

## **AGENDA**

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

Tuesday, July 22, 2014  
2:00 p.m.

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. PUBLIC COMMENT** *(Please state your name and address for the public record)*
- IV. COMMISSIONER COMMENTS**
- V. CONSENT AGENDA**
  - A. Approval of Direct Deposit and Warrants Dated July 17, 2014
  - B. Approval of Warrant Registers Dated July 23, 2014
  - C. Approval of Commission Meeting Minutes Dated July 8, 2014
- VI. NEW BUSINESS**
  - A. 1135 Project Update, Federal Cost Sharing Agreement with United States Army Corps of Engineers (USACE), Cindy Boen; Resolution 2014-19
  - B. Vista Field Historical/Relevant Artifacts Assessment, Barb Carter
  - C. Advertising Agency of Record; Resolution 2014-20
- VII. REPORTS, COMMENTS AND DISCUSSION ITEMS**
  - A. West Richland Racetrack Master Plan Update
  - B. Interim Use of Vista Field Properties
  - C. Clover Island Boat Ramp
  - D. 2015 Rebranding and Website
  - E. Clover Island Milfoil Update
  - F. Columbia Drive Wine Village Site Prep
  - G. Vista Field Redevelopment – Travel to Miami
  - H. Commissioner Meetings (formal and informal meetings with groups or individuals)
  - I. Non-Scheduled Items
- VIII. PUBLIC COMMENT** *(Please state your name and address for the public record)*
- IX. COMMISSIONER COMMENTS**
- X. EXECUTIVE SESSION, if necessary** *(Ask public if they are staying, and if not, where they can be located if the Executive Session ends early.)*
  - A. Real Estate, minimum price, per RCW 42.30.110(1)(c)
- XI. ADJOURNMENT**

***PLEASE SILENCE CELL PHONES***

**PORT OF KENNEWICK**  
**RESOLUTION 2014-19**

**A RESOLUTION OF THE PORT OF KENNEWICK BOARD OF COMMISSIONERS  
APPROVING A FEDERAL COST SHARE AGREEMENT (FCSA) WITH DEPARTMENT  
OF ARMY FOR THE CLOVER ISLAND SECTION 1135 PROJECT**

**WHEREAS**, the Port of Kennewick has made numerous investments in Clover Island to spur the revitalization of Kennewick's historic downtown, to provide citizens with waterfront access, and to improve the shoreline for safety, erosion control, and enhanced habitat benefitting listed and endangered species; and

**WHEREAS**, the Port Commission desires to leverage Port funds with state and federal partners on additional Clover Island improvements; and to that end Port staff researched and formally requested a federal partnership with the United States Army Corps of Engineers' (USACE) Section 1135 Program for habitat restoration; and whereas on March 25, 2014 Commission encouraged staff to pursue the Federal Cost Share Agreement for the Feasibility Analysis; and

**WHEREAS**, completing Phase I will allow the USACE and Port to determine which alternative to pursue and what those related costs would be—helping Commissioners decide if they wish to move forward with Implementation & Construction (Phase II); and

**WHEREAS**, under the Section 1135 Program Feasibility Phase the first \$100,000 is spent by the USACE with the remaining cost of \$304,470 split 50/50 between the USACE and local sponsor; and

**WHEREAS**, the Port will be given in-kind credit for Port administrative work, which reduces the Port's anticipated cash contribution to only \$97,210.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Port of Kennewick does hereby authorize the Executive Director to sign all documents necessary to implement the Federal Cost Share Agreement for the Clover Island Section 1135 Project with the Department of Army.

**ADOPTED** by the Board of Commissioners of Port of Kennewick on the 22nd day of July 2014.

**PORT OF KENNEWICK  
BOARD OF COMMISSIONERS**

By:

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DON BARNES, *President*

By:

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SKIP NOVAKOVICH, *Vice President*

By:

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THOMAS MOAK, *Secretary*

**PORT OF KENNEWICK**  
**RESOLUTION 2014-20**

**A RESOLUTION OF THE PORT OF KENNEWICK BOARD OF COMMISSIONERS  
APPROVING A PROPOSAL BY PS MEDIA, INC. TO PERFORM MARKETING WORK AS  
THE PORT OF KENNEWICK'S AGENCY OF RECORD**

**WHEREAS**, the Port of Kennewick has undertaken and is embarking on numerous projects which require significant and strategic levels of communications with the community including Clover Island shoreline improvements; Columbia Drive revitalization; West Richland projects; Vista Field community input and redevelopment; and the Port's upcoming 100<sup>th</sup> anniversary; and

**WHEREAS**, the Port desires to contract with an advertising firm for marketing, advertising, and promotion services to support public outreach regarding Port projects, lease space, and land sales; and such contracting will improve overall Port staff productivity; and

**WHEREAS**, staff has reviewed qualifications of three firms; and PS Media, Inc. has demonstrated experience in developing successful advertising and marketing materials, including graphics, print, and videography; and has an assembled team of professionals with a focus on quality which can help ensure a continuity of Port message and materials; and

**WHEREAS**, PS Media, Inc. has presented a proposal to perform the desired service for hourly rates of \$120 per hour for graphic design and project management; and \$175 per hour for videography and editing; plus required subcontracts.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Port of Kennewick does hereby approve the proposal by PS Media, Inc. to serve as the Agency of Record for advertising and marketing services for Port of Kennewick projects over multiple years and at the above hourly rates and in compliance with port policy and state law.

**BE IT FURTHER RESOLVED** that the Executive Director is authorized to sign any contract documents necessary to implement the work of PS Media, Inc.

**ADOPTED** by the Board of Commissioners of Port of Kennewick on the 22nd day of July 2014.

**PORT OF KENNEWICK  
BOARD OF COMMISSIONERS**

By:

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DON BARNES, *President*

By:

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SKIP NOVAKOVICH, *Vice President*

By:

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THOMAS MOAK, *Secretary*