



# PORT OF KENNEWICK REGULAR COMMISSION MEETING

FEBRUARY 13, 2024 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 (via telephone)  
Nick Kooiker, Deputy Chief Executive Officer/CFO (via telephone)  
Amber Hanchette, Director of Real Estate (via telephone)  
Bridgette Scott, Executive Assistant (via telephone)  
Lisa Schumacher, Special Projects Coordinator  
David Phongsas, Marketing/Capital Projects Coordinator (via telephone)

## PLEDGE OF ALLEGIANCE

Mr. Arntzen led the Pledge of Allegiance.

## PUBLIC COMMENT

No comments were made.

## CONSENT AGENDA

- A. Approval of Direct Deposit and E-Payments Dated January 31, 2024**  
Direct Deposit and E-Payments totaling \$126,256.48
- B. Approval of Warrant Register Dated February 13, 2024**  
Expense Fund Voucher Number 105611 through 105662 for a grand total of \$157,377.92
- C. Approval of Regular Commission Meeting Minutes January 23, 2024**
- D. Approval of Warrant Register Dated January 25, 2024**  
Expense Fund Voucher Number 105608 through 105610 for a grand total of \$119,034.12

**MOTION:** Commissioner Novakovich moved to add Item D, Approval of Warrant Register Dated January 25, 2024 to the Consent Agenda; Commissioner Moak seconded. With no further discussion, motion carried unanimously. All in favor 3:0.

**MOTION:** Commissioner Hohenberg moved to approve the amended Consent Agenda presented; 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 Southern Gateway Project*

Mr. Peterson reported that the Vista Field Southern Gateway project is out for bid and bids are due March 5, 2024 and will be presented to the Commission on March 12, 2024. The project is funded solely by a Benton County Commission allocation of \$3,410,000 of Rural Community Capital Funds (RCCF). Mr. Peterson stated the base bid includes two alternates: a second bathroom and the 8-foot metal airplane artwork.

Commission and staff discussed the bidding process and the potential pricing for the alternates.

### B. *Kennewick Waterfront*

#### 1. *Stage Update*

Mr. Kooiker reported that the stage is scheduled for completion on February 28, 2024 (*Exhibit A*). There has been a lot of staff planning for the arrival of the stage and Mr. Kooiker stated the stage will be delivered soon and stored. In May, hotel staff and Port staff will receive training. Mr. Kooiker is working on the licensing and insurance portion, while Mr. Peterson is working on the site preparation.

Mr. Peterson stated the portable stage is 32 feet long by 8 feet wide, and opens up to a 32x24 stage and is 23 feet high with a light rigging. The stage needs supporting groundwork and we are working with local contractors to install a concrete slab for the foundation.

Commissioner Moak inquired if the Port can move the stage to Vista Field for temporary use.

Mr. Peterson stated yes, the Port is installing a goose neck hitch on one of the Port trucks.

#### 2. *WineVit Update*

Ms. Bader Inglima stated the Port had a promotion booth at the Annual WineVit event last week and outlined the additional advertising for the event. Ms. Bader Inglima stated the conference was very well attended by industry attendees and vendors (*Exhibit B*).

Ms. Hanchette thanked Mr. Phongsa for working the booth and he made a lot of good contacts for the Port to follow up with. The Port was an advertising sponsor for the State of the Industry luncheon and Ms. Hanchette was part of the flash talk, where she talked about Columbia Gardens, and focused on the available parcels for sale, and the access to the City of Kennewick's affluent treatment system, which was installed as part of a partnership.

### C. *Governor's Smart Communities Award*

Ms. Bader Inglima shared that the Port received the Governor's Smart Partnership award for the 1135 Clover Island restoration project. John Snyder from the Governor's office will be presenting the award on March 12, 2024 at 11:30 a.m. at the lighthouse plaza along with our partners: Confederative Tribes of the Umatilla Indian Reservation, US Army Corps of Engineers, the Washington State RCO, Benton County, and the City of Kennewick (*Exhibit C*).

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

Commissioners reported on their respective committee meetings.

***E. Non-Scheduled Items***

Mr. Kooiker stated the two-year financial and accountability audit process has been completed and the Port had our exit interview last week. Ms. Bader Inglima sent out a press release indicating the Port has had 28 years of clean audits. Mr. Kooiker stated the Port remains transparent.

Ms. Bader Inglima added she received an email from the *Tri City Herald* prior to the press release offering congratulations to the Port for a clean audit.

Mr. Peterson reminisced on the history of Clover Island and stated prior to 2009, the improvements we see today did not exist. Mr. Peterson stated the improvements are about partnerships and people.

Mr. Arntzen walked around the lighthouse this morning and was pleased to see a lot of vehicles already in the parking lot. The island is accessible to everyone, and Mr. Arntzen enjoys seeing the dog walkers and others enjoying the amenities.

Mr. Arntzen stated in December 2023, staff presented a revised collaboration design process and asked for Commission comments and revisions. Commissioner Moak had comments and with his permission, Mr. Arntzen wanted to discuss them and bring back any proposed additions to the policy. Mr. Arntzen appreciates Commissioner Moak's review and believes it will make the document better and would like to share it at the next Commission Meeting.

Commissioner Moak stated staff did a good job presenting the proposal in December and the collaboration design process worked great for the proposal. Commissioner Moak stated the next proposal could require additional pieces for review and wanted the process to take into consideration what the best way is to ensure the Commission gets the information needed to make a decision. Commissioner Moak stated Commissioner Novakovich made a comment in December that the Commission does not want staff to tell us what to do. Commissioner Moak thinks it is important to make two motions for the proposal to remain transparent with the public. Commissioner Moak appreciated working with Mr. Arntzen and staff and stated a few enhancements to the document will make the job easier for the Commission.

Commissioner Novakovich asked for the collaboration design process revisions to be placed on the Agenda for the next meeting.

Mr. Arntzen will work with Commissioner Moak and stated the intention is to present the revisions at the next Meeting and take additional comments from the Commission and then make any necessary revisions and submit the second draft to the Commission at a later date.

Commissioner Moak appreciates Mr. Peterson's comments regarding the history of Clover Island and stated so much has happened in 15 years. The lighthouse hasn't been there that long, but it is

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now engrained in the community, and you can see that by all of the pictures that have been taken and the weddings that have been held. The Port had a lot of help enhancing the island, with assistance from our partners, contractors, and the community. Commissioner Moak appreciates when we have an opportunity to be reminded what this Port has done in terms of its stewardship of creating an environment that allows us to celebrate on March 12, 2024.

Commissioner Novakovich congratulated Mr. Kooiker and staff on another year of clean audits and stated the Port will continue to remain transparent. Commissioner Novakovich congratulated the Commission for setting a transparent environment.

Commissioner Novakovich commented on the history of the island and recalls when Peter Batchelor toured our open spaces and stated the community turned its back to the river. The river is the greatest asset we could have, and the Port has done a great job of bringing back the magic of the river.

## 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 2:47 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*

# Clover Island Mobile Stage



COMING SPRING  
2024...  
our brand new stage!!



Clover Island Inn



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Clover Island Inn

5d · 🌐



we are working on our 2024 Thunder On The Island summer concert season and will be announcing this years lineup SOON!

- make sure you LIKE US and FOLLOW US for all the updates and visit our new website at [www.ThunderOnTheIsland.com](http://www.ThunderOnTheIsland.com)



thunderontheisland.com

Clover Island Inn Thunder on the Island Summer Concert Series





# *WineVit*® 2024

CONVENTION & TRADE SHOW

MONDAY - WEDNESDAY

FEBRUARY 5 - 7, 2024

[About](#) [Attend](#) [Program](#) [Trade Show](#) [Exhibit + Sponsor](#) [Contact Us](#)







EXHIBIT B



# Columbia Gardens Marketing Brochure & Postcard



## *Columbia Gardens...* an Urban Wine & Artisan Village

313-325 E Columbia Gardens Way, Kennewick, WA 99336

Join Palencia/Monarcha Winery, Bartholomew Winery, Muret-Gaston Wine Bar, Gordon Estate Winery, six food trucks, and Swampy's BBQ restaurant at Columbia Gardens Wine & Artisan Village.

A limited number of shovel-ready parcels are available for sale or ground lease for private-sector development of wineries, breweries, distilleries, tasting rooms, bistros, restaurants, retail, specialty shops, and more. Buildable lots are zoned urban mixed-use and are within a federally designated Opportunity Zone.

On-site utilities include a city-owned pre-treatment facility to wine production wastewater, sewer, electric, natural gas, water, telecommunications. Infrastructure and public amenities feature a loop roadway, shared parking lots, sidewalks, landscaping, a riverfront path, and food truck plaza.

*Columbia Gardens is a place to sample local wines and meet with local artists. A place to explore public art, view stunning sunsets, walk, bike, and discover aquatic wildlife alongside a scenic nature path.*



**Amber Hanchette**  
Director of Real Estate  
(509) 586-1186  
amber@portofkennewick.org  
COLUMBIAGARDENS.ORG

Port of Kennewick | 350 Clover Island Drive, Suite 200, Kennewick, WA | PortofKennewick.org







Tuesday, February 6th

**State of the Industry**

🕒 8:00 AM – 10:00 AM

📍 Room EFGH, Three Rivers Convention Center

📺 Recorded Video: [Watch video](#)**Description**

This session provides an overview of the current business environment including global and national trends and with an emphasis on current data and shared knowledge to help you make informed decisions about your operations. Hear from industry and topic experts to gain relevant information and business and what may come next for the Washington Wine Industry from wine sales to industry strategic planning.

8:00am Welcome and Introductions

- Washington Wine Industry Supply, Demand, and Outlook
- National and Global Wine Market
- Under-demand vs. Oversupply and the Implications for Wineries and Growers
- Washington's Strategy in Response to the Current Market
- Q&A

10:00am Conclusion

Sponsored by Port of Kennewick

**PORT of  
KENNEWICK**

Wednesday, February 7th

**Trade Show Flash Talks**

🕒 12:45 PM – 2:00 PM

📍 Room GH, Three Rivers Convention Center

1:30

Port of Kennewick

Columbia Gardens is a Port of Kennewick development site where the Port has created a food and wine destination complete with production wineries and tasting rooms, food trucks, public artworks, and a scenic riverwalk pathway; in addition, the site boasts an on-site municipally-managed facility to treat winery wastewater



# Kennewick

## Smart Partnership Award

**Port of Kennewick & Partners:** Using two separate Master Plans in 2005 and 2021, the Clover Island Restoration & Revitalization plan restores a critical part of the community waterfront after years of industrial use. Federal, state and tribal partners all worked together to restore this important community asset with public art, recreational amenities and upland development.





March 12, 2024  
11:30 a.m.  
Lighthouse Plaza

