

**PORT OF BENTON
COMMISSION MEETING MINUTES
May 24, 2023**

A. CALL TO ORDER: The regular monthly meeting was called to order at 8:31 a.m. at the Port of Benton Commission meeting room, located at 3250 Port of Benton Boulevard, Richland, Washington.

PRESENT: Commissioner Christy L. Rasmussen; Commissioner Roy D. Keck; Executive Director, Diahann Howard, PPM®; Port Attorney, David Billetdeaux, Public Information Officer, Summers Miya; Director of Marketing, Wally Williams; Director of Facilities & Operations, Ron Branine; Accounting Clerk, Liz Renz; Airport Manager, Quentin Wright; Director of Real Estate, Teresa Hancock; Director of Finance, Jeff Lubeck; Senior Accountant, Veronica Serna; Ashley Garza, Consultant; Bryan Bell, Construction Project Manager; Roger Wright, RGW Enterprises; Theresa Richardson, City of Richland; Scott Keller, Community Member; Gareth Nisbett, Community Member

The following attendees attended via remote communications: Commissioner Lori Stevens; Contract Specialist, Sheri Collins; Bryan Condon, Century West Engineering; Wendy Culverwell, Tri-City Herald; Sara Schilling, Tri-Cities Area Journal of Business

The Commission meeting was noticed as required by RCW 42.30.070.

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

C. CONSENT AGENDA:

A motion was made by Commissioner Roy Keck, seconded by Commissioner Lori Stevens, and unanimously passed by the Commission approving the agenda for the May 24, 2023 Commission meeting, approval of minutes from the April 12, 2023 Commission meeting, approval of vouchers and certifications, including payroll, for the month of April totaling \$842,015.90, approval of project vouchers and certifications for the month of April totaling \$182,915.75 and approval of Resolution 23-09, voiding warrant No. 080989 in the amount of \$3,615.00, which was printed with errors.

D. PUBLIC COMMENT:

There were no comments from the public.

E. ITEMS OF BUSINESS

1. Resolution 23-11, A Resolution Appointing Finance Director Jeff Lubeck as Port Auditor

Port Attorney, David Billetdeaux introduced recently hired Finance Director, Jeff Lubeck and explained that Resolution 23-11 is a housekeeping item which will appoint the Port finance director as Port auditor for state audit purposes.

A motion was made by Commissioner Lori Stevens, seconded by Commissioner Roy Keck, and unanimously passed by the Commission approving Resolution 23-11, appointing Finance Director Jeff Lubeck as Port Auditor.

2. Resolution 23-12, A Resolution Removing Danielle Connor as a Signer and Authorizing Jeff Lubeck as a Signer to the Banner Bank Account

Port Attorney, David Billetdeaux explained that Resolution 23-12 is another housekeeping-related item, adding that Banner Bank is particular about their processes and requires a signed resolution and approved meeting minutes to add or remove signers and credit card holders to the Banner Bank account. Billetdeaux added that this resolution allows Lubeck to perform duties related to his position and will also help clean up the Banner Bank account. Billetdeaux, an authorized signer, would like authority to remove any credit card holders and authorized signers that are no longer employees of the Port, such as Danielle Connor and Miles Thomas.

A motion was made by Commissioner Roy Keck, seconded by Commissioner Lori Stevens, and unanimously passed by the Commission approving Resolution 23-12, removing Danielle Connor as a signer and authorizing Jeff Lubeck as a signer to the Banner Bank account, and terminating credit cards for any individuals no longer employed by the Port.

3. Resolution 23-14, Land Lease with Kambash LLC for 1.09 Acres for Public/Tenant Park Use Within the Technology & Business Campus (3240 Richardson Rd.)

Director of Real Estate, Teresa Hancock explained that the Port sold the 7.1 acres to Watts Development in 2010 to construct a three-story office building. In addition, 1.09 acres of open space was used for lawn area, the Port maintained the grounds, irrigation and utilities. Hancock added that Resolution 23-14 is an updated land lease that releases the Port from the handling of any landscaping or grounds maintenance on this property (3240 Richardson Road) and provides it via land lease to the new purchaser of the office.

A motion was made by Commissioner Lori Stevens, seconded by Commissioner Roy Keck, and unanimously passed by the Commission approving Resolution 23-14, a land lease with Kambash LLC for 1.09 acres for public/tenant park use within the Technology & Business Campus (3240 Richardson Rd.)

4. Resolution 23-15, A Resolution of the Port of Benton Authorizing an Application for a Washington State Department of Transportation (WSDOT) Aviation Division, Airport Aid Grant to Fund Design Services Related to the Pavement Rehabilitation Project at Richland Airport

Airport Manager, Quentin Wright explained that the Port would like to submit an application for an Airport Aid Grant to fund design services related to the pavement rehabilitation project at Richland Airport. Wright explained that WSDOT requires the resolutions to be submitted before the application, adding that the grant states that the Federal Aviation Administration will cover 90% of the project and the Port the remaining 10%, but the grant will cover 5% of the Port's required 10%.

A motion was made by Commissioner Roy Keck, seconded by Commissioner Lori Stevens, and unanimously passed by the Commission approving Resolution 23-15, authorizing an application for a Washington State Department of Transportation (WSDOT) Aviation Division, Airport Aid Grant to fund design services related to the pavement rehabilitation project at Richland Airport.

5. Resolution 23-16, A Resolution of the Port of Benton Authorizing an Application for a Washington State Department of Transportation (WSDOT) Aviation Division, Airport Aid Grant to Fund Design Services Related to the Pavement Rehabilitation and Electrical Replacement Project at Prosser Airport.

Airport Manager, Quentin Wright explained that the Port would like to submit an application for an Airport Aid Grant for design services related to pavement rehabilitation and an electrical replacement project at the Prosser Airport. Wright explained that WSDOT requires the resolutions to be submitted before the application, adding that the grant states that the Federal Aviation Administration will cover 90% of the project and the Port the remaining 10%, but the grant will cover 5% of the Port's required 10%.

A motion was made by Commissioner Lori Stevens, seconded by Commissioner Roy Keck, and unanimously passed by the Commission approving Resolution 23-16, authorizing an application for a Washington State Department of Transportation (WSDOT) Aviation Division, Airport Aid Grant to fund design services related to the pavement rehabilitation and electrical replacement project at Prosser Airport.

6. Award of 2023 Railroad Tie Replacement Project – Condon Construction, LLC

Engineer Roger Wright stated that the Commission previously approved the purchase of 1,200 railroad ties adding that the Port recently solicited bids for installation of these ties within the Port track, which includes 100 ties within the City's portion of the track as an alternate/additional bid item. Wright stated that interest was received from six railroad contractors, however three of the companies contacted the Port to inform that they could not schedule the work until 2024 due to their current workloads, which is indicative of the large amount of rail work currently underway.

Wright noted that two responsive bids were received from Railworks Track Systems and Condon Construction. Wright added that many years ago Railworks and Condon were part of the same ownership, but have since split. Wright added that although Condon has not performed work for the Port in several years, the team has worked with them in the past.

Wright announced that bids received were:

Railworks Track Systems – POB - \$440,691.54; COR - \$35,327.50; Total - \$467,019.04

Condon Construction, LLC – POB - \$176,967.95; COR - \$12,250.49; Total - \$189,218.44

Wright stated that both bids have been reviewed and have been determined that Condon Construction, LLC of Spokane, WA is the lowest responsive bidder. Wright recommended the Commission award the total bid of \$189,218.44 to Condon Construction while also approving the Executive Director the authority to approve change orders up to 5% of the work.

A motion was made by Commissioner Roy Keck, seconded by Commissioner Lori Stevens, and unanimously passed by the Commission awarding the 2023 Tie Replacement Project to Condon Construction, LLC.

7. Van Giesen and Cemetery Railroad Crossings, Change Order

Engineer Roger Wright reminded the Commission that Commission approved construction of the Van Giesen and Swift railroad crossings and the project was awarded to Railworks Track Systems for Commission Meeting
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a total project of \$771,002.44, including sales tax. Wright noted that the work was substantially completed in 2022, but the team is still working with the contractor on reports and final billing.

Wright stated that during the construction, which was completed in a 24-hour a day work schedule, crews found deeper asphalt than anticipated at both crossings. Wright stated that Railworks moved forward with the construction and brought additional asphalt and in order to match the existing depth, rather than slow the project by bringing in additional base rock.

Wright stated that Railworks requested an additional \$59,523.00 for additional asphalt across both Van Giesen and Cemetery/Swift crossings. Wright announced that after reviewing the information, as well as negotiating with Railworks, he is recommending rejecting the additional asphalt at the Swift/Cemetery crossing and approve the additional asphalt at Van Giesen, for a total of \$40,479.00. Wright stated that change orders approved to date, which mostly included installing additional emergency ties, total \$25,304.68 and with the additional approved asphalt, change orders will total \$65,783.68 plus sales tax.

Wright reminded the Commission that when the project was awarded, Commission pre-approved 5% in change orders, or \$38,550.00 and with the proposed additional asphalt, the team will exceed the approval, hence requiring Commission approval. Wright added that with this approval, the total change orders will be 9.2% of the total approved project.

Wright stated that he recommended Commission approve the additional asphalt change order of \$40,479.00, with a revised total construction contract of \$843,219.25, including sales tax.

A motion was made by Commissioner Lori Stevens, seconded by Commissioner Roy Keck, and unanimously passed by the Commission approving the change order for the Van Giesen and Cemetery Railroad Crossing change order of \$40,479.00 with a revised total construction contract of \$843,219.25 including sales tax.

F. INFORMATION REPORTS

1. Grants Update

Executive Director Diahann Howard pointed out that the grants report was included in the meeting packet and would like to point out some particular points.

- Item 11 – Washington State Department of Commerce – Evergreen Manufacturing Growth Grant – Approved for \$200k contract; work has begun/RFP posted
- Item 7 – Railroad improvements/FRAP grant; \$1.2M approved
- Item 17 – White Bluffs Rail/State capital request/\$1.2M approved
- Item 12 – Department of Energy EV Charging, Energy Northwest leading and will provide electric vehicle charging stations at port properties, Washington State University and Pacific Northwest National Laboratory.

Howard added that she is hoping the Port will fare well for the federal submittal for rail funding and will know more about that request in June.

Howard added that there will be more discussion related to federal tech hubs and the Tri-Cities is positioned well for tech hub status.

G. COMMISSIONER REPORTS/COMMENTS

Commissioner Lori Stevens announced that she recently attended the Prosser Economic Development annual meeting and Washington Public Ports Association spring meeting.

Commissioner Stevens added that she also attended the Pepper Preppers ribbon-cutting event, which she was very pleased with.

Commissioner Stevens added that she recently experienced a family trauma where Lifeflight-type services were required and she has a newfound appreciation for this important and vital service available during crisis.

Commissioner Roy Keck stated that he attended the Washington Airport Managers Association annual meeting where the Port was awarded with the "Project of the Year" award for the 2022 Richland Airport Electrical Replacement Project.

Commissioner Keck added that he also attended the Washington Public Ports Association spring meeting, where the Port was awarded with a Community Engagement award communications during the 2022 railroad crossing replacement projects.

Commissioner Keck thanked the team for the work devoted to each project.

Commissioner Christy Rasmussen announced that she attended the Port of Kennewick's Clover Island ribbon-cutting/community event. Commissioner Rasmussen recognized the Port's participation in the recent TRIDEC Coffee with Karl, during Economic Development week.

Commissioner Rasmussen added that she also attended the Washington Public Ports Association spring meeting and Pepper Preppers ribbon-cutting, which she felt was a fabulous event.

Commissioner Rasmussen stated that she also attends a local civility caucus event once a month, which Congressman Dan Newhouse initiated.

H. DIRECTOR REPORTS/COMMENTS:

1. AIRPORTS

Airport Manager, Quentin Wright announced that there is new signage at the Prosser Airport. Wright added that he recently visited the Civil Air Patrol, which meets Thursdays at 6:30 p.m. and has approximately 25 members.

Wright stated that he also recently visited the Lewis McChord Air Force Base.

Wright invited the Commission to tour the pilot's lounge at 1865 Bronco Lane at the Richland Airport at the July Commission meeting.

Wright stated that he has one item for executive session concerning ongoing negotiations at Richland Airport.

2. FACILITIES & OPERATIONS

Director of Facilities & Operations, Ron Branine announced that the 2000 Logston turnover list is completed, which included plumbing, electrical and demolition of several walls, floors and ceilings.

Branine added that cleanup of Prosser Wine & Food Park has included the removal of dead trees and also assisting Chukar Cherries with additional parking blocks and parking lot striping.

Branine stated that facilities has also assisted with the Orano Group move-in, including their security setup, electrical within the space, HVAC, cleaning, IT install and several after hours calls to open and unlock doors.

Branine stated that 74 work orders have been turned in since the April meeting, but should be seeing an average of approximately 100 per month. Branine reminded that the number will fluctuate, but will be consistent once the preventative maintenance system is in place and then there will be a steady decline.

Branine noted that there are currently 46 open work orders and stated that he believes that the current system is only capturing 50% of what the department is doing.

Branine announced that he has started the Facility work order system and the first several months will be data collecting, much as it was for the Voyager system. Branine informed that they will be building inspection templates, preventative maintenance schedules, standard operating procedures, maintenance operating procedures, emergency operating procedures for all equipment and assets.

Branine proclaimed that Crow Butte Park looks the best it has in years and the restrooms are sparkling.

Branine stated that there was a near drowning incident at the park last week, where a couple was in a boat near shore that flipped over. Camp Host, Wayne Potter, wasted no time grabbing a life ring and jumping into the water to save the male who was struggling to make it to shore. Branine noted that Benton County Sheriff's Office recommended Wayne for a Lifesaving award for his actions, which we would like to present at the June Commission meeting.

Branine noted that forecasted revenue is up 5.53% in reservations, guest forecast is up 8.97% and the guest return rate is 76.7%.

Branine stated that he has started meeting with McKinstry to get the final plan for space reallocation that makes the most sense for current tenants at 2579 Stevens Drive, as well as for future needs. Branine added that they are looking at redoing two sets of restrooms and adding a common corridor to alleviate shared space intrusions.

3. REAL ESTATE:

Director of Real Estate, Teresa Hancock thanked Director of Facilities & Operations, Ron Branine, Contract Specialist, Sheri Collins and the entire team for their assistance during the Orano transition, which has made 3250 Port of Benton Blvd. 100% occupied.

Hancock noted that she has been fielding requests regarding the space currently occupied by Subway, in the space next to the actual restaurant. Hancock stated that she is working with the Subway tenant on the space, as they have expressed interest in expanding, but if they decide against expansion, there have been multiple requests to pursue.

Hancock said that she has been working with the Port of Pasco, who is utilizing space near Barnhart on a month-to-month basis.

Hancock provided a few updates on Prosser, including a note that Prosser Memorial Hospital is looking to lease a warehouse at Prosser Airport. Hancock added that she is also working with a prospect who is interested in three sites in Vintners Village. Hancock added that this prospect originally reached out in 2021 and she hopes to bring forward in the June meeting, adding that the prospect is interested in building a tasting room and warehouse on the three lots directly south of Yellow Rose Nursery.

Hancock added that she continues to work on ongoing real estate requests, follow-ups and needs.

4. MARKETING:

Director of Marketing, Wally Williams stated that the spring newsletter is nearly complete and am only waiting on a few things to complete the main article before publishing.

Williams noted that Triton tours continue to be in high demand and he continues to provide several a week. Williams added that he has been creating graphics for a Vintners Village social media campaign.

Public Information Officer, Summers Miya recognized Williams' assistance with the many graphic creations and requests, stating that she has started a Vintners Village summer social media campaign. Miya added that the Port has once again participated in the Port of Seattle Spotlight Advertising Program and the Vintners Village "We'll Make You Blush" ad will be on display during quarter three in the ticketing area of the Seattle airport.

Miya added that she has been trying to include one Vintners event on each weekly eNews and continues regular social media posting to promote visitors to Vintners Village.

Miya stated that she, along with Executive Director, Diahann Howard and Director of Real Estate, Teresa Hancock, joined the tenants and business owners of Vintners Village at their May meeting to provide cohesive branding information as well as an opportunity that has recently arisen through American Cruise Lines. Miya explained that American Cruise Lines currently docks at Howard Amon Park in Richland up to five nights a week, adding that current tour itineraries include trips to Pendleton, B Reactor and/or REACH Museum. Miya added that American Cruise Lines has expressed an interest to offer Prosser tour to their guests up to five times a week for up to 40 people. Miya stated that along with meeting with Vintners Village, a follow-up email was shared to all businesses and tenants with a request to submit a proposal to American Cruise Lines. Miya added that she also reached out to Prosser Economic Development Association and Historic Downtown Prosser Association, who have shared the opportunity with additional Prosser businesses. Miya noted that proposals are due at the end of the month and from there, American Cruise Line has expressed a desire to visit Prosser to experience the offerings first-hand. Miya added that American Cruise Lines would like to start offering the Prosser itinerary as a test run this fall and then run for the entire 2024 season, April – November.

Miya thanked the Commissioners, Teresa Hancock and Port Attorney, David Billetdeaux for their support at the recent ribbon-cutting for Pepper Preppers, which now own the formerly Port-owned fire station in Benton City. Miya recognized Hancock's work, attention to detail and relationship with the new owners to make everything possible with their new business.

Miya stated that other upcoming events include the Triton Submarine Veterans gathering on Saturday, June 10, which will be very similar to the 2022 Operation Sandblast recognition ceremony, as well as a tenant appreciation BBQ on June 22 and the Robert L. Ferguson memorial event on Thursday, July 6. Miya reminded the Commission that the Ferguson family has extended an invitation to all to the celebration of life, which is taking place at Christ the King Church prior to the memorial event at the Port.

Miya added that she attended the Washington Public Ports Association spring meeting the week prior and stated that she would like to recognize Engineer, Roger Wright and all others involved with the planning of the projects which were recently awarded at the WAMA and WPPA events. Miya stated that telling the story is only possible if she, herself, is provided the detail and communication from those directly involved in the planning.

Miya noted that she is assisting with a Ready for Nuclear event, which is slated to take place September 6-7, 2023, adding that this event is in partnership with TRIDEC and the US Nuclear Industry Council.

Miya added that she is also assisting with a community screening event for the recently released Oliver Stone documentary, Nuclear Now.

6. FINANCE DIRECTOR:

Executive Director, Diahann Howard introduced newly hired Director of Finance/CPA, Jeff Lubeck. Lubeck greeted the Commission and provided a brief personal introduction and work history overview.

Lubeck thanked Senior Accountant, Veronica Serna and Accounting Clerk, Liz Renz for their support during his onboarding and highlighted their current outstanding systems that are in place.

Lubeck added that Interim Director of Finance, Sara Marshall also did a great job in the interim and continues to provide valuable support and assistance on year end, which will be ready to submit to the State Auditor's Office next week.

Lubeck also commended former Director of Finance, Danielle Connor for the groundwork she provided, particularly the new systems that are now in place thanks to her drive and dedication. Lubeck added that there is a great team in place and he looks forward to what is ahead.

Lubeck explained that his presentation style includes understanding the why, not just the what and provided an overview of current month cash compared to the prior month.

Lubeck provided an overview of the general fund and project fund account balances, noting that there was an increase in April cash balance primarily due to deposits in April for property taxes. Lubeck also pointed out that the project fund is related to the Hanford History project which is wrapping up and anything remaining from the fund will be used for Phase II of the development.

Lubeck provided an overview of April 2023 cash receipts and cash disbursements from the general fund as well as a report on current accounts receivable, which now includes a look at "tenant early pay" for those tenants who choose to pay ahead of time.

Lubeck reviewed the current finance initiatives, which include his continued transitioning and training, which Port Attorney David Billetdeaux has been assisting with.

Lubeck added that the Voyager Integration Validation is a priority, as it is the final month of manual integration for validation testing and automated integration will begin in early June.

Lubeck continued, explaining that GASB 87 is another current focus, with final reviews and verification on the forefront, as well as running and confirming calculations.

Lubeck added that year-end close, financial statement preparation and audit preparation remain a current focus, in addition to GASB 96, which focuses on software subscriptions and is a new requirement in 2023.

Lubeck continued, adding that he is working on taking over many of the former Director of Finance's memberships and subscriptions and is also including IMA.

Lubeck noted that he plans to start 2024 budget planning, which will be presented at the October budget workshop.

Executive Director, Diahann Howard welcomed Lubeck to the Port team and took the opportunity to introduce newly hired Construction Project Manager, Bryan Bell, who joined the team on Monday.

Howard explained that Bell's experience will be pivotal with Port projects and looks forward to having him on the team. Howard reminded the Commission that one of the goals for quarters one and two of 2023 was to hire for these positions, which will stabilize the team.

Bell greeted the Commission and introduced himself as a long term Tri-Cities resident. Bell explained that he started out in the asphalt business and then owned his own construction company, which started with two employees and grew to 36. Bell added that he has spent the last 10 years

pursuing a lifelong dream and been a professional angler.

Bell stated that he is happy for the opportunity to join the Port team and is amazed at what the staff can do.

7. PORT ATTORNEY:

Port Attorney, David Billetdeaux provided reminders to all public employees during election season, which are in line with Washington Public Ports Association, county and MRSC recommendations. Billetdeaux encouraged anyone with any questions at all to come to him for clarification.

Billetdeaux added that he is in the beginning stages of preparing interlocal agreements with the Cities of Richland and Prosser, and the Benton County sheriff's department regarding trespassers on Port property.

Billetdeaux noted that at the recent WPPA spring meeting, the Office of Minority and Women's Business Enterprises made a presentation, and he is working to establish a local contact, as well as updated policy so the Port can ensure that all state requirements in diversity and inclusion are met.

Billetdeaux added that he is also working on developing a Request for Proposal for insurance companies, which the recent incident at State Route 240 highlighted as a need, due to an error at the Conover/HUB office, which they are working now to correct. Billetdeaux stated that the Port seeks to ensure that all property and assets are properly insured.

Billetdeaux added that he is also working on another records storage and retention training for the Port team as one of Bryan Bell's first tasks will be to transform the current archive room into new office space. Billetdeaux stated that the team will need to properly go through the boxes of records to determine what needs to go to archives, stored on or off-site, or can be properly shredded.

Billetdeaux noted that he is preparing to send out annual training courses to all staff from Enduris.

Billetdeaux added that due to the Commerce deadlines, the EMGG grant will expire by the end of June and he is working to ensure everything gets wrapped up appropriately.

Billetdeaux stated that he is reserving one brief comment for Executive Session relating to potential litigation.

8. EXECUTIVE DIRECTOR:

Executive Director, Diahann Howard thanked and complimented Port Attorney, David Billetdeaux for ensuring that all grants/subs are in line.

Howard announced that she is working on the Nuclear Now community screening, which will be held either in June or in fall, depending on legislature availability.

Howard stated that she recently toured north Richland with Stephanie Bowman, the state maritime sector lead, and will continue with Prosser at the next opportunity.

Howard announced that the Governor visited the Tri-Cities in early May to sign seven clean energy bills and following the signing event at Horn Rapids, visited the Port office to hear a Washington VERTICAL presentation that included OCOchem and Atlas Agro. Howard added that the Governor stayed for the entire hour and was very engaged throughout the presentation.

Howard noted that she has participated in recent EMAB meetings and a recent report has been released.

Howard stated that she was invited to the AAPA Leadership meeting and presented twice as well as participating in the leadership luncheon.

Howard added that she also attended the WPPA spring meeting, where she chaired the Economic Development committee meeting.

Howard said that she participated in the recent Economic Development week Coffee with Karl

episode and continues to have conversations and vision sessions with WSU Tri-Cities related to the Walter Clore Wine & Culinary Center.

Howard added that she participated in a recent Intra Tribal Advisory Board meeting as well as the Tri-Citizen of the Year event.

Howard stated that conversations with Atlas and Touchet Power are ongoing.


Howard said that she participated in tours of American Rock and will follow-up with a special tour for the Commissioners as well, adding that there will be follow up information presented related to this topic at the June meeting regarding getting some of the leased land back.

Howard added that the leadership trainings with SGR continue and reminded the Commission that these trainings are in partnership with City of Richland trainings.

Howard stated that she will be representing Washington VERTical at the Washington State Tech Alliance luncheon and I-90 Aerospace Corridor Conference & Expo at the end of the month.

I. EXECUTIVE SESSION: The regular Commission meeting was recessed at 9:52 a.m. and an Executive Session was convened at 10:00 a.m. to discuss real estate and personnel for 30 minutes. It was noted that if any action was required, we will reconvene the regular meeting and bring forward any item at that time.

J. ADJOURNMENT: The meeting was adjourned at 10:30 a.m. with an announcement that the next regularly scheduled Commission meeting would be held on Wednesday, June 14, 2023, at 8:30 a.m. at the Port of Benton Commission meeting room, located at 3250 Port of Benton Blvd., Richland, Washington.


Lori Stevens
Commission Secretary