



City Council Meeting Schedule December 2019

December 3, 2019
Tuesday, 6:30 p.m. REGULAR COUNCIL MEETING

December 10, 2019
Tuesday, 6:30 p.m. WORKSHOP MEETING
1. HDKP Update
2. Committee Updates

December 17, 2019
Tuesday, 6:30 p.m. REGULAR COUNCIL MEETING

December 24, 2019
Tuesday, 6:30 p.m. WORKSHOP MEETING -Cancelled

December 31, 2019
Tuesday, 6:30 p.m. NO MEETING SCHEDULED

To assure disabled persons the opportunity to participate in or benefit from City services, please provide twenty-four (24) hour advance notice for additional arrangements to reasonably accommodate special needs.

Please be advised that all Kennewick City Council Meetings are Audio and Video Taped

Council Workshop Coversheet




Agenda Item Number	1.	Meeting Date	12/10/2019
Agenda Item Type	Presentation		
Subject	HDKP Annual Report		
Ordinance/Reso #		Contract #	
Project #		Permit #	
Department	Employee & Community Relations		

Info Only	<input checked="" type="checkbox"/>
Policy Review	<input type="checkbox"/>
Policy DevMnt	<input type="checkbox"/>
Other	<input type="checkbox"/>

Summary

Stephanie Button, Executive Director of the Historic Downtown Kennewick Partnership and Jay Freeman, President will provide City Council with an update on goals, activities and outcomes of the Partnership. City Council supports the partnership both financially and through staff assistance in the form of maintenance support and professional staff support.

Through	Terry Walsh Dec 04, 18:59:05 GMT-0800 2019	Attachments: 
Dept Head Approval	Terry Walsh Dec 04, 18:59:08 GMT-0800 2019	
City Mgr Approval	Marie Mosley Dec 05, 11:25:08 GMT-0800 2019	



HISTORIC DOWNTOWN KENNEWICK PARTNERSHIP

Annual Report to the City of Kennewick Council

December 10, 2019



Downtown Kennewick's Dedicated Advocate

We are a volunteer-driven organization that aspires to reflect our diverse community, provide an inclusive and vibrant downtown destination, encourage economic and creative opportunities, and preserve our rich history to support a dynamic future.

Commitment to an organizational culture of **Community through Partnership** where HDKP works *with* all stakeholders (businesses, city, neighbors, etc.), not *for* them.

“with, not for”

We are revamping our Membership Program to express our core-value of partnership by developing new tiers and types of membership to more inclusively reflect our diverse community. Members are our Partners and Not-Yet-Members are still an essential part of our community.

Through Partnership we will work to maintain and expand Downtown Kennewick

2019 Main Street America Accreditation

ASSETS + OPPORTUNITIES

- Rebuilding a solid foundation
- Momentum & recent investment
- Food innovation & resources

OBSERVATIONS + RECOMMENDATIONS

- Rebuilding - The Books & Relationships ✓✓
- Embrace & Define the Partnership ✓✓
- Storytelling ✓
- Guide the Change

CHALLENGES

- Bringing together more volunteers, partners, etc.
- Confusion about what HDKP does

Summary of **September 2019** visit from:

Washington Main Street

Director

Breanne Durham



&

National Main Street Center

Senior Program Officer

Norma Ramirez de Miess.



REASONS TO CELEBRATE

HDKP is a group of **dedicated individuals** who aren't afraid of **making tough decisions** and who **genuinely care** about the future of their community. There is a sense of energy in your downtown right now and we see your organization as the **clear leader** in thoughtfully **guiding the future** of the district

- PROGRESS VISIT SUMMARY

Downtown Kennewick by the Numbers

- 1.7 Million in Capital Improvements in the last 18 months
- 4 new or in-development projects
- At 90% occupancy in Main Street District
- 2 ribbon cuttings in the Main Street District with 2 more planned for early 2020.
- 5% Increase of ***Membership** since 2018
- 2,000+ Volunteer Hours, YTD
- 2 grants awarded, with funds totaling \$6,500



***Members are now called Partners**

B&O Tax and New Revenue

B&O TAX

- Head start on 2020 commitments from B&O Tax Contributors
- Developing a strategy for diversifying our B&O Tax Contributors
- Plan to maximize potential contributions
 - Collect all of the \$95,000 available plus the competitive \$34,000 available on April 1, 2020

Partnerships

- Effective & consistent communication using Maestro, Constant Contact and face-to-face visits to strengthen relationships.
- **Members will be called Partners.**
 - Not-Yet-Members are still our Community.
- Expanded types and tiers of Membership

Sponsorships

- Bundled Approach
- Opening up more opportunities to sponsor a project or event
 - “Make it happen”
- Cultivation of new sponsors by recruiting business & organizations that have complimentary audience or purpose targets.
 - Inviting to the table the often unapproached

Organization & Internal Operations

Improvement of our internal operations allows us to move into a Growth Phase

- Effective at using our tools to better manage our data using programs like Maestro, Constant Contact, and Quickbooks Online

Increasing merchant involvement in event and downtown organizing

- Developing consistent communication strategies & protocols to engage downtown merchants and businesses
- Expanding outreach to Columbia Drive and increasing inclusion of 1st, Canal, and all the side streets.

New, ongoing praxis of data collection

- Expanding the data we already collect & report to Washington Main Street
- Building a repository of information about downtown as we embrace our role as the subject matter experts of Downtown Kennewick



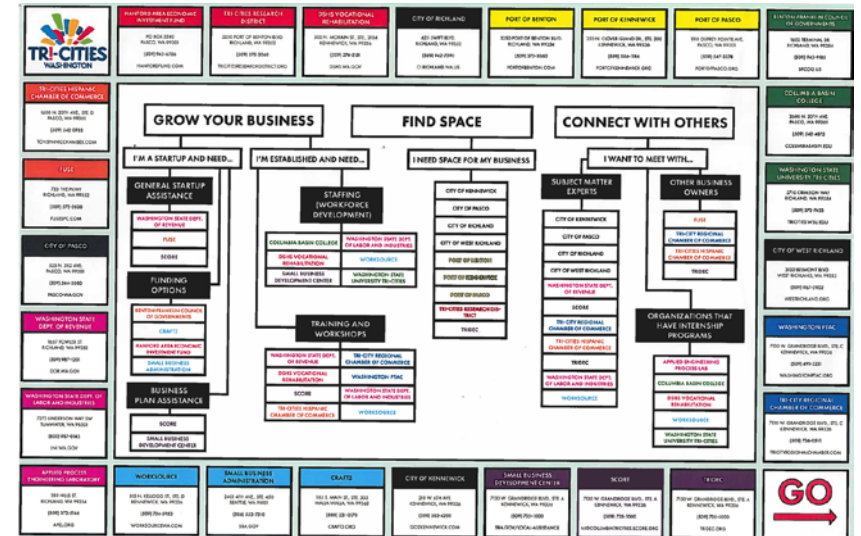
Downtown Kennewick is Evolving



HDKP is at the Table

The bottom line is that change *is* coming; HDKP is in position to step-up to strategically guide it with our partners at the City of Kennewick, the Port of Kennewick, Tri-City Regional Chamber, TRIDEC, and Visit Tri-Cities .

- HDKP will be included in the **Tri City Regional Chamber Business Resources** listing and is a participant in the **myTRI 2030** planning.
- We are positioned to support the City in the development of the **Downtown Kennewick Creative District**.
- HDKP is dedicated to the continued development of **connectivity from Downtown to the Waterfront**.



FARMERS MARKET

CLASSY CHASSY

Business Workshops

ANNUAL BANQUET

STREETSCAPE

- Trees
- Flag Plaza
- Environment of downtown

RIBBON CUTTINGS

Network Breakfasts

Discover the Charms

Downtowniversary

1st Thursday Art Walk

HOLIDAYS

- Halloween
- Christmas

Columbia Drive Outreach

DOWNTOWN ADVOCACY

- Amplifying voices of Downtowners
- Public Relations

Coordinating & Developing Volunteers

RESOURCE CULTIVATION

BUSINESS PROMOTION

- Purchasing Ads across spectrum of media
- Marketing Strategy
- Image and Brand Building

Connecting Partners to Resources

DATA COLLECTION, ANALYSIS, & REPORTING

PLACEMAKING

- Cultivating Public Spaces

Facilitating Networking Opportunities

Property Development

Business & Financial Assistance

Market Research

- Grant Partnerships

The Historic Downtown Kennewick Partnership has



HDKP is a group of **dedicated individuals** comprised of mostly **volunteers**.

We aren't afraid of making tough decisions.

We genuinely care about the future of our community.

We are ready to step-up and be the organization who is the clear leader in thoughtfully guiding the future of Downtown Kennewick

- Strengthened our organization's foundation.
- Committed to fortifying our relationships with *all* our partners and cultivating new partners.
- Dedicated to being the welcoming Hub of Downtown for information, resources, and connection.
- Advocate for Downtown Kennewick as its loudest champion!

Thank you

HISTORIC DOWNTOWN KENNEWICK PARTNERSHIP

historickennewick.org

partnership@historickennewick.org

509-582-7221



HISTORIC DOWNTOWN KENNEWICK PARTNERSHIP

Annual Report to Kennewick Council December 10, 2019



Council Workshop Coversheet



Agenda Item Number	2.	Meeting Date	12/10/2019
Agenda Item Type	Presentation		
Subject	Council Committee Updates		
Ordinance/Reso #		Contract #	
Project #		Permit #	
Department	Public Works		

- Info Only
- Policy Review
- Policy DevMnt
- Other

Summary

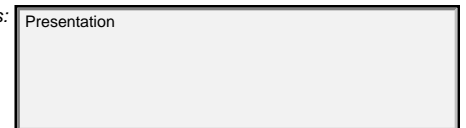
At the December 10th Workshop, staff will provide the Council with an update of the activities and topics that have been or would be discussed during the monthly Committee meeting of the Infrastructure and Operations, Planning and Economic Development Council Committees.

Through

Attachments: Presentation

Dept Head Approval

Cary Roe
 Dec 03, 16:55:32 GMT-0800 2019



City Mgr Approval

Marie Mosley
 Dec 05, 11:59:25 GMT-0800 2019

Committee Updates

Council Workshop
December 10, 2019



Infrastructure & Operations

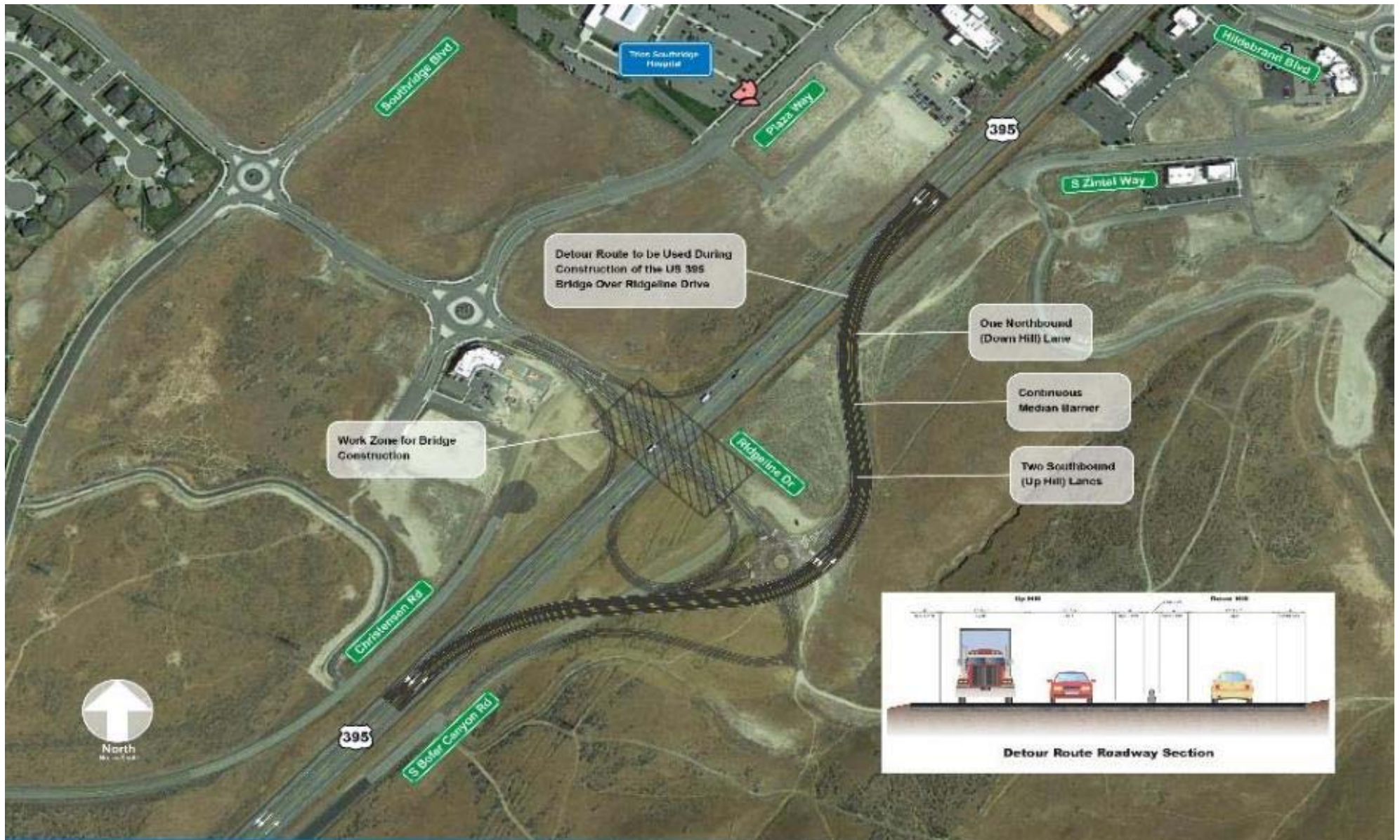


US395/Ridgeline Interchange



**US-395/RIDGELINE DRIVE - CONSTRUCT INTERCHANGE
INTERCHANGE PROJECT AND ADJACENT CORRIDOR PROJECTS**

Construction Detour



US 395/Ridgeline Drive Interchange
Board Name / Description



MacKay Sposito

Initial Undercrossing with walls



Revised Undercrossing



Project Costs/Available Funds

US395/Ridgeline Interchange Project Costs	
Item	Cost
Design	2,228,000
Right-of-Way Acquisition	4,636,000
Construction	17,027,000
TOTAL:	23,891,000

Available Funds	
Item	Cost
Connecting Washington	15,000,000
National Highway Freight Program	1,944,000
Surface Transportation Program	641,000
Public Works Trust Fund Loan	6,000,000
Potential Partnership Opportunity	300,000
TOTAL:	23,885,000

Project Schedule – without delay

Project Schedule	
Item	Date
Final Design Approval	January 2020
Right-of-Way Acquisition	January 2020
Bid Project	February 2020
Construction	April 2020 – November 2021



Zintel Dam Repair

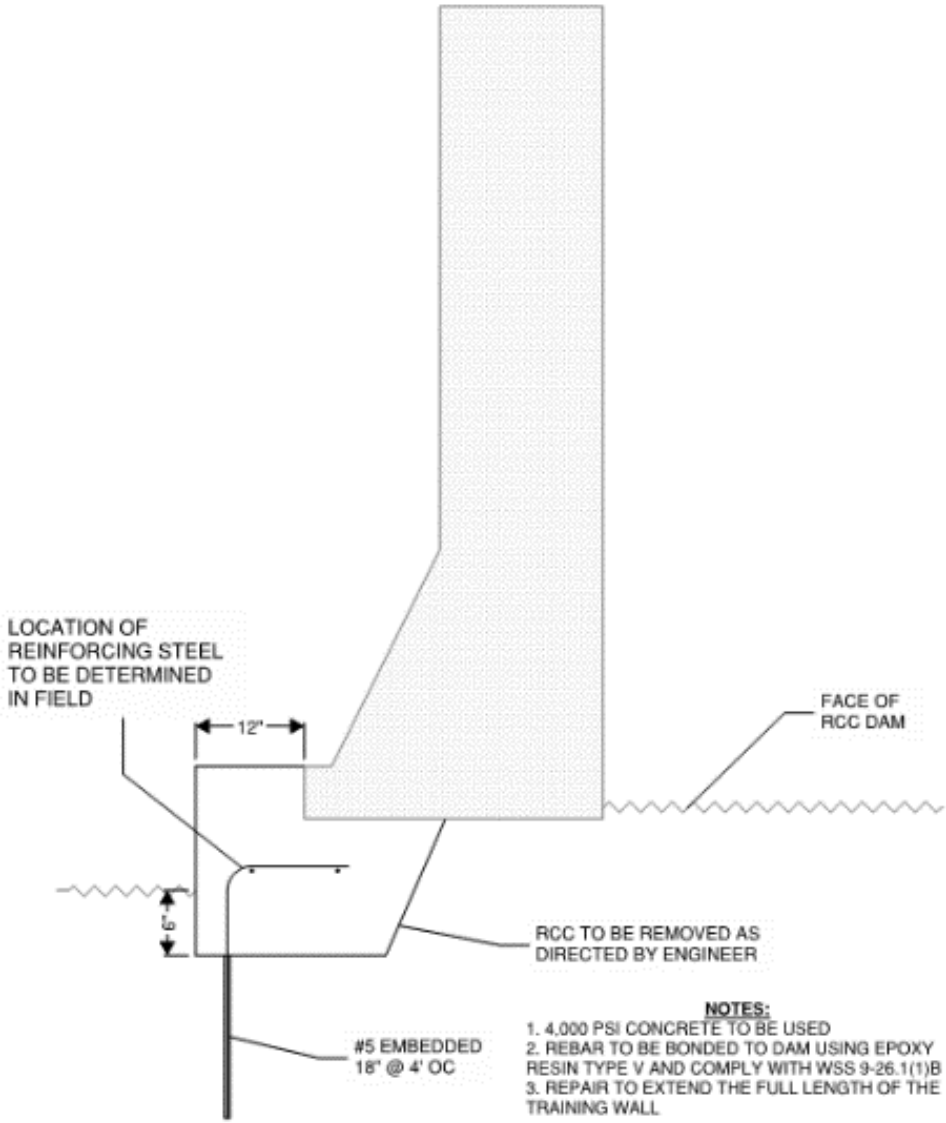


Public Works Department
Council Workshop Committee Update – December 10, 2019
Kendrick Glover, P.E. – Construction Services Manager

Repair Location



Repair Detail



Project Details

Cost

- Contract not expected to exceed \$25,000

Schedule

- The work is expected to be performed in the Spring of 2020 depending on contractor availability
- The repair is estimated to take approximately 2 weeks



Public Works Department

Council Workshop Committee Update

Automatic Meter Reading (AMR) / Advanced Metering Infrastructure (AMI)

December 10, 2019

John Cowling, PE

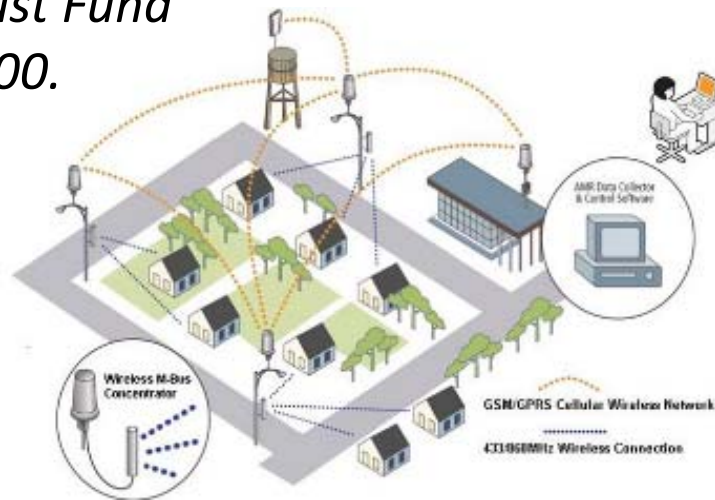
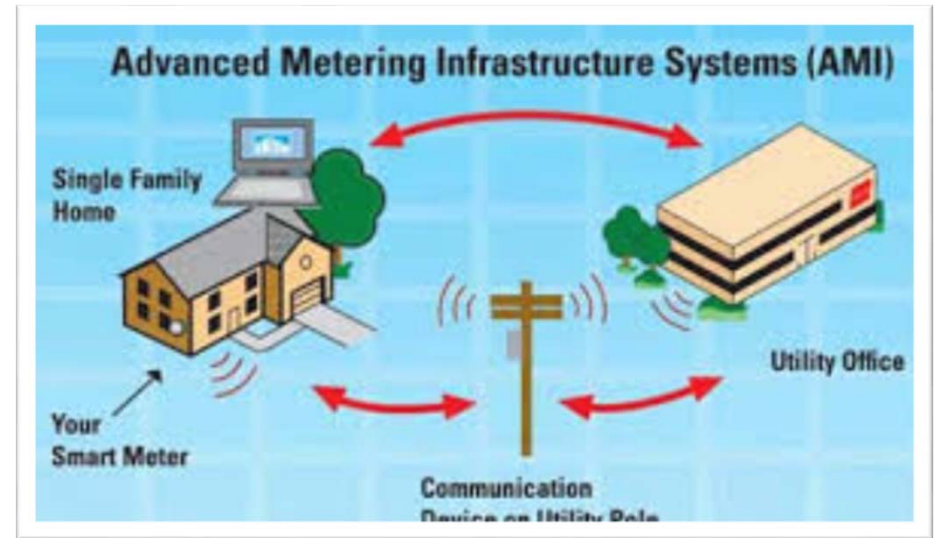
Utility Services Manager



KENNEWICK
WASHINGTON

AMR / AMI

- Background
 - *The City currently collects data for over 24,000 active water meter accounts requiring manual or drive by reading on a monthly basis (half accounts read each month)*
 - *In an effort streamline the process as well as provide additional customer service and information the City pursued and received a Public Works Trust Fund loan in the amount of \$6,000,000.*



AMR / AMI

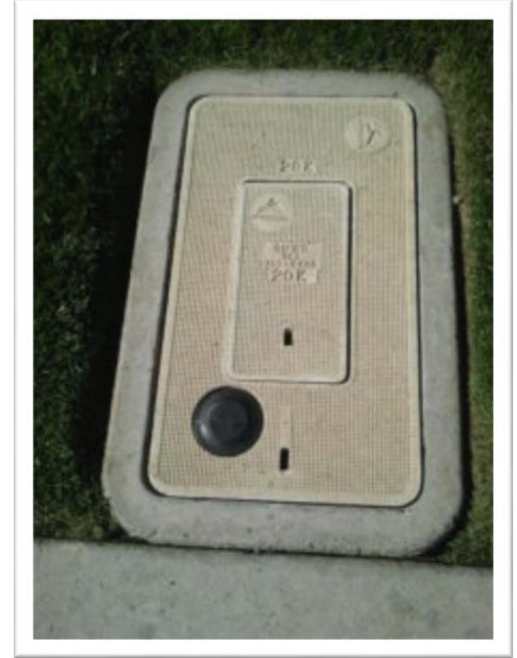
- What is AMR / AMI?
 - *AMR – Automatic Meter Reading is a one way communication device on each meter that sends consumption data at a schedule interval. This is accomplished by either drive-by reading or via a radio network. (Limited data provided, usually just consumption).*
 - *AMI – Advanced Metering Infrastructure is a two way communication device on each meter that collects and sends consumption data over a fixed network at set increments but also allows direct remote interaction from the City as well as valuable data such as:*
 - *Leak detection*
 - *Vacant building meter usage*
 - *Ability for customer service to instantly read consumption*
 - *Customer portal that provides consumption data and ability to review historical usage*
 - *Remote shut-off*
 - *Smart Cities Network compatibility*



AMR / AMI

● Status/Schedule

- *The City is currently working with HDR, Inc. on the following scope of services*
 - *Assess Current Metering Program – Complete*
 - *Review of current reading practices and existing meter inventory*
 - *AMR/AMI Technology Screening – Complete*
 - *Review of available technology, network types and operational comparisons*
 - *Financial Feasibility Study – Complete*
 - *17,150 (70%) meters need to be replaced (significant budget impact)*
 - *7,350 can be retrofit*
 - *Vendor RFP Development and Procurement – Underway*
- *Issue Vendor RFP – Advertised Dec. 3rd and 10th*
 - *RFP's Due January 14th, 2020*
- *Negotiate Vendor Contract – Spring 2020 (approx. 6 months)*
- *Begin Installation mid to late 2020*
- *Project Completion – 2021-2022*



Public Works Department
Council Workshop Committee Update
Canal Drive Emergency Sewer Repair

December 10, 2019
John Cowling, PE
Utility Services Manager



Canal Drive Sewer Repair

- Project
 - *Recent video inspection identified a 15" sewer main under Canal Drive has deteriorated to the point of imminent collapse due to Hydrogen Sulphide gases.*



- *During inspection, the roadway subgrade was visible showing rock and cobble*



Canal Drive Sewer Repair

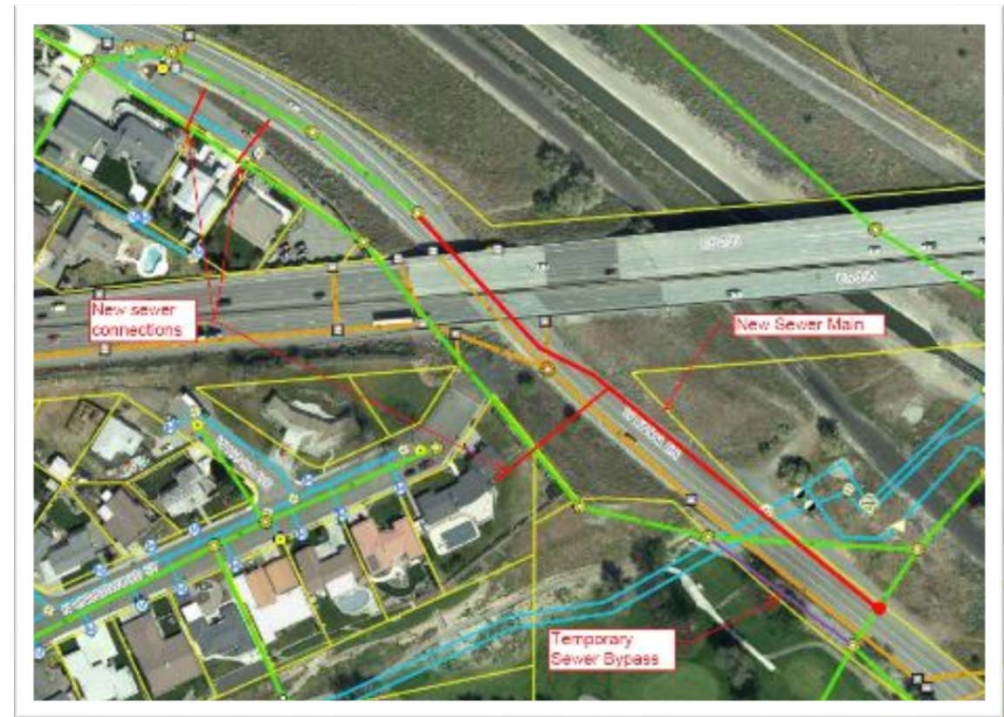
- Project

- Staff identified repair options for emergency repair.
 - Option A lines the existing pipe cavity with Cast In Place Pipe
 - Option B installs a new open cut sewer main down Canal Drive and is a back-up option should the pipe collapse prior to or during the lining process.
 - Ultimate repair involves a permanent new sewer main in Canal Drive

Option A



Option B



Canal Drive Sewer Repair

- Schedule

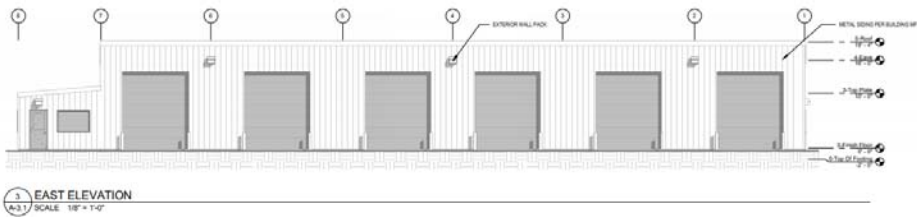
- Under the authority of the City Manager to wave quotes in situations like this Staff contacted a local lining contractor and directed them to move forward with the project
- Liner Fabrication – December 4th
- Liner Delivery – December 11th
- Clean bottom of existing pipe and line (completing project) – December 16/17th



Planning & Economic Development Committee



New Commercial Development in Q4-2019

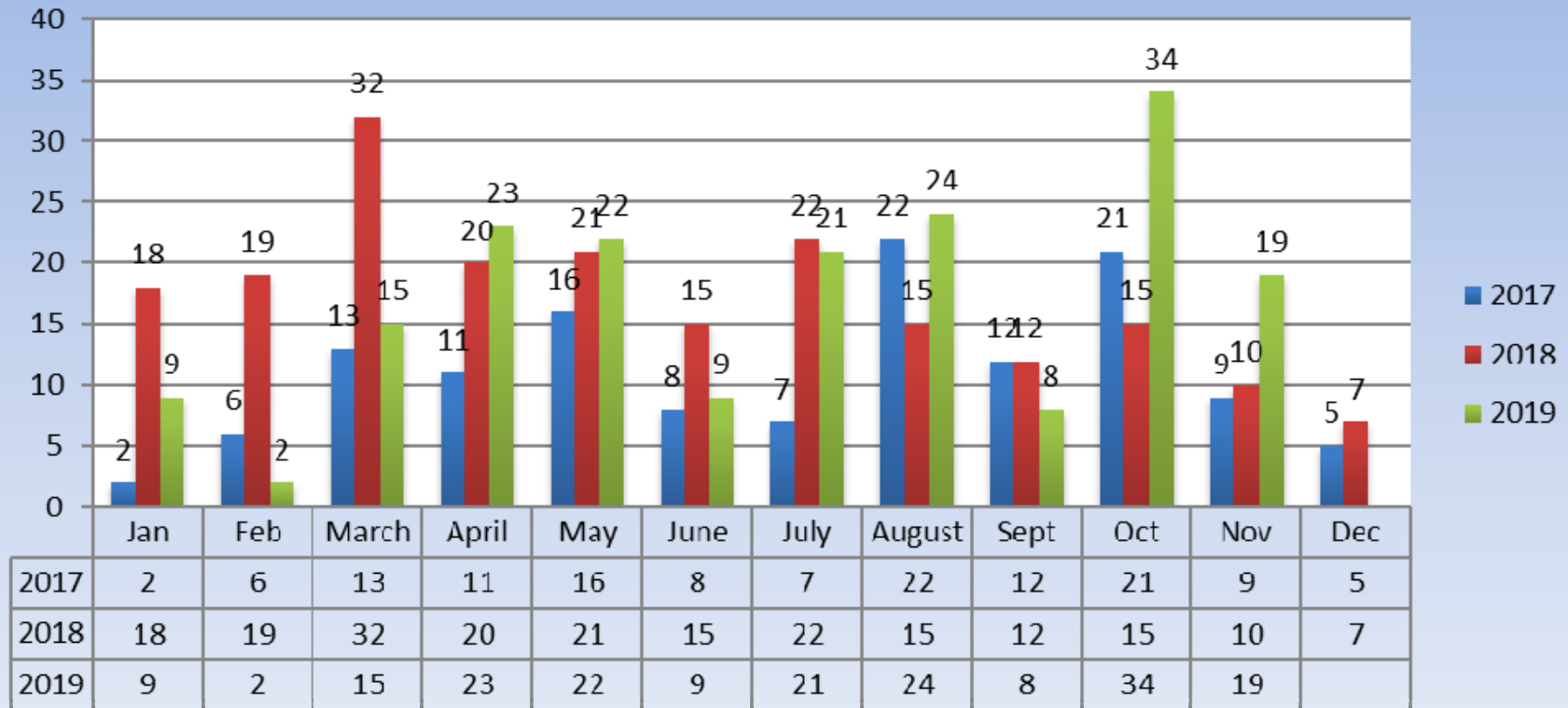


- Vine Street Group – New 20k sf Office Building adjacent to Three Rivers Transit Center for DSHS
- Streetrodz Unlimited – 5,577 sqft steel building – office and warehouse

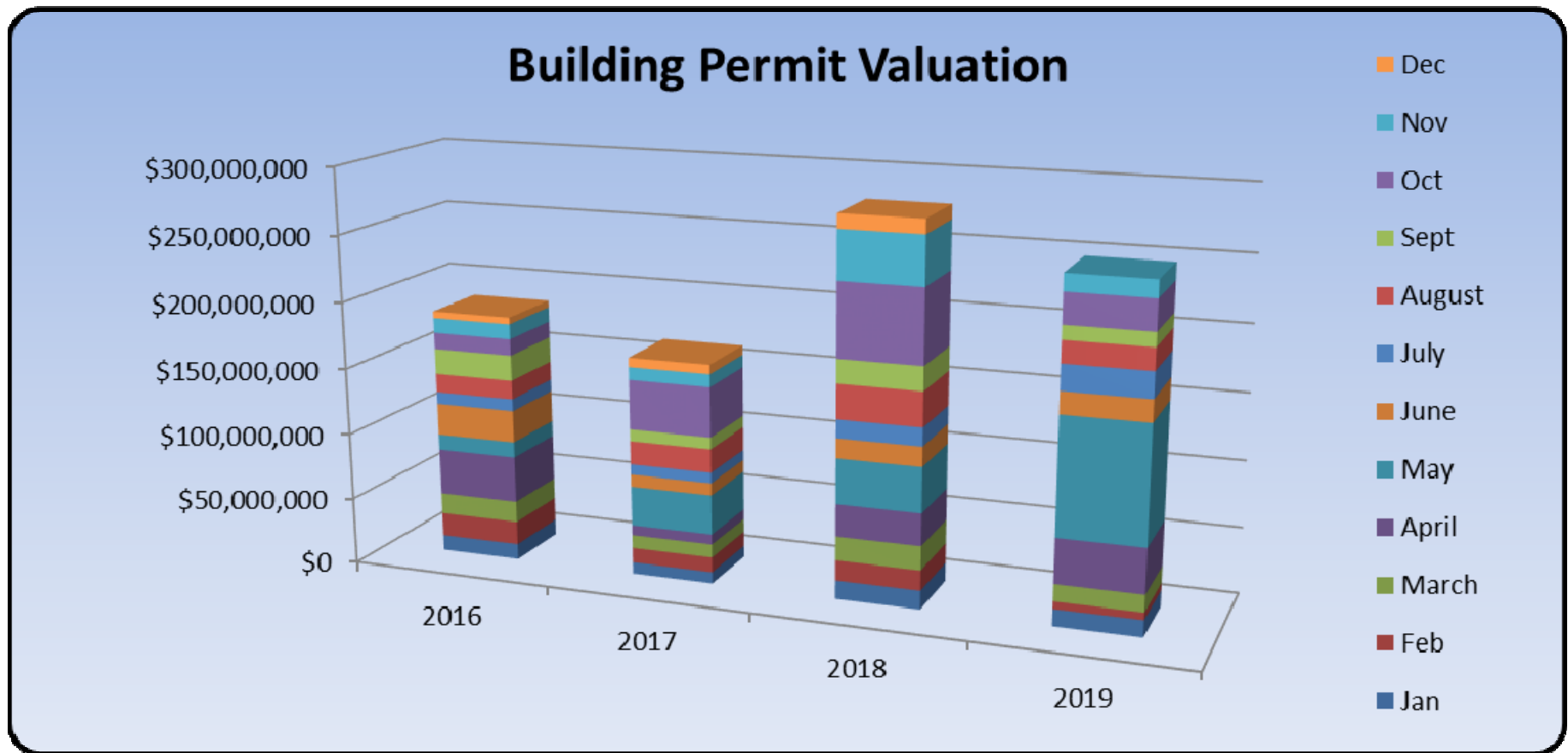


Development Stats Year-to-Date

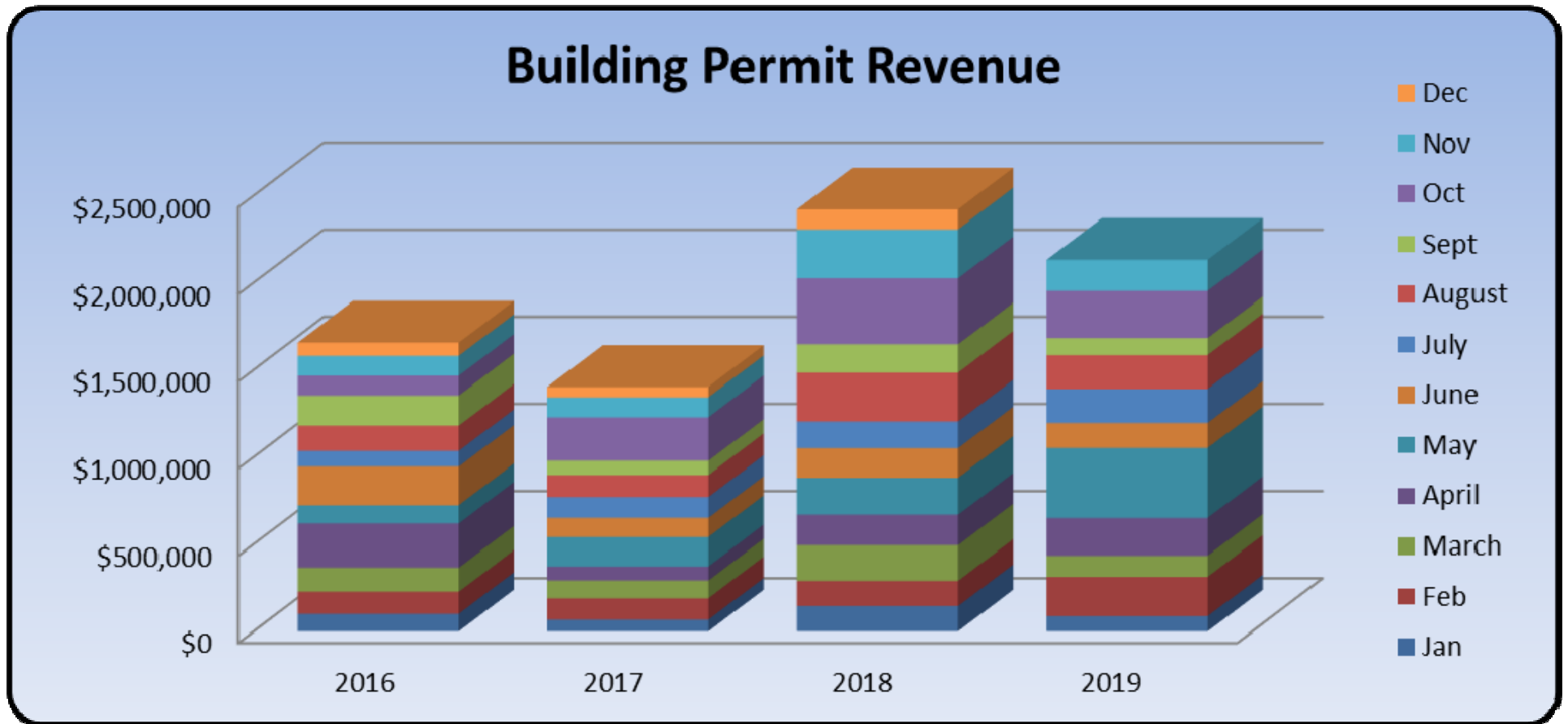
Express Permit Program - SFR



Development Stats Year-to-Date



Development Stats Year-to-Date

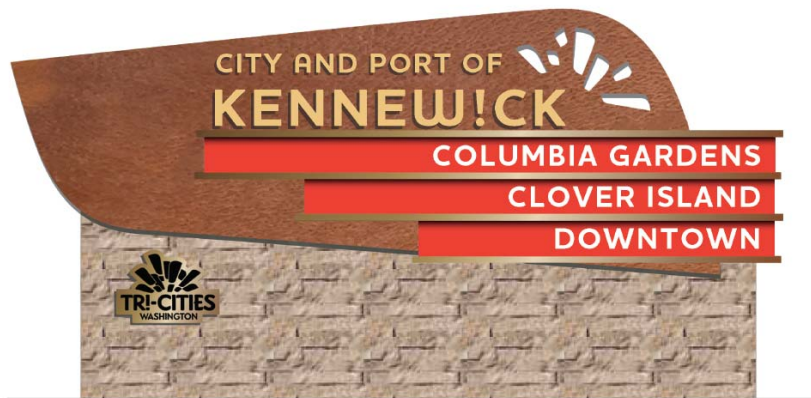


Urban Growth Area Update



- UGA Amendment was accepted by Benton County Planning Commission at their 11/12/2019 meeting, and forwarded for action
- UGA Amendment appeared for action at the 12/3/2019 meeting of the Benton County Commissioners

Wayfinding Update



- Contract w/ Ray Poland & Son's executed; awaiting project schedule for gateway signs
- New Keewaydin Community Center entrance to incorporate 'Wayfinding' intent in design



Q4 Business Accolades



- Bite at the Landing held its official ribbon cutting 11/6/2019
- Layered Cake Artistry is open weekly for their soft launch; grand opening event 01/03/20
- Boiada Brazilian Grill 11/22 (Grand Opening)
- Baums / Let's Party 11/21 (Merger)
- Brandcraft 11/7 (Relocation to Kennewick)
- Wikid Lash and Beauty Bar 10/18 (Grand Opening)
- Knutzen 10/3 (Office Expansion)



Community Center

- Exterior entrance expansion
 - October 2019 award
 - December 2019 completion
 - \$100k CDBG grant funding
- Interior renovation
 - Bids rejected September 2019
 - Reception area, space reconfiguration, flooring
 - Donor funding



KEEWAYDIN
COMMUNITY CENTER





City Council Meeting Schedule January 2020

January 7, 2020
Tuesday, 6:30 p.m. REGULAR COUNCIL MEETING

January 14, 2020
Tuesday, 6:30 p.m. WORKSHOP MEETING

January 21, 2020
Tuesday, 6:30 p.m. REGULAR COUNCIL MEETING

January 28, 2020
Tuesday, 6:30 p.m. WORKSHOP MEETING

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January 2020
Updated