

AUGUST 10, 2021 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 Commissioner Don Barnes called the Regular Commission Meeting to order at 2:01 p.m. via GoToMeeting Teleconference.

ANNOUNCEMENTS AND ROLL CALL

The following were present:

Board Members: Commissioner Don Barnes, President (via telephone)

Skip Novakovich, Vice-President (via telephone)

Thomas Moak, Secretary (via telephone)

Staff Members: Tim Arntzen, Chief Executive Officer (via telephone)

Tana Bader Inglima, Deputy Chief Executive Officer (via telephone) Amber Hanchette, Director of Real Estate and Operations (via telephone) Larry Peterson, Director of Planning and Development (via telephone)

Lisa Schumacher, Special Projects Coordinator Bridgette Scott, Executive Assistant (via telephone)

Lucinda Luke, Port Counsel (via telephone)

PLEDGE OF ALLEGIANCE

Commissioner Barnes led the Pledge of Allegiance.

APPROVAL OF THE AGENDA

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

PUBLIC COMMENT

No comments were made.

CONSENT AGENDA

- A. Approval of Direct Deposit and E-Payments Dated July 15, 2021
 - Direct Deposit and E-Payments totaling \$71,657.10
- B. Approval of Warrant Register Dated July 27, 2021
 - Expense Fund Voucher Number 103054 through 103085 for a grand total of \$63,683.35
- C. Approval of Direct Deposit and E-Payments Dated August 3, 2021
 - Direct Deposit and E-Payments totaling \$83,736.31
- D. Approval of Warrant Register Dated August 10, 2021
 Expense Fund Voucher Number 103086 through 103124 for a grand total of \$107,392.94
- E. Approval of Regular Commission Meeting Minutes July 13, 2021
- F. Approval of Special Commission Meeting Minutes July 20, 2021

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

EMERGENCY DELEGATION UPDATE

Ms. Hanchette reported that a few of our mobile vendors are experiencing food shortages in the food supply chain and may have modified hours of operation during this shortage.

REPORTS, COMMENTS AND DISCUSSION ITEMS

A. Columbia Gardens

1. Property Owners Association

Mr. Peterson briefed the Commission on the memo regarding the Columbia Gardens Property Owners Association. Mr. Peterson stated the Property Owners Association (POA) needs to be in place prior to selling lots at Columbia Gardens. Mr. Peterson stated the neighborhood consists of businesses, developers and tenants and the Port and there are six categories that are considered foundational items: roadways, parking lots, street lighting, landscaping, food truck plaza, and pending projects such as the EV charging stations and shipping container bathroom and proposed Kiwanis playground and vibrancy fund. Mr. Peterson stated some of these items fall under the overall Port mission while others seem to be clearly neighborhood responsibilities and a few items fall under a grey area. Staff estimates maintenance expenses are approximately \$110,000 on an annual basis. Mr. Peterson outlined several scenarios for the POA.

Commissioner Barnes stated because the pending items are not in place, there is an opportunity have the POA in place with provisions to begin incrementally small and increase as tenants, businesses, and amenities are in place. Additionally, he would like to see the POA have the ability to vote and/or approve adding assets to the area and approve funding the maintenance. Commissioner Barnes would like a staff recommendation for a starting point for the POA. Commissioner Barnes would prefer that the Port can modify the POA as necessary.

Commissioner Novakovich believes it would be a huge disservice to the small businesses at Columbia Gardens to impose charges on them now. Commissioner Novakovich stated the Port does not need to make a profit and believes the Port has an obligation to help incubate these small businesses that took a chance on revitalizing the area. With the current situation, businesses are not making a lot of money and to assess them and charge them for services they are already receiving for free is a mistake. Commissioner Novakovich does not think this is the right time to implement a POA and start charging the businesses but continue providing the services to help the businesses be successful.

Commissioner Moak stated the Port constructed several buildings and installed roads and amenities and believes every business should invest in the neighborhood. Commissioner Moak agrees with Commissioner Novakovich that today is not the right time to charge tenants, but eventually we will be out of this emergency and business will resume. Commissioner Moak believes it should be a shared responsibility between the Port and tenants/owners and the amount should escalate as more buildings and tenants move in.

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Commissioner Moak inquired if the POA was subject to state pay prevailing wages for maintenance.

Mr. Peterson stated Mr. DiJulio summarized that when the Port makes up less than 50% of the assessments then the POA would not be subject to prevailing wage.

Commissioner Moak would like to see staff develop a scenario with equity. Commissioner Moak reiterated that assessing tenants does not need to happen as soon as possible, but eventually, the responsibility should be shared.

Commissioner Novakovich believes there should be an assessment of current tenants tolerance to paying additional fees and their willingness to pay. Commissioner Novakovich is concerned about imposing fees and losing tenants.

Commissioner Barnes stated for the long-term management and oversight of Columbia Gardens, the POA needs to be set up for the future. Furthermore, the Port does not need to impose fees at this time, but rather start in small increments.

Mr. Peterson will narrow the focus and refine the details based upon the Commission comments.

2. Kiwanis Playground Update

Mr. Arntzen updated the Commission on the Kiwanis Playground project and stated he has tentatively selected Energy Northwest as the project management firm. The Kiwanis would like to meet the firm prior to the Port hiring the firm. Additionally, Mr. Arntzen would like to meet with City Manager Marie Mosley again about the City's potential participation.

Maureen Bell stated the Kiwanis are anxious to move forward on this project and start fundraising.

Commissioner Moak appreciates Mr. Arntzen's work regarding the project management firm to advance the playground project.

B. Vista Field

1. Design Standards, Elizabeth Plater-Zyberk of DPZ Co-Design

Mr. Peterson introduced Elizabeth Plater-Zyberk and Matt Lambert of DPZ Co-Design, who will be discussing the working design standards for Vista Field.

Ms. Plater-Zyberk outlined proposed design standards and regulations for Vista Field. (*Exhibit A*)

Mr. Peterson stated the document will lay out the design standards for builders and developers and provide options to build. The document will also fold in the collaborative design process and how the town architect will engage with the private sector. Mr. Peterson

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anticipates the draft design standards will be presented at the August 24, 2021, Regular Commission Meeting.

Mr. Lambert stated the full draft provides a more in-depth review of the details.

Commission discussion ensued regarding the details of the presentation.

C. 1135 Project Update

Ms. Bader Inglima reported the US Army Corps of Engineers awarded the 1135 project to TDX Power Services, LLC. They are a tribal affiliated company which has an office in Walla Walla. TDX recently worked with the USACE on a Mill Creek fish ladder and bridge upgrade project near Walla Walla Community College. We have our first construction team planning meeting set for August 25, 2021. Following that, Port staff will develop a scope of work and secure a contract with the Confederated Tribes of the Umatilla Indian Reservation (CTUIR) for cultural resource monitoring during the shoreline restoration work, which is expected to begin in October. We are preparing signage for The Willows, which will be used as a laydown yard and signage to be placed near the Lighthouse for staging and construction. Additionally, there will be an article in the newsletter to alert people of the upcoming project and Ms. Bader Inglima will be working with the media to advertise and communicate with tenants and island users regarding the improvements and impacts to parking. After 13 years, the shoreline restoration project is finally happening.

D. Senator Murray notice: EDA Grant Programs

Ms. Bader Inglima stated Senator Murray's office, TRIDEC, and the Benton Franklin Council of Governments (BFCOG) shared information regarding an Economic Development Administration (EDA) grant programs for the coming year. The Biden Administration has committed to providing \$3,000,000,000 in EDA funding to communities recovering from the economic impact of the public health crisis caused by COVID-19. Ms. Bader Inglima stated the programs include Indigenous Communities Challenge; Good Jobs Challenge; Build Back Better Regional Challenge; Economic Adjustment Assistance Challenge; Travel, Tourism, and Outdoor Recreation Grants; and Statewide Planning, Research and Networks Grants. Ms. Bader Inglima attended a BFCOG workshop and researched the programs and found that they do not align with our current work plans. Ms. Bader Inglima will attend the TRIDEC workshop on August 23, 2021 and report back to the Commission if there is anything new or meaningful.

Commissioner Moak inquired if staff has reached out to CTUIR for a potential partnership at Vista Field.

Ms. Bader Inglima can reach out to see if the CTUIR is exploring any projects under the Indigenous Communities Challenge program. Ms. Bader Inglima stated that program is limited to applications by Native and Indigenous people. The Port could not apply for that program, but rather support the CTUIR's application.

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E. WPPA Small Ports Conference

Ms. Scott stated the Washington Public Ports Association (WPPA) is holding their Small Ports Conference on October 21-22, 2021, in Leavenworth. As of now, they have yet to decide if the conference will also be held virtually. Ms. Scott stated if the Commission is interested in attending, please email her or Ms. Yates.

Mr. Arntzen stated due to the increase in the Delta Variant of COVID, staff will not be attending the conference in person. The Port has taken a conservative approach to COVID and he would like to continue on that path.

It is the Consensus of the Commission to not attend the WPPA Small Ports Conference in person, in alignment with Port staff protocol.

F. Quarterly Finance Presentation Update

Mr. Arntzen reported that Mr. Kooiker has been working on the financial update and will present the update to the Commission at the August 24, 2021, Regular Commission Meeting.

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

H. Non-Scheduled Items

Ms. Bader Inglima stated the Port will be distributing a newsletter in September after a year hiatus.

Ms. Bader Inglima received an email from Diahann Howard at the Port of Benton stating they are hosting the Washington State Rail Caucus tour and reception on September 16-17, 2021. The Port declined to have the tour or reception promoted as a Tri-Port event since we do not have any industrial rail projects and are not pursuing rail development or advocating for any rail issues. Ms. Bader Inglima suggested Ms. Howard reach out to the City of Kennewick because of their 13 at grade rail crossings.

Mr. Peterson stated staff will be presenting the design standards for Columbia Gardens developed by Makers at the August 24, 2021, Regular Commission Meeting.

Commissioner Moak inquired about the 2020 Census report and the deadline for redistricting.

Mr. Peterson stated the Census report is slated for release on August 12, 2021, which determines how many people live in a specific geographical area. The Port stated our next election is November of 2023, so our deadline for redistricting needs to be completed by November of 2022.

Commissioner Barnes reiterated his concerns that the staffing level at the Port is too low and stated the future workload and ambitious projects at Vista Field, Columbia Drive, and Clover Island will not decrease or dimmish but continue to ramp up. Commissioner Barnes is concerned about the recent focus at the Port and some of the overall objectives of the work plan states the need to remain focused on containing operational expenses and to remain solidly focused on the Port's core business and established priorities, not be swayed by external entities. And yet, we have had

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recent presentations regarding the Odessa aquifer and the Snake River Dams. Commissioner Barnes is concerned that the Port is understaffed and not as focused as we could be.

PUBLIC COMMENTS

No comments were made.

Commissioner Barnes anticipates the Executive Session will last approximately 55 minutes, Real Estate, Minimum Price, per RCW 42.30.110(1)(c) with no action and Potential Litigation, per RCW 43.30.110(1)(i) with no action expected. Commissioner Barnes asked the public to notify Port staff if they will return after the executive session so staff can advise if the session concludes early.

RECESS FOR EXECUTIVE SESSION

Commissioner Barnes recessed the Regular Commission Meeting at 4:18 p.m. and convened the Executive Session at 4:20 p.m. for 55 minutes.

EXECUTIVE SESSION

- A. Real Estate, Minimum Price per RCW 42.30.110(1)(c)
- B. Potential Litigation per RCW 43.30.110(1)(i)

Commissioner Barnes adjourned the Executive Session at 5:09 p.m.

Commissioner Barnes reconvened the Regular Commission Meeting at 5:12 p.m.

COMMISSION COMMENTS

No comments were made.

ADJOURNMENT

With no further business to bring before the Board; the meeting was adjourned 5:13 p.m.

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APPROVED:

PORT of KENNEWICK BOARD of COMMISSIONERS

--- DocuSigned by:

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Don Barnes, President

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Skip Novakovich

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Skip Novakovich, Vice President

DocuSigned by:

Thomas Moak

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Thomas Moak, Secretary

Vista Field Phase One Design Regulations



August 10, 2021

DPZ CoDesign and Cascadia Team

Port of Kennewick

Vista Field Phase One

Residential



- Single family houses, townhouses, small 'mansion' apartments
- Party wall, sideyard, courtyard, free-standing
- Short front setback
- Rear lane auto entry
- High desert, bungalow, industrial chic, mission craftsman style
- Small builder-developer, build-to-suit, owner builder













- Water Feature and Azure Drive
- Commercial below, flexible uses above
- Priority restaurants
- Aligned building frontage
- Two to three stories
- Varied heights and widths
- High desert, industrial chic
- Investor landlord



Live Work



- Flexible use business use below, residence above and behind
- Services and professionals
- · Party wall, sideyard, free-standing
- Short front setback
- · Rear lane auto entry
- High desert, industrial chic
- Small builder-developer, build-to-suit, owner-builder



Main Street



- Locally oriented retail
- Continuous building frontage
- Individual bay identity
- One or two story
- Building base, middle and top
- Shopfront & signage guidelines
- High desert, industrial chic
- Owner tenant or build-to-suit, small entrepreneurial developer







Vista Field Phase One

Residential Design



- · Ground floor at grade or raised slightly
- Simple massing aggregation provides complexity and interest
- · Building base, middle and top
- Vertically proportioned windows inset or bays
- Some variety of materials: brick, stucco, cement board, with metal, wood components
- · Harmonious high-desert colors
- Roofs: flat with parapet; double pitch metal, tile or shingle

Special Mixed-Use Design



- Large and medium windows, clear glazing; punched openings above
- · Recessed doors, clerestories
- Galleries, awnings, eyebrows, dormers allowed
- · Tall ground level
- · Coordinated signage
- · Building base, middle and top
- Durable materials: brick, stone, stucco, cement board, metal and wood
- Roofs: flat with parapet; double pitch tile or metal; roof gardens encouraged

Live Work Design



- · Ground floor at sidewalk level
- Variety of window types
- Combined or separate doors for work and live
- Small front setback garden, seating, displays
- Small cantilevered blade signs
- Variety of materials: brick, stone, stucco, cement board, metal, wood
- Roofs: flat with parapet; double pitch metal, tile or shingle; roof gardens encouraged

Main Street Design



- · Tall ground level
- Large shopfront windows, clear glazing
- Recessed doors, clerestories
- Awnings or eyebrows allowed not galleries or arcades
- Coordinated signage
- · Building base, middle and top
- Durable materials: brick, stone, stucco, cement board, metal, wood
- Roofs: flat with parapet; double-pitch metal, tile or shingle; roof gardens encouraged



VISTA FIELD DESIGN REGULATIONS

DRAFT August 5, 2021



Michael Mehaffy, Structura Naturalis, Inc Laurence Qamar, Qamar and Associates

VISTA FIELD DESIGN REGULATIONS

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DPZ CoDESIGN

VISTA FIELD DESIGN REGULATIONS 3

Vista Field Phase One - Design Regulations

Vista Field Phase One Design Goals

- Inspiring first buildings
- Setting standard predictable image and quality of design
- Balancing diversity and harmony in use and design (scale, character)
- Four market segments responsive to current context
 Main Street boulevard realistic retail
 Special Mixed Use facing water feature flexible, restaurants
 Live-Work facing water feature services and professionals
 Residential woonerf neighborly houses
- Investment return



- Introduction
- Definitions
- Regulating Plan
- Building Types
- Urban Regulations
- Architecture Regulations
- Site & Landscape Regulations
- Thoroughfare Regulations
- Design Review Process

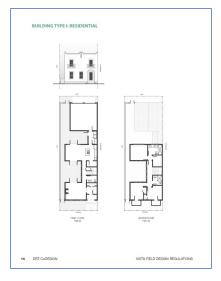
Vista Field Phase One - Design Regulations



- Type I residential small scale neighborly houses and apartments
- Type II live-work services and professionals
- Type III mixed-use facing water feature 2-3 stories restaurant, retail first floor, flexible above
- Type IV main street boulevard 1-2 stories commercial first floor

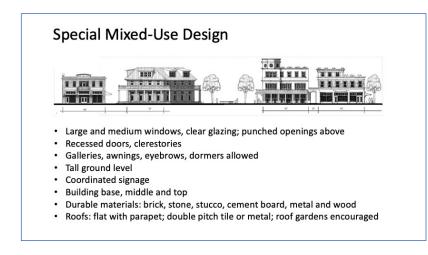








Vista Field Phase One - from concept to regulation





A. GENERAL 1. The Architecture Regulations are organized by these categories: A. General B. Walls - Materials C. Walls - Configuration and Technique D. Elements and Attachments - Materials E. Elements and Attachments - Configuration and Technique F. Roofs and Eaves - Materials G. Roofs and Eaves - Configuration and Technique H. Openings - Materials I. Openings - Configuration and Technique J. Colors K. Lighting

L. Signs

