

The Port of Benton Commission Meetings are open to the public.

The regular Commission meeting will be available via Zoom, telephone conference call-in line and in-person. The link to access this broadcast via Zoom and 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](http://www.portofbenton.com/commission)

For those unable to access the internet, please call 509-375-3060 by 8:00 a.m. on October 16, 2024, to receive 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., October 16, 2024  
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 of September 11, 2024 Commission Meeting
3. Approval of Minutes of October 7, 2024 Budget Workshop
4. Approval of Vouchers and Certifications, Including Payroll for the Month of September, Totaling \$744,954.22

**D. PUBLIC COMMENT**

## E. ITEMS OF BUSINESS

1. Welcome and Update from Kevin Sliger, Ben Franklin Transit
2. Overview of 2025 Port of Benton Proposed Budget Before Being Placed on File for Public Review
3. Overview of 2025 Comprehensive Plan of Harbor Improvements Before Being Placed on File for Public Review
4. Resolution 24-35, Authorizing an Application to the Community Economic Revitalization Board (CERB) for \$2.4 Million Loan for 2579 Stevens Drive (RBP)
5. 2345 Stevens Drive Proposed Lease with Avalanche (RBP)

## F. INFORMATION REPORTS

1. Grants Update
2. Legislative Update

## G. COMMISSIONER REPORTS/COMMENTS

## H. DIRECTOR REPORTS/COMMENTS

1. Finance Director
2. Port Attorney
3. Executive Director

## I. FOR THE GOOD OF THE ORDER

## J. EXECUTIVE SESSION

## K. ADJOURNMENT

The next regular Port of Benton Commission meeting will be held on **Wednesday, November 13, 2024**, at the Port of Benton Commission Room at 3250 Port of Benton Blvd., Richland, Washington. Visit [portofbenton.com](http://portofbenton.com) for notices and information.

**PORT OF BENTON  
COMMISSION MEETING MINUTES  
September 11, 2024**

**A. CALL TO ORDER:** The regular monthly meeting was called to order at 8:30 a.m. at the Walter Clore Center, 2140 Wine Country Road, Prosser, Washington.

**PRESENT:** Commissioner Scott D. Keller, Commissioner Lori Stevens; Commissioner Roy D. Keck

**PORT STAFF PRESENT:** Diahann Howard, Jeff Lubeck, Quentin Wright, Summers Miya, Ron Branine, Cassie Hammond, Brandin Lopez, Wally Williams, Audrey Burney, Jorge Celestino

**ALSO PRESENT:** John O’Leary, Gravis Law; Kristine Perales, Historic Downtown Prosser Association

**The following attendees attended via remote communications:** Angela Saraceno-Lyman, Julia Mora Sheri Collins; Bryan Bell; Bryan Condon, Century West Engineering; Rachel Visik, Tri-Cities Area Journal of Business; Christy (No last name given)

The Commission 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 agenda for the September 11, 2024 Commission meeting, approval of minutes from the August 14, 2024 Commission meeting, approval of vouchers and certifications, including payroll, for the month of August totaling \$1,131,525.50 and approval of Resolution 24-32, to cancel warrant numbers 083483 and 900097, which were issued incorrectly.**

**D. PUBLIC COMMENT:**

There were no comments.

**F. ITEMS OF BUSINESS**

1. Resolution 24-33, A Resolution of the Port of Benton Authorizing a License Agreement for the Use of Port of Benton Real Estate with 3D Development, LLC (American Rock) License Agreement – Richland Business Park

Executive Director Diahann Howard explained that American Rock is expanding their mining operations and this will require them to cross port rail line, which will require the creation of an underpass.

Howard explained that this license agreement allows the port to approve their design and they are paying annually for the agreement.

Port of Benton

Commission Meeting

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September 11, 2024

Page 1

**A motion was made by Commissioner Roy Keck, seconded by Commissioner Lori Stevens, and unanimously passed by the Commission authorizing Resolution 24-33, a license agreement for the use of Port of Benton real estate with 3D Development, LLC (American Rock).**

2. Resolution 24-34, A Resolution of the Port of Benton Adopting Port of Benton Commission Rules of Policy and Procedure

Port Attorney John O’Leary presented the topic of updating the Commission Rules of Policy and Procedure, which was initially brought up by former Port attorney, David Billetdeaux and then again in August.

O’Leary explained that the proposal is to amend the existing policies and procedures of the Port of Benton to incorporate language that’s contained in the Washington Public Ports Association: Port Governance and Management Guide, published June 2022.

O’Leary presented a side-by-side comparison of the current policy and the proposed revised policy.

O’Leary reviewed the policy and conversation ensued regarding what changes were to be made related to the auditor and attorney and who each reported to and who would be responsible for the hiring of the attorney.

Executive Director Diahann Howard recommended reviewing what the current RCW states regarding the hiring and review of the port attorney.

**After discussion the item was tabled for a future meeting.**

3. Enodav Consent to Transfer – Vintners Village

Executive Director Diahann Howard reminded the Commission that David Rodriguez and his father purchased the lots at Vintners Village in 2023. Since purchasing the lots, David Rodriguez has also purchased the vacant building in the phase I section of Vintners Village.

Howard noted that the son has requested to move out of the LLC related to the purchased port lots, which would leave the father as the sole contact on the LLC. This will allow the father to move forward with the project as originally planned and everything project related still falls in the required development plan and construction window that was approved for development.

**A motion was made by Commissioner Lori Stevens, seconded by Commissioner Roy Keck, and unanimously passed by the Commission approving the Enodav consent to transfer.**

4. Approval of Award, 2024 Tie Project – Koppers, Inc.

Executive Director Diahann Howard stated that this business item seeks Commission approval to purchase 3,360 rail ties for a total of \$330,534.96, including sales tax, to Koppers, Inc.

Howard provided background on the project, noting that in 2023, the Port received a legislative budget appropriation of \$1,212,500 through the Department of Commerce for the installation of ties and ballast on Port-owned track.

Howard noted that the Port received bids from three companies who met the requirements of the bid specification and Koppers, Inc. provided the lowest responsive bid within the project budget at

Port of Benton

Commission Meeting

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September 11, 2024

Page 2

\$90.50 per tie.

Howard added that a bid was received from North American Tie at \$88.60 per tie, but the bid came in 21 minutes after the public bid opening and was found to be unresponsive.

**A motion was made by Commissioner Roy Keck, seconded by Commissioner Lori Stevens, and unanimously passed by the Commission approving the 2024 Tie Project to Koppers, Inc. for \$330,534.96, including sales tax and rejecting North American Tie due to late response.**

#### **F. INFORMATION REPORTS:**

##### 1. Welcome and Update from Kristine Perales, Historic Downtown Prosser Association

Kristine Perales, Executive Director of Historic Downtown Prosser Association delivered her update during the introductions section of the meeting.

Perales greeted the Commissioners, noting that the organization has been working on several events, with a goal to bring heads to beds in the community. Perales provided an information packet to the Commissioners related to recent Historic Downtown Prosser Association activities.

Perales encouraged all to drive through Prosser to take in the beautiful flower displays located throughout the city.

##### 2. Barge and Tariff Update

Brandin Lopez provided an overview on the port-owned and operated high dock and barge slip, located at river mile 343 on the Columbia River.

Lopez explained that the primary current use has been for the U.S. Navy for the offloading of the decommissioned reactor compartments, which are transported for permanent storage on the Hanford site.

Lopez explained that the barge and tariff policy presented to them today was prepared based on review of the ports along the Columbia River, including Ports of Pasco and Clarkston as well as the Northwest Seaport Alliance.

Lopez reviewed the policy, noting that a resolution will then be prepared along with the final policy to be brought forward once again for approval, explaining that the document will be a working document that will need to be updated as the Port continues to grow.

Further conversation ensued related to the barge and high dock area and draft policy.

##### 2. Grants Update

Executive Director Diahann Howard pointed out that the grants report was included in the meeting packet and highlighted the following:

Item 2 – National Highway Freight Program (WSDOT portion) for SR 240 rail signal and crossing reconstruction. Bids are due 9/24/2024 and then the timing can be figured out for the project.

Item 5 – 2023-2025 State Capital Appropriation, White Bluffs Rail. Plan to advertise for tie installation by 9/22/2024.

Airport Manager Quentin Wright stated that Item 13, Richland Airport Airfield Signage and Lights (PH1) will finally be removed from the grants report, as the closeout process is nearing completion.

Wright provided an update on the upcoming pavement maintenance projects at Prosser and Richland airports, which will require runway closures.

## **G. COMMISSIONER REPORTS/COMMENTS**

Commissioner Scott Keller reviewed recent meetings he attended, including the Visit Tri-Cities board meeting, Richland Chamber of Commerce and TRIDEC Tuesday. Keller noted that the upcoming IRONMAN event is looking for volunteers and numerous roads will be closed in Richland during the event.

Commissioner Roy Keck stated that he attended the Prosser Beer & Whiskey event, Regional Chamber Luncheon with the Congressional update and the elected meet and greet reception at TRIDEC.

Commissioner Lori Stevens highlighted recent meeting and events attended, including the Prosser Economic Development Association leadership graduation, Prosser Chamber tourism meeting.

Stevens announced that the Prosser Chamber of Commerce executive director has decided to pursue other opportunities, which is why the Chamber was not in attendance to provide an update at today's meeting.

Stevens reviewed recent happenings at the Prosser Chamber, including the Beer & Whiskey Festival and the States Day parade. Stevens noted that Golden Valley weekend is upcoming and the Prosser Chamber also organizes a Harvest Festival where the downtown streets are closed and there is a street painting event.

## **H. DIRECTOR REPORTS/COMMENTS:**

### **1. FINANCE DIRECTOR:**

Director of Finance Jeff Lubeck provided an overview on the financials, stating that cash continues to be volatile with the number of projects going on.

Lubeck reviewed cash activity and pointed out that August was a three payroll month, which happens twice a year.

Lubeck reviewed current accounts payable and receivables as well as a budget vs. actual comparison, noting that spending is slightly under budget.

Lubeck reviewed 2023 year-to-date actual expense to budget variance by department, pointing out that airports is over budget due a building demolition project in July and staff labor cost allocation.

Lubeck reviewed the budget development schedule pointing out that the 1:1 meetings scheduled with each Commissioner will begin in the coming days.

Lubeck responded to an earlier request from Commissioner Keller regarding the Van Giesen

Port of Benton  
Commission Meeting  
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September 11, 2024  
Page 4

railroad crossing replacement project cost, noting that the project was combined with the Swift-Cemetery project, with a total of \$969,000 for both.

Commissioner Keller covered a few questions regarding the voucher report.

## **2. PORT ATTORNEY:**

Contract Port attorney John O'Leary stated that he had one item related to ongoing litigation reserved for Executive Session.

## **3. EXECUTIVE DIRECTOR:**

Executive Director Diahann Howard reviewed recent meetings and events, stating that she recently had a great meeting with the Washington State Wine Commission regarding the Clore facility. Howard added that a white paper is currently in the process of being drafted to share with the Wine Commission, who has offered to meet with other commodities and commissions to see what they can do to leverage the space.

Howard added that she heard back from EDA regarding her request and interpretation of the deed restrictions, noting that EDA is willing to allow potential flexibility of 10% of the space be used for private events.

Howard noted that she hopes to be able to meet with the commodities later this month and work to bring the facility back to its full potential.

Howard reviewed several additional topics, including the completed RFP for an intermodal operator, first CARB board meeting and meeting with the Class I rail operators regarding car facility use charges.

Howard noted that she was able to join Brandin Lopez in Tacoma to meet with the Northwest Seaport Alliance to tour facilities and there were many great conversations.

Howard provided an update on the Tri-Cities Research District, noting that only primary board members of the district remain, which includes City of Richland, Port of Benton, Energy Northwest, WSU and Pacific Northwest National Laboratory.

Howard provided an update on VERTICAL as well as an overview of the upcoming VIP tour of port-owned rail on the historic Abraham Lincoln rail car.

Howard provided recent real estate updates and overviewed upcoming meetings and events she is planning to participate in.

### **I. FOR THE GOOD OF THE ORDER**

Executive Director Diahann Howard reviewed a list of upcoming meetings and events and things to plan and coordinate, including a requested airport workshop, which will be scheduled for October 15 at 8:30 a.m.

**J. EXECUTIVE SESSION:** The regular Commission meeting was recessed at 9:52 a.m. and it was announced that an Executive Session would immediately commence at 9:54 a.m. for 10 minutes to

Port of Benton  
Commission Meeting  
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September 11, 2024  
Page 5

discuss ongoing litigation with legal counsel, real estate and human resources. It was noted that the regular meeting would reconvene at 10:04 a.m.

At 10:04 a.m., it was announced that an additional 5 minutes was needed.

At 10:09 a.m., it was announced that an additional 5 minutes was needed.

The regular Commission meeting was reconvened at 10:12 a.m.

No action was required after the Executive Session.

**K. ADJOURNMENT:** The meeting was adjourned at 10:12 a.m. with an announcement that a Port of Benton Commission budget workshop would take place at 8:30 a.m. on Monday, October 7, 2024, at the Port of Benton Commission meeting room located at 3250 Port of Benton Blvd., Richland, Washington and the next regular Port of Benton Commission meeting would be held at 8:30 a.m. on Wednesday, October 16, 2024 at the Port of Benton Commission meeting room located at 3250 Port of Benton Blvd., Richland, Washington.

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Roy Keck  
Commission Secretary



**PORT OF BENTON  
SPECIAL COMMISSION MEETING  
BUDGET WORKSHOP MINUTES  
OCTOBER 7, 2024**

**A. CALL TO ORDER:** The Special Commission Budget Workshop meeting was called to order at 8:30 a.m. at the Port of Benton Commission Meeting Room, 3250 Port of Benton Boulevard, Richland, Washington.

**PRESENT:** Commissioner Roy D. Keck, Commissioner Scott D. Keller, Commissioner Lori Stevens

**PORT STAFF PRESENT:** Diahann Howard, Jeff Lubeck, Quentin Wright, Cassie Hammond, Julia Mora, Sheri Collins, Summers Miya, Ron Branine

**The following attendees attended via remote communications:** Jorge Celestino, Angela Saraceno-Lyman; John O’Leary, Gravis Law; Wendy Culverwell, Tri-City Herald; Brian Malley, Benton County

The Special Commission Meeting Budget Workshop was noticed as required by RCW 42.30.070.

**B. PLEDGE OF ALLEGIANCE:** Jeff Lubeck led those present in reciting the Pledge of Allegiance.

**C. BUDGET WORKSHOP**

**1. 2025 Proposed Budget Review**

The 2025 proposed budget was presented by Director of Finance and Auditor Jeff Lubeck.

Lubeck provided an overview of the budget, noting that the Port of Benton’s proposed 2025 budget is balanced, shows a net surplus, and supports port strategies and objectives.

The proposed budget reflects the port’s commitment to fiscal responsibility, transparency, operational excellence and delivering on its economic development mission. The property tax levy rate is decreasing for 6<sup>th</sup> year in a row.

Key financial highlights include:

- Major assumptions
  - Land transfer with the City of Richland is finalized in 2024
  - Grants approved/funded to support rail and airport projects
- Major pending items
  - Land swap with the City of Richland – approved by both Commissions
  - Property tax revenue – preliminary numbers used, waiting for final numbers
  - Update 2024 forecast
- Major items
  - Managing lease revenues reduces operating deficit
  - Rail continues to require substantial resources

- Major projects/initiatives
  - Intermodal rail facility
  - Airports
  - Continued development of business operations

Operating revenues of \$7.7 million are 34% of the total, up from 31% in 2024, with non-operating revenues of \$15 million, which is 66% of the total.

Lubeck reviewed all aspects of the proposed 2025 budget, while also providing comparisons to the 2024 budget totals.

Revenue projections may increase by \$9 million if a renewable fertilizer company project proceeds. Port of Benton is under contract with Atlas Agro to sell 150 acres at a 1,641-acre industrial site in north Richland. Atlas Agro is presently conducting feasibility and due diligence, potentially closing in early 2025. Since the sale is still in the feasibility stage, it is not included in the 2025 budget projections to be fiscally conservative.

Lubeck noted that the proposed 2025 budget would be available in the Port office as well as the Port website.

## **2. 2025 Comprehensive Plan Draft and Review**

Executive Director Diahann Howard presented a draft overview of the Comprehensive Plan as required by RCW, noting that the plan would also be brought forward at the October meeting for public comment.

Howard overviewed the comprehensive plan highlighting any updates to property slated for sale or lease.

Howard reviewed the land exchange between the port and the city, noting that the assumption remains that the exchange will continue to proceed.

Howard noted that the draft Comprehensive Plan would be available in the Port office and the Port website.

**D. ADJOURNMENT:** With no further business, the meeting was adjourned at 9:26 a.m.

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Roy Keck  
Commission Secretary



**Port of Benton, Benton County, Washington  
Voucher Certification and Approval  
for the Month of September 2024**

**General Expenses**

Accounts Payable Warrants #:	83609	-	83712	\$	530,221.70
Electronic Payments:				\$	3,415.12
Total General Expenses				\$	<u>533,636.82</u>

**Payroll**

Direct Deposit:				\$	118,886.60
ACH				\$	118,886.60
Electronic Payments:				\$	43,087.93
IRS Payroll Tax Deposit				\$	43,087.93
Other Payroll Related Payments				\$	49,342.87
Total Payroll				\$	<u>211,317.40</u>
<b>Total General Expenses and Payroll</b>				\$	<u>744,954.22</u>

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the Port of Benton and that I am authorized to authenticate and certify to said claim.

Attest: \_\_\_\_\_ Director of Finance/Port Auditor

We, the undersigned Commissioners of the Port of Benton, Benton County, Washington, do hereby certify the following vouchers/warrants have been certified and approved for payment, this the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
President

\_\_\_\_\_  
Vice President

\_\_\_\_\_  
Secretary

**Sep-24  
Cash Disbursements  
Batch Totals**

\$	530,221.70	Sep-24	
\$	<u>530,221.70</u>		
<b>Electronic Payments - Other Payment</b>			
\$	3,415.12	09/25/2024	AUGUST 2024 EXCISE TAX
\$	<u>3,415.12</u>		
<b>IRS Payroll Tax Deposit</b>			
	19,869.70	09/13/24	INTERNAL REVENUE SERVICE
	3,406.47	09/13/24	INTERNAL REVENUE SERVICE
	19,811.76	09/27/24	INTERNAL REVENUE SERVICE
\$	<u>43,087.93</u>		
<b>576,724.75 Warrants, ACH, FedTax</b>			
<b>Payroll Direct Deposit Net Pay</b>			
\$	56,842.67	09/13/24	PORT OF BENTON EMPLOYEES
\$	5,333.13	09/13/24	PORT OF BENTON COMMISSIONERS
\$	56,710.80	09/27/24	PORT OF BENTON EMPLOYEES
\$	<u>118,886.60</u>		
<b>Other Payroll Related Payments</b>			
\$	2,132.14	09/13/24	NATIONWIDE
\$	3,780.28	09/13/24	DCP
\$	37,326.41	09/13/24	AUGUST - PERS
\$	3,771.90	09/27/24	DCP
\$	2,132.14	09/27/24	NATIONWIDE
\$	100.00	09/13/24	WASHINGTON SUPPORT REGISTRY
\$	100.00	09/27/24	WASHINGTON SUPPORT REGISTRY
\$	-		
\$	-		
\$	-		
\$	-		
\$	-		
\$	<u>49,342.87</u>		

Bank	Date	Payee	Document no.	Amount	Cleared	ACH Payment
	9/6/2024	VEN00006--ABADAN, INC	83609	23.37	In Transit	
	9/6/2024	VEN00044--BENTON PUD	83610	4,458.00	In Transit	
	9/6/2024	VEN00075--CASCADE NATURAL GAS CORP	83611	258.32	In Transit	
	9/6/2024	VEN00469--CENTURY WEST ENGINEERING CORP	83612	8,024.27	In Transit	
	9/6/2024	VEN00290--CI-PW, LLC (Paradise Bottled Water)	83613	49.96	In Transit	
	9/6/2024	VEN00071--CITY OF PROSSER	83614	6,765.47	In Transit	
	9/6/2024	VEN00089--CITY OF RICHLAND	83615	31,664.12	In Transit	
	9/6/2024	VEN00107--COOK'S ACE HARDWARE	83616	23.89	In Transit	
	9/6/2024	VEN00639--CWW LLC (COLUMBIA RAIL)	83617	14,821.42	In Transit	
	9/6/2024	VEN00143--DSD BUSINESS SYSTEMS	83618	44,247.86	In Transit	
	9/6/2024	VEN00664--ELIZABETH RENZ	83619	2,205.00	In Transit	
	9/6/2024	VEN00161--EXPRESS SERVICES, INC.	83620	1,856.98	In Transit	
	9/6/2024	VEN00166--FERGUSON ENTERPRISES, INC.	83621	64.52	In Transit	
	9/6/2024	VEN00728--GEORGE SCHAEFFER	83622	1,452.94	In Transit	
	9/6/2024	VEN00223--JOHNSTONE SUPPLY	83623	43.54	In Transit	
	9/6/2024	VEN00258--MOON SECURITY SERVICES, INC	83624	2,465.61	In Transit	
	9/6/2024	VEN00288--PALMER ROOFING COMPANY	83625	7,717.70	In Transit	
	9/6/2024	VEN00295--PROSSER ECON DEV ASSOCIATION	83626	12,500.00	In Transit	
	9/6/2024	10017--Roemeling, Cory	83640	807.90	In Transit	
	9/6/2024	10040--Saraceno Lyman, Angela	83639	263.18	In Transit	
	9/6/2024	VEN00719--STANDARD PAINT & FLOORING LLC	83627	407.63	In Transit	
	9/6/2024	VEN00341--SUPERIOR GLASS	83628	7,739.44	In Transit	
	9/6/2024	VEN00649--SWIFT CURRENT, LLC	83629	6,230.00	In Transit	
	9/6/2024	VEN00394--TREASURE VALLEY COFFEE	83630	144.40	In Transit	
	9/6/2024	VEN00727--VALLEY WIDE COOPERATIVE INC	83631	247.28	In Transit	
	9/6/2024	VEN00414--VERIZON	83632	1,840.16	In Transit	
	9/6/2024	VEN00449--ZIPLY FIBER	83638	237.18	In Transit	
	9/6/2024	VEN00449--ZIPLY FIBER	83637	101.84	In Transit	
	9/6/2024	VEN00449--ZIPLY FIBER	83636	655.48	In Transit	
	9/6/2024	VEN00449--ZIPLY FIBER	83635	398.42	In Transit	
	9/6/2024	VEN00449--ZIPLY FIBER	83634	78.80	In Transit	
	9/6/2024	VEN00449--ZIPLY FIBER	83633	508.13	In Transit	
	9/13/2024	VEN00122--DEPT OF RETIREMENT SYSTEMS	PERS082024	0.00	In Transit	37,326.41
	9/13/2024	VEN00122--DEPT OF RETIREMENT SYSTEMS	DCP9132024	0.00	In Transit	3,780.28
	9/13/2024	VEN00215--INTERNAL REVENUE SERVICE	091324COMM	0.00	In Transit	3,406.47
	9/13/2024	VEN00215--INTERNAL REVENUE SERVICE	09132024FT	0.00	In Transit	19,869.70
	9/13/2024	VEN00268--NATIONWIDE RETIREMENT SOLUTION	NW00913024	0.00	In Transit	2,132.14
	9/13/2024	VEN00425--WASHINGTON STATE SUPPORT REGISTRY	09132024CS	0.00	In Transit	100.00
	9/16/2024	VEN00637--360 AUTOMOTIVE & REPAIR	83641	7,243.49	In Transit	
	9/16/2024	VEN00053--BENTON RURAL ELEC ASSOCIATION	83642	650.03	In Transit	
	9/16/2024	VEN00052--CITY OF BENTON CITY	83643	102.15	In Transit	
	9/16/2024	VEN00077--COLUMBIA BASIN IT	83644	3,035.94	In Transit	
	9/16/2024	VEN00102--COLUMBIA BASIN PAPER & SUPPLY	83645	471.76	In Transit	
	9/16/2024	VEN00726--COLUMBIA PUMP INC	83646	9,188.33	In Transit	
	9/16/2024	VEN00105--CONNELL OIL, INC	83647	1,648.22	In Transit	
	9/16/2024	VEN00107--COOK'S ACE HARDWARE	83648	15.20	In Transit	
	9/16/2024	VEN00113--CROWN PAPER & JANITORIAL INC.	83649	233.43	In Transit	
	9/16/2024	VEN00136--DIGITAL IMAGE TRI-CITIES, INC.	83650	195.66	In Transit	
	9/16/2024	VEN00166--FERGUSON ENTERPRISES, INC.	83651	13.10	In Transit	
	9/16/2024	VEN00616--FIBER MARKETING INTERNATIONAL, INC (FM)	83652	395.71	In Transit	
	9/16/2024	VEN00009--GEO WAY ACE HARDWARE	83653	304.15	In Transit	
	9/16/2024	VEN00540--GLACIER SUPPLY GROUP, LLC	83654	1,512.70	In Transit	
	9/16/2024	VEN00201--HEALTH CARE AUTHORITY	83655	76,240.64	In Transit	
	9/16/2024	VEN00525--HUB INTERNATIONAL NORTHWEST LLC	83656	76,573.07	In Transit	
	9/16/2024	VEN00214--IRRIGATION SPECIALISTS, INC	83657	16.25	In Transit	
	9/16/2024	10007--Keck, Roy	83669	228.23	In Transit	
	9/16/2024	VEN00228--KELLER ROHRBACK LLP	83658	592.50	In Transit	
	9/16/2024	10037--Keller, Scott	83670	113.13	In Transit	
	9/16/2024	VEN00585--LENNOX INDUSTRIES INC.	83659	1,584.19	In Transit	
	9/16/2024	VEN00499--MID-COLUMBIA COMMERCIAL DOORS, INC.	83660	286.97	In Transit	
	9/16/2024	10033--Mora, Julia	83667	193.99	In Transit	
	9/16/2024	VEN00262--MR. ROOTER PLUMBING	83661	14,112.51	In Transit	

9/16/2024	VEN00302--PLATT ELECTRIC SUPPLY, INC	83662	55.47	In Transit	
9/16/2024	VEN00334--SANITARY DISPOSAL, INC.	83663	3,612.22	In Transit	
9/16/2024	10026--Stevens, Lori	83668	239.45	In Transit	
9/16/2024	VEN00622--TOTAL ENERGY MANAGEMENT & HVAC SERVI	83664	16,245.22	In Transit	
9/16/2024	VEN00532--VIC'S AUTO PARTS & SUPPLY	83665	220.47	In Transit	
9/16/2024	VEN00444--WASHINGTON STATE DEPT OF LABOR & INDU	83666	174.30	In Transit	
9/24/2024	VEN00721--3SIXTY MISSION CRITICAL LLC	83671	4,106.40	In Transit	
9/24/2024	VEN00006--ABADAN, INC	83672	532.72	In Transit	
9/24/2024	VEN00012--AFLAC	83673	479.22	In Transit	
9/24/2024	10032--Bell, Bryan	83713	117.92	In Transit	
9/24/2024	VEN00544--BENTON CITY CHAMBER OF COMMERCE	83674	1,000.00	In Transit	
9/24/2024	VEN00044--BENTON PUD	83675	2,002.07	In Transit	
9/24/2024	VEN00053--BENTON RURAL ELEC ASSOCIATION	83676	513.80	In Transit	
9/24/2024	VEN00059--BENTON-FRANKLIN HEALTH DEPT	83677	26.00	In Transit	
9/24/2024	VEN00083--CENTURYLINK	83678	125.65	In Transit	
9/24/2024	VEN00321--CI INFORMATION MANAGEMENT	83679	49.26	In Transit	
9/24/2024	VEN00290--CI-PW, LLC (Paradise Bottled Water)	83680	104.25	In Transit	
9/24/2024	VEN00700--CLIFTON LARSON ALLEN LLP	83681	1,155.00	In Transit	
9/24/2024	VEN00105--CONNELL OIL, INC	83682	2,050.86	In Transit	
9/24/2024	VEN00639--CWV LLC (COLUMBIA RAIL)	83683	28,000.00	In Transit	
9/24/2024	VEN00136--DIGITAL IMAGE TRI-CITIES, INC.	83684	1,141.35	In Transit	
9/24/2024	VEN00161--EXPRESS SERVICES, INC.	83685	3,568.35	In Transit	
9/24/2024	VEN00166--FERGUSON ENTERPRISES, INC.	83686	302.20	In Transit	
9/24/2024	VEN00009--GEO WAY ACE HARDWARE	83687	24.95	In Transit	
9/24/2024	VEN00540--GLACIER SUPPLY GROUP, LLC	83688	153.02	In Transit	
9/24/2024	VEN00601--GRAVIS LAW PLLC	83689	16,262.00	In Transit	
9/24/2024	VEN00200--HDR ENGINEERING, INC	83690	7,652.61	In Transit	
9/24/2024	VEN00214--IRRIGATION SPECIALISTS, INC	83691	158.04	In Transit	
9/24/2024	VEN00229--KELLEY'S TELE-COMMUNICATION, INC.	83692	139.00	In Transit	
9/24/2024	VEN00644--LEAF	83693	205.08	In Transit	
9/24/2024	VEN00584--MARTIN BUSINESS SYSTEMS	83694	1,351.05	In Transit	
9/24/2024	VEN00380--MCCLATCHY COMPANY	83695	379.60	In Transit	
9/24/2024	VEN00262--MR. ROOTER PLUMBING	83696	3,676.79	In Transit	
9/24/2024	VEN00471--OSBORN CONSTRUCTION & DESIGN, LLC	83697	4,424.09	In Transit	
9/24/2024	VEN00297--PERSONAL TOUCH CLEANING, INC.	83698	26,569.36	In Transit	
9/24/2024	VEN00713--PILOT ADVISORS LLC	83699	32,175.00	In Transit	
9/24/2024	VEN00301--PITNEY BOWES, INC	83700	195.66	In Transit	
9/24/2024	VEN00282--PORT OF PASCO	83701	891.47	In Transit	
9/24/2024	VEN00315--PURCHASE POWER	83702	250.00	In Transit	
9/24/2024	VEN00636--SENSKE LAWN & TREE CARE LLC	83703	3,108.84	In Transit	
9/24/2024	VEN00694--SHARON B HOLDEN dba THE BALLIDIS GROU	83704	2,050.00	In Transit	
9/24/2024	VEN00352--SMARSH, INC.	83705	10.18	In Transit	
9/24/2024	VEN00365--STRATTON SURVEYING & MAPPING	83706	3,502.00	In Transit	
9/24/2024	VEN00370--SUNBELT RENTALS	83707	336.89	In Transit	
9/24/2024	VEN00385--THE HOME DEPOT CRC/GEFC	83708	1,705.48	In Transit	
9/24/2024	VEN00298--TRI-CITY COMPUTER CONSULTING LLC	83709	1,902.25	In Transit	
9/24/2024	VEN00376--TRI-CITY REGIONAL CHAMBER	83710	272.00	In Transit	
9/24/2024	VEN00402--UNDERGROUND CREATIVE, LLC	83711	1,750.00	In Transit	
9/24/2024	VEN00440--WASHINGTON PUBLIC PORTS ASSOCIATION	83712	2,000.00	In Transit	
9/25/2024	VEN00239--WASHINTGON STATE DEPT OF REVENUE	8/2024B&O	0.00	In Transit	3,415.12
9/27/2024	VEN00122--DEPT OF RETIREMENT SYSTEMS	DCP9272024	0.00	In Transit	3,771.90
9/27/2024	VEN00215--INTERNAL REVENUE SERVICE	09272024FT	0.00	In Transit	19,811.76
9/27/2024	VEN00268--NATIONWIDE RETIREMENT SOLUTION	NW0092724	0.00	In Transit	2,132.14
9/27/2024	VEN00425--WASHINGTON STATE SUPPORT REGISTRY	09272024CS	0.00	In Transit	100.00
<b>Total for BCT MAIN</b>			<b>530,221.70</b>		<b>95,845.92</b>

**RESOLUTION 24-35**  
**A RESOLUTION OF THE PORT OF BENTON AUTHORIZING**  
**SUBMITTAL OF APPLICATION TO THE COMMUNITY ECONOMIC**  
**REVITALIZATION BOARD (CERB) FOR 2579 BUILDING**  
**IMPROVEMENTS AND INFRASTRUCTURE WITHIN THE RICHLAND**  
**BUSINESS PARK (RBP)**

**WHEREAS**, the Community Economic Revitalization Board (CERB) or the State of Washington Department of Community Trade and Economic Development is authorized to make grants to qualified applicants of Washington State Municipalities, including the Port of Benton, located in a designated county; and

**WHEREAS**, CERB is authorized to make grants and loans for industrial infrastructure projects likely to have a long-term economic benefit to an applicant in an urban county so long as the project is feasible, supported by the community, and is consistent with the Port of Benton development strategy and goals; and

**WHEREAS**, the project aligns with the Port of Benton Comprehensive Plan to develop the Northwest Intermodal Facility to be supported by industries within the 2579 Stevens facility along with infrastructure to grow and expand existing and new industrial business, support clean energy and value added agricultural careers and bring economic diversification to the region.

**NOW, THEREFORE BE IT RESOLVED BY THE PORT OF BENTON AS FOLLOWS:**

1. The Executive Director of the Port of Benton is authorized to submit an application to CERB for up to a \$2,400,000 CERB loan for 2579 Stevens building improvements and infrastructure within the Port's Richland Business Park.
2. The Port of Benton will contribute approximately \$2,200,000 cash match to the total project estimated at \$8.7M that will require other grant sources.
3. The Port is authorized to expend funds for inspections and other due diligence items prior to and after application to CERB.
4. A copy of this resolution shall be submitted with the CERB application.
5. The application shall be effective immediately upon passage and signature by the Port of Benton Commissioners.

**THIS RESOLUTION OF THE PORT OF BENTON ADOPTED** by the Commission at its regular meeting held this 16<sup>th</sup> day of October 2024.

\_\_\_\_\_  
Scott D. Keller, President

\_\_\_\_\_  
Lori Stevens, Vice President

\_\_\_\_\_  
Roy D. Keck, Secretary

	<b>Project</b>	<b>Description</b>	<b>Grants Pursued/Received</b>	<b>Comments</b>
<b>1</b>	Innovation Cluster Accelerator Program Application, Phase 2	Washington Dept of Commerce, next evolution of POB, IPZ. Goal to support the creation of a clean energy industry led alliance.	State - \$300,000	<b>Time extension until December 31, 2024, then to close out.</b>
<b>2</b>	National Highway Freight Program (WSDOT portion)	SR 240 rail signal and crossing reconstruction. WSDOT is planning on widening SR 240 from the bypass highway to Hagen.	WSDOT \$865,000 POB \$135,000	<b>Only one bid was received, which was ~60% over budget. The project will go out for a re-bid with modifications.</b>
<b>3</b>	Railroad Improvements – Freight Rail Assistance Program grant	Provide grant funding for railroad crossings - Airport Way, Saint St, and Kingsgate Way signal cabinet.	FRAP - \$1,030,000 POB \$250,000	Airport Way is completed. The Saint St crossing will be completed from October 18 to 21. The Kingsgate signal will be completed when the materials arrive.
<b>4</b>	2023-2025 State Capital Appropriation	"White Bluffs Rail" remaining crossings, ties, panels and rail to support CRISI	\$1,212,500 State Grant	<b>Ties are ordered and the installation bid is due back in early November.</b>
<b>5</b>	RAISE	White Bluffs Southern Connection Rail	Federal \$8 million POB \$2 million	Awaiting CRISI decision



	<b>Project</b>	<b>Description</b>	<b>Grants Pursued/Received</b>	<b>Comments</b>
<b>6</b>	State Capital Request	Phase 1 intermodal rail yard	\$6 - \$10 million	Request to support federal grant applications and initial phase 1 of intermodal rail yard; \$240,000 awarded contracting has begun.
<b>7</b>	Records Room Organization	Temp help to organize records room and identify records to destroy or retain.	\$20,000	The Port was one of the 25 applicants out of 122 submissions to receive this award and was one of the few to be fully funded. <b>The contract is in place, and work has started and will continue through year end.</b>
<b>8</b>	Congressional Directed Spending Requests	Port of Benton White Bluffs Rail Project Modernization and Intermodal Facility.	\$5 million	Submitted to Senator Murray and Cantwell's office connected to RAISE and CRISI request.  <b>\$3.55M has been marked to support this project awaiting final bill approval</b>
<b>9</b>	Congressional Directed Spending Requests	White Bluffs Center Phase II	\$5 million	The Manhattan National Park Ad Hoc Subcommittee was created to support this project. CDS via Community Project Funding was submitted to Congressman Newhouse's office. There is no activity on this request, and it will be removed next month.
<b>10</b>	Port Electrification	Intermodal Facilities	\$2.7 million, 10% match \$300K POB	<b>\$2.7M awarded contracting underway</b>
<b>11</b>	<b>CERB/EDA-updated</b>	2579 offices and update remodel (RBP)	\$2.4 million CERB \$3-5 million EDA \$1.5 million POB	A meeting with CERB and EDA was held to discuss the project; the application planned for fall 2024 and EDA in 2025 will require a 20% match and POB budget discussion/approval.

<b>Airports</b>				
	<b>Project</b>	<b>Description</b>	<b>Grants Pursued/Received</b>	<b>Comments</b>
<b>12</b>	FAA and State Airport discretionary funds - <b>Richland Airport</b>	Runway and Apron Crack and Fog Seal	FAA NPE \$290,000 State \$800,000 Awarded FAA Grant amount 2023 = \$178,000 (Design Work)	<b>Project 90% completed.</b>
<b>13</b>	WSDOT 5% Match	WSDOT assistance in paying half of Sponsors' grant obligation	\$60,000 Match	<b>Awarded grant! ~\$77K</b>
<b>14</b>	FAA Airport Funds - <b>Prosser Airport</b>	Runway and Apron Crack and Fog Seal and Airport Lighting	FAA NPE \$200,000 FAA DI \$1,300,000 Awarded FAA Grant amount 2023 = \$245,000 (Design Work)	FAA funding delayed. <b>Port Funded project (\$55K) underway 60% completed</b>
<b>15</b>	Infrastructure Investment and Jobs Act - Grant Funds (Now Bipartisan Infrastructure Law BIL funds) - <b>Richland Airport</b>	Direct grants for the improvement of public use airports. The awarded project is Taxilane construction	Richland Airport \$1,200,000	The project is on indefinite hold. Money that was allocated for this project (and was set to expire at the end of '25 was transferred to the Richland pavement project.

	<b>Project</b>	<b>Description</b>	<b>Grants Pursued/Received</b>	<b>Comments</b>
<b>16</b>	Infrastructure Investment and Jobs Act - Grant Funds (Now Bipartisan Infrastructure Law <b>BIL</b> funds) - <b>Richland Airport</b>	Main Apron Reconfiguration - Design/Construction 2025/26	BIL Funds \$833,000	Approved
<b>17</b>	FAA Airport Funds – <b>Richland Airport</b>	Wildlife fencing around the airport. Complete fencing around the entire airport	FAA NPE \$205,000	Approved
<b>18</b>	FAA Airport Funds – <b>Prosser Airport</b>	Construct Heliport/Helipad with service road – design	FAA NPE \$155,000	Approved

## 2025 Legislative Priorities

*The Port of Benton drives economic growth, trade, and tourism by providing businesses and the community with quality infrastructure, facilities, land, and multimodal transportation. We are eager to collaborate with our legislators to achieve our goals.*

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### **Advocate for the Shortline Rail Modernization Tax Credit**

This bill promotes the much-needed modernization of Washington's short-line railroads, a capital-intensive but crucial investment. Ten states, including Oregon, use similar tax credits to improve rail infrastructure. By passing this legislation to the finish line, we are enhancing the safety standards, speed, and environmental sustainability of freight transportation while also promoting the state's climate goals.

### **Support Funding for MATCH Act 2.0**

The last biennium, SHB 1870, was signed into law and promotes economic development by increasing opportunities for local communities to secure federal funding. Frequently, federal grants require the applicant to provide a percentage of matching funds that those entities don't often have. This program will provide a state pool of matching funds for local communities. However, as SHB 1870 was passed, there weren't funds to directly provide in the pool. This year, the Port of Benton will advocate that the Department of Commerce funds that pool for grant applicants.

### **Targeted Urban Area Tax Exemption**

The targeted urban area legislation was created by the legislature to promote specific tax exemptions on new construction businesses that support economic growth and job creation. However, its current form only supports clean energy projects or heavily regulated industries that often have burdensome regulations. Amending the legislation would allow projects located in Richland for the Northwest Advanced Clean Energy Park to qualify for the exemption.

### **Community Aviation Revitalization Board (CARB) Funding**

WSDOT will seek a biennial appropriation of \$5 million for the program to create a sustained, long-term funding plan for the CARB program.

### **Site Certification/Readiness**

WPPA and WEDA are preparing to elevate Site Readiness as an essential topic for 2025. The focus of new legislation would be to find meaningful ways to advance Site Readiness, allowing the state to better compete for projects that require available sites to have been advanced through certain permitting hurdles.

### **Port Electrification Grant Program**

This grant program was created at WSDOT and funded with \$26.5M in the 2024 legislative session. We, along with WPPA, will continue to advocate for the newly created grant program and support additional funding to increase access and deployment of essential decarbonization projects.

### **Supply Chain Competitiveness Funding**

WPPA advanced legislation focused on dedicated funding for port and port-adjacent projects, with few other funding options, but it is critical to the state's supply chains.

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### **Contact Information:**

**Cassie Hammond, Director of Governmental Affairs**  
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**(509) 975-8354**

## For the Good of the Order – October

Date	What	Where	When	Who
October 16	Port of Benton Commission Meeting	Port	8:30 a.m.	All
October 17	Prosser Chamber Board Meeting	1230 Bennett Avenue, Prosser	7:30 a.m.	Lori
October 18-21	Saint Street Railroad Crossing Replacement Project	Saint Street Crossing		
October 18	Tirridis Grand Opening & Ribbon-Cutting Event	Tirridis, 2140 Wine Country Road	3 p.m.	All
October 23	Visit Tri-Cities Board Meeting	7130 W. Grandridge Blvd.	7:30 a.m.	Scott
October 23	Tri-City Regional Chamber Monthly Luncheon	Red Lion Hotel & Conference Center, Pasco	11:30 a.m.	
October 24	Energy Northwest Public Power Forum	Three Rivers Convention Center	11:30 a.m.	Diahann
October 24-25	WPPA Small Ports	Campbell's Resort, Lake Chelan	3 – 5 p.m.	Roy, Scott, Cassie, Summers
October 27-30	AAPA Annual Convention & Expo	The Westin Boston Seaport		Roy, Diahann
October 31	TRIDEC Executive Committee	7130 W. Grandridge Blvd.	4 p.m.	Roy
November 5	Prosser Chamber Tourism Committee Meeting	1230 Bennett Ave., Prosser	7 a.m.	Lori
November 5	Prosser Chamber Membership Luncheon	TBD	11 a.m.	Lori
November 6	Prosser Economic Development Association Board Meeting	236 Port Ave., Ste. A, Prosser	5:30 p.m.	Lori
November 7	Visit Tri-Cities Annual Meeting	Three Rivers Convention Center, 7016 W. Grandridge Blvd., Kennewick	4 p.m.	All
November 11	Veterans Day – Port office closed			

November 13	Port of Benton Commission Meeting	Port	8:30 a.m.	All
November 19	Richland Chamber of Commerce Monthly Luncheon	1515 G. Way, Richland	11:30 a.m.	Scott
November 21	Prosser Chamber Board Meeting	1230 Bennett Ave., Prosser	6:30 a.m.	Lori
November 21	TRIDEC Board Meeting	7130 W. Grandridge Blvd.	4 p.m.	Roy
November 28-29	Thanksgiving – Port office closed			All

