



PORT OF KENNEWICK

REGULAR COMMISSION MEETING

AUGUST 26, 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
Thomas Moak, Secretary

Staff Members: Tim Arntzen, Chief Executive Officer
Nick Kooiker, CFO/Deputy Chief Executive Officer
Amber Hanchette, Director of Real Estate
Michael Boehnke, Director of Operations
Bridgette Scott, Executive Assistant (via telephone)
Lisa Schumacher, Special Projects Coordinator
David Phongsas, Marketing/Capital Projects Coordinator (via telephone)
Carolyn Lake, Port Counsel (via telephone)

PLEDGE OF ALLEGIANCE

Matt Watkins, Port of Pasco Commissioner Elect, led the Pledge of Allegiance.

PUBLIC COMMENT

No comments were made.

CONSENT AGENDA

- A. Approval of Direct Deposit and E-Payments Dated August 19, 2025**
Direct Deposit and E-Payments totaling \$102,917.03
- B. Approval of Warrant Register Dated August 26, 2025**
Expense Fund Voucher Number 107214 through 107256 for a grand total of \$236,807.89
- C. Approval of Regular Commission Meeting Minutes August 12, 2025**

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

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REPORTS, COMMENTS AND DISCUSSION ITEMS

A. *Vista Field*

Mr. Arntzen updated the Commission on the recent PFAS testing and stated at this time we are waiting for the results. Once we have the results, we can determine how to move forward and if additional testing is needed.

Commissioner Moak inquired if the results are negative, do we need additional testing.

Mr. Arntzen stated it is a possibility, and the Port has agreed to work collaboratively with the Department of Ecology (DOE). DOE has discounted the first round of testing, which was taken by a different contractor through a private entity.

B. *Kennewick Waterfront Update*

1. *Fallen Tree Report*

Mr. Boehnke stated on August 11th, 2025, the temporary workers reported that a tree limb had fallen and crushed the walking path rail (*Exhibit A*). Mr. Boehnke had the area roped off and called Boyd's Tree Service to take care of the hazard and contracted with High Desert Maintenance to repair the rail. Mr. Boehnke stated Job's Nursery will do a thorough review of the trees in The Willows to see what trees need to be removed.

Mr. Arntzen commended Mr. Boehnke and the maintenance team for taking care of the fallen tree and although the tree was not on Port property, Mr. Boehnke and Mr. Arntzen determined it was best to take care of the hazardous situation promptly.

Commissioner Moak inquired if the owner of the property was notified of the down tree.

Mr. Boehnke is working on an email to the property owner and the City of Kennewick to let them know what steps the Port took to clear the hazardous area and stated the Port has been maintaining the trail and trimming the trees and grass for some time.

C. *CEO Performance Review Update*

Mr. Kooiker reported that the CEO Performance Review Committee, which is comprised of Mr. Kooiker, Ms. Lake and Commissioner Hohenberg, will have their first meeting on August 28th. The Committee follows the process as outlined Resolution 2022-19, which includes the evaluation, the recommendation of goals and approval of goals, and a recommended salary adjustment for following year. Mr. Kooiker stated this is Commissioner Hohenberg's second year on the Committee, and it is a two-year term appointed by the Commission.

D. *CEO Report*

Mr. Arntzen reported on the following:

- Daybreak Commons: Place Landscape Architecture is working on the designs, and staff hopes to bring back draft drawings in September with an additional amenity for Commission consideration.

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- BlueChart Homes is working on a list of temporary amenities they would like to see at Vista Field, which will be presented at a later date, for Commission approval.
- Mr. Boehnke continues to work on the marina electrolysis survey and hopes to meet with the Coeur d'Alene marina manager and the electrician specialist next week. Coordination has been difficult, because of the specialized field.
- Mr. Arntzen offered the Commission individual tours of the new maintenance shop.
- Ms. Bader Inglima is interviewing J.D. Tovey and Bobbi Conner of the Confederated Tribes of the Umatilla Indian Reservation today, for the history portion of the Comp Scheme update. Additionally, Mr. Arntzen and Ms. Bader Inglima will be interviewing Don Sampson on August 28th. That will conclude the interviews and then staff will start working on the draft.

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

Commissioners reported on their respective committee meetings.

F. Non-Scheduled Items

Mr. Kooiker is working on a budget update presentation and is waiting for the results of the PFAS testing before presenting it to the Commission. Mr. Kooiker is working with Mr. Peterson on project estimates and stated a possible budget adjustment may be needed.

Mr. Boehnke is working with Mr. Peterson and KIE on the recent land swap and stated the contractors are in place for tree removal and fence relocation.

Mr. Arntzen was interviewed by a reporter from the *Tri-City Journal of Business* and discussed PFAS, Vista Field and other Port projects.

Commissioner Hohenberg thanked Mr. Watkins for attending and congratulated him on the Port of Pasco Commissioner Elect position.

Mr. Phongsa shared that Swampy's BBQ was voted the top BBQ in the Tri-Cities by *Tri City Herald* readers.

Commissioner Moak congratulated Mr. Watkins on his new position and hopes he will be an advocate on joint projects on the Columbia River and for East Pasco and East Kennewick.

PUBLIC COMMENTS

No comments were made.

COMMISSION COMMENTS

No comments were made.

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ADJOURNMENT

With no further business to bring before the Board; the meeting was adjourned at 2:45 p.m.

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







