

**MINUTES OF THE PORT OF WALLA WALLA
COMMISSION MEETING
Thursday, July 13, 2023**

The meeting of the Port of Walla Walla Commission was called to order at 9:07 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
Paul Gerola, Economic Development Director
Jennifer Skoglund, Airport Manager
Joe Keown, Auditor/Treasurer
Karla Miller, Administrative Assistant
Meagan Blair, Governmental Affairs/Community Outreach Specialist
Jared Hawkins, Hawkins Law, PLLC
Mike Mettler, Accessible Walla Walla

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 moved, and Commissioner Dunning seconded, to approve the minutes of the Port Commission meeting held on Tuesday, June 27, 2023, as presented. 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 Fredrickson seconded, to approve for payment those Check History Report lists summarized in the July 13, 2023 Warrant Approval Document, which is incorporated and attached to these minutes. Motion unanimously carried.

NEW BUSINESS

A. Port of Walla Walla

1. Tourism Grants – Round 3

Economic Development Director Gerola reviewed with Commissioners the Port's 2023 Tourism request application and reminded the Commission that the applicants can only use the funds for purposes tied to economic development or to promote tourism consistent with the Port's statutory purposes. Commissioner Kelly moved, and Commissioner Dunning seconded, to approve the current tourism application from the Accessible Walla Walla – 2023 Tourism Marketing for Disabled Persons and allocate the requested funds (\$1900) from the Port's 2023 Tourism Grant Fund. Motion passed unanimously.

B. Walla Walla Regional Airport

1. Bid Award for Project WWRA 2023-Old Terminal Demo

Airport Manager Skoglund reviewed with Commissioners the eight (8) bids that were received for the demolition of the old terminal building located at 255 A Street. Skoglund expressed that the low bidder knew the project really well, likely had plans to salvage items from the demo, and was ready to get started. Commissioners asked several questions. Commissioner Dunning moved, and Commissioner Kelly seconded, to accept and award Bid Project No. WWRA 2023-Old Terminal-Demo to Don Jackson Excavation, LLC in the amount of \$75,730.20 with sales tax. Approve a total demo project budget of \$98,017 and authorize the Executive Director to execute all documents necessary to complete this project. Motion passed unanimously.

CORRESPONDENCE & REPORTS

A. Review Calendar of Events

Economic Development Director Gerola reviewed the calendar of events.

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

1. ATCT Monthly Report – June 2023

D. Executive Director's Report

Economic Development Director Gerola 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

Thursday, July 27, 2023, at 1:00 p.m.
(Tour of Projects to precede the meeting at 11:30 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 10:19 a.m. Motion passed unanimously.

APPROVED:

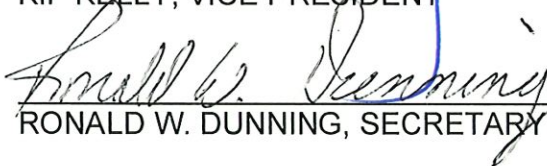
PORT OF WALLA WALLA COMMISSIONERS



MICHAEL FREDRICKSON, PRESIDENT



KIP KELLY, VICE PRESIDENT



RONALD W. DUNNING, SECRETARY

Warrant Approval Document

July 13, 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 19557 through 19594, and direct deposit numbers D00918 through D00923 and ACH/EFT numbers MC000331 through MC000341 in the amount of \$258,613.57 to be paid from the Port of Walla Walla General Fund on the above stated date.

Walla Walla Regional Airport - General Fund

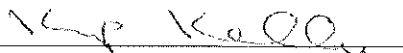
Approved for payment are check numbers 23539 through 23573, direct deposit numbers D01627 through D01639 ACH/EFT numbers MC000189 through MC000192 in the amount of \$136,650.75 to be paid from the Walla Walla Regional Airport General Fund on the above stated date.

Approved By:


Port of Walla Walla Commissioners



Michael Fredrickson, President



Kip Kelly, Vice President



Ronald W. Dunning, Secretary