



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

JUNE 23, 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 and 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. Cal Coie led the Pledge of Allegiance.

PUBLIC COMMENT

No comments were made.

CONSENT AGENDA

Consent agenda consisted of the following:

- A. *Approval of Direct Deposit and E-Payments Dated June 17, 2015***
Direct Deposit and E-Payments totaling \$52,720.38
- B. *Approval of Warrant Registers Dated June 23, 2015***
Expense Fund Voucher Numbers 36963 through 37001 for a grand total of \$57,328.37
- C. *Approval of Special Commission Meeting Minutes dated June 9, 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.*

PRESENTATION

- A. *Tri-Cities 2015 Geo-Coin Challenge, Jen Davis, City of Richland***

Ms. Bader Inglima introduced Jen Davis, a City of Richland Park Ranger. The City of Richland has been holding a Geocaching event in the community for several years and has expanded their location every year, which has included Clover Island in the past. The event has gained more interest and the attendance has increased significantly since 2010. Several locations will be



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utilized in this year's event, allowing the community to see the improvements to the island and other Port properties. Ms. Davis is here today to tell us about geocaching.

Ms. Davis thanked the Commission for having her today and stated, she has been employed with the City of Richland for seven years and is a fulltime Park Ranger. Geocaching is an outdoor recreational activity, in which participants use a GPS unit or smart phone to find containers called geocaches anywhere around the world. A participant uses the given coordinates from geocache.com to locate the site. Ms. Davis stated over 5,000,000 people worldwide participate and there are over 2,000,000 geocache sites world-wide, which hold items such as a log book/sheet, treasures, and coins or travel bugs, which can be traded for equal or greater value.

The City of Richland event began in 2010, with seventy participants; and in 2012, Kennewick and Pasco joined in and the event became the Tri-Cities Geocache Challenge with over 500 participants. This is the sixth year of the challenge and West Richland has joined the event. There are thirty-two total geocaches with seven located in each city. At this time, over 600 people have RSVP'd for the Hidden Treasures of the Mid-Columbia Geocache event. With our mega status, emails go out world-wide on a frequent basis, advertising the event, which creates a tourism opportunity and a positive economic impact on the community.

The activities begin Thursday evening at Sacajawea State Park, with the main event beginning Saturday Morning. The 2015 geocoin features the cities of Kennewick, Pasco, Richland, and West Richland, and the Visit Tri-Cities logo.

Ms. Bader Inglima thanked Ms. Davis for her enthusiasm and stated the event brings exposure to the improvements made to the island and Columbia Drive, as well as expose the entire region to people who have never visited the area. The event helps further leverage our brand, world-wide through eco-tourism. Ms. Bader Inglima reported the City of West Richland will be participating in the event and has purchased a geocoin, which they will be donating to the Port's time capsule.

Mr. Moak stated this is a great example of Tri-City branding, Ms. Davis has taken a small event and built it up and has helped make it a major event for our region. Mr. Moak applauds Ms. Davis' leadership and enthusiasm.

NEW BUSINESS

A. Clover Island Boat Ramp Planks; Resolution 2015-14

Mr. Peterson stated the Port's 2015 Work Plan and 2015-2016 Biennial Budget include funds for the repair/replacement of the Clover Island Boat Ramp, construction of the upland parking lot and bathroom improvements. Due to permitting complexities associated with in-water work and the ten-week 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 contracted engineer, JF Engineering, prepared detailed specifications for the thirty-eight concrete planks; five material suppliers were identified and bids were requested from those suppliers.



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

Mr. Peterson further stated the bidding process for the Clover Island boat launch bathroom, parking lot, landscaping and artwork installation started today and will close July 9, 2015 at 2:00 p.m.

PUBLIC COMMENT

No comments were made.

MOTION: Commissioner Novakovich moved for 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; Commissioner Moak seconded.

Discussion:

Mr. Moak inquired if our contract engineer had received a prior estimate for the planks.

Mr. Peterson stated the initial estimate was \$90,000 and was quite pleased at the cost savings.

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

REPORTS, COMMENTS AND DISCUSSION ITEMS

A. TREC – Land Conveyance

Mr. Arntzen stated he became aware of a request the Tri-Cities Rivershore Enhancement Council (TREC) committee was considering. The request calls for the conveyance of waterfront property that is owned by the United States Army Corps of Engineers (USACE), to be returned to the local jurisdictions; Cities of Kennewick, Pasco, and Richland. The Port currently has a Memorandum of Understanding (MOU) with the Confederated Tribes of the Umatilla Indian Reservation (CTUIR), which states the Port would confer with tribes on any significant tribal project, within distance of water. Mr. Arntzen stated the action TREC is considering requires additional thought, related to existing MOU with the CTUIR.

Mr. Barnes had an opportunity to review the draft letter at the meeting TREC yesterday and stated Kris Watkins did an excellent job providing the history of the waterfront redevelopment to date. The impact of the Native American Graves Protection and Repatriation Act (NAGPRA) is an agreement between the tribes and federal government, which states the rights and responsibilities of the act cannot be transferred from the federal government to lower government. If the waterfront were conveyed back to a local jurisdiction, then the jurisdiction would bear the responsibility of the NAGPRA.

Ms. Watkins shared that there is a current lease agreement in place, which is for recreational use of the land, which does not allow for economic development, nor does it generate much revenue



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to offset the operations cost. The cities are interested in trying to develop sources of revenue that will offset maintenance and operations costs of land along the river. Mr. Barnes and Ms. Bader Inglima pointed out to TREC that the Port of Kennewick has a concern about the request because of the Port's MOU with CTUIR. Also, the Port has an ongoing relationship with the USACE for the 1135 River shore Enhancement and would not want to do anything to jeopardize the project. Mr. Barnes indicated the Port would need time to review any letter with the CTUIR prior to agreeing to support through TREC.

Ms. Bader Inglima stated the Port was not the only entity concerned. Several people suggested starting a conversation with congressional representatives before a formal letter is sent on behalf of TREC. Ms. Bader Inglima reiterated to the TREC committee that if it was through TREC, the Port would need to engage with the CTUIR before moving forward with exploring the transfer of land. Ms. Bader Inglima reported that at this time, the proposed letter is not going to go forward, but the committee will likely have additional conversations regarding the conveyance and the direction the group would like to take. Brad Fisher composed the letter and is working with the City of Kennewick on their request, and was exploring the concept of a regional request through TREC.

Mr. Arntzen stated there are several places on the Columbia River that are ready for development, such as Clover Island, Columbia Point and Island View, where urbanization is perhaps more appropriate. Mr. Arntzen expressed his concern for the projects already slated for Clover Island and Columbia Drive and stated, those could be jeopardized by supporting a request for more property. Furthermore, to urbanize Columbia Park, a green space that has been utilized for recreation for many years may not be well supported by the community.

Mr. Barnes stated the TREC letter came about very quickly and believes our Port and others were caught off guard. Mr. Barnes appreciates Mr. Arntzen's points and stated the MOU serves the Port very well. The Port is focusing our resources on redevelopment of many properties and is trying to fulfill our mission for the community and working with the tribes to bring that development about.

Mr. Novakovich does not want to jeopardize the Port's relationship with the CTUIR and believes the best thing to do is protect the MOU with the CTUIR.

Mr. Moak stated, when he was with the City of Kennewick, they worked at trying to find ways to enhance the economic value of Columbia Park and remembers the public was not interested in altering the park. Mr. Moak is concerned by the issue of conveyance, because once it is reconveyed, we accept the responsibility for all liabilities and activities and are bound by USACE restrictions on the property. TREC has done a lot in our community, however, Mr. Moak believes this issue is one TREC should not be assuming, but is a jurisdictional issue. Mr. Moak would like to see a public dialogue, which includes the community to discuss the details of conveyance; and he is not in favor of the Port being associated with proposed letter or for TREC to undertake a conveyance request.

Mr. Barnes agrees with Mr. Moak's assessment.



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Ms. Bader Inglima clarified that if TREC pursues as a group, she understands from Commission discussion that our Port will not be part of the effort.

Mr. Barnes believes pursuing a commercial lease would be more viable than a conveyance of the land.

Mr. Moak would like to see TREC focus on rivershore enhancements which included wayfinding and gateways.

Mr. Novakovich inquired which entities make up TREC.

Ms. Bader Inglima reported that TREC is made up of the cities, counties and USACE and is coordinated by Visit Tri-Cities. Ms. Bader Inglima believes this particular issue is being pursued by the City of Kennewick, which was looking at particular area of conveyance and that a collective voice could be more impactful.

Mr. Arntzen stated the motivation of TREC has not been well defined. Mr. Moak raises interesting points, a great number of people have already stated they do not want to see redevelopment of Columbia Park. Mr. Arntzen stated, the question should be asked of the cities, what they will do with the land once it is conveyed.

Mr. Moak understands it is easier to accomplish a task when all jurisdictions come together and be successful, however, he does not appreciate TREC taking the lead.

Mr. Novakovich stated the community has already said no and believes the cities should address the community to see if their mindset has changed.

Mr. Arntzen asked the Commission how they would you like the Port to respond to the letter.

Mr. Moak asked what TREC is specifically asking of the Port.

Mr. Barnes stated TREC is asking for support of the effort and concept of conveyance. The Port Commission asked that a letter be sent to TREC respectfully declining to be involved in the conveyance process that is being pursued.

Mr. Arntzen will draft a brief letter expressing the Commission's view point and bring back for consideration at the July 14, 2015 meeting. Mr. Arntzen appreciates the Board's effort in discussing the letter and the ramifications it could pose for the Port.

B. Rebranding

Mr. Arntzen stated \$50,000 has been allocated to rebranding in the 2015-2016 Budget and he has been looking at ways to start the rebranding process. Mr. Arntzen stated, over the past few months, Mr. Peterson, Mr. Moak and Mr. Floyd of Anchor QEA have met with the public and our jurisdictional partners to determine what projects the Port should pursue. Mr. Arntzen reported Mr. Floyd has a wealth of information related to the Port since he has been working on



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updating the Comprehensive Scheme and suggested Mr. Floyd begin working on rebranding, with special attention to the brand side of the Port. By utilizing Mr. Floyd, we begin to work on the foundational elements of rebranding. Mr. Floyd is interested in defining the Port for rebranding and is ready to move forward. Mr. Arntzen believes this is a good start and will answer the question of who the Port is. Once we have determined our foundation, we can move forward and allocate funds during the next two year budget cycle. Mr. Arntzen asked the Board for their thoughts.

Ms. Bader Inglima stated the Port needs to define who we are now and what our product and business line is, and how we communicate that information to our constituents. Once that information is determined, we can then move forward with items like the Port logo and tagline.

Mr. Novakovich inquired about the cost and time frame.

Mr. Arntzen stated the work would not exceed \$10,000, well within the \$50,000 allocated amount.

Ms. Bader Inglima expects to see some information by fall, which coincides with the work on the Comp Scheme.

Mr. Novakovich stated if the rebranding funds will be utilized for rebranding then how will the Port address the requests from Visit Tri-Cities, Clover Island Inn and the Port of Pasco.

Mr. Arntzen is still working on those funding requests and suggested utilizing a larger budget item for those unfunded requests and backfill at the next biennial budget. Mr. Arntzen stated, the 1135 shoreline project has \$750,000 budgeted, and recommended reallocating \$50,000 and replenishing the funds during the next budget cycle.

Mr. Novakovich likes Mr. Arntzen's proposal and asked if there were available savings on any construction projects.

Mr. Arntzen stated the anticipated savings on construction projects will be needed because, as with any construction, you should anticipate change orders.

Mr. Barnes supports amending the current contract with Anchor QEA to add rebranding duties and believes it is an excellent use of Port resources. The Port has evolved and needs to focus on who we are now and gain a good, firm understanding of what and who we are.

Mr. Moak believes it is important to analyze who we are and stated this a good start.

C. Affiliated Tribes of Northwest Indians (ATNI) Conference, September 2015

Mr. Arntzen stated the Port was an advertising partner for the Affiliated Tribes of Northwest Indians (ATNI) Conference last September in Pendleton. Mr. Arntzen had the opportunity to make a presentation on how the Port of Kennewick works with the CTUIR, the conference host. Mr. Arntzen and Ms. Bader Inglima stated the presentation was very well received and



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encountered numerous questions and requests for the presentation. Our relationship with the CTUIR has created an opportunity to work jointly together and the benefits the Port receives are immeasurable.

This year, the 2015 ATNI Conference is being held at Northern Quest Casino in Spokane, where the Port will be an advertising partner. Mr. Arntzen inquired if the Commission would like to attend the conference. Furthermore, he would like to have key staff attend and spend a few days at the conference to attend presentations and interface with other tribes and discuss economic development projects.

Ms. Bader Inglima stated Dave Tovey, Executive Director of the CTUIR, is encouraging the Commission and staff attend, to gain a new perspective.

Mr. Arntzen stated there is a direct benefit to the Port as an economic development engine to have positive relationships with various tribes throughout the Northwest. The Port has been able to have a smooth development on Clover Island and Duffy's Pond, with the help of the tribes.

Mr. Peterson stated the relationship with the CTUIR has saved the Port time and money and has helped established credibility on Port projects. The shoreline enhancement on the West causeway was not only beneficial to state and federal agencies, but to the tribes. The credibility the tribes give to the Ports efforts, carries on when we move forward with future projects.

Ms. Bader Inglima stated the Port will have a booth at the event this year. The host for the 2015 conference is the Confederated Tribes of the Colville Reservation.

Mr. Moak stated part of our brand should be that we work with others; for example, other jurisdictions, tribes, Futurewise and the community, in ways that other entities do not. He stated Mr. Peterson is correct, the value in working with tribes is immensely beneficial and we should continue to find ways that we can further the partnership and share our value with others.

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

Commissioners reported on their respective committee meetings.

E. Non-Scheduled Items

1. Mr. Moak met with a constituent who frequently walks along the waterfront and shared that she no longer walks the island because the restrooms are locked. Mr. Moak inquired if the new restroom facility will remain open to the public. Furthermore, Mr. Moak asked at what point can the Port do anything about vandalism and vagrancy so visitors to the island can utilize our facilities.

Mr. Moak recognized that Bob Hennig passed away over the weekend. Mr. Hennig was the first recipient of the Friend of the Port and was a very thoughtful and interesting gentleman.

2. Mr. Barnes noted that Vista Field was not an agenda item and would like to state the Port is embarking on a very important time as we proceed with the development of the Vista Field



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Master Plan. The Port has been commended for asking for community input during the Charrette and having joint meetings to discuss issues. Mr. Barnes is looking to staff to help identify crucial elements of the Master Plan that will allow us to create something visionary and unique, and will serve our community well for at least 100 years. It is an important step in the process to fight for something truly special and Vista Field will be a major undertaking. Mr. Barnes wants to make sure he is doing everything that he can as a Commissioner, to ensure that Vista Field is a successful endeavor with the end result being something special to the community. Mr. Barnes is looking forward to the Vista Field Workshop in July and would like to ensure the Port captures the elements in the Master Plan that will allow for a unique development for the community.

3. Ms. Scott reported earlier today, a small group of women were taking pictures with the “Call of the River” statue. Ms. Scott stated it is nice to see people enjoying artwork on the island.

Ms. Scott reported Mr. Arntzen received a Thank You Note from former *Tri-City Herald* staff writer Kristi Pihl:

Dear Tim,

Thank you for making covering the Port a pleasure. I cannot tell you enough how much I appreciate your commitment to open government and the trust you placed in me. I'm endlessly grateful for the time you and your staff invested in helping me to understand the Port's issues and projects. It was such a relief to know that I did not have to worry about not getting the information I needed, no matter the story. Thanks for always answering my questions, no matter the issue. Your open door policy is more unique than one would expect. I wish you (and the Port) all the best. – Kristi Pihl

Ms. Scott will place the note in Mr. Arntzen's personnel file.

Mr. Novakovich agrees with Ms. Scott and stated Ms. Pihl's note is indicative of who the Port is.

Ms. Scott reported the Vista Field Workshop will be held on July 28, 2015, at 6:00 p.m. at Country Gentleman. Ms. Scott stated the Port will advertise the workshop and post on the information on our website.

4. Ms. Bader Inglima appreciated the editorial in the *Tri-City Herald* and applauded the Commission for making the investments in the area that are already being seen as a catalyst that will help reshape the transformation of downtown. The City of Kennewick is hosting a meeting tomorrow morning to discuss how to connect the waterfront to downtown and the future development. The public input meeting is part of the next step for the ABC Frontier Grant and leveraging the next opportunity for the \$100,000. Ms. Bader Inglima will be attending the meeting.

Ms. Bader Inglima stated the CTUIR is holding the First Foods Festival, formally known as the Salmon Walk, on August 1, 2015 and the Port will have a display booth and be an advertising partner for the event.



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5. Mr. Arntzen met with Brent Gerry, Mayor of West Richland, to discuss the Racetrack Master Plan. Mr. Gerry has a few specific economic development requests that are better suited for the Economic Development Committee to address. Mr. Arntzen inquired if the Commission would like staff to set up a meeting with the Economic Development Committee.

Mr. Novakovich is in favor of scheduling a meeting.

Mr. Arntzen reported he will be traveling to Berkeley, California next week, to meet with Gary Black to discuss design standards for Columbia Drive. Mr. Black has been tasked with creating design standards for Columbia Gardens, Cable Greens and the Willows. Port staff is working with the City of Kennewick to ascertain the capacity for the effluent system for the Willows and the rezoning. Mr. Arntzen conveyed the importance of establishing design standards and how critical they are when selling property, because the buyer needs to honor the commitments to the development that are in place. Mr. Arntzen stated Marie Mosely, City Manager, would like to see the Port's detailed expectations of the property for the rezoning, with a potential for the standards to be incorporated in the rezoning.

Mr. Arntzen appreciates Mr. Barnes comments on his expectations on the Vista Field Master Plan. Mr. Arntzen stated it is his duty to implement what the Commission comes up with, as a unit. Mr. Arntzen is thankful for the high expectations and values the fact that Mr. Barnes wants to remain faithful to the public comments. Mr. Arntzen and Mr. Peterson will be able to voice those high expectations to DPZ and surmises Mr. Moak and Mr. Novakovich have similar viewpoints.

6. Mr. Peterson stated he saw Mr. Hennig on the island several weeks ago and informed him that the City had just completed the new extension of the trail. Mr. Peterson believes Mr. Hennig may have been the first to walk the Duffy's Pond trail, which is a nice thought, as he walked the island daily.

Mr. Peterson appreciated the Vista Field comments and stated staff is looking to create an A+ Master Plan for Vista Field. Although there are several engineering issues that we hope to incorporate, our focus will be on public realm, the space between the buildings and what the public wants to see. The design principals of new urbanism build the place, and include ideas of reflected views and terminated vistas, and a combination of elements. The other key to the Master Plan in creating a unique vision is the pattern language that will be integrated. The Project Pattern Language book is a guide that relays the public's desire for the development. Mr. Peterson stated the comments from DPZ and the input from the citizens and Commission will help guide us in creating the unique vision the Commission expects.

7. Ms. Hanchette appreciates the feedback regarding the restrooms on Clover Island. Ms. Hanchette stated the handles are programmable and can be adjusted to open earlier to accommodate early morning walkers. At this time, the restrooms are open from 7:00 a.m. to 10:00 p.m. and accessible 24 hours to marina tenants.



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PUBLIC COMMENTS

Boyce Burdick, 414 Snyder Street, Richland. Mr. Burdick appreciated Mr. Barnes comments on Vista Field and creating a unique development. Mr. Burdick recently returned from his 55th college reunion and stated there were many presentations on retirement housing and found these alternatives very distasteful. Mr. Burdick is looking forward to the new urbanism alternative for Vista Field which will provide the opportunity to live in a multi-generational and mixed use neighborhood.

Barb Carter, 3121 West 30th Avenue, Kennewick. Ms. Carter stated her appreciation to the Commission for attending the ribbon cutting for the new roundabout at 45th and Union. The new roundabout features artwork created by Ivan McClean, who has two sculptures on the island, "Catch the Wind" and "Mother of Reinvention 2."

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 4:03 p.m.


APPROVED:

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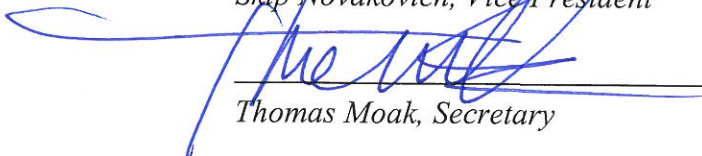
BOARD of COMMISSIONERS



Don Barnes, President



Skip Novakovich, Vice President



Thomas Moak, Secretary

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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*

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				

