

Effective June 30, 2021, and subject to conditions in Governor Inslee's Proclamation 20-28.15 which extends the substantive provisions contained in Proclamation 20.28.14.

Port Commission Meetings will be conducted remotely until further notice.

A GoToMeeting has been arranged to enable the public to listen and make public comments remotely.

To participate remotely, please use the following call-in information:

1-866-899-4679, Access Code: 233-059-077

## **AGENDA**

### ***Port of Kennewick***

#### ***Regular Commission Business Meeting***

*Port of Kennewick Commission Chambers (via GoToMeeting)*

*350 Clover Island Drive, Suite 200, Kennewick, Washington*

August 10, 2021

2:00 p.m.

#### **I. CALL TO ORDER**

#### **II. ANNOUNCEMENTS AND ROLL CALL**

#### **III. PLEDGE OF ALLEGIANCE**

#### **IV. APPROVAL OF AGENDA**

#### **V. PUBLIC COMMENT** *(Please state your name and address for the public record)*

#### **VI. CONSENT AGENDA**

- A. Approval of Direct Deposit and ePayments Dated July 15, 2021
- B. Approval of Warrant Register Dated July 27, 2021
- C. Approval of Direct Deposit and ePayments Dated August 3, 2021
- D. Approval of Warrant Register Dated August 10, 2021
- E. Approval of Regular Commission Meeting Minutes July 13, 2021
- F. Approval of Special Commission Meeting Minutes July 20, 2021

#### **VII. EMERGENCY DELEGATION UPDATE** **(TIM/AMBER)**

#### **VIII. REPORTS, COMMENTS AND DISCUSSION ITEMS**

- A. Columbia Gardens
  - 1. Property Owners Association **(LARRY)**
  - 2. Kiwanis Playground Update **(TIM)**
- B. Vista Field
  - 1. Design Standards, Elizabeth Plater-Zyberk of DPZ CoDesign **(LARRY)**
- C. 1135 Project Update **(TANA)**
- D. Senator Murray notice re: EDA Grant Programs **(TANA)**
- E. WPPA Small Ports Conference **(BRIDGETTE/TIM)**
- F. Quarterly Finance Presentation Update **(TIM)**
- G. Commission Meetings (formal and informal meetings with groups or individuals)
- H. Non-Scheduled Items  
**(LISA/BRIDGETTE/TANA/LARRY/AMBER/LUCINDA/TIM/TOM/SKIP/DON)**

## **AGENDA**

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*Regular Commission Business Meeting*  
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**IX. PUBLIC COMMENT** *(Please state your name and address for the public record, if not stated previously)*

**X. EXECUTIVE SESSION**

- A. Real Estate, Minimum Price, per RCW 42.30.110(1)(c) (**TIM**)
- B. Potential Litigation, per RCW 42.30.110(1)(i) (**AMBER**)

**XI. ADJOURNMENT**

***PLEASE SILENCE ALL NOISE MAKING DEVICES***



# PORT OF KENNEWICK REGULAR COMMISSION MEETING

**DRAFT**

**JULY 13, 2021 MINUTES**

Commission Meeting recordings, with agenda items linked to corresponding audio, can be found on the Port's website at: <https://www.portofkennewick.org/commission-meetings-audio/>

Commission President Commissioner Don Barnes called the Regular Commission Meeting to order at 2:00 p.m. via GoToMeeting Teleconference.

## **ANNOUNCEMENTS AND ROLL CALL**

**The following were present:**

**Board Members:** Commissioner Don Barnes, President (via telephone)  
Skip Novakovich, Vice-President (via telephone)  
Thomas Moak, Secretary (via telephone)

**Staff Members:** Tim Arntzen, Chief Executive Officer (via telephone)  
Tana Bader Inglima, Deputy Chief Executive Officer (via telephone)  
Amber Hanchette, Director of Real Estate and Operations (via telephone)  
Nick Kooiker, Chief Finance Officer (via telephone)  
Larry Peterson, Director of Planning and Development (via telephone)  
Lisa Schumacher, Special Projects Coordinator  
Bridgette Scott, Executive Assistant (via telephone)  
Lucinda Luke, Port Counsel (via telephone)

## **PLEDGE OF ALLEGIANCE**

Commissioner Barnes led the Pledge of Allegiance.

## **APPROVAL OF THE AGENDA**

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

## **PUBLIC COMMENT**

No comments were made.

## **CONSENT AGENDA**

**A. *Approval of Direct Deposit and E-Payments Dated July 2, 2021***

Direct Deposit and E-Payments totaling \$93,768.70

**B. *Approval of Warrant Register Dated July 13, 2021***

Expense Fund Voucher Number 103018 through 103053 for a grand total of \$92,520.08

**C. *Approval of Regular Commission Meeting Minutes June 22, 2021***

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

# PORT OF KENNEWICK REGULAR COMMISSION MEETING

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## EMERGENCY DELEGATION UPDATE

Mr. Arntzen and Ms. Hanchette stated there is nothing to report for emergency delegation.

## PRESENTATION

### A. *Vicky Scharlau, Columbia Basin Development League Executive Director*

*Voices for Water: Connecting citizens to the cause, pushing the state for more action, finding federal support*

Ms. Scott introduced Vicky Scharlau, executive director of the Columbia Basin Development League.

Ms. Scharlau presented the history of the Columbia Basin Project and the short term and long-term goals of the Columbia Basin Development League. The League is requesting a letter of support and/or funding to support their cause.

Commission discussion ensued regarding Ms. Scharlau's presentation.

## EMERGENCY DELEGATION UPDATE

Mr. Arntzen and Ms. Hanchette stated there is nothing to report for emergency delegation.

## REPORTS, COMMENTS AND DISCUSSION ITEMS

### A. *Vista Field Update*

Mr. Peterson briefly updated the Commission on the DPZ design standards report for Vista Field. The design standards will outline the Port's expectations and criteria for private sector developers at Vista Field.

### B. *Vista Field Development Facilities, 415 North Roosevelt, Building A*

Ms. Hanchette received a formal notice of lease termination from Bruker on July 1, 2021. Bruker AXS Handheld Inc. is requesting an early termination date of June 22, 2021, rather than the May 31, 2023, as outlined in the lease. Ms. Hanchette stated this is the first opportunity for the Commission to review the early termination request and the possible next steps. Ms. Hanchette introduced Executive Vice President John Landefeld, who is here today to answer any questions the Commission may have.

Mr. Landefeld outlined Bruker's early termination request and stated the publicly held company decided to consolidate the local technology operations to facilities already located in Italy and Germany and production will be transferred to an established factory in Malaysia. Mr. Landefeld understands it is a blow to the Tri-Cities to lose a global industrial public company; however, the decision was out of his hands.

Ms. Hanchette stated Bruker currently occupies 21,000 square feet and the space could be divided into three spaces; however, that would require additional construction. Bruker is requesting early termination of 11 months of rent, which is \$132,000 as well as their \$24,200 deposit. Bruker has been good stewards of the building and it is in good condition. Ms. Hanchette stated the space went through an interior remodel 5 years ago and the Port recently updated the HVAC units.

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Commissioner Barnes reiterated Ms. Hanchette's comments and stated this is the first opportunity to review Bruker's request. Commissioner Barnes would like to come up with a mutually beneficial, amicable agreement. Commissioner Barnes inquired what the next steps for the Commission are.

Ms. Hanchette stated this is the first review of this request and staff can bring back additional information at a future meeting.

Commissioner Barnes asked Ms. Hanchette to research and formulate a plan at the next regularly scheduled meeting.

Ms. Hanchette will discuss the request with Mr. Arntzen and Ms. Luke and formulate ideas to discuss in a potential Executive Session in August.

*The consensus of the Commission is for staff to put together an information packet regarding Bruker's request with possible action by the Commission in August.*

## **C. Oak Street/Verbena Auction July 20, 2021**

Ms. Hanchette reported that the auction for three parcels at Oak Street and Verbena is scheduled for July 21, 2021 at 1:00 p.m. Musser Bros. has been actively advertising on social media, *The Tri-City Herald*, *The Tri-Cities and Spokane Journal of Business*, and on the Port and Musser Bros. website. Ms. Hanchette stated there are several different ways a registered bidder can bid on the property: on-line through the Musser Bros. website, and/or bid in person on bid day. The Port will be holding a Special Commission Meeting with GoToMeeting and the public is welcome to attend through GoToMeeting; however, Ms. Hanchette stated bidding will not be done through the Port's GoToMeeting site.

Ms. Scott stated the Commission, staff and public will access the meeting through the GoToMeeting website. The Agenda will follow the opening protocol and the once the auction is over, Commissioner Barnes will recess the Meeting for an Executive Session via a private conference bridge. Following the Executive Session, Commissioner Barnes will reconvene the Special Meeting for the results. Ms. Scott anticipates the process will take about an hour and stated there is another auction scheduled for 2:30 p.m.

## **D. Re-Opening Plan Update**

Mr. Arntzen stated the Commission established a re-opening plan as one of the 2021-2022 CEO goals and Objectives and he briefly updated the Commission on the Covid-19 re-opening plan. Mr. Arntzen has been working with staff, Ms. Luke, and consultant, Ann Allen, a Human Resources Attorney. Mr. Arntzen stated Covid-19 has been ever evolving and the Port has had a lot of success with staff working from home, remote meetings, and social distancing. Mr. Arntzen does not think the Port should make any drastic changes to the status quo through the fall, possibly even the end of the year, especially with this new Delta variant and the severity of that strain. Mr. Arntzen stated there are a lot of discoveries along the way and the Port is an economic development agency dealing with a major health issue. Mr. Arntzen anticipates having a further draft for Commission review this fall.

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Commissioner Moak stated at some point, it is important to get back to in-person meetings but so is the health and welfare of staff. Commissioner Moak thinks Mr. Arntzen is moving in the right direction for the Port with a proposed slow re-opening. The Port is not an agency that depends on frequent, in-person activity and staff has been able to provide a successful level of service to the public.

Commissioner Novakovich agrees with Commissioner Moak's comments and believes it is important to proceed with caution. Commissioner Novakovich suggested staff look at a hybrid plan, where the Port could make accommodations for the public to attend via electronic means in addition to in-person.

Commissioner Barnes agrees with the comments as well and stated there is not an urgency on the part of the Port of Kennewick to return to in-person meetings right away. Commissioner Barnes likes Commissioner Novakovich's suggestion of a hybrid form of meeting, which would give the public additional opportunity to participate.

Mr. Arntzen appreciates the Commission comments and will review the potential hybrid meetings.

## ***E. Washington State Department of Transportation Signage (WSDOT)***

Ms. Bader Inglima updated Commission on Jeff Gordon's request for the Port's assistance with Department of Transportation (DOT) tourist signage related to Columbia Gardens. She has been in touch with the DOT contact and reported that there are requirements and limitations related to the blue and white tourist signs. As a result, she is also exploring DOT's billboard advertising program to determine if that might provide a benefit to the wine village and its tenants; and will continue to communicate with Jeff Gordon and share any opportunities for benefit with all Columbia Gardens tenants.

## ***F. Playground Update***

Mr. Arntzen reported that he has been working with the Kiwanis Club and staff on the playground project and at the outset of this project, three partners were identified: the City of Kennewick, the Kiwanis and the Port. Mr. Arntzen met with Marie Mosely, City Manager on June 28<sup>th</sup> to discuss several partnership projects including the playground. The City is thinking about their potential participation in the playground project, whether in-kind participation or funding and Mr. Arntzen inquired how important is it for the City to participate. Additionally, staff has been working on several different projects such as Vista Field and Columbia Gardens and Mr. Arntzen proposed contracting with a project management team for the playground project, so as not to slow down other important projects.

Commissioner Moak stated he is a Kiwanis Club member and believes the City's participation would be helpful because parks are not the Port's area of expertise. Commissioner Moak likes the idea of entering into a contract with a construction management firm because the project would not add to our personnel costs. Commissioner Moak stated the Kiwanis cannot raise funds, until the Port identifies the space and resources, there is no project.

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Commissioner Novakovich believes the City needs to be involved in funding the project and stated there is a \$300,000 budget and inquired what amount would come from the City, the Port, and the Kiwanis. Commissioner Novakovich inquired if this is the right time to consider this project and believes a playground is better suited on Clover Island. Commissioner Novakovich is concerned about the projects the Commission is bringing to staff when the Port's mission is economic development. For example, Ron Swanby is waiting for the Port to move forward so he can create jobs and more economic vitality in the area. Commissioner Novakovich stated the playground is a great idea, but he would like to see the Port take care of economic development projects first.

Commissioner Barnes has similar concerns and stated the playground would be a tremendous asset to the community and yet, it takes staff time and effort to pull something like this together. Commissioner Barnes believes it is important for the City to be involved and from that perspective he would look to our CEO to make the decision about how to get this project staffed and done.

Mr. Arntzen stated Wayne Bell of the Kiwanis Club is here today if the Commission has any further questions.

Wayne Bell, chairman of playground committee stated the committee met last week and discussed the importance of City participation. The committee has done all of the research and believes it is a great opportunity for the Club, the Port, and the City to collaborate on a project that will benefit everyone. The Kiwanis needs a commitment from the Port for the land that the playground committee designated and a commitment on financial funding. The Kiwanis has a lot of fundraising to do to meet their commitment and would like to move forward as soon as possible.

Commissioner Barnes stated there are a lot of moving parts with this project and he appreciates Mr. Arntzen's point of view about the amount of work it takes to put a project in place. If the Port can prioritize this project and work it in somehow, even though it is not the biggest project the Port is working on. Commissioner Barnes hopes it is possible to do this project because it is something positive for the community; however, if the Port does not have the resources, then he would like to hear that as well.

Commissioner Moak would hope that by hiring a consultant for this project, Port staff would be able to move forward on marketing properties and opening Vista Field. Commissioner Moak believes it is a great community service project and thinks if additional resources are utilized, it will enable our staff to address the items that Commissioner Novakovich referenced.

Mr. Arntzen stated as a government entity, there are more restrictions and rules in place that the Port must follow. He cautioned that several more questions need to be answered and that this project will take some time, even with the assistance of a third party.

## ***G. July 27, 2021 Commission Meeting***

Mr. Arntzen stated the Port will be having a Special Commission Meeting on July 20, 2021 and inquired if the Commission would like to cancel the Regular Commission Meeting on July 27,



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2021. Mr. Arntzen stated if an item comes up that needs to be addressed, it can be added to the July 20<sup>th</sup> Agenda.

*The consensus of the Commission is to cancel the July 27, 2021 Regular Commission Business Meeting.*

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

Commissioners reported on their respective committee meetings.

## **I. Non-Scheduled Items**

Ms. Scott stated if the Commission needs assistance with registration for the Washington Public Ports Association Commission seminar, please contact her or Kandy Yates.

Ms. Hanchette reported that with the recent heat wave, Operations is working through HVAC and air conditioning issues/repairs/replacements. Staff is working with several providers to address these issues. Additionally, there is a national chlorine shortage, which the Port uses for the water features. Liquid chlorine is being reserved for water treatment plants and staff is making adjustments to the water features due to the shortage.

Mr. Arntzen stated Mr. Kooiker will be providing a budget update to the Commission soon.

Mr. Arntzen reported on his meeting with Ms. Mosely and stated that they would like to jointly update the Commission and City Council on several projects/partnership opportunities and inquired if the Commission would be agreeable to a joint presentation.

Commissioners Moak and Novakovich believe it is an important presentation and beneficial to the community.

Commissioner Barnes supports this and thinks we should offer same opportunity to the cities of Richland and West Richland.

Commissioner Moak noticed that North Quay Street is now North Roosevelt at Vista Field and stated this is just the beginning of bigger impacts at Vista Field.

Commissioner Barnes reiterated his concerns for the staffing level at the Port and stated the future workload and ambitious projects at Vista Field, Columbia Drive, and Clover Island will not decrease or diminish but continue to ramp up. Commissioner Barnes is concerned that the Port is falling behind and that we are understaffed. He believes this should be addressed and it would be in the best interest of the Port and our constituents.

## **PUBLIC COMMENTS**

No comments were made.

## **COMMISSION COMMENTS**

No comments were made.



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## ADJOURNMENT

With no further business to bring before the Board; the meeting was adjourned 4:15 p.m.

**APPROVED:**

**PORT of KENNEWICK  
BOARD of COMMISSIONERS**

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*Don Barnes, President*

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*Skip Novakovich, Vice President*

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*Thomas Moak, Secretary*



# PORT OF KENNEWICK SPECIAL COMMISSION MEETING

**DRAFT**

**JULY 20, 2021 MINUTES**

Commission Meeting recordings, with agenda items linked to corresponding audio, can be found on the Port's website at: <https://www.portofkennewick.org/commission-meetings-audio/>

Commission President, Commissioner Don Barnes called the Special Commission Meeting to order at 1:02 p.m. via GoToMeeting Teleconference.

## **ANNOUNCEMENTS AND ROLL CALL**

**The following were present:**

**Board Members:** Commissioner Don Barnes, President (via telephone)  
Skip Novakovich, Vice-President (via telephone)  
Thomas Moak, Secretary (via telephone)

**Staff Members:** Tim Arntzen, Chief Executive Officer (via telephone)  
Tana Bader Inglima, Deputy Chief Executive Officer (via telephone)  
Amber Hanchette, Director of Real Estate and Operations (at Musser Bros.)  
Nick Kooiker, Chief Finance Officer (via telephone)  
Larry Peterson, Director of Planning and Development (via telephone)  
Lisa Schumacher, Special Projects Coordinator  
Bridgette Scott, Executive Assistant (via telephone)  
Lucinda Luke, Port Counsel (via telephone)

## **PLEDGE OF ALLEGIANCE**

Commissioner Barnes led the Pledge of Allegiance.

## **APPROVAL OF THE AGENDA**

**MOTION:** *Commissioner Barnes moved to amend the Agenda and add TRIDEC Letter of Support for Representative to Columbia Basin Collaborative following Item 10A\**

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

## **AUCTION: KENNEWICK INDUSTRIAL PROPERTIES**

All in attendance viewed the auction via GoToMeeting.

Commissioner Barnes anticipates the Executive Session will last approximately 10 minutes, Real Estate, Minimum Price, per RCW 42.30.110(1)(c) with action expected. Commissioner Barnes asked the public to notify Port staff if they will return after the executive session so staff can advise if the session concludes early.

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## RECESS FOR EXECUTIVE SESSION

*Commissioner Barnes recessed the Special Commission Meeting at 1:34 p.m. and convened the Executive Session at 1:36 p.m. for 10 minutes.*

## EXECUTIVE SESSION

*A. Real Estate, Minimum Price per RCW 42.30.110(1)(c)*

*Commissioner Barnes adjourned the Executive Session at 1:44 p.m.*

*Commissioner Barnes reconvened the Special Commission Meeting at 1:45 p.m.*

**MOTION:** *Commissioner Novakovich moved for approval of Resolution 2021-13 authorizing the Port's CEO to execute all necessary documentation associated with the land sale of Lots 1, 2, and 3 for \$800,000 and a 7.5% buyer's premium for Lots 1, 2, and 3 and to take all other action necessary to close this transaction; and further ratifies and approves all action by port officers and employees in furtherance hereof: Commissioner Moak seconded.*

### **Discussion:**

*Commissioner Moak stated the Port previously tried to sell this property but was unsuccessful due to zoning issues. Commissioner Moak stated this is a fair bid for the three parcels and this will give the Port monies to be able to work on other higher priority projects. Additionally, it takes off the roll of the Port from properties that were not doing much and created maintenance issues. Commissioner Moak appreciates the work staff had done to be able to get to this point where we were able to get these properties for sale. Commissioner Moak thinks the bid is a fair bid and one that he thinks the Commission should take.*

*Commissioner Barnes intends to take public comment since the Port is considering taking action. Without objectives from the Commission or staff, Commissioner Barnes called for Public Comment*

## PUBLIC COMMENT

No comments were made.

*Commissioner Barnes concurs with the remarks made by Commissioner Moak and stated this is a property that the Port has had for sale for some time. We thought we had the property sold, but there were some difficulties and Commissioner Barnes concurs with Commissioner Moak's remarks. This is land that has grown to be on the fringe of the Port of Kennewick's focus, and he thinks the private sector would be much better able to put this land to its highest and best use, to get it working and on the tax rolls and make it a productive investment. Commissioner Barnes certainly hopes it will be that for this perspective buyer. Commissioner Barnes supports this sale.*

*Commissioner Novakovich concurs with those comments and wanted to thank Ms. Scott and Ms. Hanchette for all the work they did and Scott Musser for getting us a price for these lots above the*

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*minimum that we were willing to accept. Commissioner Novakovich thinks we did very well and thinks turning this property over to the public is a good thing. Commissioner Novakovich concurs totally and supports the Resolution 100%.*

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

## **COLUMBIA GARDENS URBAN & WINE ARTISAN VILLAGE**

### **A. Property Owners Association**

Mr. Arntzen stated staff has been working on the property owners association documentation for Columbia Gardens. Mr. Arntzen stated we are at the 50% mark, and he wanted to brief the Commission to ensure staff is on the right track. Mr. Arntzen inquired if the Property Owners Association fees/dues assessment for common area maintenance should apply to property owners, as well as Port tenants. Common area maintenance charges benefit the entire development and are typically associated with property maintenance such as landscaping, maintenance, irrigation, etc. Staff estimated maintenance costs at Columbia Gardens at \$56,000 per year. Mr. Arntzen inquired if taxpayers should bear the cost to maintain Columbia Gardens, or should the cost be divided amongst the businesses that operate in the development.

Mr. Peterson stated staff is working with White Bluffs Consulting on the Property Owners Association for Columbia Gardens and there are several policy questions for the Commission to consider. For example, is the food truck plaza a separate enterprise that the Port receives revenue from, therefore, the expenses are tied to revenue received; however, the food truck plaza is not a financial winner, but it creates vibrancy in the development. Would that be something that the Property Owners Association would fund, or would the food trucks pay dues/assessments? The same could be said for the playground, especially if the City decides not to partner, who will pay for the maintenance and insurance, the Association or the Port.

Mr. Kooiker stated one of the items for the Commission to address is how to treat property owners and Port tenants. Moving forward, the Port can factor in Property Owners Association dues for lessees for new leases and renegotiate leases for current tenants. If the Port continues to lease property, there are advantages to keeping maintenance, because it is built into the cost of the gross lease. Additionally, there will be significant staff resources utilized to start and manage a Property Owners Association. Lastly, if there is a Property Owners Association, the Port would relinquish control over the property.

Ms. Hanchette reached out to current Port tenants regarding the possibility of a Property Owners Association, and they were not opposed to common area maintenance charges; however, their concern was how much the dues/assessments would be. Ms. Hanchette received one comment regarding the playground, that the Port is an economic development entity and not a parks and recreation agency and the Port should focus on economic development. Ms. Hanchette received a question earlier today that she needs to research, would the Washington State Liquor Control Board allow a playground near a site that served alcohol.

Commissioner Barnes stated Mr. Kooiker raised some good points about relinquishing the ability to maintain the property per Port standards. Furthermore, should the Property Owners Association include The Willows, Cable Greens and Clover Island? Commissioner Barnes

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appreciates the questions and stated he has seen how home owners associations operate and does not know if Owners Associations are efficient and effective in doing what they are supposed to do.

Commissioner Moak believes everyone who is part of a neighborhood, mall or group pays to participate and everyone should pay something for those common maintenance items. Commissioner Moak does not believe the taxpayers of the Port district should pay for everything. Commissioner Moak envisions that the Port will not own any of these properties and the businesses will be able to stand on their own as part of the private sector and eventually they will make the decisions regarding the development. The Port owns the island and is the largest property owner at Columbia Gardens, therefore, we should continue to pay for the bulk of the maintenance. Eventually, the property owners will make the determination of what the level of service should be. Commissioner Moak believes everyone should pay something and the Port should engage a Property Owners Association at Columbia Gardens and start out small and move up.

Commissioner Novakovich stated the Port is trying to invigorate a once neglected part of the community. Commissioner Novakovich believes the area still has some negative perception and thinks the tenants have taken a risk to help turn the area. Those businesses are still struggling, from COVID and Commissioner Novakovich does not believe the Port should charge additional fees because we may lose them as tenants. Commissioner Novakovich stated the Port previously turned over a Property Owners Association and the property landscape was ruined. Commissioner Novakovich believes it is an undue burden to ask a small business to pay for something that they have been receiving for free, especially since most are struggling due to COVID and trying to work their way out.

Commissioner Barnes believes the Port should pursue a Property Owners Association and if it is done right now, he would like to see a pro-rata assessment for dues/assessments because the property vacancies.

Mr. Arntzen thinks we need to address this sooner rather than later, because we have someone who is interested in purchasing property at the earliest opportunity. Mr. Arntzen believes the amenities benefit the entire neighborhood and tenants should pay a pro-rata share of amenities and the more people included in the Property Owners Association, would reduce the individual burden. Mr. Arntzen stated if someone is planning on purchasing property, they need to know what the dues/assessments would be.

Mr. Peterson stated current leases could be renegotiated and the dues/assessments could be folded in; however, if a land sale is made and the Property Owners Association is not in place, it would not be subject to dues/assessments.

Commissioner Moak believes everyone should be pitching in and if we are going to move forward with a Property Owners Association, we need to get it done to be able to sell property. If the goal is to for the Port to absorb the maintenance costs, then we need to be up front in those decisions and the Port will not provide the same level of service and maintenance. Commissioner

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Moak believes this could be phased in with tenants and written into new lease agreements and included in property sales agreements.

Commissioner Novakovich believes this is the wrong time to implement and stated the Port is penalizing a buyer if we add dues/assessment to the land sale when tenants aren't paying those same fees until leases are renegotiated. The Port is in the business of economic development and he does not see how we can charge for services tenants have been receiving for free.

Commissioner Barnes stated the Port needs to look at end objective for Columbia Gardens and he envisions the private sector will be the majority landowner. If that is that case, the maintenance costs for the common areas and road, should be divided amongst the surrounding property owners. Commissioner Barnes stated the Port is currently the majority owner and believes it is appropriate to put a Property Owners Association in place for the future.

Mr. Arntzen reiterated the Commission comments and will work with staff and Mr. Floyd. Mr. Arntzen anticipates a briefing that will address the Commission directive to continue with the Property Owners Association, review the amenities that are offered, and a mechanism for pro-rata share from owners/lessees.

## ***B. TRIDEC Letter of Support for a Representative to the Columbia Basin Collaborative***

Ms. Bader Inglima received a request from TRIDEC for a letter supporting the nomination of a utility representative to the Columbia Basin Collaborative. Ms. Bader Inglima briefed the Commission on the mission of the Columbia Basin Collaborative and inquired if the Commission would like to sign the letter.

*Commission and staff discussed the request and determined that the matter is outside the port's purview; and, as the nomination is not dependent upon the Port, it was the Consensus of the Commission to not sign the letter.*

## **PUBLIC COMMENTS**

No comments were made.

## **NON-SCHEDULED**

Mr. Arntzen commended the Commission for handling the complicated Auction issue and having two meetings within one today and commended Musser Brothers for their stellar performance. Additionally, Mr. Arntzen thanked staff for putting together this challenging meeting.

Commissioner Barnes echoed those comments for staff and their excellent work on this meeting.

## **COMMISSION COMMENTS**

No comments were made.

## **ADJOURNMENT**

With no further business to bring before the Board; the meeting was adjourned 2:59 p.m.

**PORT OF KENNEWICK  
SPECIAL COMMISSION MEETING**

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***APPROVED:***

**PORT of KENNEWICK  
BOARD of COMMISSIONERS**

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*Don Barnes, President*

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*Skip Novakovich, Vice President*

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*Thomas Moak, Secretary*

***\*Clerks Note: There was no second to Commissioner Barnes Motion to Amend the Agenda.***



## ***PORT OF KENNEWICK***

### **RESOLUTION No. 2021-13**

#### ***A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PORT OF KENNEWICK AUTHORIZING A PURCHASE AND SALE AGREEMENT FOR OAK STREET/EAST KENNEWICK INDUSTRIAL LAND SOLD BY AUCTION***

**WHEREAS**, Duane Howard and/or assigns (Purchaser), has offered to purchase approximately 26.42 acres of the area graphically depicted on “*Exhibit A*” and known as Parcel #’s: 1-0580-202-0010-005, 1-0580-201-3067-002, and 1-0580-202-0006-002 at the Port of Kennewick’s Oak Street/East Kennewick Industrial development area, in Kennewick, Washington from the Port of Kennewick (Seller) for \$800,000 plus a 7.5% (\$60,000) Buyers Premium; and

**WHEREAS**, Port staff and the Port attorney have reviewed the proposed Purchase and Sale Agreement and find it is in proper form and is in the Port’s best interest; and

**NOW, THEREFORE; BE IT HEREBY RESOLVED** that the Board of Commissioners of the Port of Kennewick hereby authorizes the Port’s Chief Executive Officer to execute a Purchase and Sale Agreement and hereby authorizes the Port’s Chief Executive Officer to execute all documents and agreements on behalf of the Port to complete the transaction as specified above.

**BE IT FURTHER RESOLVED** that the Port Commission declares that said property is surplus to the Port’s needs and the proposed sale as referenced above is consistent with all previous Port policies, including its Comprehensive Scheme of Development.

**ADOPTED** by the Board of Commissioners of the Port of Kennewick on the 20th day of July 2021.

#### ***PORT of KENNEWICK BOARD of COMMISSIONERS***

By:  \_\_\_\_\_

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DON BARNES, President

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SKIP NOVAKOVICH, Vice President

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THOMAS MOAK, Secretary





## Memorandum

To: Tim Arntzen  
From: Larry Peterson  
Date: August 10, 2021  
Re: Columbia Gardens Property Owners Association (POA) – Policy Questions

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### **OVERVIEW**

The Port's Columbia Gardens Urban Wine & Artisan Village redevelopment project started in earnest in 2016 and is comprised of 5.5+ acres with double frontage on both a City maintained street (Columbia Drive), and a City maintained waterfront trail abutting a 20-acre wetland (Duffy's Pond) which is by the controlled by USACE. Maintenance "by others" (City & USACE) ceases within the Columbia Gardens site. Many of the improvements that make the "neighborhood" a unique place require perpetual maintenance and establishing responsibility for the internal improvements including the loop roadway (Columbia Gardens Way), 30-space Date Street and 24-space Cedar Street parking lots, roadway & parking lot lighting, 700+ linear foot streetscape corridor, Food Truck Plaza and planned EV charging stations, future shipping container bathroom and the pending Kiwanis playground, is necessary.

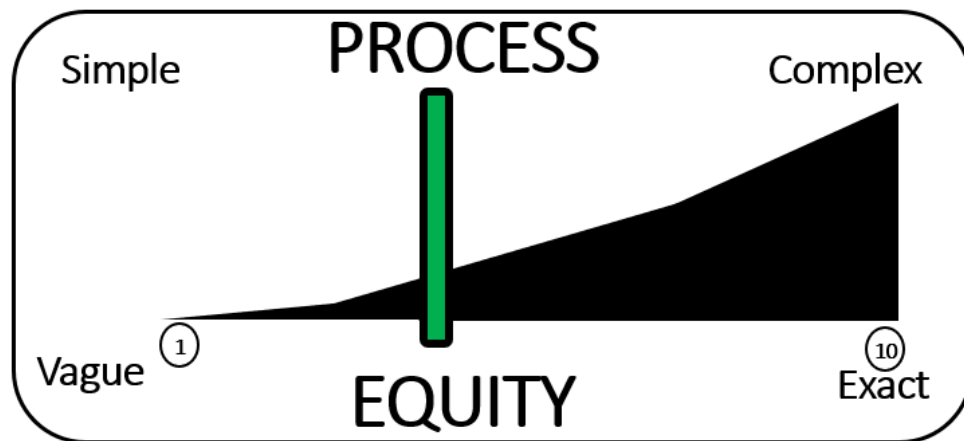
The Port's Columbia Gardens project has progressed to a point that lands sales and subsequent private sector development is now possible; therefore, prior to offering/selling land within the Columbia Gardens determinations must be made regarding who pays for what over the life of the project. The recently adopted Historic Waterfront District master plan identifies both existing and potential development within the Columbia Gardens; this information serves as the foundation for the following discussion.

- ❖ The Who would either be the "neighborhood" i.e. businesses, developers and tenants or the Port District or some cost sharing compromise between these two parties.
- ❖ The What includes the roadways, parking lots, street lighting, landscaping, food truck plaza, pending EV charging stations and shipping container bathroom, proposed Kiwanis playground and the 'vibrancy fund' to seed and nourish activities to help this once forgotten area blossom. Some of these items seem to fall within the overall Port District mission while others seem to be clearly neighborhood responsibilities and a few items fall into the 'grey area.'
  - Also under the What umbrella is the questions of How to assign financial responsibility for those 'neighborhood' items.
- ❖ Intertwined in the policy questions for the Commission regarding Who pays for What and How is that assessed, is a basic overarching question regarding how simple or complex should the mechanism and process be to assign and manage this financial responsibility.

Below is a brief high-level explanation of the factors the Commission may wish to consider, and additional detail and questions could be addressed during a Commission meeting. These high-level policy questions are discussed in a sequence intended to define/refine the next decision with the first question relating to the simplicity or complexity of assessment mechanism.

## **ASSESSMENT MECHANISM DECISION**

Umpteen scenarios could be established from a very basic calculation that utilizes ‘working estimates’ as the financial basis for ‘how much’ maintenance will cost and a simple assessment based upon building square size. At the other end of the spectrum a mechanism could be crafted that requires detailed financial analysis to establish the ‘how much’ and multiple factors that could include building square footage, specific use of the square footage, level of reliance upon the neighborhood, assessed value of improvements and retail sales to establish each property/business “share” of responsibility. Ideally a simple yet equitable process would be established, however, it is believed that the graph below accurately depicts such a solution is not possible. The choices seem to range from a Simple Process with Vague Equity to a Complex Process with Exact Equity. **Commission direction on this Policy Issue is necessary.**



A second major policy question encompasses WHEN these assessments would become the neighborhood’s responsibility. The Commission may wish to consider a phased approach where the mechanism is created, therefore applicable to all land sales yet phased in over time with the Port initially shouldering some of the financial burden to aid those businesses in their crucial formative years. **Commission direction on this Policy Consideration would be helpful.**

## **WHAT items are NEIGHBORHOOD EXPENSES**

Items within the Columbia Gardens that require funding have been grouped into six (6) categories, a few of which could be further divided and all of which could be combined. Based upon the working expense estimates these six (6) categories have an annual cost of \$110,000. Most of the categories are thought to be self-explanatory except for “Foundational Items” which includes the loop roadway, parking lots, snowplowing, lighting, sidewalks, landscaping, and security patrols. For purposes of discussion these expenses have been tentatively allocated into two columns; “Neighborhood” and “Port District” and a few scenarios on Who pays for What have been generated as a discussion starting point. Under all draft scenarios expenses for the Port’s Food Truck endeavor, EV charging stations and the Vibrancy Funds are constants in the Port District expenses column and the variables are the Foundational Items, Playground and Shipping Container Bathroom. Additionally, none of the scenarios attempt to recoup the Port’s initial investments in these items, just the anticipated ongoing maintenance costs.

*{disclaimer: scenarios are NOT staff recommendations, only presented to aid discussion}*

The scenarios range from the Neighborhood funding all ‘neighborhood items’ at \$74,000 annually in Scenario #1 to funding only the foundational items at \$40,000 annually in Scenario #2 to the Port cost sharing on the foundational items with the neighborhood funding share being \$20,000 annually in Scenario #3. **Commission Decision on this Policy Issue is necessary.**

SCENARIO #1 COLUMBIA GARDENS EXPENSE SUMMARY					
ELEMENTS	EXPENSE	RESPONSIBLE PARTY SHARE			
		NEIGHBORHOOD		PORT DISTRICT	
		%	Amount	%	Amount
FOUNDATIONAL ITEMS	\$40,000	100%	\$40,000	0%	\$0
PLAYGROUND	\$20,000	100%	\$20,000	0%	\$0
BATHROOM (Container)	\$14,000	100%	\$14,000	0%	\$0
FOOD TRUCKS	\$10,000	0%	\$0	100%	\$10,000
VEHICLE CHARGING STATIONS	\$1,000	0%	\$0	100%	\$1,000
VIBRANCY FUND	\$25,000	0%	\$0	100%	\$25,000
TOTALS	\$110,000		\$74,000		\$36,000

SCENARIO #2 COLUMBIA GARDENS EXPENSE SUMMARY					
ELEMENTS	EXPENSE	RESPONSIBLE PARTY SHARE			
		NEIGHBORHOOD		PORT DISTRICT	
		%	Amount	%	Amount
FOUNDATIONAL ITEMS	\$40,000	100%	\$40,000	0%	\$0
PLAYGROUND	\$20,000	0%	\$0	100%	\$20,000
BATHROOM (Container)	\$14,000	0%	\$0	100%	\$14,000
FOOD TRUCKS	\$10,000	0%	\$0	100%	\$10,000
VEHICLE CHARGING STATIONS	\$1,000	0%	\$0	100%	\$1,000
VIBRANCY FUND	\$25,000	0%	\$0	100%	\$25,000
TOTALS	\$110,000		\$40,000		\$70,000

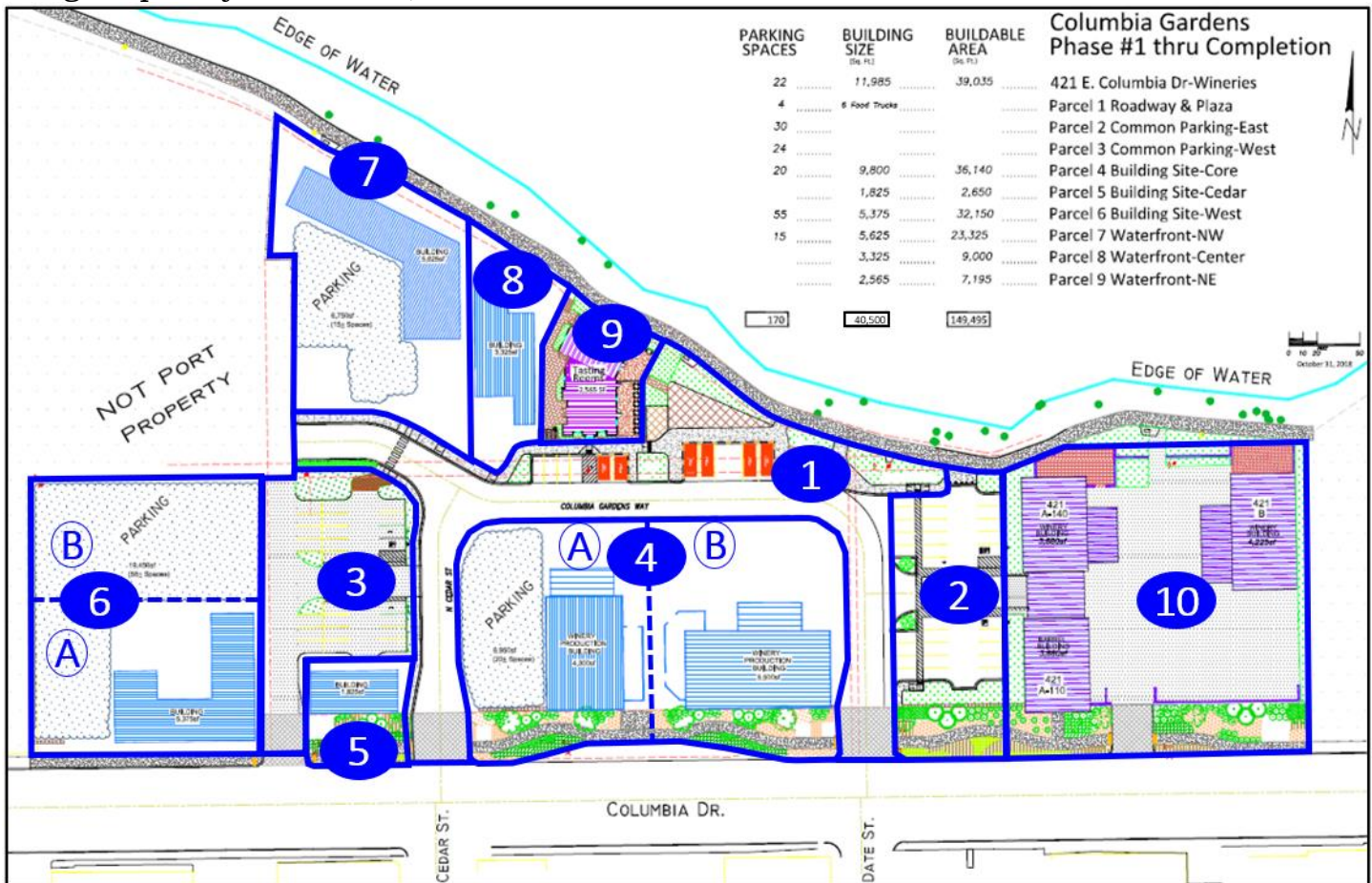
  

SCENARIO #3 COLUMBIA GARDENS EXPENSE SUMMARY					
ELEMENTS	EXPENSE	RESPONSIBLE PARTY SHARE			
		NEIGHBORHOOD		PORT DISTRICT	
		%	Amount	%	Amount
FOUNDATIONAL ITEMS	\$40,000	50%	\$20,000	50%	\$20,000
PLAYGROUND	\$20,000	0%	\$0	100%	\$20,000
BATHROOM (Container)	\$14,000	0%	\$0	100%	\$14,000
FOOD TRUCKS	\$10,000	0%	\$0	100%	\$10,000
VEHICLE CHARGING STATIONS	\$1,000	0%	\$0	100%	\$1,000
VIBRANCY FUND	\$25,000	0%	\$0	100%	\$25,000
TOTALS	\$110,000		\$20,000		\$90,000



## **HOW is the NEIGHBORHOOD “SHARE” ALLOCATED**

Once the decision is made regarding which categories the neighborhood would fund, the neighborhood cost would be known (\$74,000, \$40,000, \$20,000 or other) and then decisions on each property’s “share” would follow. Below is a map that identifies the existing and anticipated parcels and buildings sizes and uses at buildout. It is acknowledged that the buildout square footage and uses are working numbers and allocation math would be adjusted as development occurs. The working buildout site plan contains a total of 40,500sf of buildings with 19,340sf being hospitality use and 21,160sf warehouse use.



Each property is identified by a number and few with a letter suffix too, as further parcel division is anticipated.

Parcel 1 is the roadway, Parcels 2 & 3 are the existing common use parking lots and Parcel 6B is a future common use parking lot; and maintenance of these four parcels is included in the foundational item category. There seem to be two types of parcels; those which are wholly dependent upon the neighborhood for access and parking (5, 8 & 9) and the others (4A, 4B, 6A, 7 & 10) which benefit from the shared parking but also contain enough area to accommodate on-site some of the parking their use would generate. Looking closer at parcels with direct access to Columbia Drive (6A & 10) could be considered different from those accessing Columbia Gardens Way (4A, 4B & 7) thus creating a third type of property.

Another possible factor could include “weighting” the square footage of each use because the Commission may determine that wine production and warehouse areas “demand less” from the neighborhood than the hospitality uses.



Recalling the preceding discussion about the simplicity or complexity of the process has significant impact on how the “neighborhood share” is allocated.

- The simple approach establishes the “share” based solely upon the square foot of building divided by the square footage at buildout.
- A complex approach could include a factor deducting some percentage {50% utilized for the example} for sites with minimal dependence on the common areas (Parcels 4A, 4B, 6A, 7 & 10) multiplied by a second factor reducing the weight given to warehouse areas {50% utilized for example} divided by this new “weighted” square footage at buildout.

**Are all Parcels the Same or do some Depend on the Neighborhood more than others?  
If so, how should this factor be weighted?**

**Do different Uses Depend on the Neighborhood more than others?  
If so, how should this factor be weighted?**

ANY allocation scenario could be challenged as unfair to one party or another as each might believe their situation warrants reconsideration. Utilizing the simple assessment method based solely upon square footage would likely yield outcry from existing and future warehouse users as the neighborhood burden is shifted away from the smaller hospitality uses to those warehouses. Conversely a complex weighted method would move more expense to the hospitality users who might feel/believe it is their hospitality uses which make the neighborhood vibrant and they should be rewarded, not penalized for bringing activity to the area.

The following two pages contain the parcel assessments from two approaches (Simple & Complex) and three expense scenarios (Scenario 1 all neighborhood items \$74,000; Scenario 2 just the foundational items \$40,000 & Scenario 3 cost sharing the foundational items \$20,000) which yields six (6) of the nearly endless allocation options.

Using parcel 5 as an example the:

The SIMPLE approach of  $1,825\text{sf building} \div 40,500\text{sf} = 4.5\%$  of the neighborhood expense (\$74,000, \$40,000 or \$20,000) results in a monthly assessment of \$278, \$150 or \$75.

The COMPLEX weighted approach applied to a 1,825sf hospitality use = 9.7% of the neighborhood expense (\$74,000, \$40,000 or \$20,000) resulting in a monthly assessment of \$598, \$323 or \$162.

## **BIG PICTURE CONSIDERATION**

Should the Port not remain cognizant of the larger overall mission that the Columbia Gardens Urban Wine & Artisan Village represents, which is to serve as a catalyst for the eventual redevelopment of the Bridge to Bridge area and thus be willing as the larger Port District to accept some/much/all of these expenses which might seem like the penny when the pound should be the focus?

That said how is the Port’s decision in 2021 to assess or forego assessment to be viewed in 10, 20 or 40 years when the luster has faded yet the expenses remain..because forever is a long time.

**SIMPLE - Columbia Gardens "Neighborhood" Allocation**  
**"Neighborhood Items" {\$74,000} with Site Dependency & Use Factors**

USES and OWNERSHIP Info					TOTAL SHARE		PARCEL ASSESSMENT	
PARCEL ID	ADDRESS	AREA/BUILDING	POTENTIAL FUTURE	OWNERSHIP at Buildout	Share	% of Total	Monthly	Annual
1	Roads	Loop Road, Plaza, 6-Food Truck spots, 4 parking spaces	8'x20' Shipping Container-Bathroom	Port				
2	Date St.	Parking Lot (30 spaces)	8'x40' Shipping Container-Retail	Port				
3	Cedar St.	Parking Lot (24 spaces)	2 EV Charging Stations	Port				
4 A	340 CG Way	A Vacant	Building	Private	4.30	10.62%	\$655	\$7,857
4 B	340 CG Way	B Vacant	Building	Private	5.50	13.58%	\$837	\$10,049
5	225 E. Col Dr.	Vacant	Building	Private	1.83	4.51%	\$278	\$3,335
6 A	211 E. Col Dr.	A Vacant	Building	Private	5.38	13.27%	\$818	\$9,821
6 B	211 E. Col Dr.	B Vacant-Hold	Parking Lot (32+ spaces)	Port				
7	275 CG Way	Building	Building	Private	5.63	13.89%	\$856	\$10,278
8	301 CG Way	Building	Building	Private	3.33	8.21%	\$506	\$6,075
9	325 CG Way	Waiting Room		Port	2.57	6.33%	\$391	\$4,687
10	421 E. Col Dr.	3 Buildings & 22 parking spaces		Port	11.99	29.59%	\$1,825	\$21,899
					40.50	100.00%	\$6,167	\$74,000

**SIMPLE - Columbia Gardens "Neighborhood" Allocation**  
**"Foundational Items" {\$40,000} with Site Dependency & Use Factors**

USES and OWNERSHIP Info					TOTAL SHARE		PARCEL ASSESSMENT	
PARCEL ID	ADDRESS	AREA/BUILDING	POTENTIAL FUTURE	OWNERSHIP at Buildout	Share	% of Total	Monthly	Annual
1	Roads	Loop Road, Plaza, 6-Food Truck spots, 4 parking spaces	8'x20' Shipping Container-Bathroom	Port				
2	Date St.	Parking Lot (30 spaces)	8'x40' Shipping Container-Retail	Port				
3	Cedar St.	Parking Lot (24 spaces)	2 EV Charging Stations	Port				
4 A	340 CG Way	A Vacant	Building	Private	4.30	10.62%	\$354	\$4,247
4 B	340 CG Way	B Vacant	Building	Private	5.50	13.58%	\$453	\$5,432
5	225 E. Col Dr.	Vacant	Building	Private	1.83	4.51%	\$150	\$1,802
6 A	211 E. Col Dr.	A Vacant	Building	Private	5.38	13.27%	\$442	\$5,309
6 B	211 E. Col Dr.	B Vacant-Hold	Parking Lot (32+ spaces)	Port				
7	275 CG Way	Building	Building	Private	5.63	13.89%	\$463	\$5,556
8	301 CG Way	Building	Building	Private	3.33	8.21%	\$274	\$3,284
9	325 CG Way	Waiting Room		Port	2.57	6.33%	\$211	\$2,533
10	421 E. Col Dr.	3 Buildings & 22 parking spaces		Port	11.99	29.59%	\$986	\$11,837
					40.50	100.00%	\$3,333	\$40,000

**SIMPLE - Columbia Gardens "Neighborhood" Allocation**  
**"Foundational Items" Cost Shared {\$20,000} with Site Dependency & Use Factors**

USES and OWNERSHIP Info					TOTAL SHARE		PARCEL ASSESSMENT	
PARCEL ID	ADDRESS	AREA/BUILDING	POTENTIAL FUTURE	OWNERSHIP at Buildout	Share	% of Total	Monthly	Annual
1	Roads	Loop Road, Plaza, 6-Food Truck spots, 4 parking spaces	8'x20' Shipping Container-Bathroom	Port				
2	Date St.	Parking Lot (30 spaces)	8'x40' Shipping Container-Retail	Port				
3	Cedar St.	Parking Lot (24 spaces)	2 EV Charging Stations	Port				
4 A	340 CG Way	A Vacant	Building	Private	4.30	10.62%	\$177	\$2,123
4 B	340 CG Way	B Vacant	Building	Private	5.50	13.58%	\$226	\$2,716
5	225 E. Col Dr.	Vacant	Building	Private	1.83	4.51%	\$75	\$901
6 A	211 E. Col Dr.	A Vacant	Building	Private	5.38	13.27%	\$221	\$2,654
6 B	211 E. Col Dr.	B Vacant-Hold	Parking Lot (32+ spaces)	Port				
7	275 CG Way	Building	Building	Private	5.63	13.89%	\$231	\$2,778
8	301 CG Way	Building	Building	Private	3.33	8.21%	\$137	\$1,642
9	325 CG Way	Waiting Room		Port	2.57	6.33%	\$106	\$1,267
10	421 E. Col Dr.	3 Buildings & 22 parking spaces		Port	11.99	29.59%	\$493	\$5,919
					40.50	100.00%	\$1,667	\$20,000

**COMPLEX - Columbia Gardens "Neighborhood" Allocation**  
**"Neighborhood Items" {\$74,000} with Site Dependency & Use Factors**

USES and OWNERSHIP Info					TOTAL SHARE		PARCEL ASSESSMENT	
PARCEL ID	ADDRESS	AREA/BUILDING	POTENTIAL FUTURE	OWNERSHIP at Buildout	Share	% of Total	Monthly	Annual
1	Roads	Loop Road, Plaza, 6-Food Truck spots, 4 parking spaces	8'x20' Shipping Container-Bathroom	Port				
2	Date St.	Parking Lot (30 spaces)	8'x40' Shipping Container-Retail	Port				
3	Cedar St.	Parking Lot (24 spaces)	2 EV Charging Stations	Port				
4 A	340 CG Way	A Vacant	Building	Private	1.33	7.04%	\$434	\$5,211
4 B	340 CG Way	B Vacant	Building	Private	1.63	8.64%	\$533	\$6,390
5	225 E. Col Dr.	Vacant	Building	Private	1.83	9.70%	\$598	\$7,177
6 A	211 E. Col Dr.	A Vacant	Building	Private	1.84	9.80%	\$604	\$7,251
6 B	211 E. Col Dr.	B Vacant-Hold	Parking Lot (32+ spaces)	Port				
7	275 CG Way	Building	Building	Private	2.81	14.95%	\$922	\$11,060
8	301 CG Way	Building	Building	Private	3.33	17.67%	\$1,090	\$13,076
9	325 CG Way	Tasting Room		Port	2.57	13.63%	\$841	\$10,087
10	421 E. Col Dr.	3 Buildings & 22 parking spaces		Port	3.50	18.58%	\$1,146	\$13,749
					18.82	100.00%	\$6,167	\$74,000

**COMPLEX - Columbia Gardens "Neighborhood" Allocation**  
**"Foundational Items" {\$40,000} with Site Dependency & Use Factors**

USES and OWNERSHIP Info					TOTAL SHARE		PARCEL ASSESSMENT	
PARCEL ID	ADDRESS	AREA/BUILDING	POTENTIAL FUTURE	OWNERSHIP at Buildout	Share	% of Total	Monthly	Annual
1	Roads	Loop Road, Plaza, 6-Food Truck spots, 4 parking spaces	8'x20' Shipping Container-Bathroom	Port				
2	Date St.	Parking Lot (30 spaces)	8'x40' Shipping Container-Retail	Port				
3	Cedar St.	Parking Lot (24 spaces)	2 EV Charging Stations	Port				
4 A	340 CG Way	A Vacant	Building	Private	1.33	7.04%	\$235	\$2,817
4 B	340 CG Way	B Vacant	Building	Private	1.63	8.64%	\$288	\$3,454
5	225 E. Col Dr.	Vacant	Building	Private	1.83	9.70%	\$323	\$3,879
6 A	211 E. Col Dr.	A Vacant	Building	Private	1.84	9.80%	\$327	\$3,919
6 B	211 E. Col Dr.	B Vacant-Hold	Parking Lot (32+ spaces)	Port				
7	275 CG Way	Building	Building	Private	2.81	14.95%	\$498	\$5,978
8	301 CG Way	Building	Building	Private	3.33	17.67%	\$589	\$7,068
9	325 CG Way	Tasting Room		Port	2.57	13.63%	\$454	\$5,452
10	421 E. Col Dr.	3 Buildings & 22 parking spaces		Port	3.50	18.58%	\$619	\$7,432
					18.82	100.00%	\$3,333	\$40,000

**COMPLEX - Columbia Gardens "Neighborhood" Allocation**  
**"Foundational Items" Cost Shared {\$20,000} with Site Dependency & Use Factors**

USES and OWNERSHIP Info					TOTAL SHARE		PARCEL ASSESSMENT	
PARCEL ID	ADDRESS	AREA/BUILDING	POTENTIAL FUTURE	OWNERSHIP at Buildout	Share	% of Total	Monthly	Annual
1	Roads	Loop Road, Plaza, 6-Food Truck spots, 4 parking spaces	8'x20' Shipping Container-Bathroom	Port				
2	Date St.	Parking Lot (30 spaces)	8'x40' Shipping Container-Retail	Port				
3	Cedar St.	Parking Lot (24 spaces)	2 EV Charging Stations	Port				
4 A	340 CG Way	A Vacant	Building	Private	1.33	7.04%	\$117	\$1,408
4 B	340 CG Way	B Vacant	Building	Private	1.63	8.64%	\$144	\$1,727
5	225 E. Col Dr.	Vacant	Building	Private	1.83	9.70%	\$162	\$1,940
6 A	211 E. Col Dr.	A Vacant	Building	Private	1.84	9.80%	\$163	\$1,960
6 B	211 E. Col Dr.	B Vacant-Hold	Parking Lot (32+ spaces)	Port				
7	275 CG Way	Building	Building	Private	2.81	14.95%	\$249	\$2,989
8	301 CG Way	Building	Building	Private	3.33	17.67%	\$294	\$3,534
9	325 CG Way	Tasting Room		Port	2.57	13.63%	\$227	\$2,726
10	421 E. Col Dr.	3 Buildings & 22 parking spaces		Port	3.50	18.58%	\$310	\$3,716
					18.82	100.00%	\$1,667	\$20,000