

**MINUTES OF THE PORT OF WALLA WALLA
COMMISSION MEETING
Thursday, June 08, 2023**

The meeting of the Port of Walla Walla Commission was called to order at 9:02 a.m. by Commission President Mike Fredrickson at the Port of Walla Walla office, 310 A Street, Walla Walla, Washington.

In attendance via conference call or in person:

Mike Fredrickson, Commissioner
Kip Kelly, Commissioner
Ron Dunning, Commissioner
Patrick Reay, Executive Director
Jennifer Skoglund, Airport Manager
Karla Miller, Administrative Assistant
Meagan Blair, Governmental Affairs/Community Outreach Specialist
Brian Hurst, Maintenance & Operations Supervisor
Jared Hawkins, Hawkins Law, PLLC
Jon Li, Mead & Hunt
Nick Popenuk, Tiberius Solutions
John Wells, Anderson Perry
Ben McMurtry, Anderson Perry
Chris Herman, WPPA Deputy Director
Mary Wollmuth
Amy Schwab

PLEDGE OF ALLEGIANCE

Commissioner Dunning led all in attendance in reciting the Pledge of Allegiance.

DECLARATIONS REGARDING CONFLICTS OF INTEREST

No conflicts of interest were declared.

ADOPTION OF AGENDA

Commissioner Dunning moved, and Commissioner Kelly seconded, to adopt the agenda as presented. Motion unanimously carried

PUBLIC COMMENTS

There were no public comments made.

APPROVAL OF MINUTES

Commissioner Kelly requested the minutes of May 25, 2023, Port Commission meeting be amended on page 2, under Old Business, A, to reflect a change from "Walla Walla Regional Airport," to "Port of Walla Walla." Commissioner Kelly moved, and Commissioner Dunning seconded, to approve the minutes of the Port Commission meeting held on Thursday, May 25, 2023, as amended. Motion passed unanimously.

FINANCIAL REPORTING

Port Auditor/Treasurer Keown provided Commissioners the Cash Balance Report and Aged Reports for both the Port and the Airport.

PAYMENT OF BILLS

The Port Commission reviewed Port and Airport Check History Report lists as provided by Port Auditor/Treasurer Keown. Said lists were audited, authenticated, and certified as required per RCW 42.24.080 and reimbursement claims were certified as required by RCW 42.24.090. Commissioner Kelly moved, and Commissioner Dunning seconded, to approve for payment those Check History Report lists summarized in the June 08, 2023 Warrant Approval Document, which is incorporated and attached to these minutes. Motion unanimously carried.

OLD BUSINESS

A. Walla Walla Regional Airport

1. Fuel Tank Project Bid Award

Airport Manager Skoglund reviewed with Commissioners the bid proposal received for the aviation fuel storage project. Commissioners asked a host of questions and expressed concerns about the bid amount.

Commissioner Dunning moved, and Commissioner Kelly seconded, to accept and award the aviation fuel tank project to Nelson Construction Corporation in the amount of \$689,371.29 which includes sales tax contingent upon receiving FAA concurrence and grant offer and approve an overall budget of \$1,115,528 which includes a 5% contingency and accept an FAA grant offer and authorize the Executive Director to execute all documents necessary to complete this project. Motion carried by a vote of 2 to 1 (with Commissioner Kelly voting, "no").

At 10:05, Commissioner Fredrickson announced a break lasting approximately 5 minutes.

At 10:10, Commissioner Fredrickson reconvened the regular Commission meeting.

NEW BUSINESS

A. Port of Walla Walla

1. Wallula Business Park Domestic and Process Wastewater Report Presentation – Anderson Perry

John Wells, representative of Anderson Perry, gave presentations related to Anderson Perry's industrial and domestic wastewater engineering assessment of the Wallula Gap Business Park. Wells reviewed potential concepts and options for managing wastewater in the area.

Commissioners asked questions and discussed options and provided direction to Anderson Perry.

2. Tiberius Solutions Tax Increment Area (TIA) Presentation

Nick Popenuk, with Tiberius Solutions, reviewed the Tax Increment Financing process and proposed boundary areas. Commissioners asked several questions. Commissioners provided direction to continue the process with sending the analysis the State Treasurer for review.

CORRESPONDENCE & REPORTS

A. Review Calendar of Events

Executive Director Reay reviewed the calendar of events.

C. Airport Information Item AI-1 to AI-2

1. Maintenance Monthly Report – May 2023
2. ATCT Monthly Report – May 2023

D. Executive Director's Report

Executive Director Reay and staff briefed Commissioners on several Port and Airport related projects.

COMMISSIONER REPORTS

Commissioners reported on meetings they recently attended and other Port related matters.

NEXT MEETING & LOCATION

Tuesday, June 27, 2023, at 9:00 a.m.
In person and/or (Remote) Video or Conference Call
310 A Street, Walla Walla, WA 99362

ADJOURNMENT

Commissioner Dunning moved, and Commissioner Kelly seconded, to adjourn the Port Commission meeting at 1:07 p.m. Motion passed unanimously.

APPROVED:

PORT OF WALLA WALLA COMMISSIONERS



MICHAEL FREDRICKSON, PRESIDENT



KIP KELLY, VICE PRESIDENT



RONALD W. DUNNING, SECRETARY

Warrant Approval Document

June 08, 2023

We the undersigned Commissioners of the Port of Walla Walla, of Walla Walla County Washington, do hereby certify that the merchandise or services hereinafter specified have been received.

Port of Walla Walla - General Fund

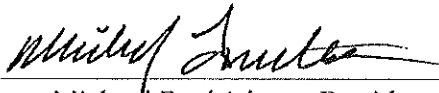
Approved for payment are check numbers 19482 through 19517, and direct deposit numbers D00907 through D00912 and ACH/EFT numbers MC000316 through MC000328 in the amount of \$223,897.90 to be paid from the Port of Walla Walla General Fund on the above stated date.

Walla Walla Regional Airport - General Fund

Approved for payment are check numbers 23463 through 23495, direct deposit numbers D01605 through D01616 and ACH/EFT numbers MC0000179 through MC0000183 in the amount of \$129,248.18 to be paid from the Walla Walla Regional Airport General Fund on the above stated date.

Approved By:

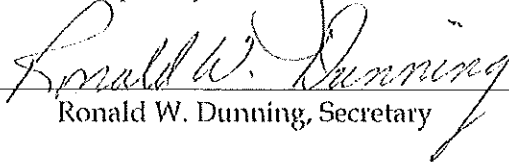
Port of Walla Walla Commissioners



Michael Fredrickson, President



Kip Kelly, Vice President



Ronald W. Dunning, Secretary