

**PORT OF BENTON  
COMMISSION MEETING MINUTES  
July 9, 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, 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; Director of Airports, John Haakenson; Director of Maintenance, Kevin Howard; Director of Governmental Affairs, Diahann Howard; Administrative Assistant, Kelly Thompson; Communications and Marketing, Wally Williams; Real Estate Specialist, Teresa Hancock and Port Counsel, Tom Cowan. Also in attendance were Marvin Kinney, Terry Christensen, Dan Deckert, Lorna Deckert, Randy Hayden, Carl Adrian, Jan Jackson, Wally Williams and Stan Jones.
- B. PLEDGE OF ALLEGIANCE:** Stuart Dezember led those present in reciting the Pledge of Allegiance.
- C. CURRENT BUSINESS:**
- 1. CONSENT ITEMS:** A motion was made by Commissioner Keck, seconded by Commissioner Larson and unanimously passed by the Commission approving the June 11, 2014, Commission Meeting Minutes, the June 30, 2014, Special Commission Meeting Minutes; Resolution 14-11, Accepting Work Completed by G2 Commercial Construction, Inc., for the 3250 Port of Benton Boulevard Building Improvements, and Resolution 14-12, To Cancel Warrant No. 59634, in the amount of \$40,207.00, which was issued to the wrong vendor.
  - 2. PORT OF PASCO:** Randy Hayden, Executive Director, Port of Pasco, and Carl Adrian, TRIDEC, were present to request \$3,000 in grant funding for Small Community Air Service Development (SCASD) Program. A motion was made by Commissioner Larson to approve \$5,000 in financial assistance for the Port of Pasco, Tri Cities Airport, seconded by Commissioner Keck for discussion of motion, and the motion did not pass. A motion was then made by Commissioner Keck to approve \$3,000, as requested, in financial grant assistance for the Port of Pasco, Tri Cities Airport, seconded by Commissioner Larson and unanimously passed by the Commission approving \$3,000 for Port of Pasco for the 2015 budget, due no later than the second quarter of 2015.
  - 3. BENTON CITY CAR SHOW:** Dan and Lorna Deckert thanked the Commission for their continued support and presented the Port with a plaque.
  - 4. UNSCHEDULED BUSINESS/VISITORS:** Stan Jones, Arculus, stated the Hanford Reach is now officially open. Terry Christensen, City of Richland Councilmember, and Port of Benton Liaison, updated the Commission and staff on the status of the circle track (expected to be complete late this summer). He also stated that the City and the Port will have a joint tour of properties early this fall and the director of economic development is working with City staff on this project.

- D. COMMISSIONER COMMENTS:** Commissioner Larson commented on his attendance at the Crow Butte Picnic, Pacific Northwest Waterways Association (PNWA) summer conference. He learned that West side ports are experiencing difficulties with labor unions and transportation issues.

Commissioner Keck commented on his attendance at the PNWA summer conference. He also attended the Grand Opening of the Hanford Reach, representing the Port of Benton. Senator Patty Murray was also in attendance.

Commissioner Hagarty commented on her attendance at the PNWA summer conference, where she and the Director of Economic Development and Governmental Affairs gave a presentation on the history of wines in our region. She, along with the Executive Director and Director of Finance attended the entrance conference with the state Auditor, who is beginning the annual audit.

- E. COUNSEL COMMENTS:** Counsel advised he had met with the new attorneys representing Tri-City Railroad Company, LLC.

- F. EXECUTIVE DIRECTOR COMMENTS:** The Executive Director reviewed Inland Ports Navigation Group (IPNG) dues and the Commission confirmed this will be the last year the Port will participate as a paying member.

The Executive Director discussed the Prosser Airport Pavement Rehabilitation and Reconstruction AIP 3-53-0050-15. **A motion was made by Commissioner Keck, seconded by Commissioner Larson and unanimously passed by the Commission authorizing the Executive Director to execute the construction contract in the amount of \$510,010 after bid opening, contingent upon legal review and FAA review and insuring it is within the budget. This is a 90% FAA Funded Project.**

The Executive Director discussed the Richland Airport Obstruction Mitigation and Fencing AIP 3-53-0056-26. **A motion was made by Commissioner Keck, seconded by Commissioner Larson and unanimously passed by the Commission authorizing the Executive Director to execute the construction contract in the amount of \$97,681 after bid opening, contingent upon legal review and insuring it is within the budget. This is a 90% FAA Funded Project.**

The Executive Director reviewed Port of Benton Pavement Maintenance. **A motion was made by Commissioner Larson, seconded by Commissioner Keck and unanimously passed by the Commission authorizing the Executive Director to execute the construction contract in the amount of \$157,000 after bid opening, contingent upon legal review and insuring it is within the budget.**

The Executive Director reviewed the Walter Clore Wine and Culinary Center, stating Mike Hogue has offered his assistance preparing the overflow parking area prior to our contractor installing gravel. He also advised there was only one bid received for signage.

The Executive Director also discussed a meeting he, the Deputy Auditor and Director of Special Projects attended with members of the Confederated Tribes of the Umatilla Indians at Crow Butte Park.

**G. STAFF INFORMATION REPORTS:**

**COMMUNICATIONS AND MARKETING:** Jan Jackson thanked the Commission for the opportunity to work for the Port of Benton for the past 15 years.

**GRANTS:** The updated copy of the Grants Status report was reviewed and discussed, with a brief update on the sidewalk project and the Columbia Park railroad bridge project.


**GOVERNMENTAL AFFAIRS & ECONOMIC DEVELOPMENT:** The Director of Governmental Affairs and Economic Development briefed the Commission on her projects. She also provided information on the Tri Cities Legislative Council priorities for 2015.

**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. There was discussion regarding setting up an Industrial Development District for the entire Technology and Business Campus for future development.

**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, July 9, 2014, Port Commission by unanimous vote approved for payment those vouchers included in said listing and further described as follows: Payroll Warrants numbered 02075 through 02126 totaling \$87,706.04 and General Expense Warrants numbered 59615 through 59749 totaling \$328,846.09 from the General Expense Fund.

**J. EXECUTIVE SESSION:** The regular Commission meeting was recessed at 10:45 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 twenty (20) minutes. The Executive Session was adjourned at 11:05 a.m. and the regular Commission meeting was reconvened.

**K. ADJOURNMENT:** With no further business, the meeting was adjourned at 11:05 a.m.

  
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Roy D. Klock,  
Commission Secretary