



# PORT OF KENNEWICK REGULAR COMMISSION MEETING

FEBRUARY 25, 2025 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 (via telephone)  
Thomas Moak, Secretary

**Staff Members:** Tim Arntzen, Chief Executive Officer  
Tana Bader Inglima, Deputy Chief Executive Officer  
Nick Kooiker, Deputy Chief Executive Officer/CFO (via telephone)  
Larry Peterson, Director of Planning and Building (via telephone)  
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 (via telephone)  
Carolyn Lake, Port Counsel (via telephone)

## PLEDGE OF ALLEGIANCE

Ron Swanby led the Pledge of Allegiance.

## PUBLIC COMMENT

No comments were made.

## CONSENT AGENDA

- A. Approval of Direct Deposit and E-Payments Dated February 19, 2025**  
Direct Deposit and E-Payments totaling \$90,061.80
- B. Approval of Warrant Register Dated February 25, 2025**  
Expense Fund Voucher Number 106696 through 106732 for a grand total of \$158,770.14
- C. Approval of Regular Commission Meeting Minutes February 11, 2025**
- D. Approval to Surplus Property (Clover Island North Dock & Gangway); Resolution 2025-03**
- E. Approval to Surplus Property Oak Street; Resolution 2025-04**

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

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## PRESENTATION

### A. *Friend of the Port*

Mr. Arntzen stated for the 2024 Friend of the Port, staff chose to honor Ron Swanby, owner of Swampy's BBQ and Eatery and Victor Palencia, owner of Monarcha Winery.

Mr. Swanby has been a champion for Columbia Gardens Wine & Artisan Village and a stalwart partner in bringing vibrancy to Kennewick's Historic Waterfront and was the earliest adopter of the Port's idea of bringing a food truck plaza to east Kennewick and Columbia Drive. When Mr. Swanby outgrew his food truck, he then purchased land and built his restaurant at Columbia Gardens—where he continues to support efforts to revitalize the wine village neighborhood.

Additionally, staff chose to recognize Mr. Palencia as our Friend of the Port because he was one of our very first winemakers to join us in reshaping Kennewick's Historic Waterfront and has been a huge help in marketing and promoting vibrancy for this end of town. Mr. Palencia operates Monarcha and Palencia Wineries and understands the Port's vision for Columbia Gardens, and he continues to support the port as it works to transform Kennewick's historic waterfront.

Commissioner Novakovich read the plaques into the record:

*In recognition of Ron Swanby and Victor Palencia's visionary involvement, outstanding promotion, and personal investment in the transformation of Kennewick's Historic Waterfront District.*

Commissioner Novakovich thanked Mr. Swanby and Mr. Palencia for their investment and their partnership.

## NEW BUSINESS

### A. *Vista Field Institutional Users*

Mr. Arntzen stated the Port entered into a Memorandum of Understanding with TRIDEC in 2023 to assist with recruitment at Vista Field and Karl Dye, CEO of TRIDEC is here to offer comments regarding those efforts.

Mr. Dye discussed the partnership between TRIDEC and the Port and how developing Vista Field will enhance the community and surrounding areas. There are many opportunities for Vista Field, and with the expansion of the Convention Center, it is important to create destinations for the institutional user.

Mr. Arntzen presented general options for institutional users for Vista Field, as outlined by DPZ Partners (*Exhibit A*).

Commissioner Hohenberg stated the list offers flexibility and aligns with the Vista Field Master Plan.

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Commissioner Moak stated at one time the Mid-Columbia library district expressed interest in Vista Field and staff may want to follow up with them.

Commissioner Novakovich stated that the list is very thorough and appreciates the emphasis on other uses as appropriate or identified by Commission.

***MOTION:*** *Commissioner Hohenberg moved to approve the Vista Field Institutional User Report as presented; Commissioner Hohenberg also moved approval of the 2025-2026 CEO Goal #3, established by the Commission; and to authorize the Port CEO to take all action necessary in furtherance hereof; Commissioner Moak seconded.*

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

## PUBLIC COMMENTS

No comments were made.

## REPORTS, COMMENTS AND DISCUSSION ITEMS

### ***A. State of the Ports Presentation April 23, 2025***

Ms. Bader Inglima reported that the Tri City Regional Chamber of Commerce scheduled the annual State of the Ports presentation for April 23, 2025.

### ***B. CEO Report***

Mr. Arntzen reported on the following:

- Randy Hayden, Port of Pasco executive director, is retiring March 2025. Mr. Arntzen met with Adam Lincoln, the new executive director;
- Mr. Arntzen met with Washington State University Tri-Cities Chancellor, Sandra Haynes and Board of Regents Member, Lura Powell;
- Staff to staff meetings with the City of Kennewick have resumed.

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

Commissioners reported on their respective committee meetings.

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

Ms. Bader Inglima reported that this year is the 110<sup>th</sup> anniversary of Port of Kennewick, which was established on March 6<sup>th</sup>, 1915. The Port of Kennewick was the first port in eastern Washington and the fifth port in the State; the Port of Kennewick's first official meeting was held on April 12th, 1915.

Mr. Kooiker stated the Port is working with consultant, David Robison, who is reviewing the Port's existing office space and other properties, to come up with various scenarios and recommendations for office realignment and/or potential remodel, as part of the CEO Goals & Objectives.

# PORT OF KENNEWICK REGULAR COMMISSION MEETING

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## 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 at 3:09 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*

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**Thomas Moak**

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*Thomas Moak, Secretary*

# **VISTA FIELD INSTITUTIONAL USER REPORT**

**2/25/25**

## **Commission Goal:**

**“PRESENT A PLAN FOR IDENTIFICATION AND RECRUITMENT OF ONE INSTITUTIONAL USER AT VISTA FIELD (MUNICIPALITY, COLLEGE, ETC.).”**

## **Definition of Institutional Use:**

**Institutional use means use within the lines of, or on property necessary for the operation of buildings such as hospitals, schools, libraries, auditoriums, and office complexes. *Law Insider.***

## **TRIDEC**

(This is the regional development authority which is working with the port in recruitment efforts for appropriate businesses and institutional users for Vista Field. The Port and TRIDEC have a memorandum of understanding regarding joint recruitment efforts at Vista Field. As the port team looks to attract the appropriate institutional users at the Vista Field site, TRIDEC recognizes the value of finding the right institutional users for Vista Field and the benefits this would create not only for the Vista Field site, but for the community at large.

## **Comment from CEO Karl Dye:**

*“Building institutional users at Vista Field will provide a base of employees and guests that will want to go to Kuki Izakaya for lunch and check out the market at the Southern Gateway. These institutions will open up the next level of businesses and services available at Vista Field.”*



## Step One: Identification.

### *Commission Action Item.*

First provide a list of the types of institutions we would like to recruit to Vista Field. Staff has reviewed the Master Plan to see what, if any institutional users have been directly or indirectly referenced. Staff also made an outreach to Town Architect Matt Lambert of DPZ for suggested uses which are consistent with the vision of Vista Field. The draft list of potential institutional users with Matt Lambert's analysis are attached as Exhibits "A" and "B" respectively.

With this memo and presentation, I hope to gain insight from the commission on the direction of the "Institutional User" objective.

It should be noted that port staff are currently having exploratory discussions with a governmental entity who may be interested in acquiring property to construct a multi-story administrative and mixed-use building at Vista Field.

Additionally, I have had a conversation with Kennewick Police Chief Chris Guerrero about the police department using the Vista Pavilions at night as a temporary "mini-station" where on-duty officers could park their police cars and have keyed access to the restrooms and utilize high-speed internet capabilities to prepare reports and other paperwork. The Chief indicated that this location would be ideal, even in temporary form, and would be viewed by residents, business owners, and the public as a valuable safety measure for Vista Field and would be consistent with the master plan. It could also help deter unwanted activity in that area and protect the port's investment in the public amenities.

Depending on the type of institutional user, the port commission could, on a case-by-case basis, consider partnering opportunities.

And keep in mind, some institutional users could be either large, such as a transit facility (as an example only), or quite small, such as an artistic bus stop (again, only as an example).

Additional considerations would include assisting the potential institutional user in locating an appropriate site, whether in Phase I or later phases.



## **EXHIBIT “A”**

### **POTENTIAL INSTITUTIONAL USES**

*Not Intended to be an All-Encompassing List*

- Government Agency Offices, including public safety facilities such as police and/or fire
- Mass Transportation (transfer stations, bus stops, artistic bus shelters)
- Hospitals/Medical Facilities (mainly ancillary facilities such as 24-hour minor emergency or mini-clinics)
- Universities (branch or satellite offices, classroom, etc.) and schools could also include associated housing or dormitories
- Public Facilities such as auditoriums, museums, libraries, community centers, etc.
- Appropriate Non-Profit agency offices/service buildings
- Financial Institutions
- Athletic Complexes
- Civic, philanthropic or fraternal organizations (Rotary, Kiwanis, etc.)
- Other uses as approved/identified by the Port Commission

## EXHIBIT “B”

### ANALYSIS FROM MATT LAMBERT, DPZ



Below are some comments on the Port’s initial list. For the most part these are notes about where certain uses would be best. We need to be careful along Crosswind Boulevard- the ground floor spaces need to have interesting things to look at and to be active and inviting. We don’t want things like real estate, offices, and institutions that would tend to have a large footprint or a non-active frontage. Otherwise, there are a lot of opportunities along Vista Field Boulevard and Grandridge Boulevard that work for institutions. And institutions can be a good draw for people, pushing traffic onto Crosswind Boulevard to build a bigger customer base. However, large format buildings need to be handled carefully, and institutional uses that require a lot of parking would be difficult to accommodate.

- **Government agency offices, including public safety facilities such as police and fire:**
  - **Fire Station:** Nearby already, no additional need
  - **Police:** The Pavilion (former hangar) integrated idea makes sense. Other than that, you don’t want to locate them along a Main Street as these are a dead space. Uses like this can be located along Deschutes or mid-block, or perhaps the furthest western end of Grandridge. The main takeaway is that it’s not great on the Main Street. But integrated into the pavilions (former hangers) is good, or just behind them.
  - **Other agency offices:** They aren’t ideal on main streets, could be ok on Vista Field Boulevard, though not along the park. Their



traffic-generation is to be considered in terms of getting people to drive down Crosswind Boulevard, which is good for retail exposure. But parking generation could be a concern for users like a DMV - too much for our limited parking.

- **Mass Transportation (bus stops and artistic bus shelters):**
  - Very desirable. Location to be considered with route. Only concern is any push for wider travel lanes as a result of bus mirrors. Is it plausible to have a bus route through Vista Field?
- **Hospitals/Medical facilities (mainly ancillary facilities such as 24-hour mini-clinics):**
  - Not generally desirable. They are ok along West Deschutes Avenue. There are locations along Vista Field Boulevard that would be ok. The issue here is that they generally have to have blinds closed in windows for patient privacy and they are also significant parking generators. It's nice to have something small like a dentist or ortho, or other small clinic, but not a full-blown medical office building, and certainly not hospital or emergency facility. Something like a Zoom-Care or One Medical can be ok, but we wouldn't want them on Crosswind Boulevard.
- **Universities (branch or satellite offices, classroom, etc.) and schools including associated housing or dormitories:**
  - Excellent upper story use in Main Street buildings. Not a good ground-floor use along Crosswind Boulevard. May be ok along Vista Field Boulevard. A facility with classrooms and dorms would work well along Vista Field Boulevard, especially north where we have planned surface parking behind the buildings. Not a great use along Daybreak Commons other than a relatively narrow frontage - e.g. they could have one building with 50-70ft of frontage with the rest of the facility further back. But they would be better on Vista Field Boulevard near the existing fire station.
- **Public facilities such as auditoriums, museums, libraries, etc.:**
  - Yes, cultural facilities are excellent. Like the former performing arts center goal, these are great on civic spaces like Daybreak Commons, or the two other parks at the NE and SW portions of the site, or at street view terminations along Vista Field Boulevard. Libraries are good traffic drivers during the day and are good to help anchor a Main Street, so that would be good on Crosswind Boulevard, north of Vista Field Boulevard.

- A small theater, black box, dance studio, music school, etc. would work on Crosswind Boulevard or Vista Field Boulevard. Not a large one though, those are more limited in location. These can be good draws for post-performance or for parents transporting their kids, who can then patronize Main Street businesses.
- **Appropriate non-profit agencies:**
  - These would fit in office space in the upper stories along Crosswind Boulevard or along Vista Field Boulevard.
  - Arts non-profits would be good to be integrated into Main Street areas.
- **Financial institutions:**
  - Drive-throughs are a concern. We can't support that along Crosswind Boulevard. Financial institutions are convenient, but not critical. I'd consider this for West Deschutes Avenue or the SW portion of the site - further into the future.
- **Community centers:**
  - This depends on the scale. Not great on a Main Street but good on a civic space. Similar location to the university consideration.
- **Athletic complexes:**
  - There isn't room for this and Lawrence Scott Park is already nearby. Improving the crossing of Kellogg Street to access the park would be a priority.
- **Civic, philanthropic or fraternal organizations (Rotary, Kiwanis, etc.):**
  - These are similar to the non-profits. Not great on the Main Street ground floor, fine on upper floors or along Vista Field Boulevard, West Deschutes Avenue, or Grandridge Boulevard.
- **Other uses as approved/identified by the Port Commission:**
  - Small Athletic Uses - can be good, things like a small gym, Pilates, yoga, etc. This is good in a small amount along the Main Street district, or the other major roads. We wouldn't want many on Crosswind Boulevard, but a single one there would work south of Vista Field Boulevard, others north of Vista Field Boulevard or along Vista Field Boulevard, or Grandridge Boulevard, etc.

## **Step Two: Recruitment.**

Staff will pursue potential users by various methods including contact with specific users identified in the list provide in Exhibit “A”; outreach by Director of Real Estate, Amber Hanchette in the course of outreach and marketing activities; and by working with TRIDEC according to our MOU for Vista Field recruitment. Additionally, continued dialogue with specific potential users who have already been contacted by the port would continue.

*As with any planning document, this “guidepost” should be considered a living document, subject to variation over time based on on-the-ground situations.*

**PORT OF KENNEWICK**

**RESOLUTION 2025-03**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE  
PORT OF KENNEWICK AUTHORIZING THE  
PORT CHIEF EXECUTIVE OFFICER  
TO SELL AND CONVEY SURPLUS PROPERTY**

**WHEREAS**, the Board of Commissioners of the Port of Kennewick met this 25th day of February, 2025, a quorum of the Commissioners being present; and

**WHEREAS**, RCW 53.08.090 provides that the Port Commissioners may authorize the Port Chief Executive Officer to sell and convey surplus property; and

**WHEREAS**, when the Port disposes of a capital asset, that asset must be removed from the Port’s balance sheet to adhere to generally accepted accounting principles (GAAP); and

**WHEREAS**, as discussed at the August 27, 2024 Commission Meeting, Clover Island North Island Dock and Gangway dock replacement would cost upwards of \$750,000 and that the main stem Columbia’s strong current was likely to detrimentally impact any future dock in that location, and that the port had sufficient additional public dock space within the calm inner harbor. Commissioners and staff thus agreed removal of the dock was economically favorable to the Port and its constituents verses the financial impact of constructing a new dock. Port and tenant agreed to terms of removal of the dock as presented in Resolution 2024-17; and

**WHEREAS**, for Port property dispositions, the Port Chief Executive Officer is directed to present to the Commission an itemized list of the property and to make written certification that the listed property is no longer needed for Port District purposes.

**NOW, THEREFORE, BE IT RESOLVED** the Port of Kennewick Commissioners authorize the Chief Executive Officer to surplus Port property no longer needed for Port purposes as identified in “Exhibit A”. For GAAP purposes, the Port will use a surplus date of August 27, 2024, to remove the Clover Island North Dock and Gangway from the Port’s balance sheet.

**ADOPTED** by the Board of Commissioners of Port of Kennewick this 25th day of February 2025.

**PORT of KENNEWICK  
BOARD of COMMISSIONERS**

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*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

**RESOLUTION 2025-03**

**“Exhibit A”**

**Clover Island North Dock and Gangway**

Asset #	Description	Date	Cost	Depreciation	Net Book Value
290	Dock	12/31/95	\$332.04	\$240.70	\$91.34
307	Dock Improvements	12/31/96	\$90,192.94	\$60,880.14	\$29,312.80
1114	Dock Improvements	9/30/11	\$21,608.23	\$17,646.74	\$3,961.49
<b>TOTAL DOCK &amp; GANGWAY</b>			<b>\$112,133.21</b>	<b>\$78,767.58</b>	<b>\$33,365.63</b>

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*Nick Kooiker*  
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Nick Kooiker Date

**PORT OF KENNEWICK**

**RESOLUTION 2025-04**

***A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE  
PORT OF KENNEWICK AUTHORIZING THE  
PORT CHIEF EXECUTIVE OFFICER  
TO SELL AND CONVEY SURPLUS PROPERTY***

**WHEREAS**, the Board of Commissioners of the Port of Kennewick met this 25th day of February, 2025, a quorum of the Commissioners being present; and

**WHEREAS**, RCW 53.08.090 provides that the Port Commissioners may authorize the Port Chief Executive Officer to sell and convey surplus property; and

**WHEREAS**, when the Port disposes of a capital asset, that asset must be removed from the Port’s balance sheet to adhere to generally accepted accounting principles (GAAP); and

**WHEREAS**, Oak Street Building DB-D suffered fire damage located at 1328 E 3<sup>rd</sup> Avenue. The Port invoked Article 23: *Landlord’s Termination Rights* to terminate all leases associated with DB-D by July 31, 2024, in order to start building demolition. Demolition contract was awarded October 14, 2024; and

**WHEREAS**, for Port property dispositions, the Port Chief Executive Officer is directed to present to the Commission an itemized list of the property and to make written certification that the listed property is no longer needed for Port District purposes.

**NOW, THEREFORE, BE IT RESOLVED** the Port of Kennewick Commissioners authorize the Chief Executive Officer to surplus Port property no longer needed for Port purposes as identified in “Exhibit A”. GASB Statement No. 62 deems the asset impaired once the asset is abandoned. The Port will use a surplus date of August 1, 2024 (date of abandonment), to remove the assets associated with Oak Street Development DB-D from the Port’s balance sheet.

**ADOPTED** by the Board of Commissioners of Port of Kennewick this 25th day of February 2025.

**PORT of KENNEWICK  
BOARD of COMMISSIONERS**

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*Ship 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

**RESOLUTION 2025-04**

**“Exhibit A”**

**DB-4 Oak Street Building**

<u>Asset #</u>	<u>Asset Description</u>	<u>Date in Service</u>	<u>Cost</u>	<u>Depreciation</u>	<u>Book Value</u>
663	Donaldson Building-DB3	10/17/01	300,927.65	266,822.60	34,105.05
732	6' Chain Link Fence Heater Installations & Improvements	10/31/03	8,664.00	8,664.00	0.00
805		12/31/05	12,337.00	12,337.00	0.00
898	Installation of Gutters	1/31/06	2,879.00	2,879.00	0.00
900	Signs at DB3 & DB4	12/31/06	4,218.83	4,218.83	0.00
1083	HVAC -air conditioner unit spaces 7 & 8 Building Improvements - Amps and	2/23/11	1,515.18	1,515.18	0.00
1220	Circuits	7/14/15	4,894.24	4,894.24	0.00
<b>TOTAL</b>			<b>335,435.90</b>	<b>301,330.85</b>	<b>34,105.05</b>

CFO/Auditor Certification:

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2/25/2025

Nick Kooiker

Date

**PORT OF KENNEWICK**

**RESOLUTION No. 2025-05**

***A RESOLUTION OF THE BOARD OF COMMISSIONERS  
OF THE PORT OF KENNEWICK  
APPROVING THE VISTA FIELD INSTITUTIONAL USER REPORT***

**WHEREAS**, the commission has established a goal for the CEO consisting of providing a plan for identification and recruitment of an institutional user for Vista Field; and

**WHEREAS**, the commission recognizes the importance of such a user and its addition to the vitality of the mixed-use community; and

**WHEREAS**, the port CEO, in furtherance of a commission goal, has submitted a report (the Report) for identification and recruitment of an institutional user at Vista Field; and

**WHEREAS**, the commission approves of and accepts the Report as presented; and

**NOW, THEREFORE, BE IT RESOLVED** that the Port of Kennewick Board of Commissioners hereby ratifies and approves the Report for identification and recruitment of an institutional user at Vista Field.

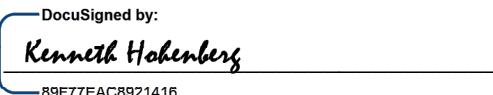
**BE IT FURTHER RESOLVED** that the Commissioners hereby approve and accept the Report for 2025-2026 CEO Goal #3.


**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 25th day of February 2025.

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

By:   
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SKIP NOVAKOVICH, President

By:   
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KENNETH HOHENBERG, Vice President

By:   
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THOMAS MOAK, Secretary



# **VISTA FIELD INSTITUTIONAL USER REPORT**

**2/25/25**

## **Commission Goal:**

**“PRESENT A PLAN FOR IDENTIFICATION AND RECRUITMENT OF ONE INSTITUTIONAL USER AT VISTA FIELD (MUNICIPALITY, COLLEGE, ETC.).”**

## **Definition of Institutional Use:**

**Institutional use means use within the lines of, or on property necessary for the operation of buildings such as hospitals, schools, libraries, auditoriums, and office complexes. *Law Insider.***

## **TRIDEC**

(This is the regional development authority which is working with the port in recruitment efforts for appropriate businesses and institutional users for Vista Field. The Port and TRIDEC have a memorandum of understanding regarding joint recruitment efforts at Vista Field. As the port team looks to attract the appropriate institutional users at the Vista Field site, TRIDEC recognizes the value of finding the right institutional users for Vista Field and the benefits this would create not only for the Vista Field site, but for the community at large.

## **Comment from CEO Karl Dye:**

*“Building institutional users at Vista Field will provide a base of employees and guests that will want to go to Kuki Izakaya for lunch and check out the market at the Southern Gateway. These institutions will open up the next level of businesses and services available at Vista Field.”*



## **Step One: Identification.**

### *Commission Action Item.*

First provide a list of the types of institutions we would like to recruit to Vista Field. Staff has reviewed the Master Plan to see what, if any institutional users have been directly or indirectly referenced. Staff also made an outreach to Town Architect Matt Lambert of DPZ for suggested uses which are consistent with the vision of Vista Field. The draft list of potential institutional users with Matt Lambert's analysis are attached as Exhibits "A" and "B" respectively.

With this memo and presentation, I hope to gain insight from the commission on the direction of the "Institutional User" objective.

It should be noted that port staff are currently having exploratory discussions with a governmental entity who may be interested in acquiring property to construct a multi-story administrative and mixed-use building at Vista Field.

Additionally, I have had a conversation with Kennewick Police Chief Chris Guerrero about the police department using the Vista Pavilions at night as a temporary "mini-station" where on-duty officers could park their police cars and have keyed access to the restrooms and utilize high-speed internet capabilities to prepare reports and other paperwork. The Chief indicated that this location would be ideal, even in temporary form, and would be viewed by residents, business owners, and the public as a valuable safety measure for Vista Field and would be consistent with the master plan. It could also help deter unwanted activity in that area and protect the port's investment in the public amenities.

Depending on the type of institutional user, the port commission could, on a case-by-case basis, consider partnering opportunities.

And keep in mind, some institutional users could be either large, such as a transit facility (as an example only), or quite small, such as an artistic bus stop (again, only as an example).

Additional considerations would include assisting the potential institutional user in locating an appropriate site, whether in Phase I or later phases.



**EXHIBIT “A”**  
**POTENTIAL INSTITUTIONAL USES**

*Not Intended to be an All-Encompassing List*

- Government Agency Offices, including public safety facilities such as police and/or fire
- Mass Transportation (transfer stations, bus stops, artistic bus shelters)
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- Financial Institutions
- Athletic Complexes
- Civic, philanthropic or fraternal organizations (Rotary, Kiwanis, etc.)
- Other uses as approved/identified by the Port Commission

## **EXHIBIT “B”**

### **ANALYSIS FROM MATT LAMBERT, DPZ**



Below are some comments on the Port’s initial list. For the most part these are notes about where certain uses would be best. We need to be careful along Crosswind Boulevard- the ground floor spaces need to have interesting things to look at and to be active and inviting. We don’t want things like real estate, offices, and institutions that would tend to have a large footprint or a non-active frontage. Otherwise, there are a lot of opportunities along Vista Field Boulevard and Grandridge Boulevard that work for institutions. And institutions can be a good draw for people, pushing traffic onto Crosswind Boulevard to build a bigger customer base. However, large format buildings need to be handled carefully, and institutional uses that require a lot of parking would be difficult to accommodate.

- **Government agency offices, including public safety facilities such as police and fire:**
  - **Fire Station:** Nearby already, no additional need
  - **Police:** The Pavilion (former hangar) integrated idea makes sense. Other than that, you don’t want to locate them along a Main Street as these are a dead space. Uses like this can be located along Deschutes or mid-block, or perhaps the furthest western end of Grandridge. The main takeaway is that it’s not great on the Main Street. But integrated into the pavilions (former hangers) is good, or just behind them.

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- **Mass Transportation (bus stops and artistic bus shelters):**
  - Very desirable. Location to be considered with route. Only concern is any push for wider travel lanes as a result of bus mirrors. Is it plausible to have a bus route through Vista Field?
- **Hospitals/Medical facilities (mainly ancillary facilities such as 24-hour mini-clinics):**
  - Not generally desirable. They are ok along West Deschutes Avenue. There are locations along Vista Field Boulevard that would be ok. The issue here is that they generally have to have blinds closed in windows for patient privacy and they are also significant parking generators. It's nice to have something small like a dentist or ortho, or other small clinic, but not a full-blown medical office building, and certainly not hospital or emergency facility. Something like a Zoom-Care or One Medical can be ok, but we wouldn't want them on Crosswind Boulevard.
- **Universities (branch or satellite offices, classroom, etc.) and schools including associated housing or dormitories:**
  - Excellent upper story use in Main Street buildings. Not a good ground-floor use along Crosswind Boulevard. May be ok along Vista Field Boulevard. A facility with classrooms and dorms would work well along Vista Field Boulevard, especially north where we have planned surface parking behind the buildings. Not a great use along Daybreak Commons other than a relatively narrow frontage - e.g. they could have one building with 50-70ft of frontage with the rest of the facility further back. But they would be better on Vista Field Boulevard near the existing fire station.
- **Public facilities such as auditoriums, museums, libraries, etc.:**
  - Yes, cultural facilities are excellent. Like the former performing arts center goal, these are great on civic spaces like Daybreak Commons, or the two other parks at the NE and SW portions of the site, or at street view terminations along Vista Field Boulevard. Libraries are good traffic drivers during the day and are good to

help anchor a Main Street, so that would be good on Crosswind Boulevard, north of Vista Field Boulevard.

- A small theater, black box, dance studio, music school, etc. would work on Crosswind Boulevard or Vista Field Boulevard. Not a large one though, those are more limited in location. These can be good draws for post-performance or for parents transporting their kids, who can then patronize Main Street businesses.
- **Appropriate non-profit agencies:**
  - These would fit in office space in the upper stories along Crosswind Boulevard or along Vista Field Boulevard.
  - Arts non-profits would be good to be integrated into Main Street areas.
- **Financial institutions:**
  - Drive-throughs are a concern. We can't support that along Crosswind Boulevard. Financial institutions are convenient, but not critical. I'd consider this for West Deschutes Avenue or the SW portion of the site - further into the future.
- **Community centers:**
  - This depends on the scale. Not great on a Main Street but good on a civic space. Similar location to the university consideration.
- **Athletic complexes:**
  - There isn't room for this and Lawrence Scott Park is already nearby. Improving the crossing of Kellogg Street to access the park would be a priority.
- **Civic, philanthropic or fraternal organizations (Rotary, Kiwanis, etc.):**
  - These are similar to the non-profits. Not great on the Main Street ground floor, fine on upper floors or along Vista Field Boulevard, West Deschutes Avenue, or Grandridge Boulevard.
- **Other uses as approved/identified by the Port Commission:**
  - Small Athletic Uses - can be good, things like a small gym, Pilates, yoga, etc. This is good in a small amount along the Main Street district, or the other major roads. We wouldn't want many on Crosswind Boulevard, but a single one there would work south of Vista Field Boulevard, others north of Vista Field Boulevard or along Vista Field Boulevard, or Grandridge Boulevard, etc.

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## **Step Two: Recruitment.**

Staff will pursue potential users by various methods including contact with specific users identified in the list provide in Exhibit “A”; outreach by Director of Real Estate, Amber Hanchette in the course of outreach and marketing activities; and by working with TRIDEC according to our MOU for Vista Field recruitment. Additionally, continued dialogue with specific potential users who have already been contacted by the port would continue.

*As with any planning document, this “guidepost” should be considered a living document, subject to variation over time based on on-the-ground situations.*