

AGENDA

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

Tuesday, June 23, 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 June 17, 2015
 - B. Approval of Warrant Registers Dated June 23, 2015
 - C. Approval of Commission Meeting Minutes Dated June 9, 2015
- V. PRESENTATION**
 - A. Tri-Cities 2015 Geo-Coin Challenge, Jen Davis, City of Richland (**TANA**)
- VI. NEW BUSINESS**
 - A. Clover Island Boat Ramp Planks; Resolution 2015-14 (**LARRY**)
- VII. REPORTS, COMMENTS AND DISCUSSION ITEMS**
 - A. TREC - Land Conveyance (**TIM/DON/TANA**)
 - B. Rebranding (**TIM**)
 - C. Affiliated Tribes of Northwest Indians (ATNI) Conference, September 2015 (**TIM**)
 - D. Commissioner Meetings (formal and informal meetings with groups or individuals)
 - E. Non-Scheduled Items
- VIII. PUBLIC COMMENT** *(Please state your name and address for the public record)*
- IX. ADJOURNMENT**

PLEASE SILENCE CELL PHONES



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

DRAFT

JUNE 9, 2015 MINUTES

CALL TO ORDER

Commission President Don Barnes called the Regular Commission meeting to order at 2:01 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
Amber Hanchette, Director of Real Estate and Operations
Nick Kooiker, Assistant Auditor
Larry Peterson, Director of Planning and Development
Lisa Schumacher, Special Projects Coordinator
Bridgette Scott, Executive Assistant
Lucinda Luke, Port Counsel

PLEDGE OF ALLEGIANCE

Mr. Carl Adrian led the Pledge of Allegiance.

Mr. Barnes stated there has been a request to change the order of the Agenda; New Business will follow the Consent Agenda and the Presentation will follow New Business.

It is the consensus of the Commission to adjust the order of the Agenda.

PUBLIC COMMENT

Ed Frost, 609 West Albany Street, Kennewick. Mr. Frost understands the Port has a tight budget and has budgeted a small amount for Vista Field, however, Mr. Frost believes the Port needs to hire a champion for Vista Field. Mr. Frost stated he is not sure how this could be accomplished, but perhaps changing the responsibilities of current staff. He believes there should be an employee dedicated solely to working on the Vista Field project and development. Mr. Frost does not believe the development will happen unless there is a champion who is the Vista Field contact. With staff reorganization being addressed today, Mr. Frost implored the Commission to think about finding a motivated and passionate person who will only work to help the development succeed.

Boyce Burdick, 414 Snyder Street, Richland. Mr. Burdick, President of the Mid-Columbia Symphony Society Board, reported the Mid-Columbia Symphony's 70th season finale drew record attendance, with 1,135 people attending the performance of Beethoven's *Ninth Symphony*, "Choral," with its "Ode to Joy." This season also saw the revival of the Mid-Columbia Youth Symphony, with over 60 instrumentalists, ages 12-18. In recognition of the Port of Kennewick's 100th anniversary and the Symphony's 70th season, Mr. Burdick contributed the following for the Port's time capsule:



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

DRAFT

JUNE 9, 2015 MINUTES

- Programs from the 70th Season, 2014-2015;
- Brochure for the upcoming 71st Season, 2015-2016;
- Programs from the Mid-Columbia Youth Symphony;
- Mid-Columbia Symphony Attendance Information.

No further comments were made.

CONSENT AGENDA

Consent agenda consisted of the following:

A. *Approval of Direct Deposit and E-Payments Dated June 2, 2015*

Direct Deposit and E-Payments totaling \$62,173.69

B. *Approval of Warrant Registers Dated June 9, 2015*

Expense Fund Voucher Numbers 36922 through 36962 for a grand total of \$69,363.85.

C. *Approval of Regular Commission Meeting Minutes dated May 26, 2015*

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

NEW BUSINESS

A. *Port of Pasco Request for Funding*

Mr. Arntzen stated Mr. Hayden, Executive Director of the Port of Pasco, and Carl Adrian, President of TRIDEC are with us today to discuss the Tri-Cities Airport Expansion. Mr. Arntzen stated the airport is a regional asset and Mr. Hayden is here with a request for funding.

Mr. Hayden thanked the Commission for the opportunity to speak today and stated in 2014, he came before the Commission for a request for a local match for the FAA Small Community Air Service Development (SCASD) grant, to add two flights per day, seven days a week for new non-stop service between PSC and LAX airports. The Port of Pasco was unsuccessful in 2014 and reviewed the application, and it was determined the match funding from the community should be more substantial. Furthermore, the Tri-Cities does not fit the profile, with Spokane, Seattle and Portland airports within the vicinity, however, those locations are not always available during the winter. Mr. Hayden understands the Port's tight budget, but believes the Tri-Cities Regional Airport is an important regional project. The Port of Pasco is contributing \$100,000 and is asking community partners and the Port of Kennewick to increase their contribution to \$10,000 for 2016-2017.

Mr. Hayden indicated they will be asking for letters of support from local business who conduct business in the Los Angeles area; Kurion, Kadlec, and Lampson. If we are successful in obtaining the grant, it will incentivize an airline to provide service to LAX for two years. This flight will help contribute to the economic development in the area and help the community grow.

Mr. Hayden stated if the airport receives the grant and the route to LAX is successful, they will not need to utilize the match funds. Generally, when the service begins, the airline runs at a



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

DRAFT

JUNE 9, 2015 MINUTES

small deficit, which is when the funds are utilized. However, as the service grows in volume, the funds wouldn't be needed, which is our hope.

Mr. Novakovich stated the airport is a regional benefit and although the Port does not have the funds in the budget, he would be in support of the contribution. Mr. Novakovich confirmed with Mr. Hayden that the contribution could be split and asked if Mr. Hayden would update the Commission before the second contribution is made.

Mr. Hayden stated he would update the community partners on funds utilized for 2016 prior to any ask for 2017.

Mr. Novakovich confirmed the request falls under Mr. Arntzen's delegation of authority.

Mr. Moak stated, the Port of Pasco requested \$3,000 in 2014, and Port of Kennewick contributed \$5,000, and believes that another \$5,000 is a sufficient amount, given all of the projects that the Port of Kennewick currently has underway.

Mr. Barnes believes the Port is a team player and indicated in 2014, the Port supported the airport, which is a regional asset and benefits and Port constituents. Mr. Barnes is supportive of the request, however, believes the Port should commit \$5,000 for 2016 and then get feedback from Mr. Hayden regarding the remaining \$5,000 for 2017.

Mr. Moak inquired of the timeframe.

Mr. Hayden stated the grant application is due in July 2015 and we would be notified in September of 2015. Mr. Hayden explained the Port of Pasco would work with an airline to provide the service and believes service could begin in November of 2015. Mr. Hayden stated he would be able update the Commission in August of 2016 on the new service. Furthermore, if the airline is successful, it would not need to utilize the matched funds.

Mr. Arntzen verified that the \$10,000 request does fall under his delegation of authority and explained to Mr. Hayden that he may be able to commit to \$5,000, however, he felt the Commission should respond to the \$10,000 Port of Pasco request. Mr. Arntzen is appreciative of the Commission's discussion and stated there are other requests for funding today, that the Commission will need to consider. Mr. Arntzen has researched the budget and at this time, with the other pending requests, suggests utilizing the rebranding line item.

Mr. Novakovich stated if the Commission is in consensus, he would like to move forward with the request. The current budget is 2015-2016 and believes Mr. Arntzen could find funds for the first half of the request and allocate the remaining funds for 2017, provided the Commission receives feedback that merits the additional \$5,000.

Mr. Barnes appreciates the opportunity to discuss the request and is supportive of the regional airport and agrees with Mr. Novakovich's suggestion.



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

DRAFT

JUNE 9, 2015 MINUTES

B. Staff Reorganization Plan

Mr. Arntzen stated the Vista Field redevelopment is a major project and he has been considering realigning staff to accommodate the amount of work Vista Field will bring. Mr. Arntzen believes realigning current staff members and adding contractors will be more efficient versus bringing in new employees. Mr. Arntzen stated while staff realignment may center on Vista Field, it will ensure our other projects in West Richland, Richland and Kennewick will not languish.

Mr. Arntzen stated the Port needs someone who can put time in at Vista Field, as Mr. Frost suggested, an advocate for Vista Field. Mr. Darling, Vice President of Maul Foster Alongi suggested in 2014, the Port hire a real estate specialist or developer to manage the Vista Field process. Mr. Arntzen stated Mr. Darling and Mr. Mehaffy have indicated even though a specialist would be involved, developers would want to speak with directly with the executive director about Vista Field. In Mr. Arntzen's draft alignment, he suggests the Port avoid hiring a specialist but adjust his executive director duties, which would allow him time to work with developers, staff and consultants. Mr. Arntzen would like to take a portion of his duties and delegate them to Ms. Bader Inglima, who would be named the Assistant Executive Director. A portion of Ms. Bader Inglima's tasks, such as marketing and newsletter duties, and perhaps grant writing could be contracted out. In the finance department, duties have been rearranged and a mid-level bookkeeper has been contracted, which has created efficiencies within the department. These scenarios create an opportunity to save Port funds.

Furthermore, Mr. Arntzen stated, throughout his travels researching developments for Vista Field, he met with several town architects, who serve a vital role in the development. Mr. Arntzen believes the Port should contract the services of a town architect for Vista Field, in an effort to work through proposals, vet developers, and write design standards and requests for proposals and qualifications. In hiring a contract town architect, this will provide assistance for Mr. Peterson, who will continue working on other Port projects and Vista Field. Mr. Arntzen stated, in addition to a town architect, the draft realignment would include contract position for a professional who has the ability to work on various tasks related to Vista Field.

Mr. Arntzen believes the cost to add additional contract employees and realign staff will cost approximately \$100,000 a year.

Mr. Arntzen stated his concern lies in how the Port will carry out the community's vision and expectations to create a new town center, which the public has rallied around, without selling Vista Field to a developer. Mr. Arntzen believes it is his obligation to solve the issue and believes his draft realignment is a good step forward and requested feedback from the Commission.

Mr. Novakovich appreciates Mr. Arntzen's thought process and how he has taken the time to look at our limited resources and the bigger picture. Mr. Novakovich stated the draft realignment makes sense and is looking forward to hearing more details. It is the Port's responsibility to properly allocate resources that will benefit the public.



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

DRAFT

JUNE 9, 2015 MINUTES

Mr. Moak stated Mr. Arntzen was hired to make the best decisions on behalf of the Port and believes there is a great opportunity for realignment. Mr. Moak appreciates Mr. Arntzen researching the most efficient way to make changes and move forward and trusts Mr. Arntzen's process.

Mr. Arntzen would like to speak to Mr. Frost regarding his ideas and anyone else from the public who has suggestions. Mr. Arntzen appreciates the faith the Commission has in staff and looks forward to hearing suggestions from the public.

Mr. Barnes appreciates the discussion and stated the timing is excellent and it is important to address staff reorganization because of the magnitude of the Vista Field redevelopment. Mr. Barnes stated the Commission looks to Mr. Arntzen to manage the staff to best meet the goals and objectives laid out for the Port. Mr. Barnes believes the Commission needs to look at the possible ways to achieve the redevelopment at Vista Field and explore the best way to handle our specific situation. The Port's mission or goal is to create an area that will benefit the community, while being good stewards of the tax payer resources. Mr. Barnes does not believe the Port is ready for a full time Vista Field employee at this time, however, we may get there eventually. Mr. Barnes believes the change will not be disruptive and is supportive of modifying and redefining staff roles.

Mr. Arntzen has prepared a draft memo, and is working on the finite details. At this time, Ms. Fine has reviewed the memo for budgetary purposes and he has conversed with key staff about the new roles. Mr. Arntzen stated staff has been briefed on the realignment and it is important to emphasize no one is being phased out or laid off. Mr. Arntzen will address the realignment with Ms. Luke regarding confidential details and hopes to have all of the elements implemented by the end of the year.

C. Semi-Annual Commission Workshops and Commission Strategic Planning Workshops

Mr. Arntzen reported he receives an annual list of accomplishments from the Port Commission that they would like him to pursue over the year, which includes holding semi-annual workshops for the Commission.

Mr. Arntzen stated two workshops will be held this year, the first one to be held in July. Mr. Arntzen suggested the first workshop be held in the evening to discuss Vista Field, where the public is given the opportunity to ask questions of the Commission, Port staff and the DPZ consulting team. Mr. Arntzen would like to hold the second workshop in the fall, which will feature Vista Field, once the Draft Master Plan has been completed.

Mr. Arntzen believes it is an important opportunity for the Commission to hold a Strategic Planning Workshop, at an off-site location in our district, which is publicized and open to the public. Although the Port is currently in the 2015-2016 Work Plan and Budget, Mr. Arntzen would like to establish the workshop and then schedule another one to coincide with the next budget and work plan cycle.

Mr. Moak likes the opportunity to have Commission Workshops and believes it is an excellent



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

DRAFT

JUNE 9, 2015 MINUTES

opportunity for the Commission to address the community and answer their questions. Mr. Moak believes this would create an opportunity for public dialogue where public speaking is encouraged. He would like the workshops to be held somewhere other than Clover Island, but within the Port District.

Mr. Arntzen suggested the Comprehensive Scheme would be an appropriate topic for the fall workshop, with the hope it will be adopted prior to the end of the year.

Mr. Barnes agrees with Mr. Moak and stated it is an important opportunity to provide an interactive dialogue for the community.

Mr. Novakovich thinks the workshops are an outstanding idea and likes the concept of a less formal meeting and involving public.

Ms. Luke stated both concepts fall within the Open Public Meetings Act, where the meetings are open to public and within the Port District. A workshop gives the Commission the opportunity to have a less formal meeting and create an exchange with the public

Mr. Arntzen appreciates the opportunity to discuss the workshops and will move forward finalizing the details.

NEW BUSINESS

A. *Vista Field Draft Master Plan, Michael Mehaffy & Laurence Qamar, DPZ*

Mr. Mehaffy thanked the Commission and stated it is an honor to be part of the Vista Field project. Mr. Mehaffy referred to Mr. Arntzen's previous comments regarding Vista Field management and stated it is important to the mission of Vista Field to have good, local, on-site management. Mr. Mehaffy believes the Port will need utilize the services of a town architect to help move the project forward. Mr. Mehaffy and Mr. Qamar stated they would be pleased to be part of the role, but stated a local contact, who is able to work with staff will be an important part of the process as well.

Mr. Mehaffy and Mr. Qamar updated the Commission on the Draft Master Plan process and final Charrette Report. Mr. Mehaffy appreciates Port staff and how they have involved the public in the process in which staff has thoroughly reviewed the comments and concerns. Currently, EcoNorthwest is conducting a market research update and focusing on the regional, fiscal, and market impacts, which will be available in the fall. Furthermore, DPZ has started working on the zoning changes and design standards, and readying the site for first phase construction.

Mr. Qamar stated the plan has evolved since the joint meeting and DPZ is exploring several connectivity options, which will work better than the original Crosswind Boulevard.

Mr. Barnes stated it is refreshing to see the plan evolve and likes the fact that there has been discussion and give and take. Mr. Barnes appreciates the new plan and stated the workshop session on Vista Field will give the public an opportunity to weigh in on the adjustment.



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

DRAFT

JUNE 9, 2015 MINUTES

Mr. Novakovich stated the new proposed access to Vista Field is exciting and refreshing.

Mr. Moak stated it is nice to have options if Crosswind Boulevard does not come to fruition and appreciates the evolution of the project. Mr. Moak is enthusiastic that the Port will be able to utilize the idea of the urban room at Vista Field, which was first mentioned at the joint meeting.

Mr. Moak stated it has been proposed by Vic Epperly to incorporate an iconic structure within Vista Field, however, since we are focusing on lean development, and Mr. Moak inquired if this may be an opportunity for the private sector to explore. Furthermore, Mr. Moak posed the question if the Port will continue to utilize the Vista Field name and aircraft symbol for the redevelopment.

Mr. Mehaffy stated when Mueller Field was redeveloped, they removed all airport references, however; the name was not changed. Mr. Mehaffy stated it is important to incorporate the history of site and believes the Port made a special obligation to the pilots in 2012 to incorporate the aeronautical history. Mr. Mehaffy suggested adding an airplane body at the gateway or carrier decking, early on, which is quick and inexpensive, and would commemorate the history of the site. In addition, adding an iconic element could work, for example, it could be added for wayfinding and by adding a vertical element, and people will be able to locate key buildings.

Mr. Qamar stated the iconic structure is typically a civic building, which is usually located at the end of the street. For example, in Seaside, Florida, the Post Office, is the iconic structure and an example of traditional urbanism.

Mr. Barnes stated if the Port does something of that nature, it will more need to be more prominent than grain tower located on Clearwater Boulevard.

REPORTS, COMMENTS AND DISCUSSION ITEMS

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

Commissioners reported on their respective committee meetings.

B. *Non-Scheduled Items*

1. Mr. Moak spoke of former Commissioner John Olson's passing. The *Tri-City Herald* ran a nice article today, which spoke of Mr. Olson and his work establishing a community transit system and his involvement with the Port. Mr. Moak stated, it was because of John Olson he became interested in Vista Field and was fond of Mr. Olson and is saddened by his passing.
2. Mr. Barnes expressed his condolences to the Olson family and stated he did many good things for our community.
3. Mr. Arntzen requested Ms. Hanchette to brief the Commission on the Columbia Garden lease rates:
Ms. Hanchette has been formulating a draft lease for staff and Ms. Luke to review. Ms. Hanchette is establishing a framework for Phase One Columbia Garden Wine Village tenants



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

DRAFT

JUNE 9, 2015 MINUTES

and has been utilizing resources from the Port of Walla Walla and pulling comparisons from commercial space lease rates. Ms. Hanchette is working with a commercial relator to better define the lease rates, and hopes to bring a draft document before the Commission this summer.

Mr. Arntzen requested Mr. Peterson brief the Commission on Columbia Garden civil engineering work.

Mr. Peterson reported last June, the Commission approved a contract with Terrence Thornhill for the design work at the 421 building, and building design, landscape, and site civil work for phase one of the wine village. Since then, the City of Kennewick altered their direction on the wine effluent treatment plant and the Port asked Mr. Thornhill to halt work until the City had concluded their research. On May 26, 2015 Cary Roe, City of Kennewick Public Works Director, presented a proposal to the Kennewick City Council for a vault system for the wine water waste system. Mr. Peterson stated the City Council has not approved the vault yet and the zoning codes have not been changed. The new vault system can accommodate the site and is far less expensive to public. Mr. Peterson believes the City Council will look favorably on the proposal and the fee structure per bottle will be a reasonable rate. Mr. Thornhill has currently completed 60% of the site civil work and 95% of the design work, which are still on hold. Mr. Peterson inquired if the Commission would like to move forward on good faith with the feeling that the City Council will implement the vault or wait until the City Council has fully authorized the project. To keep the project moving, the Port would take a calculated risk that the City may change something. Mr. Peterson anticipates \$25,000 for the site civil work to be completed, and inquired if the Commission would like staff to engage Mr. Thornhill to complete the site civil work to move the project forward or wait until the City Council makes their final decision.

Mr. Barnes confirmed that the site civil work would cost \$25,000 and asked Mr. Peterson what his recommendation would be.

Mr. Peterson believes the cost will be approximately \$25,000, and recommends the Commission move forward with site civil work. Furthermore, if the Commission waits, it will be another three or four months for the City to finalize their plans.

Mr. Barnes is willing to accept Mr. Peterson's recommendation to move forward with the site civil work.

Mr. Novakovich agrees to move forward with the site civil work as well.

Mr. Moak would like to move forward, but asked if Mr. Peterson can vet out any potential issues.

Mr. Arntzen has been working with Ms. Luke on a draft letter of intent, in the event the arts group may want enter into discussions regarding Vista Field with the Port. The draft letter will have components of property value and rates, which will be shared at a later date with



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

DRAFT

JUNE 9, 2015 MINUTES

the Commission. The Commission has been very supportive of continued dialogue with the arts groups and feel they may be a very valuable, early action project at Vista Field.

Mr. Moak stated the Mayor Young of Kennewick spoke at a lunch meeting today who indicated that the Performing Arts Center would be located at the former airport property.

Mr. Arntzen received a request for the Port to partner with Clover Island Inn on landscaping improvements. Clover Island Inn referenced the Cedars parking lot, where the Port revamped the parking lot. The hotel received a small amount of improvements with that project, and are now requesting assistance to continue upgrading the landscaping around the hotel. The Port owns the property and the hotel leases the ground. Mr. Arntzen believes this is a valid argument for support of the project. Mr. Arntzen stated the hotel has been very valuable to Island and stated the landscaping will be approximately \$20,000 to \$30,000; which is unbudgeted. Mr. Arntzen recommends the Port find a way to work with hotel to improve landscaping, sidewalks and public access, which is an added value to the Port and the taxpayers.

Mr. Arntzen stated \$50,000 is currently budgeted for rebranding and suggested the funds be utilized for the hotel landscaping (\$20,000) and the Port of Pasco (\$10,000) request. Additionally, Tri-Cities Enhancement Council (TREC) has requested \$20,000 from each Port to assist Visit Tri-Cities in the community rebranding effort. Mr. Arntzen stated any money saved on the Columbia Drive demolition will be reinvested in Columbia Drive and Village at Island Harbor projects; with the artwork, restrooms, and boat ramp will also need to be funded. Mr. Arntzen reviewed the budget and believes the funding can come from the rebranding line item.

Mr. Barnes stated the Port has done a lease extension modification with the hotel and asked if the Port and hotel have met the provisions outlined in the extension.

Mr. Arntzen stated the obligations have been met and the 4% gross receipts clause has been removed. This is a valid request and the hotel has been very supportive of the island and patient as improvements have been made around the island.

Mr. Novakovich stated the Port of Pasco funding request is for 2016-2017, where the Port could allocate \$5,000 to the Port of Pasco now and budget the remaining in the 2017-2018 budget, which would leave \$25,000 for hotel landscaping.

Mr. Arntzen stated utilizing the money from the rebranding fund for the Visit Tri-Cities request makes sense because it is related to rebranding.

Ms. Bader Inglima stated if the rebranding fund is utilized for the community rebranding, it will limit the Port's ability and the remaining funds would not be effective.

Mr. Novakovich believes the rebranding effort will take more than the allocated \$50,000.



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

DRAFT

JUNE 9, 2015 MINUTES

Mr. Moak is in support of the rebranding efforts and would hate to see the funds depleted. Mr. Moak is not in favor of utilizing the rebranding funds and believes the Port needs to upgrade our visual image as we go through the process of redeveloping Vista Field and promoting Columbia Gardens.

Mr. Novakovich does not believe we have the excess staff time to dedicate to the rebranding efforts.

Mr. Arntzen stated the Port has received numerous requests and has already conveyed to the City of Kennewick that the Port cannot accompany them to the ICSC conference in September, which would require \$3,000 to \$4,000 and staff time. If the Commission does not want to utilize the rebranding funds, we will continue to research the budget further and report back to the Commission at a later date.

Mr. Novakovich is supportive of utilizing the rebranding funds.

Mr. Barnes stated we have a set budget and feels requests should be evaluated they occur. If there is a need or opportunity that arises, the Commission needs to weigh the factors with budget and decide if we should go outside the budget. Mr. Barnes stated we are only six months into our two-year budget cycle and have achieved some savings, and believes the rebranding is important going forward. Furthermore, he feels the needs of the hotel, Port of Pasco, and Visit Tri-Cities requests should be considered and that we should stretch the budget and move forward.

Mr. Arntzen will come back with some alternatives and appreciates the discussion. Mr. Arntzen requests the Commission thoughtfully consider the hotel request, because as we move forward with 1135 project, there will be parts of the Island that is readily receptive to rehabilitation; however, the area between the hotel swimming pool and water is not a viable area for rehabilitation. The hotel has a basic landscaping plan and would like to emulate what was done at Cedars, however, they are receptive to input from the Port.

Mr. Novakovich believes the Port needs to do something to assist the hotel.

Mr. Barnes concurs with Mr. Novakovich.

Mr. Novakovich likes Mr. Arntzen's idea and believes it is a smart way to proceed.

Mr. Barnes indicated that Ms. Fine's estimates for budget revenues were conservative, so the Port may be able to utilize the extra revenue.

Mr. Arntzen stated Ms. Fine takes full account of Port liabilities and does not budget for anticipated extra revenues, which he appreciates. The Port is gearing up for several high-priced projects, such as the 1135 project and the Village at Island Harbor, which has come in at higher number than anticipated. Mr. Arntzen will review the budget with the accounting staff and see if there are available funds elsewhere.



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

DRAFT

JUNE 9, 2015 MINUTES

Mr. Arntzen stated it was a pleasure working with former Commissioner John Olson. Mr. Arntzen stated he received numerous learning opportunities from Mr. Olson, and that he was a very fair Commissioner. Mr. Arntzen referred to his time with Mr. Olson as very formative and he will miss Mr. Olson. Mr. Olson was quite a commissioner and was always in your corner.

Mr. Frost stated Mr. Olson “Ollie” was a hardworking general manager, who was fun to work for, and a good man. He was always willing to consider new ideas and will be missed.

4. Ms. Luke echoes the sentiment regarding Mr. Olson, as she had the pleasure of speaking with him a few times and he was quite an advocate for the Port; he will be missed.

PUBLIC COMMENTS

Ed Frost, 609 West Albany Avenue, Kennewick. Mr. Frost reported that the Seattle Space Needle was funded with private money and the Port could consider that route if they would like to see an iconic structure at Vista Field. Mr. Frost expressed his concern that the idea of the expansion for the Convention Center will be called phase one of Vista Field. Mr. Frost stated the expansion has nothing to do with Vista Field and will be decided by ballot measure. If the Port allows the Kennewick Public Facilities District (KPF) to utilize the phrase, he believes, once the smoke clears, the public will expect to see construction begin on the Port side, if the ballot passes. Unless the KPF has reevaluated their plan, Vista Field will not see any funds and Mr. Frost believes the Port should not allow the KPF to state their Convention Center expansion is phase one of Vista Field.

Boyce Burdick, 414 Snyder Street, Richland. Mr. Burdick, President of the Mid-Columbia Symphony and Arts Center Task Force representative was surprised to see the original Performing Arts Center (PAC) drawing in today’s presentation and explained the original rendering is not acceptable to the Arts Center Task Force. It is Mr. Burdick’s understanding that the Port has received detailed comments and a conceptual design for what the group considers to be stage one Vista Arts Center. Mr. Burdick stated the idea of repurposing the Port hangars is included in the comments, which could be utilized for storage, green rooms, exhibition and office space, but in no way could they be used for an auditorium.

Mr. Mehaffy of DPZ responded and stated they made note of the potential need to increase the facility size and are in no way suggesting the original PAC rendering from the Charrette is the final size or location for the PAC. DPZ is reviewing different options for locations and looks forward to the comments and feedback from the Arts Center Task Force. In the current drawing, the proposed location will allow for expansion and the original drawing on the plan is only being used as a symbol for the PAC.

Jim Wade, 1813 South Rainier Place, Kennewick. Mr. Wade stated when Mr. Arntzen spoke about realigning staff, he mentioned that the finance department had not replaced the retired position and inquired if that amount was deducted from the proposed \$100,000. Mr. Wade expressed his excitement for a Port workshop and believes the community would really embrace the chance to discuss topics with the Commission. Lastly, Mr. Wade believes the KPF is in talks with the Kennewick Irrigation District (KID) about a land purchase for additional parking for the Convention Center Expansion.



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

DRAFT

JUNE 9, 2015 MINUTES

Mr. Arntzen believes the issue related to a ballot measure is an obligation for the public to speak about. Mr. Arntzen stated if the public feels the ballot measure is an accurate or inaccurate representation of what they saw in the Vista Field planning process, the public can make comments to the *Tri-City Herald*. Mr. Arntzen suggested the conversation remain at the public level, because of our partnerships with the City of Kennewick and the KPFD.

Mr. Moak stated Mayor Young conveyed that the City and the KPFD are still working on a plan and things may have changed since the April 7, 2015 presentation.

Mr. Barnes stated Mr. Frost's message was well received and understood, as well as Mr. Arntzen's comments. Mr. Barnes stated it is important to work together and the Port should continue moving forward and working on the Draft Master Plan.

Mr. Arntzen stated a few months ago, there were several articles in the *Tri-City Herald* written by Kristi Pihl, addressing the Convention Center, the Toyota Center and the Arts, and serious questions were raised. Mr. Arntzen believes a community statement will be stronger than any the Port could make, as it will ultimately be up to the public to pass the measure.

No further comments were made.

COMMISSIONER COMMENTS

No comments were made.

ADJOURNMENT

With no further business to bring before the Board; the meeting was adjourned at 4:42 p.m.

APPROVED:

PORT of KENNEWICK

BOARD of COMMISSIONERS

Don Barnes, President

Skip Novakovich, Vice President

Thomas Moak, Secretary



AGENDA REPORT

TO: Port Commission

FROM: Larry Peterson, Director of Planning & Development

MEETING DATE: June 23, 2015

AGENDA ITEM: Resolution 2015-14 Clover Island Boat Ramp Plank Procurement

I. REFERENCE(S): Resolution 2015-14;
Bid Tabulation from JF Engineering dated June 15, 2015.

II. FISCAL IMPACT: \$56,050.00 plus Washington State Sales Tax.

II. DISCUSSION: The Port's 2015 Work Plan and 2015-2016 Biennial Budget include funds for the repair/replacement of the Clover Island Boat Ramp and construction of upland parking lot & bathroom improvements. Due to permitting complexities associated with in-water work and the long lead time for the boat ramp concrete planks, the Port elected to bid procurement of the concrete planks in advance of the construction project. The Port's engineer, JF Engineering, prepared detailed specifications for the thirty eight (38) concrete planks and five (5) material suppliers were identified and bids requested from those suppliers.

The Oldcastle Precast bid of \$56,050.00 plus Washington State sales tax, was the lower of two (2) bids received for this project; and has been deemed as a responsive bid. The bid required nineteen (19) 20-foot x 4-foot and nineteen (19) 18-foot x 4-foot concrete planks be delivered to the boat ramp site by August 10, 2015.

Review and acceptance of this bid by the Commission is required prior to proceeding with this project. The motion included in this report and the attached resolution would effectively authorize this project.

IV. ACTION REQUESTED OF COMMISSION:

Motion: I move approval of Resolution 2015-14, authorizing the Port's Executive Director to execute the contract with Oldcastle Precast for the provision of 38 precast planks for the Clover Island Boat Ramp replacement project, for the sum of \$56,050.00, plus applicable sales tax.

PORT OF KENNEWICK

Resolution No. 2015-14

***A RESOLUTION OF THE PORT OF KENNEWICK BOARD OF COMMISSIONERS
AUTHORIZING THE PURCHASE OF PRECAST PLANKS FROM OLDCASTLE PRECAST
FOR THE CLOVER ISLAND BOAT RAMP REPLACEMENT PROJECT***

WHEREAS, an invitation to bid on providing thirty-eight precast concrete planks for the Clover Island Boat Ramp replacement project was properly issued to five (5) suppliers with approved plans and specifications being made available to the prospective bidders; and

WHEREAS, procurement bids have been received and staff and the Port legal counsel have certified that the bids received are in compliance with the bid form requirements; and

WHEREAS, staff and the Port legal counsel have certified that the low bidder for the project is Oldcastle Precast in the amount of \$56,050.00 excluding applicable sales tax; and

WHEREAS, the bid required the precast concrete planks to be delivered to the boat ramp site by August 10, 2015.

NOW THEREFORE, BE IT RESOLVED that the Port of Kennewick Commission does hereby accept the bid by Oldcastle Precast to provide and deliver thirty-eight precast planks for the Clover Island Boat Ramp replacement project, and hereby awards the bid in the amount of \$56,050.00, excluding applicable tax.

BE IT HEREBY FURTHER RESOLVED that the Executive Director is authorized to enter into a contract between the Port of Kennewick and Oldcastle Precast for provision and delivery of the thirty-eight precast planks for the Clover Island Boat Ramp replacement project. The Executive Director is further authorized to proceed with all necessary procedures required to complete work of the project.

ADOPTED by the Board of Commissioners of Port of Kennewick on the 23rd day of June 2015.

***PORT OF KENNEWICK
BOARD OF COMMISSIONERS***

By: _____
DON BARNES, *President*

By: _____
SKIP NOVAKOVICH, *Vice President*

By: _____
THOMAS MOAK, *Secretary*



Clover Island Precast Boat Ramp Planks

Bids due Monday, June 15, 2015 @ 2:00pm

Tabulated Bid Results

Company	Bid Total	Signed bid form	Addendum 1 acknowledged	Result
Oldcastle Precast	\$ 56,050.00	Yes	Yes	Apparent low
Wilbert Precast	\$ 68,590.00	Yes	Yes	
Columbia Precast Products				
Reese Concrete				
H2 Pre-cast				

