



PORT OF KENNEWICK REGULAR COMMISSION MEETING

JUNE 14, 2022 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 Skip Novakovich called the Regular Commission Meeting to order at 2:00 p.m. via GoToMeeting Teleconference.

ANNOUNCEMENTS AND ROLL CALL

The following were present:

Board Members: Skip Novakovich, President (via telephone)
Kenneth Hohenberg, 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)
Nick Kooiker, Chief Finance Officer (via telephone)
Larry Peterson, Director of Planning and Development (via telephone)
Amber Hanchette, Director of Real Estate and Operations
Lisa Schumacher, Special Projects Coordinator
Bridgette Scott, Executive Assistant (via telephone)
Carolyn Lake, Port Counsel (via telephone))

PLEDGE OF ALLEGIANCE

Commissioner Novakovich led the Pledge of Allegiance.

APPROVAL OF THE AGENDA

MOTION: Commissioner Hohenberg moved to approve the Agenda as presented; Commissioner Moak 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 June 2, 2022

Direct Deposit and E-Payments totaling \$98,092.19

B. Approval of Warrant Register Dated June 14, 2022

Expense Fund Voucher Number 103819 through 103877 for a grand total of \$199,387.34

C. Approval of Regular Commission Meeting Minutes May 24, 2022

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

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PRESENTATION

A. Columbia Gardens Wine and Artisan Village Summer Saturday Night Market Events

Ms. Hanchette introduced David Phongsa, who has been working as the Port's mobile vendor coordinator at the Columbia Gardens food truck plaza. Mr. Phongsa has been a great bridge between the food truck vendors, the wineries, and Historic Downtown Kennewick.

Mr. Phongsa presented recent photos (*Exhibit A*) from the very first Columbia Gardens Wine and Artisan Village Summer Saturday Night Market in June promoting Columbia Gardens. There were over 20 local vendors, including the food trucks and wineries and over 1,000 people attending. Mr. Phongsa stated the event will also be held one Saturday each month in July and August.

REPORTS, COMMENTS AND DISCUSSION ITEMS

A. Kennewick Waterfront

1. Wine and Artisan Village Hours of Operation

Mr. Arntzen received a question recently regarding the hours of operation for the food truck plaza and wineries. Mr. Arntzen inquired if the Commission wants to continue to have some parameters for the vendors related to operating hours?

Ms. Hanchette and the food truck vendors met in March to discuss a minimum structure for operation at the food truck plaza. Ms. Hanchette outlined the frequently asked questions (*Exhibit B*) and stated the minimum operating requirements are four days a week for four hours a day, which do not need to be consecutive.

Commission and staff discussion ensued regarding the hours of operations and the minimum requirements.

Mr. Arntzen reiterated the Commission's comments and confirmed that the Commission indicated an adherence to the Port rules and stated it appears that our rules tend to create additional vibrancy.

Commissioner Moak stated the more trucks we have in the plaza, the more opportunity to create vibrancy and the type of atmosphere the Saturday Market provided. He thinks if people see open trucks, it helps everyone and the surrounding businesses. If a vendor does not want to commit to 16 hours a week, then we should find another vendor.

Commissioner Hohenberg stated yes, he believes the cost pricing, amenities, and flexibility provided is a good value for the vendors and it is an opportunity for the Port to continue to build vibrancy.

2. Pipeworks Purchase and Sale Update

Ms. Hanchette gave a brief update on the Pipeworks purchase and sale agreement and presented renderings for the building (*Exhibit C*) and anticipates closing June 30, 2022. Pipeworks is currently working with our town architect, Michael Dale of Meier Architecture on the Urban Mixed Use Zoning specifications.

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B. Vista Field

1. Grand Opening June 16, 2022

Ms. Bader Inglima provided a brief update of the grand opening events for Vista Field scheduled for June 16, 2022.

C. City of West Richland

Commissioner Novakovich recently met with Brent Gerry, Mayor of West Richland and Roscoe Slade, Public Works Director to discuss past and potential future partnerships (*Exhibit D*).

D. Commission Retreat

Mr. Arntzen stated it was brought to his attention that this year would be a good time to have a Commission Retreat, to discuss current and potential projects and the upcoming 2023-2024 Work Plan. The last Commission retreat/workshop was in 2016, when the Port updated the Comprehensive Scheme. Mr. Arntzen inquired if the Commission is interested in holding a retreat/workshop.

Commissioner Hohenberg is fully supportive of having a retreat and likes the idea of doing it around the 2023-2024 Work Plan.

Commissioner Moak supports a strategic retreat centering around the 2023-2024 Workplan and other Port priorities.

Commissioner Novakovich is supportive of having a retreat as well to discuss the future and other priorities.

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

Commissioners reported on their respective committee meetings.

F. Non-Scheduled Items

Mr. Peterson will be making a presentation tonight to the Kennewick City Council on Vista Field.

Mr. Arntzen stated the Cable Bridge lighting project is gaining momentum and the group has been working with the Tri-Cities Rivershore Enhancement Council and is now working with Visit Tri-Cities. Mr. Arntzen recently discussed the project with Michael Novakovich, the CEO of Visit Tri-Cities and offered the Port's support on the implementation of this project. Mr. Arntzen did not make any commitments, but stated the Port was open to a reasonable financial contribution.

Mr. Arntzen reported that John Waite, who will be performing at the Vista Field Grand Opening, will be on KONA Radio at 8:45 a.m., Wednesday, June 15, 2022, for an interview with AJ Brewster.

Commissioner Hohenberg has been coming to Clover Island for several years and since the shoreline enhancement project was completed, he has seen more activity and visitors on the island. Commissioner Hohenberg stated Clover Island Inn is kicking off their summer events this week

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and understands there has been discussion or thought related to a stage at the east end of the island. Commissioner Hohenberg believes the Port could finish off the shoreline restoration where it ended, unless there is property available for lease, in which someone could build on the existing space. Commissioner Hohenberg would like to enhance the parking lot and stage and perhaps additional landscape and inquired if Mr. Arntzen could update the Commission on where we have been and what we can do on the east end of the island.

Mr. Arntzen stated the Port has been discussing a stage for over a decade and he understands there is renewed interest by the hotel ownership group. It might be time to reassess the possibility of a stage and Mr. Arntzen stated the Port has done some things to stabilize the shoreline and there is some potential to do some upland enhancements. Mr. Arntzen stated if the Commission would like to make a stage a priority, this would be a good opportunity to fold into the Workplan and look at cost estimating; however, we would need to prioritize the Port's resources.

Commissioner Novakovich stated he has had discussions with the hotel ownership group related to a stage and they are willing to partner with the Port. Commissioner Novakovich likes Commissioner Hohenberg's suggestion of finishing off the landscaping on the east end as well.

Commissioner Novakovich inquired if Mr. Arntzen had any updates regarding the Commission policies update.

Mr. Arntzen needs to meet with Ms. Lake to discuss the policies further and will report back at a future Commission Meeting.

Commissioner Novakovich stated Commissioner Hohenberg has conflicts related to the Historic Downtown Kennewick Partnership (HDKP) Board and inquired if Commissioner Moak would be willing to serve on the HDKP Board.

Commissioner Hohenberg stated the meeting times have been a challenge and it makes sense that Commissioner Moak serves on the HDKP Board, as it is in his district. Commissioner Hohenberg will continue to support the HDKP.

Commissioner Novakovich inquired if Commissioner Moak would be willing to accept that position and serve on the HDKP Board.

Commissioner Moak will serve on the HDKP Board.

PUBLIC COMMENTS

No comments were made.

COMMISSION COMMENTS

No comments were made.

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ADJOURNMENT

With no further business to bring before the Board; the meeting was adjourned 3:30 p.m.

APPROVED:

PORT of KENNEWICK BOARD of COMMISSIONERS

DocuSigned by:

Skip Novakovich

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Skip Novakovich, President

DocuSigned by:

Kenneth Hohenberg

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Kenneth Hohenberg, Vice President

DocuSigned by:

Thomas Moak

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Thomas Moak, Secretary



















Thank you



COLUMBIA GARDENS
WINE AND ARTISAN VILLAGE

COLUMBIA GARDENS FOOD TRUCK PLAZA FREQUENTLY ASKED QUESTIONS

How much is the rent?

\$300.00 per month, meeting minimum operating requirements.

\$20.00 day rate

What are the minimum operating requirements?

Tenant's food truck days and hours of operation will be on a schedule subject to Landlord approval. Tenants' operating less than four (4) days per week and four (4) cumulative hours per day in the food truck plaza are subject to sharing mobile vendor space with another Tenant at Landlord's discretion.

Are the utilities included?

Yes. You have access to potable water, grey water sewer dump, dumpster, recycling, grease dump station and 50-amp power pedestal.

Can I leave my food truck when we are not open?

Pop up vendors may leave their food truck in the space if they are open the next day. Tenant's that meet the minimum operating requirements may keep their food truck in the space when closed.

What if I can't be open due to very hot weather?

- Post on social media to let your customers know that you are closed.
- For safety reasons, tenants will be encouraged to adjust hours of operation to early or later in the day to avoid peak heat of day. It is understandable that not all trucks and trailers are equipped to handle extreme heat conditions. For prolonged closures of more than three days due to extreme heat conditions, tenant will temporarily remove mobile unit from space and a hot weather vendor (ice cream, shave ice, etc.) will be located to fill the void.

What if I have a catering or event, can I leave and come back?

Yes, outside of committed days and hours of operation.

Pipeworks LLC / Swampy's BBQ

215 E. Columbia Drive, Kennewick

Columbia Gardens Wine & Artisan Village



Pipeworks LLC / Swampy's BBQ

215 E. Columbia Drive, Kennewick

Columbia Gardens Wine & Artisan Village



Bridgette Scott

Subject: FW: Follow up Request

Importance: High

From: Roscoe Slade <roscoe@westrichland.org>

Sent: Monday, June 6, 2022 10:00 AM

To: Skip Novakovich <skip@portofkennewick.org>

Cc: Brent Gerry <bgerry@westrichland.org>

Subject: Follow up Request

Importance: High

Port Commissioner Novakovich,

Please thank Port staff and commissioners for their continued support and past partnerships with the City of West Richland. I look forward to our next partnerships.

Thanks again for meeting with Brent and I on June 3 to discuss the successes of our past partnerships and potential future partnerships between West Richland and the Port of Kennewick. We covered a lot in our meeting so I thought it would be helpful to provide a summary on the status of our last partnership; the City's purchase of the former Tri-City Raceway Property from the Port of Kennewick for the construction of a new Police Facility leaving the balance of the property available for future economic development purposes. The Port Commissioners discounting the sale price of the 92.61 acres from \$3,000,000 to \$1,816,000 was the catalyst that kick-started the property's current development status and overall success. The City of West Richland closed on the sale of the property on December 27, 2019. Since that time while dealing with the COVID-19 pandemic the following was accomplished by the City:

- 1) May 2022, West Richland completed effort with Ecology and Benton County Conservancy Board to add the existing raceway well as an additional point of withdrawal for West Richland's existing water rights. Well will be utilized to provide irrigation water for raceway, new Police Facility and Benton REA's future HQ facility landscaping.
- 2) April 2022, West Richland executed an agreement with WSDOT for West Richland's engineering staff to take over the design and construction administration of the \$26M SR 224 / Red Mountain Transportation Improvement Project. The goal is to get the project back on schedule and out to construction in 2025.
- 3) February 2022, City Council passes \$965K budget amendment to invest Benton REA PSA proceeds for dividing of three lots into nine lots and the associated design and construction of frontage improvements for Lots #3, #7 and #8 of the Belmont Business District – promote economic development – creation of day time jobs and increase retail sales tax. Construction of these improvements is expected to be completed by November 2022. Council recently executed a PSA for one of the parcels for a Dutch Bros coffee shop.
- 4) West Richland's new Police Station was designed and constructed on a 5 acres portion of the Raceway property. The new \$12.5M police facility opened in January 2022; ahead of schedule and under budget.
- 5) December 2021, West Richland closed on the sale of 17.79 acres to Benton Rural Electric Association for the construction of their new headquarters facility in 2023 (portion of the original raceway + 5.65 acres acquired from 7HA Family LLC with Keene Road frontage)
- 6) November 2021, West Richland partnered with Benton County to secure \$250K for Cooperative Way Project (roadway construction and water main extension needed for Benton REA's new HQ Facility) + West Richland partnered with CERB to secure \$800K in grants and low-interest loans for Cooperative Way Project. Council to award construction of these improvements at the June 7, 2022 City Council Meeting.
- 7) June 2021, West Richland partnered with Benton County to secure \$1.318M in RCCF funds for the design and construction of water and sewer infrastructure for the SR 224 / Red Mountain Transportation Improvement

EXHIBIT D

Project. Construction of phase 1 of the project was completed in March 2022. Construction of phase 2 of the project is scheduled for Spring 2023.

- 8) May 2021, West Richland executed a 5 year lease agreement with Friends of Red Mountain Event Center for 35.07 acres of the former Tri-City Raceway facility. Private investment into rehabilitating the facility to hold a variety of events – not just races. Encourage you to look at the schedule of their events planned for 2022. Google Red Mountain Event Center.
- 9) May 2021, completed land swap with 7HA Family LLC (City transferred 42.31 acre portion of the raceway property (southern portion being farmed) to 7HA Family LLC in exchange for 7HA Family LLC transferring 0.5 acre parcel for new Police Station, 1.71 acre parcel adjacent to Municipal Services Facility, 5 acre parcel for future park, 5.65 acres at back of Raceway property with frontage to Keene Road and 3 acres adjacent to City's I-Plant Facility with SR 224 frontage).

In regards to potential future partnerships in 2023-2024 budget cycle, West Richland would be interested in partnering with the Port of Kennewick on the establishment of some art work along the City's Yakima River Gateway Project. The Port has done an outstanding job partnering with the local tribes for the art work on Clover Island. West Richland would like to undertake a similar effort with the Port and local tribes. With the sale of the Raceway property, the City of West Richland previously paid to the Port just over \$36,000 in art taxes. West Richland would respectfully request that a portion of these funds be reinvested in art in West Richland's Yakima River frontage. Both our staffs are extremely busy with other projects, but we can have additional discussions on which agency with consultant assistance could take the lead with this effort and how much additional funds would West Richland need to commit to the effort. Looking forward to additional discussions with Port staff on this matter.

In regard to potential future partnerships in 2025-2026 budget cycles, West Richland would be interested in partnering with the Port of Kennewick on additional art work to be placed in the round-a-bouts as part of the SR 224 / Red Mountain Transportation Improvement Project. Currently there are round-a-bouts planned for the intersections of Keene Road / SR 224, Paradise Way / SR 224, and Belmont Blvd / SR 224 intersections (and maybe N. 62nd Ave and Grosscup Blvd). The other potential partnership would be for an industrial incubator facility who's tenants could utilize the City's I-Plant and unique wastewater treatment capabilities. The acquired 3.0 acres of land adjacent to the City's I-Plant with the May 2021 land swap with 7HA Family LLC would be identical for such a partnership. The recent news from Benton County's Adam Fyall that the RCCF will continue to growth through July 31, 2032 provides possible funding opportunity for a City and Port partnership. Planning for this effort will need to occur in 2023-2024. Again, looking forward to additional discussions with Port staff on this matter.

Sincerely,

ROSCOE SLADE III, P.E.

Public Works Director

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3100 Belmont Blvd. West Richland, WA 99353

