

INTERLOCAL AGREEMENT

between

the City of Pasco and the Port of Pasco
for
the Promotion of Economic Development in Pasco

This INTERLOCAL COOPERATIVE AGREEMENT ("Agreement") is entered into pursuant to RCW 39.34, as of this 15th day of September, 2023, by the City of Pasco, a municipal corporation of the State of Washington, hereinafter the "City", and Port of Pasco, a public body corporate of the State of Washington, hereinafter "Port", collectively referred to in this Agreement hereafter as the "Parties".

WHEREAS; The City has authority to engage in economic development per RCW 35.21.703; and

WHEREAS; the City 2023 Budget has an approved funding amount of \$90,000 to engage in economic development; and

WHEREAS; The Port has authority to engage in economic development per RCW 53.08.245; and

WHEREAS; The Port's mission is to develop the economy of the Port District in a manner that creates sustainable jobs and a healthy tax base and the Port has dedicated staff to promote that mission; and

WHEREAS; Both the Port and the City share similar economic development goals and are pursuing similar activities to promote economic development; and

WHEREAS; The City and the Port desire to better achieve these goals and objectives by leveraging resources and staff to maximize the results of economic development efforts and maximize value to residents;

NOW THEREFORE; The City and Port agree to the following:

1. The City may request the assistance of Port staff with the following economic development tasks on an "as needed" basis:
 - a. Economic Development Strategic Planning
 - b. Implementation: Targeted Urban Area Tax Exemption (RCW 84.25)

- c. Business Retention & Expansion-Industrial
 - d. Business Retention & Expansion – Retail/Commercial/Hospitality
 - e. Industrial Business Recruitment & Attraction
 - f. Retail/Hospitality Recruitment & Attraction
 - g. Small Business/Entrepreneurship Assistance – Coordinate local, regional, state service providers and lenders.
 - h. Workforce Development: Local/Regional coordination
2. The City agrees to reimburse the Port at an hourly flat rate of \$125.00 for this staff assistance. This rate includes all associated staff costs including benefits and overhead. The Port shall invoice the City on a monthly basis.
 3. Costs for materials, professional assistance outside that of Port staff and specific travel costs (pre-approved) will be the responsibility of the City.
 4. Work performed per this Interlocal Agreement shall be approved by the City Manager
 5. Either the City or the Port may terminate this Interlocal Agreement with 30 days notice to other party. Notice to the City shall be directed to the Pasco City Manager and notice to the Port shall be directed to the Port Executive Director. In the event the Interlocal Agreement is terminated, neither the City nor the Port will pursue an action to recover costs incurred by either party, with exception that costs necessary for services approved by the City and incurred by the Port prior to the termination will be reimbursed per the terms of this Interlocal Agreement.
 6. Term of Agreement and Termination. This Agreement is effective upon the signature of all Parties and terminates on June 30, ~~2024~~
2028.
 7. The records and documents associated with all matters covered by this Agreement shall be jointly owned by the City and the Port and all non-privileged records and documents shall be subject to inspection by any Party during the term of this Agreement.
 8. No Separate Legal Entity. No new, separate administrative or legal entity is to be established in association with this Agreement nor to conduct the cooperative undertaking described herein. The Community and Economic Development Director

of the City and the Director of Economic Development of the Port shall be joint administrators of this cooperative undertaking.

9. Severability. In the event that 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.

10. Recording. This Agreement shall be filed with the Franklin County Auditor or posted on each Parties web site.

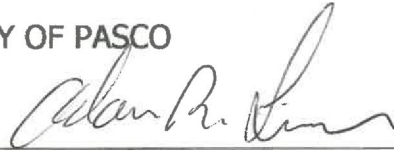
In Witness Whereof, the Parties have signed this Agreement as of the day and year written below.

PORT OF PASCO



By: Randy Hayden
Its: Executive Director
Date: 9/13/23


CITY OF PASCO



By: Adam Lincoln
Its: City Manager
Date: 10.30.23

APPROVED AS TO FORM:

APPROVED AS TO FORM:



Scope of Work

2023/2024 ILA – City of Pasco Economic Development

City of Pasco Economic Strategic Plan

- Assistance with consultant selection for an Economic Development Plan.
- Resource for Consultants (ongoing)
- Plan implementation – assist as determined by outcomes/objectives
- Supplemental/supporting information – unmet needs by job classification; fiscal benefit by type – commercial, retail, and industrial (job totals, property tax annual revenue by type, sales tax revenue by type, one time construction sales tax by type).

Targeted Urban Area Tax Exemption – RCW 84.25

- Work with City staff to explore this potential property tax incentive
 - Secure sample document package
 - Assist in determining tax area boundary
 - Prepare draft documents
 - Prepare recruitment marketing approach
 - Utilize tax exemption as recruitment incentive for private investment/job creation

Community Economic Development/Professional Development (ongoing)

- Colima Pasco Cooperation Assoc. = board member, co-chair Econ. Dvlp. & Trade Comm.
- WA Economic Development Assoc. = board member, Legislative Comm.
- International Economic Dvlp. Council = industry assoc. resource, professional certification
- Downtown Pasco Dvlp. Assoc. = board liaison on behalf of Port
 - Future support of DPDA staff on economic development activities:
 - Assist with Adaptive Reuse/Redevelopment & Reuse
 - Assist with PDA economic development functions
 - Strategic implementation of consultant’s recommendations
- City/County Land inventory = Marketable ground for development by zoning classification:
Example: Parcel # = Location + Lot Size + Zoning + Owner (City/County/Port), etc.

Workforce Development

- Columbia Basin College Workforce Task Force (active member): path to job training grants, new certificates in support of Aerospace, Food Processing, Advanced Manufacturing, etc.
- WSU Tri-Cities School of Business – short term certificate program (market)
- Benton Franklin Workforce Development Council
- Resource to companies seeking on-the-job training (BRE)

Small Business Assistance (startups, entrepreneurs)

- Create Resource Guide – One-stop-shop directory (utilize partners)
- Convene regional roundtable – business service providers (TRIDEC, Chambers, SBDC, etc.)
- Marketing and promotion of services

Business Retention – Retail/Commercial/Hospitality

- Create outreach model by region/zone = Downtown, Court St., Road 68, Broadmoor (future)
- One-on-one assessment's (smallest sample) - potential subcontractor, chamber, etc.
- Utilize Business Survey model for (larger sample) – potential subcontractor
- Establish action items based on business feedback (utilize partners)
- NOTE: significant initial time commitment

Business Retention – Industrial

- Develop company inventory
- 4 to 6 Annual one-on-one meetings (targeted surveys, individual/cumulative report)
- Establish action items based on business feedback (utilize partners)
- Jointly with TRIDEC

Small Business Attraction & Recruitment

- Develop/Create Manufacturers' or Inventors' Makerspace (industrial makers)
 - Different from a co-working space
 - NOTE: Ag Innovation Center considering similar concept
- Develop Small Business Industrial Center (micro lots .5, 1, 1.5-acre sites) low barriers
 - Emphasis on Minority Owned, Women Owned, Veteran Owned
- Tri-Cities Airport Business Center – Commercial, professional, retail businesses.

Retail/Hospitality Business Attraction & Recruitment

- ICSC – International Council of Shopping Centers
 - Annual, May event – Las Vegas
 - Broadmoor development – coordinate with city, landowner, realtor
 - Marketing Tri-Cities Airport Business Center (Hotel, restaurant focus)
 - Marketing City-owned sites (Gesa Stadium pads)
 - Marketing Franklin County-owned sites (HAPO Center pads)
- Broadmoor Development
 - City Support for overall development process

Industrial/Commercial Business Attraction & Recruitment

- World Ag Expo (international ag trade show)
 - Annual, February event – Tulare, CA
 - Direct engagement with emerging companies in agriculture: automation, robotics, artificial intelligence, autonomous vehicles, manufacturing, distribution, and green energy.
 - Shared booth with Eastern Washington Economic Development Alliance.

- SelectUSA Investment Summit (Hosted by U.S. Government, foreign direct investment)
 - Annual May event – Maryland.
 - Direct engagement with foreign companies looking to expand operations to the United States/PNW.
 - Utilize lead generation services for confirmed company meetings.
 - Direct engagement with additional companies via booth interaction.
 - Shared booth with Washington State Department of Commerce.

- National Business Aviation Association Conv. October 2023
 - AIM Center Recruitment

- NAIOP CRE Converge – Oct. 2023 – EWEDA booth
 - National Commercial Real Estate Expo in Seattle
 - Promotion of Retail/Commercial/Industrial to national firms

- Pacific Northwest Aerospace Alliance February 2024
 - AIM Center Recruitment

- NAIOP I.Con West – March 2024
 - Industrial Expo designed for development & expansion of industrial real estate

- Site Selectors Guild April 2024
 - Annual conference nation's top site selection firms
 - Features guaranteed one-on-one engagement

- Food Northwest Process & Packaging Expo
 - PNW's largest food processing expo

- Green Energy: TBD – Chip and wafer manufacturing, battery manufacturing, SMR