



# PORT OF KENNEWICK REGULAR COMMISSION MEETING

JUNE 27, 2023 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)  
Larry Peterson, Director of Planning (via telephone)  
Amber Hanchette, Director of Real Estate (via telephone)  
Michael Boehnke, Director of Operations  
Lisa Schumacher, Special Project Coordinator  
Bridgette Scott, Executive Assistant (via telephone)  
Carolyn Lake, Port Counsel (via telephone)

## PLEDGE OF ALLEGIANCE

Mr. Arntzen led the Pledge of Allegiance.

## PUBLIC COMMENT

No comments were made.

## CONSENT AGENDA

- A. Approval of Direct Deposit and E-Payments Dated June 15, 2023**  
Direct Deposit and E-Payments totaling \$116,068.12
- B. Approval of Warrant Register Dated June 27, 2023**  
Expense Fund Voucher Number 104936 through 104964 for a grand total of \$66,612.86
- C. Approval of Regular Commission Meeting Minutes June 13, 2023**
- D. Acceptance of Columbia Gardens Wayfinding Signage Project; Resolution 2023-17**

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

# PORT OF KENNEWICK

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JUNE 27, 2023 MINUTES

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### REPORTS, COMMENTS AND DISCUSSION ITEMS

#### ***A. Vista Field Update***

Ms. Hanchette reported at the June 22, 2023 Special Commission Meeting, the Commission was asked to consider an Expression of Interest (EOI) from the U.S. Department of Veterans Affairs (VA). The Port received inquiries from companies and per Commission direction, staff provided each company a letter of authorization on June 23, 2023 for the EOI allowing Vista Field to be considered in their proposal. Ms. Hanchette stated the letter of authorization was also posted on the VistaField.com website until Monday midday, and then removed after the deadline passed. Additionally, each company was provided a map of the area of Vista Field that was discussed during the Special Commission Meeting. Ms. Hanchette reported all the action items that were given to staff from the Commission have been completed and each company has the information they requested.

Commissioner Novakovich thanked Ms. Hanchette for her work and the staff's work on such short notice to get the information out.

Commissioner Hohenberg echoed Commissioner Novakovich's comments and stated he knows it was a very quick turn around and one of those things the Commission did not anticipate. At the end of the day, we had numerous items to consider; however, he believes the Commission made the right decision. As always, it is so nice to work with such professionals at the Port, to meet the deadlines and help others meet the deadlines. Commissioner Hohenberg believes the Port has great government and thanked staff for their great work.

Commissioner Moak agrees with Commissioner Hohenberg's comments.

Commissioner Novakovich stated the Port has very professional staff and the CEO deserves a lot of credit. Collectively the Commission cannot understand and does not have the skill set that the combination of the Port staff has. Commissioner Novakovich stated the Commission appreciates all the staff.

#### ***B. Hybrid Commission Meeting Update***

Ms. Scott updated the Commission that we received confirmation that the cameras have shipped and stated the Commission room will have three cameras showing various perspectives. Ms. Scott anticipates the installation will take place on the last week of July, with our first virtual hybrid Meeting possibly commencing on August 8, 2023.

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

Commissioners reported on their respective committee meetings.

#### ***D. Non-Scheduled Items***

Commissioner Hohenberg walked Vista Field with Mr. Arntzen on Monday and reported all the fountains are working and the stream looks gorgeous. Commissioner Hohenberg stated a lot of maintenance goes into keeping the water features going and he reported that several people were

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JUNE 27, 2023 MINUTES

taking advantage of the stream. This is what the Port does great, it creates destination places and Commissioner Hohenberg thanked the team for creating great work.

Commissioner Moak was out of town last week and appreciated the Commissioner's and staff's flexibility on the timing of the Special Commission Meeting to ensure he was able to attend.

## PUBLIC COMMENTS

Cal Coie, Kennewick. Mr. Coie attended a hearing on the Snake River Dams, and it was very interesting and new information was provided.

No further comments were made.

## COMMISSION COMMENTS

No comments were made.

## ADJOURNMENT

With no further business to bring before the Board; the meeting was adjourned 2:15 p.m.

### *APPROVED:*

### PORT of KENNEWICK BOARD of COMMISSIONERS

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*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*

**PORT OF KENNEWICK**

**Resolution No. 2023-17**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS  
OF THE PORT OF KENNEWICK ACCEPTING THE MONUMENT AND  
WAYFINDING SIGNAGE PROJECT IN THE COLUMBIA GARDENS WINE &  
ARTISAN VILLAGE AND WILLOWS**

**WHEREAS**, Poland & Sons Inc, provided notification that the construction and installation of the Wayfinding signage project in Columbia Gardens and the Willows has been substantially completed in accordance with the plans and specifications; and

**WHEREAS**, Meier Architects and the Port of Kennewick staff have inspected the work and certified that it has been completed in accordance with the plans and specifications.

**NOW THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Port of Kennewick hereby accepts the work of Poland & Sons Inc. as being substantially completed in accordance with the contract documents.

**BE IT FURTHER RESOLVED** that upon completion of all required documentation for the project, the Chief Executive Officer is authorized to proceed with the necessary requirements to finalize the project account.

**ADOPTED** by the Board of Commissioners of Port of Kennewick on the 27th day of June 2023.

**PORT OF KENNEWICK  
BOARD OF COMMISSIONERS**

By: DocuSigned by:  
*Skip Novakovich*  
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SKIP NOVAKOVICH, *President*

By: DocuSigned by:  
*Kenneth Hohenberg*  
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KENNETH HOHENBERG, *Vice President*

By: DocuSigned by:  
**Thomas Moak**  
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THOMAS MOAK, *Secretary*