

AGENDA

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

Tuesday, September 12, 2017
2:00 p.m.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF 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 September 1, 2017
- B. Approval of Warrant Register Dated September 12, 2017
- C. Approval of Regular Commission Business Meeting Minutes August 22, 2017

VI. PRESENTATION

- A. Chuck Freeman, Kennewick Irrigation District (**TIM**)

VII. REPORTS, COMMENTS AND DISCUSSION ITEMS

- A. Columbia Drive (**LARRY**)
 - 1. Insurance Update (**TIM/NICK**)
 - 2. Potential Project Costs (**TIM/LARRY/ AMBER**)
 - 3. Draft Letter of Intent (LOI) for Tenant (**TIM/AMBER**)
- B. Vista Field (**LARRY/TIM**)
 - 1. Working Group Update (**TIM/LARRY**)
 - 2. Potential Master Plan/Developer's Agreement Schedule (**TIM**)
 - 3. Phase 1A Site Plan (Including Water Feature) (**TIM/ LARRY**)
 - 4. Potential Funding Partners (**TIM**)
- C. Southridge Land Update (**AMBER**)
- D. City of Richland Update (**TIM**)
- E. Commissioner Meetings (formal and informal meetings with groups or individuals)
- F. Non-Scheduled Items

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

IX. ADJOURNMENT

PLEASE SILENCE CELL PHONES



PORT OF KENNEWICK REGULAR COMMISSION MEETING

DRAFT

AUGUST 22, 2017 MINUTES

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
Lucinda Luke, Port Counsel

PLEDGE OF ALLEGIANCE

David Robison led the Pledge of Allegiance.

APPROVAL OF THE AGENDA

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

PUBLIC COMMENT

No comments were made.

CONSENT AGENDA

Consent agenda consisted of the following:

- A. *Approval of Direct Deposit and E-Payments Dated August 17, 2017***
Direct Deposit and E-Payments totaling \$73,675.06
- B. *Approval of Warrant Registers Dated August 8, 2017***
Expense Fund Voucher Numbers 39382 through 39422 for a grand total of \$107,153.10
- C. *Approval of Special Commission Business Meeting Minutes August 4, 2017***
- D. *Approval of Regular Commission Business Meeting Minutes August 8, 2017***

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

PORT OF KENNEWICK REGULAR COMMISSION MEETING

AUGUST 22, 2017 MINUTES

DRAFT

REPORTS, COMMENTS AND DISCUSSION ITEMS

A. *Clover Island Update*

Mr. Peterson introduced Mark Blotz, General Manager/partner of the Clover Island Inn. Mr. Peterson stated the efforts of Mr. Blotz and Clover Island Inn to make Clover Island a destination was on full display on August 18, 2017 when the band Night Ranger performed and approximately 1,300 people were on the island.

1. *Clover Island Inn Sumer Concert Series, Mark Blotz*

Mr. Blotz and Jeff Abersfeller, partner of Clover Island Inn thanked the Port for helping support Clover Island Inn activities. Mr. Blotz stated having the Port as an advertising partner helps spread the word about events on the Island. Mr. Blotz introduced Amber Martin, Sales Director, who facilitated the advertising with radio, television, social media, and the newspaper. With the Port's help, over 10,000 people visited the Island this year. Some of the events the Clover Island Inn held included: Tri-City Throw-down, New Year's Eve Party, Easter and Mother's Day brunch, the Cancer Center Benefit, the Summer Concert Series and Thunder on the Island. Mr. Blotz stated future events will include: Food Truck Saturday on September 23, 2017, the Austin Healey Car Club show, the American Bass Association tournament, the Pirate Festival and the Jamaican New Year's Eve Party. Mr. Blotz stated Clover Island Inn utilized the Island to the best of their ability and will continue to hold as many community events as possible.

Mr. Novakovich thanked Mr. Blotz and Mr. Abersfeller for their partnership and for bringing people to the Island.

2. *Confederated Tribes of the Umatilla Indian Reservation (CTUIR)*

a. *Gathering Place Celebration Email*

Ms. Bader Inglima stated Barb Carter recently received an email from Malissa Minthorn, Collection and Research Manager at the Tamastlikt Cultural Institute for the CTUIR. Ms. Minthorn was actively engaged in helping shape the artwork and the story panels at The Gathering Place. Port staff and Ms. Carter worked closely with Bobbie Conner, but because of her schedule, Ms. Conner asked Ms. Minthorn to assist us. Ms. Bader Inglima stated the email not only positively reflects on Ms. Carter's engagement with the CTUIR, but the Port Commission's investment in The Gathering Place.

Barb,

It seems like I didn't get to talk to you very much this past Friday at the opening of "The Gathering Place." I hope you were as pleased as we were at how it turned out. Not only the event itself but the actual placement of the statues and signage! You are probably still working on this project but, I just wanted to say that of all that was said that day I appreciated your comments the most! It has been great to get to know and work with you. I hope you keep in touch!

Malissa

PORT OF KENNEWICK REGULAR COMMISSION MEETING

AUGUST 22, 2017 MINUTES

DRAFT

b. August 4, 2017 Joint Meeting Review

Mr. Arntzen stated following The Gathering Place celebration, the Port Commission and members of the CTUIR Board of Trustees met at the GESA Carousel of Dreams to discuss several topics involving both entities; Mr. Arntzen will continue to track these topics for future discussions with staff and Commissioners.

c. Meeting with CTUIR and U.S. Army Corps of Engineers (USACE)

Mr. Arntzen stated during the Joint Meeting, the Port discussed the 1135 USACE Project, which would improve sections of Clover Island for endangered and listed species habitat, due to erosion and concrete dumping. USACE will be investing federal dollars to restore riparian habitat and plantings, and upland enhancements. The Board of Trustees were very interested in the 1135 project and requested additional information. Ms. Bader Inglima is working with the CTUIR and set up a meeting in Pendleton Oregon with USACE for a presentation on the 1135 project. Mr. Arntzen stated the USACE has been through the formal outreach process, however, the Port will request that CUTIR comments be incorporated in the report.

Ms. Bader Inglima stated that she and Mr. Arntzen, Mr. Peterson and Commissioner Novakovich will travel to Pendleton, Oregon with USACE project manager Rebecca Kalamasz and possibly a biologist and cultural resource specialist. Ms. Bader Inglima reported staff is meeting with USACE on Thursday for an update on the progress and cost estimates before meeting with the CTUIR. Several years ago, the Port, with assistance from the City of Kennewick and funding from state grants, made improvements to the west causeway from the entrance of Clover Island to the lighthouse. When the grant dollars were depleted the Port looked for other avenues to continue the shoreline improvements and the Port approached the USACE. Ms. Bader Inglima stated staff approached the USACE looking for a funding source for continued shoreline improvements which is something that is much needed for the Island. The 1135 is a federal program that funds 75% of the project with federal dollars, and 25% by the local project sponsor, which is the Port.

Mr. Novakovich stated the CTUIR brought up a number of items that they would like to partner on, such as utilizing The Gathering Place as an educational source and the possibility of a joint partnership for an economic development project.

Mr. Arntzen reiterated he will continue to track these topics for future discussions with staff and Commissioners.

Mr. Peterson presented some photos of the Clover Island Yacht Club gathering.

B. Columbia Drive Update

1. City of Kennewick August 21, 2017 Planning Commission Meeting Review

Mr. Arntzen, Commissioner Moak and Port staff recently attended the City of Kennewick Planning Public Hearing on the zoning changes for the implementation of the Bridge to Bridge Plan. In 2015, Kennewick City Council adopted the Bridge to Bridge Plan for Columbia Drive and asked City staff to make recommendations on implementation.

PORT OF KENNEWICK REGULAR COMMISSION MEETING

AUGUST 22, 2017 MINUTES

DRAFT

During the Public Hearing two draft zoning ordinances were discussed. The first zoning ordinance would define auto row, from west Columbia Drive (the base of the round-about) to north Fruitland Street. The second draft zoning ordinance recommended implementing an Urban Mixed Use (UMU) zone, which mixes commercial and residential spaces. Port staff offered comments in support of the zoning ordinances for the implementation of the Bridge to Bridge Plan, in particular the UMU zoning, which will also be utilized for Vista Field. The Planning Commission heard from a number of interested parties, including Columbia Basin College (CBC), who spoke in favor of the UMU zoning ordinance, because of their \$10,000,000 future investment in the Culinary Arts Institute at The Willows. The Planning Commission heard the discussion and voted to approve the two ordinances which will now be forwarded to City Council for consideration.

Mr. Moak reported the opposition of the zoning ordinances wanted additional laydown yards for warehousing and only one opposing comment was read into minutes. The remainder of the people, including the Historic Downtown Partnership Association and private individuals approached the ordinances in a positive manner. The Planning Commission had to determine how the zoning ordinances would affect the businesses on Columbia Drive, however, the way the ordinances were laid out for future development of the area was very helpful. From the testimony that was given, it looks as though people are ready to see something good happen on Columbia Drive and Mr. Moak believes the City is moving in the right direction, after a very long period of time.

Mr. Arntzen stated the Kennewick planning staff has done a great job drafting the two zoning ordinances. Greg McCormick, City Planning Director and staff member Anthony Muai were very well prepared and gave a thorough presentation about the draft zoning ordinances. Mr. Arntzen also believes City staff is very inclined to work with the community to implement the UMU zoning ordinance at Vista Field.

Mr. Peterson stated the City worked with the community to establish the vision and then wrote the rules to enable that vision. The UMU zoning ordinance was crafted with the intention that it would work for both Columbia Drive and Vista Field. Mr. Peterson recently received an email from Greg McCormick, which read:

Larry;

Just wanted to say thank you again for attending the public hearing along with Tom, Tim, and Tana, providing the Planning Commission with Port's perspective on the vision and intent of the B2B plan. I'm obviously very pleased with the recommendation put forth by the Commission. The path forward at this point is to workshop the implementation measures with the City Council at their September 26th workshop and put the ordinances on the October 17, 2017 Council agenda for adoption.

*Thanks,
Greg*

**PORT OF KENNEWICK
REGULAR COMMISSION MEETING**

AUGUST 22, 2017 MINUTES

DRAFT

Mr. Moak stated Commissioner Robert Rettig, who sits on the Planning Commission, was interested in 15' sidewalks in the area. Additionally, a representative for Steve West, who owns property by the blue bridge, indicated the need for more property to be in the UMU zoning. Mr. Moak believes the property owners are seeing the change in zoning as an opportunity that will be beneficial to them.

2. 211 Building Proceeds: Tasting Rooms/Winery Options

Mr. Arntzen stated staff previously reported at the August 8, 2017 meeting, that there were currently five options for the insurance proceeds from the collapse of the 211 Building earlier this year, including a 6,000 square foot building, in which the Port would need additional assistance. Mr. Arntzen stated Port and City staff met to discuss the options, and the City believes the 6,000 square foot building is too big of a project, even jointly, and that option is no longer viable.

Mr. Arntzen shared the second option of a 2,500 square foot building with event space with City staff, which was considered more complementary to the Wine Village. Mr. Arntzen indicated the Port would be able to construct that building with the insurance proceeds and the City may be able to assist with an additional shared public parking lot. Mr. Arntzen stated this option appears to be a viable alternative with the City because there is an interested party for the space. Mr. Arntzen requested additional time to work with the City to consider this as an option and inquired if the Commission is amiable to this option.

Mr. Barnes has no objections to the second option and stated one of the overriding policies that the Port has, is to work with partners who make investments in a project. Mr. Barnes stated the second option would be an appropriate use of the insurance proceeds and would be compatible with the Wine Village. Mr. Barnes stated the potential to partner with the City would be a favorable option.

Mr. Moak stated previously staff discussed the option of adding three small tasting rooms, and inquired why the 2,500 square foot building with event space is better and if the City feels this proposal is better than the small tasting rooms.

Mr. Arntzen stated as Port and City staff discussed the options and with the shortened timeline and an interested party, the 2,500 square foot tasting room/event center would be a good project to consider with backdrop of the Wine Village. Mr. Arntzen stated the interested party has name recognition in the area, which resonated with the City and the Mayor.

Mr. Moak inquired if the potential business is ready to move forward, if the Port approves building the 2,500 square foot building.

PORT OF KENNEWICK REGULAR COMMISSION MEETING

AUGUST 22, 2017 MINUTES

DRAFT

Mr. Arntzen stated the Port has a letter of interest and he does not believe it would take long to garner a signed letter of intent. Mr. Robison is working on a construction cost estimating report and will present that to staff this week. Mr. Arntzen stated once staff has all the information he would like to present the potential costs/options to the Commission.

3. *Public Relations*

Ms. Bader Inglima presented the Port's public relations efforts and stated staff recently met with representatives from Senator Patty Murray's office. Josephine Eckert and Raquel Crowley met with Port staff to discuss the 1135 project and toured The Willows and the Wine Village. Ms. Eckert and Ms. Crowley are interested Columbia Drive because of the Port's federal Economic Development Administration (EDA) grant application for The Willows and the infrastructure required to support the CBC's Culinary Arts Institute. Ms. Bader Inglima stated Ms. Eckert and Ms. Crowley were very impressed by the Wine Village and requested a copy of the EDA grant application.

Ms. Bader Inglima stated the Port assisted the Arts Center Task Force with their media event, for the unveiling of the architectural plans for the Vista Art Center. In addition, the Port had been placing print advertising in the *Tri-Cities Area Journal of Business* and the *Spokane Journal of Business* focusing on what is coming at Columbia Drive; however, Mr. Arntzen asked staff to shift direction to the land for sale at Southridge, to generate proceeds for Vista Field. Additionally, the Port is working with the Washington Winegrowers Trade Show to promote Phase 1 and Phase 2 of Columbia Gardens. Print ads for Columbia Gardens will be featured in *Living Tri-Cities* (October 2017) and the *Visit Tri-Cities Visitor Guide* (February 2018) and include the logos from Bartholomew Wines and Monarcha Wines. Ms. Bader Inglima reported the *Tri-Cities Area Journal of Business* is putting out a new full-color magazine, *Focus: Construction and Real Estate in the Tri-Cities*, which will be available inside their October Issue and by direct mail and other distribution. The Port is running a commercial which features The Gathering Place, the waterfront and development property available on Clover Island.

What Mr. Arntzen would like to include in our promotions is a few paragraphs about what the Port has done at Vista Field and what to expect for 2018. Mr. Arntzen is working on a draft with Ms. Bader Inglima and once the draft is completed, staff will present to the Commission for review.

Ms. Bader Inglima also added that *Focus: Construction and Real Estate in the Tri-Cities* contacted the Port about including an article which will feature the Port and City's partnership and the redevelopment efforts at Columbia Gardens and Vista Field.

C. *Vista Field Update*

Mr. Arntzen introduced David Robison of Strategic Construction Management. Mr. Robison has been assisting Port and City staff on various details for the Master Plan for Vista Field. Mr. Arntzen asked Mr. Robison to summarize his vision of what the Port has accomplished and where we are going in the future.

PORT OF KENNEWICK REGULAR COMMISSION MEETING

AUGUST 22, 2017 MINUTES

DRAFT

Mr. Peterson stated the Port continues to work in conjunction with the City's review of the Master Plan while not getting too far ahead of the process. Port staff and Mr. Robison continue to work with the City to answer the remaining few questions, prior to staff recommendation to Council. Mr. Peterson stated the amenities at Vista Field will exceed what is typical for our community in terms of landscaping and function. Port and City staff have also been working on the Business Improvement District (BID), which will be important to have in place prior to any land sales. Port consultants are working on the design of the road and utilities, the landscaping and water feature, and the hangar remodel.

Mr. Robison stated the Port has been working on Vista Field for a number of years; from closing the airport, to the public charrettes, and now moving forward with design. Mr. Robison stated there are a few more meetings to attend, including the August 28, 2017 meeting with the Public Works Department and then on September 8, 2017 with Greg McCormick. Mr. Robison believes those two meetings will close out the final review by the City and the particular requirements they gave the Port in response to the Master Plan. Mr. Robison stated the last meeting associated with the City's response is with the Fire Department and the specific sprinkler requirements for Vista Field.

Mr. Peterson stated the Master Plan follows the required fire access lanes and meets the criteria for the international fire code. Mr. Peterson stated the Fire Department now has correct information and believes this will not be an issue.

Mr. Robison stated it our goal to accomplish the Master Plan approval by this year, then role into 2018 with BID documents. Mr. Robison thanked the Commission for their continued patience, and stated the process is getting exciting and creating synergy in the community. Moving forward, the scheduled meetings will close out the outstanding issues with the City. The scheduled meetings were mandated by Marie Mosley, City Manager, in an attempt to get the Master Plan approved this year. The Port needs to accomplish the following tasks after the Master Plan and Developers Agreements are approved:

- Architectural and Engineering Documents and Landscape Documents;
- City Approval of Architectural and Engineering Documents and Landscaping Documents;
- Procurement and Evaluation of Bids;
- Vetting and Awarding Contracts;
- Begin Construction.

Mr. Robison stated it will be a Herculean effort if the Port accomplishes these tasks within a 12-18 month period; however, we will see continued progress at each and every meeting. Additionally, Mr. Robison believes it is important to share the Port and City successes with the community. To accomplish a Master Plan on 103 acres, to have procured zoning changes, garnered community support through presentations, and have documents ready for bid and construction in only four years is amazing and Mr. Robison applauds the Port and is proud to be part of this effort. The future of Vista Field has a lot to do with the vision of the Port and the direction of the Commission, staff, and consultants as the plans, documents, permits and processes are put in place.

PORT OF KENNEWICK REGULAR COMMISSION MEETING

AUGUST 22, 2017 MINUTES

DRAFT

Mr. Peterson stated over the next 12 to 18 months the Port will not only be working on Vista Field, but there are many other projects in the works that include Columbia Gardens Phase 2 and the USACE 1135 Project. 2018-2019 will be very significant in terms of Port projects and activity on Columbia Drive, Clover Island, and Vista Field.

Mr. Robison stated it is an exciting time at the Port and thanked the Commission for their patience and thanked the staff and the team of consultants for all of their efforts.

Mr. Novakovich thanked Mr. Robison for the work he does with staff.

Mr. Barnes thanked Mr. Robison for his comments and stated Vista Field has taken a lot of patience. Four years later, the Port continues to move forward and it is important to communicate with the public and stay true to the vision of Vista Field.

Mr. Moak stated eight years ago, redeveloping Vista Field was not even a concept, but because of the decision to close the airport, the Port was able to consider redevelopment. Mr. Moak stated it took the City of Kennewick fourteen years to pass the Bridge to Bridge project, but they are moving forward. Great projects take time and patience, and the Port has made enormous strides on Vista Field and Mr. Moak is proud to be a part of the redevelopment. There are a lot of people who believe in the Port's vision and a lot of people who have invested in the partnership on many different levels. Mr. Moak appreciates the update and the partnerships and staying true to the vision.

1. Arts Center Task Force Media Event

Mr. Peterson presented slides of the Vista Arts Center facility and how the Center will fit into Vista Field.

Mr. Moak is very impressed by LMN Architects and their depiction of the Vista Arts Center and how the facility interacts with the liner buildings and the water feature. The pictures represent the vibrancy of the facility and how it would integrate with Vista Field and the New Urbanism concept. Mr. Moak appreciates the thought process for the art walk and how it radiates into the community. Mr. Moak is looking forward to the Arts Center Task Force raising the money to construct the Vista Arts Center at Vista Field.

Mr. Barnes agrees with Mr. Moak's comments and stated the design presented today is of excellent quality with an experienced design team. Mr. Barnes believes it will be a state of the art facility and would like to see it at Vista Field.

Mr. Novakovich appreciated the processes the Arts Center Task Force followed and stated design by LMN Architects meshes well with the Port's vision of Vista Field.

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

Commissioners reported on their respective committee meetings.

E. Non Scheduled Items

1. Mr. Arntzen stated the Port was invited to an informal community event welcoming Bart and Chona Fawbush of Bartholomew Wines to the community on Wednesday, August 23, 2017 at

PORT OF KENNEWICK REGULAR COMMISSION MEETING

AUGUST 22, 2017 MINUTES

DRAFT

the Lodge at Columbia Point from 5:30 to 7:30 p.m. Mr. Arntzen will be on attending on behalf of the Port.

Mr. Arntzen recently met with Ms. Mosley to discuss the Kennewick Public Facilities District (KPF) potential ballot for The Link. Mr. Arntzen stated in 2016, with the assistance of Ms. Mosley, he drafted a statement for the Port of Kennewick. Mr. Arntzen inquired if the Commission would like him to draft a similar joint statement with Ms. Mosley for Commission review.

Mr. Novakovich would like Mr. Arntzen to work with Ms. Mosley on a draft statement and stated the previous statement was very thorough.

Mr. Moak stated as of last week, he had not seen any new ballot measure information on KPF's website regarding The Link. Mr. Moak would like further information before moving forward.

Mr. Barnes agrees with Mr. Moak's assessment and would like to see a more complete, final refined package of the KPF's vision.

Mr. Novakovich inquired if Corey Pearson, Executive Director of the KPF should make a presentation to the Commission.

Mr. Moak does not believe that a presentation is necessary.

Mr. Peterson has already requested the following items from Mr. Pearson:

- Site plan;
- Budget information;
- Completed parking and/or traffic analysis for the proposed project.

Mr. Arntzen will let Ms. Mosley know the Commission is interested in providing a statement, but would like a summary of the current project and what it entails.

Mr. Barnes stated the Commission cannot take a formal position without a public hearing and believes it is important to draft a neutral statement.

Mr. Moak stated the 2016 statement was sufficient and if Mr. Arntzen and Ms. Mosley can come up with something similar with additional details, would be appropriate, based up on the discussion.

Mr. Arntzen will report back to the Commission after further discussion with Ms. Mosley and believes the 2016 statement was solid and will try to mirror that statement in what he brings back to Commissioners.

PUBLIC COMMENTS

John Cloud. Mr. Cloud offered his thoughts on the American Disabilities Act accommodations and expressed his concerns for the homeless community in the Tri-Cities.

PORT OF KENNEWICK REGULAR COMMISSION MEETING

AUGUST 22, 2017 MINUTES

DRAFT

Boyce Burdick, 414 Snyder Street, Richland. Mr. Burdick stated as Board President of the Mid-Columbia Symphony, he represents the Symphony on the Arts Center Task Force and is a member of the planning committee that worked with LMN Architects to produce the pre-design study which was revealed to the public this morning. Mr. Burdick thanked the Port Commission and staff for all they did to facilitate the meeting and allowing the public onto the tarmac. Mr. Burdick stated the support that the Arts Center Task Force is getting from the Commission and staff is marvelous.

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 3:44 p.m.

APPROVED:

**PORT of KENNEWICK
BOARD of COMMISSIONERS**

Skip Novakovich, President

Thomas Moak, Vice President

Don Barnes, Secretary