming from many of the  
12 staff members, like I say, on the newly-decided-upon issues.  
13 And I told staff, Okay, once we get the directive to you,  
14 any questions that come up, I can address those in a memo so  
15 everybody has the benefit of the questions that have been  
16 relayed to me by other staff members so everybody can see  
17 that.

18 So yes, that would be a process, is to get this  
19 thing typed up, three-hole punch it, put it in the employee  
20 handbook. But yes, then, like we've talked about with  
21 master plans, other documents, it really needs to be a  
22 living document. It needs to be something that, in this  
23 case, I think very well could change almost on a daily  
24 basis.

25 You know, and the other thing that I'd like to



1 emphasize is, you know, we kind of view ourselves as Port  
2 managers, and we kind of look at the Port issues of leasing  
3 and boat docks and Vista Field and pavement. But this is a  
4 new one for me, to having to become well-versed -- as well-  
5 versed as I can in a short amount of time on infectious  
6 diseases. So it's a new learning curve, that I guess comes  
7 with the territory, as they say.

8           **MR. BARNES:** Okay. I would ask that the Port  
9 Commission also receive a copy of -- I mean, if this is a  
10 procedure that's going to be placed in the handbook and  
11 implemented, then I think it would be well for the  
12 Commission to have that information as well. Is that what's  
13 envisioned?

14           **MR. ARNTZEN:** Yeah. I think what my thought was  
15 is when we get something that we can actually, you know,  
16 have that is not in a draft form, I'd like to share it with  
17 the Commission. I'd like to be very careful in how I phrase  
18 this, but I believe this is a matter that really should be  
19 handled by the executives, a personnel and employment  
20 matter. And I think we need to rely on the experts that  
21 we've got. So I believe this is in my wheelhouse that. And  
22 yeah, I want to be delicate in saying this, I'm not sure  
23 that this is one that needs a political solution. This is  
24 one that I think has to come from the manager, under my  
25 duties that have been delegated to me for the staff. I'd be

1 happy to share it with you, the information that we have.

2           **MR. BARNES:** Yeah. That -- I'm not interested in  
3 making this a political issue. But I think that the  
4 communication between staff and Commission to have the  
5 information -- for the Commission to have the information  
6 that staff has, so the Commission understands, you know,  
7 what measures are being taken. So you know, if staff is  
8 being asked to minimize their participation in, say, public  
9 luncheons or meetings, then I think it would be well for the  
10 Commission to have that information and, perhaps, utilize  
11 rides some of those suggestions in our individual practices  
12 and the meetings that we attend individually.

13           So that's what I'm looking for, is just the  
14 communication to have the same information at the Commission  
15 level as the employees have regarding this issue. Because  
16 this is a new issue, I think for all of us, to have this  
17 kind of -- this kind of an infectious disease, with the  
18 potential impact that it could have throughout our country  
19 and throughout our Port. I mean, to have this information,  
20 I think at the Commission level, I think would be a good  
21 thing to have.

22           **MR. ARNTZEN:** Yes. Commissioner Barnes, thank  
23 you. I'm very, very glad to hear that from you. I'd be  
24 happy to share this with you. And here's another reason I -  
25 - one of the reasons why I'm glad you've offered your

1 support. I do believe I have the authority to direct my  
2 staff to do certain things or to avoid certain things. I  
3 don't have that authority with respect to the Commissioners.  
4 If there are things in our procedure that are beneficial,  
5 then the Commission could say, boy, we'd sure like to adopt  
6 that -- or short of formally adopting, that we'd sure like  
7 to do the same things that Tim is recommending for staff.  
8 I'd be very pleased with that. I'll give you an example.

9           If all of us here at the Port, all the staff  
10 members, Lucy included, and our good friend David Robison or  
11 the contractors, avoid traveling on Port-related business,  
12 just for example, that the Commissioner travels and,  
13 unfortunately, gets into one of the areas that has a lot of  
14 activity here, you know, it really isn't a 360-degree  
15 approach for, proactive approach. We have staff doing  
16 certain things to keep themselves safe. But you know, we've  
17 never really had a level of connection with the Commission  
18 on what types of things they might do.

19           Again, you know, the objective not only is for us  
20 to keep our employees safe and our commissioners and those  
21 in our community that we have dealings with. So I'm pleased  
22 to hear your request for this information, Commissioner  
23 Barnes.

24           **MR. BARNES:** Okay. Commissioner Novakovich?

25           **MR. NOVAKOVICH:** Yeah, I totally agree with what

1 my two fellow commissioners have said. But I'd maybe take  
2 it one step further. I think we all represent the Port of  
3 Kennewick in some manner. And I think that if staff is  
4 being restricted to travel to meetings, I think the  
5 Commission should abide by the same rules so it looks like  
6 we're playing the same game and on the same team.

7 **MR. BARNES:** Okay. So then I think it's a clear  
8 message received, if I could sort of recap. It's my  
9 understanding that Lucinda has drafted procedures for  
10 dealing with this Coronavirus issue, Coronavirus  
11 preparedness procedure.

12 I understand that, Tim, it's your intention to  
13 review this, refine it, and then look to implement it as  
14 soon as reasonably possible. And that information will go  
15 to the staff. You're saying that it's well within your  
16 authority to do this as a procedure in the workplace, and  
17 that the Commission has requested this information so that  
18 we can all be on the same team, aware, and trying to  
19 practice the same procedures with respect to this  
20 Coronavirus threat.

21 So is that an accurate recap of where we are?

22 **MR. ARNTZEN:** Yes, Commissioner Barnes, it is. I  
23 think that's a very accurate recap. If I could just go on  
24 for a moment or two, you heard me talk about the potential  
25 for other memos and so forth. And since I'm sensing an

1 interest from the Commission, I'd be happy to share with you  
2 any of the internal documents that we produce for staff.  
3 Because you're entirely correct, the more information we get  
4 out there, the, you know, hopefully better prepared the  
5 community will be.

6           The other thing that I would hope to do is pair  
7 with our colleagues, trade information back and forth,  
8 because you know, we're all trying to react very quickly to  
9 a situation that is very foreign to most of us. So you  
10 know, in the attempt to get a procedure in place quickly,  
11 having some peer-review from others can only, you know,  
12 sharing of information can make us stronger as a group.

13           So that's the thing that I'd pledge to the  
14 commissioners. I will share the documents with you that we  
15 produce here. If I could just go on for another minute, I  
16 think I can conclude and then happily be ready for questions  
17 or comments.

18           I think we all recognize that this is a major  
19 issue. We've already seen a lot of impacts locally. Lucy  
20 tells me that several of the federal courthouses are  
21 closing. We've seen, in the Seattle area, where a  
22 municipality purchases a motel to quarantine people. We've  
23 seen the devastation in the stock market. We've seen the  
24 deaths internationally and nationally, unfortunately. So  
25 this is a very, very major issue.

1 I'm following the lead of some of the other  
2 executives of corporations that -- you know, for profit  
3 corporations typically don't tell their folks, well, just  
4 work from home. But many of the bigger corporations are  
5 working with their employees to have them work from home.

6 So I think at the Port of Kennewick, we need to  
7 treat this issue at least as seriously as we treat the Vista  
8 Field issue. That's certainly not as fun as Vista Field,  
9 and it's more fun to watch Larry Show us some images. But I  
10 think that, in a sense, we have to treat it -- and I'm using  
11 these words carefully -- at least as seriously as we treat  
12 Vista Field, because this could have potential health  
13 consequences if we don't. And it's clear that this will  
14 likely impact our work schedule. We may get to September  
15 and say, gee, why haven't we (inaudible), and we might say,  
16 well, because we spent several months responding to the  
17 local pandemic.

18 So I appreciate the support of the Commission. I  
19 appreciate the support of the community. And you know, I  
20 really like the fact that Lucy used the term "proactive" at  
21 least three or four times in her presentation, because I do  
22 think that's the key to this, getting out ahead of it and  
23 trying to be as proactive as possible. So that will  
24 conclude my remarks, and if we have questions or comments,  
25 I'm pleased to answer them to the best of my ability.

1 Thank you.

2 **MR. BARNES:** Okay. Further questions or comments  
3 for Tim from the Commission? From staff.

4 Tana, please.

5 **MS. BADER INGLIMA:** Thank you, Commissioner. As  
6 part of this, because this is a very fluid and evolving  
7 situation, and we are planning right now a March 27th very  
8 large public social gathering, fortunately, to date, we  
9 haven't had any Tri-City impacts of known Coronavirus  
10 victims. But Tim asked me to check with our stakeholder  
11 partners in the planning of that event and to talk with them  
12 about their thoughts.

13 I have not been able to connect with all of them.  
14 We don't want to make a unilateral decision, but there is  
15 some concern, some grave concern. And the thought of those  
16 that I have talked to has been that they would prefer that  
17 we react with abundance of caution in safeguarding our  
18 community and, perhaps, postponing that event until such  
19 time as all of this has worked its way out, rather than try  
20 to encourage a large public gathering. As there grows in  
21 the next couple of weeks, we don't know where this is going.  
22 It may be all over by then, but at least we won't be  
23 criticized for doing too little too late. I would rather  
24 take the criticism for being a little too conservative and  
25 reacting in the best interests of our public.

1           So I have not connected with all of the  
2 stakeholders that are on that logo list, the save the date  
3 invitation. I don't want to speak for them until we've had  
4 that conversation. But the general gist right now is I  
5 think everybody's feeling like -- there's been a lot of  
6 large public gatherings across the State that have been  
7 cancelled. A lot of people are contemplating cancelling  
8 events. So I will notify you as soon as I'm able to make  
9 those conversations happen with our stakeholder partners.  
10 But there's a very real possibility it will be maybe  
11 postponing and rescheduling that event.

12           **MR. BARNES:** That would seem to make a lot of  
13 sense, based on everything that I'm reading and everything  
14 that I'm hearing about this Coronavirus pandemic. So I  
15 agree with your approach on this. It should not be the Port  
16 making the decision. It's a celebration with our partners  
17 there, with the tenants, and so to have a discussion with  
18 them, get the information out on the table, discuss it, find  
19 the best recommendation, and then go forward from there.  
20 That seems to make a great deal of sense to me.

21           Any other comments or questions for Tim and  
22 Lucinda regarding this issue?

23           All right, then, thank you, Tim. Thank you,  
24 Lucinda. I think you have a green light from the Commission  
25 to proceed with this, although it's well within your



1 authority. So please go forward, and please, if you would,  
2 keep us informed so that we have the same information as the  
3 other members of the team here at the Port of Kennewick. And  
4 we can all try to take measures to keep this a safe  
5 workplace. Okay.

6 Moving onto the next item on our agenda, then, we  
7 have item VI.D, Posting Commission Meeting Audio update.  
8 Bridgette, please?

9 **MS. SCOTT:** Thank you very much, Commissioners.  
10 I'm starting to feel like a regular speaker on the agenda  
11 now.

12 So this is going to be another short update, but  
13 it's a good one. I am very excited to let you know that we  
14 have selected the software that we're going to be using. It  
15 is called AV Capture All. It is used by a few local ports.  
16 I've actually talked with contacts there and gotten  
17 references from them. It's also used by many cities and  
18 counties as well. So very excited about it.

19 The cost is about \$2,400 a year, so it's very  
20 affordable. I do think that there will be a small learning  
21 curve, but it's going to be easily overcome. And we hope to  
22 have it in place by our first meeting in April. And then I  
23 will be able to demonstrate how it works at our second  
24 meeting in April. So I am very excited to share it with  
25 you.

1           **MR. BARNES:** Thank you very much. Great job.

2 Questions or comments?

3           **MR. MOAK:** I think that's good news.

4           **MR. BARNES:** Yeah. If we can take a step to bring  
5 about a little greater transparency at the Port of Kennewick  
6 regarding -- and make it easier for our citizens to hear  
7 what goes on at our meetings, then I think that's a very,  
8 very positive step.

9           So thank you very much for all your work.

10          **MS. SCOTT:** Thank you. I think you'll be very  
11 pleased.

12          **MR. MOAK:** Everybody throughout the world could  
13 hear it, right?

14          **MS. SCOTT:** They could.

15          **MR. BARNES:** Great. All right. Then, moving on  
16 to the next item on the agenda, Bridgette, don't move away  
17 from the microphone. May we hear about public disclosure  
18 commission reporting, no conflict statements, please.

19          **MS. SCOTT:** Yes. Thank you, again. So this is  
20 your annual notice that it is time to submit your PDC, your  
21 public disclosure commission forms, and your statement of no  
22 conflict -- no conflict statements no later than April 15th.  
23 So short and sweet again.

24          **MR. BARNES:** Thank you. Okay. April 15th is the  
25 deadline. Thank you.

1           **MS. SCOTT:** Thank you.

2           **MR. BARNES:** Okay. Then moving on to the next  
3 item on our agenda, we have commissioner meetings, formal  
4 and informal meetings with groups or individuals.  
5 Commissioner Moak?

6           **MR. MOAK:** Yes. Thank you. I attended, with the  
7 rest of my colleagues, the State of Ports last month, where  
8 both Commissioner Barnes and our team, with our PS media did  
9 a great job, I think. I really liked our video that talked  
10 about what we're doing here at the State of the Ports. We  
11 had a great spokesman on behalf of our Port.

12           I attended two meetings for the Historic Downtown  
13 Kennewick Partnership. One was a planning meeting and one  
14 was a detail planning meeting that took five hours this last  
15 Saturday, led with Cat Lawrence. Hopefully, very  
16 productive. It was a good meeting, but our favorite was  
17 that Swampy's catered it and did a great job with that. So  
18 glad to have that.

19           I also had a meeting with Commissioner Beaver,  
20 with the County Commission, related to our Rural County  
21 Capital. I expressed my thanks to him for the support on  
22 Rural County. He said in his mind, he thinks that,  
23 personally, that he wished that the Ports would be the only  
24 recipients of Rural County funds, because they're the ones  
25 that are really into economic development and the Cities

1 aren't. And it seemed like he had had at least one or more  
2 issues with one or more Cities related to Rural County  
3 Capital. But he really felt that, at least from his  
4 standpoint of what he was telling me, he was very  
5 appreciative of the work that the Port has done, and he  
6 specifically referenced Tim, his interest in understanding  
7 what the County Commission's priorities were, and working  
8 towards those priorities. And I think that's something that  
9 this Commission shares, too.

10 **MR. BARNES:** Thank you. Commissioner Novakovich?

11 **MR. NOVAKOVICH:** I also attended the State of the  
12 Ports, and then I attended an afternoon at the Muscolet open  
13 house as a trust board member, participated in a WTPA  
14 legislative committee meeting, had a meeting with the Mayor,  
15 the West Richland Chamber, and had a nice meeting with the  
16 Commander of the Yakima Army Recruiting Company, a meeting,  
17 and then Congressman Newhouse and Josh Lozano invited  
18 Shannon and I to attend the NRA banquet at their table.

19 **MR. BARNES:** Thank you. And I also attended the  
20 Tri-City Regional Chamber luncheon State of the Ports  
21 luncheon. I'd like to thank the staff, and Tana in  
22 particular, for all of the input on the talking points. I  
23 was very proud to represent the Port of Kennewick there. And  
24 I think, if I could contrast our presentation, I think we  
25 were a little more serious about what we do, and I think we

1 were perhaps a little bit more focused about what we're  
2 trying to do. And again, I really appreciate the work of  
3 the staff and what we're doing here, making a difference in  
4 our community.

5 The next item on our agenda, Non-scheduled Items.  
6 Amber?

7 **MS. HANCHETTE:** Nothing today, thank you.

8 **MR. BARNES:** Larry?

9 **MR. PETERSON:** Nothing today.

10 **MR. BARNES:** Nick?

11 **MR. KOOIKER:** Nothing, thank you.

12 **MR. BARNES:** Tana?

13 **MS. BADER INGLIMA:** Nothing, thank you.

14 **MR. BARNES:** Bridgette?

15 **MS. SCOTT:** Nothing further.

16 **MR. BARNES:** Okay. Then we'll go to the Go To  
17 Meeting folks. Why don't we begin with Lisa?

18 **MS. SCHUMACHER:** Nothing, thank you.

19 **MR. BARNES:** Okay. And then let's go to Lucinda,  
20 please.

21 **MS. LUKE:** Thank you Commissioners. Nothing  
22 further today.

23 **MR. BARNES:** Okay. Thank you. And Tim?

24 **MR. ARNTZEN:** Yes. Thank you, Commissioner  
25 Barnes. Nothing further today.

1           **MR. BARNES:** All right. Then Commissioner  
2 Novakovich, Non-scheduled Items?

3           **MR. NOVAKOVICH:** I have three things. Yesterday  
4 at 3:30 in the afternoon, there was a hearing on the LFR  
5 bill. I spoke with Mayor Britain last night, because he was  
6 there testifying. And although the testimony went well --  
7 AWC thought it was a home run -- the Chairman of the  
8 committee pulled the bill. So it's dead for this year.

9           The second thing is regarding restrooms. I had an  
10 opportunity to spend some time with Commissioner Dunning  
11 from the Port of Walla Walla, and they've repainted their  
12 public restrooms this year twice already because of  
13 graffiti. So just kind of a heads up about -- I don't know  
14 how you can prevent that or what you do, but they've had  
15 some issues.

16           Then the last thing, in the interest of  
17 transparency, I'd like to ask Nick if he could let us know  
18 at the next meeting the cost to the tax payers of the Port  
19 of Kennewick on the appeal that Commissioner Barnes has made  
20 to the citizens' complaint.

21           **MR. BARNES:** All right. So that's a non-scheduled  
22 item. I will take that as a request by a Commissioner for  
23 an agenda item at our next meeting. Okay?

24           **MR. KOOIKER:** We'll do. Thank you.

25           **MR. BARNES:** And if I could add to that request,

1 let's have the cost for the entire anonymous citizen  
2 complaint, the legal cost to the Port for the entire  
3 anonymous citizen complaint on the agenda for the next  
4 meeting, please. Okay. And further non-scheduled items?

5 Okay. Next item on our agenda is public comment.

6 **MR. MOAK:** Excuse me, Commissioner Barnes?

7 **MR. BARNES:** I'm sorry. Please forgive me. Non-  
8 scheduled Items?

9 **MR. MOAK:** Yes, thank you.

10 **MR. BARNES:** Commissioner Moak?

11 **MR. MOAK:** I guess it relates to Vista Field. It  
12 is part of my thought process. I know that we're probably  
13 going to do a ribbon cutting or something. But I guess, in  
14 my mind, I would like to see something back to what we did,  
15 what, a couple of years ago maybe as a public meeting that  
16 would get the public involved, questions about where we're  
17 going, maybe questions of them related to maybe some of  
18 these issues that we're talking about, whether it's design  
19 or whatever. But I think to continue -- this is me  
20 thinking, to try keep the momentum going and the citizen  
21 involvement going and, you know -- I thought that the  
22 meeting we had a couple of years ago at the Bectal Room was  
23 a very, very good one that was a good update.

24 Well, now we're going into a new phase. Once we,  
25 you know, are done with phase 1A, we've got phase 1B, we've

1 got phase 2. We've got selling of property. There's a lot  
2 of things going on, you know, and I guess we'd think that  
3 maybe it would be good to involve the community one more  
4 time.

5 **MR. BARNES:** Okay.

6 **MR. MOAK:** Thank you.

7 **MR. ARNTZEN:** Could I ask a question?

8 **MR. BARNES:** Yes, Tim, please.

9 **MR. ARNTZEN:** Yes. Thank you. I guess I'm a bit  
10 confused. We mentioned, at least in the short term, maybe  
11 not scheduling other events. So I would presume this  
12 request would be when the coast is clear and other agencies  
13 are advising that it's safe to schedule public events again,  
14 that we might do this. Would that be your intention?

15 **MR. MOAK:** Oh, absolutely. And this is just my  
16 thought that, at some point, that would be something that  
17 would be good to do. No, I think safety and everything  
18 else, what we're doing -- and I have no idea when the  
19 appropriate time to do it or whether that is something that  
20 either staff or the Commission would see it's valuable. It's  
21 just a thought process that it would be good to do.

22 **MR. ARNTZEN:** Thank you. I just appreciate,  
23 Commissioner Moak, my biggest concern now is on the timing.  
24 So if I could interject for a moment, what I'd like to do is  
25 we'll keep this kind of on our notepads, at the top of the



1 notepad, maybe visit about it a little bit in the future,  
2 and then hopefully sooner, rather than later, as the coast  
3 gets clear, we can bring it back to the Commission and see  
4 if there's support for this idea and, if so, the timing of  
5 it and what it would look like. So if that's appropriate,  
6 once my concern over the timing -- I have very few concerns  
7 whether the Commission would like to do this or not. My  
8 concern was over the timing in the short term.

9 **MR. BARNES:** Okay. Thank you. Any -- and I'm  
10 sorry I tried to skip you on the non-scheduled -- okay. If  
11 there are no further non-scheduled items?

12 Okay. We'll proceed to the second opportunity for  
13 public comment. At Port Commission meetings, there are two  
14 opportunities. This is the second one. If you would like  
15 to make a public comment to the Port, we'd ask that you  
16 please move to the podium, state your name and address for  
17 the record, and please limit your comments to three minutes.

18 Mr. Burdick?

19 **MR. BURDICK:** Boyce Burdick, 414 Snyder Street,  
20 Richland, Washington. The fourth concert of the 75th Season  
21 will take place on Saturday, March 21st, 7:30 p.m. at the  
22 Richland High School Auditorium. The first half of the  
23 concert will feature the two winners of the Young Artist  
24 Competition. And believe me, they are really -- it's  
25 worthwhile to hear them play.

1           The second half of the concert is something we  
2 haven't done before, at least in my memory. It's what's  
3 called a side-by-side concert. And what this means is that  
4 members of the Youth Symphony will be sitting next to their  
5 adult peers and performing the same pieces for the second  
6 half of the concert. So I think this is something to really  
7 look forward to. It's something that's been reconstituted,  
8 and it's now, I think it's in its fifth year of the  
9 reconstitution. They've really come a long way.

10           Thank you.

11           **MR. BARNES:** Thank you. Are there any other  
12 public comments? Okay. Is there any further action to come  
13 before the Commission, or any further matter?

14           This meeting is adjourned.

15           **(Whereupon, the meeting adjourned at 3:44 p.m.)**

1 CERTIFICATE

2  
3 I, Ileia C. Perry, do hereby certify that I  
4 reported all proceedings adduced in the foregoing matter  
5 and that the foregoing transcript pages constitutes a  
6 full, true and accurate record of said proceedings to the  
7 best of my ability.

8  
9 I further certify that I am neither related  
10 to counsel or any party to the proceedings nor have any  
11 interest in the outcome of the proceedings.

12  
13 IN WITNESS HEREOF, I have hereunto set my  
14 hand this 27th day of March, 2020.

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20 Ileia C. Perry  
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