

PLEASE NOTE THAT THE PORT IS NOT OPEN TO THE PUBLIC AT THIS TIME. PURSUANT TO GOVERNOR INSLEE'S PROCLAMATION 20-28.11, A PROCLAMATION BY THE GOVERNOR AMENDING AND EXTENDING PROCLMATIONS 20-05, 20-68 AND 20-28, EQ SEQ. AS THEY RELATE TO THE OPEN PUBLIC MEETINGS ACT AND PUBLIC RECORDS ACT, MEMBERS OF THE PUBLIC WILL NOT BE ABLE TO ATTEND THE REGULARLY SCHEDULED COMMISSION MEETING OF THE PORT OF BENTON IN PERSON.

TO PARTICIPATE VIA ZOOM, PLEASE CLICK ON THE ZOOM MEETING LINK OR CALL THE PHONE NUMBER POSTED AT WWW.PORTOFBENTON.COM (POSTED ONE HOUR PRIOR TO THE SCHEDULED MEETING).

IF YOU DO NOT HAVE ACCESS TO OUR WEBSITE, PLEASE CONTACT SHERI COLLINS AT 509-375-3060 OR VIA EMAIL AT COLLINS@PORTOFBENTON.COM FOR THE CALL-IN NUMBER.

ALL PARTICIPANTS WILL BE MUTED UPON ENTRY; WHEN PROMPTED CLICK 'RAISE HAND' IN ZOOM OR DIAL STAR+9 (*9) TO RAISE YOUR HAND. THE HOST WILL UNMUTE YOU TO SPEAK IN THE ORDER HANDS ARE RAISED.

**PORT OF BENTON
SPECIAL COMMISSION MEETING
BUDGET WORKSHOP**

Agenda

8:30 a.m., October 27, 2020

3250 Port of Benton Boulevard, Richland, Washington

- A. CALL TO ORDER**
 - 1. Welcome and Introductions**
- B. PLEDGE OF ALLEGIANCE**
- C. PUBLIC COMMENT**
- D. ITEMS OF BUSINESS**
 - 1. Fermi Ave Design Contract**
- E. BUDGET WORKSHOP – 2021 Proposed Budget**

F. ADJOURNMENT

Lunch will be provided.

The next regular Commission Meeting is Wednesday, November 17, 2020. For notices and information visit portofbenton.com.



2021 Preliminary Budget



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PORT OF  BENTON

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**Port of Benton
2021 Proposed Budget**

	2021 BUDGET	% OF 2021 TOTAL	2020 BUDGET	\$ Difference from Prior Year	% Difference from Prior Year
ESTIMATED BEGINNING CASH	2,320,000		2,065,320		
LESS: RESERVE	1,300,000		1,300,000		
UNRESERVED BEGINNING CASH	1,020,000		765,320		
OPERATING REVENUES & INFLOWS					
Lease Revenue					
Benton City	30,491	1%	16,848	13,643	81%
Prosser Airport	342,580	7%	328,380	14,200	4%
Prosser Wine & Food Park	109,953	2%	109,953	-	
Richland Airport	324,400	7%	256,630	67,770	26%
Richland Business Park	2,631,848	54%	2,443,749	188,099	8%
Richland Innovation Center	200,326	4%	198,941	1,385	1%
Technology & Business Campus	1,018,738	21%	886,493	132,245	15%
Technology Enterprise Center	155,387	3%	155,387	-	
Vintner's Village	56,560	1%	42,759	13,801	32%
Clare	-		-	-	
Total Lease Revenues	4,870,283	41%	4,439,140	431,143	10%
Property Tax Revenue	2,626,755	22%	2,541,196	85,559	3%
Grant Revenue	2,758,573	23%	3,412,200	(653,627)	-19%
Sale of Fixed Assets	-		-	-	
Crow Butte Revenues	266,658	2%	150,000	116,658	78%
Other Revenue	157,000	1%	157,100	(100)	
Collections on Notes Receivable	16,944		16,944	-	
Interest Income	62,029	1%	62,984	(955)	-2%
Debt Issuance	-		-	-	
2020 Carryover	1,000,000	9%	-	1,000,000	
TOTAL REVENUES & INFLOWS	11,758,242		10,779,564	978,678	9%
OPERATING EXPENDITURES & OUTFLOWS					
Operations & Maintenance Expenses	2,260,191	19%	3,373,067	(304,121)	-9%
Crow Butte Operating Expenses	277,427	2%			
Airports Operating Expense	531,328	5%			
General & Administrative	3,239,073	28%	3,027,217	211,856	7%
Debt Service Payments	581,381	5%	897,931	(1,528)	
Interest Expense	315,022	3%			
Capital Projects - Grant Funded	2,090,081	18%			
Capital Projects - Port Funded	2,209,000	19%	4,129,660	169,421	4%
Maintenance Equipment	55,000		85,000	(30,000)	-35%
Increase Reserve	100,000	1%	-	100,000	
Promotional Hosting Expenditures	1,000		1,000	-	
TOTAL EXPENDITURES & OUTFLOWS	11,659,503		11,513,875	145,628	1%
NET ACTIVITY	98,740		(734,311)	833,051	-113%
ESTIMATED ENDING CASH	1,418,740		31,009		
LESS: RESERVE	1,300,000				
UNRESERVED BEGINNING CASH	118,740				

Port of Benton
 2021 Proposed Budget
 Airport Operations

	2021 BUDGET	% OF 2021 TOTAL	2020 BUDGET	\$ Difference from Prior Year	% Difference from Prior Year
OPERATING REVENUES & INFLOWS					
Lease Revenue					
Prosser Airport	342,580	51%	328,380	14,200	4%
Richland Airport	324,400	49%	256,630	67,770	26%
Total Lease Revenues	<u>666,980</u>	43%	<u>585,010</u>	<u>81,970</u>	<u>14%</u>
Grant Revenue	883,573	57%	245,700	637,873	260%
TOTAL REVENUES & INFLOWS	<u>1,550,553</u>		<u>830,710</u>	<u>719,843</u>	<u>87%</u>
OPERATING EXPENDITURES & OUTFLOWS					
Airport Operating Expenses	280,800	17%	395,301	(114,501)	-29%
Airport POB Salaries & Benefits	250,528	16%	270,111	(19,583)	-7%
Capital Projects - Grant Funded	965,081	60%	273,000	692,081	254%
Capital Projects - Port Funded	113,000	7%	399,000	(286,000)	-72%
TOTAL EXPENDITURES & OUTFLOWS	<u>1,609,409</u>		<u>1,337,412</u>	<u>271,997</u>	<u>20%</u>
NET ACTIVITY	<u>(58,856)</u>		<u>(506,702)</u>	<u>447,846</u>	<u>-88%</u>

Port of Benton
 2021 Proposed Budget
 Crow Butte Operations

	2021 BUDGET	% OF 2021 TOTAL	2020 BUDGET	\$ Difference from Prior Year	% Difference from Prior Year
OPERATING REVENUES & INFLOWS					
Fee Revenue					
RV/Camping	243,461	91%	150,000	93,461	62%
Day Use Parking	6,844	3%		6,844	
Boat Launch & Parking	16,201	6%		16,201	
Tent Camping	-			-	
Shower	152			152	
Total Use Fee Revenues	<u>266,658</u>		<u>150,000</u>	<u>116,658</u>	<u>78%</u>
Grant Revenue	-			-	
TOTAL REVENUES & INFLOWS	<u>266,658</u>		<u>150,000</u>	<u>116,658</u>	<u>78%</u>
OPERATING EXPENDITURES & OUTFLOWS					
Crow Butte Operating Expenses	277,427	43%	275,702	243,340	88%
Crow Butte POB Salaries & Benefitts	241,615	37%			
Capital Projects - Grant Funded	-		212,000	(82,000)	-39%
Capital Projects - Port Funded	130,000	20%	-		
TOTAL EXPENDITURES & OUTFLOWS	<u>649,042</u>		<u>487,702</u>	<u>161,340</u>	<u>33%</u>
NET ACTIVITY	<u>(382,384)</u>		<u>(337,702)</u>	<u>(44,682)</u>	<u>13%</u>

Port of Benton
 2021 Proposed Budget
 Lease Revenue Forecast

Benton City					
Tenant	2021 Budgeted Total	2020 Budgeted Total	\$ Difference from PY	% Difference from PY	
Country Manor Fabrics	\$ 10,200	\$ 10,200			
Labrie Glass	\$ 7,643	\$ -	\$ 7,643	100%	
721 Building	\$ 6,000	\$ -	\$ 6,000	100%	
Subway Real Estate	\$ 6,648	\$ 6,648			
Benton City Total	\$ 30,491	\$ 16,848			

Port of Benton
 2021 Proposed Budget
 Lease Revenue Forecast

Clare		2021 Budgeted	2020 Budgeted	\$ Difference	% Difference
Tenant	Total	Total	Total	from PY	from PY
Clare	\$ -	\$ -			
Clare Total	\$ -	\$ -			

Port of Benton
 2021 Proposed Budget
 Lease Revenue Forecast

Prosser Airport					
Tenant	2021 Budgeted Total	2020 Budgeted Total	\$ Difference from PY	% Difference from PY	
Blahut, Robert	\$ 14,400	\$ 1,800	\$ 12,600	88%	
Blahut, Robert	\$ -	\$ 3,600			
Christiansen, Brent	\$ 2,340	\$ 2,340			
Chukar Cherry Company	\$ 55,400	\$ 55,400			
Chukar Cherry Warehouse	\$ 28,114	\$ 28,114			
Chukar Cherry 320 B Warehouse	\$ 108,000	\$ 108,000			
Conmy, Scott	\$ 1,063	\$ 1,063			
Connell Oil	\$ 350	\$ 350			
Denchel, Tom	\$ 754	\$ 754			
Duehn, Bryce	\$ 414	\$ 414			
Early, Jim	\$ 900	\$ 900			
Flores, John	\$ 1,120	\$ 1,120			
Fries, Greg	\$ -	\$ 1,200			
Maljaars, Jack	\$ 2,700	\$ 2,700			
May, John	\$ 1,117	\$ 1,117			
Milne Fruit Products	\$ 68,455	\$ 68,455			
Milne Fruit Products (Warehouse)	\$ 38,937	\$ 38,937			
Northwest Skydiving Instruction, LLC	\$ 8,400	\$ 2,000	\$ 6,400	76%	
Ohler, Michael	\$ 324	\$ 324			
Rasch, Bernard	\$ 85	\$ 85			
Strausz, Waltz & Anderson	\$ 477	\$ 477			
Thompson, Cormac Jr. & III - Wings Over Prosser	\$ 185	\$ 185			
Webster, Edward	\$ 8,400	\$ 8,400			
Williams, Scott Dr.	\$ 645	\$ 645			
Prosser Airport Total	\$ 342,580	\$ 328,380			

Port of Benton
 2021 Proposed Budget
 Lease Revenue Forecast

Prosser Wine & Food Park				
Tenant	2021 Budgeted Total	2020 Budgeted Total	\$ Difference from PY	% Difference from PY
Alexandria Nicole Cellars	\$ 57,600	\$ 57,600		
Chukar Cherries	\$ 19,071	\$ 19,071		
Kenyon Zero Storage	\$ 3,480	\$ 3,480		
Wit Cellars	\$ 14,901	\$ 14,901		
Wit Cellars	\$ 14,901	\$ 14,901		
Prosser Wine & Food Park Total	\$ 109,953	\$ 109,953		

Port of Benton
 2021 Proposed Budget
 Lease Revenue Forecast

Richland Airport

Tenant	2021 Budgeted Total	2020 Budgeted Total	\$ Difference from PY	% Difference from PY
Airport Mini Storage	\$ 6,456	\$ 6,456		
Airport Mini Storage Economy	\$ 4,604	\$ 4,604		
Anne's Cajun Creole	\$ 4,800	\$ 4,800		
Arntzen, Glenn & Juanita (2520 - 2524 Aileron Ave)	\$ 2,125	\$ 2,125		
Arntzen, Glenn & Juanita (2561 Aileron Avenue)	\$ 2,326	\$ 2,326		
Barinaga, Charles	\$ 1,314	\$ 1,314		
Berlin, Greg	\$ 521	\$ 521		
Barnes, Don	\$ 707	\$ 707		
Berkey, Clifton	\$ 2,400	\$ 2,400		
Brayton, Herb & Jennifer (2060 Butler Loop)	\$ 775	\$ 775		
Brayton, Herb & Jennifer (Richland Aeronautical)	\$ 619	\$ 619		
Brayton, Herb (Howard M. Neill)	\$ 967	\$ 967		
Bronco Girl Investments (1828 Terminal Drive)	\$ 2,751	\$ 2,751		
Bronco Girl Investments (1851 Bronco Lane)	\$ 965	\$ 965		
Buckskin Golf Club	\$ 5,805	\$ 5,805		
BYOC Properties LLC	\$ 2,363	\$ 2,363		
C & H Aviation, LLC	\$ 737	\$ 737		
Civil Air Patrol	\$ 10	\$ 10		
Cole, Douglas	\$ 1,000	\$ 1,000		
Collins Enterprises (2020 Butler Loop)	\$ 4,480	\$ 4,480		
Collins Enterprises (2030 Butler Loop)	\$ 2,400	\$ 2,400		
Columbia Dive Rescue	\$ 10	\$ 10		
Connell Oil, Inc. (Auto) (1980 Terminal Drive)	\$ 15,000	\$ 15,000		
Cook, Ivan (.931 acres)	\$ 2,235	\$ 2,235		
Cook, Ivan (Vitro Bldg)	\$ 7,298	\$ 7,298		
Cook, Vernon (Azurdata Bldg) (1840 Terminal Drive)	\$ 7,798	\$ 7,798		
Cook, Vernon (Trade Center) (1816 Terminal Drive)	\$ 20,960	\$ 20,960		
Croskrey, Nathan (1902 - 1904 Airport Way)	\$ 1,449	\$ 1,449		
Croskrey Properties LLC .38 Acres	\$ 1,638	\$ 1,638		
DBM, Rich Crigler	\$ 5,207	\$ 5,207		
Dehaan, Gary L.	\$ 3,900	\$ 3,900		
Dewitt, Roger, Butler Loop	\$ 11,885	\$ 11,885		
Dillon, Dr. Thomas	\$ 1,018	\$ 1,018		
Fogelson, Robert	\$ 1,000	\$ 1,000		
Gehlen, Mark	\$ 1,092	\$ 1,092		
Harrison, Tom	\$ 1,000	\$ 1,000		
Henningsen Cold Storage	\$ 1,189	\$ 1,189		
Hi Line Engineering & Fabrication, Inc.	\$ 9,888	\$ 9,888		
Hi-Line Leasing LLC	\$ 2,869	\$ 2,869		
Hill, Cannon (1909 Airport Way)	\$ 1,956	\$ 1,956		
Hill, Cannon (2002 Butler Loop)	\$ 1,181	\$ 1,181		
Hill, Cannon (.22 acres)	\$ 1,332	\$ 1,332		
Hill, Cannon	\$ 1,000	\$ 1,000		
Hollis, Dennis	\$ 2,275	\$ 2,275		
Jaeger, Mark	\$ 573	\$ 573		
J&D Trevino Family Investments, LLC	\$ 1,030	\$ 1,030		
Keck Services, Inc.	\$ 4,057	\$ 4,057		

**Port of Benton
2021 Proposed Budget
Lease Revenue Forecast**

KTM Enterprises, LLC	\$ 1,044	\$ 1,044		
Liberty Lawn & Saw Shop LLC	\$ 2,514	\$ 2,514		
LPJ Properties, LLC	\$ 3,023	\$ 3,023		
Manawadu, Bing	\$ 1,045	\$ 1,045		
Mead, Jeromie, Hangar	\$ 540	\$ 540		
Mead, Jeromie, Red Line Land only	\$ 7,005	\$ 7,005		
Merz, Nathan	\$ 2,470	\$ 2,470		
Mission Investments, LLC	\$ 1,223	\$ 1,223		
Mission Investments, LLC	\$ 4,281	\$ 4,281		
My Pro-Contractor, LLC	\$ 1,000	\$ 1,000		
Richland Aero Shelters, LLC	\$ 1,029	\$ 1,029		
Richland Airport Associates	\$ 6,534	\$ 6,534		
Richland Hangar Association	\$ 1,074	\$ 1,074		
Riversedge Investments	\$ 4,878	\$ 4,878		
RSSS, LLC	\$ 3,649	\$ 3,649		
Sailplane Haven	\$ 564	\$ 564		
Shadow Mountain Industrial Properties	\$ 1,050	\$ 1,050		
Shaw, Greg	\$ 1,000	\$ 1,000		
Showalter, Mark	\$ 1,000	\$ 1,000		
Sky Hangar Associates	\$ 3,370	\$ 1,600	\$ 1,770	53%
Sky Park Office Suites	\$ 4,320	\$ 4,320		
Steelman, Clifton	\$ 2,443	\$ 2,443		
Sundance Aviation	\$ 7,860	\$ 7,860		
Talent Aviation Services	\$ 1,668	\$ 1,668		
The Axe, LLC.	\$ 726	\$ 726		
TK Machine Company	\$ 1,987	\$ 1,987		
Urban, Scott	\$ 1,092	\$ 1,092		
Weide, Scott dba NW Restoration	\$ 5,550	\$ 5,550		
Welch, Teri-Lin	\$ 5,957	\$ 5,957		
West Enterprises	\$ 2,373	\$ 2,373		
White, Michael Trust	\$ 1,153	\$ 1,153		
White, Tim	\$ 1,000	\$ 1,000		
Whitney, Richard	\$ 1,024	\$ 1,024		
Woods, Stuart & Sheena	\$ 1,593	\$ 1,593		
Zero Gravity Builders Studio	\$ 1,796	\$ 1,796		
2019 Butler Loop	\$ 66,000	\$ -	\$ 66,000	100%
Zero Gravity	\$ 12,600	\$ 12,600		
Richland Airport Total	\$ 324,400	\$ 256,630		

Port of Benton
2021 Proposed Budget
Lease Revenue Forecast

Richland Business Park				
Tenant	2021 Budgeted Total	2020 Budgeted Total	\$ Difference from PY	% Difference from PY
Ben Franklin Transit	\$ 2,000	\$ 2,000		
Core Cabinet Corporation, Inc.	\$ -	\$ 4,131		
Energy Solutions (2345 Stevens)	\$ 404,019	\$ 404,019		
Eucon Corporation (i.e. American Rock)	\$ 60,000	\$ 60,000		
Eucon Corporation (aggregate)	\$ 325,000	\$ 325,000		
Hill, Cannon (Cast)	\$ 12,967	\$ 12,967		
Intermech, Inc.	\$ 269,895	\$ 104,245	\$ 165,650	61%
Kaiser Aluminum	\$ 90,290	\$ 90,290		
Kurion, Inc.	\$ 224,056	\$ 224,056		
Mission Support Alliance	\$ 767,255	\$ 767,255		
Mission Support Alliance (M404)	\$ 118,400	\$ 118,400		
NTCH- WA, Inc. (Vertical Bridge Holdings)	\$ 5,640	\$ 5,640		
Pro Train	\$ 15,198	\$ 15,198		
Smith, R.H. Fuel Station (Conoco)	\$ 12,540	\$ 12,540		
SMI Group XVIII, LLC	\$ 80,371	\$ 80,371		
Tri-City Railroad (Railroad & Building)	\$ 32,731	\$ 32,731		
Tri-City Railroad (5 acre Laydown)	\$ 18,559	\$ 18,559		
Tri-City Railroad (Equipment)	\$ 32,731	\$ 32,731		
U. S. Cellular Tower	\$ 10,950	\$ 10,950		
Verizon Wireless	\$ 18,000	\$ 18,000		
Verizon (American Towers)	\$ 16,517	\$ 16,517		
Vivid Learning Systems	\$ 17,409	\$ 17,409		
Washington/Oregon Wireless (Sprint)	\$ 7,320	\$ 7,320		
Weston Mountain Onions LLC	\$ 90,000	\$ 63,420	\$ 26,580	30%
Richland Business Park Total	\$ 2,631,848	\$ 2,443,749		

Port of Benton
 2021 Proposed Budget
 Lease Revenue Forecast

Richland Innovation Center				
Tenant	2021 Budgeted Total	2020 Budgeted Total	\$ Difference from PY	% Difference from PY
Advanced Concepts & Design	\$ 5,341	\$ 5,341		
Col. Energy & Environmental Services	\$ 18,000	\$ 18,000		
Dufresne Redding Properties LLC	\$ -	\$ 22,302		
Henning, Justin	\$ 5,669	\$ 5,669		
Hittman Transportation	\$ 21,195	\$ 21,195		
Moravek Biochemicals	\$ 63,525	\$ 39,838	\$ 23,687	37%
SmartPark PH1, LLC	\$ 15,677	\$ 15,677		
Strong.Dow	\$ 1,595	\$ 1,595		
T-Mobile USA (CC TM PA LLC)	\$ 5,640	\$ 5,640		
Total Site Services (2780 Salk Ave)	\$ 17,088	\$ 17,088		
Total Site Services (2650 Salk Ave)	\$ 23,913	\$ 23,913		
WSU BIO Chemcat	\$ 20,990	\$ 20,990		
XL Sci-Tech	\$ 1,693	\$ 1,693		
Richland Innovation Center Total	\$ 200,326	\$ 198,941		

Port of Benton
2021 Proposed Budget
Lease Revenue Forecast

Technology & Business Campus

Tenant	2021 Budgeted Total	2020 Budgeted Total	\$ Difference from PY	% Difference from PY
Battelle Memorial Institute	\$ 205,927	\$ 205,927		
BNL Tech., Inc.	\$ 15,180	\$ 47,495		
3250 Vacancy - Suite B	\$ 20,874	\$ -	\$ 20,874	100%
3250 Vacancy - Suite E	\$ 81,060	\$ -	\$ 81,060	100%
Conf. Tribes of the Umatilla Indian Reservation	\$ 7,620	\$ 7,620		
Cowperwood Irrigation	\$ 1,925	\$ 1,925		
City of Richland Water Easement	\$ 1,000	\$ 1,000		
Edgewater Technical Assoc., LLC	\$ 9,571	\$ 9,571		
Efficiency Solutions	\$ 3,819	\$ 3,819		
Kindra's Wok & Roll	\$ 240	\$ 240		
Lampson International, LLC (Laydown Yard)	\$ 3,000	\$ 3,000		
Lampson International, LLC (High dock)	\$ 1,500	\$ 1,500		
Molecule Works, Inc.	\$ 25,213	\$ 25,213		
Our Dreams Continued, LLC	\$ 33,170	\$ 33,170		
Packaging Corp. of America	\$ 39,630	\$ 39,630		
RGW Enterprises, PC	\$ 3,669	\$ 3,669		
Richland Corporate Partners	\$ 86,558	\$ 86,558		
Savannah River Nuclear Solutions	\$ 28,027	\$ 28,027		
SMI Group V, L.L.C.	\$ 8,682	\$ 8,682		
SMI Group V, LLC, Irrigation	\$ 306	\$ 306		
SMI Group XII, L.L.C.	\$ 18,108	\$ 18,108		
Stapp, Darby	\$ 11,210	\$ 11,210		
U. S. House of Representatives	\$ 14,743	\$ 14,743		
E Dale Waters Family Trust	\$ 17,358	\$ 6,850	\$ 10,508	61%
Vibragenix, LLC	\$ 33,965	\$ 33,965		
Vibragenix, LLC	\$ 7,750	\$ 7,750		
Westinghouse Electric Company	\$ 262,014	\$ 262,014		
XL Scitech	\$ 23,876	\$ 23,876		
Willow Pointe HOA Irrigation	\$ 625	\$ 625		
3100 106	\$ 18,330	\$ -	\$ 18,330	100%
3100 108	\$ 26,588	\$ -	\$ 26,588	100%
3100 143 - Wave 7	\$ 7,200	\$ -	\$ 7,200	100%
Technology & Business Campus Total	\$ 1,018,738	\$ 886,493		

Port of Benton
 2021 Proposed Budget
 Lease Revenue Forecast

Technology Enterprise Center				
Tenant	2021 Budgeted Total	2020 Budgeted Total	\$ Difference from PY	% Difference from PY
Advanced Technologies & Laboratories	\$ 28,560	\$ 28,560		
Archer Analytical, Inc	\$ 17,000	\$ 17,000		
Bombing Range Brewing	\$ 16,189	\$ 16,189		
DAMI Too LLC	\$ 12,084	\$ 12,084		
Mission Support Alliance	\$ 81,554	\$ 81,554		
Technology Enterprise Center Total	\$ 155,387	\$ 155,387		

Port of Benton
 2021 Proposed Budget
 Lease Revenue Forecast

Vintner's Village					
Tenant	2021 Budgeted Total	2020 Budgeted Total	\$ Difference from PY	% Difference from PY	
Terry Christensen	\$ 2,216	\$ 4,367			
Domanico Cellars LLC	\$ 22,155	\$ 22,155			
PEDA	\$ 8,352	\$ 8,352			
Wautoma Wines, LLC	\$ 7,885	\$ 7,885			
Sister to Sister	\$ 15,952	\$ -	\$ 15,952	100%	
Vintner's Village Total	\$ 56,560	\$ 42,759			

**Port of Benton
2021 Proposed Budget
Property Tax Collections**

NOTE: Based on 2021 Preliminary Values provided by County Assessor.

Assessed Valuation		7,426,237,059	Preliminary Tax Number
2011 GO Bonds	341,995	0.04605	
Regular Levy	<u>2,284,760</u>	<u>0.30766</u>	
Maximum Tax Levy for 2021	<u>2,626,755</u>	0.35371	NOT FINAL to be determined

2020 Tax Levied	
Regular Levy	2,198,276
2011 GO Bond Levy	342,920
	<u>2,541,196</u>
2020 1% Increase Adjustment	25,412
2020 New Construction for 2021 tax	166,433,390
2020 Levy Rates	
Expense rate	0.3126219006
2011 GO Bond Levy	0.0487674432
	<u>0.3613893438</u>
	60,147
Max for 2020	2,626,755

Assumes approval of additional 1% levy increase.

Port of Benton
2021 Proposed Budget
2021-2022 Grants

Category/Site	Awarding Agency	Description	2021 Expenditures	2021 Reimbursements	2021 POB Responsibility
North Richland	EDA	North Horn Rapids Sewer Pull - 1,341 acres			\$ -
North Richland	CERB	North Horn Rapids Sewer Pull - 1,341 acres	\$ 200,000	\$ -	\$ 200,000
Richland Business Park	WSDOT	2021-2023 FRAP Grant - SR240 Rail Crossings (Grant)	\$ 625,000	\$ 625,000	\$ -
Richland Business Park	WSDOT	2021-2023 FRAP Grant - SR240 Rail Crossings (Loan)	\$ 200,000		\$ 200,000
Richland Business Park	WSDOT	2021-2023 FRAP Grant - SR240 Rail Crossings (City of Richland's Contribution)	\$ 50,000	\$ 50,000	\$ -
Economic Development		Port commitment for Center Parkway COR Grant	\$ 50,000		\$ 50,000
Richland Airport	FAA	FAA - AIP 31 Master Plan & ALP Update	\$ 407,500	\$ 366,750	\$ 40,750
Richland Airport	FAA	FAA - AIP 32 Discretionary Funding: LED Lighting - design & construction	\$ 150,000	\$ 150,000	\$ -
Prosser Airport	FAA	FAA - AIP 19 East Taxi lane Construction (includes building demolish and tree trimming)	\$ 407,581	\$ 366,823	\$ 40,758
Richland Innovation Center		Benton County .09 funds		\$ 1,200,000	
Richland Airport	CARES	COVID Costs			\$ -
Prosser Airport	CARES	COVID Costs			\$ -
TOTAL			\$ 2,090,081	\$ 2,758,573	\$ 531,508

Port of Benton
 2021 Proposed Budget
 Crow Butte Revenue Addendum

	# of Visitations	\$ Rate	2021 Budget
Standard Rate			
RV Camping	5,619	\$ 40.00	\$ 224,741
Day Use Parking	1,232	\$ 5.00	\$ 6,159
Boat Launch & Parking	1,535	\$ 10.00	\$ 15,346
Tent Camping	-	\$ 20.00	\$ -
Shower	609	\$ 0.25	\$ 152
Standard Rate Total			\$ 246,398
Veterans Discount			
RV/Camping	624	\$ 30.00	\$ 18,720
Day Use Parking	137	\$ 5.00	\$ 685
Boat Launch & Parking	171	\$ 5.00	\$ 855
Tent Camping	-	\$ 10.00	\$ -
Shower			
Veterans Discount Total			\$ 20,260
Total			
RV/Camping	6,243		\$ 243,461
Day Use Parking	1,369		\$ 6,844
Boat Launch & Parking	1,706		\$ 16,201
Tent Camping	-		\$ -
Shower	609		\$ 152
GRAND TOTAL	9,317		\$ 266,658

Assumes approval of rate increases effective beginning in 2021 season.

Port of Benton
2021 Proposed Budget
Other Revenue Addendum

Other Revenue	2021 Budget	2020 Budget
Sale of fixed assets	\$ -	\$ -
State of WA Leasehold Tax	\$ 32,000	\$ 32,100
PILT (Payment in Lieu of Taxes)	\$ 125,000	\$ 125,000
TOTAL	\$ 157,000	\$ 157,100

Port of Benton
 2021 Budget
 Collection of Notes Receivable Addendum

	2021 Principal	2021 Interest	2021 Public Improvement Credit	2021 Total Payments	Note Balance as of 12/31/2021
Redline Automotive	\$ 5,290	\$ 6,460		\$ 11,750	\$ 100,515
Steward Land, LLC	5,400	4,674		10,074	68,000
Debbie Augustavo	6,254	5,895		12,149	87,443
	16,944	17,029	-	33,973	255,958
Brendle RE Contract	49,372	59,247	(108,619)	-	938,074
TOTAL	\$ 66,316	\$ 76,276	\$ (108,619)	\$ 33,973	\$ 1,194,032

Port of Benton
2021 Budget
Interest Income Addendum

Interest Income	2021 Budget	2020 Budget
Interest Income (Benton County Treasurer)	\$ 45,000	\$ 62,984
Interest Income (Notes Receivable)	\$ 17,029	
Total Interest Income	\$ 62,029	\$ 62,984

Port of Benton
2021 Proposed Budget
Operations & Maintenance Expenses Addendum

Operations & Maintenance Expenses	2021
Salaries & Wages - Maintenance Team	\$ 553,485
Employee Benefits	\$ 206,212
Payroll Taxes	\$ 60,170
Professional Services	\$ 291,647
Contracted Labor	\$ 33,516
Insurance	\$ 277,680
Maintenance & Operations	\$ 215,740
Tools & Supplies	\$ 30,000
Fuel	\$ 27,000
Janitorial	\$ 110,000
Utilities	\$ 425,000
Property Lease Expense	\$ 15,740
Property Tax	\$ 10,000
Telecommunications	\$ 4,000
Total Operations & Maintenance Expenses	\$ 2,260,191

Port of Benton
2021 Proposed Budget
General & Administrative Expenses Addendum

General & Administrative Expenses	2021
Salaries & Wages - Administrative Team	\$ 1,053,109
Employee Benefits	\$ 382,689
Payroll Taxes	\$ 91,731
Professional Services	\$ 50,000
Legal Fees	\$ 1,000,000
Audit	\$ 35,000
IT	\$ 153,648
Insurance	\$ 78,320
Office Supplies & Expense	\$ 60,000
B&O Tax	\$ 8,000
Telecommunications	\$ 20,000
Dues & Memberships	\$ 139,025
Marketing & Advertising	\$ 87,551
Travel & Training	\$ 80,000
Total General & Administrative Expenses	\$ 3,239,073

Port of Benton
2021 Proposed Budget
Compensation Addendum

	2021 Budgeted					2020 Budgeted				\$ Difference from Prior Year	% Difference from Prior Year
	Salaries & Wages	Vacation	Employee Benefits	Payroll Taxes	Total	Salaries & Wages	Employee Benefits	Payroll Taxes	Total		
Aiports	\$ 166,847	\$ 6,119	\$ 59,400	\$ 18,161	\$ 250,528	\$ 180,184	\$ 70,321	\$ 19,607	\$ 270,111	\$ (19,583)	-8%
Crow Butte	\$ 166,374	\$ 6,256	\$ 53,522	\$ 15,463	\$ 241,615						
O&M	\$ 553,485	\$ 19,567	\$ 206,212	\$ 60,170	\$ 839,434	\$ 604,557	\$ 236,886	\$ 65,621	\$ 907,064	\$ 173,985	21% (A)
Subtotal	\$ 886,706		\$ 319,133	\$ 93,795	\$ 1,331,577	\$ 784,741	\$ 307,207	\$ 85,228	\$ 1,177,175	\$ 154,402	12%
Commissioners	\$ 86,832		\$ 48,600	\$ 6,467	\$ 141,899	\$ 80,832	\$ 42,198	\$ 6,467	\$ 129,497	\$ 12,402	9%
G&A	\$ 966,277	\$ 70,117	\$ 334,089	\$ 85,264	\$ 1,455,747	\$ 1,121,343	\$ 427,110	\$ 98,961	\$ 1,647,414	\$ (191,667)	-13% (A)
Subtotal	\$ 1,053,109		\$ 382,689	\$ 91,731	\$ 1,597,646	\$ 1,202,175	\$ 469,308	\$ 105,427	\$ 1,776,911	\$ (179,265)	-11%
Grand Total	\$ 1,939,815		\$ 701,822	\$ 185,526	\$ 2,929,222	\$ 1,986,916	\$ 776,515	\$ 190,655	\$ 2,954,086	\$ (24,864)	-1%

US Bureau of Labor Statistics reported a 1.6% CPI-U 12-month percent change for Seattle as of August 2020. 2021 budgeted wages assume a CPI of 1.6% with an additional 1.4% at the discretion of the Port of Benton.

(A) A position attributed to Crow Butte in 2021 was included in G&A wages in 2020.

Port of Benton
2021 Proposed Budget
Dues & Memberships Addendum

Organization	2021 Dues
American Association of Port Authorities (AAPA)	\$ 1,845
American Association of Airport Exec. (AAAE)	\$ 825
Association of Pacific Ports (APP)	\$ 1,450
Benton-Franklin Council of Gov'ts (BFCOG)	\$ 9,189
Energy Communities Alliance (ECA)	\$ 950
Good Roads Association	\$ 100
Pacific Northwest Waterways Association (PNWA)	\$ 7,470
Prosser Chamber of Commerce	\$ 315
Tri-City Regional Chamber of Commerce	\$ 350
Hispanic Chamber of Commerce	\$ 600
Visit Tri-Cities	\$ 5,000
Washington Airport Managers Assoc. (WAMA)	\$ 700
Washington Finance Officers Assoc.	\$ 150
Washington Public Ports Association (WPPA)	\$ 9,249
Hanford Communities (COR)	\$ 5,000
AICPA	\$ 475
WSCP&A & Continuing Education Requirements	\$ 315
WFOA	\$ 150
WSBA & Continuing Education Requirements	\$ 488
Society for Human Resources Management (SHRM)	\$ 219
American Planners Association (APA)	\$ 600
IFMA	\$ 1,000
Commercial Real Estate	\$ 2,500
Benton & Franklin County Bar Association	\$ 55
FAA Conference	\$ 1,600
Washington Association of Grape Growers (WAGG)	\$ 925
Association of Washington Business	\$ 750
Prosser EDA	\$ 30,000
Prosser EDA - Grant Writer	\$ 20,000
TRIDEC	\$ 35,000
Washington Economic Development Association (WEDA)	\$ 400
Economic Development Contract Affiliations Total	\$ 86,150
International Economic Development Council (IEDC)	\$ 455
Richland Rotary	\$ 900
Total	\$ 139,025

Port of Benton
2021 Budget
Marketing Addendum

PROJECT	JAN	FEB	MAR	APR	MAY	JUN	JULY	AUG	SEP	OCT	NOV	DEC	2021 Total
Marketing													
Marketing Plan Update	X										X		\$ -
Schedule/Budget Update	X										X		\$ -
Comprehensive Plan	X										X		\$ -
Port History (10 year update) 2022	X												\$ -
Literature													
Entrepreneurial Awards Banquet		\$ 2,500											\$ 2,500
Newsletter Printing / 23,200 X 2				\$ 5,401					\$ 5,500				\$ 10,901
Newsletter Distribution				\$ 2,600					\$ 2,500				\$ 5,000
POB Business Cards		\$ 350									\$ 350		\$ 700
Crow Butte Boat Launch Pass (30)	\$ 150												\$ 150
POB Brochure Printing		\$ 350											\$ 350
POB Trade Show PROMO Cards		\$ 300											\$ 300
Crow Butte Brochures		\$ 1,500											\$ 1,500
New Year Card Printing (400)											\$ 400		\$ 400
New Year Card/Dist. & Postage											\$ 400		\$ 400
Advertising													
Progress Edition Article & AD (TCH)	\$ 2,000												\$ 2,000
JOB FOCUS MAG			\$ 1,500										\$ 1,500
Yakima Valley Wine Country Mag-\$1500													\$ -
Tasting Room Mag AD		\$ 2,000											\$ 2,000
Grape Vine Mag AD-\$1300													\$ -
Washington State Wine Mag AD		\$ 1,500											\$ 1,500
Discover Washinton Wine Ads	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150								\$ 750
Balloon Rally AD								\$ 850					\$ 850
Fly Washington Passport AD						\$ 1,000							\$ 1,000
VCB Guide 1/3 page AD - Crow Butte										\$ 1,900			\$ 1,900
Civil Air Patrol AD					\$ 600								\$ 600
Sponsorships													
Visit Tri-Cities Board Room	\$ 1,250												\$ 1,250
Benton City Spring CAR SHOW			\$ 3,000										\$ 3,000
Benton City DAZE PARADE			\$ 500										\$ 500
RiverFest 2021		\$ 5,000											\$ 5,000
WAMA EVENT			\$ 2,000										\$ 2,000
Great Prosser Balloon Rally								\$ 2,500					\$ 2,500
RISING STARS - Prosser	\$ 1,500												\$ 1,500
LEGENDS - Prosser								\$ 2,000					\$ 2,000
Association of Pacific Ports		\$ 1,000											\$ 1,000
RAP Aviation Celebration Event					\$ 1,000								\$ 1,000
TECH SUMMIT									\$ 1,000				\$ 1,000
Prosser Chamber Awards Banquet	\$ 1,500												\$ 1,500
Bottles & Brews Prosser				\$ 1,500									\$ 1,500
Cool Desert Nights Sponsor		\$ 5,000											\$ 5,000
Festival of Trees	\$ 1,500												\$ 1,500
Specialty Advertising													
Shirts - Hats - Misc	\$ 400		\$ 400		\$ 400		\$ 400		\$ 400		\$ 400		\$ 2,400
Web-Media Advertising													
Loop/Net Real Estate Page	\$ 350	\$ 350	\$ 350	\$ 350	\$ 350	\$ 350	\$ 350	\$ 350	\$ 350	\$ 350	\$ 350	\$ 350	\$ 4,200
Constant Contact	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 1,200
Trade Shows													
AG EXPO (Tri-Ports) Jan 9-10 Pasco		\$ 600											\$ 600
Sportsman's Show - TRAC - Jan 16-18		\$ 800											\$ 800
Taste Washington - Seattle - March 19-22			\$ 400										\$ 400
POWERGEN EXPO-Orlando Fl - Dec 8-10		\$ 500											\$ 500
NW Food Processors - Spokane Feb 17-19		\$ 500											\$ 500
WAWGG Show - VV - March 2-5		\$ 1,500											\$ 1,500
Public Relations													
Marketing Supplies/Trinkets-pens-cups etc				\$ 5,000									\$ 5,000
News Releases		X		X		X		X			X		\$ -
Ribbon Cutting/Groundbreaking/Invitations			X				X				X		\$ -
PowerPoint/DVD Presentations													
Update PPT Presentations	X			X							X		\$ -
Update Videos-State of the Ports	X				X				\$ 1,500				\$ 1,500
Miscellaneous													
Plane & Pilot for Aerials				\$ 400									\$ 400
Benton County Aerials Imagery				\$ 3,000									\$ 3,000
MISC		\$ 250			\$ 250			\$ 250			\$ 250		\$ 1,000
Grand Total	\$ 8,900	\$ 24,250	\$ 8,400	\$ 18,401	\$ 2,850	\$ 1,450	\$ 850	\$ 5,200	\$ 12,200	\$ 450	\$ 4,150	\$ 450	\$ 87,551

Port of Benton
 2021 Budget
 Long Term Debt Payments & Balances Addendum

	Beginning Balance @ 1/1/21	Interest Payment	Prin cipal Payment	Total Payment	Ending Balance @ 12/31/21	Interest rate, term, and end date
2011 Exempt Bond	\$ 1,410,000	\$ 66,975	\$ -	\$ 66,975	\$ 1,410,000	4.75%, 12/01/2030
2011 Taxable Bond	1,210,000	75,020	200,000	275,020	1,010,000	5.75%, 12/01/2026
Banner Bank Taxable #48534	2,274,781	127,892	122,237	250,129	2,152,544	5.62%, 15yr, 12/01/2033
Banner Bank TaxExemt #54861	902,742	41,230	52,002	93,232	850,740	4.57%, 15yr, 12/01/2033
HAEIFC	154,667	3,441	150,150	153,591	4,517	3%, 10yr, 7/01/2021
CERB Loan	46,440	464	15,326	15,791	31,114	1%, 20yr, 7/31/2023
Note Payable - NOANET	-	-	-	-	-	0%, 4yr, 3/31/2021
WSDOT Rail Loan Obligation	50,000	-	16,667	16,667	33,333	0%, 15yr, 07/01/2023
WSDOT Rail Loan Obligation	250,000	-	25,000	25,000	225,000	0%, \$2500 fee only, 10 yr, 7/1/2030
TOTAL	\$ 6,298,629	\$ 315,022	\$ 581,381	\$ 896,403	\$ 5,717,248	

Port of Benton
2021 Proposed Budget
Capital Projects - Port Funded Summary by Site Addendum

Category/Site	2021 POB CAPEX Budget	% of 2021 Total	2020 POB CAPEX Budget	\$ Difference from PY	% Difference from PY
Entity-Wide	\$ 1,370,000	61%		\$ 1,370,000	100%
Benton City	\$ 25,000	1%	\$ 14,000	\$ 11,000	44%
Clore Center	\$ 50,000	2%		\$ 50,000	100%
Crow Butte Park	\$ 130,000	6%	\$ 180,000	\$ (50,000)	-38%
North Richland	\$ -			\$ -	
Prosser Airport	\$ 58,000	3%	\$ 165,000	\$ (107,000)	-184%
Prosser Wine & Food Park	\$ 23,500	1%	\$ 85,000	\$ (61,500)	-262%
Richland Airport	\$ 55,000	2%	\$ 234,000	\$ (179,000)	-325%
Richland Business Park	\$ 274,000	12%	\$ 135,160	\$ 138,840	51%
Richland Innovation Center	\$ 15,000	1%	\$ 800,000	\$ (785,000)	-5233%
Technology & Business Campus	\$ 192,500	9%	\$ 261,000	\$ (68,500)	-36%
Technology Enterprise Center	\$ -			\$ -	
Vintner's Village	\$ 16,000	1%		\$ 16,000	100%
Subtotal	\$ 2,209,000	98%	\$ 1,874,160	\$ 334,840	15%
Maintenance Equipment	\$ 55,000	2%	\$ 85,000	\$ (30,000)	-55%
TOTAL	\$ 2,264,000	100%	\$ 1,959,160	\$ 304,840	13%

Above CAPEX does not include grant funded projects.

Port of Benton
2021 Proposed Budget
Capital Projects - Port Funded

Entity Wide	
Description	2021 Plan
Pavement Maintenance	\$ 350,000
Security/Surveillance System	\$ 50,000
Internet expansion (Prosser Airport, Crow Butte)	\$ 25,000
HVAC Replacement	\$ 150,000
Lighting	\$ 100,000
Roof Replacement/Repair	\$ 150,000
General maintenance-Emergency Repairs Fund	\$ 500,000
Admin electrical fleet vehicle & charging station - Leaf	\$ 45,000
Entity Wide Total	\$ 1,370,000

Port of Benton
2021 Proposed Budget
Capital Projects - Port Funded

Maintenance Equipment	
Description	2021 Plan
Truck	\$ 25,000
Small garbage truck	\$ 30,000
Maintenance Equipment Total	\$ 55,000

Port of Benton
2021 Proposed Budget
Capital Projects - Port Funded

Benton City	
Description	2021 Plan
Landscape cleanup/cleanout	\$ 10,000
Internet & Facilities	\$ 15,000
Benton City Total	\$ 25,000

Port of Benton
2021 Proposed Budget
Capital Projects - Port Funded

Clore Center	
Description	2021 Plan
Roof patch	\$ 10,000
Outer pavilion assessment; water damage to patio @ event facility	\$ 10,000
Transition/Turnover Costs	\$ 30,000
Clore Center Total	\$ 50,000

Port of Benton
2021 Proposed Budget
Capital Projects - Port Funded

Crow Butte Park	
Description	2021 Plan
Residence & Office & Contact Station Remodel	\$ 80,000
Electrical for irrigation	\$ 50,000
Crow Butte Park Total	\$ 130,000

Port of Benton
2021 Proposed Budget
Capital Projects - Port Funded

Prosser Airport	
Description	2021 Plan
Mower deck - batwing	\$ 10,000
Fod Boss - double carpet	\$ 8,000
Fencing	\$ 40,000
Prosser Airport Total	\$ 58,000

Port of Benton
2021 Proposed Budget
Capital Projects - Port Funded

Prosser Wine & Food Park	
Description	2021 Plan
HVAC	\$ 8,500
Irrigation Pump & screens	\$ 15,000
Prosser Wine & Food Park Total	\$ 23,500

Port of Benton
2021 Proposed Budget
Capital Projects - Port Funded

Richland Airport

Description	2021 Plan
Utility infrastructure hangars (water, sewer) - phase 2 of hangar sites	\$ 10,000
Liquid deicer equipment for runways, extend life of runways	\$ 30,000
Airport deicer application custom trailer build	\$ 15,000
Richland Airport Total	\$ 55,000

Port of Benton
2021 Proposed Budget
Capital Projects - Port Funded

Richland Business Park	
Description	2021 Plan
2345 Building - Lighting, includes lights in mezzanine phase 1 - downstairs	\$ 172,000
2345 Upstairs carpet - phase 1 of 3	\$ 65,000
2345 Truck bay doors	\$ 30,000
2345 - Main entry windows & door	\$ 7,000
Richland Business Park Total	\$ 274,000

Port of Benton
2021 Proposed Budget
Capital Projects - Port Funded

Richland Innovation Center	
Description	2021 Plan
Fence, facility upgrades/cleanup	\$ 15,000
Richland Innovation Center Total	\$ 15,000

Port of Benton
2021 Proposed Budget
Capital Projects - Port Funded

Technology & Business Campus

Description	2021 Plan
3100 GWAY Building Signage Infrastructure	\$ 30,000
Misc exterior improvements	\$ 10,000
3100 Conference and Business Center Conference Room Phase 1 of multiple	\$ 30,000
3250 & 3100 Access control & cameras	\$ 50,000
3250 HVAC controls replacement - no longer supported	\$ 50,000
3100 Relocate mailbox to exterior (eastern to be main entry)	\$ 2,500
Planning & platting for waterfront parcels	\$ 20,000
Technology & Business Campus Total	\$ 192,500

Port of Benton
2021 Proposed Budget
Capital Projects - Port Funded

Vintner's Village

Description	2021 Plan
Hot water tanks	\$ 3,000
Irrigation pond	\$ 10,000
Suites B&D - crash bars/doors	\$ 3,000
Vintner's Village Total	\$ 16,000