



PORT OF KENNEWICK REGULAR COMMISSION MEETING

SEPTEMBER 24, 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 (via telephone)

Staff Members: Tim Arntzen, Chief Executive Officer
Tana Bader Inglima, Deputy Chief Executive (via telephone)
Nick Kooiker, CFO/ Deputy Chief Executive (via telephone)
Larry Peterson, Director of Planning and Building
Amber Hanchette, Director of Real Estate
Michael Boehnke, Director of Operations (via telephone)
Bridgette Scott, Executive Assistant (via telephone)
Lisa Schumacher, Special Projects Coordinator
David Phongsa, Marketing/Capital Projects Coordinator (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 September 17, 2024**
Direct Deposit and E-Payments totaling \$109,138.91
- B. Approval of Warrant Register Dated September 10, 2024**
Expense Fund Voucher Number 106264 through 106301 for a grand total of \$162,134.82
- C. Approval of Regular Commission Meeting Minutes September 10, 2024**

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.

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NEW BUSINESS

A. 2025 Hotel Concert Logistics

Mr. Arntzen stated earlier this year the Port purchased a portable stage for the Clover Island Inn's summer concert series. In April of 2024, the Clover Island Inn was purchased by the Kishan Group, who utilized the stage for the 2024 concert series. The Port received a courtesy notice from the hotel ownership group that they would be using a new event manager/promoter for 2025. Mr. Arntzen stated the Port's interest is in the stage, which includes proper setup/takedown/safety and preservation of the asset. Mr. Arntzen appreciates the notice of the change and stated the Port does not get involved with hotel business other than protection of the stage as a publicly owned asset. Mr. Arntzen stated with Commission consent, he would like to send a letter to the hotel group summarizing the Port's stance.

Commissioner Novakovich agrees with Mr. Arntzen's comments and stated it is not the Port's business to dictate how people conduct their business, as long as it is in the confines of the stage use agreement and the law. Commissioner Novakovich believes the Port should stay out of the hotel group's business and stated staff has done a great job with this and does not see any problem sending letter.

Commissioner Hohenberg concurs and appreciates the courtesy notice.

Commissioner Moak agrees with Mr. Arntzen's position on this and thinks that it is great that the concert series will continue, and stated it is a business decision between the hotel group and the contractor.

Dara Quinn of Emerald Spark Events is grateful for the opportunity and understands the Port's wishes for how things are done on Clover Island. Ms. Quinn stated her top priority is community engagement and involvement. Ms. Quinn and staff will have formal training on managing the stage next spring. Ms. Quinn thanked the Commission and hopes the Port will continue their sponsorship for the 2025 concert series.

Alicia Cullison of Emerald Spark Events has done a lot of research on Clover Island and the concert series and believes it will be a mutual benefit for everyone.

Commissioner Novakovich read the agreement and was amazed by the detail of it and believes Emerald Spark Events will do a great job and the Port is fully supportive of what they are doing. This concert series brings a lot of people to the island, and we are looking forward to seeing what you do.

It is the Consensus of the Commission for Mr. Arntzen to send the Clover Island Inn hotel ownership group a letter regarding the updated event management team and stage management.

Mr. Arntzen stated his intention was not to offer a sponsorship for the concert series, because the Port made a substantial commitment of \$400,000 by purchasing the stage. Mr. Arntzen

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does not want any misconceptions and does not think the Port will be a credited sponsor for 2025, unless otherwise directed.

Commissioner Novakovich stated that is a point well taken and stated the Port is quite skinny as to what we have for resources to offer, as seen in the upcoming Draft Work Plan. Commissioner Novakovich indicated that any other support we can offer, we would be happy to, as we want to see you be successful, which is what the Port tries to do for everybody.

Mr. Arntzen stated the letter (*Exhibit A*) should come as no surprise to the ownership group and the Port will continue to help businesses on the island, but recognizing concerts are the hotel's events.

Zeal Bains of the ownership group thanked the Port for their continued support and believes Ms. Quinn will make the concert series bigger and better. Ms. Quinn is working on the series now and looking to bring in more diverse acts.

Commissioner Novakovich thanked Mr. Bains for his comments and stated the Port looks forward to the partnership and seeing what will be put together and stated anything that brings people to the island is a benefit and the Port is supportive of that.

ACTION ITEMS

A. Vista Field Lot #18 Purchase & Sale Agreement – Blueberry Bridal

Ms. Hanchette stated Amber Keller submitted her letter of intent to the Port at the Vista Field grand opening in 2022 and has been working diligently to have her vision come to life. Ms. Hanchette is excited to present the Purchase and Sale Agreement (PSA) with Blueberry Bridal for Lot #18 in Vista Field and outlined the details of the planned retail building (*Exhibit B*).

Commission and Port staff discussed the details of the PSA and expressed their excitement for the new Bridal Boutique.

MOTION: *Commissioner Hohenberg moved to approve Resolution 2024-18 approving a purchase and sale agreement with Blueberry Bridal Boutique LLC for the purchase of Lot 18 in the port's Vista Field redevelopment project; and that all action by port officers and employees in furtherance hereof is ratified and approved; and further, the Port Chief Executive Officer is authorized to take all action necessary in furtherance hereof; Commissioner Moak seconded.*

PUBLIC COMMENTS

No comments were made.

Discussion:

Commissioner Hohenberg is excited for all the upcoming ribbon cuttings.

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Commissioner Novakovich recalls meeting Ms. Keller at the grand opening of Vista Field and her excitement was palpable. Commissioner Novakovich congratulated Ms. Hanchette on sticking with Ms. Keller and believes that is what the Port does, and it is an excellent example of how the Port can promote small business economic development.

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

B. Vista Field Lot #31 Purchase & Sale Agreement – Columbia Point Eye Care

Ms. Hanchette presented a PSA with Cantley Vision Inc. (Columbia Point Eye Care) for Lot 31 in Vista Field and outlined the details of the planned medical and retail space and tenant space (*Exhibit C*).

Commission and Port staff discussed the details of the PSA.

MOTION: Commissioner Hohenberg moved to approve of Resolution 2024-19 approving a purchase and sale agreement with Cantley Vision Clinic Inc PS for the purchase of Lot 31 in the port's Vista Field redevelopment project; and that all action by port officers and employees in furtherance hereof is ratified and approved; and further, the Port Chief Executive Officer is authorized to take all action necessary in furtherance hereof; Commissioner Moak seconded.

PUBLIC COMMENTS

No comments were made.

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

Commissioner Hohenberg appreciates the communication by staff, and thanked Mr. Arntzen for his leadership and what staff does every day to help the Commission make informed decisions.

C. Bid Award: VFDF A&B (415 N. Roosevelt)

Ms. Hanchette presented Resolution 2024-20, a construction contract with G2 Commercial Construction Inc. for façade improvements for Vista Field Development Buildings A and B. Ms. Hanchette stated over time, sun damage, rain, and melting snow caused significant damage to the exterior stucco. Ms. Hanchette outlined the project details and stated for Commission consideration is the acceptance of the base plus alternate bid by G2.

Mr. Kooiker touched on the total budget and stated the project will be 75% complete in 2024 and 25% completed in 2025, which allows the 2023-2024 budget allocation to remain the same. Mr. Kooiker stated approximately \$200,000 will be allocated for the 2025-2026 budget to complete the project.

Commissioner Hohenberg is in favor of completing Buildings A and B together and appreciates the budget update by Mr. Kooiker. Commissioner Hohenberg is in favor of this proposal.

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Commissioner Moak inquired if the buildings were fully occupied.

Ms. Hanchette stated Building A is vacant and Building B is mostly occupied. This is a unique space and Ms. Hanchette believes the renovation to the exterior will make them more attractive and leasable.

MOTION: *Commissioner Hohenberg moved to approve of Resolution 2024-20, authorizing the Port's Chief Executive Officer to execute a contract with G2 Commercial Construction for VFDF A&B Façade Improvements including Alternate 1, for the sum of \$554,377.00, plus applicable tax; Commissioner Moak seconded.*

PUBLIC COMMENTS

No comments were made.

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

PRESENTATION

A. 2025-2026 Draft Work Plan

Mr. Peterson presented the 2025-2026 Draft Work Plan (*Exhibit D*) which is a compilation of Commission comments over the past two years.

Commissioner Hohenberg appreciates the presentation and stated it captures what the Commission has discussed. Commissioner Hohenberg understands our commitment to Vista Field and as we start to see more businesses investing in Vista Field, the Port needs to ensure we support those businesses and have adequate parking for them and events.

Commissioner Moak confirmed that the projects at Vista Field are in line with previous policy decisions made by the Commission and there isn't much wiggle room.

Mr. Peterson stated the identified expenditures in the Draft Work Plan are consistent with the direction the Commission has provided, for example, approving a letter of intent to move forward with a PSA for interested businesses such as BlueChart Homes.

Commissioner Novakovich stated parking is key and essential and this Draft Work Plan belongs to the Commission and is an investment in Vista Field today and the future. Commissioner Novakovich appreciates the Draft Work Plan presentation prepared by Mr. Peterson.

Mr. Arntzen stated this has been a great discussion and the Commission can revise or remove anything within the Draft Work Plan.

Commissioner Hohenberg stated the Draft Work Plan captures the Commission policy, and even though parking isn't exciting, it needs to be done. It does not do the Port any good to invest in Vista Field without having parking for customers or visitors. Commissioner Hohenberg reiterated the projects captured in the Draft Work Plan is what the Commission has worked on over the past

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few years. Commissioner Hohenberg is fully supportive of this and understand the commitments made by the Commission.

Commissioner Novakovich agrees and if approved, the Commission should support staff, because they are following Commission directives.

REPORTS, COMMENTS AND DISCUSSION ITEMS

A. *Vista Field*

1. *Southern Gateway Project*

Mr. Peterson reported on the Southern Gateway project (*Exhibit E*).

2. *FBO Building Demo*

Mr. Phongsa reported the FBO Building Demolition project was awarded to Andrist Construction for \$39,500. The project will begin November 2024 and will be completed in January 2025.

B. *CEO Report*

Mr. Arntzen gave a brief CEO report:

- Zeal Bains of the Clover Island Inn Group thanked the Commission for working through the process. He will be visiting the island in mid-October and would like to meet.
- Climate Action Committee. Mr. Arntzen contacted the Climate Action Committee to share our interest in becoming a nominee and participating member of the advisory committee. He was informed by the program administrator that they have made a formal outreach to the Washington Public Ports Association to help them with the selection of a port representative.

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

Commissioners reported on their respective committee meetings.

D. *Non-Scheduled Items*

Mr. Kooiker received notice from the State Auditor's Office that the annual financial and accountability audit (2023) will begin October 14, 2024.

Mr. Peterson reported that the Oak Street (1328 E. 3rd Avenue) project is out to bid and bids are due October 1, 2024.

Mr. Peterson reported that the Oak Street water rights transfer to the Benton Franklin County Fairgrounds is still underway. Mr. Peterson read Dan Haller's response:

The Board accepted the Port's application in March 2024. Board's work on application s in order they were filed. There were two applications ahead of the Port at the time. Those two applications finally got resolved last month and the Board is now turning to the Port's application. I spoke with the Board chair yesterday and they are actively reviewing the application and formulating a list of questions. The public notice has already been

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published and I've sent an email to confirm no adverse comments were received. The next step I expect is for the Board to send a list of questions, which I will coordinate responses to and keep you in the loop. My hope is in the coming month (or two) the Board will have enough information to send their recommendation up to Ecology, who then has 75 days to review and issue their approval/modification/reversal of the Board decision. Boards are volunteer appointees and we're somewhat at the mercy of their schedule and others in line when we file.

Mr. Boehnke reported that security cameras have been installed at the Clover Island Lighthouse, the gravel parking lot, the boat launch bathroom and parking lot, and the guest boat ramp. We placed cameras on the areas that have been targeted by vandalism.

Commissioner Novakovich stated the Port hosted a group from the Tamastslikt Cultural Institute last week. Commissioner Novakovich, Ms. Bader Inglima and Mr. Kooiker gave them a tour of Clover Island, including the Gathering Place and the shoreline restoration work and extended Riverwalk Trail. Many of the group had not been to the island before and were very impressed with the artwork and interpretive information and the care with which the Port is maintaining The Gathering Place artwork and cultural displays.

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 4:21 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

PORT OF KENNEWICK

RESOLUTION No. 2024-18

***A RESOLUTION OF THE BOARD OF COMMISSIONERS
OF THE PORT OF KENNEWICK TO
APPROVE A PURCHASE AND SALE AGREEMENT
WITH BLUEBERRY BRIDAL BOUTIQUE LLC***

WHEREAS, the Port of Kennewick ("Port) Commission has authorized port staff to market parcels for sale within the Vista Field redevelopment project; and

WHEREAS, port staff received a proposal for construction of a 4,128 square foot building on Lot 18 within the first phase of Vista Field redevelopment from entrepreneur Amber Keller of Blueberry Bridal Boutique, LLC; and

WHEREAS, Blueberry Bridal Boutique, LLC (Purchaser), has offered to purchase approximately 4,956 square feet of the area graphically depicted on "*Exhibit A*" as 625 Crosswind Boulevard at the Port of Kennewick's Vista Field redevelopment project in Kennewick, Washington from the Port of Kennewick (Seller) for \$74,340.00; and

WHEREAS, Port staff and the Port attorney have reviewed the proposed Purchase and Sale Agreement and find it is in proper form with potential minor modifications prior to Closing and is in the Port's best interest.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Board of Commissioners of the Port of Kennewick hereby authorize the Port's Chief Executive Officer to execute a Purchase and Sale Agreement with Blueberry Bridal Boutique, LLC for lot 18 in the Vista Field development; and hereby authorizes the Port's Chief Executive Officer to execute all documents and agreements on behalf of the Port to complete the transaction as specified above.

BE IT FURTHER RESOLVED that the Port Commission declares that said property is surplus to the Port's needs and the proposed sale as referenced above is consistent with all previous Port policies, including its Comprehensive Scheme of Development.

BE IT FURTHER RESOLVED that the Port of Kennewick Board of Commissioners hereby ratify and approve all action by port officers and employees in furtherance hereof; and authorize the Port Chief Executive Officer to take all action necessary in furtherance hereof.

Resolution 2024-18
Page 2

ADOPTED by the Board of Commissioners of Port of Kennewick on the 24th day of September, 2024.

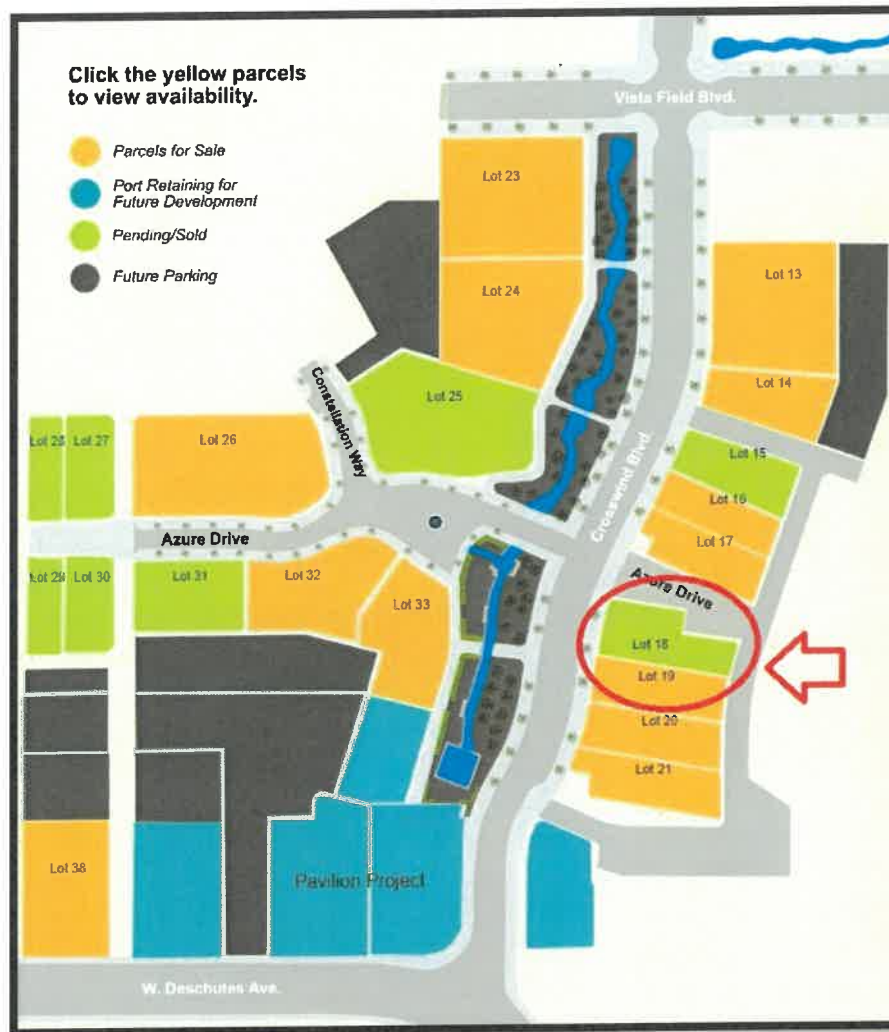
***PORT of KENNEWICK
BOARD of COMMISSIONERS***

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

EXHIBIT A



PORT OF KENNEWICK

RESOLUTION No. 2024-19

***A RESOLUTION OF THE BOARD OF COMMISSIONERS
OF THE PORT OF KENNEWICK TO
APPROVE A PURCHASE AND SALE AGREEMENT
WITH CANTLEY VISION INC, PS***

WHEREAS, the Port of Kennewick ("Port) Commission has authorized port staff to market parcels for sale within the Vista Field redevelopment project; and

WHEREAS, port staff received a proposal for construction of a 7,000 square foot building on Lot 31 within the first phase of Vista Field redevelopment from Dr. Brandon Furness and Dr. Royce Barney of Cantley Vision Inc, PS; and

WHEREAS, Cantley Vision Inc, PS (Purchaser), has offered to purchase approximately 6,826 square feet of the area graphically depicted on "*Exhibit A*" as 6737 W. Azure Drive at the Port of Kennewick's Vista Field redevelopment project in Kennewick, Washington from the Port of Kennewick (Seller) for \$143,346.00; and

WHEREAS, Port staff and the Port attorney have reviewed the proposed Purchase and Sale Agreement and find it is in proper form with potential minor modifications prior to Closing and is in the Port's best interest.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Board of Commissioners of the Port of Kennewick hereby authorize the Port's Chief Executive Officer to execute a Purchase and Sale Agreement with Cantley Vision Inc, PS for lot 31 in the Vista Field development; and hereby authorizes the Port's Chief Executive Officer to execute all documents and agreements on behalf of the Port to complete the transaction as specified above.


BE IT FURTHER RESOLVED that the Port Commission declares that said property is surplus to the Port's needs and the proposed sale as referenced above is consistent with all previous Port policies, including its Comprehensive Scheme of Development.

BE IT FURTHER RESOLVED that the Port of Kennewick Board of Commissioners hereby ratify and approve all action by port officers and employees in furtherance hereof; and authorize the Port Chief Executive Officer to take all action necessary in furtherance hereof.


Resolution 2024-19
Page 2

ADOPTED by the Board of Commissioners of Port of Kennewick on the 24th day of September, 2024.


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

By: 
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SKIP NOVAKOVICH, President

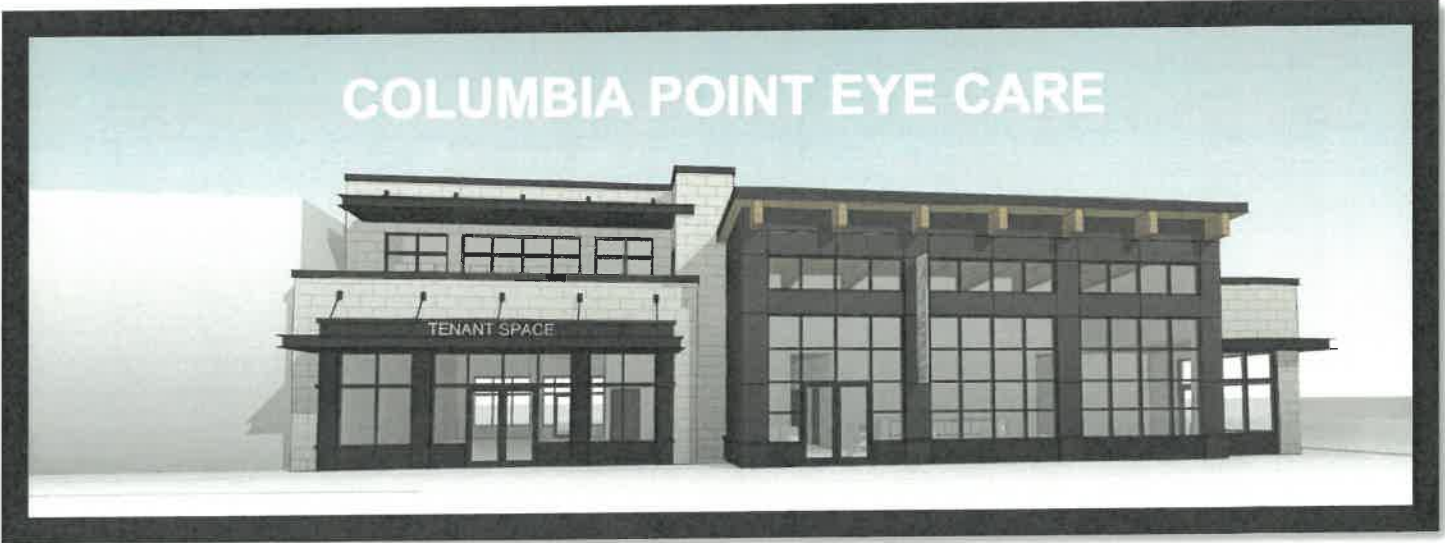
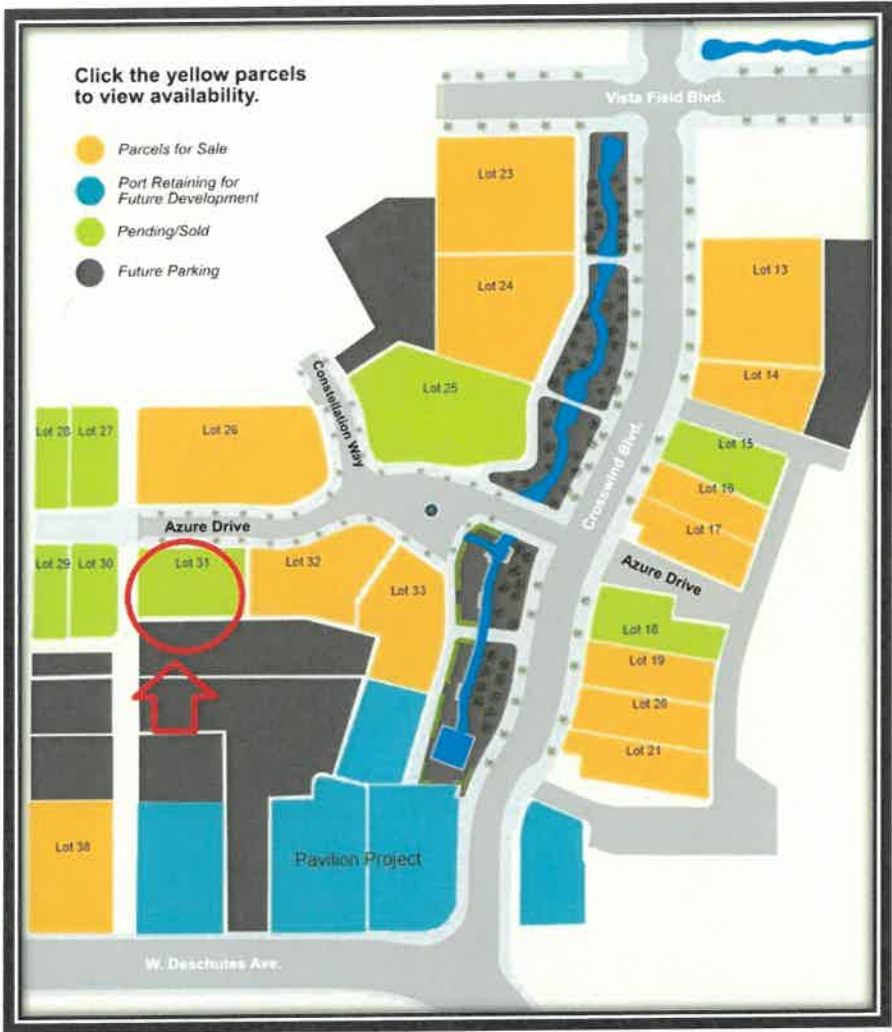
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KENNETH HOHENBERG, Vice President

By: 
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THOMAS MOAK, Secretary

EXHIBIT A



PORT OF KENNEWICK

RESOLUTION No. 2024-20

***A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PORT
OF KENNEWICK ACCEPTING AND AWARDING A CONSTRUCTION
CONTRACT FOR VFDF A&B FAÇADE IMPROVEMENTS***

WHEREAS, a request for bids for repair, updating and painting at the port's Vista Field Development Facilities (VFDF) A & B, 415 N. Roosevelt was properly advertised with the approved plans and specifications being made available to prospective bidders; and

WHEREAS, construction plans and specifications were presented to the bidder in a base bid and alternate bid format; and

WHEREAS, construction bids have been received and staff and the project architect have certified that the bids received are in compliance with the plans and specifications; and

WHEREAS, the staff and the project architect have certified that the bidder G2 Commercial Construction Inc. provided a base bid in the amount of \$183,000.00, plus applicable tax which includes repair of stucco, new drainage, exterior updates and paint and that such bid is in compliance with the plans and specifications; and

WHEREAS, the staff and the project architect have certified that the bidder G2 Commercial Construction Inc. also provided a bid in the amount of \$371,000.00, plus applicable tax for Bid Alternate 1 work which includes replacement of damaged stucco panels, new drainage, exterior updates and paint and that such bid is in compliance with the plans and specifications; and

WHEREAS, the staff and the project architect have certified that the low bidder for the work including the base bid and Alternate 1 is G2 Commercial Construction Inc. in the amount of \$554,377.00, plus applicable tax.


NOW THEREFORE, BE IT RESOLVED that the Port of Kennewick Commission does hereby accept the base bid of G2 Commercial Construction Inc. for the necessary exterior repair and renovations to VFDF A&B at 415 N. Roosevelt, Kennewick in the amount of \$554,377.00, plus applicable tax and hereby awards the construction contract to said bidder and that the CEO is further authorized to proceed with all necessary procedures required to complete construction of the project.


BE IT FURTHER RESOLVED that the Port of Kennewick Board of Commissioners hereby ratify and approve all action by port officers and employees in furtherance hereof; and authorize the Port Chief Executive Officer to take all action necessary in furtherance hereof.

ADOPTED by the Board of Commissioners of Port of Kennewick on the 24th day of September, 2024.

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

By: 
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SKIP NOVAKOVICH, President

By: 
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KENNETH HOHENBERG, Vice President

By: 
A35176A2D2CD413...
THOMAS MOAK, Secretary



PORT of
KENNEWICK

350 CLOVER ISLAND DRIVE, SUITE 200, KENNEWICK WASHINGTON 99336 509-586-1186 WWW.PORTOFKENNEWICK.ORG

September 25, 2024

Dara Quinn
Emerald Spark Events
www.emeraldsparkedvents.com

CII Hospitality LLC
c/o Gurdeep "Zeal" Bains
Clover Island Inn
435 N Clover Island Inn
Kennewick, WA

Dara and Gurdeep:

Thank you to Dara for reaching out to the Port to discuss the launch of Emerald Spark's involvement with Thunder on the Island and the Clover Island Concert Series. And thanks also to Gurdeep for our recent conversation discussing how CII Hospitality and Emerald plan to work together to bring music performance and other entertainment options to the Island. On behalf of the Port, please know we support the success of the Concert series, which brings the public to share in all the commercial and recreational amenities of Kennewick's Historic Waterfront District, which of course includes the Clover Island Inn.

Dara was kind enough to share a copy of the Agreement between Emerald Sparks and CII Hospitality for the Series Event's management. We understand that some services to be provided by Emerald includes use of the Stage, which was purchased by the Port and is subject of an Agreement between the Port and CII Hospitality. At the request of our legal counsel, we ask that for clarity, a simple paragraph be added to the Event Management Agreement to clarify that the Agreement is not intended to impact the Stage Agreement between the Port and CII Hospitality. We understand you are ready to launch your new production venture, so to not delay progress, we include the proposed updated Event Management Agreement which contains language acceptable to the Port. After your review and acceptance, please share a copy of the signed Agreement with the Port for our records.

Again, the Port values both your respective investments in time, heart and resources to improve Clover Island as a vibrant and entertaining public gathering space. Please reach out to me if you have any questions.

Tim Arntzen
CEO, Port of Kennewick
Enclosure: Updated Event Management Agreement



Agreement from: Emerald Spark Productions LLC dba Emerald Spark Events

To: CII Hospitality

August 28, 2024

Going into agreement for the 20th anniversary of Thunder on the Island in 2025, Emerald Spark Events proposes a partnership to ensure the execution of a well-organized and engaging event that not only upholds the time-honored tradition of Thunder on the Island but also enhances the public perception of Clover Island Inn. Entrusting these responsibilities to Emerald Spark leverages our experience in live music event production to facilitate a seamless process for the CII Hospitality team.

Services

1. Event Management

- Comprehensive event planning and coordination.
- Booking high-quality entertainment and ensuring a diverse lineup.
- Managing vendor relationships and negotiating contracts including those with light and sound technicians and backline providers.
- Providing artist hospitality according to contractual agreements and riders.
- Providing Master of Ceremony (MC) services.
- Providing labor to operate the event, including food and beverage, set-up, tear-down, and gate attendants, and merchandise table attendants.
- Barricading the east end parking lot the day before shows.

2. Logistics and Operations

- Fencing and Security: Ensure the venue is secure with appropriate fencing and professional security services.
- Porta-Potties: Provide adequate sanitation facilities to cater to the large audience.
- Overseeing the setup and breakdown of events.
- Ensuring all necessary permits are obtained and regulations are adhered to.
- Rental of extra supplies as needed.

3. Vendor and Permit Management

- Food and Beverage Vendors: Curate a selection of quality food and beverage vendors.
- Obtain all necessary permits for the event, including health, safety, and alcohol permits.
- Obtain music licensing permits as needed.
- Obtain event permits from local municipality(ies) as needed.
- Obtain necessary insurance policies prior to events.

5. Sponsorship and Partnerships

- Identify and secure sponsorships to enhance event funding.
- Create attractive sponsorship packages offering visibility and engagement opportunities.
- Develop partnerships with local businesses, including the hotel, to create mutually beneficial promotions.

3. Marketing and Advertising

- Campaigns: Develop targeted marketing campaigns to promote the event.
- Media Partners: Collaborate with media partners for extensive coverage.
- Social Media: Utilize social media platforms for engagement and ticket sales.

NOTE:

Emerald Spark Events will pay \$350.00 per event to CII Hospitality for the usage of the following:

- STAGE - 32 X 24 Apex stage
- VENUE - East end parking lot
- ELECTRICITY - CII Hospitality's electrical box is located on the East Parking Lot.
- WATER

Emerald Spark Events will contact Jeff Hess of Apex Stage to obtain training for 10 individuals to be certified stage operators. It is understood that CII Hospitality will charge \$800.00 per event to set up and tear down the stage if Emerald Spark's certified crew is unavailable.

CII Hospitality will give Emerald Spark Events access and full creative control of the website thunderontheisland.com, however, CII Hospitality will retain ownership of the domain and the website infrastructure.

All event ticket revenue and food and beverage revenue will go to Emerald Spark Events. CII Hospitality retains the right to book events on the stage if it doesn't interfere with scheduled concerts by Emerald Spark Events. Wednesday nights between Memorial and Labor Day are exclusively reserved for Emerald Spark Events.

Other events produced by Emerald Spark Events at the CII venue. will be held on Sundays. Events taking place on Fridays and Saturdays will be cleared through CII Hospitality in advance.

CII Hospitality will not be providing the following:

- Labor to set up and tear down the event
- Gate and concert labor during the event
- Merchandise table labor (if applicable)
- Food and Beverage labor
- ROOM PACKAGES - CII Hospitality offers Emerald Spark a set rate of \$89 for Single Queen and \$99 for Double Queen plus taxes & fees per night, if Emerald Spark decides to offer a Concert Room Package to their concert attendees. To secure the discounted rate, a room block of 20 rooms will be created, no more 3 months out, and will be released 3 weeks prior to the event/concert date.

Requested Resources from CII Hospitality

- ☐ Calendar with Blackout Dates and current holds if any
- ☐ Mailing list of previous ticket holders
- ☐ List of current sponsors and their contact information
- ☐ List of permits/licenses required by city, port, or any other entity
- ☐ Agreement to co-promote events
- ☐ Copies of all previous artist contracts
- ☐ Copies of any other relevant documents relating to Thunder on the Island
- ☐ Previous marketing contacts and contracts

CII Hospitality In-Kind Sponsorship Resources

- ☐ Wifi
- ☐ Access to update website and social media
- ☐ Graphic design assets for use on marketing materials
- ☐ water & electricity
- ☐ Outdoor ice machine
- ☐ BBQ
- ☐ Access to 4th floor banquet facility with walk-in refrigerator
- ☐ Mistlers
- ☐ 2 portable bars
- ☐ Bar storage with walk-in cold storage
- ☐ Key to secure storage areas
- ☐ Approximately 400 chairs and 30 tables
- ☐ Cabana in east end parking lot
- ☐ Green Room/Banquet room based on availability for national acts
- ☐ 1 comped Green Room/hotel room per Wednesday band with a max of 10 rooms total for the summer of 2025. (These events will be held in CII Hospitality's east end parking lot from mid-June to mid-August of 2025).

For clarity, CII Hospitality and Emerald Sparks Production LLC acknowledge that this Agreement is not intended to be and is not an Assignment of the Stage and Rental Agreement between the Port of Kennewick and CII Hospitality and does not modify the rights and duties of the parties to that Stage and Rental Agreement.

Signed : _____ Date: _____
Emerald Spark Events

Name: _____

Signed : _____ Date: _____
CII Hospitality

Name: _____



AGENDA REPORT

TO: Port Commission

FROM: Amber Hanchette, Director of Real Estate

MEETING DATE: September 24, 2024

AGENDA ITEM: Vista Field Purchase & Sale Agreement – Lot 18 – 625 Crosswind Boulevard; Resolution 2024-18

I. REFERENCE(S):

- Letter of Intent dated June 16, 2022

II. FINANCIAL IMPACT: Revenue \$74,340.00

III. DISCUSSION:

Local entrepreneur Amber Keller submitted her letter of intent to the port at the Vista Field grand opening on June 16, 2022. Her desire is to construct a 4,128 square foot building on lot 18 (625 Crosswind Boulevard) to showcase her retail business, Blueberry Bridal Boutique.



EXHIBIT B

July 11, 2023 the port commission agreed through consensus to approve a 90-day Right to Negotiate with Blueberry Bridal Boutique.

Lot 18 is located at the corner of Crosswind Boulevard and Azure Drive. Ms. Keller specifically chose this parcel for the angle of light that could spill into her showroom from several large windows on two sides of her building.



Shortly after submitting her proposal for Lot 18, interest rates started increasing dramatically in response to fears of a national post COVID recession. Even with the economic conditions outside of her control, Ms. Keller continued to work with her design team and the Vista Field Town Architect refining her building to fit within the Vista Field vision and the aesthetic she wanted for her business.

Along the way she found a banking partner in Baker Boyer Bank and received her pre-qualification for a construction loan from Northwest Business Development Association as part of the U.S. Small Business Administration's lending program.

EXHIBIT B

Her proposed building design continues to proceed through the Collaborative Design Process with the port's Vista Field Town Architect, Matt Lambert of DPZ CoDesign.

Ms. Keller has selected Kaizen Construction and Development as her contractor.

Purchase and sale agreement highlights:

- Vista Field Lot 18 – 625 Crosswind Boulevard
- 4,956 square foot parcel
- 4,128 square foot restaurant building
- Uses: Retail
- Price - \$74,340.00 fixed price for parcel.
- Effective date = Date PSA is approved by commissioners
- Time to completion = 24 months from effective date of PSA
- PSA to be signed by Amber Keller as owner of Blueberry Bridal Boutique LLC.
- Agreement is subject to Vista Field Covenants, Conditions and Restrictions, Vista Field Design Standards, an Obligation to Construct and Repurchase Option.
- Contingencies:
 - Seller's obligations to construct common area parking, use easement for waste container, license agreement for use of property during construction.
 - Buyer's contingencies: feasibility study, environmental conditions, and financing.

IV. ACTION REQUESTED OF COMMISSION:

Motion:

I move approval of Resolution 2024-18 approving a purchase and sale agreement with Blueberry Bridal Boutique LLC for the purchase of lot 18 in the port's Vista Field redevelopment project; and that all action by port officers and employees in furtherance hereof is ratified and approved; and further, the Port Chief Executive Officer is authorized to take all action necessary in furtherance hereof.



AGENDA REPORT

TO: Port Commission

FROM: Amber Hanchette, Director of Real Estate

MEETING DATE: September 24, 2024

AGENDA ITEM: Vista Field Purchase & Sale Agreement – Lot 31 – 6737 W. Azure Drive - Resolution 2024-19

I. REFERENCE(S):

Letter of Intent dated June 27, 2024

II. FINANCIAL IMPACT: Revenue \$143,346.00

III. DISCUSSION:

Dr. Royce Barney and Dr. Brandon Furness submitted their letter of intent to the port on June 27, 2024, under Cantley Vision Inc, PS. Their proposal is to construct a 7,000 square foot building on lot 31 in Vista Field for their medical practice Columbia Point Eye Care Clinic and leasable space to a potential future tenant.

COLUMBIA POINT EYE CARE



EXHIBIT C

On July 9, 2024, the port commission approved a '90-Day Right to Negotiate' period with Cantley Vision Inc, PS.

Lot 31 has frontage on three sides: Azure Drive, the pedestrian walkway to the west and joint use parking to the south.



Dr. Furness and Dr. Barney are excited to be part of Vista Field and are ready to accelerate construction. They have selected Hummel Construction and Development Group as their builder and received a construction pre-approval letter from Community First Bank.

Their proposed building design continues to proceed through the Collaborative Design Process with the port's Vista Field Town Architect, Matt Lambert of DPZ CoDesign.

Medical is a desired use in Vista Field and Lot 31 creates a natural transition between future residential development and activity environed closer to the water feature and open-air pavilions.

Purchase and sale agreement highlights:

- Vista Field Lot 31 – 6737 W. Azure Drive
- 6,826 square foot parcel
- 7,000 square foot medical and retail building
- Uses: Medical, boutique optical retail, leasable space
- Price: \$143,346.00 fixed price for parcel.
- Effective date = Date PSA is approved by commissioners
- Closing: 90 days (60 days feasibility period, 30 days document preparation)
- Time to completion of project = 24 months from effective date of PSA
- PSA to be signed by Dr. Royce Barney and Dr. Brandon Furness as owners of Cantley Vision Inc, PS dba Columbia Point Eye Care Clinic.
- Agreement is subject to Vista Field Covenants, Conditions and Restrictions, Vista Field Design Standards, an Obligation to Construct and Repurchase Option.
- Contingencies:
 - Seller's obligations to construct common area parking, use easement for waste container, license agreement for use of property during construction.
 - Buyer's contingencies: feasibility study, environmental conditions, and financing.

IV. ACTION REQUESTED OF COMMISSION:***Motion:***

I move approval of Resolution 2024-19 approving a purchase and sale agreement with Cantley Vision Clinic Inc PS for the purchase of lot 31 in the port's Vista Field redevelopment project; and that all action by port officers and employees in furtherance hereof is ratified and approved; and further, the Port Chief Executive Officer is authorized to take all action necessary in furtherance hereof.



2025-2026 WORK PLAN

Approved by Resolution 2024-xx
October 8, 2024

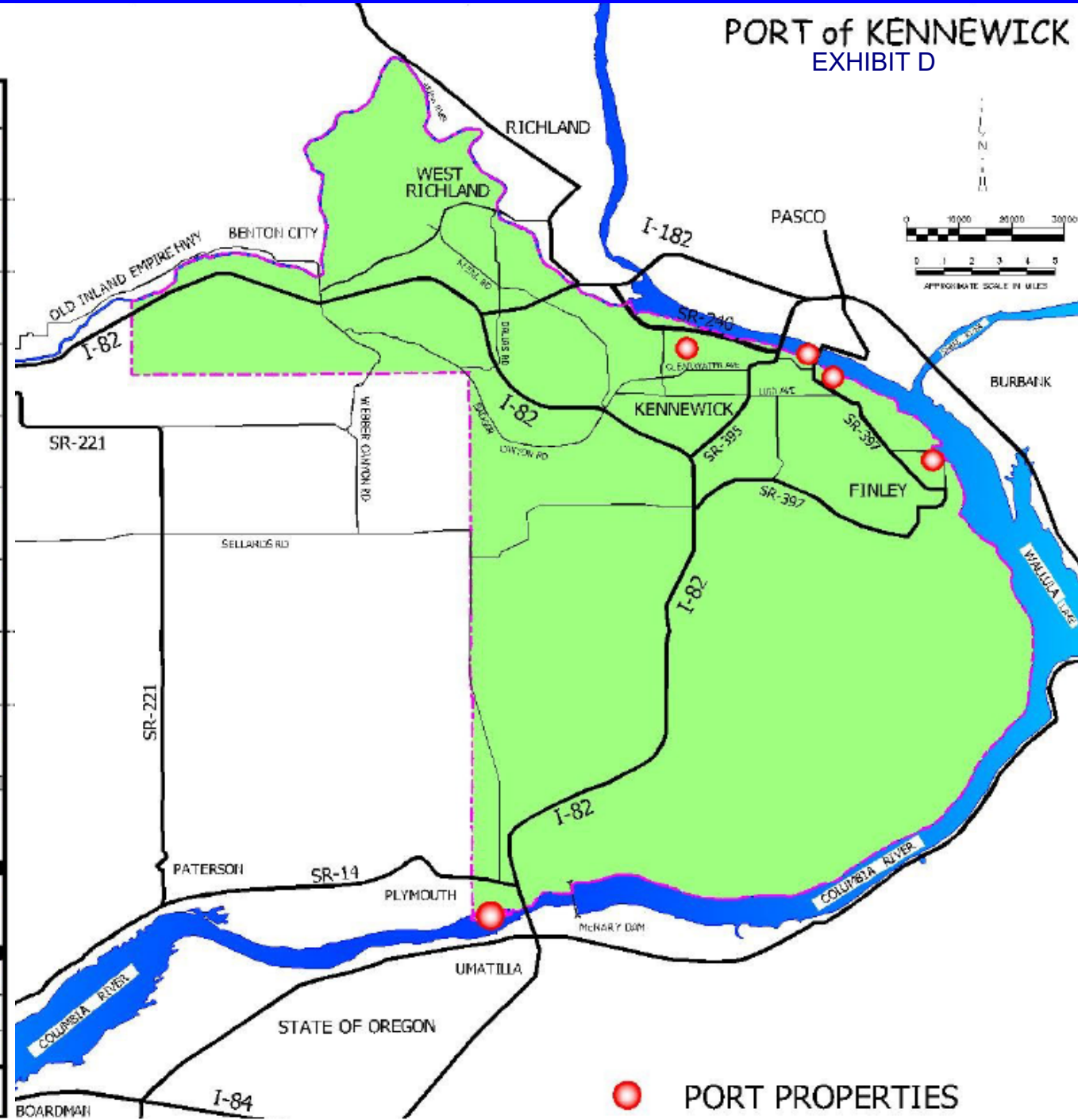
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PROSPECTIVE VISION

EXHIBIT D

- **The Port is an economic development entity focused on redevelopment.**
- **The redevelopment role avoids duplicating private sector efforts while both invigorating areas of the district lagging in private sector investment and forging a economically sustainable development pattern.**
- **Acknowledge the enormity of the Vista Field Redevelopment project and the significance of this effort to the entire Port district and larger Tri-City area.**
- Follow direction established by 2016 Comprehensive Scheme of Development and Harbor Improvements as amended in 2017 and 2019.
- Continue with Kennewick Waterfront District projects: Columbia Drive — Wine & Artisan Village and Clover Island Improvements.
- Pursue projects with development partners demonstrating support (match funding, political support and enthusiasm).
- Pursue fewer projects while selecting projects with the greatest benefit to the community.
- Realize & support economic development opportunities with wine, culinary & tourism industry.
- Continue to pursue grant funding opportunities.
- Remain focused on containing operational expenses.
- A strong focus must be placed on successfully running daily Port operations.
- Remain solidly focused on the Port’s core business and established priorities; not swayed by the oscillating influence of external entities.

2025/2026 DRAFT CAPITAL BUDGET		
Vista Field	Infrastructure West Construction (BlueChart Block #1)	\$ 2,300,000
Vista Field	Joint-Use Parking Lot Construction (Pavilions)	\$ 1,000,000
Vista Field	Joint-Use Parking Lot Construction (Woonerf-North)	\$ 150,000
Vista Field	Joint-Use Parking Lot Construction (Lots 23-25)	\$ 400,000
Vista Field	Joint-Use Parking Lot Construction (Woonerf-South)	\$ 225,000
Vista Field	Joint-Use Parking Lot Construction (Brockman)	\$ 750,000
Vista Field	Infrastructure East Construction (BlueChart Block #2)	\$ 2,300,000
Vista Field	Infrastructure East Street Construction (Grandridge & Vista Field Blvds.)	\$ 1,600,000
Vista Field	Daybreak Commons Phase #1 Construction	\$ 1,500,000
Vista Field	Team {Town Architect, Project Design}	\$ 300,000
Vista Field [VFDF]	Exterior Building Improvements (estimated carryover)	\$ 200,000
District-wide	Art Project/Installation	\$ 100,000
District-wide	Opportunity Fund	\$ 125,000
District-wide	Asset Replacement	\$ 400,000
TOTAL		\$ 11,350,000



- 103+ Acres Combined
- Zoning/Utilities: UMU (Urban Mixed Use) with all Municipal Services

STRENGTHS

- Centrally located in the Tri-Cities, surrounded by vibrant commercial district (Columbia Center Mall) and adjacent to the Three Rivers Entertainment District (Toyota Center Coliseum, Three Rivers Convention Center and Tri-Cities Business & Visitor Center)
- Located within "Opportunity Zone" per 2017 Tax Cuts & Jobs Act

CHALLENGES

- * Undertaking massive redevelopment effort while balancing district-wide objectives
- Limited financial resources
- Establishing a new land use and development paradigm in the community

SUGGESTED WORK & PROPERTY MANAGEMENT PLAN

- ☐ Infrastructure West Construction (BlueChart Block #1) [\\$2,300,000](#)®
- ☐ Joint-Use Parking Lot Construction (Pavilions) [\\$1,000,000](#) {RCCF}
- ☐ Joint-Use Parking Lot Construction (Woonerf-North) [\\$150,000](#)
- ☐ Joint-Use Parking Lot Construction (Lot 23-25) [\\$400,000](#)
- ☐ Joint-Use Parking Lot Construction (Woonerf-South) [\\$225,000](#)
- ☐ Joint-Use Parking Lot Construction (Brockman) \$750,000
- ☐ Infrastructure East Construction (BlueChart Block #1) [\\$2,300,000](#)®
- ☐ Infrastructure Grandridge Blvd. Construction \$1,600,000 {RCCF} ®
- ☐ Daybreak Commons Phase #1 Construction [\\$1,500,000](#)®
- ☐ Vista Field Team (supporting marketing efforts) - [\\$300,000](#) ®

Remain true to the community's vision remembering the initial steps, whether positive or negative, set the tone for the entire project.

Patience during the next two years coupled with strategic decision making will yield positive results for decades.

- [Provide Support & Oversight to Previously Approved Land Sales](#)
- Market properties through RFP process & review proposals through the Collaborative Design Process ®

Existing/Pending Contractual Obligation
Support Previously Expressed
 ® Revenue Generation Potential



KENNEWICK HISTORIC WATERFRONT DISTRICT (Clover Island & Columbia Drive)

- Clover Island 16 Acres; Columbia Drive 15.26 acres
- Zoning/Utilities: Clover Island CM (Commercial Marina); Columbia Drive UMU (Urban

STRENGTHS

- Unique waterfront property with tourism opportunities - lighthouse, gateway, marina, public plazas, shoreline trails, public art amenities, wine tasting rooms & food truck cluster with commercial & recreational opportunities
- Located within "Opportunity Zone" per 2017 Tax Cuts & Jobs Act

CHALLENGES

- * Balancing focus on both Kennewick waterfront and Vista Field redevelopment priority projects
- Surrounded by blighted neighborhoods consisting of residential, low-income, commercial-general and light industrial business-use properties
- Inconsistent design development standards within the surrounding area

SUGGESTED WORK & PROPERTY MANAGEMENT PLAN

CLOVER ISLAND

- Respond to private sector development inquiries on N.W. corner and Cedars West parcels (land lease) ⑤
- Hold parcel adjacent Gathering Place to accommodate/support development of north shoreline parcels.

COLUMBIA DRIVE

- Respond to private sector development inquiries on Columbia Gardens, Willows & Cable Greens parcels (sale or lease) ⑤

Existing/Pending Contractual Obligation
Support Previously Expressed
⑤ Revenue Generation Potential

EXHIBIT D



OAK STREET



PLYMOUTH ISLAND



FINLEY (Twin Tracks & Hedges Lagoon)



SUGGESTED WORK & PROPERTY MANAGEMENT PLAN

- ☐ VFDF buildings A & B exterior improvements (estimated carryover)- \$200,000 ⑤
- Market available VFDF and Oak Street building space and respond to private sector development inquiries on Oak Street parcels not identified for retention in Comprehensive Scheme ⑤
- Hold Hedges lagoon as stewards in recognition of the Port's MOU w/CTUIR and Pursue CTUIR inquiry regarding transfer of Plymouth island to CTUIR

Existing/Pending Contractual Obligation

Support Previously Expressed

⑤ Revenue Generation Potential

EXHIBIT D

DISTRICT-WIDE WORK PLAN PROJECTS

SUGGESTED WORK PLAN

- ☐ Remain focused on the day-to-day efforts to operate a successful Port District
- ☐ Complete projects authorized in 2023-2024 Budget
- ☐ Pursue grant funding as appropriate ⑤
- ☐ Port asset replacement program (building upkeep & annual maintenance) - \$400,000 ⑤
- ☐ Opportunity fund for yet to be identified small projects (either Port or outside agency) - \$125,000 {of which \$25,000 committed to Cable Bridge Lighting effort} [potential ⑤ dependent upon project(s) selected]
- ☐ Support Artwork Installation - \$100,000
- ☐ Pursue water rights transfer from City of West Richland to Benton County (Fairgrounds) and Port properties (Vista Field)
- ☐ Due to favorable terms given to the City of West Richland in the Tri-City Raceway land sale, involvement in West Richland will be limited to observations and non-financial support when consistent with Port's sprawl avoidance philosophy
- ☐ Continue strengthening governmental relationships with CTUIR
- ☐ Continue strengthening governmental relationships with jurisdictional partners: City of Kennewick, City of Richland, City of West Richland, City of Benton City and Benton County

Existing/Pending Contractual Obligation

Support Previously Expressed

⑤ Revenue Generation Potential

2025/2026 DRAFT CAPITAL BUDGET		
<i>Vista Field</i>	<i>Infrastructure West Construction (BlueChart Block #1)</i>	\$ 2,300,000
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<i>Vista Field</i>	<i>Joint-Use Parking Lot Construction (Woonerf-South)</i>	\$ 225,000
<i>Vista Field</i>	<i>Joint-Use Parking Lot Construction (Brockman)</i>	\$ 750,000
<i>Vista Field</i>	<i>Infrastructure East Construction (BlueChart Block #2)</i>	\$ 2,300,000
<i>Vista Field</i>	<i>Infrastructure East Street Construction (Grandridge & Vista Field Blvds.)</i>	\$ 1,600,000
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<i>Vista Field</i>	<i>Team {Town Architect, Project Design}</i>	\$ 300,000
<i>Vista Field [VFDF]</i>	<i>Exterior Building Improvements (estimated carryover)</i>	\$ 200,000
<i>District-wide</i>	<i>Art Project/Installation</i>	\$ 100,000
<i>District-wide</i>	<i>Opportunity Fund</i>	\$ 125,000
<i>District-wide</i>	<i>Asset Replacement</i>	\$ 400,000
TOTAL		\$ 11,350,000

VISTA FIELD SOUTHERN GATEWAY

Construction Update
September 24, 2024



VISTA FIELD



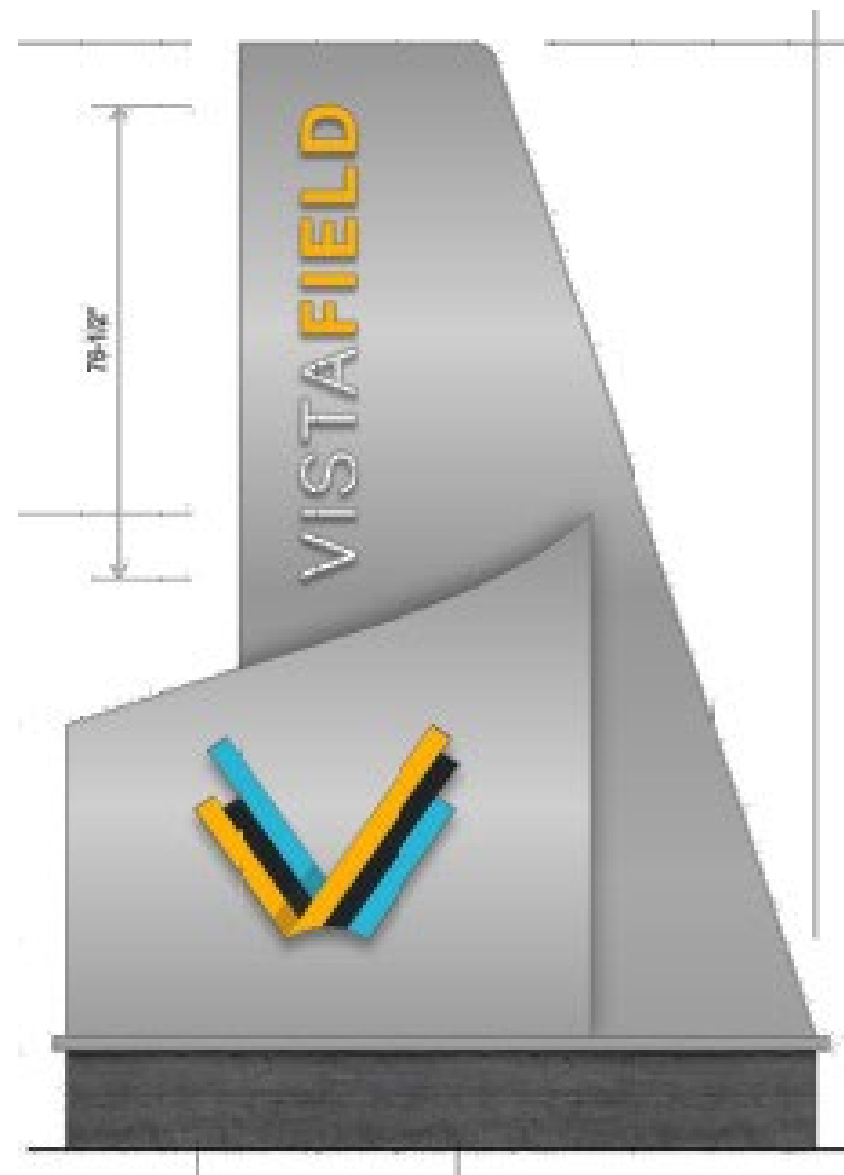












THANK YOU

Larry Peterson

Director of Planning & Development

Port of Kennewick

www.vistafield.com