

AGENDA

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

Tuesday, August 9, 2016
2:00 p.m.

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. APPROVAL OF THE AGENDA**
- IV. PUBLIC COMMENT** *(Please state your name and address for the public record)*
- V. CONSENT AGENDA**
 - A. Approval of Direct Deposit and ePayments Dated August 2, 2016
 - B. Approval of Warrant Registers Dated August 9, 2016
 - C. Approval of Regular Commission Business Meeting July 26, 2016
- VI. REPORTS, COMMENTS AND DISCUSSION ITEMS**
 - A. Columbia River Land Conveyance Letter (**TIM**)
 - B. Vista Field Update (**LARRY**)
 - C. Artwork Policy (**TIM**)
 - D. Columbia Drive Update (**LARRY**)
 - E. West Richland Inundation Clause (**TIM**)
 - F. Commissioner Meetings (formal and informal meetings with groups or individuals)
 - G. Non-Scheduled Items
- VII. PUBLIC COMMENT** *(Please state your name and address for the public record)*
- VIII. ADJOURNMENT**

Action may be taken on any item on the Agenda.

PLEASE SILENCE CELL PHONES



REGULAR COMMISSION MEETING

PORT OF KENNEWICK

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CALL TO ORDER

Commission President Skip Novakovich 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: Skip Novakovich, President
Thomas Moak, Vice-President
Don Barnes, 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

Mr. Kyle Cox led the Pledge of Allegiance.

APPROVAL OF THE AGENDA

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

PUBLIC COMMENT

Linda Lehman, 505 Bell Avenue, Benton City. Ms. Lehman, Benton City Mayor, thanked the Commission for the invitation to attend today's meeting and offered some background on the waterfront. A few years ago, Ms. Lehman had the great opportunity to work with Michel Mehaffy, of DPZ, pro-bono. Mr. Mehaffy submitted a preliminary assessment regarding development of the waterfront, which is an asset that the City should look at developing. Benton City is creating a brochure that highlights several areas and features the waterfront, downtown and the connection across the railroad bridge to the Red Mountain trails. Ms. Lehman has hired an artist to complete a rendition of what the waterfront could look like with additional features such as a boardwalk. Although this is a small project in terms of what the Port undertakes, Ms. Lehman is hoping the entities can partner on the project in the future.

No further comments were made.

CONSENT AGENDA

Consent agenda consisted of the following:

A. Approval of Direct Deposit and E-Payments Dated July 19, 2016



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Direct Deposit and E-Payments totaling \$46,979.22

B. Approval of Warrant Registers Dated July 26, 2016

Expense Fund Voucher Numbers 38096 through 38148 for a grand total of \$155,615.19

C. Approval of Commission Meeting Minutes Dated July 12, 2016

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

PRESENTATION

A. Brand Implementation Leadership Team (BILT) Presentation

Ms. Bader Inglima stated several members of the Brand Implementation Leadership Team (BILT) are in the audience: Kyle Cox, Hector Cruz, Gretchen Strother Guerrero, and Emily Estes Cross. Mr. Cox will be updating the Commission on the regional brand and how it is being implemented.

Mr. Cox, Executive Director of Mid-Columbia Libraries, serves on the Brand Implementation Leadership Team (BILT), which is a partnership with Visit Tri-Cities, Tri-Cities Regional Chamber of Commerce, and TRIDEC. In 2014 Kris Watkins, Lori Matson, and Carl Adrian introduced the new regional brand and Mr. Cox will highlight how the brand has been implemented, the implementation goals, and outline ways the Port can take advantage of the regional brand.

Mr. Cox stated the benefits of branding include:

- Puts Tri-Cities on the Map;
- Recognition and Loyalty;
- Image of Quality;
- Distinction from Competitors;
- Build a Culture for Forward Acting;
- Increased Revenues.

Several years ago, Roger Brooks was hired by Visit Tri-Cities, Tri-Cities Regional Chamber of Commerce, and TRIDEC to perform a study that focused on the region. As a result of the study, Mr. Brooks provided thirty-seven recommendations on how to implement the regional Tri-Cities brand. Visit Tri-Cities, Tri-Cities Regional Chamber of Commerce, and TRIDEC immediately began incorporating the brand into their messaging and visual elements. The number one recommendation was to create a Brand Implementation Leadership Team, which is a group of people that represent the community in implementing the Tri-Cities mission:

The mission of the Bolder Brighter Better brand is to help the Tri-Cities create the community we want: To be one of the Northwest's best destinations to live, work, and play by creating a community identity, gathering places and products.

BILT has three committees: marketing, festivals and events, and product development. The marketing committee has completed a brand style guide and is now focusing on a social media campaign and related activities to build local awareness of the brand. The festivals and events committee are encouraging the use of the brand to outside organizations and have met with a



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number of event planners, to cultivate events that reinforce the brand. The product development team has taken an inventory of Tri-Cities assets, identifying primary contacts and providing any necessary support. Furthermore, the group has been tasked with identifying what the Tri-Cities community wants but do not possess. BILT is made up of a diverse cross section of our community and representatives from the cities, ports, counties, and staff from Visit Tri-Cities, Tri-Cities Regional Chamber of Commerce, and TRIDEC.

Mr. Cox stated the marketing materials are focused on visitors and community members and Visit Tri-Cities has included the new brand in their print, online and television marketing campaign for tourism. The brand has been incorporated in local websites and other media by different groups, such as the Tri-Cities Airport, Downtown Kennewick, and Tri-Ports. Mr. Cox stated BILT is reaching out to event planners, festivals and hotels to encourage and incorporate the brand into as many venues and touchpoints as possible. Mr. Cox stated the most important item to consider is BILT does not want promote the visual brand and not have the actual products to reinforce the brand and applauds the Port for moving our community forward.

Mr. Cox indicated additional marketing campaigns could include the following items:

- Marketing Collateral and Messaging;
- Website;
- Tri-Cities Logo;
- Brand Colors;
- Exclamation Points and Fist Pumps;
- Brighter, Bolder, Louder, Smarter;
- Brand Experience in New Products.

Mr. Barnes thanked Mr. Cox for the update and stated the Roger Brooks study pointed out obvious deficiencies in the Tri-Cities and the Port is taking steps to make the region a better place to live and visit. Mr. Barnes is very optimistic that the redevelopment of Vista Field will address the deficiencies the Tri-Cities is lacking. Mr. Barnes thanked BILT team for their efforts and Mr. Moak's work and representation on the BILT team.

Mr. Moak serves on BILT and appreciates the opportunity to represent the Port. Rebranding is a long term project and a number of things have been accomplished, some subtle, some bolder and brighter. Mr. Moak stated places like Vista Field and other economic development opportunities take time and if we believe it will happen overnight, it won't. However, if we don't think it will happen at all, it certainly won't. There are a lot of people who are invested in making the branding successful to highlight the Tri-Cities. Mr. Moak believes the Port plays a big part in implementing many of the recommendations from the Roger Brooks study as well as the cities and counties and private investments. Mr. Moak is proud to be part of it and is excited about the future.

Mr. Novakovich stated anything worthwhile takes time to do it right. Mr. Novakovich inquired if the branding would affect the type of signage used at Vista Field or Columbia Gardens.

Mr. Cox stated wayfinding is part of Mr. Brooks' recommendations and asked Ms. Strother Guerrero to elaborate.



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Ms. Strother Guerrero stated the Tri-City Rivershore Enhancement Council (TREC) has been working on wayfinding and Ms. Bader Inglima serves as the Port representative on TREC. Ms. Strother Guerrero reported the wayfinding consultant developed three initial concepts and presented the concepts for community input. The local entities can incorporate the concepts which can be subtle or bigger and brighter.

Mr. Cox indicated an organizational branding effort takes seven years to implement, however, we are attempting to brand a region and it is a very monumental effort and it will take time to get where we want to be and get the community buy-in.

OLD BUSINESS

A. *Vista Field Various Policy Directives*

1. *Guidelines for Development Proposals; Resolution 2016-20*

Mr. Arntzen presented the Guidelines for Development Proposals for Vista Field, Resolution 2016-20. The document includes comments from Commission, staff, counsel and DPZ consultants, Mr. Mehaffy and Mr. Qamar. The Guidelines for Development Proposals addresses the method by which the Port would provide public notice of Vista Field development opportunities and the process by which the Port shall receive, evaluate and accept development proposals.

MOTION: *Commissioner Moak moved for approval of Resolution 2016-20, adopting the Guidelines for Vista Field Development Proposals; Commissioner Barnes seconded.*

Discussion:

Mr. Barnes stated the DPZ Study estimated that Vista Field, at full build out, will be valued at approximately \$500,000,000. This document will be the instrument the Port uses primarily to go from where we are now to full build out. The document is very important because the work at Vista Field will not only be completed by the Port but with our jurisdictional partners and the private sector. Mr. Barnes thanked staff and Ms. Luke for all of their work on the document and this is a great starting point.

Mr. Moak views Vista Field as a premier urban development in the bolder, brighter Tri-Cities and how we move forward and implement is a very new process as well. The Guidelines for Development Proposals is a dynamic process and as the Port moves forward, there will be a lot to learn as we work with developers, and processes may change. This is an exciting time for the Port and the document will allow staff and the town architects to move forward to work with developers and for the Commission approve great projects.

Mr. Novakovich commended the Commission, staff and legal counsel for creating such an excellent and succinct document.



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PUBLIC COMMENT

No comments were made.

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

REPORTS, COMMENTS AND DISCUSSION ITEMS

A. *Vista Field Update*

Mr. Peterson stated Mr. Mehaffy and Mr. Qamar are completing the final elements that make up the Master Plan and include the Design Precedents, Design Standards, and Zoning Regulations. Mr. Peterson believes the draft should be available for the August 9, 2016 Commission Meeting.

Mr. Moak inquired if the DPZ presentation from the July 12, 2016 meeting was available to view on the Port website and asked Mr. Peterson if he sent an email to the Vista Field distribution list to let them know the presentation was available for viewing and comments were welcome.

Mr. Peterson stated the presentation is available on the Port website and thanked Mr. Moak for the reminder to send an email to the Vista Field distribution list regarding the presentation for public comment.

B. *Benton City Riverfront Development*

Mr. Arntzen believes there may be a potential opportunity for the Port to partner with Benton City on a small project. Mr. Mehaffy has volunteered his time to Benton City and worked on potential shoreline amenities and Mr. Novakovich has had conversations with the Mayor as well. Mr. Arntzen stated there may be an opportunity to partner with Benton City on a research project that could potentially enhance the rivershore area. Mr. Arntzen reported many of the jurisdictions are eligible for the Benton County Rural Capital funds, which will provide project opportunities to jurisdictions that otherwise may not be funded.

Mr. Novakovich inquired if the Port has entered into joint planning efforts with other jurisdictions.

Mr. Peterson stated the Port previously entered into joint planning efforts with Benton City for the Department of Natural Resources land that is within the Port district and funded the consultant to look at potential opportunities. Mr. Peterson reported the Port has been involved with joint planning opportunities with West Richland and Benton City.

Mr. Novakovich stated this opportunity would fall under the Port 2010 Budget Goals, which states the Port pursues projects with partners who demonstrate support.

Mr. Arntzen stated details have not been discussed, but he believes this is a good opportunity for matching funds.

Mr. Novakovich inquired if the Commission would like staff to pursue further details for a potential project with Benton City.



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Mr. Moak stated the Commission has been interested in partnering with jurisdictions where there is a shared cost and benefit. Mr. Moak holds Mr. Mehaffy in high regard and respects his work and believes the work he would complete for Benton City would benefit everyone. Mr. Moak stated with the Rural Capital County Funds there are opportunities to fund projects in a variety of ways that our own budget does not allow for and to be able to partner with Benton City falls within the scope of what the Port tries to accomplish.

Mr. Barnes is receptive to looking at a joint project with Benton City and all our jurisdictional partners. The Port has several ambitious projects under way, with limited staff and funding resources. Mr. Barnes stated it is important to be balanced and fair across the district and as the Port updates the Comprehensive Scheme and the 2017-2018 Budget, there is an opportunity look at projects throughout the Port District.

The Commission consensus is for staff to pursue a potential joint project with Benton City.

Mr. Arntzen thanked the Commission for the direction and stated he will continue to research additional opportunities. Furthermore, Mr. Arntzen stated if the Port pursues the project with Benton City, staff time would not be utilized, but the bulk of the work would be performed by the consultant.

Mr. Novakovich suggested staff meet with the Benton City Mayor for additional ideas.

C. Columbia Drive

1. Update

Mr. Peterson stated street excavation work will begin next week on Columbia Drive and should last no more than five days. Big D's is scheduled to complete the project on time and the City of Kennewick is currently out to bid for the streetscape, which will be awarded in August and begin in September.

2. Columbia Gardens Wine & Artisan Village Tenant Selection Committee; Resolution 2016-21

Mr. Arntzen stated before the Commission for consideration is Resolution 2016-21 which establishes the Columbia Gardens Wine and Artisan Village Tenant Selection Committee.

MOTION: Commissioner Moak moved for approval of Resolution 2016-21, formalizing the Columbia Gardens Wine and Artisan Village Tenant Selection Committee; Commissioner Barnes seconded.

PUBLIC COMMENT

No further comments were made.

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

D. Clover Island Marina Update

Ms. Hanchette reported on July 14, 2016 an individual accessed the Marina's B dock and stole a tenant's boat and subsequently beached the boat on an island. The individual called for help and



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the sheriff and coast guard were deployed. The boat was recovered and the individual was transported Lourdes Hospital and then fled the area. The Kennewick Police Department (KPD) is the lead investigating department on the case and has been working with staff to obtain all pertinent information. The status of the incident is that the individual is a known felon, who is believed to have left the area and the case has been turned over to the Benton County Prosecuting Attorney's Office.

The Port notified tenants of the situation and will send a follow up letter updating tenants on the course of action. Phoenix Patrol has offered to increase nightly patrols of the island at no extra cost for a certain period of time. Mr. Arntzen directed staff to compile budget information on security camera upgrades and other possible security measures. Ms. Hanchette reported several marina tenants shared personal security options such as third party security services, boat cameras, and WIFI hot spots. Furthermore, the marina tenants requested all gate access and that has been approved as well. Ms. Hanchette stated it is a terrible thing that happened and staff is taking it very seriously and supporting KPD.

Mr. Novakovich thanked Ms. Hanchette for her thoroughness and quick response. Mr. Novakovich inquired if the owner left the keys in the boat.

Ms. Hanchette stated it is her understanding that the individual located a set of keys on the boat. Ms. Hanchette has expressed to the tenants the importance of not leaving valuables on the dock, boat or vehicles.

Mr. Novakovich reiterated that he met with Ron Dunning, Port of Walla Walla Commissioner recently and Mr. Dunning spoke with a Clover Island Marina tenant who indicated he was very pleased with the marina and feels the Port has the best public marina around. Mr. Novakovich stated the Port is taking security seriously.

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

Commissioners reported on their respective committee meetings.

F. Non Scheduled Items

1. Mr. Barnes attended a financial update of the Port with Ms. Fine and Mr. Kooiker. Mr. Barnes confirmed with Ms. Hanchette that the West Marina Professional Building is fully occupied and that the Verizon property sale is complete. Mr. Barnes thanked Ms. Hanchette and staff for their work on both properties.

Ms. Hanchette reported the Verizon sale was completed two weeks prior.

2. Ms. Scott stated the July 22, 2016 joint meeting with the Confederated Tribes of the Umatilla Indian Reservation (CTUIR) will be rescheduled. Ms. Scott will be in touch with the CTUIR about a new meeting date and anticipates the meeting will be scheduled for later this fall.
3. Mr. Arntzen attended the Washington Public Port Association Executive Director Conference in LaConner, Washington. The conference was very educational and thirty-seven executive



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directors attended. Mr. Arntzen learned from the experiences of others and it was a good opportunity to exchange information. Mr. Arntzen appreciates the Commission allowing him to attend these conferences.

Mr. Novakovich attended the Benton County Rural Capital Funds press conference last week and Mr. Arntzen stated the County is placing emphasis on allocating funds to two or more jurisdictions working together and moving forward on a joint project. Mr. Arntzen stated the Port is currently working on a potential project with the City of Kennewick and as Mr. Novakovich indicated, the 2010 Port goals speaks to the Port working with partners who have some financial and/or other resources to bring to the table.

Mr. Arntzen has also been working with Cindy Reents, City of Richland City Manager and Pete Rogalsky, Public Works Director, on a potential partnership opportunity that fits within the Rural County Funds allocations and the Port's Budget Goals.

4. Mr. Peterson reported the Big Sky Rally cars were in downtown Kennewick last Thursday and made their way down to Clover Island and Ice Harbor. The cars began their rally in Montana and are headed to the Portland International Speedway.
5. Mr. Kooiker had a recent conversation with a marina tenant who has been with the marina for thirty-five years. She recently had health issues and indicated how she and her husband thoroughly enjoy the marina and appreciate how staff goes above and beyond for them.
6. Ms. Hanchette reported the hot new mobile game Pokemon Go, has many catchable characters on Clover Island and is bringing people of all ages to the Island.

PUBLIC COMMENTS

Justin Raffa, 1214 Gowan Avenue, Richland. Mr. Raffa is here to support Mr. Cox's presentation on the Brand Implementation Leadership Team. The Arts Center Taskforce, with the Mid-Columbia Ballet, the Mid-Columbia Mastersingers, the Mid-Columbia Musical Theatre and the Mid-Columbia Symphony approached BILT about incorporating the regional brand in marketing materials. The Mid-Columbia Performing Arts groups partnered with the design staff from Visit Tri-Cities and created the first ever joint Performing Arts Brochure, which incorporates the various aspects of the new regional brand. The brochure features the Performing Arts Groups and events and the middle section includes a special promotion piece which highlights the future Vista Arts Center that will be located in Vista Field. Mr. Raffa stated the brochure will be used for fundraising efforts by the Arts Center Taskforce for the Vista Arts Center.

No further comments were made.

COMMISSIONER COMMENTS

No comments were made.

Mr. Novakovich anticipates the Executive Session will last approximately 30 minutes, Site Selection per RCW 42.30.110(1)(b) and Real Estate Minimum Price per RCW 42.30.110(1)(c) with no action



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anticipated. Mr. Novakovich asked the public to notify Port staff if they will return after the executive session.

Mr. Novakovich recessed the Regular Commission Meeting at 3:19 p.m. for approximately 6 minutes.

EXECUTIVE SESSION

A. Real Estate, per RCW 42.30.110(1)(b) – Site Selection

B. Real Estate, per RCW 42.30.110(1)(c) – Minimum Price

Mr. Novakovich convened the meeting into Executive Session at 3:26 p.m. for approximately 30 minutes.

Ms. Hanchette exited the meeting at 3:56 p.m. and extended Executive Session for 10 minutes.

Ms. Hanchette exited the meeting at 4:06 p.m. and extended Executive Session for 10 minutes.

Mr. Novakovich adjourned the Executive Session at 4:16 p.m.

Mr. Novakovich reconvened Regular Commission Meeting at 4:16 p.m.

ADJOURNMENT

With no further business to bring before the Board; the meeting was adjourned 4:16 p.m.

APPROVED:

**PORT of KENNEWICK
BOARD of COMMISSIONERS**

Skip Novakovich, President

Thomas Moak, Vice President

Don Barnes, Secretary

August 9, 2016

DRAFT

Mr. Gary Peterson
TRIDEC
7130 Grandridge Boulevard, Suite A
Kennewick, WA 99336

Mr. Peterson:

Thank you for your presentation to the Port Commission on June 28, 2016 related to the potential rivershore transfer of lands from the federal government to local jurisdictions. We agree with you that this is an important community issue.

We appreciate your discussion related to the question of how much development the public would support if lands were transferred, the type of development such as condos and commercial development, and even whether the public would be supportive of the tribal casino which you mentioned in your presentation. We applaud you for asking these questions and we support a full community discussion including meaningful dialog with local tribes, who we believe are very concerned about lands being transferred out of federal ownership because that may result in the loss of their reserved treaty rights and protection of tribal resources. Finally, we appreciate your efforts to gain Senator Murray's support which we feel is critical to this process.

Again, thank you for your outreach to the port.

Sincerely,

PORT OF KENNEWICK
BOARD OF COMMISSIONERS

DRAFT

Skip Novakovich
President

Thomas Moak
Vice President

Don Barnes
Secretary

CC: Dave Tovey, Executive Director, Confederated Tribes of the Umatilla Indian Reservation
LTC Damon A. Delarosa, District Commander, U.S. Army Corps of Engineers
Brad Fisher (via email)
Doc Hastings (via email)



AGENDA REPORT

TO: Port Commission

FROM: Tim Arntzen, CEO

MEETING DATE: August 9, 2016

AGENDA ITEM: Artwork Policy

- I. REFERENCE(S):** Excerpt from January 26, 2016 Minutes
- II. FISCAL IMPACT:**
- III. DISCUSSION:** Included in this commission packet is another draft of the Artwork Policy which we reviewed in January. I have made some changes to the draft that was presented to the Commission. I have also included a copy of the minutes from the January 26th Commission Meeting to refresh recollections of the discussion related to this matter.
- V. ACTION REQUESTED OF COMMISSION:** Please review the draft documents and provide staff with questions and comments. Staff will take all input and move forward accordingly. Thank you.

**Port of Kennewick
Artwork Policy**

DRAFT

It is the policy of the Port of Kennewick to foster the artistic interests of the community by providing a showcase for artwork created by community and regional artists. In furtherance hereof, the Port establishes the following policy related to artwork.

Section 1. General Provisions.

- A. The term "artwork" means all forms of the visual arts conceived in any medium, material or combination thereof, commissioned or purchased by the Port, including those received as gifts.
- B. The term "artwork budget" shall include cost of artwork, design fees, engineering costs, installation and similar costs.
- C. The Port Commission shall determine whether artwork shall be installed when the Port designs, engineers and constructs new capital projects of its own undertaking and when the Port sells undeveloped land.

Section 2. Artwork in Port Capital Projects.

If the Port Commission decides to include artwork in a capital project of the Port's undertaking, the Port shall establish an artwork budget of ½% to 1% of the total capital cost of the construction project.

Section 3. Artwork required as part of Port Land Sales.

- A. When the Port sells unimproved real property, at the discretion of the Port Commission, the Port may require that a sum (as determined below) be paid by the purchaser and deposited with the Port to purchase artwork to be installed in a public area within the Port of Kennewick district boundaries. The selection of the site for artwork shall be at the discretion of the Port Commission.
 - 1. For land sales up to \$500,000, a sum equivalent to 3% of the total sales price shall be assessed for artwork; and
 - 2. For land sales of \$500,000 or more, a sum equivalent to 2% of the total sales price shall be assessed for artwork.
- B. Funds collected under this section shall be used for selection, acquisition, and installation or display of artwork; repairs and maintenance of artwork; and other project-specific expenses of selection and acquisition of public art.
- C. Any unexpended funds shall be carried forward from year to year until expended for the purposes set forth in this section, unless otherwise directed by the Port Commission.

DRAFT

Section 4. Artwork Selection Process.

- A. When selecting artwork, whether for a capital project of the Port's own undertaking, or when the Port sells unimproved real property, the Port may seek the advice of the arts commission in the jurisdiction where the artwork will be installed. The Port Commission shall request advice from the arts commission in extending calls to artists for submission of artwork and in the evaluation and selection of artwork.
- B. Artists responding to calls for submissions shall provide a detailed sample or rendering of artwork proposed for consideration.
- C. Because potential artwork display areas will be open to all segments of the community and all age groups, artwork shall not include material, which in the sole discretion of the Port Commission is defaming, obscene, or otherwise inappropriate.
- D. Artwork submissions shall be original artwork as opposed to mass-produced, of standard design or limited editions.
- E. The Port Commission may review, evaluate, select or reject any artwork submission in its sole discretion.
- F. In the case of artwork gifts or donations, the donor's conditions may affect whether or not the gift will be accepted.



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Discussion:

Mr. Barnes stated \$950,000.00 was allocated for the rehabilitation of the VFDF #A and it is prudent to hold to budget and have a contingency fund for uncertainties within the project.

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

REPORTS, COMMENTS AND DISCUSSION ITEMS

A. Vista Field Update

Mr. Peterson reported the Vista Field Transportation Impact Evaluation (TSIE) Analysis has been submitted to the City of Kennewick for review. The City of Kennewick will hold a workshop on February 9, 2016, and he, City staff, and Mr. Robison of Strategic Management will speak on behalf of the Port. Mr. Peterson stated on Thursday, January 28, 2016, Port and City staff and Parametrix will meet to discuss the impacts of the street networks on existing streets at Vista Field. Mr. Peterson believes the Port should not be asked to solve existing traffic issues, but focus on what is palatable and reasonable, what the development should bear, based upon the TSIE. Furthermore, Mr. Peterson met with City staff to discuss the mechanics of adopting the Vista Field Master Plan and a Developer's Agreement.

Mr. Moak inquired if there were any major issues addressed by the City.

Mr. Peterson believes staff and Parametrix should be able to address the City's concerns by the February 23, 2016 City Council meeting.

Mr. Moak asked if staff agrees with the Parametrix TSIE report.

Mr. Peterson stated Port staff, the City Traffic Engineer and Public Works Director, Parametrix, Benton Franklin Council of Governments and Ben Franklin Transit all worked together on the details and believes Parametrix followed the correct course.

Mr. Novakovich thanked Mr. Peterson for his efforts to ensure that Vista Field is developed the way the public envisions. Although it seems that the process is long, the Port is going through the proper steps to make sure the development is successful.

Mr. Barnes echo's Mr. Novakovich's comments and stated his hope is the Port can address any transportation issues and keep moving forward. The evolution of Vista Field over the past two years has moved at a steady pace and it is critical to get the Master Plan in place so the public sees something tangible happening at Vista Field.

Mr. Peterson stated Vista Field is different from any standard development and road structure in the area and it is important to get the essential elements right.

B. Arts Policy

Mr. Arntzen stated he is working on a draft Art Policy, which attempts to outline specific steps when considering art installation or art projects for the Port. Mr. Arntzen stated as this is a draft



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document he asked for the Commission to review and discuss. The draft Art Policy has four sections, which include:

- Section 1: General Provisions;
- Section 2: Artwork in Port Capital Projects;
- Section 3: Artwork Required as Part of Port Land Sales; and
- Section 4: Artwork Selection Process.

Mr. Arntzen stated the next art installment for the Port is the Latino Mural on the Columbia Drive Winery buildings and he would like to see a policy in place prior to work getting underway on the mural.

Mr. Novakovich inquired if Barbara Carter has seen the draft Art Policy.

Ms. Bader Inglima stated that Ms. Carter has not seen the policy.

Mr. Novakovich asked if Davin Diaz, chairman of the Latino Heritage Mural Committee would be updating the Commission on the progress of the mural.

Mr. Arntzen stated there have been several meetings with staff and the Committee. Staff needed to determine what would be required from the contractor bidding the construction contract for the Winery Buildings, without slowing down the bid process.

Ms. Bader Inglima stated Ms. Carter has been working as Port Liaison with the Committee and the Mid-Columbia Arts Council and has placed a Call to Art, which is available on the Port website. The Call to Art provides information on the project and specific requirements. The request for qualifications will be reviewed by the Committee and up to four artists will be invited to bring forth a more detailed proposal.

Mr. Arntzen stated Section 4 of the draft Art Policy stresses a partnership with the local Arts Commission within the jurisdiction to assist with "Call to Arts." Furthermore, Section 4 provides built in safeguards for the Port when selecting art pieces and will require samples from the artists.

Mr. Moak stated ultimately the decision to accept or reject a piece of art falls with the Commission. Mr. Moak believes Section 2 and 3 are the most important part of the policy.

Mr. Novakovich asked when Mr. Arntzen would like Commission comments on the draft Art Policy.

Mr. Arntzen stated he would like Commission comments back within the next month and he is welcome to public comments as well.

C. *TRIDEC Dues*

Mr. Arntzen stated the annual contract with Tri-City Development Council (TRIDEC) has expired. The contract is renewed on an annual basis and has increased over time, from \$15,000.00 to \$30,000.00. TRIDEC utilizes a standard contract for every entity and generally focuses on big