

AGENDA

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

Tuesday, June 26, 2018
2:00 p.m.

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. APPROVAL OF AGENDA**
- IV. PUBLIC COMMENT** *(Please state your name and address for the public record)*
- V. CONSENT AGENDA**
 - A. Approval of Direct Deposit and ePayments Dated June 19, 2018
 - B. Approval of Warrant Register Dated June 26, 2018
 - C. Approval of Regular Commission Business Meeting Minutes June 12, 2018
- VI. PRESENTATIONS**
 - A. Interlocal Agreement with City of Richland, Pete Rogalsky; Resolution 2018-12
(**TIM/NICK**)
 - B. Columbia Gardens Citizen Feedback, Chep Gauntt
- VII. REPORTS, COMMENTS AND DISCUSSION ITEMS**
 - A. Vista Field Update (**TIM**)
 - 1. Transferring \$1,000,000 from the Clover Island Shoreline project to the Vista Field Redevelopment project and amending the 2017-2018 Capital Budget; Resolution 2018-13 (**NICK/ TIM**)
 - 2. Vista Field Financing Loan Committee; Resolution 2018-14 (**NICK**)
 - B. Columbia Gardens Update (**AMBER**)
 - C. Commissioner Meetings (formal and informal meetings with groups or individuals)
 - D. Non-Scheduled Items
- VIII. PUBLIC COMMENT** *(Please state your name and address for the public record)*
- IX. ADJOURNMENT**

PLEASE SILENCE CELL PHONES



PORT OF KENNEWICK REGULAR COMMISSION MEETING DRAFT

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CALL TO ORDER

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

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

PLEDGE OF ALLEGIANCE

Commissioner Barnes led the Pledge of Allegiance.

PUBLIC COMMENT

No comments were made.

APPROVAL OF THE AGENDA

MOTION: Commissioner Novakovich moved to approve the Agenda as presented; Commissioner Barnes seconded. With no further discussion, motion carried unanimously. All in favor 3:0.

CONSENT AGENDA

- A. ***Approval of Direct Deposit and E-Payments Dated June 4, 2018***
Direct Deposit and E-Payments totaling \$73,141.34
- B. ***Approval of Warrant Register Dated June 12, 2018***
Expense Fund Voucher Numbers 100167 through 100222 for a grand total of \$170,225.83
- C. ***Approval of Regular Commission Business Meeting Minutes May 22, 2018***

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

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PRESENTATION

A. *Congress of New Urbanism Conference (CNU) Update*

Commissioner Moak recently attended the Conference of New Urbanism Conference (CNU) and reported on the tour of BoxPark in Savannah, Georgia. Commissioner Moak stated Boxpark is approximately 5.7 acres, along the Springfield Canal in the Port of Georgia district. The concept was created by a graduate student and the area will contain multiple container opportunities, such as recreation and restaurants. Boxman Studios, a shipping container conversion company, spoke at the tour and offers a variety of containers. Additionally, there are containers that can be used as hydroponic gardens, which would tie in well with Columbia Basin College's proposed Culinary Institute in The Willows. Commissioner Moak suggested the containers could also be used in Vista Field in the pop-up retail site. Commissioner Moak believes container buildings could be an opportunity for the Port, as well as provide a unique experience for the customer. Commissioner Moak thanked the Commission and expressed his appreciation for the opportunity to attend the CNU conference and tour.

Mr. Arntzen appreciated the follow up and encouraged Commissioners Barnes and Novakovich to attend a CNU Conference. Mr. Arntzen stated the Port plans on using a container restroom in Phase 2 of Columbia Gardens. Additionally, there has been some discussion between staff to include a second container in Columbia Gardens for a local business for recreational purposes. Mr. Arntzen stated if the Commission is interested in container buildings, staff will pursue the concept further. The container buildings could be used for both Columbia Gardens and Vista Field and could be a foundation for many projects.

Mr. Peterson stated when City was working on the Urban Mixed Use Zoning ordinance (UMU) the Port requested the allowance for shipping container activities, as it was previously restricted. The UMU zoning in the Bridge to Bridge area and Vista Field allows for containers to be used for non-storage purposes. Mr. Peterson stated in Columbia Gardens Phase 2A, there are two designated locations for containers. The first space is an 8x20 container pad for restroom facilities, next to food truck plaza and the second space is an 8x40 container pad, located under the powerlines, for a future recreation business. Mr. Peterson stated that because bids were favorable for the Phase 2A Loop Road construction project, the Port will soon order the restroom container. Mr. Peterson indicated containers could also be used in Vista Field in the pop-up retail site, next to the hangars and food truck pod. Furthermore, City building official concluded that containers do not need to sit on a concrete pad, but can sit on compacted gravel. Mr. Peterson stated the use of containers would create immediate vibrancy and an interesting factor for both Columbia Gardens and Vista Field.

Commissioner Moak expressed that he would like the exterior of the restroom container to be visually appealing.

Mr. Peterson stated since the Port will likely be the first entity to install a container, it will need to be visually appealing to be successful, and well received by the community.

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Commissioner Barnes stated that containers are very interesting and because they only require a gravel pad, can alleviate certain restrictions for developing along the shoreline, such as excavation. Additionally, containers provide the opportunity to be minimally invasive and are good for the environment because they are being reused.

REPORTS, COMMENTS AND DISCUSSION ITEMS

A. *Columbia Drive Update*

Mr. Peterson reported excavation on the Loop Road construction project begins June 12, 2018, due to the scheduling with the Confederated Tribes of the Umatilla Indian Reservation (CTUIR) for cultural observation and the delay does not affect the schedule.

Ms. Hanchette stated Mr. Boehnke, Mr. Melia and the Coyote Crew covered the Latino Heritage Mural with clear plastic and the mural is still visible during the day and night.

1. *Mural Celebration*

Ms. Bader Inglima shared pictures from the Latino Heritage Mural Celebration in May, and that she has received a tremendous amount of feedback from the Latino community. Ms. Bader Inglima stated the celebration received coverage from Univision, Telemundo, La Voz, and other media outlets and the video recording is available on the Port's website. Ms. Bader Inglima stated she heard several comments related to how the Mural was a healing opportunity for the community. The Port accomplished the mission of the Latino Heritage Mural Committee by celebrating and honoring their contributions to agriculture and wine in this community. Ms. Bader Inglima recently heard from artist, Andrew Reid, who expressed his appreciation for the community of Kennewick and the support he received throughout the process. Ms. Bader Inglima commended the Commission for working through the two year process and stated the Mural is a game changer for the area and for artwork.

Commissioner Moak stated the art project was great, but the concept of a community created Mural was more exceptional than the Commission could ever have imagined. If it were not for the vision of Jon Lindeman, the Mural may never have come to fruition; and the culmination of people made this project happen and helped bridge a community.

2. *Tasting Room Tenant Selection Committee*

Ms. Hanchette stated the Port is scheduled to go out for bid on the tasting room building, following the completion of Columbia Gardens Phase 2A. The tasting room, which is replacing the former 211 East Columbia Drive building is centrally located in Columbia Gardens and will house two tenants in approximately 2,500-square-feet. Ms. Hanchette began discussing the tasting rooms at the Washington Wine Grape Growers Association (WWGGA) Trade Show in February and has done two direct mailings to the WWGGA membership and several email blasts advertising the future tasting room. Ms. Hanchette has received good interest from potential tenants and stated the next step is to accept applications for the two spaces and vet the applications through a selection committee. Ms. Hanchette would like to form a tenant selection committee, similar to the Wine Village tenant committee; where the committee would interview the potential businesses and make recommendations to the Commission by this fall. Ms. Hanchette stated it is important to

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have a lease in place by end of 2018, so that the tenants have time to get wine industry permits in place. Ms. Hanchette stated staff's recommendation for the committee is herself, Terry Walsh from the City of Kennewick, Ken Robertson the Port's wine consultant, and then Bart Fawbush and Victor Palencia would make themselves available for additional input as needed. Port staff will also work on the proposed lease rate with third party input, to help determine rate information.

Commissioner Novakovich inquired if Ms. Hanchette needs formal approval or a consensus.

Ms. Hanchette stated a Commission consensus is acceptable.

Commissioner Moak asked Ms. Hanchette to elaborate on the formal application process.

Ms. Hanchette stated the application is the Port's commercial application which has been modified to address questions applicable to the specific space and wineries. Ms. Hanchette stated the Port runs a background check, checks credit references, and then the committee would interview the proposed tenant. Ms. Hanchette stated the committee has not met yet, but hopes to find businesses that are complementary to the established businesses, would add variety to the Wine Village, and create vibrancy. Mr. Robertson's background and knowledge is immeasurable when it comes to industry specifics.

Commissioner Moak inquired if the committee will consider the new tasting room and the interplay with the food trucks and how the tenants will program their space.

Ms. Hanchette stated those are good interview questions for the proposed tenants, because the Port wants to create vibrancy of place and bring the community to Columbia Drive. Ms. Hanchette stated the committee will look for businesses that are complementary, but do not require a kitchen, that will bookend the development nicely.

Commissioner Moak inquired if there are any stipulations from the insurance company that states the Port must maintain ownership of the building.

Ms. Hanchette stated the only stipulation is that the structure should be nearby to where the 211 building was previously located.

Commissioner Moak inquired what is the duration of the lease.

Ms. Hanchette stated the Port will offer a three-year lease, which provides stability to the tenants who are taking a risk to lease the space because it is a new destination area.

Commissioner Moak inquired if the proposed tenants will be made aware that the Port will have lots for sale.

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Ms. Hanchette stated as part of her presentation, she lets interested parties know that in addition to the new space, lots will be available for sale as soon as Columbia Gardens Way is complete.

Commissioner Moak appreciates Ms. Hanchette's efforts and is excited to see the space filled with good tenants that will complement the Wine Village.

Commissioner Barnes was pleased with outcome from first tenant selection committee and the current tenants. Commissioner Barnes stated given such positive outcome, he is very supportive of Ms. Hanchette, Ms. Walsh, and Mr. Robertson sitting on the tasting room tenant selection committee.

Commissioners would prefer that Mr. Fawbush and Mr. Palencia provide courtesy input and engagement, but do not have a formal vote on the final tenant recommendation, to avoid any conflicts of interest.

Ms. Hanchette stated that she will accommodate that request.

Commissioner Barnes does not recall the Commission discussing the long term plan for the current buildings at Columbia Gardens or the proposed new building. The Port's continued ownership of the buildings ensures our presence, helps the development be successful, and bolsters other businesses.

Ms. Hanchette has received feedback from the wine industry, which appreciates the Port's involvement and ownership of the buildings because it provides stability for the fledgling development.

Mr. Peterson stated if the Port maintains ownership of the buildings then we can curate the mix of businesses within the development and control the vibrancy. If the Port were to sell the buildings, the development could revert to business offices because of the Urban Mixed Use zoning. Additionally, the Port would take a significant loss if it were to sell, because we pay prevailing wage at construction.

It is the consensus of the Commission that Ms. Hanchette, Ms. Walsh and Mr. Robertson form the Tasting Room Tenant Selection Committee; with input from Mr. Fawbush and Mr. Palencia as needed.

B. Vista Field Update

1. Improvements

Mr. Arntzen reported the Port continues working on the finance strategy and construction documents for Phase 1A infrastructure for Vista Field. Mr. Arntzen stated the Port and City signed an Interlocal Agreement (ILA) in 2017, whereby the City committed \$1,000,000 of their Rural County Capital Funds (RCCF) to assist the Port with the US Army Corps of Engineers (USACE) 1135 shoreline restoration project. Because of the City's financial

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contribution to the 1135 project, this could allow the Port to reallocate the Port's budgeted 1135 funds to Vista Field Phase 1A infrastructure. Mr. Arntzen stated the RCCF are not guaranteed; however, Ms. Bader Inglima and Evelyn Lusignan, Public Relations and Government Affairs Director for the City, will write the RCCF application, which will encompass a legal analysis and an economic study from ECONorthwest outlining the benefits of investing on Clover Island. Mr. Arntzen believes the City and Port will submit a strong RCCF application, but Benton County approves the RCCF. Mr. Arntzen inquired if the Commission would like to reallocate the 1135 funds to Vista Field Phase 1A infrastructure, with the possibility that the 1135 remain unfunded if the RCCF application is not successful. Mr. Arntzen reported that Ms. Bader Inglima secured \$500,000 in RCO-ALEA grant money for the shoreline, which would lessen the impact if Benton County were to reject the City and Port's RCCF 1135 application.

Ms. Luke stated if the Commission were to adjust the budget, the action would require a resolution.

Mr. Arntzen stated there could be a consensus of the Commission today and a formal resolution at the June 26, 2018 Commission Meeting.

Commissioner Barnes stated the Port and City's relationship is very solid and believes Ms. Bader Inglima and Ms. Lusignan will submit a solid RCCF 1135 application on behalf of the City and Port. Commissioner Barnes inquired when the USACE would break ground on the 1135 shoreline restoration project.

Ms. Bader Inglima stated most likely in 2020.

Commissioner Barnes sees Vista Field as a priority and since the Port has received assurances from the City, he is favor of reallocating the Port's funds.

Mr. Arntzen stated Marie Mosley, City Manager, has assured him that the City's RCCF monies for the shoreline have already been allocated to the 1135 project.

Commissioner Moak confirmed that if the Port reallocated its budgeted funds to Vista Field and then did not receive the City's 1135 RCCF, we would need budget the \$1,000,000 to match the USACE \$3,000,000 contribution.

Ms. Bader Inglima stated because the Port secured a \$500,000 grant, the Port would likely only need \$500,000 for the match.

Commissioner Moak stated nothing would preclude the Port and City from reapplying for the RCCF funds if we did not have a strong enough 1135 application the first time around.

It is the Consensus of the Commission to reallocate the 1135 funds to Vista Field Phase 1A infrastructure.

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Mr. Arntzen stated he will bring back a formal resolution on June 26, 2018.

2. *Vista Field Parametrix Contract Change Order*

Mr. Peterson stated the Port contracted with Parametrix Inc. to perform civil engineering design services for the Port's Vista Field Phase #1 roadways and utilities project. The effort to expedite the Vista Field Redevelopment project resulted in Parametrix initiating design work in advance of the Port Commission and City adoption of the Master Plan.

Following City adoption of the Master Plan in December 2017 the Port provided the 30% design drawings for informal City review and comment. The City found the general layout and design consistent with the approved Master Plan and discussions over the last few years; however, closer review of the proposed Deschutes 3-way intersection yielded concerns about the general layout. The design revisions requested by the City have only minor on-site impacts but involve significant revision to the intersection design, and thus costs would be incurred to incorporate the City's redesign requests.

Port staff met with the DPZ team (Elizabeth Plater-Zyberk, Senen Antonio, Michael Mehaffy and Laurence Qamar) and Sam Nielson of Parametrix to refine the final design details throughout the project. As a result of this "mini-charrette" the DPZ team suggested several revisions to the working drawings in the Woonerf and Espanola Way areas as well as design revision to the vehicle stream crossing bridge and internal table-top intersections. These revision concepts were shared with the Commission in April 2018 and staff received general direction to incorporate DPZ's suggestions.

The proposed contract amendment with Parametrix would allow for redesign of areas and segments to incorporate both the DPZ team suggestions and the City's requirements.

Commissioner Moak inquired if the concerns from the Arts Center Task Force related to the Woonerf and parking had been resolved.

Mr. Peterson believes the issue has been resolved and indicated that he had a conference call with representatives from the Arts Center Task Force and LMN Architects regarding the changes to the loading dock, alleyway, and housing. Mr. Peterson believes that LMN Architects were able to come up with a workable solution for the Arts Center Task Force, which fit within the proposed changes.

PUBLIC COMMENT

Boyce Burdick, 414 Snyder Street, Richland. Mr. Burdick stated the Arts Center Task Force contracted with LMN Architects to propose three options for the loading dock and minor adjustments to the width of the art walk. Mr. Burdick stated the Arts Center Task Force will forward these options as soon as they receive them from LMN Architects.

No further comments were made.

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MOTION: *Commissioner Barnes moved for approval of Resolution 2018-11, authorizing the Port's Chief Executive Officer to execute the contract amendment with Parametrix Inc. for civil engineering services for the design of roadways and utilities in the Port's Vista Field Phase #1 project, for a sum not to exceed \$54,400; Commissioner Novakovich seconded.*

Discussion:

Commissioner Moak stated Port staff went to New Orleans for final input on Vista Field Phase 1 construction documents from DPZ and found the proposed changes were better than the original. Additionally, the City, our partner, asked the Port to revise Deschutes Avenue for better traffic flow and it is important that we accommodate their request. Commissioner Moak appreciates the work of staff and Parametrix for making it all work.

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

3. *TIFF/Collaborative Design Process*

Mr. Arntzen stated last week, Mr. Peterson attended the Kennewick City Council Meeting and offered comments related to the City's proposal regarding transportation impact fees (TIFF). A TIFF is a fee that is part of a building permit, which is used to offset the impact of traffic increases caused by the development. The City's proposal was to readjust fees in some portions of Kennewick and to create different impact zones within the City. Port and City staff discussed TIFF at length and TIFF fees are part of the Vista Field Master Plan and Development Agreement. Ms. Mosley expressed her appreciation for the Port's comments; however, Mr. Peterson's comments raised concerns from a Home Builders Association (HBA) representative and a local contractor. Mr. Peterson's comments were in the best interest of the Port and consistent with Vista Field Master Plan and Development Agreement and supportive of the City. Mr. Arntzen stated two Commissioners received phone calls questioning why the Port was offering any level of comment related to TIFF fees.

Mr. Peterson stated previously the City assessed a \$938 TIFF fee for every vehicle trip and had one zone for the entire City. During the Vista Field Master Plan process, the Port and City discussed creating zones, which states that the money collected from TIFF fees stay in that neighborhood. The City worked on their planning process and identified four zones; Southridge, Vista Field, Bridge to Bridge area, and the remaining portions of the City (the Port has property in each zone). Each zone has its own fee schedule, so areas like downtown Kennewick are not subsidizing new development areas like Southridge. Effectively, Southridge fees went up because of the large sprawling development, whereas Vista Field fees went down because it is in-fill development. The HBA believes traffic costs should be shared by all, not just by new developments. The City determined what was needed over a twenty-year period and asked the development community to pay only 40% of the identified traffic impacts as the City will receive the remaining 60% from grants and other sources. At the podium, Mr. Peterson restated Port policy per the Development Agreement and asked the City to consider zones for the community to maintain adequate transportation functions/systems throughout the City.

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Commissioner Barnes listened to the City Council Meeting and stated the City was implementing a modest increase in TIFF fees, while simultaneously creating four new zones. Commissioner Barnes received a phone call from an HBA representative inquiring about Port policy and supporting the increase in TIFF fees. Commissioner Barnes stated it was clear that Mr. Peterson was speaking about the City creating four zones, which is consistent with Port policy and the Development Agreement. Commissioner Barnes stated the development community opposed the increase; however, the City needs to be able to provide a functional traffic system and the increase will allow them to stay ahead of traffic issues. Commissioner Barnes spoke with the HBA representative and clarified that Mr. Peterson was at the meeting to support the zones and Commissioner Barnes supports Mr. Peterson's comments.

Commissioner Novakovich received a phone call as well and stated Mr. Peterson did a good job relaying Port policy and believes the issue had been exaggerated.

Commissioner Barnes inquired if the Port paid TIFF fees for the three buildings on Columbia Gardens.

Mr. Peterson stated the Port received a credit for the 8,000 square foot building the Port demolished, which would have generated more trips; however, the Port will be paying TIFF fees for the new tasting room building that will be built this fall.

Commissioner Moak believes the City is dealing with the traffic impacts in an effective manner and taking into account of the cost of sprawl at Southridge versus compact neighborhoods like Columbia Drive.

Mr. Arntzen appreciates the discussion and Commission support and stated Mr. Peterson did an exceptional job conveying Port policy. Mr. Arntzen is cognizant about sending staff to jurisdictional meetings to convey Port policy and staying within the parameters of policy.

Commissioner Moak stated Port staff is professional in how they communicate with the public and other entities and demonstrates a clear understanding of Port policy and Commission views. Commissioner Moak is very comfortable with staff interact actions with the public.

Mr. Arntzen stated the Collaborative Design Process is the identified method by which Vista Field parcels are advertised for sale and how developers apply and submit a proposal. The Collaborative Design Process is a fairly elaborate process, with a lot of input from DPZ, and requires the potential developer to showcase their previous work. Although Mr. Arntzen believes the document is outstanding, he sees potential conflict embedded in the process. If a potential developer does not wish to participate in the process or does not like the outcome, they could potentially call the Commissioners, as they did with the TIFF fees. In some cases that may be appropriate; however the Commission delegated by written policy, that staff work through the process with the potential developer. The Collaborative Design Process has a number of opportunities where experienced builders who do not agree with comments

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made by DPZ or staff, can go around the process and call the Commissioners directly to get the answer they want.

Commissioner Barnes appreciates Mr. Arntzen's comments and stated the initial participants in the Collaborative Design Process need to be held to the highest standards and level of expectations, and neither the Commission nor staff should veer from that document or process. The community wants an exceptional development at Vista Field and the Commission needs to be mindful of holding to our standards at the outset and adhering to the Master Plan.

Commissioner Moak stated there will be local builders who expect to be part of Vista Field and will try to get around the process; however, it will be up to the Commission and staff to steer them in the right direction. The Collaborative Design Process has a great foundation, which includes staff and DPZ, who will review the proposals and hold true to the vision of Vista Field. Commissioner Moak believes if we follow the process, and get through the first few, it can be successful.

Commissioner Novakovich agrees Commissioner Barnes's comments and stated when the Commission began discussing the Collaborative Design Process Agreement, local developers/builders had an opportunity to weigh in on that document before it was approved via Resolution. The Commissioners are the gate keepers of Vista Field and our job is to defend staff when staff is defending the established process, and the Commission should not waiver from that.

Mr. Arntzen appreciates the comments.

C. Visit Tri-Cities Letter

Mr. Arntzen recently received a letter and contract from Visit Tri-Cities regarding the renewal of the Tri-Ports sponsorship of the Visit Tri-Cities conference room. The letter from Visit Tri-Cities, TRIDEC, and Tri-Cities Regional Chamber of Commerce thanked the Tri-Ports for the continued support and partnership.

D. Opportunity Fund

Mr. Arntzen stated as part of the 2017-2018 Biennial Budget, a line item was established for an Opportunity Fund, totaling \$50,000 for each year. The Opportunity Fund is a mechanism for the Port to fund projects that arise after the budget and work plan are in place. Mr. Arntzen compiled a list of projects for the Opportunity Fund and asked for Commission input:

- EcoNorthwest: 1135 Economic Impact on Clover Island (\$9,000);
- Makers Architecture: Create scope of work for Clover Island Master plan refresh (\$7,000);
- JF Engineering: Reviewing construction contracts data (\$12,000);
- EcoLand Services: Duffy's Pond Analysis and scope of work (\$25,000);
- Hall Engineering: Duffy's Pond Analysis (\$35,000).

Mr. Arntzen stated during the hotter months, the algae blooms in the Duffy's Pond and becomes a distraction. The Port is contracting with EcoLand Services and Hall Engineering to create a

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detailed, engineered scope of work for better water quality for Duffy's Pond. Mr. Arntzen inquired if the Commission had any thoughts regarding the list of projects for the Opportunity Fund.

Commissioner Moak stated the contracts are for initial reports and do not include the actual work and inquired if the Commission will be able to view the reports prior to implementing the 2019-2020 Budget to include the necessary work.

Mr. Arntzen believes the items will be budgeted in normal process for further implementation. Commissioner Moak stated all of the projects listed are a high priority

Commissioner Novakovich inquired if any money from the Opportunity Fund has been used.

Mr. Kooiker stated the Port has used some funds for the JF Engineering contract.

Commissioner Novakovich confirmed that the Port has \$12,000 remaining from the 2017-2018 Budget and an additional \$100,000 planned for the 2019-2020 Budget. Commissioner Novakovich would like to see a stage budgeted for Clover Island Inn, and perhaps the Opportunity Fund could be used for that.

Commissioner Moak believes a stage or any options should be part of the Clover Island/Waterfront Master Plan update that is in the works.

Commissioner Barnes inquired if Hall Engineering and EcoLand Services will be working with the Confederated Tribes of the Umatilla Indian Reservation (CTUIR) on Duffy's Pond.

Mr. Arntzen confirmed that the Port will consult with the CTUIR; however, the Port needs more information before we meet with them.

Ms. Bader Inglima stated Duffy's Pond is complicated because the City leases the land from the USACE. The Port is working with the consultants to fill out the applications, which the City will submit to the USACE for approval before any work can be done at the Pond.

Commissioner Barnes confirmed that the Port would be making improvements to property that the City leases, owned by the USACE.

Ms. Bader Inglima stated yes, to benefit the Port's Wine Village property adjacent the Pond.

Commissioner Moak inquired if the City is assisting with costs.

Ms. Bader Inglima stated the City is assisting us with staff and legal resources and in moving the Real Estate Application forward.

Mr. Arntzen stated the Port is working on developing a scope of work and once that is completed, we can share the alternatives and costs with the City to determine how to move forward.

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Commissioner Moak stated Duffy's Pond is a priority for the Port, tenants, and Columbia Gardens.

It is consensus of the Commission to utilize the Opportunity Fund for Makers Architecture, ECON Northwest, JF Engineering, EcoLand Services and Hall Engineering

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

Commissioners reported on their respective committee meetings.

F. Non Scheduled Items

1. Commissioner Novakovich read a "Letter to the Editor," from Felix Vargas regarding the Columbia River shoreline reconveyance transfer, supporting full transparency.
2. Commissioner Moak recently gave a presentation to the Columbia Center Rotary, where he was asked if the Port were contemplating a Public Market at Vista Field. Commissioner Moak indicated that the Tri-Cities Public Market Foundation is currently looking at a site in Pasco and the Port does not have plans for a public market at this time.
3. Ms. Bader Inglima reported that the Washington Public Ports Association is holding their Annual Commission Seminar from July 22-24, 2018. However, the Seminar coincides with the July 24, 2018 Commission Meeting, where Mr. Kooiker has scheduled Vista Field Financing consultants to present the results from the Request for Qualifications (RFQ). Ms. Bader Inglima inquired if the Commission would like to attend the Seminar and cancel the Regular Meeting on July 24, 2018, or schedule it another day as a special meeting?

The Commissioners agreed they will not attend the WPPA Annual Commission Seminar, so that meeting stands.

Ms. Bader Inglima stated the Port is working on some television advertising spots, featuring Commissioner Moak, which will run July-December. The Port will be highlighting Columbia Gardens Wine Village Phase 1 and Phase 2. Ms. Bader Inglima reported that Mr. Fawbush and Mr. Palencia have been holding events and Monarcha extended their hours on Thursdays, from 5:00 to 8:00 p.m. and brings in Swampy's food truck to create vibrancy for that area.

4. Mr. Arntzen stated the Benton Franklin Council of Governments recently received a rail report related to potential truck traffic increases, commissioned by the Port of Benton and City of Richland.

PUBLIC COMMENTS

Barb Carter, 3121 West 38th Avenue. Ms. Carter offered comments regarding Duffy's Pond and stated she recently attended an event at Batholomew Winery, where there was a four-piece jazz ensemble playing on the patio. It was incredible and inspiring experience where you could view Duffy's Pond; however, this could be a different experience in August. Ms. Carter applauded the Port for taking steps to clean up Duffy's Pond.

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Boyce Burdick, 414 Snyder Street, Richland. Mr. Burdick stated season tickets are available for the 74th season of the Mid-Columbia Symphony and brochures highlighting the season area available at the Port's front desk.

No further comments were made.

COMMISSION COMMENTS

Mr. Moak anticipates the Executive Session will last approximately 15 minutes, Potential Litigation, per RCW 42.30.110(1)(i) with no action anticipated. Mr. Moak asked the public to notify Port staff if they will return after the executive session so staff can advise if the session concludes early.

EXECUTIVE SESSION

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

Commissioner Moak recessed the meeting at 4:10 p.m. for five minutes and will reconvene at approximately 4:15 p.m.

Mr. Moak convened the meeting into Executive Session at 4:15 p.m. for approximately 15 minutes.

Ms. Bader Inglima exited the meeting at 4:30 p.m. and extended the session 5 minutes.

Mr. Moak adjourned the Executive Session at 4:35 p.m.

Mr. Moak reconvened Regular Commission Meeting at 4:35 p.m.

ADJOURNMENT

With no further business to bring before the Board; the meeting was adjourned 4:35 p.m.

APPROVED:

**PORT of KENNEWICK
BOARD of COMMISSIONERS**

Thomas Moak, President

Don Barnes, Vice President

Skip Novakovich, Secretary

PORT OF KENNEWICK

Resolution No. 2018-12

***A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PORT
OF KENNEWICK APPROVING THE INTERLOCAL COOPERATIVE AGREEMENT BETWEEN
THE PORT OF KENNEWICK AND THE CITY OF RICHLAND
FOR COLUMBIA PARK TRAIL IMPROVEMENTS PROJECT***

WHEREAS, the Interlocal Cooperative Agreement, as presented, is in a form that staff recommends for adoption by the Port Commission; and

WHEREAS, Richland has proposed an improvement plan for Columbia Park Trail, a public street within the boundaries of Richland and the Port; and

WHEREAS, the Port has developed the Spaulding Business Park which has made a significant positive contribution to the economic redevelopment of the Island View area of Richland; and

WHEREAS, the Jurisdictions have previously partnered to complete public street improvements in the Island View area as part of a joint vision to promote redevelopment of the area; and

WHEREAS, Richland's proposed Columbia Park Trail Improvements project presents another opportunity for the Jurisdictions to promote economic development through a public infrastructure investment; and

WHEREAS, the Port Commission finds that approval of the Interlocal agreement is in the best interest of the public.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Board of Commissioners of the Port of Kennewick approves the improvement plan for Columbia Park Trail Project Interlocal Cooperative Agreement as attached, and further authorizes the Port's Chief Executive Officer to take all action necessary to implement the plan.

ADOPTED by the Board of Commissioners of the Port of Kennewick on the 26th day of June 2018.

**PORT OF KENNEWICK
BOARD OF COMMISSIONERS**

THOMAS MOAK, President

DON BARNES, Vice President

SKIP NOVAKOVICH, Secretary

WHEN RECORDED RETURN TO:

Richland City Clerk
505 Swift Blvd, MS-05
Richland, WA 99352

INTERLOCAL COOPERATIVE AGREEMENT

BETWEEN

**THE CITY OF RICHLAND AND THE PORT OF KENNEWICK,
WASHINGTON**

FOR

COLUMBIA PARK TRAIL IMPROVEMENTS PROJECT

THIS INTERLOCAL COOPERATIVE AGREEMENT is entered into this ____ day of _____, 2018, between the City of Richland, a municipal corporation of the State of Washington, hereafter referred to as “**Richland**,” and the Port of Kennewick, Washington, a political subdivision of the State of Washington, hereafter referred to as “**Port**.” Richland and the Port are referred to collectively as the “Jurisdictions.”

I. RECITALS

WHEREAS, RCW 39.34.010 permits local governmental units to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage, and thereby to provide services and facilities in a manner and pursuant to forms of governmental organization that will accord best with geographic, economic, population and other factors influencing the needs and development of local communities; and

WHEREAS, pursuant to RCW 39.34.080, each Jurisdiction is authorized to contract with any one or more public agencies to perform any governmental service, activity, or undertaking which each public agency entering into the contract is authorized by law to perform: provided that such contract shall be authorized by the governing body of each Jurisdiction to the contract and shall set forth its purposes, powers, rights, objectives and responsibilities of the contracting parties; and

WHEREAS, Richland has proposed an improvement plan for Columbia Park Trail, a public street within the boundaries of Richland and the Port; and

WHEREAS, the Port has developed the Spaulding Business Park which has made a significant positive contribution to the economic redevelopment of the Island View area of Richland; and

WHEREAS, the Jurisdictions have previously partnered to complete public street improvements in the Island View area as part of a joint vision to promote redevelopment of the area; and

WHEREAS, Richland's proposed Columbia Park Trail Improvements project presents another opportunity for the Jurisdictions to promote economic development through a public infrastructure investment; and

WHEREAS, the Jurisdictions, by their respective governing bodies, have determined this effort may be best implemented on a shared basis in a manner deemed most efficient and effective for the Jurisdictions; and

WHEREAS, the Port's Spaulding Business Park includes a Port-owned street lighting system that the Port desires to transfer to City ownership and maintenance; and

WHEREAS, the City is willing to accept ownership and maintenance of the Spaulding Business Park street lighting system after certain upgrades are completed to the system.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the Jurisdictions agree as follows:

II. AGREEMENT

Section 1. Purpose and Scope of Work: The purpose of this Agreement is to formalize the roles and responsibilities of the Jurisdictions in relation to implementation of Richland's planned improvement to Columbia Park Trail between SR-240 and the City's east boundary and to the City's assumption of ownership of the street lighting system in the Spaulding Business Park.

Section 2. Administration: This Agreement shall be administered by the Richland City Manager or designee. Such person shall be responsible for:

- (a) Establishing policies for implementing this Agreement;
- (b) Utilizing Richland's and Port's public works bid procedures in awarding construction contracts pursuant to this Agreement;
- (c) Assuring that each Jurisdiction's bid and prevailing wage law, policies, and procedures have been followed when awarding bids pursuant to this Agreement;

- (d) Providing periodic progress reports to the elected officials of each Jurisdiction;
- (e) The City shall advise the Port on its bid procedures at least 30 days prior to bidding, and shall provide the Port an opportunity to review the bid procedures.
- (f) Monitoring progress of the Jurisdictions and other agencies in the fulfillment of their respective responsibilities.
- (g) The Port shall prepare an application for Benton County Rural Capital Funds to fund its obligations hereunder. The Port shall submit a draft application to the City for its review prior to submission to Benton County.
- (h) The City shall seek re-designation from the Benton Franklin Council of Governments of previously awarded federal transportation funding to this project.

Section 3. Funding: The Port of Kennewick hereby commits to provide funding as set forth below:

- (a) **\$800,000** to fund contract work, including engineering design, construction, and construction contract administration for the Columbia Park Trail Improvements. This funding shall be applied first to relocation of existing overhead cabled utility lines into an underground system, and second to other roadway improvement features. The Port's funds will be provided when invoiced by Richland and on a reimbursable basis for actual work performed in not more than three (3) installments at times mutually agreed to by the Parties.
 - i. Under no circumstance shall the Port's funding obligations increase beyond the \$800,000 identified herein for the Columbia Park Trail Improvements.
 - ii. The Port's commitment is subject to a successful application, and separate trilateral agreement with Benton County and the City under the Benton County Rural County Capital Fund. In the event an agreement with Benton County and the City is not reached within 120 days of the effective date of this Agreement, then the Jurisdictions agree to:
 - a. Negotiate an amendment to this agreement around a feasible funding partnership for the project; or
 - b. Terminate this agreement related to the Columbia Park Trail Improvements Project.
- (b) **\$85,000** to fund the upgrades to the Spaulding Business Park street lighting system. These funds shall be reimbursed within (30) calendar days of the City delivering an invoice to the Port once the project is completed, which is anticipated to be within sixty (60) days of execution of this agreement.

Section 4. Richland's Project Development Responsibilities: Richland hereby commits to the following project development responsibilities for the Columbia Park Trail Improvements Project:

- (a) Richland will prepare a roadway improvement design that will include Complete Streets features including bicycle lanes, sidewalks, street lighting and landscaping.

- (b) Richland will design and conduct a public outreach program to present its proposed design to the public.
- (c) Richland will assemble a complete funding package to support project completion no later than December 31, 2020. The City's current plan will require action by the Benton-Franklin Council of Governments to re-designate previously awarded federal funds to this project. If re-designation does not occur, then the Jurisdictions agree to:
 - i. Negotiate an amendment to this agreement around a feasible funding partnership for the project; or
 - ii. Terminate this agreement related to the Columbia Park Trail Improvements Project.
- (d) Richland will contract for the improvements, except for work elements to be completed by utility staff.
- (e) Richland will oversee construction of the improvements and perform all contract administration functions necessary.
- (f) Richland will develop and distribute public information identifying its partnership with the Port in completing the project.

Section 5. Spaulding Business Park Street Light Upgrade: Once the installation is complete the City will assume ownership and maintenance responsibilities for the Spaulding Business Park street lighting system. From the date the Port completes its payment to the City the Port will have no further responsibility for the street light system in the Spaulding Business Park.

Section 6. Modification: This Agreement may be modified only by written consent of each Jurisdiction.

Section 7. Term of Agreement and Termination:

- (a) The term of this Agreement shall become effective on full execution hereof.
- (b) This Agreement shall expire on the date of completion of the Project.

Section 8. Inspection of Records: The records and documents with respect to all matters covered by this Agreement shall be subject to inspection by any Jurisdiction during the term of this Agreement and for no less than three (3) years after its termination. This Agreement shall be filed or listed pursuant to RCW 39.34.040.

Section 9. No Separate Legal Entity: It is not the intention that a separate legal entity be established to conduct this cooperative undertaking, nor shall any acquiring, holding or disposing of real or personal property occur under this Agreement.

Section 10. Severability: In the event any term or condition of this Agreement or application thereof to any person, entity or circumstance is held invalid, such invalidity shall not affect any other terms, conditions or applications of this Agreement which can

be given effect without the invalid term, condition, or application. To this end, the terms and conditions of this Agreement are declared severable.

Section 11. Venue, Applicable Law and Personal Jurisdiction: All questions related to this Agreement shall be resolved under the laws of the State of Washington. In the event that either party deems it necessary to institute legal action arising from this Agreement, such action shall be instituted in Benton County Superior Court. The parties each consent to the personal jurisdiction of such court.

Section 12. Warranty of Authority and Execution. Each party to this Agreement warrants that it has the authority to enter into this Agreement. The person executing the Agreement for a Jurisdiction has been duly authorized to and does execute the Agreement on behalf of that Jurisdiction.

IN WITNESS WHEREOF, the parties have signed this Agreement as of the day and year written below.

CITY OF RICHLAND

PORT OF KENNEWICK

CYNTHIA D. REENTS, ICMA-CM
City Manager

TIM ARNTZEN
Chief Executive Officer

Date: _____

Date: _____

ATTEST:

ATTEST:

MARCIA HOPKINS
City Clerk

NICK KOOIKER
Port CFO

APPROVED AS TO FORM:

APPROVED AS TO FORM:

HEATHER KINTZLEY
City Attorney

LUCINDA LUKE
Port Attorney

PORT OF KENNEWICK

Resolution No. 2018-13

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE
PORT OF KENNEWICK AUTHORIZING THE
CHIEF EXECUTIVE OFFICER TO AMEND THE 2017/18 CAPITAL BUDGET**

WHEREAS, the Port Commission approved a Master Plan for the redevelopment of Vista Field on October 24th, 2017; and

WHEREAS, the Port has been finalizing engineered plans for development of Phase 1A, and plans to solicit bids from contractors in Fall 2018; and

WHEREAS, the Port Commission would like have a financing strategy in place before soliciting bids; and

WHEREAS, Port staff proposes an initial \$6,000,000 financing strategy using a combination of: a) \$5,000,000 in debt financing, and b) \$1,000,000 of unused 17/18 capital budgeted funds originally planned for the Clover Island Shoreline Project; and

WHEREAS, the Port staff needs Commission authority in order to administratively transfer funds in the 17/18 capital budget; and

WHEREAS, Port staff will recommend an overall financing strategy for Vista Field at a later date in the case where Phase 1A costs more than \$6,000,000.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Board of Commissioners of the Port of Kennewick authorizes the Port’s Chief Executive Officer to amend the 2017/18 budget, transferring \$1,000,000 from the Clover Island Shoreline Project to the Vista Field redevelopment project.

ADOPTED by the Board of Commissioners of the Port of Kennewick on the 26th day of June, 2018.

**PORT OF KENNEWICK
BOARD OF COMMISSIONERS**

By: _____
THOMAS MOAK, President

By: _____
DON BARNES, Vice President

By: _____
SKIP NOVAKOVICH, Secretary



AGENDA REPORT

TO: Port Commission

FROM: Nick Kooiker, CFO/Auditor

MEETING DATE: June 26, 2018

AGENDA ITEM: Resolution 2018-14; Appointing Vista Field Loan Financing Committee

I. REFERENCE(S): Resolution 2018-14 attached.
5/22/18 Meeting Minutes

II. FISCAL IMPACT: None.

III. DISCUSSION: This resolution follows up on our Vista Field Financing discussion at the May 22, 2018 Commission meeting. Staff and Commissioners agreed that the most effective way to select a bank for financing was through a Committee process. This Committee would handle all aspects of obtaining quotes and evaluating banks, then bring the information to the Commission with a recommendation on the July 24, 2018 Commission meeting. The Committee will include the Port's CEO, the Port's CFO, and representatives from the Port's loan arranger KeyBanc Capital Markets. From our research and recommendations from our loan arranger, this is the most efficient process for obtaining financing. The Port Commission remains in control of the process, but doesn't have to spend the many hours deliberating over minor details.

STAFF RECOMMENDATION:

Approve the resolution appointing the Vista Field Loan Financing Committee.

IV. ACTION REQUESTED OF COMMISSION:

Motion: I move approval of Resolution 2018-14, appointing the Port's Chief Executive Officer, the Port's Chief Financial Officer, and representatives from the Port's loan arranger KeyBanc Capital Markets to the Vista Field Loan Financing Committee.

PORT OF KENNEWICK REGULAR COMMISSION MEETING

MAY 22, 2018 MINUTES

provide the service. However, the economic study indicate it would take the Port 21 years to break-even if the Port installed the fiber on its own.

Commissioner Moak inquired where is fiber on the list of importance.

Mr. Arntzen stated fiber should be at the top, because it makes the property more desirable; however, before staff initiates a conversation with Benton PUD, Mr. Arntzen would like to confirm if the Commission would like to partner with Benton PUD or for the Port to install fiber.

Commissioner Moak believes it is about the service to the properties not who the installs the fiber, especially if the Port can partner with Benton PUD and NoaNet.

Commissioner Novakovich confirmed that the Port could partner with Benton PUD and NoaNet for the installation and a wholesaler would provide the service.

Mr. Arntzen stated either the Port or Benton PUD would install conduit and then collaboratively decide who would be the wholesaler for the area. Mr. Arntzen can begin discussions with Benton PUD regarding a partnership which would be very beneficial for the community.

Commissioner Barnes stated this is a one-time endeavor and not the Port's expertise and it would be practical to explore a partnership with Benton PUD and NoaNet. Commissioner Barnes expressed his concern for subsidizing the project.

Mr. Arntzen believes wholesalers are providing the copper strand, however, fiber is an upgrade. If there is an opportunity for a government to install fiber, then there could be a competitive advantage for the development. Mr. Arntzen stated his preference is to partner with the installation rather than add a new business line for the Port.

Mr. Peterson stated they standard conduit is two inches and NoaNet uses three inch, which does not cost much more if it is installed when the ditch is open.

Commissioner Moak asked Mr. Arntzen to speak with Benton PUD and see if this is a direction the Port might take for Vista Field.

2. *Financing Strategy*

Mr. Kooiker presented the Key Banc Capital Markets draft calendar for the financing strategy for Vista Feld. Mr. Kooiker stated the Port contracted with three consulting firms; Key Banc Capital Market, who will arrange the loan agreement; Foster Pepper, who is the Bond Council; and Martin Nelson, the third party fiduciary. Based on the draft calendar, the Port will receive Requests for Proposals (RFP) for the loan on July 16, 2018 and thereafter select a bank as a lender.

PORT OF KENNEWICK REGULAR COMMISSION MEETING

MAY 22, 2018 MINUTES

Commissioner Novakovich thanked Mr. Kooiker for his diligence and for explaining the process.

Mr. Kooiker explained that the Port is not getting a bond for Vista Field but a private placed bond (loan), Washington RCW states any public debt is a bond. The approximate issuance cost for the loan is \$50,000.

Commissioner Barnes confirmed that the Port would take out a \$5,000,000 private loan and the cost to the Port will be \$50,000.

Mr. Kooiker stated that is correct, but that amount does not include interest on the loan.

Commissioner Barnes inquired if the loan is tax exempt.

Mr. Kooiker stated the loan is tax exempt and if the Port had decided to remodel the hangars as part of Phase 1A, that would not be tax exempt. The infrastructure, plaza, and water feature are all non-taxable.

Mr. Arntzen stated Mr. Kooiker has researched the process and obtained expert advice for the process. Mr. Arntzen indicated the RFP will not garner an apple to apple comparison and stated the consultants will help staff determine the best proposals. Mr. Arntzen inquired if the Commission is comfortable with staff and the consultants proceeding forward for the RFP and if the Commission would like staff to bring the top proposals forward for review.

Commissioner Moak is comfortable moving forward with the process if there is a clear front runner; however, if there are a few proposals that are similar, then he would like staff to present the different benefits from each proposal.

Commissioner Barnes agrees with Commissioner Moak's suggestion.

Mr. Kooiker stated Key Banc explained a process where the Commission gives delegation to a committee to make the recommendation because it can be hours of review.

Mr. Arntzen confirmed that the Commission delegates to committee the ability to make a recommendation, whereby the final decision is made by the Commission. Mr. Arntzen inquired if the Commission is agreeable to the process.

Commissioner Novakovich stated he is fine with the process as long as there is justification about the recommendation.

Commissioner Moak agrees with Commissioner Novakovich and stated the consultant should be able to defend the recommendation.

Mr. Kooiker stated the Port will continue to move forward in an open and transparent process.

PORT OF KENNEWICK REGULAR COMMISSION MEETING

MAY 22, 2018 MINUTES

Mr. Arntzen stated he would like to see the Commission remain in charge of the process and allow the committee to review the RFP's. Staff and the Committee will bring back a recommendation to the Commission and at that time the Commission can decide the next steps.

B. Clover Island Master Plan Update

Mr. Arntzen is enlisting the services of Makers Architecture & Urban Design, the original owners of Clover Island Master Plan, to meet with the Commission and public to create a scope of work for a potential refresh of the 2005 Master Plan. Julie Bassuk worked on the 2005 Master Plan and will be able to meet with the Port Commission in September. This works to the Port's advantage, because there is not currently funding for the Clover Island Master Plan update; however, it can be added to the 2019-2020 Budget.

Commissioner Moak inquired if Mr. Arntzen has spoken to the City of Kennewick about updating the Master Plan. Commissioner Moak believes updating the Clover Island Master Plan should tie into the City's revitalization plan for the greater Bridget to Bridge area.

Mr. Arntzen has spoken to Ms. Mosley regarding the Master Plan update and indicated that the City would like have some input in the Port's Master Plan process, but would like it to remain the Port's process. Mr. Arntzen believes if the Port were to include other areas, it would slow down the process. Mr. Arntzen will visit with Ms. Mosley about updating the Clover Island Master Plan and what the City foresees for the future of the area.

Commissioner Barnes is concerned the Port needs a comprehensive review of Clover Island, The Willows and Columbia Gardens. The relationship to each other is important and should be addressed. Commissioner Barnes understands it is a larger project, but does not believe there is value in updating the Master Plan if the other properties are not considered.

Mr. Arntzen will speak with Ms. Mosley about Clover Island and stated if the Port does decide to include The Willows and Columbia Garden in the Master Plan Update, the process may become larger than he originally anticipated.

C. Congress of New Urbanism Report

Commissioner Moak stated the Congress of New Urbanism (CNU) Conference was very informative and he appreciates the opportunities to travel to educational conferences such as CNU.

The Conference discussed items such as incremental development and building places, not just buildings. Commissioner Moak stated the Port should focus on creating an experience, programming space, and highlighted the importance of landscape and trees at Vista Field. Additionally, the topic of strengthening core areas of town and how much public entities spend on infrastructure was addressed. Commissioner Moak stated Elizabeth Plater-Zyberk of DPZ Partners discussed the recent Vista Field meeting with Mr. Arntzen and Mr. Peterson. Commissioner Moak reported that the 2019 CNU Conference will be held in Louisville, Kentucky.

PORT OF KENNEWICK

Resolution No. 2018-14

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE
PORT OF KENNEWICK APPOINTING THE
VISTA FIELD LOAN FINANCING COMMITTEE**

WHEREAS, the Port Commission plans to obtain \$5 million in bank financing for Phase 1 of Vista Field for infrastructure, utilities, a public plaza, and water feature; and

WHEREAS, the Port Commission would like to appoint a Committee to handle the bank selection process (i.e. RFP, term sheets, evaluation of bids), and bring a recommendation forward to the Port Commission for final approval.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Board of Commissioners of the Port of Kennewick appoints the Port’s Chief Executive Officer, the Port’s Chief Financial Officer, and representatives from the Port’s contracted loan arranger (KeyBanc Capital Markets) to the Vista Field Loan Financing Committee.

ADOPTED by the Board of Commissioners of the Port of Kennewick on the 26th day of June, 2018.

**PORT OF KENNEWICK
BOARD OF COMMISSIONERS**

By: _____
THOMAS MOAK, President

By: _____
DON BARNES, Vice President

By: _____
SKIP NOVAKOVICH, Secretary