

The Port of Benton Commission Meetings are not open to the public at this time. Pursuant to Governor Inslee's Proclamation 20-28.15, a Proclamation by the Governor amending and extending Proclamations 20-05, 20-25, and 20-28, et. Seq. as they relate to the Open Public Meetings Act, and Public Records Act, as well as CR 8402, members of the public will not be able to attend the regularly scheduled Commission meeting in person.

The regular Commission Meeting will be live broadcast via Zoom and made available using a telephone conference call-in line. The link to access this broadcast via Zoom, as well as the call-in number to participate via telephone, will be made available on the morning of the meeting on the Port of Benton's website at the link below, along with the meeting agenda, and minutes from past meetings. Live broadcast information: www.portofbenton.com/commission

For those unable to access the internet, please call 509-375-3060 by 8:00 a.m. on May 18, 2022 to be provided with call-in details.

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, when the host calls on you, press star + 6 (*6) to unmute yourself.

PORT OF BENTON
REGULAR COMMISSION MEETING
Agenda
8:30 a.m., May 18, 2022
3250 Port of Benton Blvd., Richland, WA 99354

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. CONSENT AGENDA

1. Approval of Agenda
2. Approval of Minutes from the April 13, 2022 Commission Meeting
3. Approval of Minutes from the May 3, 2022 Special Commission Meeting
4. Approval of Vouchers and Certifications, Including Payroll for Month of April Totaling \$987,843.35
5. Approval of Project Fund Vouchers and Certifications for the Month of April Totaling \$109,884.50

D. PUBLIC COMMENT

E. ITEMS OF BUSINESS

1. Welcome and Update from Michelle Holt, Benton-Franklin Council of Governments
2. Welcome and Update from Energy Northwest CEO, Bob Schuetz
3. Airport Rules, Regulations, Design Guidelines and Standard Leases (Prosser and Richland Airports)
4. Resolution 22-17, Consent to Assignment of Hanger Land Lease Jaeger to Cadwell (Richland Airport)
5. Presentation of RFP for 1865 Bronco Ln Lease (Richland Airport)
6. Social Media Policy
7. Acceptance of Freight Rail Investment Board \$260,000 Loan
8. Van Giesen and Cemetery Railroad Crossing Project
9. Resolution 22-18, Acceptance of Work Completed by Luke's Carpet for 2345 Stevens Drive Carpet Replacement Project
10. Resolution 22-19, National Highway Freight Program \$865,000 Grant and \$135,000 in Port Matching Funds for SR240 Rail Signal and Crossing Reconstruction
11. Commitment Letter for Participation in Drive Clean Rural USA Project

F. INFORMATION REPORTS

1. Grants Update

G. COMMISSIONER REPORTS/COMMENTS

H. DIRECTOR REPORTS/COMMENTS

1. Airports
2. Facilities & Operations
3. Real Estate
4. Marketing & Communications

5. Economic Development & Governmental
6. Finance Director
7. Port Attorney
8. Executive Director

I. EXECUTIVE SESSION: Ongoing Litigation, Real Estate and Personnel

J. ADJOURNMENT

The next Port of Benton Commission meeting is Wednesday, June 15, 2022. Visit portofbenton.com for notices and information.

**PORT OF BENTON
COMMISSION MEETING MINUTES
APRIL 13, 2022**

A. CALL TO ORDER: The regular monthly meeting was called to order at 8:30 a.m. at the Port of Benton offices, 3250 Port of Benton Blvd., Richland, Washington

PRESENT: Commissioner Christy L. Rasmussen; Commissioner Roy D. Keck; Commissioner Lori Stevens; Executive Director, Diahann Howard, PPM®; Public Information Officer, Summers Miya; Director of Economic Development & Governmental Affairs, Miles Thomas; Director of Finance, Danielle Connor; Director of Marketing, Wally Williams; Karl Dye, TRIDEC; Theresa Richardson, City of Richland; Scott Keller, Community Member; Dave McCormack, Washington VERTical; William O'Neil, Community Member

The following attendees attended via remote communications: Contract Specialist, Sheri Collins; Accounting Clerk, Liz Renz; Senior Accountant, Veronica Serna; Port Attorney, David Billetdeaux; Director of Facilities & Operations, Ron Branine; Emma Swanson, Flo Analytics; Clif Dyer, Sundance Aviation; Mary Louise Wagner, Community Member

The Commission Meeting was conducted using the CDC (Centers for Disease Control) recommended social distancing protocols for COVID-19 with Commissioners meeting in-person; public attending remotely and Port staff members participating in-person or remotely, and said meeting was noticed as required by RCW 42.30.070.

B. PLEDGE OF ALLEGIANCE: Commissioner Lori Stevens led those present in reciting the Pledge of Allegiance.

C. CONSENT AGENDA:

A motion was made by Commissioner Lori Stevens, seconded by Commissioner Roy Keck, and unanimously passed by the Commission approving the March 9, 2022 Commission Meeting Minutes, approving the March 23, 2022 Special Commission Meeting Minutes, approval of vouchers and certifications, including payroll, for the month of March totaling \$555,417.11, approval of project vouchers and certifications for the month of March totaling \$30,294.00, approval of Resolution 22-13, to cancel warrant no. 079460, in the amount of \$350, which was deemed to be issued with errors, approval of Resolution 22-14, to cancel warrant no. 079519, in the amount of \$521.43, which was deemed to be issued with errors.

D. PUBLIC COMMENT:

There were no comments from the public.

E. ITEMS OF BUSINESS

1. Welcome and Update from Karl Dye, TRIDEC

TRIDEC CEO, Karl Dye thanked the Port Commission for the continued partnership and support.

Dye announced that the most recent numbers are showing a total population of 308k with 106k in the local workforce and stated that the Tri-Cities area did not see a reduction in the workforce because of the pandemic. Dye added that contributions to the stable economy included much of the area's workforce being declared essential from the beginning of the pandemic and the economy stayed strong throughout. Dye added that there is more in the local workforce now than at the beginning of the pandemic.

Dye provided a PowerPoint presentation focusing on economic diversification, workforce and opportunities. Dye noted that the base industry sectors targeted for recruitment include advanced and precision agricultural equipment and software manufacturers, advanced manufacturing, energy technologies and training activities. Dye stated that challenges to the workforce include lack of availability, new projects and skilled trades. Dye added that opportunities include a large population on Gen Z and millennials, the INL/Idaho Falls connection and attraction of new talent.

Dye provided a examples of manufacturing opportunities, but noting that the Tri-Cities has a lack of electrical capacity, stating that the Tri-Cities needs more power, adding that Washington has the greenest and cheapest power in the country, but no flex to add power to the Tri-Cities. Dye also explained that certain manufacturers require millions of gallons of water a day and the City of Richland is not capable at this time of meeting this demand.

Dye stated that BPA upgrades are needed, as well as local SMR and added that Energy Northwest needs more access to power locally so they do not have to rely on BPA.

Dye stated that he recently attended the Advanced Reactor Summit and is working to showcase the rail and river access in the Tri-Cities.

2. Washington VERTical Update, Dave McCormack, CESA Executive Director

Washington VERTical Executive Director, Dave McCormack thanked the Commission for the opportunity to share VERTical information and added that he also attended the recent Advanced Reactor Summit and was able to present to that group as well.

McCormack reviewed the goals of VERTical, a Washington State Innovation Cluster Accelerator Program, which included: accelerating economic growth in new high-growth, high-value sectors, strengthen collaborative innovation clusters, prepare companies and entrepreneurs to better compete in emerging market opportunities, improve global competitiveness, grow long-term capabilities around high-impact innovation clusters.

McCormack displayed a WA Department of Commerce quote from a recent press release, "Washington VERTical, led by the Port of Benton, accelerating the transition to clean, renewable and non-emitting energy production sources by 2025 through advanced nuclear power technologies."

McCormack provided information on the Clean Energy Supplier Alliance, a Washington Non-Profit corporation, which is an industry-led, dues-based membership. McCormack explained that the founding members are established nuclear suppliers and the membership represents breadth of the nuclear life-cycle: Upstream – Fuel Cycle – Operation – Downstream

McCormack explained that membership benefits include: Business-to-business partnering opportunities, shared business development resources, pathway for attainment of nuclear supply

credentials.

McCormack provided supply chain benefits as well: Transparent, qualified and vetted supply chain, responsiveness, efficiency, and security of domestic resources, scalable and deployable model for domestic supply chain.

McCormack provided examples of Washington VERTical innovation projects, which add innovation to strengthen the domestic supply chain. Examples include: Nuclear Quality Management Center for Excellence, Development of the 21st Century Workforce, Engage O&G-Petrochem Supply Chain.

3. Interlocal Agreement with the City of Richland

Port Attorney David Billetdeaux explained that the City of Richland and Port of Benton often team-up to take care of necessary work together, which benefits both the City and the Port, as working together ultimately saves both entities money.

Billetdeaux stated that this Interlocal Agreement covers the annual pavement maintenance preservation program, which extends life to city streets, and includes the Richland Airport and Port-owned streets.

Billetdeaux clarified that this Interlocal agreement has not changed from agreements presented in prior years.

After no further discussion, a motion was made by Commissioner Roy Keck, seconded by Commissioner Lori Stevens and unanimously passed by the Commission, approving the interlocal agreement with the City of Richland for street maintenance.

4. Redistricting Process Review and Presentation of Draft Maps

Port Attorney, David Billetdeaux presented the updated draft maps prepared by consultant, Flo Analytics. Billetdeaux reminded the Commission that reaching a district balance of under 10% is required and 5% is recommended. Billetdeaux added that upon the first presentation of draft maps, the Commission expressed a desire to reach as close to a 0% deviation as possible and rework the draft boundary maps.

Billetdeaux introduced Emma Swanson of Flo Analytics, who presented the revised draft maps to the Commission. Swanson reviewed the process of and requirements to determine acceptable boundaries and presented drafts for review and discussion.

The current boundary map was shown as a comparison to the draft versions and it was determined that draft map 1 was the most ideal at .02% variance between districts.

Billetdeaux stated that the selected draft map will be posted to the website and the required noticed would be published in the paper with a period of public comment available for in-person and written feedback on the selected draft map.

After no further discussion, a motion was made by Commissioner Lori Stevens, seconded by Commissioner Roy Keck and unanimously passed by the Commission, approving the posting of the selected map for public comment to the Port's website and for publication in the newspaper, with final adoption taking place after any public comments at our next special Commission meeting on May 3, 2022.

F. INFORMATION REPORTS:

1. Crow Butte Park Update

Director of Facilities & Operations Ron Branine provided an update on Crow Butte Park, announcing that the new electrical line was completed, and irrigation is now once again functional at the park. Branine reminded the Commission that this electrical replacement project was a \$70k capital project but came in under \$40k at completion.

Branine stated that two smart parking meters have been ordered to assist with capturing day use fees without having to manage this process manually. Branine added that they are still awaiting the Corps for approval on the parking boxes, which was submitted last October.

Branine informed the Commission that since acquiring the park, over \$3M in capital dollars has been invested towards the park, and \$874k total Port contribution.

Commissioner Keck inquired on why the supporting counties no longer contribute to the maintenance of the park as was agreed to upon Port takeover.

2. 2022 Year to Date Budget Status Report

Director of Finance/CPA Danielle Connor announced that the budget is on-track, but still preliminary. Connor stated that team is currently reconciling 2021 and will bring the final forward at the May Commission meeting.

Connor noted that the layout has been revised to separate operations from capital. Connor noted that the Port started out with more cash than budgeted. Connor added that the finance team is working to get the lease revenue annualized. Connor stated that there no impact was seen from the COVID-19 pandemic.

Connor noted that the cadence of the budget status report outs will continue to be quarterly in 2022, so she will plan to bring the next 2022 quarterly YTD budget status report in July.

3. Grants Update

Executive Director Diahann Howard provided comments on the April Grants Report. Comments were provided on projects with any updates from the March 2022 meeting.

- Richland Airport – Airfield Signage and Lights (Phase I) – Bids were received and Sierra Electric was found to be the lowest responsive bid. Anticipate construction starting in June 2022.
- Innovation Cluster Accelerator Program Application – Goal to support creation of clean energy alliance. Communications RFP completed, awarded to Prominence Public Relations. Web design RFP graded and in negotiations with apparent successful bidder.
- EDA Build Back Better – Application led by Maritime Blue and Washington Clean Tech Alliance. Awarded Phase I, Phase II submitted with formal notice anticipated in September 2022.
- National Highway Freight Program (WSDOT Portion) – SR 240 rail signal and crossing reconstruction with City of Richland supporting the Port's application on this project.

Grant application has been submitted and award will likely be late 2022 with construction in 2023.

4. Rail Overview – Tour Following Meeting

Engineer Roger Wright provided a thorough overview of the Port-owned railroad infrastructure through a PowerPoint presentation including information on the history of the Port railroad track, maps of track, list of current track users, overview of the entire Washington state rail system, which was highlighted by owner, total annual tonnage (with the Port rail being highlighted as second in tonnage for Short Line tracks in the state of Washington).

Wright provided information on the Class I's track through Kennewick and also provided an update on each crossing:

- Center Parkway – Richland to construct this crossing 2022/23, this is also the start of Port rail.
- Steptoe – Richland and developer working on redesign on intersection with construction in 2023.
- Jadwin – Reconstructed crossing in 2019/20.
- Duportail – Reconstructed by City of Richland in 2020.
- Cemetery Entrance – To replace with Port funds in 2022.
- Van Giesen – To replace with Port funds in 2022.
- Airport Way – Needs future crossing panel replacement.
- Saint St. – Needs future crossing panel replacement and lighted crossbucks.
- SR 240 – Needs future crossing panel replacement and widening of pedestrian crossing. Port working on grant funding in cooperation with City of Richland.
- Battelle Blvd. – New signal and crossing in 2005.
- Horn Rapids Rd. – Port track stops south side of Horn Rapids. City currently owns the signal, but signal to be improved for 1,341 acre land development.

Wright provided a detailed overview of the 2021 Derailment Damage Repair Project.

G. COMMISSIONER REPORTS/COMMENTS:

Commissioner Roy Keck announced that he has been attending TRIDEC meetings.

Commissioner Lori Stevens stated that the Prosser businesses are looking forward to the upcoming TBEX event and thanked the Port for their support and involvement in helping to bring the event to Prosser.

Stevens added that Spring Barrel weekend is also coming up.

Stevens noted that she had recently attended Congressman Newhouse's Snake River Dams Roundtable.

Commissioner Christy Rasmussen stated that she has listened to the podcast episode on nuclear power and found it very informative and has ordered the book as follow-up.

H. DIRECTOR REPORTS/COMMENTS:

1. AIRPORTS:

Director of Facilities & Operations, Ron Branine announced that the Facilities team is working at 2019 Butler Loop to get the space ready for lease, along with 1865 Bronco Lane, which will require more painting and additional punch list items.

Branine stated that he attended USDA Wildlife training with Dan Davis, John Alley and Jeff Moore, which is required annual training for all airports.

Branine added that they are working to send out notices to all users for help with general airport cleanup. Executive Director, Diahann Howard added that this letter to airport users is a housekeeping-related item and added that the airport page on the website has been updated with an airport Q&A section.

2. FACILITIES & OPERATIONS:

Director of Facilities & Operations, Ron Branine announced that the 2345 Stevens Drive phase II carpet installation is approximately 75% complete and reminded the Commission that this is for the south end of the upstairs area.

Branine stated that HMiS has turned in another scope of work for a very large pallet rack system, battery charging stations, floor striping and other miscellaneous items. Branine added that bids have been received for this work and HMiS is currently reviewing and if they approve a bid, Branine hopes to award at the next Commission meeting.

Branine added that access controls on the exterior doors have been added at the 2345 Stevens Drive building, which was previously managed by Atkins, but upon Atkins moving to a reduced space, the Port has now taken control. Branine noted that access controls will be installed at 3100 and 3250 within the next 30-60 days. Branine explained that the benefits of the access control system include one platform to manage all buildings remotely, which includes locking and unlocking doors, remove termed employees and schedule automatic locking and unlocking. Branine added that another benefit includes paper trails for audits that may be needed.

3. REAL ESTATE:

Director of Real Estate, Teresa Hancock added more information on the 2345 Stevens Drive HMiS buildout, stating that these tenant improvements included buildout for offices, racking and electrical upgrades and preliminary bid estimates exceeded \$500k.

Hancock announced that the tenant is interested in the available office space, which is seemingly a perfect fit due to the size and proximity to existing departments within the building.

Hancock stated that staff is coordinating overall security and logistics needs, with hopes of quickly backfilling the space and added that the annual revenue impact is approximately \$287k, excluding \$46k for utility fee + LET. Hancock noted that the Port is seeking a 3-5 year term, or adding an existing lease mod, with term expiring December 31, 2025.

Hancock provided an update on 2880 Lee Rd., #B, stating that Tirridis Sparkling Wines has moved in and is awaiting permits with hopes to open by Spring Barrel. Hancock complimented the facilities and operations team for the unique transformation and will look forward to a future ribbon-cutting in the space.

Hancock announced that tenant, Shidalowitz, which was a telecommunications contractor for Zply and occupied 2019 Butler Loop, has vacated at the end of February and turnover repairs are underway. Hancock stated that turnover repairs include paint, carpet, floor cleaning, garage repair. Hancock stated that because of industrial zoning, a commercial, or light industrial user is best fit for this

space. Hancock reminded the Commission that this property is 5,900 sf and is a \$60k/year revenue impact.

Hancock noted that she continues to field inquiries for potential land opportunities in Vintners Village and added that recent leads have been outside the current zoning requirements.

Hancock provided an update on a recent Vintners Village conversation regarding the 6.50 acre request for purchase, which the potential purchaser is now reviewing a draft purchase and sale agreement. Hancock added that the Port anticipates a counteroffer or response within the next couple of weeks and once received, will be presented to the Commission for consideration.

4. MARKETING:

Director of Marketing, Wally Williams announced that he has begun working on the spring newsletter and has also recently created a Washington VERTical brochures and is working on the an updated USS Triton brochure.

Williams added that he has been working on a number of ads and displayed each ad via screenshare. Williams shared ads created for Trade & Industry Development Q2 | 2022, Tri-Cities Area Journal of Business, Hanford Specialty Publication and the Visit Tri-Cities Visitor Guide, which focused on Vintners Village rather than Crow Butte Park, as it had done previously.

Public Information Officer Summers Miya provided an update on the USS Triton Recognition Ceremony, which will take place on Thursday, May 12th at 10 a.m. Miya explained that the ceremony will honor the original crew of USS Triton's Operation Sandblast, which was the top-secret mission in 1960 that circumnavigated the globe, totally submerged and generally following the explorer Ferdinand Magellan's route.

Miya stated that four of the original crew have RSVP'd for the event, along with their family and will be traveling in from around the country. Miya noted that she has spoken to crew from later missions, who have also expressed an interest to attend the event.

Miya explained that the event will welcome the crew, highlight the journey, discussing the historical aspects and importance of the great milestone.

Miya added that Port Commission president Rasmussen will welcome and present Proclamation 22-01, which will honor the original crew of Operation Sandblast.

Miya added that the City of Richland has been invited to speak and present their own proclamation and the Port will offer tours of the conning tower and host a reception afterwards. Miya added that the media will be invited to the event.

Miya stated that she is working to organize oral history interviews with WSU Tri-Cities and the Hanford History Project.

Miya announced that the Port was recently featured in Business View magazine (Volume 9, issue 3), print and digital version which highlights the Port's assets, economic impact to the area, provides a brief history of the Port of Benton and highlighting the ultimate goal of driving economic development and tourism to the area. Miya added that the Prosser and Richland Airports were highlighted and the findings from the WA ST Department of Transportation's Aviation Impact Study were featured. Miya added that clean energy and advanced reactors were highlighted along with the supply chain alliance and tourism.

Miya provided an update on the Richland Airport Electrical Replacement Project, noting that a protest was submitted from the competing electrical company, but Sierra was found to be the lowest responsible bidder and the bid tab is currently posted to the website as required. Miya stated that over

the next two – three weeks, the Port will be signing contracts with Sierra and the Port hopes to ask them to provide proof of ordering materials as soon as possible so a detailed schedule of work can be presented and the runway closures can be coordinated and geared to limit impact to users as much as possible.

Miya reminded the Commission that the project updates have been posted to the website.

5. ECONOMIC DEVELOPMENT & GOVERNMENTAL AFFAIRS:

Director of Economic Development & Governmental Affairs, Miles Thomas followed-up on the Trade & Industry article, stating that the Port of Benton was the only port featured from Washington state and included the ad plus three editorials. Thomas added that the Port was featured as one of the Top 10 Sites in America and the article featured the future of Washington VERTICAL plus the supplier alliance.

Thomas informed the Commission that Washington VERTICAL did put out an RFP for a communications consultant and Prominence Public Relations was awarded this contract.

Thomas added that the Port is also in direct negotiations with the design consultants.

Thomas announced that the congressional submission is in for the White Bluffs Archive and Storage facility, which includes the important diversity piece.

Thomas noted that at this time the Port continues to use the Walter Clore space for industry purposes.

6. FINANCE DIRECTOR:

Director of Finance/CPA, Danielle Connor announced that the Port welcomed Accounting Clerk, Liz Renz to the team on March 14, 2022, reminding the Commission that the position was created and the role has absorbed accounts payable duties previously done by Summers Miya. Connor stated that Liz is doing a great job and the team continues to work through the onboarding plan with the main focus being accounts payable, but also allocating 15%-25% of her time to assist with the Voyager project, lease entry and has been working with the consultant on this piece.

Connor congratulated Summers Miya on her new title of Public Information Officer, adding that the role is a perfect fit for her and the Port is very excited for her.

Connor provided an update on the IAP project, stating that the team continues to make progress on the Yardi Voyager implementation phase of the project and the team is now up to 123 leases (56%), reminding the Commission that there are approximately 220 total leases and each lease takes approximately three hours to enter into the system.

Connor added that the team has paused some progress due to rework of existing lease entry and is also working on billing testing, integration and cutover tasks. Connor stated that this is not a data migration project, but a digitization project, with heavy data gathering and data codification required, adding that the digitization and codification are not just the leases, but also the properties, which are the foundation of both leasing and facilities. Connor stated that it has taken a substantial effort and time to clearly identify and codify the properties, land and buildings.

Connor noted that the current estimated launch date for Yardi Voyager is July 1, 2022, but stressing that this date is very tentative and based on lease entry and integration progress. Connor added that there are still several cutover items to work through post lease entry and prior to going live. Connor added that she expects the launch date may need to be moved, but is waiting to see how things progress in the next 4-6 weeks with additional resourcing being added to the project, as well as working through integration development. Connor noted that she is in discussion with Intacct consultants working on a SOW for the integration development piece.

Connor stated that she has begun working on 2021 year end with Senior Accountant, Veronica

Serna and planning to bring in consultant Teresa Hanford, as well as work a few upcoming Saturdays to prepare the compilation of the Annual Report. Connor reminded the Commission that the 2021 financial statement package is due to the SAO by the end of May and she will be looking to get a draft to float for internal review by May 6, 2022 with submittal to the SAO early if possible.

Connor explained that the Port is scheduled to undergo a single federal audit as well as a financial statement and accountability audit this year. Connor noted that she has notified the SAO that the Port's federal expenditures were over the threshold so they are aware that we need to work towards a September 30, 2022 deadline.

7. PORT ATTORNEY:

Port Attorney, David Billetdeaux reported that the hearing has been delayed until May 4, 2022 as the sitting judge is delayed due to a two week trial.

Billetdeaux informed the Commission that a draft Social Media Policy has been provided to them and noted that he has reached out to Ports and Cities for input, adding that WPPA has already provided advisement. Billetdeaux stated that this policy is in place to protect the Commissioners and reminded Commission that any social media posts are public record and it is important to have a policy in place and encouraged the Commission to reach out to him with any questions. Billetdeaux explained that the Port uses a company to capture all posts and documents, which is cloud-based and there to protect the Commissioners.

Billetdeaux provided a few facts about social media regarding Commissioner posts, comments and online meetings, adding that elected official social media must be available to all with equal and fair access to all. Billetdeaux noted that it is recommended to elected officials to turn off the comment option on posts for archiving purposes.

Commissioner Rasmussen stated that she was grateful to see this document and is thrilled to have a policy in place regarding social media.

8. EXECUTIVE DIRECTOR:

Executive Director, Diahann Howard stated that she recently attended a one day WPPA Executive Directors meeting and was able to provide recommendation to the WPPA Executive committee and did leave the meeting with concerns.

Howard stated that she recently presented to the ASCE and has attended meetings with the Corps and PNWA recently, adding that the Corps meeting will bring follow-up meetings.

Howard announced that she will be joining TRIDEC's Karl Dye for the May 13, 2022 Coffee with Karl episode and will discuss Washington VERTICAL.

Howard added that she recently met with the City of Richland and informed that the City has invited the Port to participate in upcoming leadership and development trainings that are being facilitated by the City.

Howard stated that Prosser leadership group has announced their interest in adding a Neptune marker near the Prosser Wine & Food Park.

Howard added that the Port is still looking for a Director of Airports, as well as an engineer with rail experience.

I. EXECUTIVE SESSION: The regular Commission Meeting was recessed at 11:40 a.m. and an Executive Session was convened at 11:45 a.m. to discuss ongoing and potential litigation, real estate and personnel matters. It was announced that Executive Session would take 20 minutes and if any action was required, the Regular Commission Meeting will reconvene and bring forward the item at that time.

At 12:00 p.m., Commission announced that no action was required to be taken relating to any items discussed within Executive Session.

J. BREAK: With no further business, the meeting was recessed and teleconference and Zoom options were terminated. Commission and staff traveled to the Richland rail for a tour led by Engineer Roger Wright.

K. TOUR OF RAIL: Engineer, Roger Wright led the Port Commission and staff on a tour of Port-owned Richland rail, highlighting the Central Washington Corn Processors loop track, Port Wye track, the Port's rail yard and Center Parkway rail. The tour was open to public attendance and no action took place during or after the tour of the Port-owned rail.

L. ADJOURNMENT: The Richland rail tour concluded at 1:20 p.m. and the Commission meeting was adjourned.

Lori Stevens
Commission Secretary

**PORT OF BENTON
SPECIAL COMMISSION
MEETING MINUTES
MAY 3, 2022**

A. CALL TO ORDER: The Special Commission Meeting was called to order at 8:32 a.m. at the Port of Benton Commission Meeting Room, 3250 Port of Benton Boulevard, Richland, Washington.

PRESENT: Commissioner Lori Stevens; Commissioner Roy Keck, Commissioner Christy Rasmussen, Executive Director, Diahann Howard, PPM®; Director of Finance, Danielle Connor, Director of Real Estate, Teresa Hancock; Public Information Officer, Summers Miya; Port Attorney, David Billedeaux; Director of Marketing, Wally Williams; Director of Economic Development & Governmental Affairs, Miles Thomas; Scott Keller, Community Member; Michael Mays, Hanford History Project

The following attendees attended via remote communications: Contract Specialist, Sheri Collins; Accounting Clerk, Liz Renz; Senior Accountant, Veronica Serna; Damien Sinnott, WSU Tri-Cities; Theresa Richardson, City of Richland

The Commission Meeting was conducted as a hybrid meeting with Commissioners meeting in-person; public attending both remotely and in-person, and Port staff members participating in-person and remotely, and said meeting was noticed as required by RCW 42.30.070.

B. PLEDGE OF ALLEGIANCE: Commissioner Christy Rasmussen led those present in reciting the Pledge of Allegiance.

C. PUBLIC COMMENT:

Mike Mays, from the Hanford History Project thanked the Commission for their continued support and for the continued progress towards the White Bluffs Archive and Storage Facility, which will be the future home for all Hanford History-related archives. Mays announced that he was looking forward to a long and enduring partnership with the Port of Benton on this project.

Scott Keller announced that he was there to listen to the presentation on the White Bluffs Archive and Storage Facility project.

D. ITEMS OF BUSINESS

1. White Bluffs Archive and Storage Facility Project

Director of Economic Development & Governmental Affairs Miles Thomas announced that the Port worked with WSU Tri-Cities and the Hanford History Project for several years trying to secure a long term location for their Hanford History Project archives, along with archives for Triton.

Thomas added that the White Bluffs Archive and Storage Facility project is in great alignment with current Port projects and also works well as a future home for B Reactor tours and the Manhattan Project National Historical Park due to their growing needs.

Thomas explained that when funding was secured in 2021, the industry was not what it is today

and because of the current situation with the supply chain and industry-related construction costs, the project has been split into two separate phases, with phase one including the Hanford History Project piece and the museum and Visitor Center included in phase two.

Thomas noted that the bids received for phase one of the project ranged from \$2.3M - \$3.2M, with a total of eight bids received. Thomas explained that the lowest bid received at \$2.3M was \$500k larger than originally anticipated.

Thomas explained that the Port has been in contact with WSU Tri-Cities about the larger than anticipated project cost and WSU has offered to scale up in the rental rate, with \$18 sq/ft the first year, \$20 sq/ft year two and \$22 sq/ft year three.

Thomas added that it is difficult for the Port to gauge whether or not holding the project is a good choice because the construction costs may continue to climb.

Executive Director Diahann Howard stated that this project is in alignment with the Port's strategic plan and future goals to grow STEM tourism and Triton-related archiving and exhibit space, adding that this project will ultimately benefit the community as well as the Port. Howard added that the team will continue to leverage this project and work towards grant funding for phase II. Howard added that she feels that this project is a good long term strategic investment.

Commissioner Roy Keck stated that he does not see that a change in the construction environment is likely and is in full support of moving forward on this project.

Commissioner Christy Rasmussen agreed that this project is a great way to preserve the region's history and it is important that there is adequate space for the historical items.

Commissioner Lori Stevens inquired on when the project would begin, with Thomas answering that the project would begin immediately, as the current storage space for Hanford History Project will expire on September 30, 2022. Thomas explained that the project will be pushed to accommodate this deadline, even though it has been noted that electrical is approximately 20 weeks out and HVAC approximately 50 weeks out. Thomas added that many pieces would work in a "shell" type space until the electrical and HVAC component of the project could be completed.

Thomas clarified that the current project now entails two separate spaces, rather than the one space initially presented and noted that the archive space will be farther back to accommodate for phase II and the Triton space. Thomas added that the Port has been in conversation with congressional representatives since 2020 and there is a possibility for a congressional match on phase II of the project, but at this time there are 22 eastern Washington requests. Thomas stated that the project fully represents the congressional equity, diversity and inclusion requirements, which is a large factor in their decision.

After no further discussion, a motion was made by Commissioner Roy Keck, seconded by Commissioner Lori Stevens and unanimously passed by the Commission, approving Booth & Sons Construction as the lowest responsive bidder, with a bid of \$2,379,000.00, and to authorize the Executive Director to enter into a contract for construction of the White Bluffs Archive and Storage Facility Project.

2. Adoption of the new Port of Benton Commissioner District Boundaries

Port Attorney David Biletdeaux explained that this item has been presented at two Commission meetings and after conversations and updates to the redistricting maps, the overall deviation range for the population criterion has been brought down to 0.2%, which more than meets the requirement of a

range below 10%, and the best practice of a range below 5%. Billetdeaux added that the redistricting maps and meeting information have been properly noticed and posted, per statute and at this time, the Port is bringing forward the final map for approval, as there were no public comments received.

Billetdeaux invited any last public comment, and there were none.

Commissioners Rasmussen and Keck agreed that the numbers look great with the math being ideal from a legal standpoint. Billetdeaux complimented Flo Analytics for their work to get the map to a very acceptable standard.

After no further discussion, a motion was made by Commissioner Lori Stevens, seconded by Commissioner Roy Keck and unanimously passed by the Commission, approving the new Port of Benton Commissioner District Boundaries.

3. Resolution 22-15, Acceptance of Work Completed by Inland Asphalt Co. for the Fermi Avenue Widening Project

Executive Director Diahann Howard explained that all work for the Fermi Avenue Widening Project has been completed by Inland Asphalt Co. and reminded the Commission that this project was funded with rural capital funds (.09 money) and the total grant was \$1,432,235.00.

Howard added that total project cost was \$795,116.13.

After no further discussion, a motion was made by Commissioner Roy Keck, seconded by Commissioner Lori Stevens and unanimously passed by the Commission, approving Resolution 22-15, acceptance of work completed by Inland Asphalt Co. for the Fermi Avenue Widening Project.

4. Resolution 22-16, Acceptance of Work Completed by Ecomodus, LLC for the LED Lighting-Retro Replacement Project at 2345 Stevens Drive.

Executive Director Diahann Howard stated that all work related to the 2345 Stevens Drive LED Lighting-Retro Replacement Project has been completed by Ecomodus, LLC, adding that total project cost was \$226,865.40, but the Port received a \$44,510.00 rebate, which brought total project cost to \$190,391.80.

After no further discussion, a motion was made by Commissioner Lori Stevens, seconded by Commissioner Roy Keck and unanimously passed by the Commission, approving Resolution 22-16, acceptance of work completed by Ecomodus, LLC for the LED Lighting-Retro Replacement Project at 2345 Stevens Drive.

5. Proclamation 22-01, Recognizing USS Triton Original Crew Members

Public Information Officer Summers Miya provided an update on the ceremony planned to honor USS Triton Operation Sandblast original crewmembers, which will take place Thursday, May 12, 2022 at the USS Triton Sail Park.

Miya explained that significant interest has been received from the community, as well as from family of Operation Sandblast crew and even original crew. Miya noted that four original crew members from the 1960 circumnavigation voyage will be attending the event and added that additional Navy sailors have been in contact who served on Triton for later missions, and will also be in attendance for the event.

Miya read an email received from the son of Chief Machinist Mate Lawrence Campbell Hankins, Jr. regarding the event.

Dear Summers Miya,

I was very excited to see your email regarding the upcoming ceremony to honor the crew of USS Triton's Operation Sandblast. My father, Chief Machinist Mate Lawrence Campbell Hankins Jr, was a member of that crew. At the age of 90, my father past peacefully on a Monday morning at home surrounded by his loving family on the final day of November, 2020. Here is an excerpt from his eulogy:

"So in was in the military that Hank had his 15 minutes of fame on a global scale. Over the course of 84 days the USS Triton circumnavigated the world submerged. And by doing so the crew members forever etched their names into the history books. Operation Sandblast was the first and only mission of its kind. Unfortunately, its successful completion coincided with the downing of a U2 piloted by Captain Powers over the Soviet Union. So the White House ceremony was cancelled and the crew simply went back to work. But in 2010, they finally got to celebrate at the 50th anniversary of that historic journey as honored guests at the Submariner's Ball. 2200 people filled a beautifully decorated ball room at the Foxwood Casino. At one point in the evening, the MC asked every sub qualified sailor to standup. Hundreds of men, active duty and retired, rose to their feet. He then told the ones with less than 5 years of qualification to sit down. Then 10 years, 15, 20. He finally stopped at 50 years and just handful of veterans remained standing; one of which was Pappy. And then something truly remarkable happened. One by one the sailors in the vicinity of our table stood back up and form a line so they could shake the hand of Chief Machinist Mate Lawrence Campbell Hankins Jr."

Those words that I wrote over one and a half years ago never cease to bring tears to my eyes, but they are the best kind of tears; ones filled with sadness, joy and pride. I had the privilege of being with my family at three of his Triton reunions beginning with that one in New London, Conn; my birth place. I miss my father but I find great joy in remembering him. Especially the memories of him amongst his shipmates; truly some of the happiest moments of our lives.

Please know that my family is eternally grateful to the Port of Benton for honoring the crew of Operation Sandblast, they truly earned it.

David James Hankins

P.S. Any chance this ceremony is being recorded and/or streamed live?

Miya announced that the Port has been working with the City of Richland and the event will be live-streamed and all event detail will be shared with those who have expressed an interest in attending, but are unable.

Commissioner Christy Rasmussen read Proclamation 22-01:

**PORT OF BENTON
OFFICIAL PROCLAMATION – 22-01
HONORING THE ORIGINAL CREW MEMBERS OF USS TRITON OPERATION SANDBLAST**

WHEREAS, USS Triton (SSRN 586) was one of the first nuclear-powered submarines, operated by dual nuclear reactors, direct descendants of Hanford reactors; and

WHEREAS, in 1960, Triton covered 26,723 nautical miles, completely submerged, and generally followed the around the world route explorer Ferdinand Magellan had attempted to navigate in 1521; and

WHEREAS, Triton completed the top-secret expedition called Operation Sandblast, hence acquiring valuable oceanographic data and demonstrating the crew’s endurance and the submarine’s technical capabilities during the Cold War; and

WHEREAS, in May of 1960, President Dwight D. Eisenhower presented Captain Edward L. Beach Jr. with the Legion of Merit and Triton’s crew with the Presidential Unit Citation;

NOW, THEREFORE, BE IT PROCLAIMED that the Port of Benton Commission expresses its sincere and wholehearted appreciation to all of Triton’s crew and those members aboard Triton during Operation Sandblast for their historic achievement of the submerged circumnavigation of the globe, for though they experienced many challenges, the crew remained steadfast and committed to accomplishing the mission and proving to the world that such a feat was possible, allowing for future scientific achievements and milestones in the Nuclear Age.

DATED AND SIGNED at Richland, Washington on the 3rd day of May, 2022.

After no further discussion, a motion was made by Commissioner Roy Keck, seconded by Commissioner Lori Stevens and unanimously passed by the Commission, approving Proclamation 22-01, recognizing USS Triton original crew members.

D. ADJOURNMENT: With no further business, the meeting was adjourned at 9:09 a.m. with a note that the next Port of Benton Commission meeting is Wednesday, May 18, 2022, visit portofbenton.com for notices and information.

Lori Stevens
Commission Secretary

RESOLUTION 22-17

**A RESOLUTION OF THE PORT OF BENTON
CONSENTING TO ASSIGNMENT
AND ASSUMPTION OF GROUND LEASE
(MARK JAEGER TO JOHN CADWELL)**

WHEREAS, on May 2, 2022, the Port was contacted by Mark Jaeger (“Tenant”) seeking the Port’s consent to assignment of lessee’s leasehold estate interest in the Port’s aeronautical ground lease dated September 14, 2000 (hereinafter “Lease”); and

WHEREAS, John Cadwell is the individual and entity that is purchasing the lessee’s improvements located at 2054 Butler Loop, Richland, WA 99354, and will assume all title, rights and obligations currently held by Lessee under the Lease and any amendments; and

WHEREAS, the Lease, as supplemented and amended, expressly provides for assignment of the Lessee’s interest in the leasehold estate upon written approval of the Port, which written approval shall not be unreasonably withheld.

NOW THEREFORE BE IT RESOLVED that the Port of Benton Commission does hereby approve the Consent to Assignment and Assumption of Ground Lease from Mark Jaeger to John Cadwell; and

BE IT HEREBY FURTHER RESOLVED that upon formal commission approval and further agreed Amendment to the Ground Lease between the Port of Benton and John Cadwell, the Executive Director is authorized to execute all documents and agreements on behalf of the Port to complete the transaction specified above.

ADOPTED by the Port of Benton Board of Commissioners, on this 18th day of May, 2022.

Christy L. Rasmussen, President

Roy D. Keck, Vice President

Lori Stevens, Secretary

CONSENT TO ASSIGNMENT OF LEASE

WHEREAS, the PORT OF BENTON (“LESSOR”) entered into a written Ground Lease Agreement dated September 14, 2000 for a thirty year (30) period effective September 15, 2000 – September 14, 2030, with MARK JAEGER (“JAEGER”), for the real property described in Exhibit A.

WHEREAS, MARK JAEGER now wishes to sell the hangar improvements and assign his interest in the ground lease to JOHN CADWELL (individual).

NOW THEREFORE, the PORT OF BENTON, a municipal corporation of the State of Washington, as Lessor, hereby consents to the assignment of the above-described lease for the real property described in Exhibit A to JOHN CADWELL (Individual) with the execution of the Lease Modification No. 2 to the Ground Lease between the Port of Benton and John Cadwell. This Consent to Assignment shall not release the assignors from any of their obligations under the lease agreement.

DATED this 18th day of May, 2022.

**By Authority of the Board of Commissioners
Of the PORT OF BENTON**

By: _____
Diahann Howard, PPM ®
Executive Director

EXHIBIT A
LEGAL DESCRIPTION
To Consent to Assignment of Ground Lease

(2054 Butler Loop)

HANGAR LEASE LEGAL DESCRIPTION

A parcel of land lying in a portion of the Southwest quarter of the Southwest quarter of Section 34, Township 10 North, Range 28 East, W.M., City of Richland, Benton County, Washington, more particularly described as follows:

IMPROVEMENTS/LEASEHOLD ONLY: (Legal to follow is for real property (1-3408-300-0001-006) that these improvements are situated on): THAT PORTION OF THE WEST ONE HALF AND THE SOUTHEAST QUARTER OF SECTION 34 TOWNSHIP 10 NORTH RANGE 28 LYING WITHIN SAID DESCRIPTION: COMMENCING AT THE SOUTHEAST CORNER OF SECTION 33, WHICH POINT IS NORTH 00 DEGREES 27'34" EAST 422.02 FEET TO THE TRUE POINT OF BEGINNING: THENCE NORTH 00 DEGREES 27'34" EAST 1013.09 FEET: THENCE NORTH 35 DEGREES 12'20" WEST 309.57 FEET: THENCE SOUTH 89 DEGREES 27'31" WEST 1801.88 FEET: THENCE NORTH 00 DEGREES 28'20" EAST 956.33 FEET TO A POINT ON THE EAST-WEST CENTER LINE OF SAID SECTION 33 WHICH POINT IS SOUTH 89 DEGREES 24'12" WEST 1982.22 FEET FROM THE EAST QUARTER CORNER OF SAID SECTION 33: THENCE NORTH 26 DEGREES 50' 08" EAST 1487.44 FEET: THENCE NORTH 89 DEGREES 23'54" EAST 741.65 FEET: THENCE SOUTH 35 DEGREES 12'20" EAST 1605.77 FEET TO A POINT ON THE EAST-WEST CENTER LINE OF SECTION 34: WHICH POINT IS NORTH 89 DEGREES 37'25" EAST 356.73 FEET FROM THE QUARTER CORNER COMMON TO SECTION 33 AND 34: THENCE NORTH 89 DEGREES 37'25" EAST 3119.76 FEET TO A POINT ON THE WEST BOUNDARY OF THE PLAT OF RICHLAND, WHICH POINT IS AT COORDINATES NORTH 357,671.89 AND EAST 2,305,674.29: THENCE SOUTHWESTERLY ALONG SAID WEST BOUNDARY OF THE PLAT OF RICHLAND 3080.08 FEET TO INTERSECT THE SOUTH LINE OF SAID SECTION 34, AND THENCE CONTINUING SOUTHWESTERLY ALONG SAID PLAT BOUNDARY A DISTANCE OF 472.25 FEET TO A POINT MARKED BY PLAT OF RICHLAND MONUMENT PB 11 WEST, AT COORDINATES NORTH 354,643.79 AND EAST 2,303,827.50 FEET: THENCE NORTH 36 DEGREES 23'14" WEST 832.50 FEET: THENCE SOUTH 52 DEGREES 49'40" WEST 188.10 FEET: THENCE NORTH 86 DEGREES 22'57" WEST 109.68 FEET: THENCE SOUTH 04 DEGREES 39'30" WEST 129.17 FEET: THENCE SOUTH 85 DEGREES 59'58" EAST 92.16 FEET: THENCE SOUTH 00 DEGREES 00' 21" EAST 97.43 FEET: THENCE SOUTH 89 DEGREES 57'18" WEST 330.45 FEET: THENCE SOUTH 450.00 FEET: THENCE WEST 419.76 FEET: THENCE SOUTH 45 DEGREES 36'10" WEST 700 FEET: THENCE NORTH 44 DEGREES 23'50" WEST 800 FEET THENCE NORTH 45 DEGREES 36'10" EAST 1167.61 FEET TO THE TRUE POINT OF BEGINNING. LESS ANY PORTION LYING WITHIN THE FOLLOWING DESCRIPTION: A PARCEL OF LAND LYING IN THE NORTHWEST OF SECTION 3 AND IN THE NORTHEAST QUARTER OF SECTION 4, TOWNSHIP 9 NORTH, RANGE 28 AND IN THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 34 TOWNSHIP 10 NORTH RANGE 28 DEFINED AS FOLLOWS: COMMENINCING

AT THE NORTHWEST CORNER OF SECTION 3, THENCE SOUTH 20 DEGREES 00'34" EAST 1774.74 FEET TO A POINT ON THE WEST BOUNDARY LINE OF THE PLAT OF RICHLAND, SAID POINT HAVING COORDINATES NORTH 353,333.52 AND EAST 2,301,783.92 ON THE WASHINGTON COORDINATE SYSTEM (SOUTH ZONE), SAID POINT BEING THE TRUE POINT OF BEGINNING: THENCE NORTHEASTERLY ALONG THE SAID WEST BOUNDARY OF THE PLAT OF RICHLAND AN ARC DISTANCE OF 700 FEET TO MONUMENT P.B. 10-W ON SAID PLAT BOUNDARY: THENCE CONTINUING ALONG SAID PLAT BOUNDARY NORTH 39 DEGREES 59'18" EAST 976.24 FEET TO MONUMENT P.B. 11-W ON SAID BOUNDARY: THENCE NORTH 36 DEGREES 23'14" WEST 832.50 FEET: THENCE SOUTH 52 DEGREES 49'40" WEST 188.10 FEET: THENCE NORTH 86 DEGREES 22'57" WEST 109.68 FEET: THENCE SOUTH 04 DEGREES 39'30" WEST 129.17 FEET: THENCE SOUTH 85 DEGREES 59'58" EAST 92.16 FEET: THENCE SOUTH 00 DEGREES 00'21" EAST 97.43 FEET: THENCE SOUTH 89 DEGREES 57'18" WEST 330.45 FEET: THENCE SOUTH 450 FEET: THENCE WEST 419.76 FEET: THENCE SOUTH 45 DEGREES 36'10" WEST 700 FEET: THENCE NORTH 44 DEGREES 23'50" WEST 800 FEET: THENCE SOUTH 45 DEGREES 36'10" WEST 245.20 FEET: THENCE SOUTH 45 DEGREES 24'17" EAST 64.91 FEET: THENCE SOUTH 41 DEGREES 37'54" EAST 648.07 FEET: THENCE SOUTH 27 DEGREES 21'34" EAST 405.58 FEET: THENCE NORTH 45 DEGREES 36'10" EAST 394.17 FEET: THENCE SOUTH 53 DEGREES 56'46" EAST 827.07 FEET TO THE POINT OF BEGINNING. LESS THE PORTION DEFINED AS FOLLOWS:
COMMENCING AT A POINT ON THE WESTERLY BOUNDARY OF THE PLAT OF RICHLAND, SAID POINT BEING DESIGNATED AS PB 10-W. THENCE NORTH 39 DEGREES 59'18" EAST ALONG SAID BOUNDARY THEREOF TO A POINT DESIGNATED AS PB 11-W. THENCE NORTH 11 DEGREES 51'48" EAST A DISTANCE OF 355.94 FEET. THENCE NORTH 32 DEGREES 48'30" EAST A DISTANCE OF 439.82 FEET. THENCE NORTH 63 DEGREES 28'39" WEST A DISTANCE OF 43.12 FEET TO A POINT ON THE WESTERLY RIGHT OF WAY OF A ROAD DESIGNATED AS BUTLER LOOP AND THE TRUE POINT OF BEGINNING: THENCE CONTINUING NORTH 63 DEGREES 28'39" WEST A DISTANCE OF 221.70 FEET. THENCE NORTH 32 DEGREES 48'30" EAST A DISTANCE OF 230 FEET. THENCE SOUTH 85 DEGREES 26'38" EAST A DISTANCE OF 120 FEET TO A POINT OF CURVE TO THE RIGHT, SAID CURVE HAVING A CENTRAL ANGLE OF 28 DEGREES 15'08", A RADIUS OF 180 FEET AND AN ARC LENGTH OF 88.76 FEET TO A POINT OF TANGENT. THENCE SOUTH 57 DEGREES 11'30" EAST A DISTANCE OF 22.32 FEET TO A POINT OF CURVE TO THE RIGHT, SAID CURVE HAVING A CENTRAL ANGLE OF 90 DEGREE 00'00", A RADIUS OF 20 FEET AND AN ARC DISTANCE OF 31.42 FEET TO A POINT OF TANGENT AND THE WESTERLY RIGHT OF WAY OF ROAD DESIGNATED A BUTLER LOOP. THENCE SOUTH 32 DEGREES 48'30" WEST ALONG WESTERLY RIGHT OF WAY THEREOF A DISTANCE OF 157.48 FEET TO A POINT OF CURVE TO THE RIGHT, SAID CURVE HAVING A CENTRAL ANGLE OF 13 DEGREES 46'03", A RADIUS OF 447.47 FEET AND AN ARC DISTANCE OF 107.52 FEET TO THE TRUE POINT OF BEGINNING: (DEEDED AUD FEE #88-1169-, 1/25/88). EASEMENT DEED 3/10/83. EASEMENT (2) 1/19/82. LEASE AGREEMENT TO EG&G INC. 11/16/67. LESS THAT PORTION DESCRIBED AS FOLLOWS: A PARCEL OF LAND LOCATED IN SAID SECTION 34 DESCRIBED AS FOLLOWS: COMMENCING AT A POINT ON THE WESTERLY BOUNDARY OF THE PLAT OF RICHLAND, SAID POINT BEING DESIGNATED AS P B 10-W: THENCE NORTH 39 DEGREES 59'18" EAST ALONG SAID BOUNDARY THEREOF TO A POINT DESIGNATED AS

P B 11-W: THENCE NORTH 11 DEGREES 51'48" EAST A DISTANCE OF 355.94 FEET:
THENCE NORTH 32 DEGREES 48'30" EAST A DISTANCE OF 1077.61 FEET: THENCE NORTH
66 DEGREES 37'19" WEST A DISTANCE OF 30.41 FEET TO THE WESTERLY MARGIN OF
BUTLER LOOP ROAD AND THE TRUE POINT OF BEGINNING: THENCE NORTH 66 DEGREES
37'19" WEST A DISTANCE OF 241.28 FEET: THENCE NORTH 04 DEGREES 33'22" EAST A
DISTANCE OF 130.86 R335 TO THE SOUTHERLY RIGHT OF WAY MARGIN OF BUTLER
LOOP ROAD: THENCE SOUTH 85 DEGREES 26'38" EAST ALONG SAID SOUTHERLY MARGIN
A DISTANCE OF 190.00 FEET TO A POINT ON CURVE: THENCE ALONG A CURVE TO THE
RIGHT HAVING A CENTRAL ANGLE OF 118 15'08" A RADIUS OF 90.00 FEET AND AN ARC
DISTANCE OF 185.75 FEET TO A POINT OF TANGENT: THENCE SOUTH 32 DEGREES 48'30"
WEST A DISTANCE OF 86.40 FEET TO THE TRUE POINT OF BEGINNING: (QCD 11/30/92)
ALSO LESS A PARCEL OF LAND LOCATED IN SECTION 34 TOWNSHIP 10 NORTH RANGE 28
EAST, DESCRIBED AS FOLLOWS: COMMENCING AT A POINT ON THE WESTERLY
BOUNDARY OF THE PLAT OF RICHLAND, SAID POINT BEING DESIGNATED AS P B 10-W:
THENCE NORTH 39 DEGREES 59'18" EAST ALONG SAID BOUNDARY THEREOF TO A POINT
DESIGNATED AS P B 11-W: THENCE NORTH 11 DEGREES 51'48" EAST A DISTANCE OF
355.94 FEET: THENCE NORTH 32 DEGREES 48'30" EAST A DISTANCE OF 1077.61 FEET:
THENCE NORTH 66 DEGREES 37'19" WEST A DISTANCE OF 30.41 FEET TO THE WESTERLY
MARGIN OF BUTLER LOOP ROAD, AND THE TRUE POINT OF BEGINNING: THENCE SOUTH
32 DEGREES 48'30" WEST ALONG SAID WESTERLY MARGIN A DISTANCE OF 273.60 FEET
TO A POINT OF CURVE: THENCE ALONG A CURVE TO THE RIGHT HAVING A CENTRAL
ANGLE OF 90 00'00" A RADIUS OF 20.00 FEET AND AN ARC DISTANCE OF 31.42 FEET TO
A POINT OF TANGENT: THENCE NORTH 57 DEGREES 11'30" WEST A DISTANCE OF 22.32
FEET TO A POINT OF CURVE: THENCE ALONG A CURVE TO THE LEFT HAVING A CENTRAL
ANGLE OF 21 36'02" A RADIUS OF 240.00 FEET AN ARC LENGTH OF 90.48 FEET AND A
CHORD BEARING OF NORTH 67 DGREES 59'31" WEST AND A CHORD DISTANCE OF 89.95
FEET TO A POINT ON CURVE: THENCE NORTH 11 DEGREES 11'35" EAST A DISTANCE OF
291.41 FEET: THENCE SOUTH 66 DEGREES 37'19" EAST A DISTANCE OF 241.28 FEET: TO
THE TRUE POINT OF BEGINNING: (SWD 1/8/93) LESS PORTION DEFINED AS FOLLOWS:
(SWD 8/25/93) A PARCEL OF LAND SITUATED IN THE SOUTHWEST QUARTER OF SAID
SECTION 34 DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHWEST CORNER OF SAID
SOUTHWEST QUARTER: THENCE NORTH 89 DEGREES 40'59" EAST ALONG THE SOUTH
LINE OF SAID SOUTHWEST QUARTER A DISTANCE OF 1747.70 FEET: THENCE NORTH 00
DEGREES 19'01" WEST A DISTANCE OF OF 266.25 FEET TO A POINT ON THE NORTHERLY
RIGHT OF WAY MARGIN OF BUTLER LOOP ROAD AND BEING THE TRUE POINT OF
BEGINNING: THENCE SOUTH 89 DEGREES 41'00" WEST ALONG SAID NORTHERLY
MARGIN A DISTANCE OF 137.89 FEET TO A POINT OF CURVE: THENCE ALONG A CURVE
TO THE RIGHT HAVING A CENTRAL ANGLE OF 74 DEGREES 49'46" A RADIUS OF 50.00
FEET AND AN ARC DISTANCE OF 65.30 FEET TO A POINT OF TANGENT AND BEING ON
THE EASTERLY RIGHT OF WAY MARGIN OF AIRPORT WAY: THENCE NORTH 35 DEGREES
29'14" WEST ALONG SAID EASTERLY MARGIN A DISTANCE OF 203.63 FEET TO A POINT
OF CURVE: THENCE LEAVING SAID EASTERLY MARGIN ON A CURVE TO THE RIGHT
HAVING A CENTRAL ANGLE OF 90 DEGREES 16'54" A RADIUS OF 20.00 FEET AND AN ARC
DISTANCE OF 31.51 FEET TO A POINT OF TANGENT: THENCE NORTH 54 DEGREES 47'40"

EAST A DISTANCE OF 6.75 FEET TO A POINT OF CURVE: THENCE ALONG A CURVE TO THE LEFT HAVING A CENTRAL ANGLE OF 21 DEGREES 59'11" A RADIUS OF 340.00 FEET AND AN ARC DISTANCE OF 130.47 FEET TO A POINT OF TANGENCY: THENCE NORTH 32 DEGREES 48' 30" EAST A DISTANCE OF 16.95 FEET: THENCE SOUTH 35 DEGREES 29'14" EAST A DISTANCE OF 338.31 FEET TO THE TRUE POINT OF BEGINNING: (SWD 8/25/93) LESS PORTION DEFINED AS FOLLOWS: (SWD 11/16/93) A PARCEL OF LAND SITUATED IN THE SOUTHWEST QUARTER OF SAID SECTION 34 TOWNSHIP 10 NORTH RANGE 28 EAST W.M. DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHWEST CORNER OF SAID SOUTHWEST QUARTER: THENCE NORTH 89 DEGREES 40'59" EAST ALONG THE SOUTH LINE OF SAID SOUTHWEST QUARTER A DISTANCE OF 1747.70 FEET: THENCE NORTH 00 DEGREES 19'01" WEST A DISTANCE OF 266.25 FEET TO A POINT ON THE NORTHERLY RIGHT OF WAY MARGIN OF BUTLER LOOP AND BEING THE TRUE POINT OF BEGINNING: THENCE NORTH 35 DEGREES 29'14" WEST A DISTANCE OF 338.31 FEET: THENCE NORTH 32 DEGREES 48'30" EAST A DISTANCE OF 121.96 FEET TO A POINT OF CURVE: THENCE ALONG A CURVE TO THE RIGHT HAVING A CENTRAL ANGLE OF 61 DEGREES 44'52" A RADIUS OF 70.00 FEET AND AN ARC DISTANCE OF 75.44 FEET TO A POINT OF TANGENT: THENCE SOUTH 85 DEGREES 26'38" EAST A DISTANCE OF 170.18 FEET: THENCE SOUTH 32 DEGREES 48'30" WEST A DISTANCE OF 230.00 FEET: THENCE SOUTH 63 DEGREES 28'38" EAST A DISTANCE OF 221.70 FEET TO SAID NORTHERLY MARGIN AND BEING A POINT ON CURVE: THENCE ALONG SAID NORTHERLY MARGIN ON A CURVE TO THE RIGHT HAVING A CENTRAL ANGLE OF 23 DEGREES 06'25" A RADIUS OF 447.47 FEET A CHORD BEARING OF SOUTH 58 DEGREES 07'47" WEST AND A CHORD DISTANCE OF 179.24 FEET TO A POINT OF TANGENT: THENCE CONTINUING ALONG SAID NORTHERLY MARGIN SOUTH 69 DEGREES 41'00" WEST A DISTANCE OF 26.94 FEET TO THE TRUE POINT OF BEGINNING: (SWD 11/16/93) LESS PORTION DEFINED AS FOLLOWS: (SWD 1/13/94) A PARCEL OF LAND SITUATED IN THE SOUTHWEST QUARTER OF SECTION 34 TOWNSHIP 10 NORTH RANGE 28 EAST DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHWEST CORNER OF SAID SOUTHWEST QUARTER: THENCE NORTH 89 DEGREES 40'59" EAST ALONG THE SOUTH LINE OF SAID SOUTHWEST QUARTER A DISTANCE OF 2048.35 FEET: THENCE NORTH 00 DEGREES 19'01" WEST A DISTANCE OF 916.36 FEET TO THE TRUE POINT OF BEGINNING: THENCE NORTH 85 DEGREES 26'38" WEST A DISTANCE OF 201.77 FEET: THENCE NORTH 04 DEGREES 33'22" EAST A DISTANCE OF 208.62 FEET TO THE SOUTHERLY RIGHT OF WAY MARGIN OF BUTLER LOOP ROAD: THENCE SOUTH 85 DEGREES 28'08" EAST ALONG SAID SOUTHERLY MARGIN A DISTANCE OF 210.83 FEET: THENCE SOUTH 04 DEGREES 33'22" WEST A DISTANCE OF 130.86 FEET: THENCE SOUTH 11 DEGREES 11'35" WEST A DISTANCE OF 78.37 FEET TO THE TRUE POINT OF BEGINNING: LESS THE FOLLOWING DESCRIBED PARCEL: (SWD 11/17/94) SECTION 34 TOWNSHIP 10 NORTH RANGE 28 EAST: THAT PORTION OF THE SOUTHWEST QUARTER DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHWEST CORNER OF SAID SECTION 34: THENCE NORTH 89 DEGREES 40'59" EAST ALONG THE SOUTH LINE OF SAID SECTION 34 A DISTANCE OF 1610.58 FEET: THENCE NORTH 00 DEGREES 19'01" WEST A DISTANCE OF 717.78 FEET TO THE TRUE POINT OF BEGINNING: THENCE NORTH 2 DEGREES 26'07" EAST A DISTANCE OF 235.21 FEET: THENCE SOUTH 85 DEGREES 26'38" EAST A DISTANCE OF 428.02 FEET: THENCE SOUTH 11 DEGREES 11'35" WEST A DISTANCE

OF 213.04 FEET TO A POINT ON CURVE: THENCE ALONG A CURVE TO THE LEFT HAVING A CENTRAL ANGLE OF 06 DEGREES 39'06', A RADIUS OF 240.00 FEET A CHORD BEARING OF NORTH 82 DEGREES 07'05' WEST AND A CHORD DISTANCE OF 27.85 FEET TO A POINT OF TANGENT: THENCE NORTH 85 DEGREES 26'38' WEST A DISTANCE OF 290.18 FEET TO A POINT OF CURVE: THENCE ALONG A CURVE TO THE LEFT HAVING A CENTRAL ANGLE OF 36 DEGREES 09'49' A RADIUS OF 130.01 FEET AND AN ARC DISTANCE OF 82.06 FEET TO A POINT TO THE TRUE POINT OF BEGINNING: (SWD 11/17/94 AF#94 36877) SUBJECT TO RESERVATIONS, RESTRICTIONS, EASEMENTS AND RIGHTS-OF-WAY OF RECORD: SUBJECT TO AN EASEMENT 12/30/96 AF#96-31916)

Containing 6,400 square feet (0.15 acres), more or less.

ALSO TOGETHER WITH AND SUBJECT TO easements, reservations, covenants, conditions and restrictions apparent or of record.

RESOLUTION 22-18

**A RESOLUTION OF THE PORT OF BENTON
ACCEPTING WORK COMPLETED BY
LUKES CARPET, LLC
FOR THE
2345 STEVENS DR. CARPET REPLACEMENT PHASE II**

WHEREAS, work known as the 2345 Stevens Dr. Carpet Replacement phase II Project, upon notification by Lukes Carpet, LLC, that said project has been completed in accordance with the approved plans and specifications, has been duly inspected by the Director of Facilities & Operations: and

WHEREAS, the Director has certified that the work has been completed in accordance with the plans and specifications.

WHEREAS, the total amount of the project was \$69,651.52 including WSST.

NOW THEREFORE BE IT RESOLVED that the Port of Benton Commission does hereby accept the work by Lukes Carpet, LLC, has completed in accordance with the contract of said project; and

BE IT HEREBY FURTHER RESOLVED that upon presentation and approval of the final bill for the project, the Executive Director is directed to proceed with the necessary procedures, including required advertisements and government notifications, to finalize the project account.

DATED AND SIGNED at Richland, Washington on the 18th day of May 2022.

Christy L. Rasmussen, President

Roy D. Keck, Vice President

Lori Stevens, Secretary

RESOLUTION 22-19

A RESOLUTION OF THE PORT OF BENTON AUTHORIZING AN APPLICATION TO THE NATIONAL HIGHWAY FREIGHT PROGRAM

WHEREAS, the port has submitting to the National Highway Freight Program for SR240 rail signal and crossing reconstruction and:

WHERAS, the National Highway Freight Program is authorized to provide a grant of \$865,000 with the Port providing \$135,000 in matching funds for a total of \$1,000,000 projects costs; and

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. Diahann Howard, PPM® Executive Director of the Port of Benton or her designee, is authorized to apply to the National Highway Freight Program for up to a \$865,000 grant for the SR240 rail signal and crossing reconstruction.
2. The Port of Benton will contribute a \$135,000 cash match to the total project.
3. A copy of this resolution shall be submitted to the National Highway Freight Program.
4. The application shall be effective immediately upon passage and signature by the Port of Benton Commissioners.

THIS RESOLUTION OF THE PORT OF BENTON ADOPED by the Commission at its regular meeting held on the 18th day of May 2022.

Christy L. Rasmussen, President

Roy D. Keck, Vice President

Lori Stevens, Secretary



PORT OF BENTON

3250 Port of Benton Blvd., Richland Wa. 99354

May 18, 2022

Transportation Energy Partners
Drive Clean Rural USA Project
4713 Trent Court
Chevy Chase, MD 20815

Subject: Port of Benton Commitment Letter for Participation in Drive Clean Rural USA Project

Dear Drive Clean Rural USA Project Team:

Port of Benton is pleased to partner with the Drive Clean Rural USA project to receive US DOE project funded support including educational information, fleet analysis assistance, and access to alternative fuel vehicles for fleet demonstrations in our rural county region.

Our Port is committed to advancing clean energy and clean fuels technologies across a spectrum of industries, with a regional emphasis in alternative energy generation, storage, and resiliency. Our Port itself and broader community struggles to identify clean alternative fueled vehicles that meet the demands of our work; however, we pride ourselves on investigating options that resolve internal fleet emissions reductions, enhance environmental quality in the expansive region we serve, and contributes to technical advancement and public/private adoption of affordable clean fuel.

We are interested in partnering with the Drive Clean Rural USA because it is engaging with government leaders, business owners, fleet managers, and a cross-section of heavy duty transportation and agricultural operators to remove barriers and accelerate access to clean fuel solutions that deliver financial savings, clean air, and economic opportunity to rural communities. Your main point of contact for this project will be Miles Thomas, Director of Economic Development and Governmental Affairs, who can be reached at miles@portofbenton.com or (509) 578 – 6440.

By partnering with the Drive Clean Rural USA project, Port of Benton is committed to participating in the following activities:

- **Attend Fleet Educational Event:** Participate in a free fleet educational event hosted by Drive Clean Rural USA. Assist with outreach invitations or connections to regional peer fleets and help identify a location for the event.
- **Receive Fleet Alt. Fuel Analysis:** Provide organizational fleet data to the project team in order to receive a free fleet alternative fuel feasibility analysis.
- **Short-Term Alt. Fuel Vehicle Demos:** Work with project team partners to perform short-term demos of relevant alternative fuel vehicles in organization fleet operations.
- **Connections to Peer Fleets:** Assist the project team by making introductions and connections to regional peer fleet leaders that may be interested in participating in the project and learning more about alternative fuel vehicle solutions.
- **Share Results:** The project team may share our selection as a partner in this project, results of our fleet analysis, and our experiences as a project partner. This information will be included in communication with the media, in social media posts, and/or in a Replication Playbook produced and disseminated nationally to highlight successes and lessons learned.

We are excited to participate in the Drive Clean Rural USA project and look forward to working with the project team to learn more about how clean fuel solutions can deliver financial savings, clean air, and economic opportunity to rural communities.

Sincerely,

Christy Rasmussen
Commission President

Roy Keck
Commission Vice President

Lori Stevens
Commission Secretary

**PORT OF BENTON
PROJECTS AND GRANTS STATUS**

May 2022

Project	Description	Grants Pursued/Received	Comments
1	Richland Airport Master Plan	Master plan update of Airport	FAA \$400,000 POB \$40,000 Still waiting on approval from FAA.
2	Richland Innovation Center Rural County Capital Funds	Infrastructure improvements across already developed lots and the widening of Fermi Avenue	Benton County RCCF \$1,100,000 Working on re-scoping the project to bring it into budget. Likely to install street lights first this summer.
3	Richland Airport - Airfield Signage and Lights (PH1)	Replace Airfield Signs, Replace runway lights on RW 8/26 & 1/19 MIRL - CONSTRUCTION	FAA - \$3,200,000 No Match Required Working with Sierra Electric on schedule of work and reviewing submittals. Still working with Life Flight and the FBO to minimize impacts to their businesses.
4	Railroad Improvements - FRIB low interest loan	Provide low interest loan funding of railroad crossings at Van Giesen and Swift/Cemetery	FRIB - \$260,000 1% loan \$260,000 awarded, looking for contract approval at Commission meeting. This will support the Van Giesen and Cemetery crossing replacements.
5	Innovation Cluster Accelerator Program Application	Washington Dept of Commerce, next evolution of POB, IPZ. Goal to support creation of clean energy industry lead alliance.	State - \$400,000 Project Coordinator, Legal complete. Communications RFP complete awards for communication to Prominance, award web to Sprout, contracting in process.
6	Infrastructure Investment and Jobs Act - Grant Funds	Direct grants for the improvement of public use airports.	Richland Airport \$1,480,000 Prosser Airport \$ 790,000 Still waiting on formal approval and information on use of funds.

**PORT OF BENTON
PROJECTS AND GRANTS STATUS**

May 2022

	Project	Description	Grants Pursued/Received	Comments
7	Community Aviation Revitalization Board (CARB)	WSDOT funding to allow the Port of Benton to acquire existing hangars that are near the end of their long term leases and are	WSDOT \$750,000 CARB Low interest 20 year loan with initial payment is due in 2026. Interest rate is 2% and hangar	Still waiting on appraiser availability.
8	EDA Build Back Better	Application led by Maritime Blue and Washington Clean Tech Alliance: POB \$8M for ICC facility focused on advanced energy and hydrogen.	FED - \$8M 20% match CERB - \$2,500,000 - potential POB - \$500,000 COUNTY - \$1.5M	Awarded Phase 1, Phase 2 submitted. Presentation to EDA on project provided this month. Formal notice anticipated Sept 2022
9	National Highway Freight Program (WSDOT portion)	SR 240 rail signal and crossing reconstruction. City of Richland and Port of Benton are jointly submitting on this project. City will be installing a bike/ped path	WSDOT \$865,000 POB \$135,000	Grant application has been submitted and we are still responding to questions from WSDOT.
10	Washington State Department of Transportation Aviation Division - Airport Grants	Environmental Sustainability Grants to reduce greenhouse gases. Grant provides for buying electric ground support equipment	WSDOT - \$50,000 Local Match - \$2,500	Pursuing the possibility of purchasing electrical ground support equipment replacing gas powered equipment. Local match would be paid by users.