



# PORT OF KENNEWICK REGULAR COMMISSION MEETING

OCTOBER 10, 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  
Tana Bader Inglima, Deputy Chief Executive Officer (via telephone)  
Nick Kooiker, Deputy Chief Executive Officer/CFO (via telephone)  
Larry Peterson, Director of Planning (via telephone)  
Amber Hanchette, Director of Real Estate (via telephone)  
Michael Boehnke, Director of Operations  
Bridgette Scott, Executive Assistant (via telephone)  
Lisa Schumacher, Special Projects Coordinator  
Carolyn Lake, Port Counsel (via telephone)  
David Phongsa, Marketing/Capital Projects Coordinator

## PLEDGE OF ALLEGIANCE

Ms. Lake led the Pledge of Allegiance.

## PUBLIC COMMENT

No comments were made.

## CONSENT AGENDA

- A. Approval of Direct Deposit and E-Payments Dated September 19, 2023**  
Direct Deposit and E-Payments totaling \$85,218.41
- B. Approval of Warrant Register Dated September 26, 2023**  
Expense Fund Voucher Number 105233 through 105272 for a grand total of \$358,379.75
- C. Approval of Direct Deposit and E-Payments Dated October 3, 2023**  
Direct Deposit and E-Payments totaling \$104,069.97
- D. Approval of Warrant Register Dated October 10, 2023**  
Expense Fund Voucher Number 105273 through 105314 for a grand total of \$170,294.26
- E. Approval of Regular Commission Meeting Minutes September 12, 2023**
- F. Approval of Surplus Property; Resolution 2023-27**

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

## PRESENTATIONS

### ***A. Port of Camas-Washougal Project Overview***

Mr. Arntzen introduced David Ripp, Chief Executive Officer of the Port of Camas-Washougal. Mr. Ripp has been the CEO at the Port of Camas-Washougal since 2008 and Ms. Lake is also their port counsel.

Mr. Ripp presented the Port of Camas-Washougal's project, The Waterfront at Parker's Landing, and discussed their port's sustainability and partnership project (*Exhibit A*).

## ACTION ITEMS

### ***A. Water Rights Agreement***

Mr. Peterson presented Resolution 2023-28 for Commission consideration, authorizing the CEO to sign Purchase and Sale Agreement (PSA) for a water rights transfer to Benton County and a Department of Ecology application for the water rights transfer.

***MOTION:*** *Commissioner Moak moved to approve Resolution 2023-28 authorizing the Port's Chief Executive Officer to execute the water rights Purchase and Sale Agreement and further ratifies and approves all actions by Port officers and employees in furtherance hereof; Commissioner Hohenberg seconded.*

## PUBLIC COMMENT

No comments were made.

### ***Discussion:***

*Commission Novakovich confirmed that this will only happen if the Port has water rights that can be transferred.*

*Mr. Peterson stated that is correct and the Department of Ecology has the final say. The Port hired Aspect Consulting to dive into the Port's water rights, who has reviewed all of the Port records and is ready to submit to Ecology. Mr. Peterson stated this document allows the Port to apply for the transfer and if the Department of Ecology says yes to the transfer, the terms have already been outlined and agreed to in the PSA with Benton County.*

*Commission Novakovich stated the Port has a great relationship with Benton County and to maintain a relationship like this, is a two-way street. Benton County has been a great supporter of the Port, and he is in favor of this and believes it shows a great partnership relationship.*

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

# PORT OF KENNEWICK REGULAR COMMISSION MEETING

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## REPORTS, COMMENTS AND DISCUSSION ITEMS

### **A. *Kennewick Waterfront***

#### **1. *Monarch Festival Event***

Mr. Phongsa reported on the first annual Monarch Festival, which was hosted by Monarcha Winery and Culture Shock Bistro. The festival was held in partnership with the Columbia Gardens Wineries and the Port and there was a great turnout (*Exhibit B*). Preceding the event was the South Columbia Creative District 2<sup>nd</sup> Annual Creative Arts Festival in Downtown Kennewick, which featured a variety of local artists.

### **B. *Vista Field***

#### **1. *Loan Update***

Mr. Kooiker recently spoke with Bill Tonkin, the Port's bond lawyer at Foster Garvey, regarding arbitrage for the Vista Field Loan. Mr. Kooiker stated that local government's get favorable "tax-exempt" status from the IRS, which results in lower borrowing costs. If the yield from your investments exceeds your borrowing costs, then you owe the IRS the difference in the interest rate spread. This would have been a problem for Port, since our interest rate is at 2.85%. And our investment earnings have gone up. However, the Port qualifies for the small issuer rebate exception, IRC 148, since our bond is less than \$5,000,000, therefore, it is not an issue for the Port.

#### **2. *E-Bike Event***

Mr. Phongsa stated the September E-Bike event was the last scheduled vibrancy event held at Vista Field for 2023. Mr. Phongsa presented photos from the event and reported that we had a great turnout.

### **C. *Idaho Report***

Ms. Scott and Ms. Schumacher presented information on their recent trip to the Boise area (*Exhibit C*).

### **D. *Rural County Capital Funds Summit Review***

Mr. Kooiker recently attended the Benton County Rural County Capital Funds (RCCF) Summit Workshop. Adam Fyall, Sustainable Development Manager, put on the workshop and it was well attended by local and state representatives. Mr. Fyall believes the RCCF funding should be available until 2054 and the funding allocations would remain the same. Mr. Fyall emphasized partnerships and prioritizing larger projects for RCCF funding. Additionally, the County will be requiring project interviews and exit interviews once the project is complete.

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

Commissioners reported on their respective committee meetings.

### **F. *Non-Scheduled Items***

Mr. Phongsa reported the photo wall in front entrance of the Port office has been updated.

# **PORT OF KENNEWICK REGULAR COMMISSION MEETING**

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**OCTOBER 10, 2023 MINUTES**

Mr. Arntzen stated Ms. Lake has requested a contract extension for legal services. Mr. Arntzen discussed the extension with Port employees, and we reached a unanimous consensus that Ms. Lake has been providing exemplary service. Mr. Arntzen stated Ms. Lake has been doing fantastic job and thanked Ms. Lake for her work and the Port will be extending her contract.

Commissioner Novakovich concurs with Mr. Arntzen's comments and stated Ms. Lake has done an amazing job for the Port and he trusts her and appreciates what she has done.

Mr. Arntzen stated Mr. Phongsa has given a few reports and is doing remarkable work for the Port. If you recall, Mr. Phongsa started out as a food truck owner in the Wine Village and recently finished his marketing degree. Port staff recognized the value he could bring to the Port and his relationship with the tenants and offered Mr. Phongsa a position on the team. Mr. Arntzen stated DPZ emphasized it is not only what you build, but the events and programming that bring people to the development. The Port will continue to schedule vibrant events, especially with Vista Field, so that it is recognized as part of the community and is open and accessible.

Additionally, Mr. Phongsa scheduled a tour of the Pasco Air Museum for Mr. Arntzen and Mr. Peterson led by Bergstrom Air. Pasco Airport and Vista Field worked hand in hand during World War II and any plane that landed in Pasco went to Vista Field.

Mr. Arntzen stated the RCCF funding has been a great program and Benton County has been a great partner to work with and should be proud of themselves for the projects they have supported. As the Port works with the builders and developers on proposals for Vista Field, Mr. Arntzen stated some of those proposals may require additional infrastructure. The Port could leverage some of the RCCF funding for infrastructure, as we get larger proposals.

Commission Hohenberg thanked the Port staff and Commission for the card and support after the recent passing of his stepfather.

Commissioner Novakovich reported that the Port is an advertising partner for the 25<sup>th</sup> Anniversary Event for the Tamastlikt Cultural Institute. Bobbi Conner invited the Port to a Celebration on November 2, 2023 at 6:00 p.m. and please RSVP if you are interested in attending.

Commissioner Novakovich expressed his sadness over the passing of his dear friend and Elder of the Confederated Tribes of the Umatilla Indian Reservation, who signed the Memorandum of Understanding in 2011, recognizing a partnership between the Port and the CTUIR, and he has been a friend ever since. He taught Commissioner Novakovich the phrase, Átawishamaš, which is I love you in Cayuse and he echoed that phrase a few weeks before passing, and his daughter stated it was a parting message to the Port. At the dedication of the Gathering Place, they commented that we are all friends, and that friendship will continue.



# 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 3:39 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*

DocuSigned by:

**Thomas Moak**

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*Thomas Moak, Secretary*

# ***PORT OF KENNEWICK***

## **RESOLUTION 2023-27**

### ***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 10th day of October, 2023, a quorum of the Commissioners being present; and

**WHEREAS**, from time to time it is necessary to surplus items no longer needed for Port District purposes; 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**, Washington State Auditor's Office (SAO) updated their best practices for internal controls over small and attractive assets which recommends tracking assets with a value of \$300 or more. The Port of Kennewick will follow the SAO guidance and stop tracking assets with a value less than \$300; and

**WHEREAS**, prior to each such disposition of Port property, 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 in "Exhibit A" and small and attractive assets under \$300 value removed from the inventory tracking list are in "Exhibit B".

**ADOPTED** by the Board of Commissioners of Port of Kennewick this 10th day of October 2023.

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

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

DocuSigned by:  
By: *Kenneth Hohenberg*  
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KENNETH HOHENBERG, *Vice President*

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

**RESOLUTION 2023-27****“Exhibit A”**

Asset	Property Description	Date in Service	Cost	Book Value	Disposal Reason
38	Polyco Phone Conf System	12/29/04	\$ 460.18	\$ -	Outdated
42	Teardrop Table	8/22/00	\$ 448.96	\$ -	Outdated
985	Dell 2400MP Projector	6/11/08	1,204.16	\$ -	Outdated
1066	Portable Projector	10/31/10	801.94		Outdated
1157	Dell OptiPlex 710	5/13/13	1,192.53	\$ -	Broken
1216	Dell OptiPlex Computer	3/10/15	850.61	\$ -	Broken
1265	Dell Latitude 5590 Computer	6/30/18	1,693.78	\$ -	Broken
1277	Dell Computer	5/09/19	1,420.97	\$ 94.77	Broken
1297	Dell Desk Top Computer	5/01/20	1,267.43	\$ 337.97	Broken
1300	Dell Laptop	5/01/20	1,267.42	\$ 337.97	Broken
1307	Dell Latitude Laptop	11/01/20	1,520.91	\$ 557.67	Broken

CFO/Auditor Certification:

DocuSigned by:

*Nick Kooiker*

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10/11/2023

Nick Kooiker

Date

**RESOLUTION 2023-27*****“Exhibit B”***

<b>REMOVAL OF ASSETS UNDER \$300</b>			
<b>Asset</b>	<b>Property Description</b>	<b>Date in Service</b>	<b>Cost</b>
2	Hand Truck	2003	\$ 54
4	Laminator	2003	Under \$300
11	Paper Binder (Orange)	2003	Under \$300
112	Lithograph of Indian Chief	2012	\$ 250
113	Lithograph-Charcoal drawing-Chief Joseph	2012	\$ 250
117	CNMCP1213DII 10-Key Calculater	2012	\$ 209
118	Mayline Rolling Stand	2012	\$ 173
118	Mayline Rolling Stand	2012	\$ 173
120	HSM Shredstar X18	2012	Under \$300
123	Gray Filing Cart	2012	Under \$300
143	HP Laserjet Pro 8600	2013	\$ 150
162	Belkin Wireless Router	2013	\$ 109.99
173	HP OfficeJet Pro 8600	2014	\$ 248
174	UPS Vesta Pro 1000	2014	\$ 200
175	HP OfficeJet Pro 8600	2014	\$ 248
182	Aleva 36x72 oval table	2014	\$ 271
201	10" Aluminum Ladder (2)	2016	\$ 184.61
201	10" Aluminum Ladder (2)	2016	\$ 184.61
278	DW 200 Max Brushless w/ battery Set of 5	2022	\$ 259.96
278	DW 200 Max Brushless w/ battery Set of 5	2022	\$ 259.96
278	DW 200 Max Brushless w/ battery Set of 5	2022	\$ 259.96
278	DW 200 Max Brushless w/ battery Set of 5	2022	\$ 259.96
278	DW 200 Max Brushless w/ battery Set of 5	2022	\$ 259.96
278	DW 200 Max Brushless w/ battery Set of 5	2022	\$ 259.96

CFO/Auditor Certification:

DocuSigned by:

*Nick Kooiker*

10/11/2023

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Nick Kooiker

Date

## ***PORT OF KENNEWICK***

### **RESOLUTION 2023-28**

#### **A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PORT OF KENNEWICK AUTHORIZING THE PORT CHIEF EXECUTIVE OFFICER TO EXECUTE A PURCHASE AND SALE AGREEMENT WITH BENTON COUNTY**

**WHEREAS**, the Port has determined that it has surplus water rights remaining from real property sold in 2021 in the Oak Street area; and

**WHEREAS**, the Port's development partner Benton County has a need for additional water rights to enhance the Benton-Franklin County Fairgrounds site in East Kennewick; and

**WHEREAS**, the parties have negotiated a purchase and sale agreement on favorable terms.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Port of Kennewick authorizes the Chief Executive Officer to execute the Purchase and Sale Agreement.

**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 necessary in furtherance hereof.

**ADOPTED** by the Board of Commissioners of the Port of Kennewick this 10th day of October 2023.

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

By: DocuSigned by:  
*Skip Novakovich*  
0E53A30E1C8E442...

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

# Port of Kennewick Commission

## October 10, 2023



# It's Our Nature to Thrive





EXHIBIT A



Image © 2015 DigitalGlobe  
Image © 2015 Metro, Portland Oregon

Google earth

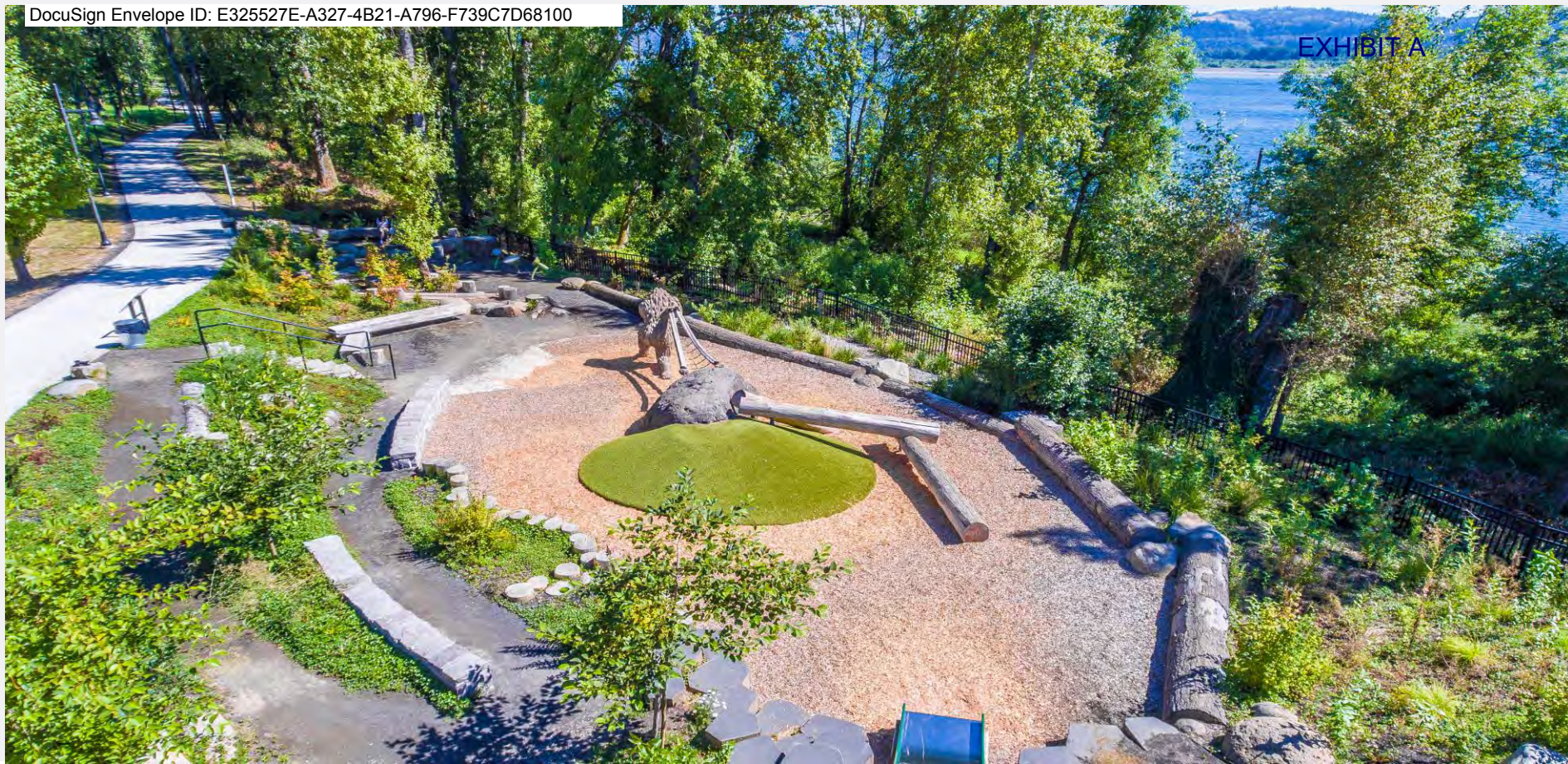
Imagery Date: 6/18/2008 45°34'41.77" N 122°22'23.59" W elev 42 ft eye alt 2642 ft

**THE WATERFRONT** *at* **PARKERS LANDING**  
— THE PORT CAMAS-WASHOUGAL —











# EXHIBIT A



100'-0"

HYAS POINT  
SITE PLAN







**THE WATERFRONT** *at* **PARKERS LANDING**  
— THE PORT CAMAS-WASHOUGAL —





**THE WATERFRONT** *at* **PARKERS LANDING**  
— THE PORT CAMAS-WASHOUGAL —



**THE WATERFRONT *at* PARKERS LANDING**  
— THE PORT CAMAS-WASHOUGAL —



# Building #20

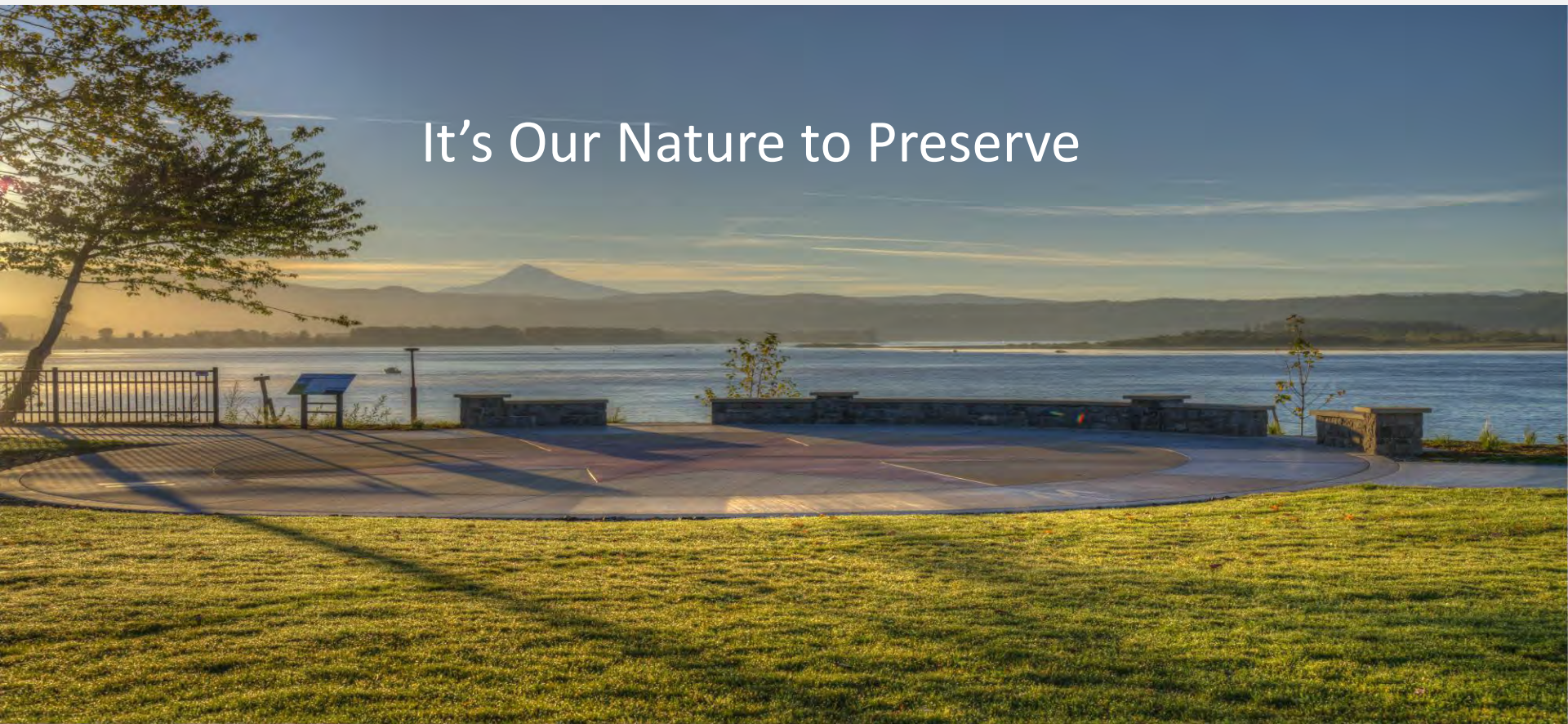


# SE 41<sup>st</sup> Street Project





# It's Our Nature to Preserve

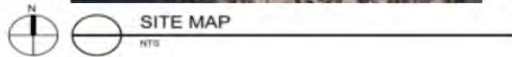


# Port Sustainability



# Community Solar Project

## System Size & Design



Clark Public Utilities is now developing a 799kW system that will be divided, and separately metered, across five Port of Camas Washougal buildings:

- Building #18: 199kW
  - Reserved for low-income customers
- **Building #17: 150kW**
  - Reserved for residential customers (standard income)
- **Building #15: 150kW**
  - Reserved for residential customers (standard income)
- Building #14: 150kW
  - Reserved for business customers
- Building #12: 150kW
  - Reserved for government customers



# Electric Vehicle Charging Station



# Electric Vehicle Charging Station





**Thank you!!**

Columbia Gardens Wine and Artisan Village

# MONARCH FESTIVAL 2023

Saturday, September 23, 2023

Hosted by Monarcha Winery & Culture Shock Bistro





# Monarch Festival

*Celebrating National Hispanic Heritage Month*



PAELLA DISPLAY  
ARTIST GALLERIES



FOLKLORIO DANCERS  
LIVE MUSIC



WINE SPECIALS  
& MUCH MORE

 **FREE ADMISSION** 

**September 23, 2023**

**3pm-8pm**

Columbia Gardens Wine and Artisan Village

325 E Columbia Drive

Kennewick, WA 99336



# Monarch Festival

*Celebrando el Mes Nacional de la Herencia Hispana*



PAELLA EN VIVO  
GALLERIA DE ARTISTAS



BALLET FOLCLÓRICO  
MUSICA EN VIVO



ESPECIALES DE VINO  
Y MUCHO MAS

 **Entrada gratuita** 

**23 de septiembre 2023**

**3pm-8pm**

Columbia Gardens Wine and Artisan Village

325 E Columbia Drive

Kennewick, WA 99336







# 2023 Monarch Festival

**Columbia Gardens Wine and Artisan Village:**  
1<sup>st</sup> Event of its kind

**Part of SOCO Creative Arts Festival:** 2<sup>nd</sup> Annual Event in  
Downtown Kennewick

**Local Artists:** Artists in each winery, live demonstrations

**Our food trucks:** Special Menu for event

**Wine Competition:** People's Choice Award



# SOCO

## SOUTH COLUMBIA CREATIVE DISTRICT

Downtown Kennewick's 2<sup>nd</sup> Annual  
Creative Arts Festival





# Local artists paired with each winery

As part of the SOCO Creative Arts Festival



Anna Britton



Jared Johnson



Amanda Fields



Pam Sharp



Nathan Robles





# 2023 Monarch Festival

**People's Choice Award Wine Competition:**

Winner is Monarcha Winery for 2023

## 2023 Monarch Festival

*Celebrating National Hispanic Heritage Month*

Columbia Gardens Wine & Artisan Village

### People's Choice Award

- ☐ Bartholomew Winery
- ☐ Gordon Estate Winery
- ☐ Monarcha Winery
- ☐ Muret-Gaston Wine Bar

Submit your card to any tasting room.  
Winner will be announced & presented  
with a People's Choice trophy.



# Photos from 2023 Monarch Festival

## Hosted by Monarcha Winery and Culture Shock Bistro























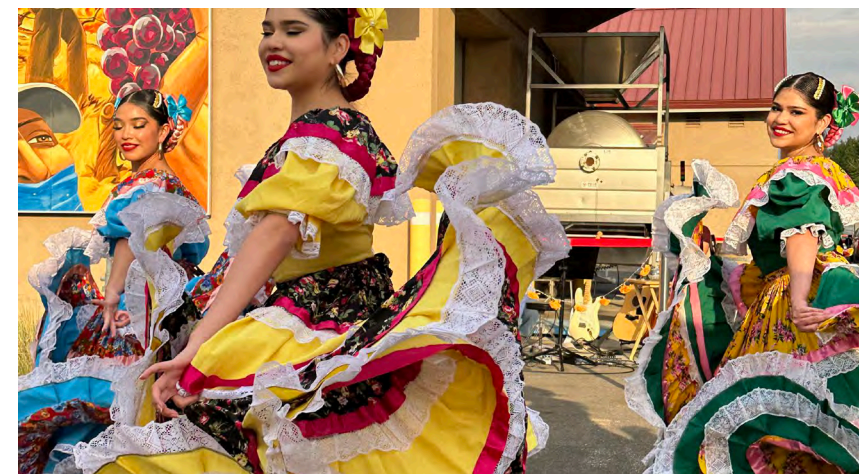






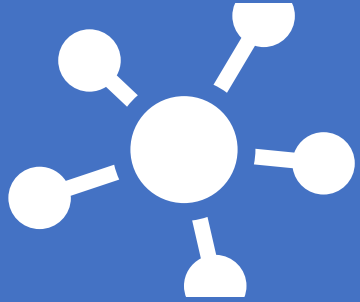








# Summary



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Over 200 people in attendance

Downtown Kennewick  
Collaboration, future  
annual event



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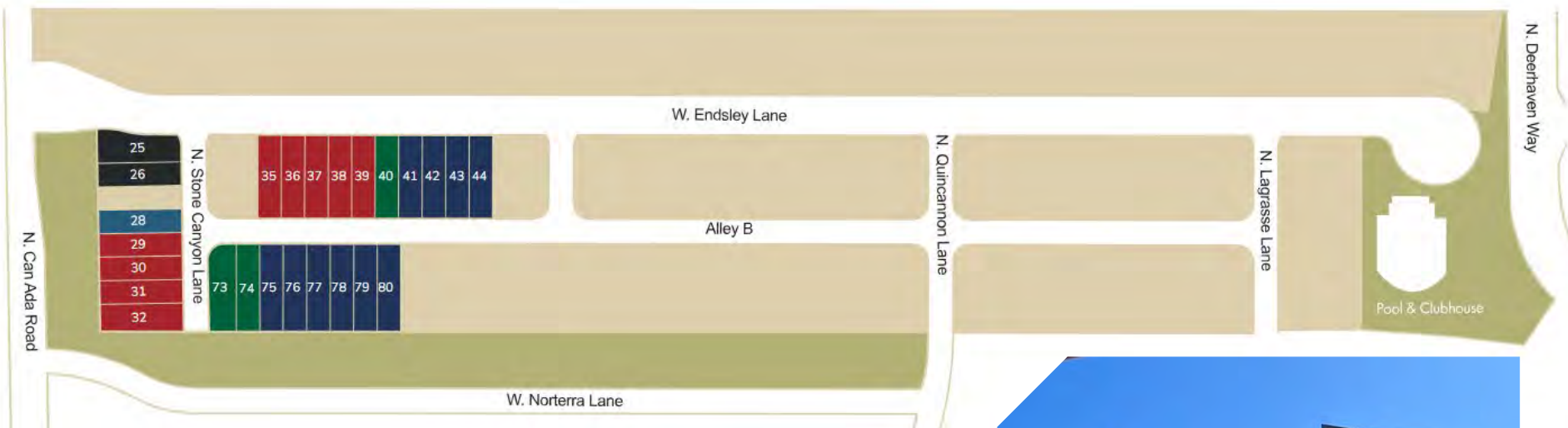
Columbia Gardens  
Wine and Artisan  
Village Vibrancy

Community focused,  
family friendly, FREE





# IDAHO



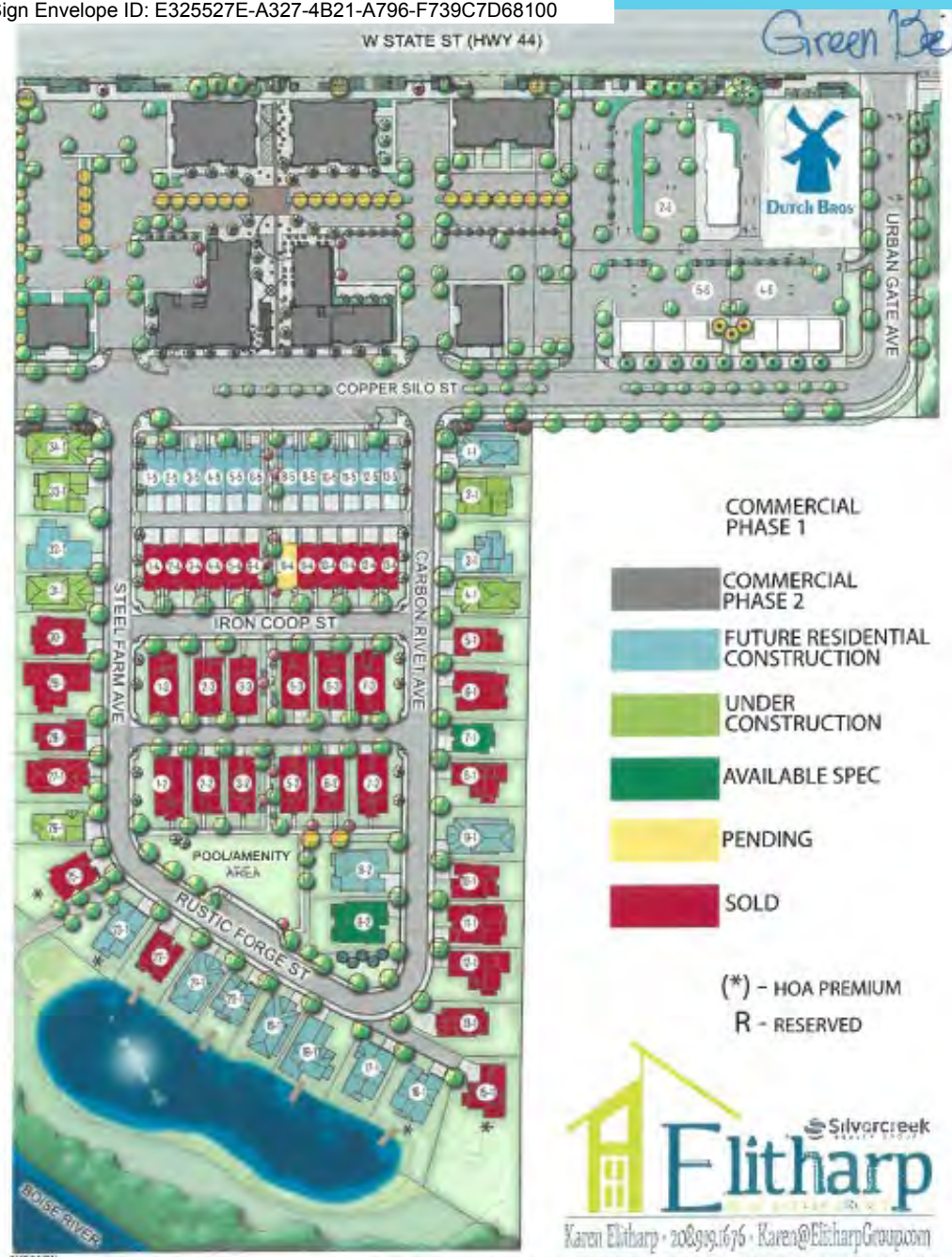
Richmond American Homes,  
Urban Collection at Norterra  
Star, Idaho











### Single Family Homes:

HOA Dues - \$150.00 / mo  
\$175.00 - Lots 15, 16, 23, and 25 Blk1  
due to larger size.

### Dues cover:

- Landscape maintenance
- Mowing
- Weeding
- Pruning
- Sprinkler maintenance
- Fertilization
- Common Area Maintenance

### Townhomes:

HOA Dues - \$260.00 / mo  
Townhome dues include:

- Roof maintenance
- Exterior paint maintenance
- Shell Insurance

(Homeowner responsible for interior dwelling insurance.)

### Dues grant access to:

- Community Pool
- Hot tub
- Outdoor kitchen
- Outdoor fireplace
- Ping pong tables
- Shuffleboard table
- Cornhole boards
- Half basketball court
- Community garden
- Pond (Paddleboarding, fishing...)
- Boise River
- Greenbelt











# THE VILLAGE AT MERIDIAN

Several thin, white, parallel lines of varying lengths and slopes are positioned on the right side of the slide, extending from the top right towards the bottom left.



















# JULIUS M. KLEINER MEMORIAL PARK BOISE, IDAHO









# HYDE PARK BOISE, IDAHO

Several thin, white, parallel lines of varying lengths and slopes are positioned on the right side of the slide, extending from the top right towards the bottom left.





# Thank you

Several white lines of varying lengths and slopes are positioned in the bottom right corner of the slide, creating a modern, abstract graphic element.