



PORT OF KENNEWICK REGULAR COMMISSION MEETING

MARCH 27, 2018 MINUTES

CALL TO ORDER

Commission President Thomas Moak called the Regular Commission Meeting to order at 2:00 p.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: Thomas Moak, President
Don Barnes, Vice-President
Skip Novakovich, Secretary

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

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 Barnes 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 March 19, 2018***
Direct Deposit and E-Payments totaling \$55,236.56
- B. Approval of Warrant Registers Dated March 27, 2018***
Expense Fund Voucher Number 39932 through 39964 for a grand total of \$51,245.96
- C. Approval of Regular Commission Business Meeting Minutes March 13, 2018***

MOTION: Commissioner Barnes moved for approval of Consent Agenda as presented; Commissioner Novakovich seconded. With no further discussion, motion carried unanimously. All in favor 3:0.

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OLD BUSINESS

A. Interlocal Agreement between Port of Kennewick and City of Kennewick regarding the Hanford Area Economic Investment Fund Advisory Committee (HAEIFAC) Grant;

Ms. Bader Inglima stated the Port and City of Kennewick recently received a Hanford Area Economic Investment Fund Advisory Committee (HAEIFAC) grant to support Columbia Gardens Phase II infrastructure project. HAEIFAC collectively awarded the Port and City \$150,000 (\$75,000 each) and before the Commission is an Interlocal Agreement related to disbursement of the HAEIFAC grant funds whereas the City agrees to assign its \$75,000 grant allocation to the Port so that the Port (as fiscal agent) may be reimbursed for expenses incurred related to the project.

PUBLIC COMMENT

No comments were made.

Motion: Commissioner Novakovich moved to approve Resolution 2018-04 adopting the attached Interlocal Agreement between the Port of Kennewick and City of Kennewick related to HAEIFAC grant to support infrastructure for the Columbia Gardens Wine Village Phase II and authorize the Port's Chief Executive Officer to take all action necessary to execute and implement the Interlocal Agreement and HAEIFAC Grant Document; Commissioner Barnes seconded.

Discussion:

Commissioner Novakovich thanked Port and City staff for working on the joint HAEIFAC application for infrastructure for Phase 2 of Columbia Gardens and ultimately obtaining the funds. Commissioner Novakovich appreciates the work and effort of staff.

Commissioner Moak thanked Ms. Bader Inglima and staff for taking care of all the minute details and preparing the application and completing the ILA for approval.

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

REPORTS, COMMENTS AND DISCUSSION ITEMS

A. Columbia Drive

Mr. Peterson reported that construction plans for Columbia Gardens Phase 2A are complete and ready for advertisement on Sunday, April 1, 2018. Contractors will be able to pull the plans on April 2, 2018 and bid results will be due on April 19, 2018 at 2:00 p.m. Mr. Peterson stated the bid package includes: the loop road (Date Street and Cedar Street Extensions and Columbia Gardens Way), trail access, landscaping and wall along Columbia Drive, the gateway approach, 30 parking spaces, 6 food truck spaces and plaza, and utilities and one alternative is included for a 300 foot screening wall adjacent to the mobile home park. Mr. Peterson stated the construction project time frame is four months, with a one week lull, to allow for the installation and celebration of the Latino Heritage Mural Project. Following completion of Phase 2A construction, Phase 2B, which includes the tasting room building, and parking lot along Cedar Street Extension will be ready for bid in late August, with an estimated completion of April 2019.

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Commissioner Moak inquired why the bidding for Phase 2B cannot begin until Phase 2A is completed.

Mr. Peterson stated that it is due to sequencing and timing. As Phase 2A is winding down, the Port can bid Phase 2B, because contractors are looking for work for fall and winter and the cost of lumber typically goes down in September. Additionally, the Interlocal Agreement the Port has with the City requires bidding Columbia Gardens Phase 2B before Vista Field.

B. Vista Field Update

1. DPZ Work Session Briefing

Mr. Peterson and Mr. Arntzen met with Lizz Plater-Zyberk and Senen Antonio from DPZ, Michael Mehaffy, Laurence Qamar, and Sam Neilson from Parametrix in New Orleans last week. The team worked for two days with the objective to complete the last details of the construction documents. Mr. Peterson stated the team addressed the following items during the work session:

- Pop-Up Retail:
 - Provides services necessary for a Cluster of Food Trucks and Pop-Up retailers;
 - Cluster complements activity in and around water feature and planned hangar renovations;
- Pedestrian Bridge Detail:
 - Utilize simple yet tasteful design, possibly incorporating runway decking into bridge decking & roof cover;
 - Consider inclusion of continuous seating on the bridge and use LED lighting to create interesting shadow patterns;
- Public Park (Phase #2):
 - Shifting water feature pond to center on adjacent roadway rather than centering on the “Scissors” intersection;
 - Implementation involves engineering teams tweaking plans to reflect DPZ suggestion; impact to design and construction cost projected to be minimal;
- Street Names:
 - Consider “Branding” before selecting a theme for street names;
 - Concept involves three-tier hierarchy of crossing, axis and alley names with a loose connection to a common theme;
- Landscaping Details:
 - Landscape elements around water feature encourage usage of the area rather than just viewing;
 - Inclusion of features for children in one quadrant of the landscape area adjacent the water feature;
 - Consideration of fixed chess board or bocce ball area proposed with review of area needed and probable use pending (trial balloon);
- Street/Pathway Details:
 - Utilize interesting, affordable and repeatable materials and design;
 - Woonerf and Espanola Way areas concrete scoring pattern to form large tiles with color suggestion of dark grey or dark brown;

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- Site furnishing match color of street lights (dark blue) and simple design blends in rather than jumps out (simple is elegant, cost effective and easy to replicate);
 - Other miscellaneous items:
 - Modification proposed to Woonerf between Vista Arts Center (V.A.C.) site and UPS distribution facility to enhance desirability of Woonerf and address parking implications when V.A.C. shifted to create the Art Walk;
 - Utilized variation of alignment originally conceived at the November 2014 Charrette when the V.A.C. was proposed near the FBO area served as the inspiration for the proposed revision.

Mr. Peterson stated Ms. Plater-Zyberk presented Mr. Arntzen and the Port with the book, *The New Pioneers: How Entrepreneurs Are Defying the System to Rebuild the Cities and Towns of America* by JP Faber, with the forward written by Andres Duany. Additionally, the team took a field trip to DPZ affiliated neighborhoods in New Orleans and Ocean Springs in Biloxi Mississippi. The neighborhoods were constructed after Hurricane Katrina and are an example of potential housing for Vista Field.

Mr. Arntzen thanked Mr. Peterson for his thorough presentation and capturing the activities from the work session. Mr. Arntzen expressed his concern when the creative team deconstructed the plans on Wednesday; however, by Thursday, the group had come together and now the plan is better than ever. Mr. Arntzen stated DPZ is world-renowned and the Port was fortunate that they chose to work on Vista Field and they requested that the Port maintain focus on Vista Field. Furthermore, DPZ stressed longevity and though the Commission and staff will change, to allow the project the requisite amount of time to grow to its full potential. Mr. Arntzen stated their request was valid and indicated projects can go sideways at any time and it is up to the Commission and staff to remain focused. Mr. Arntzen stated DPZ also discussed programming and entertainment to create vibrancy and excitement at Vista Field. Mr. Arntzen believes the Port will need to look at various options to assist in programming, such as hiring a contractor.

Lastly, at the April 10, 2018 Commission Meeting, Mr. Arntzen will present a significant memo which outlines the remaining 15% of the recommended plans from DPZ. Mr. Arntzen expressed his appreciation to the Commission for allowing staff the opportunity to meet with DPZ one last time to finalize Vista Field plans and stated the work session was very beneficial.

Commissioner Barnes thanked Mr. Arntzen and Mr. Peterson for the update and stated it reassuring that DPZ was able to examine the plans and make recommendations for the final 15%. Commissioner Barnes stated in 2013 the Port made the decision to close the airport and redevelop Vista Field, and throughout, DPZ has been involved. Commissioner Barnes stated it is important for the Port to continue to listen to DPZ, as circumstances change and allowing them time to review the plans was imperative. Commissioner Barnes is pleased the Port is on the right track and stated the work session was well worth the time and effort. Commissioner Barnes stated it is essential that the Port, as an organization, stay focused and stay away from distractions that take away time and resources, and may cause us to go off course.

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Commissioner Novakovich stated this was a tremendous opportunity and he is looking forward to the April 10, 2018 Commission Meeting. Commissioner Novakovich reiterated the importance of focusing on the redevelopment, to not second guess our decisions, and to continue moving forward towards construction of Phase 1. Commissioner Novakovich thanked staff for making the trip and stated the Port has done an awesome job partnering with DPZ.

Commissioner Moak stated the review process with DPZ was imperative and he appreciated the way Mr. Peterson laid out the presentation. Commissioner Moak indicated that at some point, this Commission and staff will no longer be at the Port and hopefully we have set the foundation for future Commissioners, as previous Commissioners have done for us. The Port's primary focus has been trying to redevelop Vista Field; however, we still have other projects that are important, such as Columbia Drive and Clover Island, but we have been able to maintain our focus while working on Vista Field. Unfortunately, sometimes the little things take up more time than the big projects, but the staff and Commission remain committed to Vista Field, a signature project of the Port. Commissioner Moak believes the examples of the New Orleans and Biloxi housing would work well in Vista Field and it is important to have small, affordable options available and still be attractive to development. Commissioner Moak understands the Port's position on programming, but the vision and atmosphere of Vista Field calls for it and it is important to add programming into the budget. Our team has devoted a significant amount of time, effort, and vision to Vista Field and the public has believed in the Port's vision.

Mr. Arntzen indicated staff will begin reviewing the 2019-2020 Budget in the next few months and encouraged the Commission to review the Work Plan and Budget with the possibility of bolstering the budget for Vista Field.

- 2. Special Meeting April 19, 2018: Infrastructure Unveiling of Phase 1 Plan and Renderings***

Ms. Bader Inglima presented the "save the date" flyer for the Special Commission Meeting on April 19, 2018; Infrastructure Unveiling of Phase 1 Plan and Renderings. The meeting will take place at the Bechtel Boardroom at the Tri-Cities Business and Visitor Center at 6:00 p.m. Ms. Bader Inglima stated the Special Meeting will focus on the following: Phase 1 illustrations, the Port's infrastructure investment, and opportunities for private investment, finances, budget and next steps. Ms. Bader Inglima reported the Port distributed a media release on March 26, 2018, and today, shared the save the date flyer with the Vista Field email database. Additionally, Ms. Bader Inglima sent the flyer to the following entities: the Alliance for Livable and Sustainable Communities, Port contractors, all of the local Chamber of Commerce offices, TRIDEC, Visit Tri-Cities, Washington Public Ports Association and our jurisdictional partners.

Commissioner Moak inquired if there will be additional paid advertising.

Ms. Bader Inglima planned on leveraging social media and the public relations value with the *Journal of Business* and the *Tri-City Herald*. Ms. Bader Inglima anticipates that all of our local broadcast partners will attend the Special Meeting to interview the Commission and staff. Ms. Bader Inglima anticipates the Port will have good opportunities to leverage media.

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C. Commissioner Meetings (formal and informal meetings with groups or individuals)

Commissioners reported on their respective committee meetings.

D. Non Scheduled Items

1. Commissioner Novakovich received a notice from the Benton Franklin Council of Governments (BFCOG) that Rebecca Crowley from Senator Patty Murray's office will be available to meet with BFCOG on April 2, 2018 to discuss various projects. Commissioner Novakovich stated if there were any Port projects that the staff or Commission would like him to take forward to the BFCOG and Ms. Crowley, please email me.
2. Commissioner Moak would like to see a strategic meeting planned for the 2019-2020 Budget, to discuss re-allocating resources and how to handle non-priority items. Commissioner Moak believes it is difficult to prepare and plan the vision for the Port in a Regular Commission Meeting.
3. Ms. Scott reported the WPPA Spring Conference will be held in Vancouver, Washington, May 9-11, 2018. Ms. Scott stated if you are interested in attending, please email her.
4. Ms. Bader Inglima recently submitted a nomination for the WPPA Spring Awards for a Creative Partnership Award for Columbia Drive in partnership with the City of Kennewick, Benton County and Columbia Basin College. The Creative Partnership Award is very similar to the Governor's Smart Communities Award for Columbia Drive, which the Port received in 2017. Ms. Bader Inglima stated previously the Port received the WPPA Community Outreach, acknowledging the 2014 Vista Field Charrette process.

Ms. Bader Inglima reported that the Latino Heritage Mural Committee (LHMC) met March 23, 2018 to discuss the planning process for the May 23, 2018 Celebration. The LMHM would like to start the event at 2:00 p.m. with music and socializing, then follow at 2:30 p.m. with formal festivities and speeches. Ms. Bader Inglima conveyed the Committees' gratitude to the Port Commission for their continued support on this project and acknowledging the contributions of the Latino community.

5. Mr. Arntzen presented *New Pioneers; How Entrepreneurs Are Defying the System to Rebuild the Cities and Towns of America* by JP Faber. The book focuses on a world where there are no building codes, no licensing requirements, only the desire to build something better. One chapter focuses on Cottage Square, in Ocean Springs, Mississippi and we were fortunate enough to tour that neighborhood.

Mr. Arntzen met with Commissioner Novakovich earlier today and discussed what to communicate to interested parties who would like to purchase land on Clover Island. Mr. Arntzen conveyed that selling land on Clover Island should be addressed as part of the Master Plan refresh process. Mr. Arntzen has contacted Julie Bassuk, from Makers Urban Design and Architecture, the firm that completed the Clover Island Master Plan in 2005. Mr. Arntzen would like Ms. Bassuk to make a presentation to the Commission regarding a Master Plan refresh. Mr. Arntzen suggested easing into Clover Island planning in 2018, and consider it a priority for 2019.

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Commissioner Moak stated it should be conveyed that not selling land on Clover Island has been a policy for 50 years, and it is not a decision the Commission takes lightly and needs due consideration.

6. Ms. Luke commended the Commission and staff on the Vista Field process and is excited to see where it goes.

PUBLIC COMMENTS

No further comments were made.

COMMISSIONER COMMENTS

No comments were made.

ADJOURNMENT

With no further business to bring before the Board; the meeting was adjourned 3:35 p.m.

APPROVED:

**PORT of KENNEWICK
BOARD of COMMISSIONERS**



Thomas Moak, President



Don Barnes, Vice President



Skip Novakovich, Secretary

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Resolution No. 2018-04

**A RESOLUTION OF THE BOARD OF COMMISSIONERS
OF THE PORT OF KENNEWICK APPROVING AN INTERLOCAL AGREEMENT
WITH THE CITY OF KENNEWICK RELATED TO THE HANFORD AREA ECONOMIC
INVESTMENT FUND ADVISORY COMMITTEE GRANT TO SUPPORT THE
COLUMBIA GARDENS PHASE II INFRASTRUCTURE JOINT PROJECT**

WHEREAS, the Hanford Area Economic Investment Fund Advisory Committee (HAEIFAC) approved a joint port/city application for grant funding for a total of \$150,000, awarding \$75,000 to the port and \$75,000 to the city, in support of the Columbia Gardens Urban Wine and Artisan Village Phase II Infrastructure Project; and

WHEREAS, this partnership will continue to enhance the development of the Columbia Gardens Urban Wine and Artisan Village project area into a destination wine village, permitting the parties to attract major private sector investment; and

WHEREAS, the Port and City have outlined an Interlocal Agreement related to disbursement of the HAEIFAC grant funds whereas the city agrees to assign its \$75,000 grant allocation to the port so that the port (as fiscal agent) may be reimbursed for expenses the port incurs related to the project.

NOW, THEREFORE; BE IT HEREBY RESOLVED that the Board of Commissioners for the Port of Kennewick approves the Interlocal Agreement between the Port of Kennewick, and City of Kennewick related to HAEIFAC grant funds to support infrastructure for the Columbia Gardens Wine Village Phase II; and authorizes the Port's Chief Executive Officer to take all action necessary to execute and implement the Interlocal Agreement and HAEIFAC Grant.

ADOPTED by the Board of Commissioners of the Port of Kennewick on the 27th day of March, 2018.

**PORT OF KENNEWICK
BOARD OF COMMISSIONERS**

By: 

THOMAS MOAK, President

By: 

DON BARNES, Vice President

By: 

SKIP NOVAKOVICH, Secretary