



# PORT OF KENNEWICK REGULAR COMMISSION MEETING

APRIL 9, 2024 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.

## ANNOUNCEMENTS AND ROLL CALL

The following were present:

**Board Members:** Skip Novakovich, President  
Kenneth Hohenberg, Vice President  
Thomas Moak, Secretary

**Staff Members:** Tim Arntzen, Chief Executive Officer  
Tana Bader Inglima, Deputy Chief Executive (via telephone)  
Nick Kooiker, Deputy Chief Executive Officer/CFO (via telephone)  
Larry Peterson, Director of Planning (via telephone)  
Amber Hanchette, Director of Real Estate (via telephone)  
Michael Boehnke, Director of Operations (via telephone)  
Bridgette Scott, Executive Assistant (via telephone)  
Lisa Schumacher, Special Projects Coordinator  
Carolyn Lake, Port Counsel (via telephone)

## PLEDGE OF ALLEGIANCE

Michelle Holt, Benton Franklin Council of Governments executive director led the Pledge of Allegiance.

## PUBLIC COMMENT

No comments were made.

## CONSENT AGENDA

- A. Approval of Direct Deposit and E-Payments Dated March 29, 2024**  
Direct Deposit and E-Payments totaling \$120,815.48
- B. Approval of Warrant Register Dated April 9, 2024**  
Expense Fund Voucher Number 105763 through 105794 for a grand total of \$151,508.03
- C. Approval of Regular Commission Meeting Minutes March 26, 2024**

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

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## PRESENTATIONS

### **A. *Benton City Grants Expenditures Update***

Mr. Arntzen introduced Len Burton, Mayor of Benton City, who is here today to give the Commission an update on Interlocal Agreement, signed by the Port and the City in June 2023 for assistance on the I-182 South SubArea Plan.

Mayor Burton provided an update on the I-182 South SubArea Plan and the Department of Natural Resources specifications (*Exhibit A*).

The Commission discussed the plan with Mayor Burton.

### **B. *Benton Franklin Council of Governments (BFCOG) Member Update***

Commissioner Novakovich introduced Michelle Holt, Executive Director of the Benton Franklin Council of Governments.

Ms. Holt presented a member update for the Benton Franklin Council of Governments and outlined the services they provide (*Exhibit B*).

The Commission commented on Ms. Holt's presentation.

## REPORTS, COMMENTS AND DISCUSSION ITEMS

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

#### **1. *Lot 25 Purchase and Sale Update***

Ms. Hanchette gave a brief update on the Vista Field Lot 25 Purchase and Sale Agreement (PSA) and stated Vatik Dulo is out of the country. Before Mr. Dulo left, Port staff met with him and reviewed the PSA for feedback. Ms. Hanchette anticipates the PSA will be presented at the April 23, 2024 Commission Meeting for Commission consideration. Ms. Hanchette inquired if the Commission will allow for a few more weeks for the PSA review.

*It is the Consensus of the Commission to allow a few more weeks for the Vista Field Lot 25 PSA.*

#### **2. *Stream Update***

Mr. Boehnke reported that the Vista Field stream and water features have been turned on. Additionally, the Port installed doggie bag stations throughout Phase 1.

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

Commissioners reported on their respective committee meetings.

### **C. *Non-Scheduled Items***

Mr. Arntzen stated staff has heard the Commission repeatedly say that Vista Field is the top priority. Staff are currently working on the 2025-2026 Draft Budget and are considering the Port's limited funding and staff resources. Additionally, Mr. Kooiker will present a 2023-2024 Budget update in the near future.

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Mr. Arntzen reported that Ms. Lake will be visiting the Port on May 3, 2024, and invited the Commission to meet Ms. Lake. Additionally, Eric ffitich, Executive Director of the Washington Public Port Association will be touring Port properties on May 7, 2024.

Mr. Arntzen recently spoke with a winery owner in Okanogan BC, who indicated there are a lot of small wineries who need grapes due to damage by the severe frost. Mr. Arntzen is looking to make some introductions so the Canadian wineries can buy grapes from here.

Mr. Arntzen reported staff are working on a contract for installation of security cameras on the island.

Commissioner Moak met with Gus Kitson, owner of KIE, who indicated he has been talking to Mr. Arntzen regarding some of the trees in The Willows that are hanging over his building roof. Commissioner Moak inquired if the staff was working on a plan that would alleviate some of those concerns.

Mr. Arntzen met with Mr. Kitson and it was determined that the trees were not beneficial to the Port property and could be removed. Mr. Kitson and the Port are discussing his need for additional parking and the Port's need for connectivity and are working on a potential land swap.

Commissioner Novakovich reported there was an article in the *Confederated Umatilla Journal* on the recent Governor's Smart Partnership award and the collaboration between the Port and the CTUIR and many others. Commissioner Novakovich read a quote from Chairman Gary Burke:

*"Today, we celebrate with the Port of Kennewick, and we recognize and respect the work the Port has done in preserving, protecting and promoting the cultural and economic interests of its constituents and the CTUIR. We are honored to continue to work closely with the Port of Kennewick to protect this special place, its resources and its history in pursuit of a stronger future for us all."*

## **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 2:57 p.m.

# PORT OF KENNEWICK REGULAR COMMISSION MEETING

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**APPROVED:**

**PORT of KENNEWICK  
BOARD of COMMISSIONERS**

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*Skip Novakovich*

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*Skip Novakovich, President*

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*Kenneth Hohenberg*

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*Kenneth Hohenberg, Vice President*

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**Thomas Moak**

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*Thomas Moak, Secretary*



[Species & Habitats \(/species-habitats\)](/species-habitats/) / [Habitat recovery and protection \(/species-habitats/habitat-recovery\)](/species-habitats/habitat-recovery/) /

**Washington Shrubsteppe Restoration and Resiliency Initiative**

**Also in this section**

# Washington Shrubsteppe Restoration and Resiliency Initiative

**Species & Habitats**

Species in Washington (/species-habitats/species)

Ecosystems in Washington (/species-habitats/ecosystems)

Living with wildlife (/species-habitats/living)

At-risk species (/species-habitats/at-risk)

Spanning over 10 million acres, the shrubsteppe landscape is vital for a variety of wildlife and plant species, including some endemic to the region such as Columbia Basin pygmy rabbits. It is a critical area for habitat protection and conservation for species of greatest conservation need amid increasing threats from invasive species, wildfires, land use conversion, and other impacts. The Washington Shrubsteppe Restoration and Resiliency Initiative (WSRRI) seeks to address wildlife habitat



Photo by WDFW

Monitor Project Prioritize

Basemap: Overlay:

Terrain Select an overlay

Opacity:



1984



Normal

2022

TerrAdapt monitoring layers track changes in our landscape and climate and assess impacts to species and ecosystems, typically from 1984 to present.

Choose a theme:

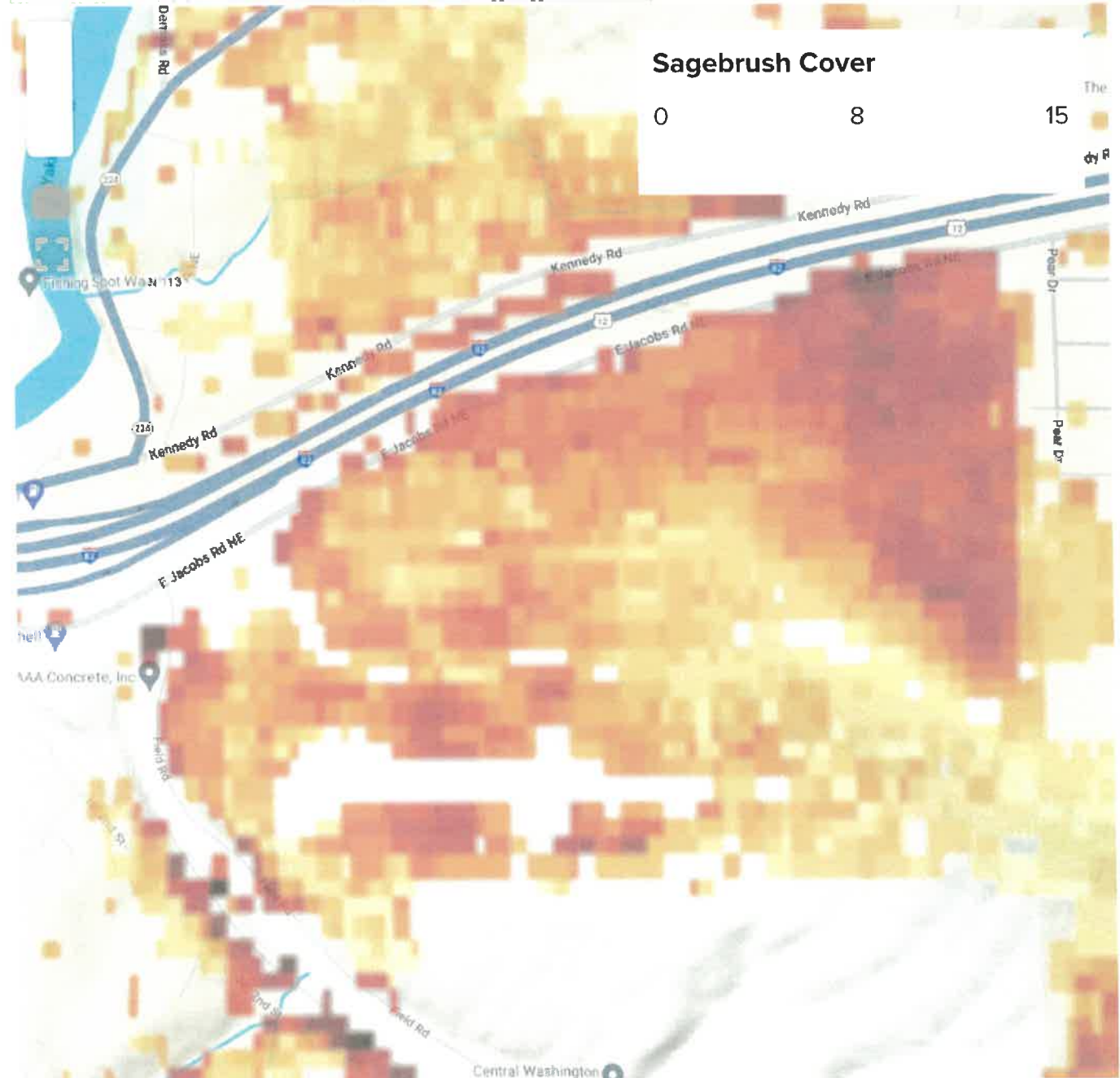
- Species
- Ecosystems
- Landscape
- Disturbance

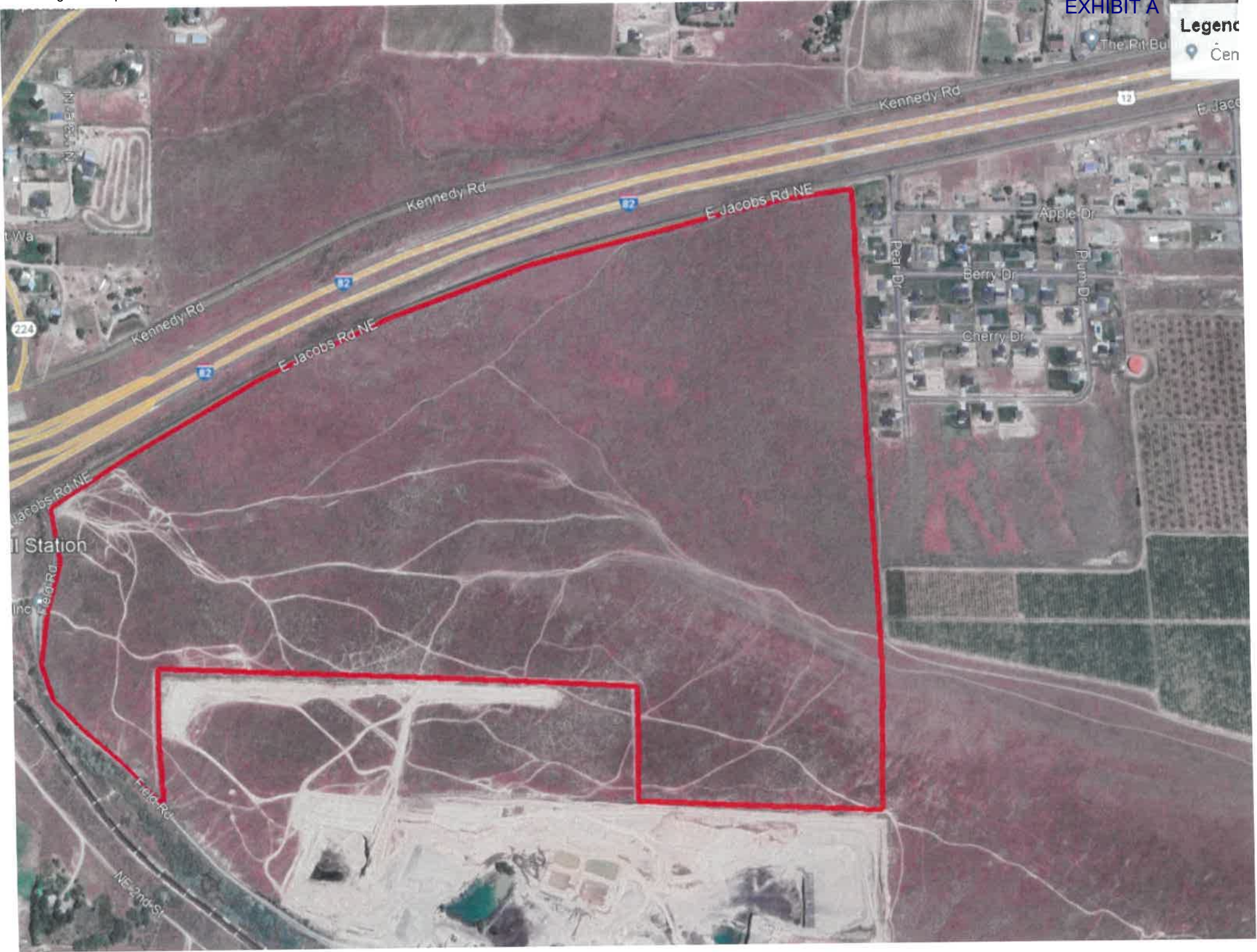
Choose a layer:

- Landsat Imagery
- Landcover
- Shrubsteppe Cover

Choose a sub-layer:

- None
- Sagebrush Cover
- Invasive Annual Grass Cover
- Perennial Grass Cover
- Shrub Cover







October 18, 2023

City of Benton City  
1009 Dale Avenue, Suite A  
Benton City, WA 99320

Dear Mayor and Members of the Council,

As you are aware, the Benton City I-82 South Subarea Plan has been adopted, and the development regulations have been drafted and are being enacted in accordance with State of Washington laws. Another key phase of work lies ahead, to develop recruitment materials and other implementation resources needed to achieve the full potential of this remarkable site. The Port of Kennewick generously provided funding to continue this work, and the City has asked that my consultancy continue the work we began with the subarea planning process in 2021. Following is a brief summary of where we are in this process, on which I will report in person on October 26<sup>th</sup>.

As I reported previously, the general approach taken through the planning has been:

- The overlay zoning district is a unique district that allows market flexibility while providing design guidelines to ensure compatibility and address potential conflicts;
- The design standards are derived from the community survey, visual preference survey, and subarea plan as it emerged from the charrette design workshop (later approved by the Planning Commission for final enactment by the Council);
- The final development standards is a combination of requirements (“rules of the road”) which are typical for public-realm design standards, along with options and “vision materials” to create incentives (faster regulatory approval, coordinated market appeal), combining “May,” “Should,” “Shall” (and recognizing that for builders/developers, clarity and certainty can sometimes be better than open-ended flexibility... as long as the product can be sold with a profit).

The final document incorporates results from the stakeholder survey, and direct citizen and stakeholder participation in the charrette process as well as agency review comments. The stakeholder survey included a visual preference survey to shape design standards and guidelines, consistent with a higher value for the site owners, and also consistent with the State of Washington requirement for “clear and objective”



approval standards, which also provide greater clarity and certainty to applicants, lowering uncertainty, risk and cost.

City of Benton City

October 18, 2023

Page Two

The stakeholder survey was answered by 143 respondents, 111 of whom were Benton City residents, 38 worked in Benton City, 22 were active volunteers in Benton City, 12 served on a local board, commission or the council, 19 lived in the Red Mountain area, and 6 worked in the Red Mountain area. There were clear preferences in some areas, and ambiguous results on other areas, where we provided options in the code.

For this next phase, the Project Deliverables (approved by the Port of Kennewick Commission in their funding approval) include:

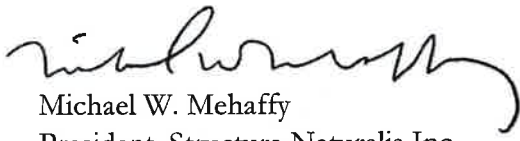
- Draft recruitment strategy and materials illustrating Subarea vision and concepts; specific materials and strategic actions to be identified through the development period;
- Work with Staff to update Parks and Recreation Plan to Include Subarea;
- Work with Staff to update zoning map to include Subarea;
- Train Staff to implement new design standards for City and Subarea. (Two different sets of design standards.)

On the next pages are some of the vision materials we developed previously, working with our subconsultant, the architect Laurence Qamar of Qamar and Associates. The next steps will be to incorporate these and other materials into a project website and other recruitment materials, as well as other actions as called for in this next phase.

One final point is that this form of development, so clearly preferred by the stakeholders, does pose more challenges for recruitment and implementation than a “business as usual” development model, particularly in the Tri-Cities context where such development is relatively unfamiliar. Yet the examples from other parts of the country (of which several are included as examples here) show that it is certainly possible to achieve this kind of project in a wide variety of contexts, and indeed to see it prove highly successful and profitable. The question for the City is whether it believes the vision established for this site is in the public interest, advancing beyond “business as usual” development to achieve the higher potential that this site offers, and raise the bar for higher development quality in Benton City and the region. Having been involved in a number of similar successful projects, and done research on many more, I would certainly recommend this course of action as feasible and desirable, assuming the necessary implementation steps are taken. One thing is certain: if the City and its stakeholders do not make the commitment and the effort, development trends will certainly not change, and the City can expect to see more conventional development on this and other sites.

Therefore, I look forward to working with the Council and Staff on the next phase of this promising and exciting project!

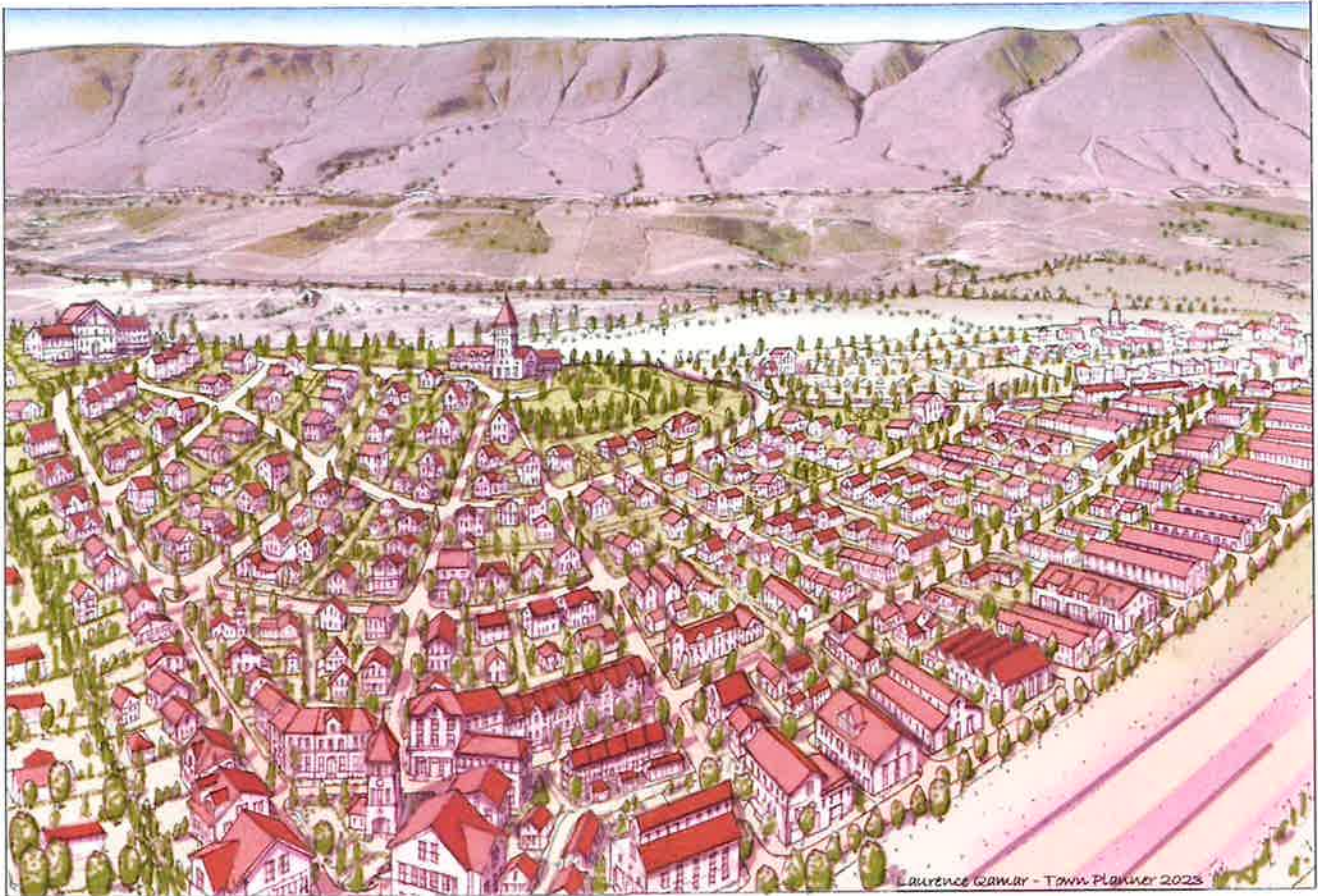
Sincerely,



Michael W. Mehaffy  
President, Structura Naturalis Inc.

**Vision Materials for Benton City I-82 South Subarea**

Following are images that evoke the desired character of the district. Common themes include wine regions, hill towns, traditional small towns of the West, and settlements that harmonize with their landscape.

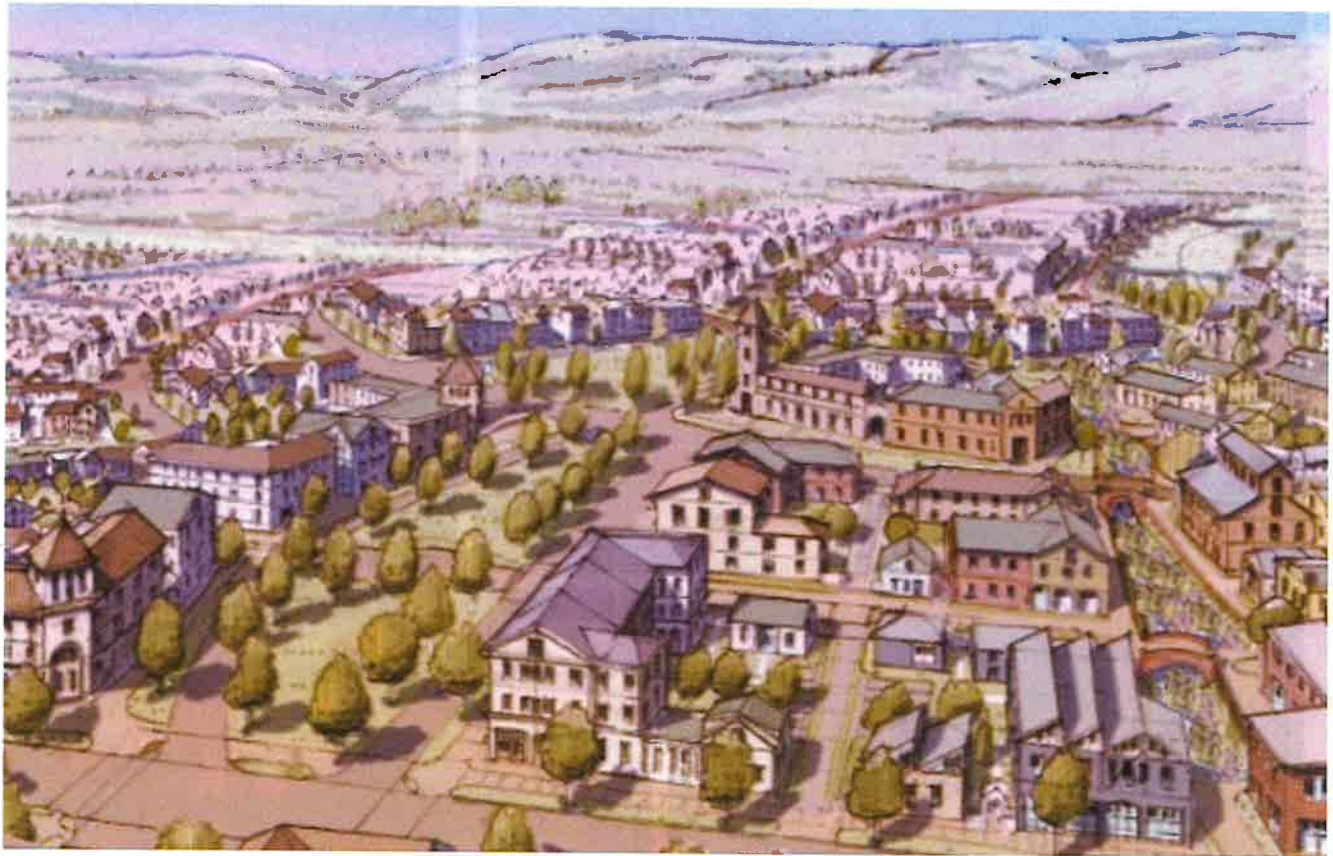


*Above: A bird's eye perspective of the new district, looking from the freeway area. A possible view looking up the hill toward the pinnacle, with a destination hotel at top.*





*Above, examples of colors, materials, and building character. Above left: sage, grape leaves, soil. Above right: whimsical medallions echo the yellow of sunflowers, set on a dramatic black background with red accents. Middle left: Ivy and vegetation in a beautiful courtyard at Tlaquepaque in Sedona, Arizona. Middle right: the beautiful colors of the hills harmonize with the grape leaves at Hedges Winery. Lower left: light industrial and "makerspaces" in Vancouver's Granville Island, with festive colors and shapes. Lower right: canopies, gravel and vegetation add to the character of a winery facility in The Dalles, Oregon.*



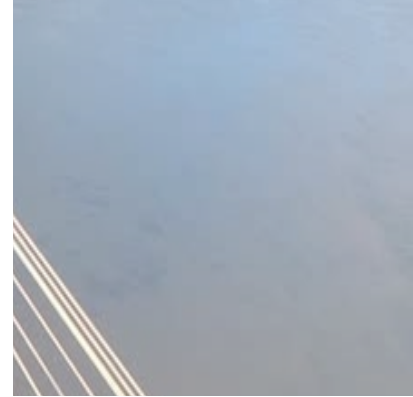
*Above: a “maker-space” area with character that is compatible with the adjacent residential. Below: Buildings clustered around plazas and open spaces. Drawings by Laurence Qamar.*



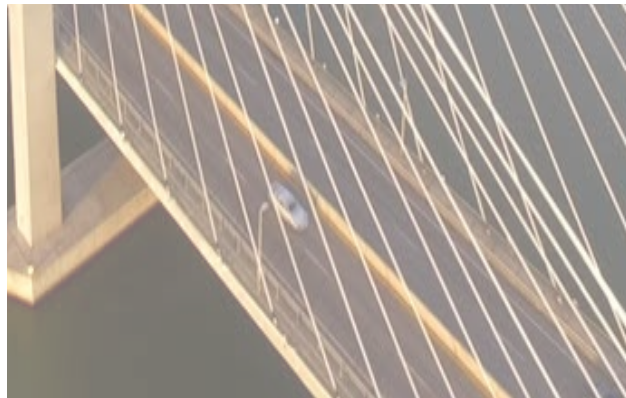
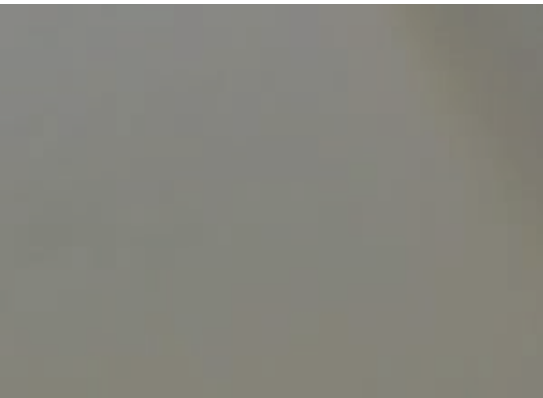


# BFCOG Member Update

## Port of Kennewick



Michelle Holt  
Executive Director



*2022-2023*





## Benton-Franklin Council of Governments

(BFCOG) was established by voluntary association of the local units of government in 1966 with the vision of providing a forum for improved communication, multi-jurisdictional decision making, regional planning, and lead agency capacity for provision of multi-jurisdictional programs. BFCOG currently fulfills the following designations on behalf of the Benton-Franklin region:

- **Council of Governments** (RCW 36.64.80)
- **Regional Planning Commission** (RCW 36.70.60)
- **Metropolitan Planning Organization/Transportation Management Area** (Federal Highway Administration, Federal Transit Administration)
- **Regional Transportation Planning Organization** (RCW 47.80.20) (WSDOT)
- **Economic Development District** (US Dept. of Commerce, Economic Development Administration)

# 2022-2023 Highlights

- New Interlocal Agreement, Bylaws & Committee Policies
- **\$450,000** Reserve Fund Achieved
- Obligated **\$12.724M** to Local Transportation Projects
- **\$600,000 EPA Brownfield Assessment Grant** – have completed environmental assessments or reuse planning for **12** sites.
- Received **\$400,000** in ARPA Funding to Support Economic Recovery and Resiliency Planning.
- Defederalization of **\$847,000** in former EDA Regional Revolving Loan Fund dollars for future economic development use
- **75 Technical Assistance** Services, **70 Modeling/Mapping** Services
- Facilitated **50 Congressional Connection** Meetings



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# BFCOG Port of Kennewick Support Summary

## Transportation Planning & Funding:

- Participated in the September 2023 First Annual E-Bike Expo
- Eligible for Transportation Call for Projects competitive funding.

## Economic Development:

- Projects included in the **2023 Comprehensive Economic Development Strategy (CEDS)** document to support the acquisition of future project funding: **Clover Island Revitalization**; **Vista Field Redevelopment**; **The Willows Infrastructure Project** (Columbia Drive Revitalization Phase 3).
- Access to **Brownfields Coalition Assessment Grant** funding for eligible Phase I, Phase II, Site/Area Wide Planning nominated brownfield sites.
- **Technical Assistance** available for EDA Funding and other Notices of Funding Opportunities
- **Congressional Connections Meetings** invitations to collaborate with staff representatives from Senators Murray and Cantwell, and Congressman Newhouse.

## Fiscal Impact to: Port of Kennewick

**2023 Annual Dues Assessment: \$10,648** (Federal Program Matching Only – 4% of Assessment Budget)



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# 2024 Happenings – Technical Assistance

- **HOT OFF THE PRESS! New Grant Navigator Position** – BFCOG will be hiring a Grant Navigator position in Q2 2024.
- The Grant Navigator will expand our ability to identify grant funding opportunities and support federal and state applications by our members through grant writing assistance.
  - The number of state and federal funding opportunities has outpaced the capacity of member staff and contracted grant writers to review and apply.
  - Centralizing grant application support can help our region be more competitive by identifying when multiple applications may be submitted from our region to the same program, allowing for collaboration to be considered.
  - This 24-month position will allow us to test the technical assistance capability and value having grant assistance can provide to our members.
  - Before the end of the term, the program activities will be evaluated. If the position is valuable to the membership, then long-term funding will need to be determined.

# 2024 Happenings - Transportation

- **Regional Bicycle Plan** – The Regional Bicycle Plan is a vision for enhancing bicycling opportunities for all residents of the region. This process will map the Regional Bicycle Network, identify barriers and strategies to address them and help local jurisdictions in applying for funding resources to support infrastructure upgrades.
- Biennial **Regional Traffic Count Program**
  - **719** locations will be counted across the region.
  - Urban counts will be March - May 31; Rural counts will be August - October.



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# 2024 Happenings - Transportation

- **Regional System Analysis with WSDOT** - In partnership with WSDOT, BFCOG will conduct a systemwide analysis of the regional transportation system from arterial streets to the state system (highways and freeways). This analysis will identify where the current choke points are within the system and present potential next steps to address these locations and the regionwide system.



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# 2024 Happenings - Transportation

- **Safe Streets & Roads for All \$320,000 Grant** (Planning & Demonstration)
  - The **Benton-Franklin Regional Safe Routes to School (SRTS) Action Plan** will improve the mobility and safety of children to walk, bike, and roll to school. BFCOG is working with school districts and jurisdictions to develop safe routes to school for all schools in Benton and Franklin Counties. The plan will enable long-term collaboration across jurisdictions, improve safety, and encourage active transportation by providing a framework including vision, goals, and action steps for implementation.
  - The **Regional Comprehensive Safety Action Plan** is the building block to significantly improve roadway safety in the region. The plan will assess the current conditions and develop a holistic, well-defined strategy to prevent roadway fatalities and serious injuries in the Benton-Franklin region.



# 2024 Happenings – Economic Development

## • Benton-Franklin Broadband Action Team (BAT)

- The **Infrastructure Sub-committee** is monitoring the Washington BEAD (Broadband Equity Accessibility and Deployment) Funding process and meeting monthly to improve inter-agency communication.
- The **Digital Equity Sub-committee** is gathering information on the organizations that help remove digital equity barriers for covered populations.

## • Tri-Cities Strategic Alliance & Internet for All

- BFCOG has partnered with the **Tri-Cities Regional Chamber, TRIDEC**, and **Visit Tri-Cities** to form the **TCSA** to lead collaborative action to advance the region.
- Each agency has chosen a regional-scope project to lead, requiring collaboration to execute.
- **Internet for All** is BFCOG's regional project to facilitate connections between municipalities, private internet service providers, community organizations, and resources to enable internet availability and accessibility for **ALL** Benton and Franklin County citizens.



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# 2024 Happenings – Economic Development

- Re-application for **EPA Brownfields Coalition Assessment Grant**
  - In October 2024, BFCOG will be eligible to submit a new application for the **EPA Brownfields Assessment Grant** to continue the Brownfields Program. Funding would be available for projects in 2025.
- New **Economic Development District Advisory Committee**
  - Serve as the **Comprehensive Economic Development Strategy (CEDS) Committee**, providing important feedback from across the region to help formulate the **CEDS**.
  - Make economic development program recommendations to the BFCOG Board for the **Economic Development District**.



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# Issues of Mutual Concern

- What regional issue of mutual concern would you want to discuss with your fellow jurisdictions?



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# Multi-Jurisdictional Programs

- How could BFCOG be utilized to help local governments in our region collaborate to reduce duplication of efforts, save money, or launch a program or service they could not justify individually?



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Michelle Holt, Executive Director  
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