

**PORT OF BENTON
COMMISSION MEETING MINUTES
July 8, 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; Director of Airports, John Haakenson; Director of Maintenance, Kevin Howard; Director of Governmental Affairs, Diahann Howard; Administrative Assistant, Kelly Thompson; Real Estate Specialist, Teresa Hancock, Communications and Marketing, Wally Williams and Port Counsel, Tom Cowan. Also in attendance were Roger Wright, Marvin Kinney and Stan Jones.

B. PLEDGE OF ALLEGIANCE: Marvin Kinney 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 10, 2015, Commission Meeting Minutes.

2. UNSCHEDULED BUSINESS/VISITORS: Stan Jones, Steward Estates, Inc. thanked the Port Commission and staff for their assistance and professionalism.

3. VENEZIA RISTORANTE, RESOLUTION 15-12: A Resolution of the Sale of Property in an Industrial Development District (IDD) and authorizing a Purchase and Sale Agreement with Sotiris Xantheas and Maria Hadjos was discussed. The land to be sold is .87 acres. The Port has received a letter from their bank stating their loan is ready.

A motion was made by Commissioner Keck, seconded by Commissioner Larson and unanimously passed by the Commission authorizing Resolution 15-12 for the sale of property in an Industrial Development District (IDD) and authorizing the purchase and sale agreement with Sotiris Xantheas and Maria Hadjos for surplus property within the Technology and Business Campus in the amount of \$85,338.00

D. COMMISSIONER COMMENTS:

Commissioner Larson commented on his attendance at the Pacific Northwest Waterways Association (PNWA) meeting held last month. The Burlington Northern Sante Fe Marketing manager spoke at this conference and provided an update. Commissioner Larson complimented Port Staff on the new site sheet for promoting the Barge Slip and Docks. He also stated for the record that the Port of Benton supported the State of Washington Transportation Bill and it has passed. He and the other Commissioners confirmed they will not renew their membership with Inland Ports Navigational Group for 2016.

Commissioner Keck also commented on his attendance at the PNWA meeting. Long term water storage is becoming a top priority to all agencies as our state begins to address this issue. He suggested possibly the Port partner with TRI PORTS (Port of Benton, Port of Kennewick and Port of Pasco) to send a joint letter, showing support. He stated another topic addressed at PNWA was the MOU between Port of Seattle and Port of Tacoma, where they have agreed to work together in partnership. Each has its own niche regarding what is best for various size ships.

Commissioner Hagarty also attended the PNWA meeting. She stated the Port of Tacoma is working on Marine Cargo only. The cruise ship business is completely separate. She also reported on the Walter Clore Wine and Culinary Board meeting. She distributed a copy of a recently released report showing their sales growth in the tasting room and in booking events.

E. COUNSEL COMMENTS: Counsel advised the Commission his comments were deferred for Executive Session.

F. EXECUTIVE DIRECTOR COMMENTS: The Executive Director congratulated Commissioner Hagarty on running unopposed in the upcoming election. He also commented on Cool Desert Nights attendance and the Port's participation.

The Executive Director discussed the Supplemental Engineering Agreement No. 3 for Runway, Taxiway and Apron Rehabilitation and Reconstruction for AIP 3-53-0050-15 for Prosser Airport with J-U-B Engineers.

A motion was made by Commissioner Keck, seconded by Commissioner Larson and unanimously passed by the Commission authorizing the Executive Director to execute the contract with J-U-B Engineers for the Supplemental Engineering Agreement No. 3 for Runway, Taxiway and Apron Rehabilitation and Reconstruction for AIP 3-53-0050-15 for the Prosser Airport for an additional amount of \$18,000. This is a Federal Aviation Administration (FAA) Grant, which provides for 90% grant funds by the FAA.

The Executive Director provided copies of a draft letter to the U.S. Army Corps of Engineers asking for assistance with Milfoil Treatment and letting them know we have received a grant for Crow Butte Park for playground equipment. The total project amount is \$300,000 with \$162,000 coming from an RCO Grant and the Port of Benton will have \$138,000 cash match.

The Executive Director briefed the Commission on the 2016 grant received from the FAA for \$3M for the development of the Richland Airport Circle Area. This will mean the Richland Airport Airshow will be rescheduled to fall, 2017.

The Railroad Bridge project was reviewed. Roger Wright, RGW Enterprises, has provided an amended engineering contract in the amount of \$15,000, this amount is 100% funded by the grant received.

A motion was made by Commissioner Keck, seconded by Commissioner Larson and unanimously passed by the Commission authorizing the Executive Director to execute the amended contract with RGW Enterprises in the amount of \$15,000.

Resolution 15-13 was presented to the Commission relating to the sale of Gap Road Industrial Property in an Industrial Development District (IDD) and a Real Estate Contract Agreement.

A motion was made by Commissioner Larson, seconded by Commissioner Keck and unanimously passed by the Commission accepting Resolution 15-13 authorizing the Executive Director to enter into a Real Estate Contract Agreement with Steward Estates Inc. for 22.16 acres in the amount of \$135,000. Staff was also directed to remove this property from the Comprehensive Plan of Improvements.

The Executive Director and the Director of Economic Development and Governmental Affairs updated the Commission on the status of the DOE Land Transfer. The current requirements imposed are unacceptable as they are too restrictive to the Port. The City of Richland (City) and the Port have met, along with TRIDEC, who is the liaison for the entities in this matter. She also overviewed the proposed options between the City and the Port for final land holdings.

G. STAFF INFORMATION REPORTS:

COMMUNICATIONS AND MARKETING: Wally Williams briefed the Commission on the upcoming Antique Air Fly In. He also advised the Commission the Port of Benton Website is being updated and we are transitioning so Port staff will be responsible for posting information. He has also completed the update to the site sheet for the barge slip.

GRANTS: The updated copy of the Grants Status report was reviewed and discussed, with a brief update on the Columbia Park Trail Bridge replacement.

The Director of Finance briefed the Commission on his attendance at the City of Richland Special Use Permit Meeting, for twenty acres within the Technology and Business Campus (TBC) for dormitories.

GOVERNMENTAL AFFAIRS & ECONOMIC DEVELOPMENT: The Director of Economic Development and Governmental Affairs briefed the Commission on her projects. She advised that she, along with PNWA staff, will travel to Washington D.C. to meet with legislators and the MARAD regarding lifting current restrictions to Port Property in the Richland Innovation Center.

She also advised Penford Foods has approached the Port regarding purchasing their land and/or building. Currently their site is four acres, but they are requesting 6.35 acres. Port staff will contact Penford to begin negotiations.

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.

A brief update on the Columbia Park Trail Railroad Bridge was provided. The bridge has remained functional during the work week as was outlined in the contract. It is closed on weekends and notices are issued so everyone is informed.

- 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 8, 2015, Port Commission by unanimous vote approved for payment those vouchers included in said listing and further described as follows: Payroll Warrants numbered 02583 through 02631 totaling \$91,389.21 and General Expense Warrants numbered 061695 through 061892 totaling \$1,551,454.24 from the General Expense Fund.
- J. EXECUTIVE SESSION:** The regular Commission Meeting was recessed at 11:00 a.m. and an Executive Session was convened for the purpose of discussing Real Estate Negotiations and Potential Litigation in accordance with RCW.42.30.110 (1) (c) and (i). The Commission announced the Executive Session would last no longer than sixty (60) minutes. The Executive Session was adjourned at 12:00 p.m.
- K. ADJOURNMENT:** With no further business, the meeting was adjourned at 12:00 p.m.

Roy D. Keck,
Commission Secretary