

AGENDA

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

Tuesday, March 24, 2015
2:00 p.m.

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. PUBLIC COMMENT** *(Please state your name and address for the public record)*
- IV. CONSENT AGENDA**
 - A. Approval of Direct Deposit and ePayments Dated March 17, 2015
 - B. Approval of Warrant Registers Dated March 24, 2015
 - C. Approval of Regular Commission Meeting Minutes March 10, 2015
 - D. Approval of Special Commission Meeting Minutes March 16, 2015
 - E. Public Comments – Increase the time limit to three minutes for the Special Meeting April 7, 2015
- V. REPORTS, COMMENTS AND DISCUSSION ITEMS**
 - A. Vista Field Update (**LARRY**)
 - B. Commissioner Meetings (formal and informal meetings with groups or individuals)
 - C. Non-Scheduled Items
- VI. PUBLIC COMMENT** *(Please state your name and address for the public record)*
- VII. ADJOURNMENT**

PLEASE SILENCE CELL PHONES



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

DRAFT

MARCH 10, 2015 MINUTES

CALL TO ORDER

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

Staff Members: Tim Arntzen, Executive Director
Tana Bader Inglima, Director of Governmental Relations & Marketing
Tammy Fine, Director of Finance/Auditor
Amber Hanchette, Director of Real Estate and Operations
Larry Peterson, Director of Planning and Development
Lisa Schumacher, Special Projects Coordinator
Bridgette Scott, Executive Assistant
Lucinda Luke, Port Counsel

PLEDGE OF ALLEGIANCE

Mr. Barnes led the Pledge of Allegiance.

Mr. Barnes stated the published Official Agenda omitted New Business, "Letter of Support for Transportation Funding Package" Mr. Barnes entertained a motion to add New Business to the formal published Agenda.

MOTION: Commissioner Novakovich moved for approval to add an item under New Business, "Letter of Support for Transportation Funding Package," to the Agenda; Commissioner Moak seconded. With no further discussion, All in favor 3:0. Motion carried unanimously.

PUBLIC COMMENT

Byron Martin, 5700 Alaway Court, West Richland. Mr. Martin thanked the Commission for their support and recommendation in reconvening the Joint Economic Development Committee regarding the Port's one acre parcels, located in West Richland.

Robert Tory, 426 Golden Drive, Richland. Mr. Tory, General Manager of the Tri-City Americans, stated he is in full support of the Vista Field redevelopment and the Arts Center Task Force, by providing the group with a Performing Arts Center (PAC), which meets their needs.

No further comments were made.



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CONSENT AGENDA

The consent agenda consisted of the following:

- A. ***Approval of Direct Deposit and E-Payments Dated March 3, 2015***
Direct Deposit totaling \$50,303.14
- B. ***Approval of Warrant Registers Dated March 10, 2015***
Expense Fund Voucher Numbers 36638 through 36673 for a grand total of \$75,159.64
- C. ***Approval of Regular Commission Meeting Minutes dated February 24, 2015***

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

PRESENTATION

A. ***Port of Kennewick 100th Anniversary Research and Timeline, Ben Floyd of Anchor QEA***

Ms. Bader Inglima stated Mr. Ben Floyd of Anchor QEA has been researching the history of the Port in conjunction with the Comprehensive Scheme, with a focus on Port projects that have fostered economic development in the community. Mr. Floyd created a timeline of the past 100 years of the Port, which was featured in the Friday, March 6, 2015 edition of the *Tri-City Herald*. March 6, 2015 marks the 100th anniversary of the vote that established the Port of Kennewick, and the first Commission meeting was held April 12, 1915. Our partners, TRIDEC, Visit Tri-Cities! and Tri-Cities Regional Chamber of Commerce will be hosting a community reception on April 14, 2015, to celebrate the Port's 100th anniversary at the TCVCB. Ms. Bader Inglima stated we are asking for small items to place in a time capsule, which will be opened in fifty years. Ms. Bader Inglima thanked Kristi Pihl, of the *Tri-City Herald* for the in-depth article on the Port's accomplishments over the years. Ms. Bader Inglima introduced Mr. Floyd of Anchor QEA.

Mr. Floyd stated he has thoroughly enjoyed researching the Port history and has put together several items for the Port:

- Detailed narrative timeline of events (as seen in the *Tri-City Herald*, March 6, 2015);
- Detailed History;
- History Timeline; and
- History Highlights;

Mr. Floyd presented the History Highlights of the Port of Kennewick.

Ms. Bader Inglima stated the *Reporter*, the East Benton County Historical Society Newsletter highlighted the Port's 100th anniversary and included information on the reception. Ms. Hulse, the museum director has been very helpful, and has allowed staff and Anchor QEA to use their archived photos.

Mr. Moak stated very little has been written on the history of the Port, and to now have the information readily available is important for the Port and the community. The Port has made a difference in our community over the past 100 years, and the best is yet to come. Mr. Moak thanked Mr. Floyd and Mrs. Floyd for their hard work on the Port history and stated the booklet tells a good story.



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Mr. Peterson stated the Port has been a dynamic business in the community and we are constantly evolving.

Mr. Barnes commended staff and Mr. Floyd for their hard work, and stated it has been a pleasure to see compilation of the Port history over the past 100 years.

Mr. Floyd thanked the Commission and stated the Port will be holding a series of Comprehensive Scheme Planning Document Meetings, where the history will be incorporated into the meetings. Mr. Floyd reported the Port had an enormous amount of material and stated Ms. Floyd was a tremendous help, by organizing the files and folders into one record, for the Port to maintain going forward.

Mr. Peterson stated the Port will be holding four public meetings, to garner citizen input on the Comprehensive Scheme Planning Document:

- Thursday, March 12, 2015: 6:30 p.m. to 8:00 p.m.
Sandburg Event Center, West Richland
- Monday, April 6, 2015: 6:30 p.m. to 8:00 p.m.
Richland Community Center
- Thursday, April 9, 2015: 6:30 p.m. to 8:00 p.m.
Ben Franklin Transit Center Office
- Monday, April 20, 2015: 6:30 p.m. to 8:00 p.m.
Benton PUD

Mr. Moak as Commission liaison, staff and Anchor QEA will hold meetings with city and agency staff prior to each meeting to discuss the Comprehensive Scheme and what our development partners would like to see in the community.

NEW BUSINESS

A. *Letter of Support for Transportation Funding Package*

Mr. Arntzen stated the Commission briefly discussed the letter of support for transportation funding at the February 24, 2015 meeting and the Commission asked for more time to consider. He further stated the transportation package includes:

- Red Mountain I-82 Interchange;
- Lewis Street Bridge, Pasco;
- Duportail Bridge, Richland to West Richland;
- U.S. Highway 395, Ridgeline intersection, Kennewick;
- Completion of the U.S. Highway Corridor between Tri-Cities and Walla Walla.

Currently, the package has been approved by the Washington State Senate, then, a draft of the package will be sent to the House of Representatives. A letter has been drafted addressed to the Senate, which states the Port's strong support for the transportation funding package now being



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considered by the Senate. Mr. Arntzen inquired of the Commission if they desired to make any changes to the letter.

Mr. Moak indicated the transportation package would be of great value to our community, and stated the letter is currently addressed to the Senate; however, he would like to go on record and send the letter to the Legislators of the House and Senate. Mr. Moak would like the letter to state, “the Port supports funding, including an increase in taxes, for all versions of the transportation package.”

Mr. Novakovich agrees with Mr. Moak, and believes that a generic approach is the correct action for the Port. Mr. Novakovich indicated that Senator King has been working on the transportation package for some time now and as the chair of the Political Action Committee for the Council of Governments, he believes it is critical for economic development for the region, particularly for West Richland. Mr. Novakovich stated he fully supports the transportation package and potential tax hike, for the safety and well-being of our community.

Mr. Barnes concurs with Mr. Moak and Mr. Novakovich. These five projects will have a positive impact on economic development for the entire region, specifically the Red Mountain interchange. Mr. Barnes opposes new taxes, but believes the transportation package is imperative to the region and needs to be funded. Mr. Barnes stated the letter should be addressed to all the area members who represent us in Olympia, and states that the Port supports a transportation package, which provides funding for these five projects.

By consensus, the Commission approved staff to prepare a generic letter of support for the transportation funding package.

REPORTS, COMMENTS AND DISCUSSION ITEMS

A. *Columbia Drive Update*

Ms. Hanchette presented a few pictures on the Columbia Drive demolition project which began in 2014. Staff worked with several contractors to prepare the site, however, Big D’s Construction was very instrumental in the project and completed the project under the allotted timeframe. Ms. Hanchette reported the area has been prepped with a temporary parking area, and a drought tolerance hydro seed will go down later this week for dust control, with installation of sprinklers to follow. Ms. Hanchette stated it was a pleasure working with engineer, Gary Hall and Big D’s Construction.

Mr. Peterson reported that the City of Kennewick is opening bids on the Duffy’s Pond Trail project, which includes an alternative bid for the trail lighting and electrical, administration fee and sales tax, which is covered in a new Interlocal Agreement with the City and Port. The Interlocal Agreement has yet to be finalized, however, the approximate cost for the trail lighting and electrical will be approximately \$28,000, which is less than what was budgeted. The Port is also drawing up a Hold Harmless Agreement with the City to formally allow the City contractor to utilize our site during construction. The City anticipates completing the trail by June, with the streetscape construction to begin later that summer.



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Mr. Peterson stated the City is currently waiting for the final report which will determine if the City should construct a wine effluent treatment facility or a wet well and monitoring tank. A wet well and monitoring tank is a viable option that is compliant with regulations, more efficient, and has a lower, initial construction cost, with a minimal operations cost.

Mr. Novakovich thanked Ms. Hanchette and staff for the work on the Columbia Drive demolition and has heard only positive comments. Mr. Novakovich stated it is a great opportunity for the community redevelopment and a tremendous project for Port.

Mr. Moak inquired if the City has a timeframe for determining whether they will go with a wine effluent treatment or a wet well and monitoring tank.

Mr. Peterson stated the City would take approximately sixty days for review once they receive the report, indicating the need for any potential changes in regulations or ordinances. Port consultants are working on completing the design and hope to be completed once the ordinances and sewer rates are adopted. At this time, the Port does not have the sewer rates, but we are acting on good faith, that the amount will be approximately ten cents a bottle, as discussed over the past eighteen months. Our previous time line of bidding the project in May, will most likely be pushed back to a June or July bid with a construction timeline that will go through 2016.

Mr. Novakovich inquired if the City consulted with Rob Miller regarding the wet well and monitoring tank.

Mr. Peterson stated Mr. Rob Miller, of the Wallace Group, consulted with the City of Kennewick in 2013, suggesting either option is viable. The wet well system the City is considering is identical to the one that was installed at the Washington State Wine Science Center.

Mr. Barnes stated the project has evolved and applauded City and Port staff for looking at a more efficient system which will save the tax payers money. Mr. Barnes inquired if the Interlocal Agreement will need to be modified.

Mr. Arntzen stated the City is reviewing the current Interlocal Agreement regarding the landscaping. Mr. Arntzen believes the Interlocal Agreement will be a two-phased approach, with the first phase covering the lighting, electrical and administration fee for the newly constructed trail, which the City is currently bidding. The Commission will need to hold a Special Commission meeting to formalize the Interlocal Agreement, once the trail bids come in. The second phase would be an amendment to the Interlocal Agreement and will focus on sewer rates and any other additional items.

Mr. Peterson indicated the City opens the trail base and alternative (trail lighting) bids today, and will be approved at the March 17, 2015 Kennewick City Council Meeting. The Interlocal Agreement should be signed by the Commission prior to the City Council awarding the bid, to demonstrate the Port's commitment to the project.

Mr. Barnes thanked staff and is delighted by the tangible progress on Columbia Drive.



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B. Vista Field Update

Mr. Peterson presented photos from the Vista Field research trip to Florida with Mr. Barnes, Mr. Arntzen and representatives from Duany Plater-Zyberk (DPZ).

Mr. Barnes stated Ms. Plater-Zyberk, mentioned the Port should think about “temporary uses” during the redevelopment. A temporary use could have the potential to develop a successful and beneficial program, such as the Seaside Florida activity hub.

Mr. Peterson stated the Vista Vision Task Force (V. V. T. F.) will meet March 16, 2015 at 3:00 p.m. and the guest speaker will be Mr. Dave Anderson from Growth Management Services Office, for the Washington Department of Commerce. Mr. Anderson will speak on the roles of sustainability and tools for economic development.

Mr. Peterson reported the public comments from the Draft Charrette Report have been minimal. Staff will continue to request detailed comments from the public about the positive or negative aspects of the Master Plan and what elements the community would like to see implemented.

Mr. Barnes thanked Ms. Pihl of the *Tri-City Herald* for the excellent coverage on Vista Field. Mr. Barnes has contacted City of Kennewick Mayor, Steve Young, requesting a joint meeting to discuss the Vista Field redevelopment. Mr. Barnes stated Mayor Young commented that he has the best interest in the community with regards to Vista Field and the Three Rivers Convention Campus. Mr. Barnes explained he would like to engage in the following:

- Consider the advice of the professionals;
- Collaborate with the City and Arts Center Task Force; and
- Listen to the Public.

Mr. Barnes was very encouraged by his conversation with Mayor Yong and stated there are complex issues that need to be addressed and will take time to resolve. Mr. Barnes encouraged staff to continue working with City staff and other agencies to get to a desired endpoint for Vista Field.

Mr. Arntzen stated Ms. Scott has been working with City staff to set up a joint meeting and believes the tentative date is set for April 7, 2015.

Ms. Scott stated April 7, 2015 will work for the Kennewick City Council, who has offered to host the joint meeting.

Mr. Arntzen stated staff will continue to work on the details for the joint meeting with the City and believes it is a good time for the elected officials to sit down and discuss the matters surrounding the redevelopment of Vista Field. Mr. Arntzen expressed his appreciation for Ms. Pihl and the *Tri-City Herald* for keeping the public informed on the Vista Field redevelopment.

Mr. Arntzen stated in the article “Americans’ owner lobbies for Vista Field Coliseum” Mr. Tory stood up and voiced his concerns about the Toyota Center Coliseum, Mr. Arntzen appreciates Mr. Tory for his suggestions, and all others, who have expressed their opinions regarding Vista



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Field. Mr. Arntzen indicated he first met Mr. Tory at the Charrette, and has met with him briefly, as reported in the article.

Mr. Moak hopes Mr. Arntzen feels empowered to speak to anyone interested in Vista Field. He stated, until there is a final Master Plan, the Commission is open to discussion or potential opportunities that may come about. Mr. Moak also met Mr. Tory at the Charrette and stated the issues surrounding the coliseum is a community wide issue, not just a City or Port issue. Mr. Moak stated the Tri-City Americans bring in revenue for the City and in terms of dollar value, this is a major regional issue which needs to be addressed. Mr. Moak appreciates the articles and hopes it spurs positive discussion between all entities. He believes having the community discuss how we move forward is a good thing that creates ideas and vision, and the spirit to move forward.

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

Commissioners reported on their respective committee meetings.

D. *Non-Scheduled Item*

1. Mr. Moak welcomed Mr. Novakovich back and stated we are a stronger Commission when all three members are present.
2. Mr. Novakovich thanked port staff for the support during his recuperation.

Mr. Novakovich listened to February 27, 2015 Commission meeting and applauded Mr. Moak on his efforts on requesting a joint meeting with the City. Mr. Novakovich would like to discuss Port goals, prior to the joint meeting.

Mr. Novakovich was disheartened when he learned the City canceled the joint trip to Miami.

3. Ms. Scott reminded the Commission that the Public Disclosure Commission F-1 reports and conflict statement are due April 15, 2015. Please contact Ms. Scott if you have any questions regarding the report.
4. Mr. Peterson received the Duffy's Trail base and alternative bids from the City of Kennewick. The City received three bids and the preliminary cost for the lighting, electrical, administration fee and taxes came in around \$28,000. The City will review the bids for irregularities and will approve the bid at the March 17, 2015 Kennewick City Council Meeting.

Mr. Peterson reported the Kennewick City Council will be holding a workshop tonight at 6:30 p.m. The workshop will be addressing the Bridge to Bridge plan and updating the Council on the project, and may look to potentially adopt a plan later this spring. Also, on the workshop agenda, is a report from Kennewick Public Facilities District (KPFDD). Mr. Peterson informed the Commission he will be attending the workshop.



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PUBLIC COMMENTS

Jim Wade, 1813 South Rainier Place, Kennewick. Mr. Wade inquired who makes up the KPF Board, what function they provide, and how they related to agencies such as Benton County and the Port of Kennewick. Mr. Wade stated one of the issues with transportation funding is that the projects do not get completed. In 1957, the Transportation Department appropriated funding for a four-lane highway from Pasco to Wallula, which has yet to be started or finished. Mr. Wade stated he would like to see some miniature villages down by Duffys' Pond.

Robert Tory, 426 Golden Drive, Richland. Mr. Tory thanked the Commission for the mentions today and stated he has received some negative feedback regarding the *Tri-City Herald* article. Mr. Tory stated he has received overwhelming support from local business leaders who support his comments and the redevelopment of Vista Field. He further stated there is a large portion of the business community who stand behind the Port initiatives and appreciate the work of the Port. Mr. Tory has scheduled several meetings with prominent members of the community who are excited for the future of Kennewick. Mr. Tory commended staff for all the work they do and appreciates the time the Port is taking to research the redevelopment for the entire region. Mr. Tory will continue to support Port initiatives, throughout the region, and encourages other stakeholders reach out and speak their mind. He believes when people speak their mind, ideas take on a life of their own and that is how things get accomplished and vision is created.

Chuck Eaton, 2309 Davison Avenue, Richland. Mr. Eaton was delighted to learn about the Port and see the historical perspective, featured in the *Tri-City Herald*, in anticipation of the 100th anniversary. Mr. Eaton is particularly interested in the origins of the Port's relation to the Celilo Canal, and today marks the anniversary of the silencing of the Celilo Falls. Mr. Eaton stated part of the impact of sharing the history is that we learn to respect and understand our community. Mr. Eaton stated it has been a pleasure and challenge to learn history of the Northwest and the Tri-Cities and applauds the Port's focus on the history.

Cal Coie, 705 South Oklahoma Street, Kennewick. Mr. Coie is pleased with the Commission's decision to reword the letter of support for the transportation funding package. He believes the change is very important because the Department of Transportation doesn't necessarily appropriate the money correctly. Mr. Coie stated, in the past, Mr. Vale paid lobbyists to petition for the freeways that we currently have in the area, and did not take no for an answer. Mr. Coie stated, unless we continually take a stand, we will not succeed.

No further comments were made.

COMMISSIONER COMMENTS

Mr. Moak replied to Mr. Wade's questions regarding the KPF Board and stated that citizens apply for a position on the Board or are nominated by business members from the Regional Chamber of Commerce and TRIDEC. The Board is made up with members who have some importance within the community, and living in Kennewick is not a requirement and the intent of the KPF is to have a regional facility, not just for Kennewick. Mr. Moak stated the Kennewick City Council makes the final determination on appointing or unappointing members.



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Mr. Arntzen stated Mr. Novakovich suggested we set goals for the joint meeting with City and asked the Commission to communicate individually with him with any suggestions. Mr. Arntzen will compile a list for the Commission and explained that the Commission goals may differ from the agenda.

Mr. Barnes recessed the Regular Commission Meeting at 4:02 p.m. for approximately five minutes.

Mr. Barnes anticipates the Executive Session will last approximately 30 minutes, for potential litigation, per RCW 42.30.110(1)(i) with no action anticipated. Mr. Barnes asked the public to notify Port staff if they will return after the executive session.

Mr. Barnes convened the meeting into Executive Session at 4:10 p.m. for approximately 30 minutes.

EXECUTIVE SESSION

A. Potential Litigation, per RCW 42.30.110(1)(i)

Mr. Barnes adjourned the Executive Session at 4:36 p.m.

Mr. Barnes reconvened the meeting into General Session at 4:37 p.m.

ADJOURNMENT

With no further business to bring before the Board; the meeting was adjourned at 4:37 p.m.

APPROVED:

**PORT of KENNEWICK
BOARD of COMMISSIONERS**

Don Barnes, President

Skip Novakovich, Vice President

Thomas Moak, Secretary



SPECIAL COMMISSION MEETING

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CALL TO ORDER

Commission President Don Barnes called the Special Commission meeting to order at 9:02 a.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: Don Barnes, President
Skip Novakovich, Vice-President
Thomas Moak, Secretary (excused absence)

Staff Members: Tim Arntzen, Executive Director (excused absence)
Tana Bader Inglima, Director of Governmental Relations and Marketing
Tammy Fine, Director of Finance/Auditor
Amber Hanchette, Director of Real Estate and Operations
Larry Peterson, Director of Planning and Development
Lisa Schumacher, Special Projects Coordinator
Bridgette Scott, Executive Assistant

PLEDGE OF ALLEGIANCE

Mr. Barnes led the Pledge of Allegiance.

PUBLIC COMMENT

No comments were made.

NEW BUSINESS

A. Interlocal Agreement with City of Kennewick regarding Duffy's Pond Trail Extension; Resolution 2015-08

Mr. Peterson stated per the November 2013 Interlocal Agreement (ILA), the Port and City of Kennewick would bring resources to the redevelopment of 200-400 East Columbia Drive. The Port requested lighting enhancements for the Duffy's Pond Trail, which was outside the scope of the November 2013 ILA. The City put together a base bid and alternative bid, which covered the lighting specifications for the trail. The Interlocal Agreement states the Port will reimburse the City, up to \$35,000 for the following improvements:

- Ballard placement;
- Underground Conduit and Electrical Service;
- Trail Lighting;
- 5% Administration Fee; and
- Sales Tax.

The City will award the base and alternative bid at the March 17, 2015 City of Kennewick Council meeting. The trail is approximately 900 feet long and will run from 421 East Columbia Drive to the West and meet the current trail location, just north of Kennewick



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Industrial Electric Supply. The work has been designed to allow for future extension of the trail, through the Willows. The 2015-2016 Budget allocated \$350,000 for the demolition of Columbia Drive buildings, however, the project came in under budget. The new ILA will utilize funds that were allocated for the Columbia Drive redevelopment project.

Mr. Peterson stated the Interlocal Agreement before the Commission today addresses the reimbursement for the lighting. The November 2013 Interlocal Agreement addressed construction of the trail, however, the Port indicated its desire to light the trail, and there was a need for a new Interlocal Agreement. Also included in the new Interlocal Agreement is a Hold Harmless Agreement, which allows the City contractor to utilize the Port's vacant land along Columbia Drive for construction staging and allows the City to follow up with contractor if there is damage to Port property.

Mr. Peterson stated either Carey Roe, the Public Works Director or Martin Nelson, City Engineer, will administer the contract.

Mr. Barnes confirmed the City will own the improvements after the installation is complete and will be responsible for all future maintenance.

Mr. Peterson confirmed yes.

PUBLIC COMMENTS

No comments were made.

MOTION: *Commissioner Novakovich moved for approval of Resolution 2015-08, approving the Installation of Lighting for Duffy's Pond Trail and Use of the Port's Vacant Property on Columbia Drive for staging/storage Interlocal Agreement and further authorizes the Port's Executive Director to execute all necessary documentation to implement this Agreement with the City of Kennewick; Commissioner Barnes seconded.*

Discussion:

Mr. Novakovich supports this project.

Mr. Barnes endorses the lighting of trail.

With no further discussion, all in favor 2:0 (Commissioner Moak excused absence). Motion carried unanimously.

PUBLIC COMMENTS

No comments were made.



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ADJOURNMENT

With no further business to bring before the Board; the meeting was adjourned at 9:12 a.m.

APPROVED:

**PORT of KENNEWICK
BOARD of COMMISSIONERS**

Don Barnes, President

Skip Novakovich, Vice President

Thomas Moak, Secretary