



PORT OF KENNEWICK REGULAR COMMISSION MEETING

DECEMBER 8, 2020 MINUTES

Commission Meeting recordings, with agenda items linked to corresponding audio, can be found on the Port's website at: <https://www.portofkennewick.org/commission-meetings-audio/>

Commission President Commissioner Don Barnes called the Regular Commission Meeting to order at 2:01 p.m. via GoToMeeting Teleconference.

ANNOUNCEMENTS AND ROLL CALL

The following were present:

Board Members: Commissioner Don Barnes, President (via telephone)
Skip Novakovich, Vice-President (via telephone)
Thomas Moak, Secretary (via telephone)

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

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

PUBLIC COMMENT

Ed Frost, 609 West Albany Avenue, Kennewick. Mr. Frost thanked the Port for the opportunity to listen to the December 3, 2020 Public Hearing. It is Mr. Frost's understanding the investigation of the complaint made by Commissioner Novakovich and the legal fees incurred by the Port in preparation and during the Public Hearing will cost over \$200,000. With that in mind, Mr. Frost requested that the Port of Kennewick place the complete and unredacted citizen complaint and the complete and unredacted investigation report regarding the complaint on the Port website. There is a significant expenditure of taxpayer money involved in this and it is only fair to the residents of the Port district, that we have the opportunity to read the details of the complaint and all of the report that went into the investigation of that complaint. Mr. Frost noted that in the Public Hearing, Michael King, the attorney representing the Port, stressed the need for open government and transparency in government operations. Mr. Frost believes his request for these documents to be placed on the Port website, to be studied and read by general public, is in accordance with that desire to have open and transparent governance.

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No further comments were made.

CONSENT AGENDA

- A. Approval of Direct Deposit and E-Payments Dated November 20 & 27, 2020**
Direct Deposit and E-Payments totaling \$59,653.01
- B. Approval of Direct Deposit and E-Payments Dated December 2 & 4, 2020**
Direct Deposit and E-Payments totaling \$85,460.08
- C. Approval of Regular Commission Meeting Minutes November 10, 2020**

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

EMERGENCY DELEGATION UPDATE

Ms. Hanchette informed the Commission that Cedars Restaurant is seeking a rent deferral for December 2020 and January and February 2021. Resolution 2020-08 allows staff to move forward with the rent deferral paperwork.

PRESENTATIONS

A. Friend of the Port

Ms. Bader Inglima stated each year, Port staff considers individuals to honor, who have made special contributions to the Port and our community over the past year.

Mr. Arntzen stated this year Port staff decided to present two “Friend of the Port” awards for 2020: one to honor Kennewick Police Department as organization, and the other to honor Kay Metz as an individual. Both are being recognized for their outstanding service to the Port and to the community.

The Kennewick Police Department plaque reads: *“Presented to the Kennewick Police Department in recognition of your tireless efforts to safeguard the community, and for your alacritous assistance and outstanding partnership in renewing Clover Island, Columbia Gardens, and Vista Field.”*

Chief Hohenberg thanked the Port for the award and stated the entire department is honored to receive this recognition. Chief Hohenberg values the long standing, working relationship with the Port and stated there is a lot of interaction between the Port and the KPD. Chief Hohenberg thanked the Commission and the top-notch team at the Port of Kennewick for this award.

Mr. Metz’s plaque reads: *“Presented to Kay Metz in recognition of your selfless devotion to recreational boating, stalwart championship of port endeavors, and personal stewardship of Clover Island.”*

Mr. Metz thanked the Port and Commission for this great award and stated it made his day and year. Mr. Metz’s dad helped build the Island and had a vision for what Clover Island could be. What the Port has done to develop the Island is wonderful. The Port has done a beautiful job

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and the staff and Commission should be complimented.

Commissioner Barnes offered his heartfelt congratulations to the KPD and Kay Metz, two very well deserving Friends of the Port.

Commissioner Novakovich stated the KPD and Mr. Metz have been stellar Friends of the Port and he thanked both recipients for the work they have done on behalf of the Port.

Commissioner Moak stated the KPD and Mr. Metz have helped create a vision for this area and he is proud to honor both recipients.

B. Waterfront Master Plan, Makers architecture and urban design

Mr. Peterson gave a brief history of the Master Planning on Clover Island and introduced Julie Bassuk, Beth Batchelder, and Erica Bush of Makers architecture and urban design. Ms. Bassuk, Ms. Batchelder, and Ms. Bush are here today to present a summary of the Phase 2 of the feedback and determine a draft concept direction.

Ms. Bassuk reported on the Phase 2 open house (EXHIBIT A) and stated some of the take-aways include:

- Activation: high level interest in lively public spaces with amenities;
- Access: improved trails and Duffy's Pond boardwalk are strongly desired;
- Amenities: formal performance area and artisan market had the most positive feedback;
- Residential: concern with the potential for blocked view and perceived lack of vitality within residential areas.

Ms. Bush discussed the areas of development for Clover Island and The Willows and outlined the concepts:

- Balance public enjoyment spaces and activities with revenue-producing areas;
- Invest in anticipated public spaces and strong connected circulation network;
- Create six destination hubs, roughly ¼ mile apart;

Ms. Bush stated Makers will refine the concept based on the Commission feedback and then begin drafting a Master Plan.

Discussion regarding the Master Plan concept commenced between the Commission and Makers.

REPORTS, COMMENTS AND DISCUSSION ITEMS

A. Vista Field

Mr. Peterson stated Total Site Services was awarded substantial completion of Phase 1A in September 2020 and are working diligently to complete the remaining items of construction, excluding the water feature. Mr. Peterson reported that the water feature has a few minor issues remaining and the contractor and consultants are working on the issues. Mr. Peterson discussed the Special Commission Business Meeting on December 11, 2020, which will focus on Vista Field.

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B. Chief Executive Officer Extension of Longevity Agreement

Ms. Luke stated before the Commission is Resolution 2020-30, which extends the Chief Executive Officer's (CEO) longevity agreement, as outlined in the CEO's employment agreement (EXHIBIT B). Ms. Luke stated longevity agreements are used in retention for key personnel, which the Port provided for the CEO. The longevity agreement has been in place for two terms, and the second five-year term is coming to an end December 31, 2020. The CEO submitted a letter to the Commission on November 30, 2020 requesting that the longevity agreement be renewed for a third, five-year term. Ms. Luke stated consideration of the extension of the longevity agreement ensures consistency in projects such as Vista Field. Additionally, the Commission has seen the leadership the CEO has brought to the table during this very challenging year of COVID-19 and the potential challenges for the upcoming year. Ms. Luke stated the Longevity Agreement provides the same terms that have been in place for several years and have a relatively nominal fiscal impact to the Port. Ms. Luke stated the Commission recently completed the CEO's performance evaluation and deemed his performance as exceptional and should consider that in terms of renewal of the Agreement.

PUBLIC COMMENTS

No comments were made.

Commissioner Barnes is a little concerned and recommended that the Port seek and hire outside, independent legal counsel for guidance regarding this employment agreement with our CEO. Commissioner Barnes believes it is in the best interest of this Commission and the taxpayers and constituents that we represent.

MOTION: Commissioner Novakovich moved to approve Resolution 2020-30 renewing the Chief Executive Officer's Longevity Agreement for a third, five year term through December 31, 2025; Commissioner Moak seconded.

Discussion:

Commissioner Moak stated although he tends to agree with Commissioner Barnes that these documents need to be looked at, the time to do that is when you are seeking a new manager for the Port, which the Port is not doing right now. Although Commissioner Moak does not particularly like some of the aspects of the agreement, he was not party to the agreement that was written over ten years ago. Commissioner Moak stated now is not the right time to seek independent legal counsel because the Port is not seeking a new manager. Commissioner Moak stated the proper thing to do is approve the Resolution before the Commission.

Commissioner Novakovich stated the Commission has heard justification for approving this Agreement and called for the question.

Commissioner Barnes pointed out again that it is in the best interest of this Commission and the taxpayers and constituents that we represent to have an independent, outside legal counsel review the contract. Commissioner Barnes would like to point out that Ms. Luke is hired by and reports to the CEO, and further, Ms. Luke works with CEO on almost a daily basis. Commissioner Barnes believes there is, at a minimum, at least an appearance of a conflict of

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interest. Commissioner Barnes does not think it is fair to ask Ms. Luke to provide legal guidance to the Commission on this matter. Commissioner Barnes would prefer to protect her from this potential conflict of interest. Which is why Commissioner Barnes thinks it is imperative and prudent to seek outside legal counsel to provide some guidance on this contract with our CEO. Commissioner Barnes stated there is recent precedence for that and he would be much more comfortable with this action if the Commission had guidance from outside legal counsel.

With no further discussion, motion carried. All in favor, 2 Ayes, (Commissioners Moak and Novakovich): 1 Nay (Commissioner Barnes)

C. Upcoming Meetings

Ms. Scott stated there is a Special Meeting on Friday, December 11, 2020 focusing on Vista Field. Additionally, the December 22, 2020 Commission Meeting has been cancelled.

D. Director Reports

Mr. Arntzen has not followed up with possibility of the Port and others engaging in a partnership on the playground at Columbia Gardens, due to other major endeavors. Mr. Arntzen will contact the chairman of Kiwanis club to let them know we are still interested in this project.

Mr. Arntzen and Ms. Hanchette met with Commissioner Moak and Victor Palencia to discuss a new location for his food truck, Culture Shock, which will not block the view of the Latino Heritage Mural.

Mr. Arntzen stated Chief Whalen of Fire district #4 in West Richland requested Port assistance with an easement on property that they purchased from the Port in 2018. Mr. Arntzen and staff will work try and assist them in this endeavor.

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

Commissioners reported on their respective committee meetings.

F. Non-Scheduled Items

Mr. Arntzen thanked staff and those contractors that worked closely with the Port and stated his team has performed admirably in this challenging year. As a manager, it is important to surround yourself with brilliant people and he appreciates their candidness and feels very blessed to have such a wonderful staff. Mr. Arntzen stated we have been through a few challenges recently and are climbing our way out and he feels very lucky to have the support of this Commission and staff. Mr. Arntzen stated the Commission is doing a great job for the community and he is proud to be a part of this organization.

Commissioner Moak is looking forward to the December 11, 2020 Special Meeting focusing on Vista Field. Additionally, he is looking forward to the way Lizz Plater-Zyberk will direct that meeting and bring forth a great perspective to what direction the Port should take as we complete Phase 1A and move into the operations phase.

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Commissioner Barnes offered condolences on behalf of the Port of Kennewick to the Port of Kalama. Port of Kalama Commissioner Allen Basso recently passed away and he was a tremendous individual, and it is a great loss for our Port family.

Commissioner Barnes would like to request an Agenda Item for the next Regular Commission Business Meeting, per Mr. Frost's earlier request during Public Comment. Commissioner Barnes would like staff to respond to Mr. Frost's request regarding the complaint and report being placed on the Port website.

No further comments were made.

PUBLIC COMMENTS

No comments were made.

COMMISSION COMMENTS

No comments were made.


ADJOURNMENT

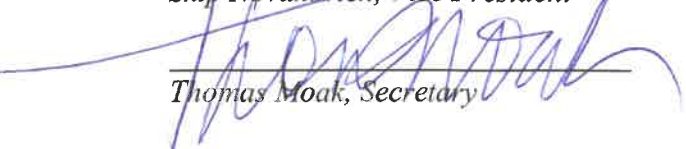
With no further business to bring before the Board; the meeting was adjourned 4:08 p.m.

APPROVED:

PORT of KENNEWICK BOARD of COMMISSIONERS


Don Barnes, President


Skip Novakovich, Vice President


Thomas Moak, Secretary

*The December 8, 2020 Commission Meeting Minutes were Approved by the Port of Kennewick Commissioners on January 12, 2021 at the Regular Commission Business Meeting.

PORT OF KENNEWICK

HISTORIC WATERFRONT DISTRICT MASTER PLAN



Draft Preferred Concept Commission Briefing
December 8, 2020

TODAY'S GOALS

- Summarize Phase 2 feedback
- Review draft preferred concept direction



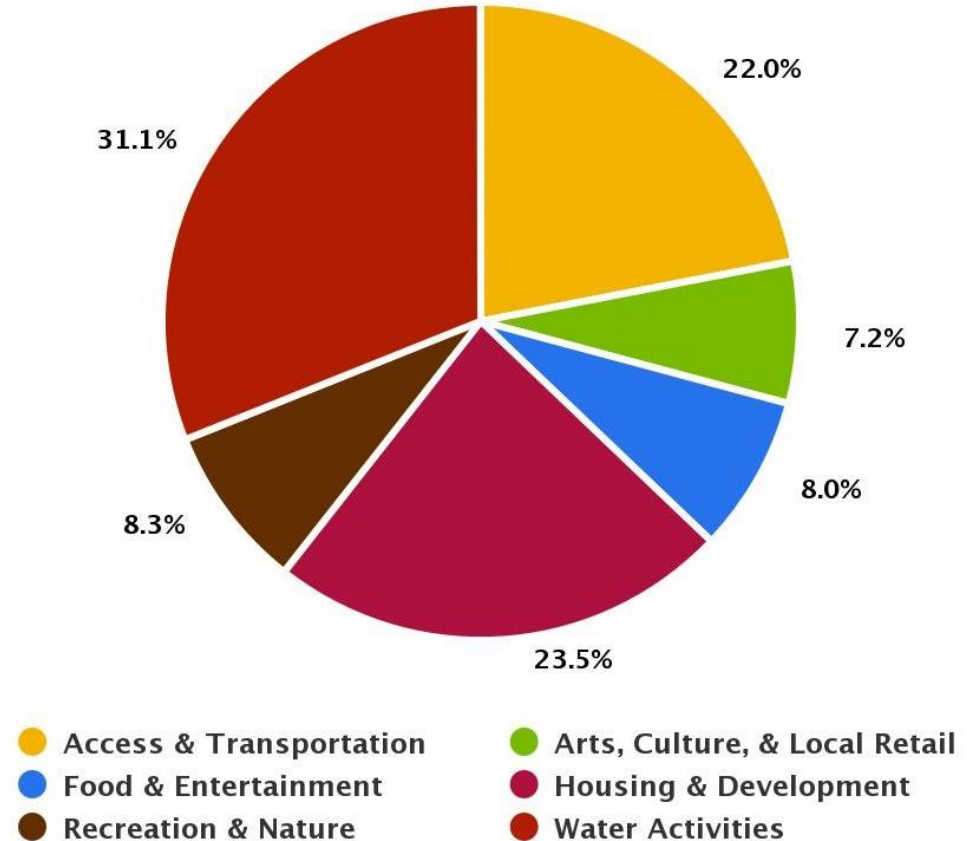
PHASE 2 - OUTREACH SUMMARY

OPEN HOUSE

- 523 unique visitors
- 63 comments
- 76 survey responses

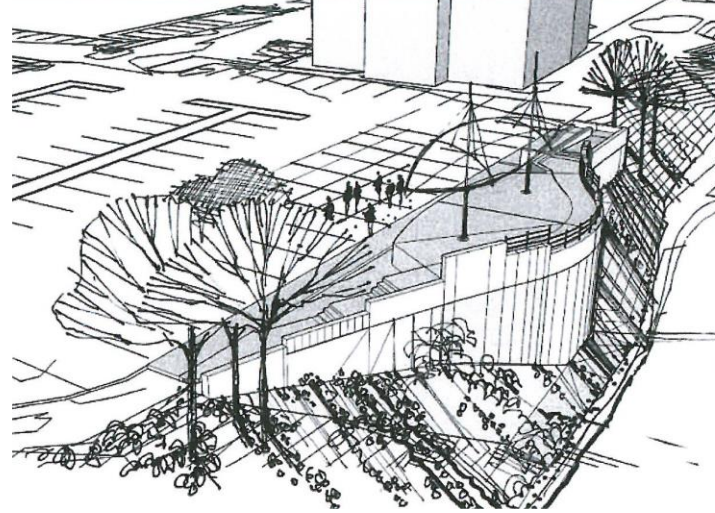
MOST POPULAR TOPICS

- Water activities
- Housing and development
- Access and transportation



OPEN HOUSE TAKE-AWAYS

- **Activation:** high level of interest in lively public spaces with amenities
- **Access:** improved trails and Duffy's Pond boardwalk are strongly desired
- **Amenities:** formal performance area and artisan market had the most positive feedback
- **Residential:** concern with the potential for blocked views and a perceived lack of vitality within residential areas



ECONOMIC ANALYSIS TAKE-AWAYS

RECOMMENDATIONS

- Emphasize a balance of uses, activated public spaces, and strong circulation network throughout, especially to connect the Willows to Columbia Gardens
- Residential is the most economically viable use in the near term; can be a key revenue-generating and 24-7 activating anchor for the district
- Emphasize the unique, walkable, dynamic waterfront location and market to retirees and boaters
- Pursue “horizontal” mixed-use with lower density residential near retail to start



ECONOMIC ANALYSIS TAKE-AWAYS

CAUTIONS

- Development of a boutique hotel is not likely viable in the near term
- “Vertical” mixed use is more expensive, complex, and harder to finance than side-by-side “horizontal” mixed-use
- Higher density residential development is more expensive to construct and potentially slower to sell or lease up than lower density options



DRAFT PREFERRED CONCEPT

DISTRICT CHARACTER

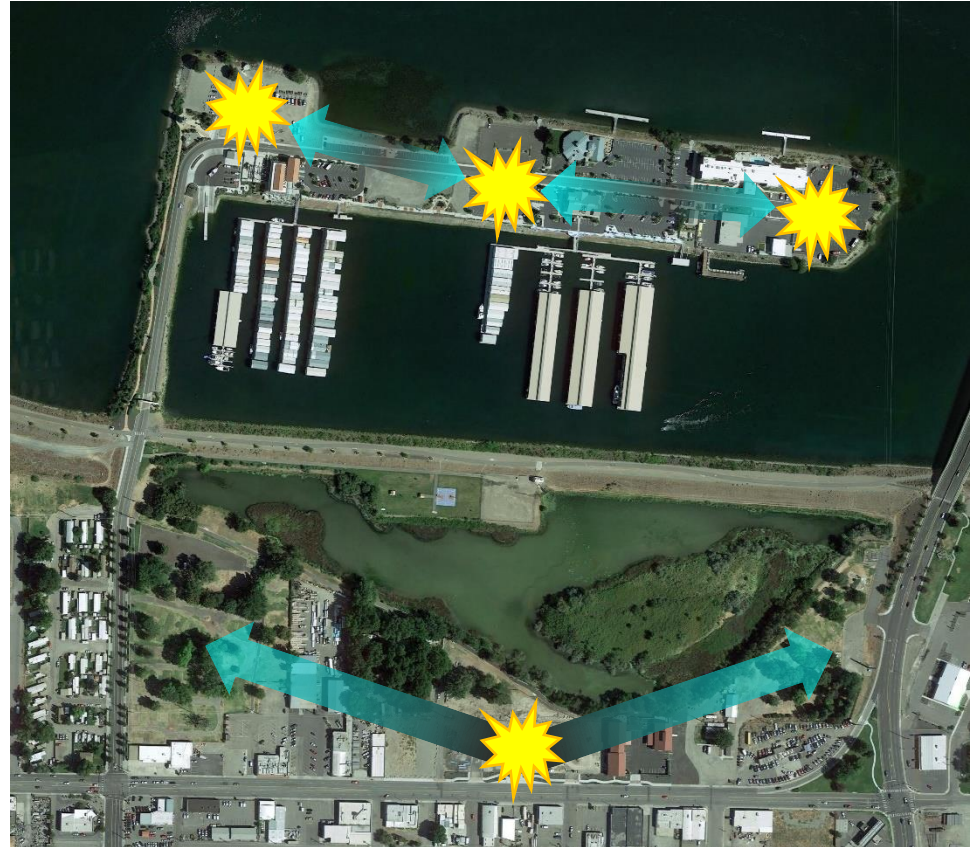
*A UNIQUE WATERFRONT COMMUNITY
THAT PROVIDES A DYNAMIC PLACE TO
LIVE, PLAY, EXPLORE AND GATHER*

CLOVER ISLAND

Enhance the ends and work toward developing a vibrant activity center around the core restaurant cluster

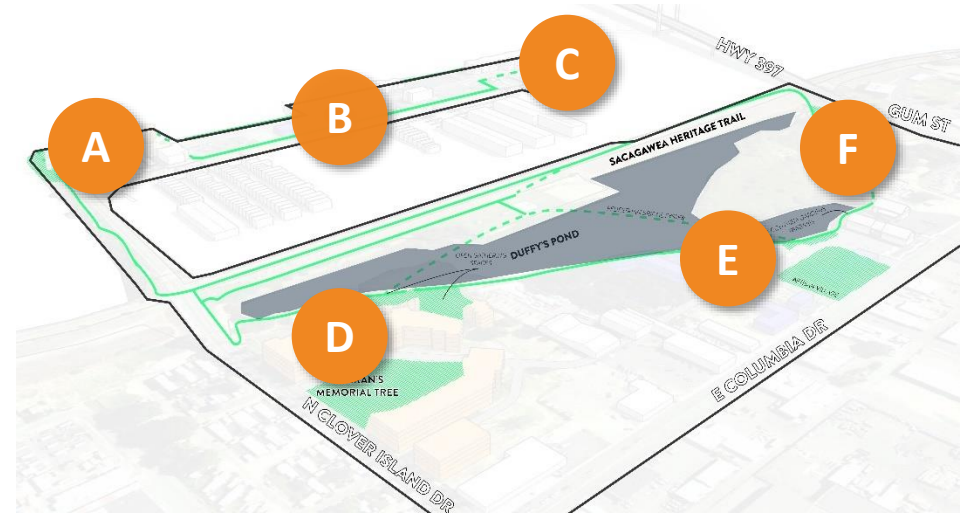
COLUMBIA DRIVE

Build on Columbia Gardens as a catalyst for additional destination and revenue-generating opportunities at the ends



DRAFT PREFERRED CONCEPT

- Balance public enjoyment spaces and activities with revenue-producing uses
- Invest in activated public spaces and strong connected circulation network
- Create 6 destination hubs, roughly 1/4 mile apart
 - Activate with retail and recreation
 - Provide for all-season enjoyment of river views and district exploration
 - Create visual links that draw people from one hub to the next
 - Provide year-round activities for the community to enjoy



Note: labels denote nodes, phasing to be determined in next phase of project

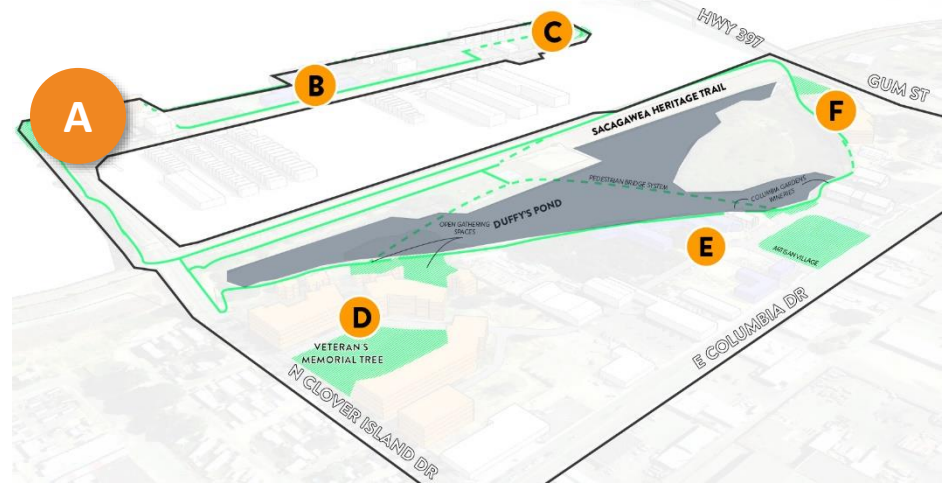
CLOVER ISLAND WEST

CELEBRATION SPACE

Vision: Maximize on the lighthouse attraction and draw people to the island

- Add rentable event space (with potential commercial kitchen) for all-season use
- Host cultural celebrations, weddings, exhibits, farmers markets, and other small music/arts events
- Extend park space and provide picnic areas facing waterfront

Future Ideas: Include celebration space as the ground floor of a multi-story office or residential development, add a boutique hotel



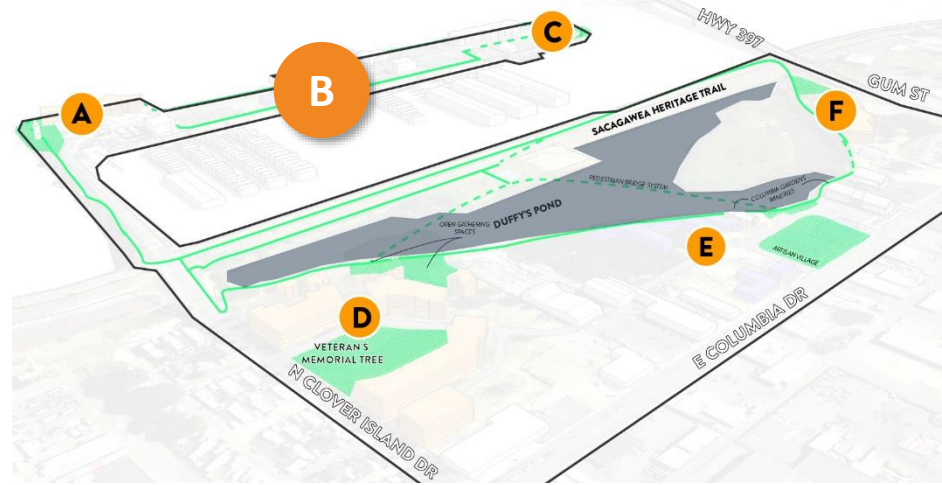
CENTRAL CLOVER ISLAND

ACTIVITY HUB

Vision: Central activated node with inviting gathering space

- Recruit restaurant options complementary to Cedars and Ice Harbor Brewery with outside eating and water views
- Add gathering space with activities that build on relationship to the trail and water, such as a small splash park
- Design additional small gathering spaces that integrate with and celebrate the shoreline restoration and unique ecology

Future Ideas: Market unique residential location for retirees and the boating community



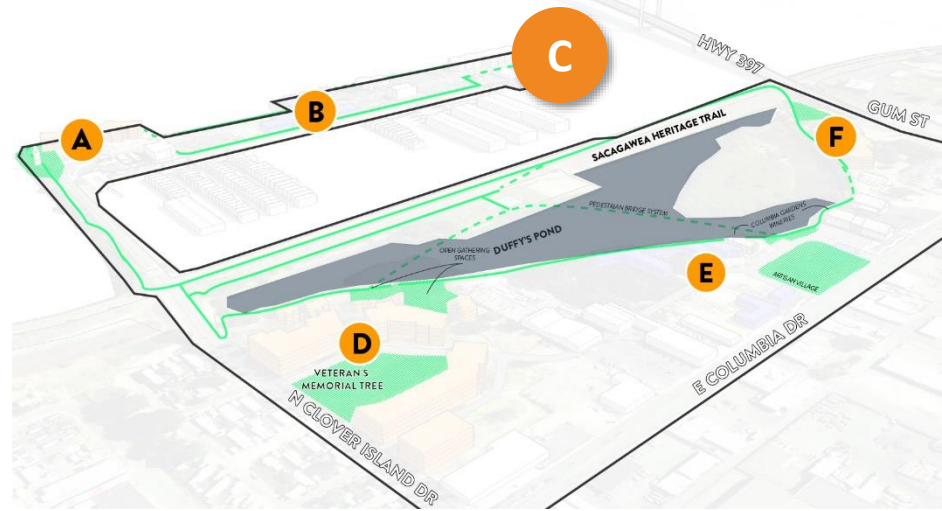
CLOVER ISLAND EAST

CONNECTED GATHERING SPACE

Vision: *Destination spot for entertainment, recreation, and views*

- Provide enhanced entertainment space for a wide range of events
- Create additional viewpoint at terminus of N Clover Island Dr and optimize views of the Cable Bridge
- Work with Coast Guard to connect trail and add exercise features

Future Ideas: Encourage hotel to update exterior and connect pathway; include as a lease renewal requirement

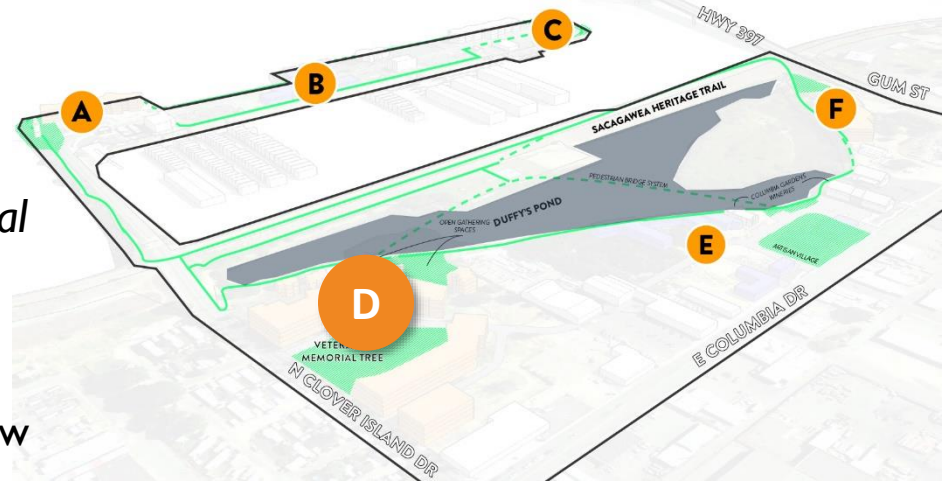


COLUMBIA DRIVE WEST MIXED-USE CONNECTOR

Vision: Maximize balanced development on critical connecting and revenue-generating parcel

- Develop with medium scale residential and supporting retail; market to retirees, boaters, and those desiring a unique setting and waterfront view
- Provide parking to support visitors and trail users
- Create visible connections to Duffy's Pond from N Clover Island Dr
- Maintain park like atmosphere with large-scale trees or new plantings

Future Ideas: Continue developing, connect internal road, acquire adjacent parcels if opportunities arise, target neighborhood-scale grocery



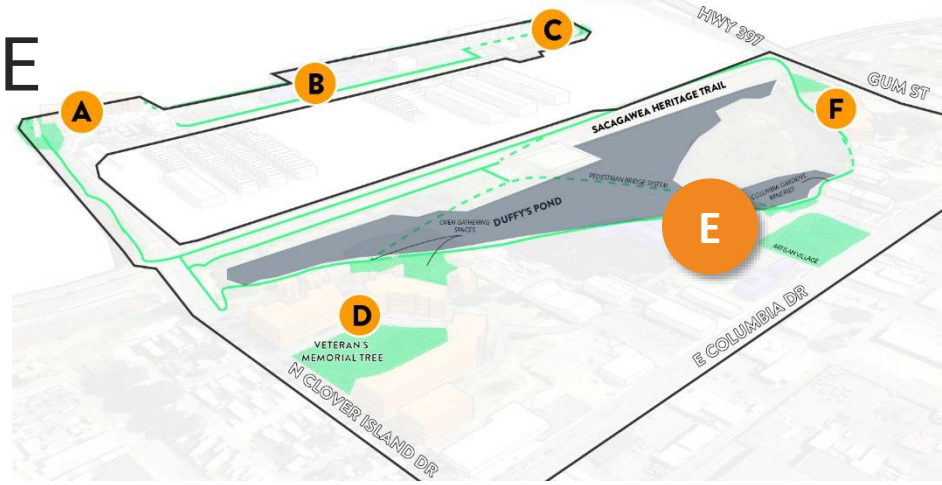
CENTRAL COLUMBIA DRIVE

ENERGETIC CORE

Vision: Build on wine village with complementary uses, crafts, and food

- Connect pathways around Duffy's Pond
- Develop incubator space for local artisan market and other open-air retail that builds on brewery/winery culture
- Explore option to partner with Kiwanis on a children's playground
- Utilize open spaces for pop-up events and performances

Future Ideas: Attract a restaurant or brewery overlooking Duffy's Pond



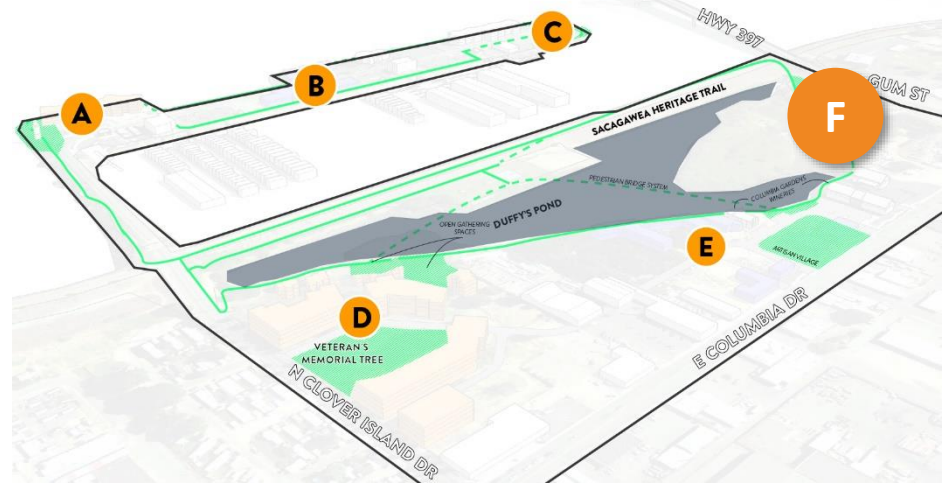
COLUMBIA DRIVE EAST

FUTURE DEVELOPMENT

Vision: Leverage location and park-like quality to attract revenue-generating uses, bring customers, and connect to and support the trail and district amenities

- Designate some parking to support district visitors and trail users
- Maintain privacy with a vegetated buffer
- Evaluate proposals for highest and best use aligned with the district vision
- Explore options for near term activation

Future Ideas: Acquire adjacent parcels if opportunities arise



Source: Kamuron Selby

DISTRICT-WIDE INITIATIVES

- Activate spaces to support economic recovery, enliven district, and attract private sector investment
- Complete trails around Clover Island and Duffy's Pond, enhance safety and wayfinding, shield private parcels, and integrate fitness opportunities
- Retain ownership of Clover Island as a special place and public amenity
- Evaluate opportunities to acquire additional property in the district, as opportunities arise
- Improve the ecology of Duffy's Pond
- Create a unique district identity through coordinated furnishing and details, dynamic activities, and a continued focus on high quality, well connected public spaces



DRAFT PHASE 1 ACTIONS

CLOVER ISLAND

- Develop NW corner with picnic areas and covered and/or enclosed rentable event space
- Improve the NE corner with a formal performance area, clean up, and event programming

COLUMBIA DRIVE

- Develop an open-air artisan market at Columbia Gardens and partner to host events and support local businesses
- Partner with community organization such as Kiwanis to create a playground
- Seek proposals for phased mixed-use development at the Willows



NEXT STEPS

- Refine concept based on Commission feedback
- Draft phasing plan

PHASE 2: ALTERNATIVES

Jul - Dec 2020

NOV

DEC

Preferred Concept Review

PHASE 3: MASTER PLAN

Nov 2020 - Mar 2021

NOV

DEC

JAN 2021

FEB

MAR

- Phase 3 Outreach
- ◊ Draft Master Plan
- ◆ Final Master Plan
- ★ Commission Briefing



Draft Plan Review



Final Briefing

PORT OF KENNEWICK

Resolution No. 2020-30

***A RESOLUTION OF THE PORT OF KENNEWICK
BOARD OF COMMISSIONERS
APPROVING THE RENEWAL OF THE CEO'S LONGEVITY AGREEMENT***

WHEREAS, the Chief Executive Officer's Employment Agreement includes a Longevity Agreement. The Longevity Agreement was renewed in 2015 for a second five-year term ending December 31, 2020. In order to maintain stability in the key position of CEO for the Port, the Port has utilized a retention agreement; and

WHEREAS, on November 30, 2020, the Chief Executive Officer requested the Commission renew the longevity provision contained in his employment agreement.

NOW, THEREFORE, BE IT HEREBY RESOLVED the Board of Commissioners of the Port of Kennewick hereby approves renewing the CEO's Longevity Agreement for a five-year term ending December 31, 2025.

ADOPTED by the Board of Commissioners of the Port of Kennewick this 8th day of December, 2020.

***PORT of KENNEWICK
BOARD of COMMISSIONERS***

By: 
DON BARNES, *President*

By: 
SKIP NOVAKOVICH, *Vice President*

By: 
THOMAS MOAK, *Secretary*