



PORT OF KENNEWICK REGULAR COMMISSION MEETING

MARCH 14, 2023 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. via GoToMeeting Teleconference.

ANNOUNCEMENTS AND ROLL CALL

The following were present:

Board Members: Skip Novakovich, President (via telephone)
Kenneth Hohenberg, 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)
Larry Peterson, Director of Planning (via telephone)
Amber Hanchette, Director of Real Estate (via telephone)
Nick Kooiker, Chief Finance Officer (via telephone)
Michael Boehnke, Director of Operations
Lisa Schumacher, Special Project Coordinator
Bridgette Scott, Executive Assistant (via telephone)
Carolyn Lake, Port Counsel (via telephone)

PLEDGE OF ALLEGIANCE

Commissioner Novakovich led the Pledge of Allegiance.

PUBLIC COMMENT

No comments were made.

CONSENT AGENDA

- A. *Approval of Direct Deposit and E-Payments Dated March 1, 2023***
Direct Deposit and E-Payments totaling \$69,504.92
- B. *Approval of Warrant Register Dated March 14, 2023***
Expense Fund Voucher Number 104611 through 104654 for a grand total of \$160,014.72
- C. *Approval of Regular Commission Meeting Minutes February 28, 2023***

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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PRESENTATION

A. *Mars Artwork at Vista Field*

Mr. Arntzen introduced teacher, Trevor Macduff and architect Chris Baugh, who will be presenting information on the Mars orbital marker and art installation for the Hanford Reach Solar System project.

Mr. Macduff presented the Hanford Reach Solar System project and a potential partnership with the Port of Kennewick (*Exhibit A*). Mr. Macduff outlined the current markers in the area and offered suggestions for a sculpture in Daybreak Commons in Vista Field. Mr. Macduff inquired if the Port is interested in pursuing a conversation with staff regarding an art installation.

Commission discussion ensued regarding the art installation at Vista Field.

Mr. Arntzen suggested staff work with Mr. Macduff to create a draft plan and believes this could be a project for the 2024-2025 Work Plan and Budget if the Commission is interested in pursuing the project.

Consensus of the Commission is for staff to move forward with Mr. Macduff on the Hanford Reach Solar System project at Vista Field.

REPORTS, COMMENTS AND DISCUSSION ITEMS

A. *Vista Field*

1. *TRIDEC Memorandum of Understanding*

Mr. Arntzen presented Resolution 2023-04 to the Commission for possible approval of a Memorandum of Understanding with TRIDEC, related to the recruitment of suitable businesses at Vista Field.

MOTION: Commissioner Moak moved to approve Resolution 2023-04, approving the Memorandum of Understanding with TRIDEC related to the recruitment of suitable businesses to Vista Field, and authorize the Port's Chief Executive Officer to execute the agreement and take all necessary action to implement such agreement; Commissioner Hohenberg seconded.

PUBLIC COMMENT

No comments were made.

Discussion:

Commissioner Hohenberg is very excited about this Resolution and thinks it's great for both entities, but more importantly, for Vista Field. Commissioner Hohenberg is fully in favor of this Resolution.

Commissioner Novakovich agrees with Commissioner Hohenberg and thinks the Port has established good relationship with TRIDEC and thinks Karl Dye is an excellent person to work with the Port and he fully supports it.

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

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

C. Non-Scheduled Items

Ms. Bader Inglima reported that the community celebration for the Shoreline Restoration project is scheduled for May 12, 2023 at 2:30 p.m. Additionally, she is working on a nomination for our project and our partnership in developing the Shoreline Restoration over the last fifteen years for the Washington Public Port's Association spring meeting awards.

Mr. Arntzen recently attended a zoom meeting with Linda Lehman, Mayor of Benton City, Councilmember Sarah Funk and Mr. Peterson to discuss potential partnership opportunities for the South Sub-Area Master Plan. Mr. Arntzen stated the Port previously provided \$15,000 for funding for this Master Plan.

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 2:36 p.m.

APPROVED:

PORT of KENNEWICK

BOARD of COMMISSIONERS

DocuSigned by:

Skip Novakovich

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Skip Novakovich, President

DocuSigned by:

Kenneth Hohenberg

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Kenneth Hohenberg, Vice President

DocuSigned by:

Thomas Moak

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Thomas Moak, Secretary

PORT OF KENNEWICK

RESOLUTION 2023-04

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE
PORT OF KENNEWICK APPROVING THE MEMORANDUM OF UNDERSTANDING
WITH TRI-CITIES DEVELOPMENT COUNCIL (TRIDEC) FOR
VISTA FIELD RECRUITMENT EFFORTS**

WHEREAS, the Commission directed staff to seek a joint project with TRIDEC and discussions have occurred to identify a project of mutual benefit; and

WHEREAS, the Port is developing Vista Field into a master-planned, mixed-use community; and

WHEREAS, the Port and TRIDEC each engage in economic development activities and wish to join efforts to recruit suitable businesses to Vista Field as described in the attached Memorandum of Understanding; and

WHEREAS, these joint recruitment efforts will benefit the economic and social welfare of the community.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Port of Kennewick hereby approve the Memorandum of Understanding with TRIDEC related to the recruitment of suitable businesses to Vista Field; and authorize the Port's Chief Executive Officer to execute the agreement and take all necessary action to implement such agreement.

ADOPTED by the Board of Commissioners of the Port of Kennewick this 14th day of March, 2023.

***PORT OF KENNEWICK
BOARD OF COMMISSIONERS***

By: DocuSigned by:
Skip Novakovich
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SKIP NOVAKOVICH, *President*

By: DocuSigned by:
Kenneth Hohenberg
89F77EAC8921416...

KENNETH HOHENBERG, *Vice President*

By: DocuSigned by:
Thomas Moak
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THOMAS MOAK, *Secretary*

**MEMORANDUM OF UNDERSTANDING
for
VISTA FIELD RECRUITMENT EFFORTS**

I. PARTIES

This Memorandum of Understanding (MOU) is entered into this ____ day of _____, 2023, between the PORT OF KENNEWICK, (“Port”), and the TRI-CITIES DEVELOPMENT COUNCIL (TRIDEC), collectively referred to as the “Parties”.

II. BACKGROUND

The Port owns approximately 103 acres of bare land located at Vista Field, in Kennewick, Washington (Vista Field). The Port is developing the site into a master-planned, mixed-use community. Each party engages in economic development activities and each wish to join efforts to recruit suitable businesses to Vista Field. These joint recruitment efforts will benefit the economic and social welfare of the community and with this MOU, the Parties seek to memorialize their understanding related to their joint recruitment efforts.

III. COLLABORATION

The Parties will:

A. FORM A BUSINESS RECRUITMENT TEAM. The team will consist of the CEO of the Port, the CEO of TRIDEC and one employee of each Party designated by that Party’s respective CEO. The team will conduct the recruitment efforts identified below.

B. ASSEMBLE MARKETING MATERIALS. The Port has marketing materials related to Vista Field and will make those materials available to the Parties for recruitment efforts. Should other materials be needed, the Port will produce those materials at its cost.

C. UTILIZE THE PORT’S BUSINESS RECRUITMENT LIST. The Port has created a list of the types of potential businesses which it desires to recruit. The initial list is attached as Exhibit “A”. The parties will add to the list as appropriate. Using the list of potential business types, the Parties will work to find appropriate businesses that might be interested locating at Vista Field. Leads may be derived from:

Existing Businesses within the community. Leads may include existing businesses seeking an additional location or expansion. Recruitment efforts may include conversations and personal contacts with chambers of commerce, businesses, individuals and other economic development professionals.

Emerging Entrepreneurs. Leads may include home-based or garage-based businesses seeking a convenient location for their customers. These leads might include managers of existing businesses wishing to go into business on their own. The recruitment team will, as appropriate, work with city home-based business permits, commercial lenders, business schools, Small Business Development

Center (SBDC) counselors, Main Street program business specialists, Service Corps of Retired Executives (SCORE), chambers of commerce and other public or private small business professionals to identify these leads.

Existing Local or Regional Businesses. Recognizing that local or regional businesses, particularly those that have branch stores and are ready to expand, are often excellent prospects, the recruitment team will use appropriate sources to generate leads and will follow up as set out below.

D. CONTACT PROSPECTS. The recruitment team will focus on making personalized contact with prospects, conveying the message that Vista Field is a great location for expansion of a business or a new business location. By way of example, the recruitment team will:

Make Recruitment Calls. Initial contacts with a prospect can be made through a personalized letter, e-mail, phone call or other form of contact. In the initial contact, the recruitment team will explain why Vista Field would be an excellent place to do business. In these contacts the team will identify selected incentives (zoning, public infrastructure, amenities, etc.) and discuss relevant market data that would interest the prospect.

Refer to Exhibit “B” for a summary of benefits of the Vista Field site.

The team will provide recruitment and marketing materials and any other information to demonstrate the pro-business character of the site.

Offer to Host Prospects in the Community. Prospects will be personally invited to tour the Vista Field site and the community. Site visits/FAM (familiarization) tours will be organized and conducted by the Port. TRIDEC representatives are invited to attend.

E. FOLLOW UP WITH PROSPECTS. After the visit, the recruitment team will be prepared to promptly answer follow up information requests. The team will continue to stay in contact with the prospect. If the prospect is interested, the team will follow-up with an action plan and necessary assistance. If only marginally interested, the team would schedule follow up based on projected future interest/potential.

IV. ADMINISTRATION

This MOU will be administered by each of the respective CEOs or their respective designee. Working in partnership and on behalf of their respective agencies, these individuals shall be responsible for providing periodic progress reports and monitoring progress. Except as otherwise provided, the obligations of each Party shall be performed at the sole expense of said Party.

V. TERM AND EXECUTION

This MOU shall expire on December 31, 2023. The person executing for a respective Party has been duly authorized to and does execute the MOU on behalf of that respective Party.

PORT OF KENNEWICK

Date: _____

By: _____

TIM ARNTZEN, Chief Executive Officer

TRIDEC

Date: _____

By: _____

KARL DYE, Chief Executive Officer

Uses

Categories have overlap as broader areas are specified in the plan and may be successful with uses from different categories, like a Wine Bar in both Food & Beverage and Boutique areas. This list is not exhaustive.

Anchor Areas

- Cultural Institution
- Museum
- Department Store
- Entertainment (theater, bowling, music)
- Grocery Store
- Library
- Pharmacy
- Other high pedestrian traffic businesses

Food & Beverage Areas

- Bar
- Brewpub
- Cocktail Lounge
- Coffee Shop / Cafe
- Dessert Shop
- Fast Casual Restaurant
- Fine Dining Restaurant
- Full Service Restaurant
- Gastropub
- Specialty Foods (tea, chocolate, health foods)
- Spirits
- Wine Bar

Boutique Areas

- Art Gallery
- Barber / General Hair / Salon / Nails / Spa
- Cocktail Lounge
- Cosmetics
- Dessert Shop
- Fine or Specialty Apparel
- Florist
- Interactive / Demonstration Art
- Specialty Foods (tea, chocolate, health foods)
- Specialty Gifts
- Wine Bar

Office

- Office
- Medical Office
- Shared Office

Service Areas

- All listed under General Merchandise below
- Bank
- Barber / General Hair / Salon / Nails / Spa
- Coffee Shop / Cafe
- Convenience Store
- Dry Cleaner
- Legal, Accounting
- Medical (stand alone like dentist, chiropractor, eye doctor)
- Office Services
- Post Office
- Fitness

General Merchandise

- Apparel Store, Shoes, Hats, etc.
- Bike Shop
- Books & Music
- Electronics
- Florist
- Furniture (limited square footage)
- Glasses / Eyewear
- Gifts
- Home Goods / Kitchenware
- Pet Supplies
- Sporting Goods
- Toy Store
- Jeweler

Residential

- Single-Family Detached
- Small Multi-Family
- Upper Floor Apartments / Condos

Lodging

- Inn
- Bed & Breakfast



VISTAFIELD

VISTA FIELD UNIQUE ATTRIBUTES

The Vista Field Redevelopment project has numerous unique advantages and when both site attributes and property entitlements are considered together there is no site in Eastern Washington, perhaps the Pacific Northwest that compares with Vista Field. These unique attributes include:

- ☐ 103 contiguous acres under Port of Kennewick ownership located in the heart of the community situated between two freeway interchanges and currently served by numerous arterial and collector streets and encircled by municipal utilities sufficient to serve the anticipated development.
- ☐ Flat land with no slope, soil, vegetation or habitat challenges with an EIS, Phase #1 Environmental Assessment & Historic & Cultural Resource Assessment all completed NO concerns identified.
- ☐ Urban Mixed Uses (UMU) zoning district specifically established for Vista Field which allows significantly greater on-site development than elsewhere within the community. These unique entitlements allow mixing of residential, office, hospitality, retail & service business, unlimited density/FAR {parking must be provided}, unlimited building height, no front or side yard setback and elimination of excessive parking provisions.
- ☐ Potential transportation impacts analyzed with mitigation threshold & responsibilities identified in a City of Kennewick Development Agreement which runs through December 2027.
- ☐ Located at the commercial & geographic center of the Tri-Cities, immediately adjacent the 6,000 seat Coliseum & Regional Convention Center with the 700,000+ s/f Columbia Center Mall, numerous major retailers and a cluster of business & tourism-oriented hotels all located within ¼ mile of the site.
- ☐ Phase #1 infrastructure {utilities, streets, sidewalks, landscaping & 850-linear foot water feature} completed in 2021 opening up the core 20 acres of the site; which has been platted into 38 recorded lots.
- ☐ Port of Kennewick functioning as the “master developer” following a community driven master plan who will provide future improvements such as joint use parking lots and public open space improvements to benefit those electing to construct buildings, establish their business and/or live in Vista Field.

Vista Field Redevelopment is based on the new urbanism (mixed use, pre WWII) development pattern which is new to the Tri-Cities, but becoming familiar and quite desired throughout much of the nation. Because this development pattern is new it was deemed important to turn as many of the variables in the development equation into constants. Therefore, all the “homework” {site, environmental, cultural, transportation, utility, zoning, master plan & property owners association} has been completed resulting in a truly Shovel Ready project.

AN ARTISTIC SCALE MODEL OF THE SOLAR SYSTEM

HANFORD REACH SOLAR SYSTEM

TREVOR MACDUFF
SILAS EDUCATION

*SILAS
Education*



PROJECT OVERVIEW

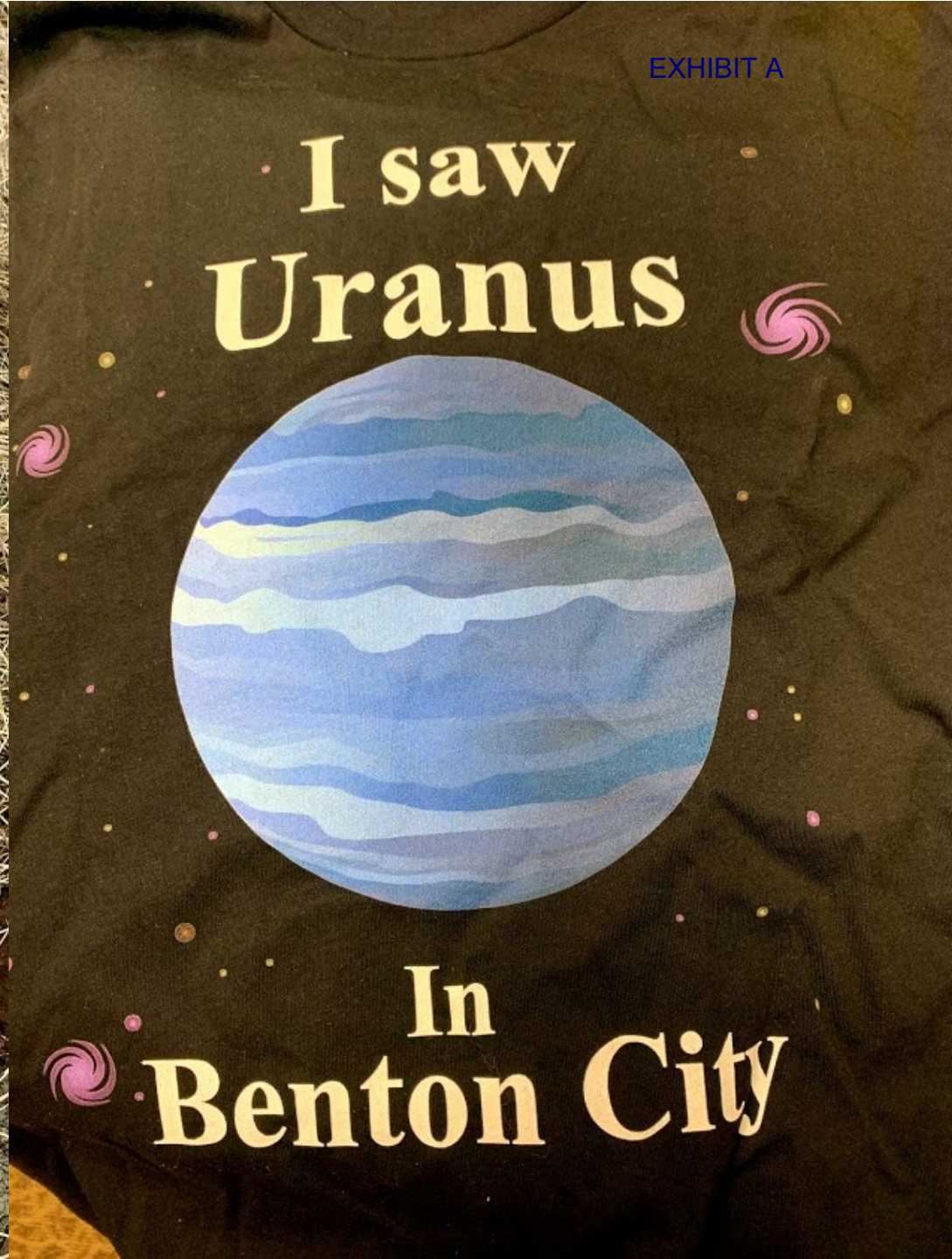
- What if...?
- Why not...?
- What else...?



SO FAR



EXHIBIT A



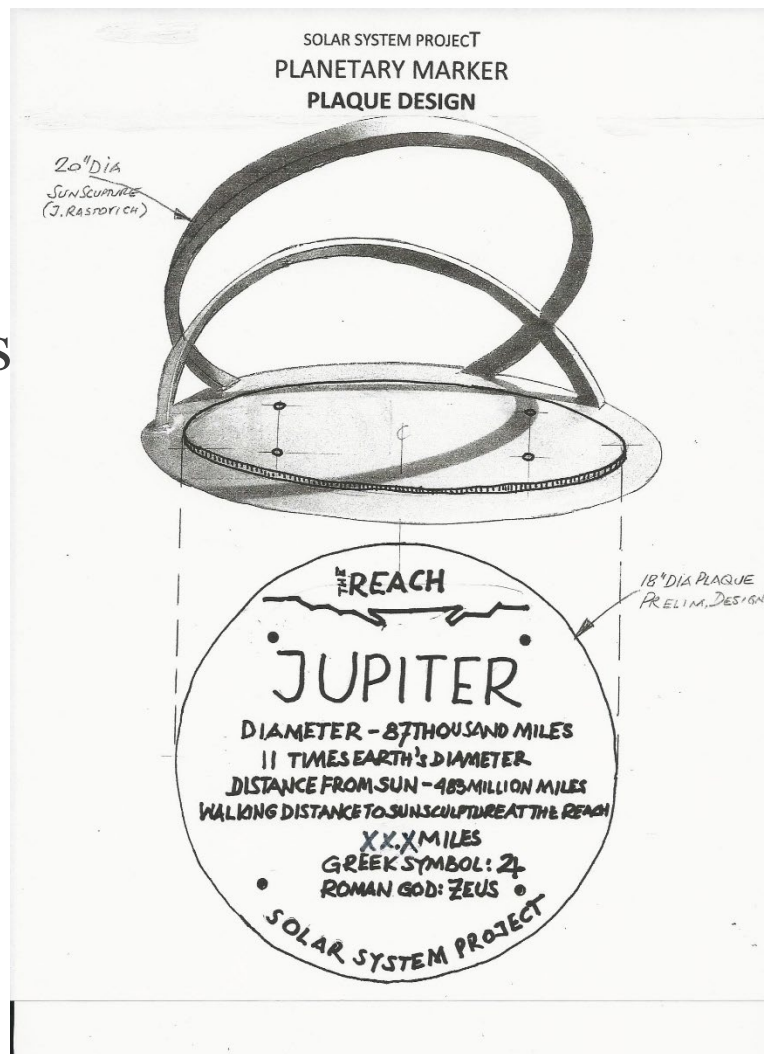
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EXHIBIT A

MOVING FORWARD

- SILAS Ed.
- Solar Arches
- Materials
- Map
- Riverwalk



DREAMING..

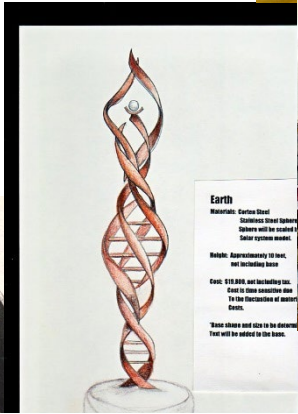
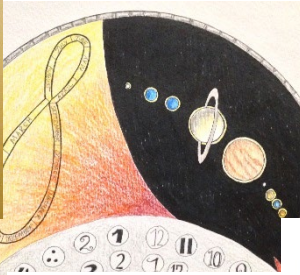


Jupiter Sculpture For River Walk With Moon Markers



Jupiter Sculpture At Var

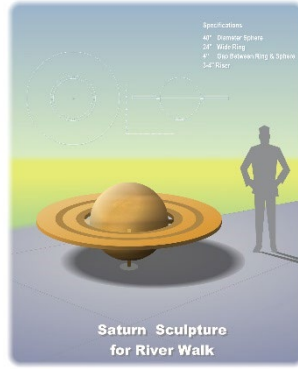
JOSEPH RASTOVICH
Creative Metalwork



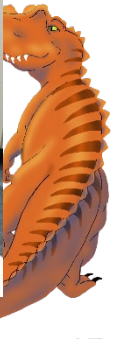
Earth
Materials: Carbon Steel
Dimensions: 10' x 10' x 10'
Weight: 100 lbs.
Notes: Approximately 10 lbs.
and 10' x 10' x 10'.



Mars Sculpture Concept for River Walk
Multi-Layered Steel
Joseph Rastovich



Saturn Sculpture
for River Walk

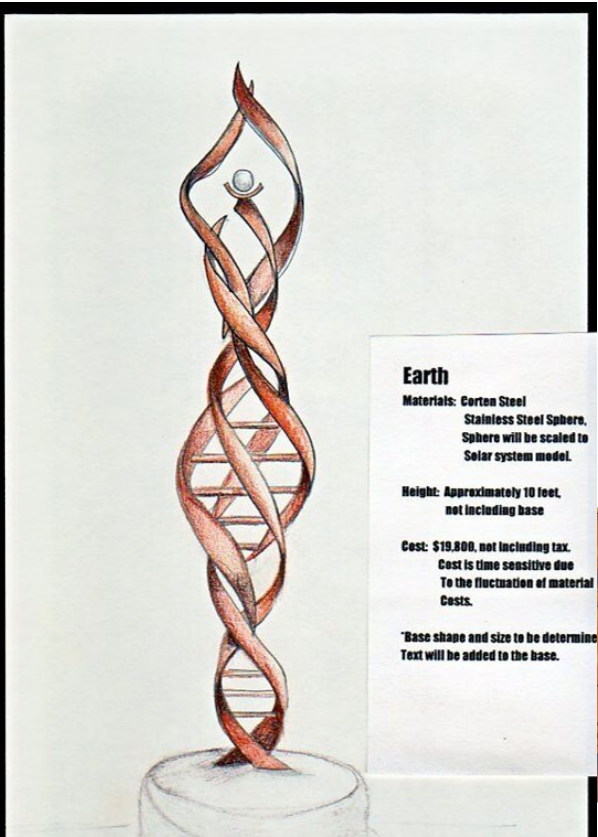
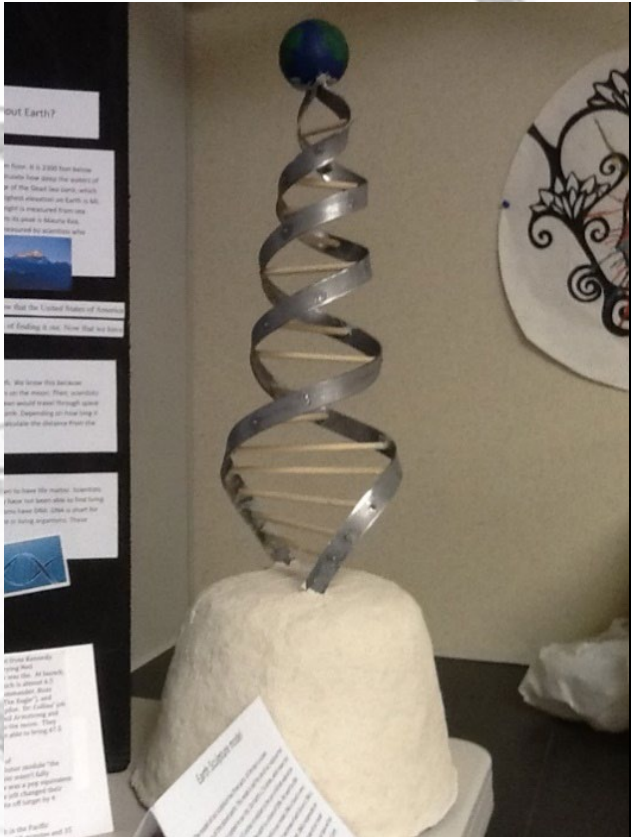


MODEL OPTIONS

Orbital Marker



Planetary Sculpture



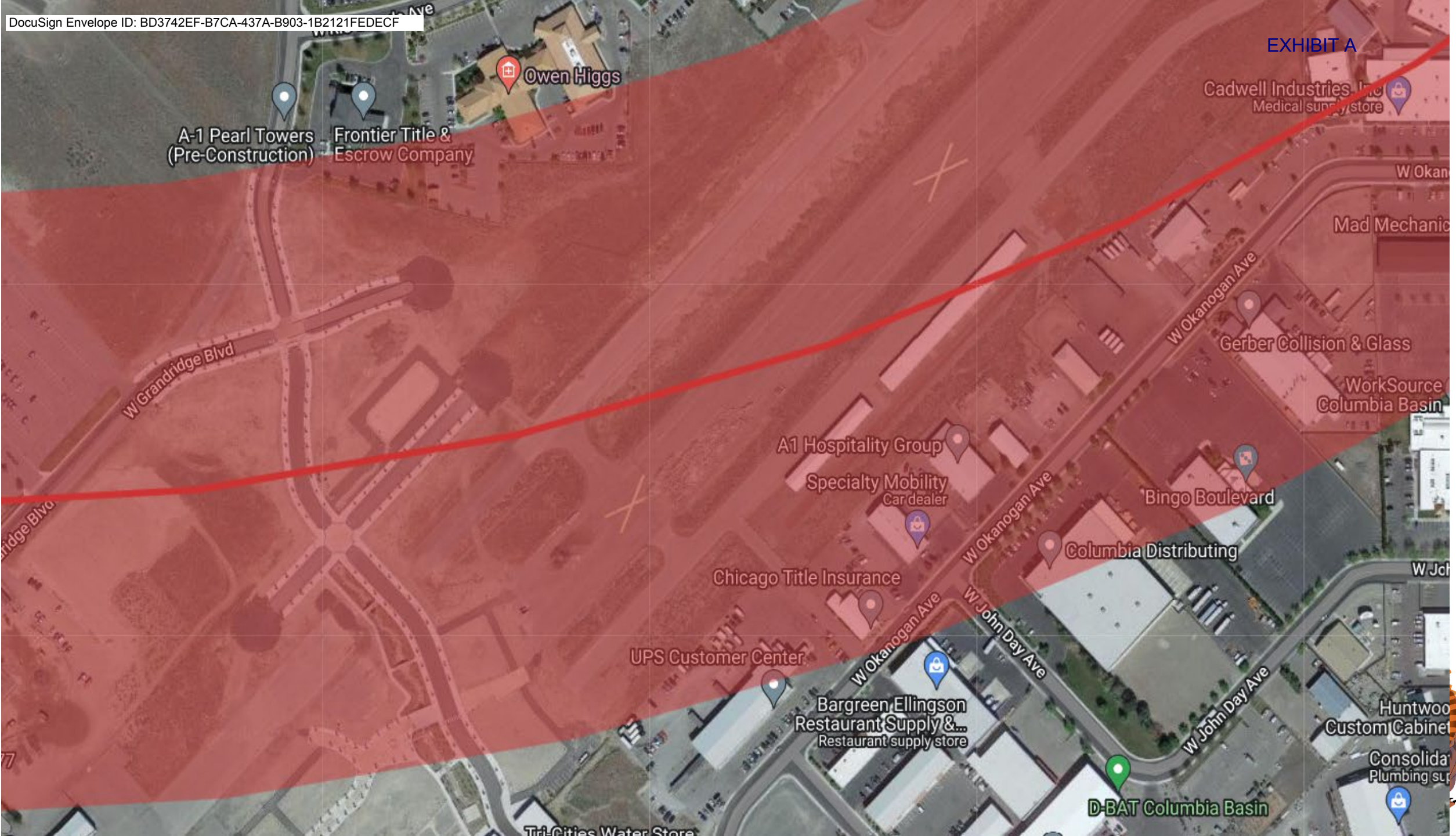


EXHIBIT A

A-1 Pearl Towers
(Pre-Construction)

Frontier Title &
Escrow Company

Owen Higgs

Cadwell Industries Inc
Medical supply store



W Okanogan Ave

Mad Mechanic

Gerber Collision & Glass

WorkSource
Columbia Basin

A1 Hospitality Group

Specialty Mobility
Car dealer



Chicago Title Insurance

UPS Customer Center



Bargreen Ellingson
Restaurant Supply &...
Restaurant supply store



Bingo Boulevard

Columbia Distributing

W John Day Ave

Huntwood
Custom Cabinet

Consolidated
Plumbing



D-BAT Columbia Basin

Tri-Cities Water Store

PROPOSED SCULPTURE

- 2.34" Sphere
- Military/Technological Journey theme
- Silhouette of exploration rovers
- Martian 'blueberries'
- Additional features:
 - Olympus Mons- Tallest mountain
 - Mariner Valley- Longest canyon
 - Red as tribute
- The 2 Moons are also included here



PROPOSED:

- A partnership between SILAS Education and the Port of Kennewick
- Develop a concept for a sculpture of Mars
- Continue discussions in October 2023
- Finalize plan with the July 2024 budget
- Cost sharing (\$10k/\$30k?)



NEXT STEPS

- Commission permission/discussion on desire for sculpture
- Discussions with Port staff to pursue parameters
- Wait for Daybreak Commons development
- Continue communicating with the Commissioners



CONTINUE THE CONVERSATION...

- Trevor@silaseducation.org
- SILAS Education on Facebook
- 509.205.0557
- PO Box 5078, Pasco, WA 99302

