



PORT OF KENNEWICK

REGULAR COMMISSION MEETING

MARCH 12, 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)
Larry Peterson, Director of Planning (via telephone)
Amber Hanchette, Director of Real Estate (via telephone)
Michael Boehnke, Director of Operations (via telephone)
Bridgette Scott, Executive Assistant (via telephone)
Lisa Schumacher, Special Projects Coordinator
David Phongsa, Marketing and Capital Projects Coordinator (via telephone)
Carolyn Lake, Port Counsel (via telephone)

Commissioner Novakovich stated this morning, the Port celebrated the Governor's Smart Partnership Award:

"2023 Governor's Smart Community Smart Partnership Award. Presented to Port of Kennewick, Clover Island Restoration and Revitalization, signed Jay Inslee, Governor."

Commissioner Novakovich believes this award is a real tribute to the efforts that the Port puts forward.

Commissioner Hohenberg stated the transformation of Clover Island over the past 15 years has been fantastic and it is not surprising that the Port and our partners were recognized for this award. Additionally, Commissioner Hohenberg offered congratulations to Mr. Arntzen and staff for all of the extra efforts over the last 15 years and for today's event.

Commissioner Moak stated today's event not only recognized the most recent project, but projects over the last 15 years. The Recreation Conservation Office referenced several projects with the Port, and our partnerships with the Confederated Tribes of the Umatilla Indian Reservation, Benton County and the City of Kennewick. It was an excellent opportunity to show what we can do working together.

Mr. Arntzen thanked the staff for their work on the event.

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Ms. Bader Inglima stated Jon Snyder from the Department of Commerce was happy the event was outside because it showcased what the Port and our partners have achieved, despite of the wind.

PLEDGE OF ALLEGIANCE

Commissioner Hohenberg led the Pledge of Allegiance.

PUBLIC COMMENT

No comments were made.

CONSENT AGENDA

A. Approval of Direct Deposit and E-Payments Dated March 1, 2024

Direct Deposit and E-Payments totaling \$105,326.21

B. Approval of Warrant Register Dated March 12, 2024

Expense Fund Voucher Number 105687 through 105729 for a grand total of \$259,569.00

C. Approval of Regular Commission Meeting Minutes February 27, 2024

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.*

ACTION ITEM

A. Bid Award: Vista Field Southern Gateway Project

Mr. Peterson gave a brief history of the Vista Field Southern Gateway (VFSG) project, which was submitted in 2022 to Benton County for Rural County Capital Funds (RCCF). Benton County approved the RCCF application in February 2023. The VFSG project went out to bid on January 24, 2024 and the Port received seven bids, which were all very competitive. The bid featured a base bid and two alternatives and Goodman & Mehlenbacher Enterprises (Game) Inc. and came under the dollar amount allocated under the Benton County Rural Capital Funds for both the base bid and the two alternatives.

Mr. Peterson estimated the project will begin in early April and be completed in late October.

Mr. Kooiker stated the project is under budget; however, the contract amount does not include change orders, permits and any other unforeseen costs. If the Port does not utilize all the RCCF funds for the project, the funds will stay in our RCCF account for future projects.

MOTION: *Commissioner Moak moved to approve Resolution 2024-05, authorizing the Port's Chief Executive Officer to execute the contract with Goodman & Mehlenbacher Enterprises Inc. for construction of the Vista Field Southern Gateway project including Alternatives 1 and 2, for the sum of \$2,137,000.00 plus applicable tax. Further, the Chief Executive Officer is authorized to amend the 2023-2024 capital budget to reflect the actual bid cost of the project; Commissioner Hohenberg seconded.*

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PUBLIC COMMENTS

No comments were made.

Discussion:

Commissioner Hohenberg is pleased that we are at this point, and it is exciting to see more activity at Vista Field and thanked everybody that has worked behind the scenes and all of our partners. Benton County has been tremendous to work with.

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

B. Vista Field Lot #25 Extension of 90 day Right to Negotiate

Ms. Hanchette requested a 30-day extension for the right to negotiate for Vista Field lot 25. The 40,000 square foot building offers mixed use commercial, multifamily and condominiums. Ms. Hanchette and Taud Hume, Port real estate counsel, have been diligently working on the purchase and sale agreement, and the developer is now reviewing the document.

PUBLIC COMMENTS

No comments were made

The Consensus of the Commission is to extend the 90-day right to negotiate for lot #25 by 30 days.

REPORTS, COMMENTS AND DISCUSSION ITEMS

A. Kennewick Waterfront

1. Swampy's BBQ Building Update

Ms. Hanchette reported Swampy's BBQ started their soft openings today and stated the grand opening is on March 22, 2024 and is open to the public. Ms. Hanchette stated that currently, the BBQ equipment is located in the food truck plaza but will be moved shortly. Mr. Phongsa is accepting applications to fill the two spaces vacated by Swampy's.

2. Wine Village Update

Mr. Kooiker attended the Columbia Gardens annual tenant meeting to discuss transparency and future improvements to make Columbia Gardens more successful. We received a lot of good feedback from our tenants and discussed possible projects.

Mr. Phongsa presented the 2023-year review at Columbia Gardens and presented tenant improvement ideas for the development (*Exhibit A*):

- Awnings for the winery patios
- Permanent security cameras
- Masonry wall to cover the trailer park
- More seating/indoor seating
- More parking/ EV charging stations

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Mr. Phongsa reviewed the 2024 draft event schedule and will be working jointly with the Historic Downtown Association for Third Fridays to promote Columbia Gardens.

Commission and staff discussed the list of improvement ideas, available budget and possible grant dollars, and the Columbia Drive road diet.

Mr. Kooiker stated the indoor/covered seating would be the most expensive improvement and may need to be considered for the 2025-2026 budget. We are currently over budget for Columbia Gardens for the 2023-2024 due to the bathroom and wayfinding projects. Mr. Kooiker stated now that the VFSG project has been awarded, there may be a way to free up some funding.

Mr. Arntzen appreciates Mr. Kooiker and Mr. Phongsa for presenting the 2023 recap and stated, these items are not recommendations or a path forward. At this time, the tenants are happy; however, realistically, we do not have the budget funding for something other than a routine project.

Commissioner Novakovich asked staff to review the numbers to see if some of the projects can be accomplished.

Mr. Arntzen would like to bring this back in the future with more information.

B. Joint Meeting Update

Mr. Kooiker reiterated the Commission requested a joint meeting earlier this year and he has reached out to other entities at staff level regarding a proposed joint meeting.

C. Comprehensive Scheme Update

Mr. Peterson stated the Comprehensive Scheme was adopted in 2016 and amended in 2017 to include the Vista Field Master Plan and modified in 2019 to address the West Richland property. In 2021, the Port adopted the Waterfront District Master Plan; however, it has not been folded into the Comp Scheme, but there are no gaps. Mr. Peterson asked if the Commission would like to consider a minor update to comp scheme to fold in the Waterfront District Master Plan, with an updated timeline, and a few minor revisions for the 2025-2026 budget.

Commission and staff discussion on updating the Comprehensive Master Plan ensued.

Commissioner Novakovich shared his interest in documenting the history of the Port's relationship with the CTUIR and wondered if that might be appropriate to do when updating the comp scheme or as some a separate history report or maybe including that in the work plan; he is not sure how, but that is something he would like to see the Port do.

Mr. Arntzen stated that would be dependent upon if the Commission wanted to pursue this. Mr. Arntzen proposed including this in the history section of the comp scheme, if the Commission

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approves editing the document. Additionally, we would need to consider how lengthy the project might be and proposed using a contract writer if the Commission moved forward.

It is the Consensus of the Commission to update 2017 Amended Comprehensive Scheme.

D. Public Disclosure Commission Update

Ms. Scott thanked the Commission for completing their annual financial reports and statements and/or letters of no-conflict.

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

Commissioners reported on their respective committee meetings.

F. Non-Scheduled Items

Mr. Phongsa completed his drone certification with the FAA and is now able to fly a drone for marketing and capital projects.

Ms. Bader Inglima mentioned Mr. Phongsa updated the marketing displays to promote Vista Field. Ms. Bader Inglima stated to fly a drone, you have to almost become a pilot, and Mr. Phongsa did a lot of work to pass the test. It will save the Port a considerable amount of money when we need to document projects or for marketing purposes.

Mr. Boehnke received an email from the owners of Cedars restaurant expressing their concerns over the dock. Mr. Boehnke stated one of the pilings is leaning and he has contacted some specialists/consultants to come out and review the situation and put together some next steps to ensure it is safe for public use.

Commissioner Moak inquired who owns the dock.

Mr. Boehnke stated the Port owns the dock and is responsible for repair and maintenance. Cedars keeps it clean and accessible to the public.

Commissioner Moak inquired if the Port is required to have the dock per their lease.

Ms. Hanchette stated that is not addressed in the lease; however, the Port has permits so that we can have that shade on the river.

Mr. Arntzen stated after the first dock piling dislodged, the Port sought a professional opinion, and there were only a few choices out of Portland and Coeur d'Alene. Staff have diligently continued to work through the process and will hire a consultant to review the dock and provide next steps. Owning docks is difficult because of the permitting, repairs, and costs associated with repairs. Mr. Arntzen believes it will be a significant amount and will bring it back to the Commission at a later date.

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Mr. Arntzen talked with City of Kennewick Councilman Chuck Torelli at the award ceremony, and he inquired about Vista Field. Mr. Arntzen gave Mr. Torelli a briefing and stated we are working with a several developers. Staff is working with a builder/developer who is interested in building housing that is exactly called out in the Master Plan. It could be a very substantial project and Mr. Arntzen anticipates presenting it to the Commission at a later date.

Mr. Arntzen stated Port of Benton Commissioner Scott Keller attended the award ceremony as well and is interested in the two Ports to “cross pollinate.”

Mr. Arntzen thanked the Commission for their discussion and quick action regarding the Comp Scheme.

Commissioner Hohenberg stated it is a lot easier to make informed decisions when you are provided with great information. Staff have done an excellent job and from his perspective the Commission can make informed decisions based on the information we receive, and he is very appreciative of it.

Commissioner Moak noticed the City of Kennewick was advertising an RFQ for the Convention Center and inquired if staff knew what they were doing.

Staff is unaware of the project at the Convention Center, but they will be meeting with the City of Kennewick tomorrow.

Commissioner Moak is glad to hear that Port staff is still meeting with City.

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 3:31 p.m.

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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 No. 2024-05

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PORT OF KENNEWICK ACCEPTING AND AWARDING A PROJECT CONSTRUCTION CONTRACT FOR THE VISTA FIELD SOUTHERN GATEWAY

WHEREAS, a request for bids for the construction of building, utility, and landscape improvements at the Vista Field Redevelopment site was properly advertised with the approved plans and specifications being made available to prospective bidders; and

WHEREAS, construction plans and specifications were presented to the bidder in a base bid and alternate bid format; and

WHEREAS, construction bids have been received and staff and the project architect and engineer have certified that the bids received are in compliance with the plans and specifications; and

WHEREAS, the staff and the project engineer have certified that the bidder Goodman & Mehlenbacher Enterprises Inc. provided a base bid in the amount of \$1,740,000.00, plus applicable tax, for the base bid work for the construction of building, utility and landscape improvements and that such bid is in compliance with the plans and specifications; and

WHEREAS, the staff and the project engineer have certified that the bidder also provided a bid in the amount of \$335,000.00, plus applicable tax for Bid Alternative 1 work which includes construction of a bathroom building and that such bid is in compliance with the plans and specifications; and

WHEREAS, the staff and the project engineer have certified that the bidder also provided a bid in the amount of \$62,000.00, plus applicable tax for Bid Alternative 2 work which includes construction of an airplane artwork feature, and that such bid is in compliance with the plans and specifications; and

WHEREAS, the staff and the project engineer have certified that the low bidder for the work including the base bid and both Alternates 1 and 2 is Goodman & Mehlenbacher Enterprises Inc. in the amount of \$2,137,000.00, plus applicable tax.

NOW THEREFORE, BE IT RESOLVED that the Port of Kennewick Commission does hereby accept the base bid of Goodman & Mehlenbacher Enterprises Inc. for the construction of building, utility, and landscape improvements at the Vista Field Redevelopment site in the amount of \$1,740,000.00, plus applicable tax and hereby awards the construction contract to said bidder.

BE IT HEREBY FURTHER RESOLVED that the Port of Kennewick Commission does hereby accept the Bid Alternative 1 of Goodman & Mehlenbacher Enterprises Inc. for the construction of a bathroom building in the amount of \$335,000.00 plus applicable tax and hereby increases the construction with said bidder to include this work.

BE IT HEREBY FURTHER RESOLVED that the Port of Kennewick Commission does hereby accept the Bid Alternative 2 of Goodman & Mehlenbacher Enterprises Inc. for the construction of an airplane artwork feature in the amount of \$62,000.00 plus applicable tax and hereby increases the construction with said bidder to include this work.

BE IT HEREBY FURTHER RESOLVED that the Chief Executive Officer (CEO) is authorized to enter into a contract between the Port of Kennewick and Goodman & Mehlenbacher Enterprises Inc. for \$2,137,000.00 plus applicable tax for the construction of building, utility, and landscape improvements, and that the CEO is further authorized to proceed with all necessary procedures required to complete construction of the project.


BE IT HEREBY FURTHER RESOLVED that the Chief Executive Officer is authorized to amend the 2023-2024 capital budget to reflect the actual bid cost of the project.

ADOPTED by the Board of Commissioners of Port of Kennewick on the 12th day of March, 2024.

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

By: 
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SKIP NOVAKOVICH, President

By: 
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KENNETH HOHENBERG, Vice President

By: 
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THOMAS MOAK, Secretary

2024

Improvement Ideas



February 20th, 2024

Annual Recap Meeting with Columbia Gardens Wine and Artisan Village tenants

Bartholomew Winery
Gordon Estate Winery
Monarcha Winery
Muret-Gaston Wine Bar
Culture Shock Bistro
Swampy's BBQ
Botanas Culichi
Bobablastic
Frida's Mexican Grill
Taste of Wok





Future Improvement Ideas

Columbia Gardens Wine and Artisan Village

1. Awnings for the winery patios
2. Permanent security cameras
3. Masonry wall to cover the trailer park
4. More seating/Indoor seating
5. More parking/EV charging stations

2024 Upcoming Events



Swampy's BBQ Restaurant
Coming Soon!



2024 EVENTS

15 MARCH	THIRD FRIDAYS (4-8)	16 AUGUST	THIRD FRIDAYS (4-8)
19 APRIL	THIRD FRIDAYS (4-8)	20 SEPTEMBER	THIRD FRIDAYS (4-8)
10 MAY	DRINK PINK (4-8)	21 SEPTEMBER	MONARCH FESTIVAL (4-8)
11 MAY	ART ON AUBURN (4-8)	18 OCTOBER	THIRD FRIDAYS (4-8)
17 MAY	THIRD FRIDAYS (4-8)	9 NOVEMBER	HOLIDAY MARKET (12-8)
8 JUNE	SUMMER SATURDAY NIGHT MARKET (4-8)	15 NOVEMBER	THIRD FRIDAYS (4-8)
21 JUNE	THIRD FRIDAYS (4-8)	30 NOVEMBER	SMALL BUSINESS SATURDAY (12-8)
19 JULY	THIRD FRIDAYS (4-8)	20 DECEMBER	THIRD FRIDAYS (4-8)

325 E COLUMBIA DRIVE
KENNEWICK, WA 99336



2024 Events Draft
Starting March!



Public Restroom Art Wrap
Coming Soon!

Thank you

See you there!

