



SPECIAL COMMISSION MEETING

PORT OF KENNEWICK

MARCH 16, 2015 MINUTES

CALL TO ORDER

Commission President Don Barnes called the Special Commission meeting to order at 9:02 a.m. in the Port of Kennewick Commission Chambers located at 350 Clover Island Drive, Suite 200, Kennewick, Washington 99336.

The following were present:

- Board Members:** Don Barnes, President
Skip Novakovich, Vice-President
Thomas Moak, Secretary (excused absence)
- Staff Members:** Tim Arntzen, Executive Director (excused absence)
Tana Bader Inglima, Director of Governmental Relations and Marketing
Tammy Fine, Director of Finance/Auditor
Amber Hanchette, Director of Real Estate and Operations
Larry Peterson, Director of Planning and Development
Lisa Schumacher, Special Projects Coordinator
Bridgette Scott, Executive Assistant

PLEDGE OF ALLEGIANCE

Mr. Barnes led the Pledge of Allegiance.

PUBLIC COMMENT

No comments were made.

NEW BUSINESS

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

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

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

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



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

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

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

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

Mr. Peterson confirmed yes.

PUBLIC COMMENTS

No comments were made.

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

Discussion:

Mr. Novakovich supports this project.

Mr. Barnes endorses the lighting of trail.

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

PUBLIC COMMENTS

No comments were made.



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ADJOURNMENT

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

APPROVED:

PORT of KENNEWICK BOARD of COMMISSIONERS

A handwritten signature in blue ink, appearing to read "Don Barnes", written over a horizontal line.

Don Barnes, President

A handwritten signature in blue ink, appearing to read "Skip Novakovich", written over a horizontal line.

Skip Novakovich, Vice President

A handwritten signature in blue ink, appearing to read "Excused Absence", written over a horizontal line.

Thomas Moak, Secretary

PORT OF KENNEWICK

RESOLUTION 2015-08

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PORT OF KENNEWICK APPROVING THE INTERLOCAL AGREEMENT WITH THE CITY OF KENNEWICK FOR INSTALLATION OF LIGHTING ON THE DUFFY'S POND TRAIL AND USE OF VACANT PORT COLUMBIA DRIVE PROPERTY FOR STAGING AND STORAGE

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

WHEREAS, in 2013 through an Interlocal Agreement the Port Commission and City Council mutually agreed to utilize resources to enhance the Columbia Drive area through cooperative and coordinated improvement projects; and

WHEREAS, the City has bid and is ready to award the first of these contemplated improvement projects; and

WHEREAS, the Port requested lighting enhancements be made to the City obligated Duffy's Pond Trail improvements; and

WHEREAS, the Port Commission finds that approval of the Interlocal Agreement will enhance the economic development and quality of life in the community and Port-owned properties in the City of Kennewick; and

WHEREAS, the Port Commission finds the 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 Duffy's Pond Trail Lighting and Use of Vacant Port Property for Staging and Storage interlocal agreement as attached, and further authorizes the port's executive director to take all action necessary to implement the agreement.

ADOPTED by the Board of Commissioners of the Port of Kennewick this 16th day of March 2015.

PORT OF KENNEWICK BOARD OF COMMISSIONERS

By: 
DON BARNES, *President*

By: 
SKIP NOVAKOVICH, *Vice President*

By: 
THOMAS MOAK, *Secretary*