

PORT OF BENTON
COMMISSION MEETING MINUTES
April 2, 2014

- A. CALL TO ORDER:** The regular monthly meeting was called to order at 8:30 a.m. at The Port of Benton Conference Room, 3100 George Washington Way, Richland, Washington. Present were Commissioners Jane F. Hagarty, Roy D. Keck and Robert D. Larson. Staff members present included Executive Director, Scott D. Keller, PPM ®; Director of Finance, Stuart Dezember; John Haakenson, Director of Airports and Operations; Director of Maintenance, Kevin Howard; Director of Governmental Affairs, Diahann Howard; Administrative Assistant, Kelly Thompson; Real Estate Specialist, Teresa Hancock and Port Counsel, Tom Cowan. Also in attendance were Roger Wright, Marvin Kinney, Terry Christensen, Jason Archibald, Birgitte Ahring, Chuck Larson, Kim Silvester Pam Brown Larsen and Stan Jones.
- B. PLEDGE OF ALLEGIANCE:** Diahann Howard led those present in reciting the Pledge of Allegiance.
- C. CURRENT BUSINESS:**
- 1. CONSENT ITEMS:** A motion was made by Commissioner Robert Larson, seconded by Commissioner Roy Keck and unanimously passed by the Commission approving the March 19, 2014, Commission Meeting Minutes.
 - 2. ALD ARCHITECTS:** Jason Archibald provided an update on the 3250 building remodel and stated on April 15, 2014, the building will be complete pending a punch list. The move in date is still May 1, 2014. Commissioner Keck asked if there were furniture funds available. Staff advised there are budgeted funds available for both commission chambers and lobby. The Executive Director stated he anticipated there would be 16,000 to 20,000 square feet of space to backfill and that staff has already been working toward that goal, and meeting with possible tenants.
 - 3. J-U-B ENGINEERS:** Chuck Larson provided an update on 2014 Airport Projects and Port-Wide Pavement Maintenance. He discussed the current condition of roads in the Port's Technology and Business Campus and the scheduled slurry seal. Kim Silvester discussed the mitigation of obstructions at the Richland Airport.
 - 4. WALTER CLORE WINE AND CULINARY CENTER:** Roger Wright, RGW Enterprises, advised the Commission regarding the Federal Economic Development Association (EDA) grant and the audio/visual equipment for the Clore Building. After review of the bid results, **a motion was made by Commissioner Robert Larson, seconded by Commissioner Roy Keck, and unanimously passed by the Commission authorizing the Executive Director to accept the apparent lowest responsible bid from Avidex for \$119,074.74 for the Audi Visual Contract at the Walter Clore Wine and Culinary Center.**
Roger Wright addressed the Commission with samples of the proposed monument sign design, for the Walter Clore Wine and Culinary Center. Colors, materials and logo were discussed and the Commission agreed on the proposed monument sign design and authorized Port Staff to proceed with plans for construction.

5. **BIO CHEM CAT PROJECT UPDATE:** Birgitte Ahring stated the Bio Chem Cat Project is nearly complete and is a success. The dollars appropriated have been spent wisely and Clean Vantage, a small start-up company, has located in the Tri Cities Research District. Testing has been completed in a pilot facility and data is being sent to PNNL for a design of the first draft model. The company will be able to produce both jet fuel and carbon fuel at a much lower cost per gallon. The demonstration process has been refined. Senator Cantwell is a supporter of the biofuels and will be kept informed of the project results. Ms. Ahring stated they are currently seeking \$20M, at a minimum, to start construction of a bio fuels refinery.
6. **HANFORD COMMUNITIES:** Pam Brown Larsen provided the 2013 Annual Report of the Hanford Communities and the Summary of Washington's March 31, 2014, Consent Decree Amendment Proposal on Hanford Communities. She thanked Commissioner Larson for serving on the Governing Board and Diahann Howard for serving on the Administrative Board.
7. **UNSCHEDULED BUSINESS/VISITORS:** The Commission and staff thanked Stan Jones for his design for signage of the Walter Clore Center.

D. COMMISSIONER COMMENTS:

Commissioner Hagarty reminded everyone the PEDAs Annual Meeting is scheduled for April 7, 2014, 5:30 p.m., Walter Clore Wine and Culinary Center.

Commissioner Keck commented on his attendance at the Washington Public Ports Association (WPPA) Executive Committee Meeting. The Board is reviewing an EB 5 Proposal along with Washington Economic Development Association.

The Director of Economic Development and Governmental Affairs was asked to provide a brief definition of the EB5 Proposal. She stated it is a program based on federally funded employment based visa. The United States Census and Immigration Services allow foreign investors two options either an amount of \$500,000 or \$1M, to be spent to stimulate an identified geographic area (such as a foreign trade zone or research district park). These projects are designed to create a significant amount of jobs and center on hotels, convention centers, apartments.

Commissioner Larson commented on the completed Master Plan update for Crow Butte Park. He stated the Wine Science Center is progressing rapidly and will be a nice addition to the Technology and Business Campus. Commissioner Larson asked the staff to consider some new marketing for the sale of lots in Vintners Village Phase 2.

E. COUNSEL COMMENTS: Counsel reserved his comments for the scheduled Executive Session.

F. EXECUTIVE DIRECTOR COMMENTS: The Executive Director discussed the Tri City Herald Editorial on Crow Butte Park. He also discussed some thoughts and ideas that coincide with the recent "branding" of the Tri Cities and surrounding area. He updated the Commission on the recent City of Richland Request for Bids for the sidewalk project extending from Horn Rapids Road to Battelle Boulevard. He briefed the Commission on the finalized 2014 Comprehensive Plan of Improvements, which will include tours open to the public, of the USS Triton Submarine Sail. He advised the Commission the south fabrication facility has been demolished by Columbia Energy and greatly improves the possibility of

future development within the Innovation Center.

Roger Wright presented a proposal for American Rock Products, which modifies their existing boundary.

A motion was made by Commissioner Roy Keck, seconded by Commissioner Robert Larson, and unanimously passed by the Commission authorizing the Executive Director to change the boundaries, as presented by Mr. Wright.

G. STAFF INFORMATION REPORTS:

MARKETING: The 2014 Port of Benton Comprehensive Plan is complete. The newsletter has been sent to publishers and will be distributed later this month.

GRANTS: The updated copy of the Grants Status report was reviewed and discussed.

GOVERNMENTAL AFFAIRS & ECONOMIC DEVELOPMENT: The Director of Governmental Affairs and Economic Development briefed the Commission on her projects. She stated she will be working with the Home Builders Association and Tri-City Regional Chamber of Commerce regarding the joint scheduling of a legislative reception for all partners to attend.

H. SITE PROJECTS UPDATE: The Commission was briefed on the Technology and Business Campus, Tri Cities Enterprise Center Building, Manufacturing Mall, Railroad, Richland Innovation Center, Richland Airport, Prosser Airport, Prosser Wine and Food Park, Vintners Village, Walter Clore Wine and Culinary Center, Benton City Industrial Park, Benton City Downtown Property and Crow Butte Park.

I. PORT FINANCIAL ISSUES: Vouchers audited by the Auditor as required by RCW 42.24.080 and certified expense reimbursement claims as required by RCW 42.24.090 have been recorded on a listing, which has been made available to the Port Commission. As of this date, April 2, 2014, Port Commission by unanimous vote approved for payment those vouchers included in said listing and further described as follows: Payroll Warrants numbered 01947 through 01986 totaling \$75,908.97 and General Expense Warrants numbered 58895 through 59090 totaling \$1,050,749.80 from the General Expense Fund.

J. EXECUTIVE SESSION: The regular Commission meeting was recessed at 11:40 a.m. for an Executive Session to discuss real estate negotiations in accordance with RCW 42.30.110 (g). The Commission announced the Executive Session would last no longer than thirty (30) minutes. At 12:10 p.m., the Commission announced the Executive Session would last an additional ten (10) minutes. The Executive Session was adjourned at 12:16 p.m. and the regular Commission Meeting was reconvened.

K. ADJOURNMENT: With no further business, the meeting was adjourned at 12:16 p.m.

Roy D. Keck,
Commission Secretary