

**PORT OF BENTON
COMMISSION MEETING MINUTES
May 6, 2015**

A. CALL TO ORDER: The regular monthly meeting was called to order at 8:30 a.m. at the Port of Benton Commission Meeting Room, 3250 Port of Benton Boulevard, 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 B. Dezember, CPA; Director of Airports and Operations, John Haakenson; Director of Maintenance, Kevin Howard; Administrative Assistant, Kelly Thompson, Real Estate Specialist, Teresa Hancock, Communications and Marketing, Wally Williams and Port Counsel, Tom Cowan. Also in attendance were Marvin Kinney, Roger Wright, Terry Christensen, Robin Siemens, David Samples, Stan Jones, D. Walters, Ty, Beaver and Stella Pederson.

B. PLEDGE OF ALLEGIANCE: Tom Cowan led those present in reciting the Pledge of Allegiance.

C. CURRENT BUSINESS:

1. CONSENT ITEMS: A motion was made by Commissioner Larson, seconded by Commissioner Keck, and unanimously passed by the Commission approving the April 1, 2015, Commission Meeting Minutes.

2. UNSCHEDULED BUSINESS/VISITORS: Commissioner Hagarty asked the public if they had any comments or questions. Stella Pederson addressed the Commission and stated she is representing Stan Jones, Steward Estates, Incorporated, and they questioned the offer the Port received before the one her client submitted. After brief discussion, Counsel Cowan advised he would address the issue with written correspondence and forward documentation of the Port's process.

3. PUBLIC HEARING: The regular Commission Meeting was recessed at 8:40 a.m. and a Public Hearing was convened for the purpose of receiving public comment regarding the sale of land, approximately 44.57 acres located east of Richardson Road and south of Battelle Boulevard. A brief discussion ensued regarding the use of this property as proposed development for dormitory student housing for Washington State University-Tri Cities. Commissioner Hagarty asked for public comment. No public comment was received. The Public Hearing was closed at 8:49 a.m. and the regular Commission Meeting was reconvened.

A motion was made by Commissioner Larson, seconded by Commissioner Keck, and unanimously passed by the Commission approving Resolution 15-04, Surplus of Real Property in the Technology and Business Campus.

4. PUBLIC HEARING: The regular Commission Meeting was recessed at 9:00 a.m. and a

Public Hearing was convened for the purpose of receiving public comment regarding the sale of land, approximately 128 acres located west of Stevens Drive and south of Battelle Boulevard. A brief discussion ensued regarding the specific purpose of development and price of \$4,220,000. Commissioner Hagarty asked for public comment. No public comment was received. The Public Hearing was closed at 9:04 a.m. and the regular Commission Meeting was reconvened.

A motion was made by Commissioner Larson, seconded by Commissioner Keck, and unanimously passed by the Commission approving Resolution 15-05, sale of Real Property in the Manufacturing Mall.

A motion was made by Commissioner Keck, seconded by Commissioner Larson, and unanimously passed by the Commission approving Resolution 15-06, approving the Development Plan and sale of Real Property in the Manufacturing Mall.

D. COMMISSIONER COMMENTS:

Commissioner Keck reported on the proposed transfer of the Applied Science Engineering Laboratory (APEL) to the Port of Benton from Energy Northwest. The Port and the Tri Cities Research District (TCRD) are working together to assist in this transfer. He also stated he will be attending the Washington Public Ports Association (WPPA) Spring Meeting and is the President for 2015. He also stated the format has changed to include specific classes and an awards ceremony Friday morning, recognizing four ports from Washington State who excelled in a designated category.

Commissioner Larson reported the Department of Energy (DOE) Headquarters is negotiating with DOE Richland Operations (DOE-RL) on a Memorandum of Understanding. He also commented on the Port's recent public tour and commended the Executive Director for personalizing the tour while explaining the Port's property and facilities. He received positive feedback from the public.

Commissioner Hagarty reported on the National Parks Service Project and that she believes that will be one of the most exciting projects in the Port's History. Opportunities abound with the river connection. She also stated the Prosser Chamber of Commerce held a community sale drive in the city park in conjunction with the Farmer's Market and the reopening of the Prosser City Library.

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

F. EXECUTIVE DIRECTOR COMMENTS: The Executive Director provided an update on the Gap Road Property. An offer was received for \$130,000, with \$30,000 down payment, and the balance paid on a real estate contract.

A motion was made by Commissioner Larson, seconded by Commissioner Keck, and unanimously passed by the Commission, approving Resolution 15-07, for sale of Gap Road Property to Amado Contreras.

The Executive Director discussed a WSDOT Aviation Grant of \$85,200 for the Richland Airport Circle area Taxilane Development.

A motion was made by Commissioner Larson, seconded by Commissioner Keck, and unanimously passed by the Commission, approving Resolution 15-08, establishing support matching funds for WSDOT Aviation Grant \$85,200 for the Richland Airport Circle Area Taxilane/Access Road Reconstruction.

The Executive Director discussed the FAA grant for two phase funding for slurry seal and striping. This is two separate phases at the Prosser Airport Hangar Taxilane/Access Road Reconstruction. He requested permission to sign the contract with Granite Construction in the amount of \$173,580.81.

A motion was made by Commissioner Larson, seconded by Commissioner Keck, and unanimously passed by the Commission, authorizing the Executive Director to execute a construction contract with Granite Construction in the amount of \$173,580.81, for the Prosser Airport Hangar Taxilane/Access road Reconstruction.

The Executive Director discussed the FAA grant for Prosser Airport Pavement Rehabilitation contract in the amount of \$234,252.37.

A motion was made by Commissioner Larson, seconded by Commissioner Keck, and unanimously passed by the Commission, authorizing the Executive Director to execute a contract with Blackline, Inc. in the amount of \$234,252.37, for the Prosser Airport Pavement Rehabilitation.

The Executive Director discussed the Port wide maintenance project which includes a construction contract with Stripe Rite in the amount of \$61,143.99.

A motion was made by Commissioner Keck, seconded by Commissioner Larson, and unanimously passed by the Commission, authorizing the Executive Director to execute a contract with Stripe Rite in the amount of \$61,143.99.

G. STAFF INFORMATION REPORTS:

MARKETING: The tour for the public was held last week and was discussed. Wally Williams thanked the Commission for the opportunity to work for the Port.

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

Roger Wright, RGW Enterprises, discussed the Railroad Bridge Project. The specific materials required have not yet been received and this has extended the work out over several weeks. Some work on assembly of rail sections and bridge sections have begun but actual bridge work won't occur until June, 2015.

GOVERNMENTAL AFFAIRS & ECONOMIC DEVELOPMENT: Commissioner Hagarty and Commissioner Keck stated they will attend a roundtable meeting with Congressman Newhouse on

May 7, 2015, at the Walter Clore Wine and Culinary Center.

- 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 Downtown Property and Crow Butte Park.

Roger Wright, RGW Enterprises, reviewed the signage modifications at the Walter Clore Wine and Culinary Center. The Commissioners thanked Mr. Wright for his efforts on the sign and commented on its quality.

- 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, May 6, 2015, Port Commission by unanimous vote approved for payment those vouchers included in said listing and further described as follows: Payroll Warrants numbered 02492 through 024536 totaling \$90,122.12 and General Expense Warrants numbered 061327 through 061504 totaling \$640,458.63 from the General Expense Fund.

The Director of Finance provided a long-term debt and line of credit pay off schedule for the Commission to review. A final plan will be presented at the June Commission Meeting.

- J. EXECUTIVE SESSION:** The regular Commission meeting was recessed at 11:05 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 fifteen (15) minutes. At 11:20 a.m. the Commission announced the Executive Session would last an additional ten (10) minutes.

The Executive Session was adjourned at 11:30 a.m. and the regular Commission meeting was reconvened.

- K. ADJOURNMENT:** With no further business, the meeting was adjourned at 11:30 a.m.

Roy D. Keck
Commission Secretary