

**MINUTES OF THE PORT OF WALLA WALLA
COMMISSION MEETING
Thursday, September 28, 2023**

The meeting of the Port of Walla Walla Commission was called to order at 1:00 p.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
Meagan Blair, Governmental Affairs/Community Outreach Specialist
Brian Hurst, Maintenance & Operations Supervisor
Joe Keown, Auditor/Treasurer Miller, Administrative Assistant
Jared Hawkins, Hawkins Law, PLLC
Jon Li, Mead & Hunt
Tim Dacey, Mead & Hunt
Phil Madden, Mead & Hunt
John Wells, Anderson Perry
Adrian Wee, Woodside Energy
Stephanie Kinzel-Tapper, Woodside Energy
Marisa Reuter, Woodside Energy
Warren Wyld, Woodside Energy
Sasha Brown, Woodside Energy
Jeanette Goldsmith, Strategy Development Group
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 moved, and Commissioner Dunning seconded, to approve the minutes of the Port Commissioner meeting held on Thursday, September 14, 2023, as presented. Motion passed unanimously.

FINANCIAL REPORTING

Port Auditor/Treasurer Keown provided Commissioners the Cash Balance Report and Financial 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 September 28, 2023 Warrant Approval Document, which is incorporated and attached to these minutes. Motion unanimously carried.

OLD BUSINESS

A. Walla Walla Regional Airport

1. Terminal Building Remodel Project

Airport Manager Skoglund reviewed with Commissioners the three (3) bids received for the terminal building renovation project. Legal counsel Jared Hawkins acknowledged the Port's receipt of written notice from S&K Mountain Construction stating that S&K Mountain Construction had withdrawn its bid and was waiving its right to enter into a contract with the Port of Walla Walla. Commissioner Dunning moved, and Commissioner Kelly seconded, to accept and award the Terminal Building Renovation Project consisting of base bid only to Booth & Sons Construction, Inc. in the amount of \$2,104,000 which includes sales tax and is contingent upon receiving FAA concurrence; and submit a Coronavirus Aid, Relief, and Economic Security Act (CARES) Development Grant application to the FAA in the amount of \$2,100,000; and approve an overall total project budget of \$3,250,848 which includes a 6% contingency; and accept the FAA CARES Development grant offer; and enter into a Construction Administration task order with Mead & Hunt Engineering in the amount of \$382,031; and authorize the Executive Director to execute all documents necessary to complete this project. Motion passed unanimously.

NEW BUSINESS

A. Port of Walla Walla

1. Project Broadbill – Option and Purchase Agreement – Wallula Gap Business Park

Executive Director Reay briefed Commissioners on the building of potential utility-scale lower-carbon hydrogen production facility at the Port's Wallula Gap Business Park. Commissioner Dunning moved, and Commissioner Kelly seconded, to authorize the Executive Director to execute the option and purchase agreement between the Port of Walla Walla and Woodside Energy (USA New Energy Holdings) LLC for certain real property located at the Port's Wallula Gap Business Park, WA; and authorize the Executive Director to execute the necessary documents to complete the short plat process, real

estate transaction, and water utility agreement, upon legal counsel review and approval. Motion passed unanimously.

B. Walla Walla Regional Airport

1. Bid Award for Project WWRA 2023-192 Boeing-Siding-4

Airport Manager Skoglund reviewed with Commissioners the two (2) bid packages that were received for the metal siding project for the building located at 192 Boeing Avenue. Commissioners asked several questions. Commissioner Kelly moved, and Commissioner Dunning seconded, to accept and award Bid Project No. WWRA 2023-192 Boeing-Siding-4 metal siding bid to KC Industries, Inc. in the amount of \$68,123.74 with sales tax, approve a total project budget of \$75,625 and authorize the Executive Director to execute all documents necessary to complete this project. Motion passed unanimously.

2. Airport Water Main Improvement Project

Airport Manager Skoglund summarized for Commissioners the eight (8) bid packages that were received for the water main line improvements for the Walla Walla Airport Water System. Commissioners asked several questions. Commissioner Dunning moved, and Commissioner Kelly seconded, to accept and award the Walla Walla Regional Airport Water Main Improvement Project to POW Contracting in the amount of \$1,493,059.72 including sales tax, approve an overall total project budget of \$2,158,366 and authorize the Executive Director to execute all documents necessary to complete this project. Motion passed unanimously.

CORRESPONDENCE & REPORTS

A. Review Calendar of Events

Executive Director Reay reviewed the calendar of events.

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

1. 2023 Fly WW Marketing Recap

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.

EXECUTIVE SESSION

At 3:25 p.m., Commissioner Fredrickson announced the convening of an executive session that would last until approximately 3:45 p.m. He announced that the executive session would cover the following topics: (a) RCW 42.30.110 (1) (c): To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of

decreased price; and (b) RCW 42.30.110 (1) (i): To discuss with legal counsel matters relating to potential litigation involving the Port.

At 3:44 p.m. Commissioner Fredrickson stated the Commission would continue in Executive Session for an additional 15 minutes.

At 3:59 p.m. Commissioner Fredrickson reconvened the regular Commission meeting. No final action was taken following the executive session.

NEXT MEETING & LOCATION

Monday, October 9, 2023, at 1:00 p.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 4:00 p.m. Motion carried unanimously.

APPROVED:

PORT OF WALLA WALLA COMMISSIONERS



MICHAEL FREDRICKSON, PRESIDENT



KIP KELLY, VICE PRESIDENT



RONALD W. DUNNING, SECRETARY

Warrant Approval Document

September 28, 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

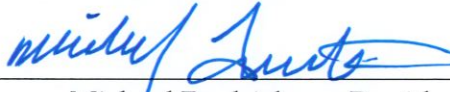
Approved for payment are check numbers 19744 through 19776, and direct deposit numbers D0000945 through D00947 and ACH/EFT numbers 368 through 370 in the amount of \$94,739.75 to be paid from the Port of Walla Walla General Fund on the above stated date.

Walla Walla Regional Airport - General Fund

Approved for payment are check numbers 23729 through 23766, direct deposit numbers D0001691 through D0001703 ACH/EFT numbers 210 through 211 and in the amount of \$2,926,572.51 to be paid from the Walla Walla Regional Airport General Fund on the above stated date.

Approved By:

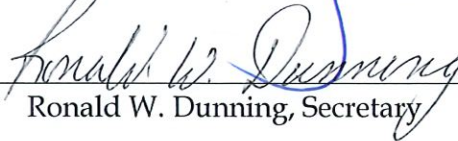
Port of Walla Walla Commissioners



Michael Fredrickson, President



Kip Kelly, Vice President



Ronald W. Dunning, Secretary