

OCTOBER 28, 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

Tana Bader Inglima, Deputy Chief Executive Officer Nick Kooiker, CFO/Deputy Chief Executive Officer

Larry Peterson, Director of Planning 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

Commissioner Novakovich led the Pledge of Allegiance.

Commission Novakovich stated Zeal Bains, part of the ownership group of Clover Island Inn may join the meeting today for the CEO Report and inquired if there were any objections to moving the CEO Report up.

There were no objections to moving up the CEO Report.

PUBLIC COMMENT

No comments were made.

CONSENT AGENDA

- A. Approval of Direct Deposit and E-Payments Dated October 17, 2025
 Direct Deposit and E-Payments totaling \$96,659.82
- **B.** Approval of Warrant Register Dated October 28, 2025
 Expense Fund Voucher Number 107397 through 107421 for a grand total of \$153,340.89
- C. Approval of Regular Commission Meeting Minutes October 14, 2025
- D. Approval to Surplus Property; Resolution 2025-20

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

ACTION ITEM

A. Columbia Garden Lease

Ms. Hanchette gave a brief history of the vacant tasting room space at Columbia Gardens and stated her and Mr. Phongsa reached out to several businesses, such as wineries and breweries, to fill the available space. Ms. Hanchette outlined the five-year lease agreement with Wheat Head Brewing Company for the Commission and inquired if there were any questions. Tina Phillips, owner, is very excited about this opportunity, and Ms. Hanchette stated they will be utilizing the food trucks and Swampy's BBQ for food service. This business will help create additional vibrancy for the area and support small businesses.

Commissioner Moak believes this is a great opportunity to have a brewery at Columbia Gardens and the mix on the property is good. Commissioner Moak inquired if the space modifications will be usable for future tenants and if Wheat Head will be open later in the evening.

Ms. Hanchette stated the walk-in cooler and sink can be used by future tenants and stated the food trucks are willing to stay open late, if they see the business and Swampy's is looking at creating a special menu.

Commissioner Hohenberg congratulated the team on the great addition and stated it is an exciting step for Columbia Gardens, the food vendors, and the wineries.

Commissioner Novakovich stated this is a huge catalyst for development for the east end of Kennewick.

<u>MOTION:</u> Commissioner Hohenberg moved to approve Resolution 2025-18 approving a 5-year commercial lease with Wheat Head Brewing Co.; 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.

B. Daybreak Commons Final Plan, Place Architecture

Mr. Peterson presented the Daybreak Commons base plan design, created by Place Landscape Architecture, which offers additional alternatives of a playground structure, a vertical tower, and a shade structure (*Exhibit A*). Mr. Peterson presented Resolution 2025-19, accepting the design direction for Daybreak Commons and inquired if the Commission has any questions.

Commissioner Moak inquired if Arthur Jobs recommended the trees to Place Landscape.

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Ms. Hanchette shared the design and selection with Mr. Jobs for his input, and he gave Place detailed feedback. Place took Mr. Jobs' comments and made revisions and Mr. Jobs will offer additional feedback as the plans progress.

Commissioner Hohenberg loves the playground equipment and applauded staff for a well thought out plan.

Commissioner Novakovich inquired if the playground equipment is designed or already exists.

Mr. Peterson stated the playground equipment is tailormade for the design.

<u>MOTION:</u> Commissioner Hohenberg moved to approve Resolution 2025-19 accepting the Daybreak Commons design including add alternatives as depicted in Exhibit A. In addition, he moved approval of Goal #1 of the CEO's 2025/26 goals and objectives and further ratify and approve all action by port officers and employees furtherance hereof; Commissioner Moak seconded.

PUBLIC COMMENTS

No comments were made.

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

C. CEO Proposed Performance Goal #10

Mr. Kooiker stated part of the CEO Evaluation Committee duties is to recommend goals for Commission approval. Goal #10 was a flexible goal, whereby the CEO is to identify and present one additionally beneficial project or ROI partnering opportunity to Commissioners. Mr. Kooiker presented Goal #10, which relates to assembling and managing an expert environmental team while leading the port through the process of addressing a PFAS discovery at Vista Field.

Commissioner Hohenberg stated as a CEO Evaluation Committee member, he understands our CEO puts out fires every day and PFAS has slowed everything down at Vista Field. The committee believes PFAS has risen to level deserving to be the flexible goal.

Mr. Arntzen appreciates the evaluation review committee adding PFAS as a significant goal and stated it has been the primary objective of the Port since June.

Commissioner Novakovich stated Mr. Arntzen put together a great group of people to handle the situation and stated the goal has a lot of merit to it.

<u>MOTION:</u> Commissioner Hohenberg moved to approve Resolution 2025-21 approving the proposed goal in fulfillment of the Flexible Goal #10, attached as Exhibit "B"; Commissioner Moak seconded.

PUBLIC COMMENTS

No comments were made.

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

REPORTS, COMMENTS AND DISCUSSION ITEMS

A. Vista Field

1. Harris & Smith Public Affairs Contract Extension

Ms. Bader Inglima reported Harris & Smith Public Affairs has been working with the Port since July regarding PFAS. Ms. Bader Inglima stated that due to the nature and complexity of the Department of Ecology and PFAS, staff requested to extend the contract through the end of the year and add approximately \$12,000.

It is the Consensus of the Commission to extend the Harris & Smith Public Affairs Contract and add funds of \$12,000.

B. Kennewick Waterfront

1. Columbia Gardens Demonstration Vinyard

Ms. Hanchette gave a brief history of the Columbia Gardens Demonstration Vineyard which was planted in 2023 with assistance from Victor Palencia of Monarcha. Ms. Hanchette stated the vineyard has grapes now and it has filled in beautifully (*Exhibit B*).

C. Partnership with Kennewick Police Foundation

Commissioner Novakovich stated the Port has been an advertising sponsor for the Kennewick Police Foundation for several years and was recently spotlighted by the KPD Foundation.

Commissioner Hohenberg stated the Foundation was created in 2015 and in 2019, it established the community care program, which gave police officers the opportunity to help people with an immediate need. Throughout the years, the Port has been a great advertising sponsor for the Breakfast with the Chief and the program has thrived.

Commissioner Novakovich stated the Breakfast with the Chief is inspiring and impactful.

D. CEO Report

Mr. Arntzen reported on the following:

- Traveled to Blaine to visit with Zeal Baines, member of the ownership group of the Clover Island Inn and visited the Port of Bellingham redevelopment project (*Exhibit C*).
- Marina Electrolysis Survey: PND, the construction company that built the Clover Island Marina, has opened a local office in the Tri-Cities. We have reached out to schedule the electrolysis survey and a general walk-through of the Marina.

E. Commissioner Meetings (formal and informal meetings with groups or individuals) Commissioners reported on their respective committee meetings.

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F. Non-Scheduled Items

Mr. Peterson stated related to Vista Field, density without amenity is crowding, and density with amenity is community. Creating the amenity will draw and attract the community to Vista Field.

Mr. Boehnke reported the last two remaining pilings have been removed from the Cedars dock.

Mr. Phongsa reported that the second annual Trunk or Treat event at Columbia Gardens is Thursday, October 30th, from 4:00 p.m. to 8:00 p.m. (Exhibit D).

Commissioner Moak visited the Port of Albany in New York, the largest inland port on the East Coast and stated it was very interesting to see how they continue to bring new industries to their waterfront.

Commissioner Moak attended the recent Historic Downton Kennewick board meeting, where the new economic development director for the City of Kennewick was mentioned and inquired if Port staff had met him.

Mr. Peterson stated staff met the new economic development director at a recent City and Port meeting.

Ms. Bader Inglima stated he has already toured Vista Field and is very excited about the opportunities.

Commissioner Novakovich reported that Chris Herman, from the Washington Public Ports Association accepted the position as executive director at the Port of Woodland.

PUBLIC COMMENTS

Alicia Cullison, Richland. Ms. Cullison, of Emerald Sparks Events, stated the Clover Island Inn is moving ahead with the 2026 concert series and stated the concert series now has a brochure that features cohesive branding with professional photography and information on the audience, who we serve, and what we are looking for in partnership.

Mr. Arntzen stated staff will continue to have dialogue with the Inn and how the Port can be supportive, because the concert series has been very beneficial to Clover Island and east Kennewick.

Ms. Cullison is attending the Washington Festival and Events annual meeting and is hoping to gain more state partnerships.

Commissioner Moak inquired what kind of demographics the series brings.

Ms. Cullison stated they expanded the concert genres for 2026 and will continue to schedule previous popular acts and local bands. The audience is skewed local with about 80% local attendees.

No further comments were made.

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COMMISSION COMMENTS

No comments were made.

ADJOURNMENT

With no further business to bring before the Board; the meeting was adjourned at 3:24 p.m.

APPROVED:

PORT of KENNEWICK

BOARD of COMMISSIONERS

Docusigned by:

Skip Novakovich

Docusigned by:

Kenneth Hohenberg, Vice President

Compassioned by:

Thomas Moak

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Thomas Moak, Secretary

PORT OF KENNEWICK

Resolution No. 2025-18

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PORT OF KENNEWICK APPROVING A FIVE-YEAR COMMERCIAL LEASE WITH WHEAT HEAD BREWING CO.

WHEREAS, the Port of Kennewick (the "Port") owns certain real estate and improvements located at 313 E. Columbia Gardens Way, Suite 120, Kennewick, WA 99336 (the "Property"); and

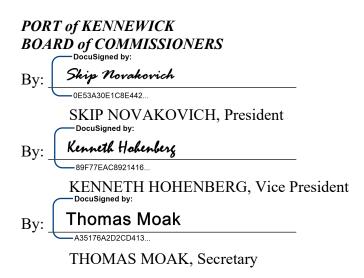
WHEREAS, the Port of Kennewick (Port) is authorized by state law to enter into leases of real property upon such terms and conditions as the Port Commission deems proper; and

WHEREAS, Port staff and the Port attorney have reviewed the proposed lease attached hereto as **Exhibit A** (the "Lease Agreement"), and find it is in proper form, and it is in the Port's best interest.

NOW THEREFORE, BE IT HEREBY RESOLVED that the Board of Commissioners of the Port of Kennewick hereby approve the attached Lease Agreement with Wheat Head Brewing Company LLC related to the Property.

BE IT FURTHER RESOLVED that all action by port officers and employees in furtherance hereof is ratified and approved; and further that the port Chief Executive Officer is authorized to take all action all action necessary and can pay all expenses necessary in furtherance hereof.

ADOPTED by the Board of Commissioners of the Port of Kennewick on the <u>28th</u> day of October, 2025.



PORT OF KENNEWICK

Resolution No. 2025-19

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PORT OF KENNEWICK ACCEPTS THE DESIGN CONCEPT FOR VISTA FIELD DAYBREAK COMMONS

WHEREAS, the Commission via passage of Resolution 2025-09 selected Place Landscape Architecture, LLC to assist in design and preparation of biddable construction documents for the public open space improvements of the Vista Field Daybreak Commons area; and

WHEREAS, the Commission desired flexibility to be incorporated into the design to allow for future conversion of a portion of the site to accommodate an outdoor ice-skating rink and a revised site plan with inherent flexibility was presented to the Port Commission at the Commission's regular meeting on October 14, 2025; and

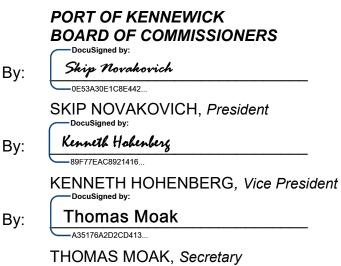
WHEREAS, the Commission was also presented with design visions for unique elements beyond those included in the base bid, which could be incorporated into the bid documents as Add Alternative(s); and

NOW THEREFORE, BE IT RESOLVED the Port of Kennewick Commission does hereby accepts the design of the Daybreak Commons as depicted in Exhibit A.

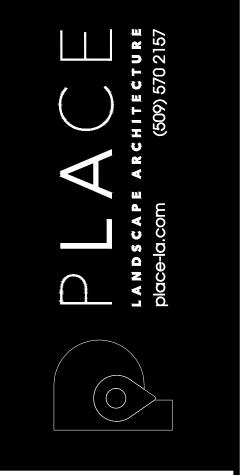
BE IT HEREBY FURTHER RESOLVED that the Port of Kennewick Commission does hereby direct the vertical elements of airplane themed play structure, beacon/tower and shade structure be included in the bid documents as Add Alternate(s).

BE IT HEREBY FRUTHER RESOLVED the Board of Commissioners of the Port of Kennewick hereby accepts Goal #1 of the CEO's 2025/26 Goals and Objectives, Present Design for Daybreak Commons, as complete.

ADOPTED by the Board of Commissioners of Port of Kennewick on the <u>28th</u> day of October, 2025.







SCHEMATIC DESIGN 10.09.2025

25-019 10-09-2025 VERIFY SCALE BAR MEASURES ONE INCH ON ORIGINAL DRAWING LANDSCAPE

sheet: 01 of: 01



PAVING AT ICE RINK LOCATION



LANDSCAPE AT ICE RINK LOCATION





BRIDGE AT DRY CREEK



LARGE BERM OPEN SPACE



PLAY AREA (NO PLAY STRUCTURE)



Resolution 2025-19 Exhibit A

SEATING

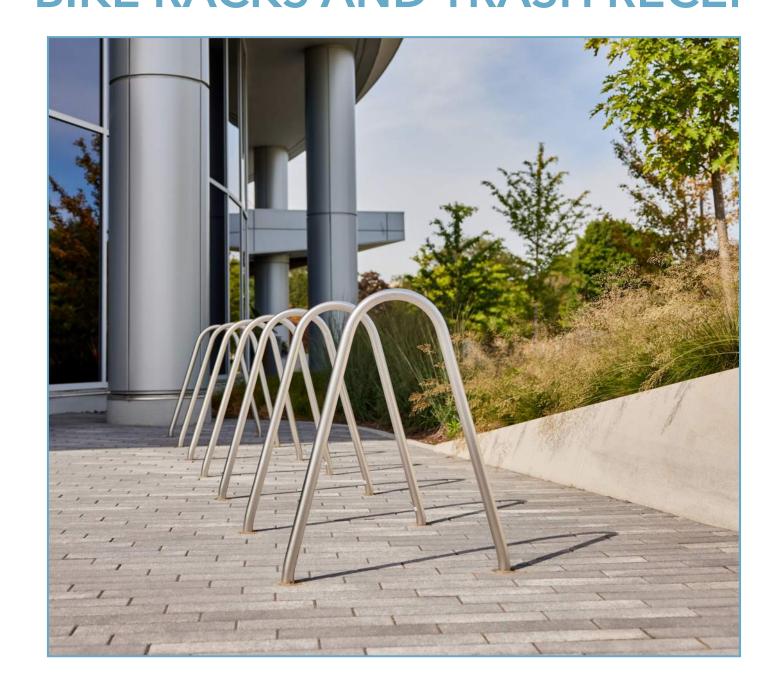


METAL SLAT BENCH



GABION BENCH (2 MAXIMUM)

BIKE RACKS AND TRASH RECEPTACLES



POLISHED STEEL BIKE RACK



DUAL METAL RECEPTACLE

LIGHTING AND BOLLARDS



VISTA FIELD METAL AREA LIGHT AND BOLLARDS

SITE AND PLAY STRUCTURES



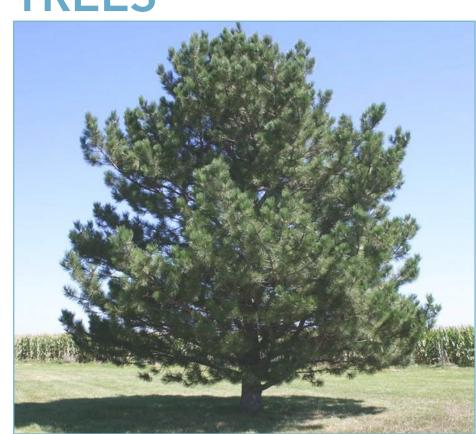
REMOVABLE BOLLARD



PREFABRICATED BRIDGE



TREES



AUSTRIAN PINE



ARMSTRONG GOLD MAPLE



HERITAGE RIVER BIRCH



BUR OAK



COMMON HACKBERRY



BALD CYPRESS



CITY SPRITE ZELKOVA





CRIMSON PYGMY BARBERRY



BIG SAGEBUSH



SALTBUSH



BITTERBRUSH

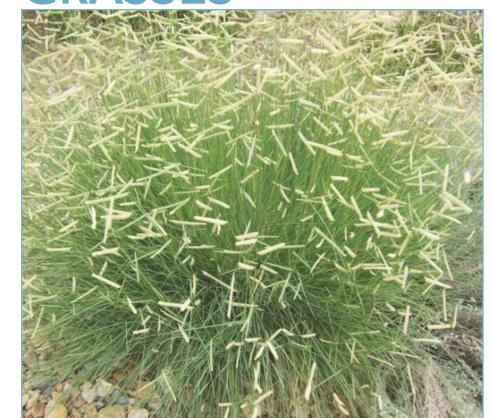


SMOOTH SUMAC



WAX CURRANT





BLUE GRAMA GRASS



IADHO FESCUE



SANDBERG BLUEGRASS





233 233

DESIGN INSPIRATION

AIRCRAFT THEMED PLAY AREA







NORTH VIEW

DESIGN INSPIRATION



NORTH VIEW 2







DESIGN INSPIRATION

VIEW FROM NW CORNER

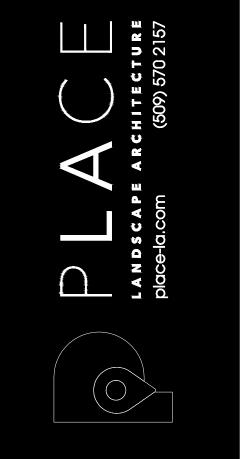


VIEW FROM SE



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25-019 10-09-2025 VERIFY SCALE BAR MEASURES ONE INCH ON ORIGINAL DRAWING

SCHEMATIC DESIGN 10.09.2025

sheet: 01 of: 01



PAVING AT ICE RINK LOCATION



LANDSCAPE AT ICE RINK LOCATION







LARGE BERM OPEN SPACE



PLAY AREA (NO PLAY STRUCTURE)



EXHIBIT A

SEATING

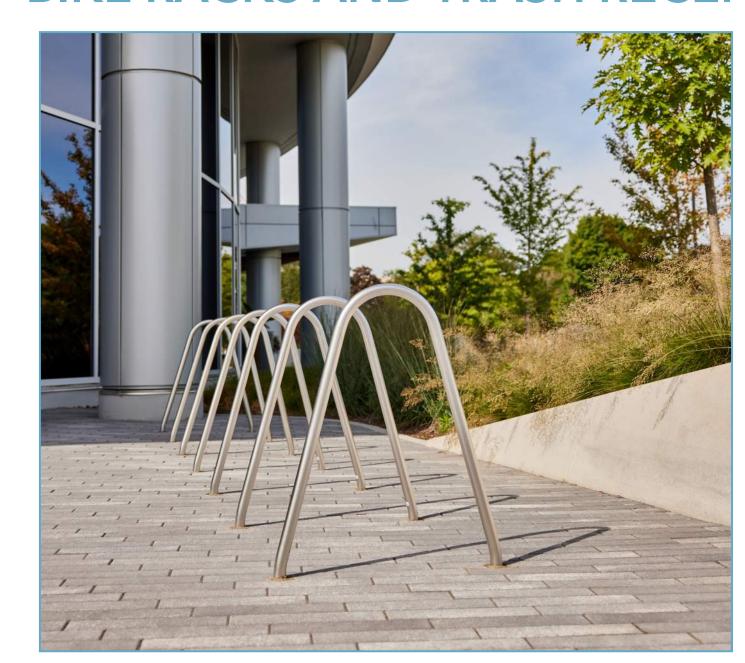


METAL SLAT BENCH



GABION BENCH (2 MAXIMUM)

BIKE RACKS AND TRASH RECEPTACLES



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DUAL METAL RECEPTACLE

LIGHTING AND BOLLARDS



VISTA FIELD METAL AREA LIGHT AND BOLLARDS

SITE AND PLAY STRUCTURES



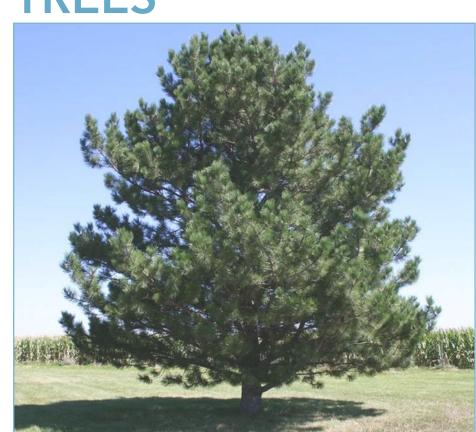
REMOVABLE BOLLARD



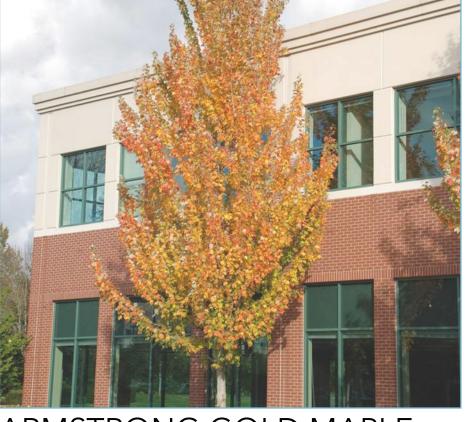
PREFABRICATED BRIDGE



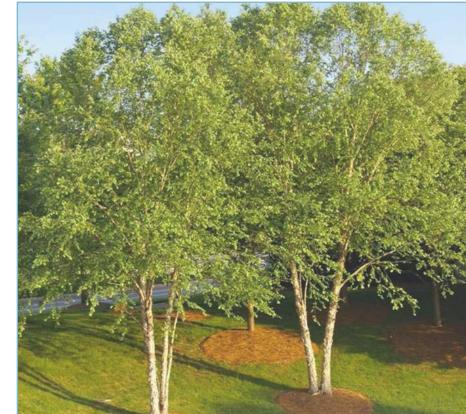
TREES



AUSTRIAN PINE



ARMSTRONG GOLD MAPLE



HERITAGE RIVER BIRCH



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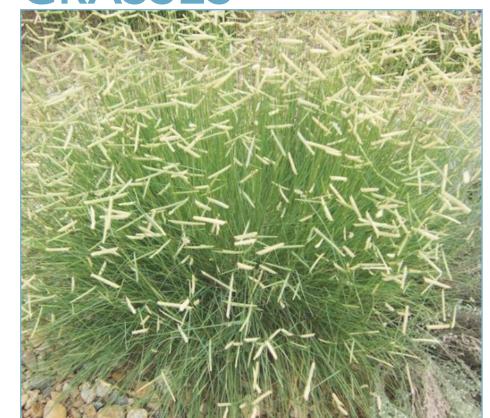


SMOOTH SUMAC



WAX CURRANT





BLUE GRAMA GRASS



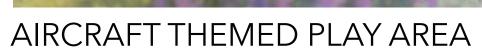
IADHO FESCUE



SANDBERG BLUEGRASS



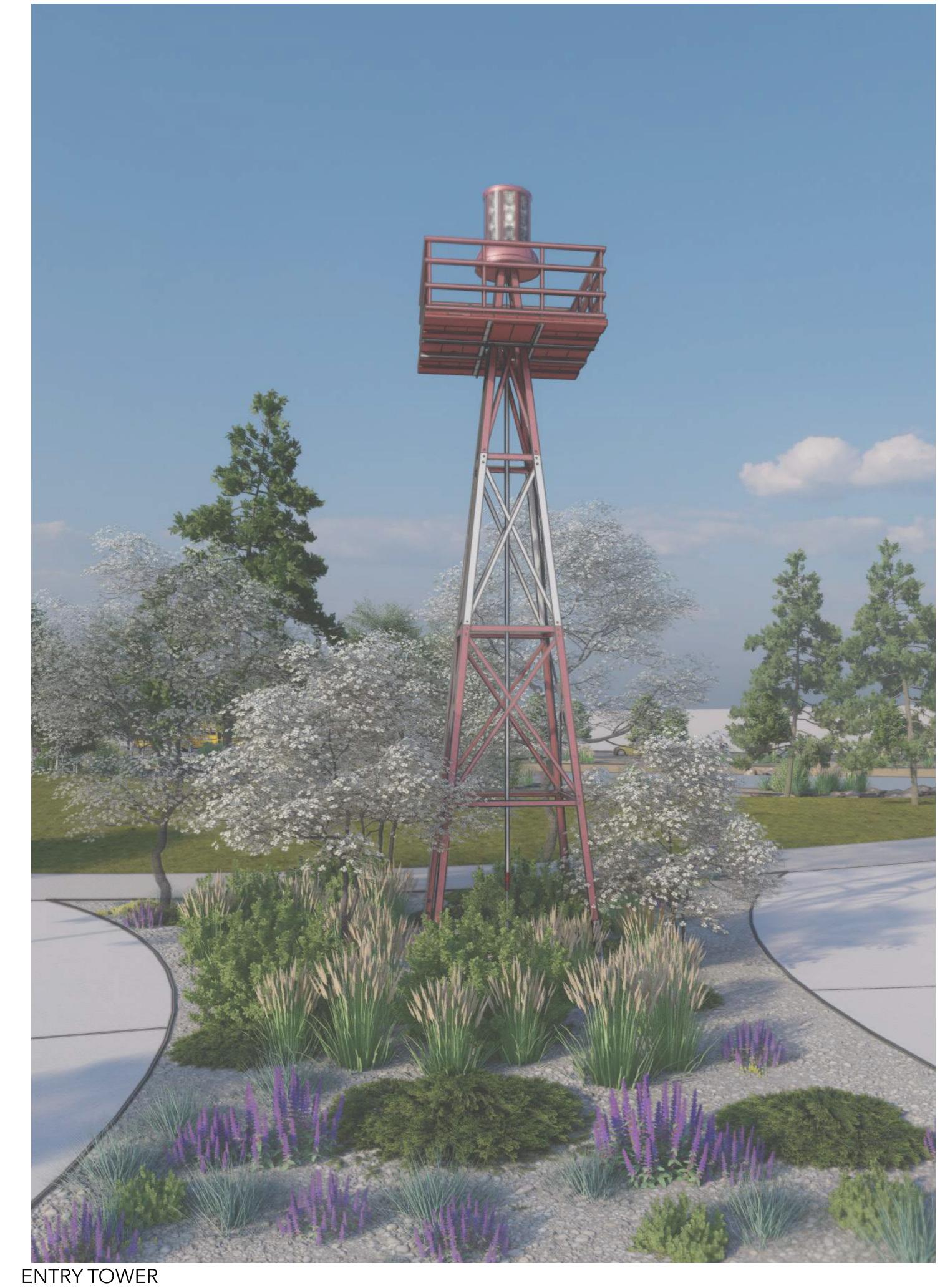






DESIGN INSPIRATION









NORTH VIEW

DESIGN INSPIRATION



NORTH VIEW 2



Vista Field - Alternate B - Beacon/Tower Structure





DESIGN INSPIRATION

VIEW FROM NW CORNER



VIEW FROM SE













COLUMBIA GARDENS DEMONSTRATION VINEYARD 2025

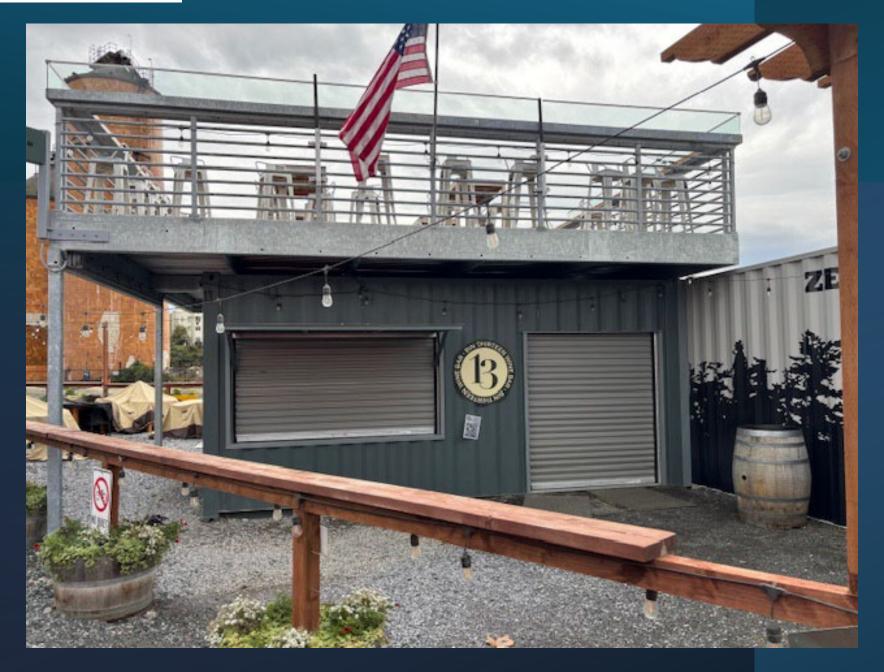


Port of Bellingham

October 2025











FUN GAMES PRIZES

THURSDAY, OCTOBER 30TH (4PM-8PM)

COLUMBIA GARDENS WINE & ARTISAN VILLAGE

325 E COLUMBIA DRIVE

KENNEWICK, WA 99336







