

AGENDA

*Port of Kennewick
Regular Commission Business Meeting
Port of Kennewick Commission Chambers
350 Clover Island Drive, Suite 200, Kennewick, Washington*

Tuesday, March 8, 2016
2:00 p.m.

- I. **CALL TO ORDER**
- II. **PLEDGE OF ALLEGIANCE**
- III. **APPROVAL OF THE AGENDA**
- IV. **PUBLIC COMMENT** (*Please state your name and address for the public record*)
- V. **CONSENT AGENDA**
 - A. Approval of Direct Deposit and ePayments Dated March 1, 2016
 - B. Approval of Warrant Registers Dated March 8, 2016
 - C. Approval of Regular Commission Business Meeting February 23, 2016
 - D. Approval of Addendum to Purchase and Sale Agreement with Support, Advocacy and Resource Center (SARC); Resolution 2016-08
- VI. **RECESS** (*five minutes*)
- VII. **PRESENTATION**
 - A. Vista Field Roadway Network and Mitigation (Transportation System Impact Evaluation (TSIE) Laurence Qamar, DPZ, John Perlic, Parametrix, and Larry Peterson (**LARRY**))
- VIII. **NEW BUSINESS**
 - A. Bid Results: Village at Island Harbor; Resolution 2016-09 (**LARRY**)
- IX. **REPORTS, COMMENTS AND DISCUSSION ITEMS**
 - A. Clover Island RCO Grants; Resolutions 2016-10; 2016-11 and 2016-12 (**TANA/TIM**)
 - B. Duffy's Pond Update (**AMBER**)
 - C. Columbia Drive Update (**LARRY**)
 - D. Commissioner Meetings (formal and informal meetings with groups or individuals)
 - E. Non-Scheduled Items
- X. **PUBLIC COMMENT** (*Please state your name and address for the public record*)
- XI. **EXECUTIVE SESSION, if necessary** (*Ask public if they are staying, and if not, where they can be located if the Executive Session ends early.*)
 - A. Real Estate, per RCW 42.30.110(1)(c) – Minimum Price
- XII. **ADJOURNMENT**

Action may be taken on any item on the Agenda.

PLEASE SILENCE CELL PHONES



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

DRAFT

FEBRUARY 23, 2016 MINUTES

CALL TO ORDER

Commission President Skip Novakovich 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: Skip Novakovich, President
Thomas Moak, Vice-President
Don Barnes, Secretary

Staff Members: Tim Arntzen, Chief Executive Officer
Tana Bader Inglima, Deputy Chief Executive Officer
Amber Hanchette, Director of Real Estate and Operations
Nick Kooiker, Chief Financial Officer/Auditor
Larry Peterson, Director of Planning and Development
Lisa Schumacher, Special Projects Coordinator
Bridgette Scott, Executive Assistant
Lucinda Luke, Port Counsel

PLEDGE OF ALLEGIANCE

Terrence Thornhill led the Pledge of Allegiance.

PUBLIC COMMENT

Ed Frost, 609 West Albany Street, Kennewick. Mr. Frost reviewed the previous Commission minutes and stated that it appears the Port is reducing the initial investment at Vista Field from \$4,500,000 to \$3,000,000, which is approximately 33%. Mr. Frost inquired if the reduction of funds was an official action by the Commission or a revision to the plan. Mr. Frost voiced his concern about the reduced budget for Phase I of Vista Field and stated there is a direct relationship between the commitment of the Port and the commitment of private enterprise. Mr. Frost believes the more the Port commits, the more interested private investors become.

Boyce Burdick, 414 Snyder Street, Richland. Mr. Burdick, President of the Mid-Columbia Symphony Board thanked the Port of Kennewick for their advertising support of the Mid-Columbia Mastersingers and Mid-Columbia Symphony joint fundraiser, "Bacchanalia XVI," which raised \$80,000.

Mr. Arntzen stated there is a Vista Field Update on the Agenda and he would respond to Mr. Frost's comments at that time.

No further comments were made.

CONSENT AGENDA

Consent agenda consisted of the following:



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

DRAFT

FEBRUARY 23, 2016 MINUTES

- A. ***Approval of Direct Deposit and E-Payments Dated February 17, 2016***
Direct Deposit and E-Payments totaling \$48,039.65
- B. ***Approval of Warrant Registers Dated February 23, 2016***
Expense Fund Voucher Numbers 37671 through 37713 for a grand total of \$141,643.12
- C. ***Approval of Commission Meeting Minutes Dated February 9, 2016***
- D. ***Approval of CEO to Execute Lease Amendments to Commercial Lease Agreement with Bruker AXS Handheld Inc.; Resolution 2016-05***

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

PRESENTATION

- A. ***Trailhead Park by Badger Mountain, Mark Showalter***

<http://www.nbcrightnow.com/story/31171102/residents-and-hikers-are-happy-months-after-parking-lot-is-built-at-badger-mountain>

Ms. Bader Inglima stated the Port partnered with the City of Richland, Benton County and Friends of Badger Mountain to expand trailhead parking with the addition of 76 paved parking stalls. At peak times, parking has become a problem, with many people parking on the street and in residential areas when the lot is full, thus creating a public safety problem. Ms. Bader Inglima presented a video by local news station, KNDU, which shows positive feedback from the community. Ms. Bader Inglima introduced Mark Showalter, a resident of the adjacent neighborhood, who initially brought the idea to the City of Richland and the Port of Kennewick.

Mark Showalter, 1300 Alta Vista Richland. Mr. Showalter thanked the Port of Kennewick Commission for their support of the project and stated the new parking stalls have made a big difference. Previously, hikers parked on both sides of the residential street and now, with the installation of the new parking lot and no parking sign on the west side of the street, there has been a tremendous positive impact to the neighborhood.

Mr. Moak inquired if there is an acknowledgment sign at the parking lot.

Ms. Bader Inglima stated the City of Richland posted signs during the ground breaking ceremony which states “this Project is made possible by the generous contributions from Port of Kennewick and Benton County.” The sign has been relocated to the entrance of the new parking lot.

NEW BUSINESS

- A. ***Bid Results: Winery Village Phase 1; Resolution 2016-06***

Mr. Peterson stated the bids for the Columbia Gardens Winery Village - Phase I, which included construction of three winery buildings were received on February 11, 2016. The building structure utilizes a new concept of ICF blocks filled with insulation and a double wythe wall of cast-in-place concrete with roof trusses that are precast concrete arches with tube steel purlins. Site work included garden walls and patio areas, paved areas for parking and winery production activities and associated landscaping. The architect’s estimate was \$2,575,000, however, the five bids received, which were in compliance, far exceeded the estimate by approximately 64%.



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

DRAFT

FEBRUARY 23, 2016 MINUTES

Booth and Sons Construction was deemed the low responsive bid, at \$4,220,000, including sales tax. Mr. Peterson presented Resolution 2016-06 for consideration, rejecting all bids received for Columbia Gardens Winery Village - Phase I, and directing the Chief Executive Officer (CEO) to coordinate revision of the project, to reduce the estimated construction cost, while still retaining crucial core elements of the project.

Mr. Peterson stated there are several items that can be addressed to reduce the cost substantially, while maintaining the essence of the project. Mr. Peterson and Mr. Arntzen met with Terrence Thornhill, lead architect on the project to discuss redesign elements that will meet the budget, but still deliver on the promise to the community and create the first impactful development along Columbia Drive. Mr. Peterson believes the Port can start by bidding the excavation and utility work separately, which will reduce the amount of the project and create efficiencies in the process. Mr. Peterson believes staff could look at bidding out the excavation work within the next 30 days and look at stubbing the utilities in advance of the work to be performed by the city. Mr. Peterson introduced Mr. Thornhill, who will present additional modifications to the design specifications, while staying true to the vision.

Mr. Novakovich inquired how much was estimated for excavation.

Mr. Peterson stated the excavation work was approximately \$450,000 to \$500,000 and believes the Port will save an estimated 10% by bidding the work separately.

Mr. Thornhill stated there are additional design elements that can be modified, while still retaining the look and feel of the buildings. Mr. Thornhill offered the following models for the Columbia Gardens Winery Village:

1. Pepper Bridge Winery, Walla Walla: buildings contain traditional sheetrock and some wood, which does not modify the quality of the building or intent;
2. Sage Center, Boardman, Oregon: gunite finish which could be emulated with an application without the cost of gunite; and
3. The Herbfarm, Woodinville, Washington and Andretti Winery, Napa, California: emulate the patina and finish for the three buildings, which is similar to original design specifications.

Mr. Thornhill stated another major cost savings would be to move away from the Integrated Structures, Inc. (ISI) wall concept that uses ICF blocks filled with insulation and a double wythe wall of cast-in-place concrete with roof trusses that are precast concrete arches with tube steel purlins. This particular wall structure has never been done in this area; therefore the contractors were having to utilize out of the area sub-contractors. Mr. Thornhill suggested the following substitutes:

1. Replace shotcrete with concrete masonry block with smooth plaster finish on inner wall;
2. Replace ICF block and spray foam infill with two layers of solid EPS insulation blocks;
3. Replace shotcrete with concrete masonry block with gunite finish on outer wall;
4. Replace trusses with tube steel and plate material;
5. Modifying the roofing material to a prefinished metal roof; and
6. Altering the interior plumbing and substituting fixtures.



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

DRAFT

FEBRUARY 23, 2016 MINUTES

Mr. Thornhill stated all of these adjustments are slight detail or specification adjustments and the wall thickness and building dimensions do not change. These changes are an efficient way to reduce the budget while keeping the integrity of the design.

Mr. Novakovich asked Mr. Thornhill if he had an estimated cost savings with the modifications he presented.

Mr. Thornhill estimated the modifications could save approximately \$1,000,000.

Mr. Peterson stated these modifications will reduce the budget and still deliver a quality Port project.

Mr. Thornhill stated the key is to create a facility so that winery tenants can make a lasting impression and have a frequent customer base, and the essence of the buildings remain intact.

Mr. Barnes confirmed the engineer's estimate was \$2,750,000 and the lowest bid was \$4,220,000.

Mr. Peterson stated the initial estimate advertised in the invitation to bid was \$2,750,000; however, an addenda was issued on January 11, 2016 with a primary estimated cost for construction at \$3,250,000. As of late, construction costs have been substantially higher than the engineer's estimate.

PUBLIC COMMENT

No comments were made.

MOTION: *Commissioner Moak moved for approval of Resolution 2016-06, rejecting all bids received on February 11, 2016, for the Columbia Gardens Wine Village Phase I, and allows the Chief Executive Officer to coordinate revisions of the project; Commissioner Barnes seconded.*

Discussion:

Mr. Moak stated it would have been great to be a pioneer for the Tri-Cities and utilize the ISI wall system; however, the Port cannot justify the cost. Mr. Moak appreciates Mr. Thornhill's perspective on the modifications while keeping the essence of the original design, and is pleased that staff and Mr. Thornhill have come up with a number of solutions that will reduce the cost. Mr. Moak believes the motion on the floor clearly directs staff to develop a plan that is in line with the budget and allows the Port to continue working on other projects.

Mr. Barnes concurs with Mr. Moak's comments and stated the Port would be sacrificing other projects to utilize the ISI wall system. This is a good opportunity to reevaluate the project and reduce some costs and create efficiencies. Mr. Barnes appreciates the innovative ideas of staff and Mr. Thornhill to achieve savings without sacrificing elements of the design.

Mr. Novakovich is impressed by staff and Mr. Thornhill's ideas and believes they maintain the integrity of project.



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

DRAFT

FEBRUARY 23, 2016 MINUTES

With no further discussion, motion carried unanimously. All in favor 3:0.

B. Approval to Request a Portion of U.S. Highway 395 be Named the “Thomas Stephen “Tom” Foley Memorial Highway”; Resolution 2016-07

Mr. Moak stated the Benton Franklin and Walla Walla Good Roads Association has been working on naming a section of Highway 395 (between Pasco and Ritzville) in honor of former Congressman Foley. Mayor Blackwell of Connell has been spearheading the project along with several other officials and have asked all local jurisdictions to approve a Resolution in support of naming a portion of Highway 395 after Congressman Foley and submit the approved Resolution to the State Highway Transportation Department.

PUBLIC COMMENT

No comments were made.

MOTION: *Commissioner Moak moved for adoption of Resolution 2016-07, requesting a portion of U.S. Highway 395 to be named “Thomas Stephen “Tom” Foley Memorial Highway, and submit approved Resolution to the State Transportation Commission; Commissioner Barnes seconded. With no further discussion, motion carried unanimously. All in favor 3:0.*

REPORTS, COMMENTS AND DISCUSSION ITEMS

A. 1135 Discussion

Mr. Arntzen reported several months ago the Port Commission approved \$150,000 for the demolition of the old Port building and installation of a concrete foundation for the NW Overlook Pier prior to the implementation phase of the 1135 U.S. Army Corps of Engineers (USACE) project.

Mr. Arntzen stated when the pier was initially discussed, staff believed the entire project would cost approximately \$400,000, however, a preliminary cost engineering estimate projects the cost to be closer to \$1,000,000. Furthermore, with the recent history of project bids exceeding engineer’s estimates, it is important for the Commission to discuss next steps. Mr. Arntzen and staff recommend the Commission give staff informal direction to no longer consider moving forward with the foundation and pier. Staff will continue to look at grant and private funding, however, with the preliminary cost of \$1,000,000, the task becomes more difficult. Mr. Arntzen inquired what direction the Commission would like staff to take regarding the NW Overlook Pier.

Mr. Peterson stated the demolition of the old Port building and removal of the ranney collector next to the office will still need to occur. Mr. Peterson would like to save the culvert and create an additional viewing opportunity, as seen elsewhere on the island. The corner parcel remains a great opportunity for a corner public promenade, just not as costly. There is potential for a great public view without the enormous expense of the NW Overlook Pier.

Ms. Bader Inglima further reported the Port was anticipating to apply for a State RCO grant to complete the NW Overlook Pier, however, the estimated cost is too high for an RCO grant. Ms. Bader Inglima stated the USACE has been drilling down the cost for the 1135 project and believes the cost to extend the public pathway from the lighthouse to the restaurant is more than the allotted



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

DRAFT

FEBRUARY 23, 2016 MINUTES

amount of 10% for recreation. Ms. Bader Inglima confirmed the USACE could complete the path, however the Port would cover the remaining cost. Ms. Bader Inglima believes the Port could apply for RCO Grants to complete the path which leverages federal, state and Port dollars.

Mr. Novakovich inquired what the additional Port cost would be.

Ms. Bader Inglima stated she does not have the final numbers available.

Mr. Novakovich stated the Commission allocated \$150,000 for demolition of the old Port building and foundation and inquired how much the demolition would cost. Furthermore, could the Port use the remaining funds from the \$150,000 to complete the trail?

Mr. Peterson believes the cost to demolish the old Port building would be approximately \$60,000.

Ms. Bader Inglima stated because of the Port match for the 1135 project, we would not need to set aside additional dollars for the state grant to finish the public trail.

Mr. Moak reiterated that the entire foundation for the NW Overlook Pier would not be constructed.

Mr. Peterson confirmed that the concrete alone is estimated to cost \$350,000.

Mr. Moak inquired what obstacles may be encountered if the NW Overlook Pier could be built at a later date.

Mr. Peterson stated the overlook could go up at a later date, however construction work would need to be done by barge which would increase the cost substantially. The best and most efficient time to construct the foundation would be prior to USACE work. Mr. Peterson stated the Port still has a grand public promenade with the Clover Island lighthouse.

Mr. Barnes stated in terms of economic development, the Port can have a much greater impact on the community by investing the dollars elsewhere, like Columbia Drive or Vista Field. The NW Overlook Pier is an awesome public amenity, but not for the price. Mr. Barnes believes the Port can revisit the NW Overlook Pier and look at a partnership opportunities with the private sector. Mr. Barnes concurs with the staff recommendation and thanked staff for their thoroughness.

Mr. Novakovich is disappointed this project cannot be completed, however, it is more important to look at the projects we have going forward.

B. Vista Field Update

Mr. Peterson met with the City of Kennewick staff, Parametrix and DPZ to discuss the Transportation System Impact Evaluation (TSIE) and the 27 intersections in and around Vista Field. The intent of the meeting was to develop a recommendation from City and Port staff that supports a reasonable plan which allows Vista Field to develop without substantial impact to the transportation network but also does not burden Vista Field with trying to fix existing deficiencies or solve offsite user issues.



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

DRAFT

FEBRUARY 23, 2016 MINUTES

The Port looks to construct the road network and dedicate it to the City for the City to maintain. The group will meet again on February 25, 2016 to fine tune the recommendation and staff will present it to the Port Commission and the City Council on March 8, 2016. The City Council Agenda will focus solely on the Vista Field Master Plan and staff hopes this will satisfy any concerns the City may have.

Mr. Novakovich thanked Mr. Peterson for his effort and thoroughness.

Mr. Arntzen stated previously the Commission discussed a \$5,000,000 financing plan for Vista Field Phase I infrastructure; however, a \$3,000,000 plan offers a more affordable option for completing Phase I infrastructure and Mr. Arntzen has asked DPZ to review the plan. The Port has completed several projects that have come in over budget and we have had to adjust for those additional costs.

The Port has an ambitious plan with Vista Field and the Commission and staff are taking a “lean” or “pay as you go approach” that was discussed at length during the Charrette. By revising the financing plan to \$3,000,000, the Port hopes to begin installing infrastructure by next summer, instead of waiting another year to start the process. The plan is meaningful and cost effective and will contain main roads that will bisect the site and create opportunities for public amenities and private parcel sales. Mr. Arntzen would like to present a meaningful, efficient, cost effective financing plan to the Commission that contains several options for financing Phase I infrastructure, which includes selling the Verizon property and possibly obtaining a low interest loan with Hanford Economic Investment Fund Advisory Committee (HAEIFAC).

Mr. Arntzen inquired if the Commission would like staff to make a formal inquiry to HAEIFAC regarding a low interest loan for the amount of \$1,200,000. Mr. Arntzen spoke with the HAEIFAC loan officer and she believes \$1,200,000 would be a good start; however, we would need an informal approval by the Commission, which is non-binding on the Port and HAEIFAC. Mr. Arntzen stated the accounting department has run several financial models and the Port is able to receive a loan and provide repayment terms, and enter into the next bi-annual budget.

Mr. Novakovich stated in response to Mr. Frost’s concerns, \$3,000,000 would give the Port an earlier start on installing the infrastructure, whereas, waiting until the Port accumulated \$5,000,000 would postpone the project another year.

Mr. Arntzen stated the Port will invest millions over time and believes the Port can fund \$3,000,000 for Phase I and potentially begin construction in 12 to 18 months.

Mr. Novakovich is interested in staff exploring HAEIFAC funding.

Mr. Kooiker highly recommends pursuing HAEIFAC funding. When the terms are outlined in more detail, staff will compare HAEIFAC with other financing options.

Mr. Moak supports staff comparing HAEIFAC funding with other options, however, he is concerned about utilizing alternative funding for Phase I. Mr. Moak stated it is important to create



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

DRAFT

FEBRUARY 23, 2016 MINUTES

the ambiance of the development to attract investors and would like to move expeditiously on a great project.

Mr. Barnes stated once the Master Plan is adopted the Port can move forward on the construction for Phase I. Mr. Barnes believes a \$3,000,000 investment will make an impactful first statement. By selling the Verizon property and utilizing alternative funding such as a HAEIFAC loan, the Port will be able to begin construction sooner rather than later.

Mr. Arntzen stated the Port will have approximately 15 net acres to sell at Vista Field, which will provide funding for Phase II and allow for retail and residential opportunities.

C. Clover Island Update

Mr. Peterson stated the Village at Island Harbor bids will be opened on February 24, 2016, and include the following: pathways, a water feature, Heritage art work and landscape elements that tie the Southside of the island together.

Mr. Peterson reported the boat ramp and in-water work project is nearly complete, well in advance of the March 31, 2016 completion date.

D. Duffy's Pond Update

Ms. Hanchette reported the operations team is working on spring cleanup around the island and Duffy's Pond. Arthur Job of Job's Nursery and Mike Melia are overseeing the pruning of the flowering trees on the island and raising the site line. Mr. Job is ensuring the trees are cleaned of dead wood/branches which will create a fuller tree next year.

Furthermore, in cooperation with the City of Kennewick, Benton Franklin Conservation District, Fish and Wildlife Conservation and USACE, the Port created a vegetation management strategy for the area around Duffy's Pond. USACE owns the land and shoreline, however, the City leases and maintains the area; and in a cooperative effort, the Port has facilitated cleanup efforts. Phase I of the vegetation management strategy will include ground cleanup around the Willows property, clearing the underbrush and raising the canopy of the trees. This will create a safer environment for those who utilize the trailhead parking and trail. Due to the limited work window created by the migratory birds, Phase I will be completed mid-March and Phase II will begin in late fall, with a focus on the areas near the Wine Village.

Mr. Novakovich stated there has been tremendous improvements made to Duffy's Pond over the past ten years and it is great to see the community embracing the area and more people utilizing the trails.

E. Commissioner Meetings (formal and informal meetings with groups or individuals)

Commissioners reported on their respective committee meetings.

F. Non Scheduled Items

1. Mr. Moak has been asked by several people about the Kennewick Public Facilities District's (KPF) \$35,000,000 expansion for the Three Rivers Convention Center and the Toyota



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

DRAFT

FEBRUARY 23, 2016 MINUTES

Center, known as The Link. Mr. Moak stated there seems to be some confusion over Vista Field and The Link and hopes the public recognizes the difference in the two projects and expressed the need to continue focusing on Vista Field.

2. Mr. Novakovich stated House Bill 2618, which the legislature was currently considering, related to port district powers to engage in job training and education programs with non-profit organizations, died in the House Rules Committee.

Furthermore, Don Britain, City of Kennewick Mayor Pro Tem asked Mr. Novakovich to testify in Olympia regarding the Local Revitalization Fund (LRF) for Vista Field. Mr. Novakovich was unable to attend, but Mr. Britain relayed the presentation was well received. The City utilized LRF funding with Southridge area and is hoping to do the same for Vista Field.

3. Mr. Arntzen stated the Commission previously discussed reducing the annual dues paid to TRIDEC from \$30,000 to \$25,000 for an indefinite period of time and creating a recruitment fund for Vista Field. Mr. Arntzen received an email from TRIDEC CEO, Carl Adrian, who agreed to reduce dues for 2016 and assumed the contract would resume for 2017. Mr. Arntzen recalls the expectation of the Commission was to decrease TRIDEC dues indefinitely and asked the Commission for further direction.

Mr. Novakovich recalls reducing the dues by \$5,000 indefinitely.

Mr. Moak stated the staff recommendation was to reduce dues by \$5,000 for 2016, and an additional \$5,000 in 2017.

Mr. Arntzen will sign the 2016 TRIDEC contract for \$25,000 and will clarify with Mr. Adrian that there is no indication the Port will resume the original dues of \$30,000 in 2017.

Mr. Barnes inquired what percentage is paid by the Port of Kennewick of the total dues received by TRIDEC.

Mr. Arntzen stated traditionally, the three ports have been the highest contributors.

Mr. Moak stated, previously ports were involved in industrial recruitment, however, the Port of Kennewick has moved in a different direction. The Port of Kennewick's intent is to refocus our money back into property that benefits us by creating our own recruitment fund.

PUBLIC COMMENTS

Boyce Burdick, 414 Snyder Street, Richland. Mr. Burdick believes moving ahead with a \$3,000,000 investment at Vista Fields is a great idea. It allows for construction of streets and utilities to begin and allows for the Vista Pioneers to purchase property.

No further comments were made.



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

DRAFT

FEBRUARY 23, 2016 MINUTES

COMMISSIONER COMMENTS

No comments were made.

ADJOURNMENT

With no further business to bring before the Board; the meeting was adjourned at 4:08 p.m.

APPROVED:

**PORT of KENNEWICK
BOARD of COMMISSIONERS**

Skip Novakovich, President

Thomas Moak, Vice President

Don Barnes, Secretary

PORT OF KENNEWICK

Resolution No. 2016-08

***A RESOLUTION OF THE BOARD OF COMMISSIONERS
OF THE PORT OF KENNEWICK AUTHORIZING THE CHIEF EXECUTIVE OFFICER
TO EXECUTE AN ADDENDUM TO THE PURCHASE AND SALE AGREEMENT WITH
SUPPORT, ADVOCACY & RESOURCE CENTER***

WHEREAS, the Port of Kennewick (Port) is authorized to enter into certain purchase and sale agreements upon such terms as the Port Commission deems proper; and

WHEREAS, the Board of Commissioners approved Resolution 2015-27 on November 10, 2015 for the sale of surplus property to Support, Advocacy & Resource Center (SARC) in the Spaulding Business Park; and

WHEREAS, the Purchase and Sale Agreement with SARC requires an amendment due to the actual survey dimensions of the lot; and

WHEREAS, the new purchase price will be \$167,705 based upon the same price per square foot approved in Resolution 2015-27.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Board of Commissioners of the Port of Kennewick hereby authorizes the Chief Executive Officer to execute an addendum to the purchase and sale agreement with Support, Advocacy & Resource Center (SARC) on behalf of the Port to complete the transaction.

ADOPTED by the Board of Commissioners of the Port of Kennewick on the 8th day of March 2016.

***PORT of KENNEWICK
BOARD of COMMISSIONERS***

By:

SKIP NOVAKOVICH, *President*

By:

THOMAS MOAK, *Vice President*

By:

DON BARNES, *Secretary*

PORT OF KENNEWICK

Resolution No. 2016-09

**A RESOLUTION OF THE PORT OF KENNEWICK BOARD OF COMMISSIONERS
REJECTING ALL BIDS RECEIVED ON FEBRUARY 24, 2016 FOR THE
VILLAGE AT ISLAND HARBOR - PHASE #1 CONSTRUCTION PROJECT**

WHEREAS, a request for bids for the construction of The Village at Island Harbor: Phase I, which includes the partial development of an approximately 48,600 square foot site on the Port of Kennewick's Clover Island; a 324 foot long shoreline boardwalk and sidewalk infill between existing sections of shoreline sidewalk with associated guardrails and a 211 foot long concrete retaining wall. An interpretive display structure, a small water feature and landscaping, along with related utilities and lighting are also included. The Village at Island Harbor: Phase I was properly advertised with the approved plans and specifications being made available to prospective bidders; and

WHEREAS, two (2) construction bids have been received and staff and the project engineer have certified that both bids received are in compliance with the plans and specifications; and

WHEREAS, the staff and the project engineer have certified that the low responsive bidder for the project is Banlin Construction, Inc. in the amount of \$1,096,763, excluding applicable sales tax; and

WHEREAS, the low responsive bid in the amount of \$1,096,763, excluding applicable sales tax exceeds the architect's estimate of \$765,000 by forty-three percent (43%); and

WHEREAS, the low responsive bid in the amount of \$1,096,763, exceeds the funds available for the project by \$331,763.

NOW THEREFORE, BE IT RESOLVED that the Port of Kennewick Commission does hereby reject all bids received on February 24, 2016 for The Village at Island Harbor: Phase I.

BE IT HEREBY FURTHER RESOLVED that the Port of Kennewick Commission directs the Chief Executive Officer to coordinate revision of the project to reduce the estimated construction cost while still retaining crucial core elements of the project.

ADOPTED by the Board of Commissioners of Port of Kennewick on the 8th day of March 2016.

**PORT OF KENNEWICK
BOARD OF COMMISSIONERS**

By: _____
SKIP NOVAKOVICH, *President*

By: _____
THOMAS MOAK, *Vice President*

By: _____
DON BARNES, *Secretary*



AGENDA REPORT

TO: Port Commission

FROM: Tana Bader Inglima, Deputy CEO

MEETING DATE: March 8, 2016

AGENDA ITEM: Resolution Nos. 2016-10, 2016-11 and 2016-12 for RCO Grant(s) Clover Island Improvements

- I. **REFERENCE(S):** Resolution 2016-10; Resolution 2016-11; and Resolution 2016-12
- II. **FISCAL IMPACT:** No immediate impact; USACE's 1135 funding and port matching funds would be used to leverage state grant funds.
- III. **DISCUSSION:** It is the intent of the port staff to apply to the Recreation and Conservation Office (RCO) for an Aquatic Lands Enhancement grant (ALEA) to assist with habitat restoration, erosion control, riparian plantings, and shoreland and recreational improvements on Clover Island's North Shoreline; and to the Land & Water Conservation Funding (LWCF) and/or Washington Wildlife Recreation Program (WWRP) for public trail extension and enhancements (10' and 5' sidewalks, electrical, bollards, lighting, benches, signage). However, RCO first requires all applicants to pass a resolution authorizing an RCO application. This resolution would fulfill that RCO requirement and would allow staff to apply for grant funding through the RCO for public trail improvements to the Clover Island shoreline—and to leverage both the Federal funds from the US Army Corps of Engineers 1135 and the port's required 1135 matching funds.
- IV. **STAFF RECOMMENDATION:** Approve Resolution 2016-10, Resolution 2016-11, and Resolution 2016-12, authorizing submittal of applications to the Recreation and Conservation Office (RCO) for **Clover Island Improvement Project** grants, and authorizing the Port's Chief Executive Officer to execute all documents necessary for submittal of the grant applications.
- V. **ACTION REQUESTED OF COMMISSION:**

Motion: I move approval of Resolution 2016-10, Resolution 2016-11, and Resolution 2016-12 approving submittal of applications to the Recreation and Conservation Office (RCO) for Clover Island Improvements and further authorizing the Port's Chief Executive to execute all documents necessary to submit the grant applications.

PORT OF KENNEWICK

Resolution No. 2016-10

A RESOLUTION OF THE PORT OF KENNEWICK BOARD OF COMMISSIONERS AUTHORIZING APPLICATION FOR FUNDING ASSISTANCE FOR AN AQUATIC LANDS ENHANCEMENT ACCOUNT (ALEA) PROJECT FOR THE CLOVER ISLAND SHORELINE TO THE RECREATION AND CONSERVATION OFFICE (RCO) AS PROVIDED IN RCW 79.90.245 AND SUBSEQUENT LEGISLATIVE ACTION

WHEREAS, the Port of Kennewick has approved a comprehensive plan that includes this project area; and

WHEREAS, under the provisions of ALEA, state funding assistance is requested to aid in financing the cost of facility development; and

WHEREAS, the Port of Kennewick considers it in the public's best interest to complete the facility development project described in the application.

NOW, THEREFORE, BE IT RESOLVED that:

- *The Chief Executive Officer of the Port of Kennewick be authorized to make formal application to the Recreation and Conservation Office for funding assistance for habitat restoration, erosion control, riparian plantings, and shoreland and recreational improvements on Clover Island's North Shoreline;*
- *Any fund assistance received be used for implementation of the project referenced above;*
- *Our organization hereby certifies that its share of project funding will be derived from the Port of Kennewick construction funds and/or any other grant funding Port Staff are able to leverage;*
- *We acknowledge that we are responsible for supporting all non-cash commitments to the sponsor share should they not materialize;*
- *We are aware that the grant, if approved, will be paid on a reimbursement basis. This means we may only request payment after eligible and allowable costs have already been paid and remitted to our vendors, and that the Recreation and Conservation Office will hold retainage until the project is deemed complete;*
- *We acknowledge that any property acquired or facility developed with financial aid from the Recreation and Conservation Funding Board (RCFB) must be placed in use for the funded purpose, and be retained in such use in perpetuity unless otherwise provided and agreed to by our organization and RCFB;*

PORT OF KENNEWICK
Resolution No. 2016-10
Page 2

- *This resolution becomes part of a formal application to the Recreation and Conservation Office; and*
- *We provided appropriate opportunity for public comment on this application.*

This resolution shall be effective immediately upon passage and signature by the Port of Kennewick Commissioners.

ADOPTED by the Board of Commissioners of Port of Kennewick this 8th day of March, 2016 located at Clover Island in Kennewick.

PORT OF KENNEWICK
BOARD OF COMMISSIONERS

By: _____
SKIP NOVAKOVICH, President

By: _____
THOMAS MOAK, Vice President

By: _____
DON BARNES, Secretary

PORT OF KENNEWICK

Resolution No. 2016-11

A RESOLUTION OF THE PORT OF KENNEWICK BOARD OF COMMISSIONERS AUTHORIZING APPLICATION FOR FUNDING ASSISTANCE FOR A LAND AND WATER CONSERVATION FUND (LWCF) PROGRAM FOR THE CLOVER ISLAND SHORELINE TO THE RECREATION AND CONSERVATION OFFICE (RCO) AS PROVIDED IN THE LWCF ACT OF 1965, AS AMENDED

WHEREAS, the Port of Kennewick has approved a comprehensive plan that includes this project area; and

WHEREAS, under the provisions of LWCF, federal funding assistance is requested to aid in financing the cost of facility development; and

WHEREAS, the Port of Kennewick considers it in the public's best interest to complete the facility development project described in the application.

NOW, THEREFORE, BE IT RESOLVED that:

- *The Chief Executive Officer of the Port of Kennewick be authorized to make formal application to the Recreation and Conservation Office for funding assistance for public trail extension and enhancements;*
- *Any fund assistance received be used for implementation of the project referenced above;*
- *Our organization hereby certifies that its share of project funding will be derived from the Port of Kennewick construction funds and/or any other grant funding Port Staff are able to leverage;*
- *We acknowledge that we are responsible for supporting all non-cash commitments to the sponsor share should they not materialize;*
- *We are aware that the grant, if approved, will be paid on a reimbursement basis. This means we may only request payment after eligible and allowable costs have already been paid and remitted to our vendors, and that the Recreation and Conservation Office will hold retainage until the project is deemed complete;*
- *We acknowledge that any property acquired or facility developed with financial aid from the Recreation and Conservation Funding Board (RCFB) must be placed in use for the funded purpose, and be retained in such use in perpetuity unless otherwise provided and agreed to by our organization, RCFB, and the National Park Service;*
- *This resolution becomes part of a formal application to the Recreation and Conservation Office; and*
- *We provided appropriate opportunity for public comment on this application.*

The resolution shall be effective immediately upon passage and signature by the Port of Kennewick Commissioners.

PORT OF KENNEWICK
Resolution No. 2016-11
Page 2

ADOPTED by the Board of Commissioners of Port of Kennewick this 8th day of March, 2016 located at Clover Island in Kennewick.

PORT OF KENNEWICK
BOARD OF COMMISSIONERS

By: _____
SKIP NOVAKOVICH, President

By: _____
THOMAS MOAK, Vice President

By: _____
DON BARNES, Secretary

PORT OF KENNEWICK

Resolution No. 2016-12

**A RESOLUTION OF THE PORT OF KENNEWICK BOARD OF COMMISSIONERS
AUTHORIZING APPLICATION FOR FUNDING ASSISTANCE FOR A
WASHINGTON WILDLIFE AND RECREATION PROGRAM (WWRP) PROJECT FOR
THE CLOVER ISLAND SHORELINE TO THE RECREATION AND CONSERVATION
OFFICE (RCO) AS PROVIDED IN CHAPTER 79A.15 RCW, ACQUISITION OF
HABITAT CONSERVATION AND OUTDOOR RECREATION LANDS, WAC 286 AND
SUBSEQUENT LEGISLATIVE ACTION**

WHEREAS, the Port of Kennewick organization has approved a comprehensive plan that includes this project area; and

WHEREAS, under the provisions of WWRP, state grant assistance is requested to aid in financing the cost of facility development; and

WHEREAS, our organization considers it in the public's best interest to complete the facility development project described in the application;

NOW, THEREFORE, BE IT RESOLVED that:

- *The Chief Executive Officer of the Port of Kennewick be authorized to make formal application to the Recreation and Conservation Office for funding assistance for public trail extension and enhancements;*
- *Any fund assistance received be used for costs associated with implementation of the project referenced above;*
- *Our organization hereby certifies that its share of project funding will be derived from the Port of Kennewick construction funds and/or any other grant funding Port Staff are able to leverage and that we are responsible for supporting all non-cash commitments to the sponsor share should they not materialize;*
- *We acknowledge that the grant assistance, if approved, will be paid on a reimbursement basis; meaning we will only request payment from the Recreation and Conservation Office after eligible costs have been incurred and payment remitted to our vendors, and that the Recreation and Conservation Office will hold retainage until the project is deemed complete;*
- *We acknowledge that any facility developed with grant assistance from the Recreation and Conservation Funding Board (RCFB) must be dedicated for public outdoor recreation purposes, and be retained for such use in perpetuity unless otherwise provided and agreed to by our organization and the RCFB;*
- *This resolution becomes part of a formal application to the Recreation and Conservation Office; and*
- *We provided appropriate opportunity for public comment on this application.*

This Resolution shall be effective immediately upon passage and signature by the Port of Kennewick Commissioners.

ADOPTED by the Board of Commissioners of Port of Kennewick this 8th day of March, 2016 located at Clover Island in Kennewick.

PORT OF KENNEWICK
BOARD OF COMMISSIONERS

By: _____
SKIP NOVAKOVICH, President

By: _____
THOMAS MOAK, Vice President

By: _____
DON BARNES, Secretary