

**MINUTES OF THE PORT OF WALLA WALLA
COMMISSION MEETING
Thursday, January 25, 2024**

The meeting of the Port of Walla Walla Commission was called to order at 1:00 p.m. by Commission President Kip Kelly at the Port of Walla Walla office, 310 A Street, Walla Walla, Washington.

In attendance via conference call or in person:

Kip Kelly, Commissioner
Ron Dunning, Commissioner
Amy Schwab, Commissioner
Patrick Reay, Executive Director
Paul Gerola, Economic Development Director
Jennifer Skoglund, Airport Manager
Meagan Blair, Governmental Affairs/Community Outreach Specialist
Joe Keown, Auditor/Treasurer
Karla Miller, Administrative Assistant
Jared Hawkins, Hawkins Law, PLLC
Jason Beechinor, Beechinor Farms
Hannah McIntyre, Walla Walla Union Bulletin
Carson Aliverti
Dave Fogarty

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 Schwab seconded, to adopt the agenda as presented. Motion unanimously carried.

PUBLIC COMMENTS

Dave Fogarty commented on the railroad tracks that extend from downtown Walla Walla through the Port property on Melrose and Isaacs.

APPROVAL OF MINUTES

Commissioner Schwab requested the minutes of the Thursday, January 11, 2024, Port Commission Meeting minutes be amended on page 1, in the top section to add "Vice" in front of "President Commissioner Kelly." Commissioner Schwab moved, and Commissioner Dunning seconded, to adopt the Thursday, January 11, 2024 minutes as amended. 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 Dunning moved, and Commissioner Schwab seconded, to approve for payment the Check History Report lists summarized in the January 25, 2024, Warrant Approval Document, which is incorporated and attached to these minutes. Motion unanimously carried.

NEW BUSINESS

A. Port of Walla Walla

1. 2024 Tourism and Community Contributions

Executive Director Reay reviewed with Commissioners the Port's 2024 Tourism (\$30,000) and Community Contribution (\$55,000) budgets totaling \$85,000 for calendar year 2024, the Tourism Policy, and the Tourism Funding Request Applications. The Commission has examined the Community Contribution Fund requests in the past, is aware of how each event benefits the community, and how the funds are spent. Executive Director Reay 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 Dunning moved, and Commissioner Schwab seconded, to approve the current Tourism and Community Contribution applications and requests and allocate said funds from the Port's 2024 Tourism and Community Contribution Funds in amounts determined by the Port commission, as identified in Exhibit 2 of the staff report. Round one of the Tourism and Grant Funding will be in the amount of \$17,400 and the Community Contributions in the amount of \$54,000. Motion passed unanimously.

2. 2024 Economic Development Plan

Economic Development Director Gerola reviewed with Commissioners the proposed 2024 Economic Development Plan. The plan was distributed to the Economic Development Informational Meeting (EDIM) participants for comment. Port staff received seven (7) comments. Updates were made based on comments received. Commissioners asked several questions and commented on the content of the plan. Commissioner Schwab moved, and Commissioner Dunning seconded, to approve and adopt the Port's 2024 Economic Development Plan. Motion unanimously carried.

3. Comprehensive Plan Amendment Public Hearing

Executive Director Reay reviewed with Commissioners the process for amending the Port's Comprehensive Scheme of Harbor Improvements ("Comprehensive Port Plan"). Executive Director Reay reviewed with Commissioners the Port properties listed in Resolution No. 2024-03. At 2:01 p.m., Commissioner Kelly announced the convening of a public hearing on proposed Amendment No. 13 to the Port's Comprehensive Plan. An opportunity was given at the hearing for public testimony; David Fogarty commented on the need to update the Port's Comprehensive Plan.

Commissioner Kelly closed the public hearing at 2:05 p.m. Commissioner Schwab moved, and Commissioner Dunning seconded, to adopt Resolution No. 2024-03, which adopts Amendment No. 13 to the Comprehensive Port Plan. Motion passed unanimously.

B. Walla Walla Regional Airport

1. Beechinor Farms Farm Recap

Jason Beechinor, Beechinor Farms, a tenant of the Port, provided Commissioners with a 2023 crop yield report and a proposed 2024 farm plan. Commissioners and staff thanked Mr. Beechinor for working well with Airport staff and being considerate of the Airport Business Park tenants.

CORRESPONDENCE & REPORTS

A. Review Calendar of Events

Executive Director Reay reviewed the calendar of events.

B. Port Information Item PI-1 to PI-1

1. 2023 Grain Throughputs

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

1. 2023 Commercial Air Report

C. 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 3:20 p.m., Commissioner Kelly announced the convening of an executive session that would last until approximately 3:40 p.m. He announced that the executive session would cover the following topic: 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.

At 3:40 p.m., Commissioner Kelly reconvened the regular Commission meeting.

NEXT MEETING & LOCATION

Thursday, February 08, 2024, at 9:00 a.m.

In person and/or (Remote) Video or Conference Call

310 A Street, Walla Walla, WA 99362

ADJOURNMENT

Commissioner Schwab moved, and Commissioner Dunning seconded, to adjourn the Port Commission meeting at 3:41 p.m. Motion carried by a vote of 2 to 1 (with Commissioner Kelly voting, "no").

APPROVED:

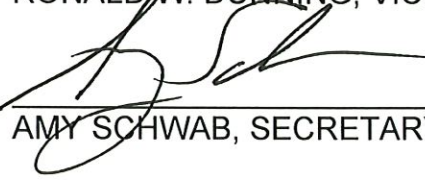
PORT OF WALLA WALLA COMMISSIONERS



KIP KELLY, PRESIDENT



RONALD W. DUNNING, VICE PRESIDENT



AMY SCHWAB, SECRETARY

Warrant Approval Document

January 25, 2024

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 20020 through 20047, and direct deposit numbers D0000979 through D00984 and ACH/EFT numbers W000000021 through W000000025 in the amount of \$227,224.68 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 24050 through 24079, direct deposit numbers D10001802 through D10001812 and ACH/EFT numbers W00000013 through W000000022 in the amount of \$622,846.03 to be paid from the Walla Walla Regional Airport General Fund on the above stated date.

Approved By:


Port of Walla Walla Commissioners



Kip Kelly, President



Ronald W. Dunning, Vice President



Amy Schwab, Secretary

**PORT OF WALLA WALLA
RESOLUTION NO. 2024-03**

**A RESOLUTION OF THE PORT OF WALLA WALLA ADOPTING
AMENDMENT NO. 13 TO THE PORT COMPREHENSIVE SCHEME OF HARBOR IMPROVEMENTS PLAN**

WHEREAS, on December 27, 2012, the Port Commission adopted a new Comprehensive Scheme of Harbor Improvements (“Comprehensive Port Plan”) (Resolution No. 12-27-12) in accordance with RCW 53.20.010; and

WHEREAS, the Port Commission subsequently adopted:

Amendment No. 1 (Resolution No. 07-11-13) on July 11, 2013, to reflect the acquisition of the Stearns property;

Amendment No. 2 (Resolution No. 11-14-13-A) on November 14, 2013, to reflect the acquisition of the Martin Archery property;

Amendment No. 3 (Resolution No. 09-11-14) on September 11, 2014, to reflect the acquisition of Boise White Paper rail line property;

Amendment No. 4 (Resolution No. 03-12-15) on March 12, 2015, to reflect the acquisition of property from WSDOT adjacent to the Port's Dodd Road Industrial Park;

Amendment No. 5 (Resolution No. 10-27-15) on October 27, 2015, to reflect the acquisition of an office building located at 113, 115, & 117 Alder Street, Walla Walla;

Amendment No. 6 (Resolution No. 01-12-17A) on January 12, 2017, to reflect the disposition of Lot 1 and 2 at the Port's Burbank Business Park, Lot 64 at the Port's Burbank Business Park, 19.914 acres at the Port's Dodd Road Industrial Park, and property located at 3134 and 3190 Heritage Road, Walla Walla, WA (Martin Archery property);

Amendment No. 7 (Resolution No. 2018-02) on January 25, 2018, to reflect the acquisition of approximately 40.88 acres of property from Randi D. Kelly, said property being contiguous and south of the previously acquired Stearns being adjacent to the Port's Dodd and Wallula Gap Business Parks; and

Amendment No. 8 (Resolution No. 2019-02) on February 14, 2019, to reflect: the disposition of Lot 100, consisting of 10.00 acres at the Port's Burbank Business Park (Hibler, LLC dba Northwest Equipment Sales, Inc.); the disposition of 36.150 acres, via a Boundary Line Adjustment, recorded #2018-04277, B:13, P:89, SUR at the Port's Dodd Road Industrial Park (Union Pacific Railroad Company); and the disposition of 22.00 acres, via a Boundary Line Adjustment, recorded #2018-04277, B:13, P:89, SUR at the Port's Dodd Road Industrial Park (Northwest Wine Services, LLC);

Amendment No. 9 – September 4, 2019 (Resolution No. 2019-08), declaring that the following properties and/or lots in the Port owned industrial and/or business parks are for sale and/or lease:

- Burbank Business Park, Unincorporated Walla Walla County
- Dodd Industrial Park, Unincorporated Walla Walla County
- Wallula Gap Business Park, Unincorporated Walla Walla County
- Wallula Industrial Park – Shipping Terminal, Unincorporated Walla Walla County
- Dell Avenue/Warehouse District, City of Walla Walla
- Avery Business Park, City of Walla Walla
- 2nd Avenue Parking Lot, City of Walla Walla
- Melrose Business Park, City of Walla Walla
- Isaacs Business Park, Unincorporated Walla Walla County
- Waitsburg Business Park, City of Waitsburg
- Stearns Kelly Property, Unincorporated Walla Walla County

Amendment No. 9 also declared that if the Port during that calendar year disposes of any Port owned property listed above, the Port will prepare an Amendment to the Port Comprehensive Plan to memorialize said transaction(s) and to make such other administrative updates to the Port Comprehensive Plan as necessary; and

Amendment No. 10 – February 11, 2021 (Resolution 2021-04), describing: the disposition of a certain parcel of real estate with a Walla Walla County Tax Parcel Number 31-07-02-00-0001, consisting of approximately 45.6 acres at the Port’s Wallula Gap Business Park to the J.R. Simplot Company; the acquisition of a certain parcel of real estate with a Walla Walla County Tax Parcel Number 31-07-03-42-0004, consisting of approximately 35.26 acres contiguous to the Port’s Stearns Kelly property and adjacent to the Port’s Wallula Gap Business Park from the J.R. Simplot Company; and the acquisition of a certain parcel of real estate with a Walla Walla County Tax Parcel Number 31-07-03-53-3402, consisting of approximately 4.86 acres contiguous to the Port’s Stearns Kelly property and adjacent to the Port’s Wallula Gap Business Park from the J.R. Simplot Company.

Amendment No. 11 – January 27, 2022 (Resolution 2022-04): describing: the disposition of a certain parcel of real estate with a Walla Walla County Tax Parcel Number 30-08-02-57-0126, consisting of approximately 1.0 acres at the Port’s Burbank Business Park to Simon CRE (Dollar General); and the acquisition of a certain parcel of real estate with a Walla Walla County Tax Parcel Number 36-07-19-59-1211 and 36-07-19-59-1209, totaling approximately 0.93 acres and two (2) buildings totaling 14,644 SQFT, from the Barer Family Partnership.

Amendment No. 12 – January 26, 2023 (Resolution 2023-03)the disposition of: a certain parcel of real estate with a Walla Walla County Tax Parcel Number 37-09-11-66-0001, consisting of approximately 1.5 acres at the Port’s Waitsburg Business Park to Harry Johnson Plumbing & Excavation Inc.; Walla Walla County Tax Parcel Number 36-07-20-57-4605, consisting of approximately 0.5 acres at the Port’s 2nd Avenue Property to Sumach Parking LLC; Walla Walla County Tax Parcel Number 30-08-02-59-0142, consisting of approximately 14.5 acres at the Port’s Burbank Business Park to SunCap Property Group, LLC; Walla Walla County Tax Parcel Number 30-

08-02-58-0133, consisting of approximately 2.2 acres at the Port's Burbank Business Park to MWJ Investments, LLC; and Walla Walla County Tax Parcel Number 30-08-02-56-0099, consisting of approximately 6.0 acres at the Port's Burbank Business Park to RND Land Holdings, LLC.

WHEREAS, the Port Commission has held on this date a public hearing pursuant to RCW 53.20.020.

NOW, THEREFORE, BE IT RESOLVED, that the Comprehensive Port Plan of the Port of Walla Walla is hereby amended by the adoption of this Amendment No. 13 to reflect the:

1. Disposition of a certain parcel of real estate with a Walla Walla County Tax Parcel Number 31-08-34-51-0058 (Lot 2), consisting of approximately 6.3 acres at the Port's Favero Railex Road Site (yellow-lined parcel in Exhibit 1 of Attachment A-1), to 5S&P Walla Walla LLC.
2. Acquisition of certain parcels of real estate with a Walla Walla County Tax Parcel Number 31-08-34-51-0057 (Lot 1) and 31-08-34-51-0058 (Lot 2), totaling approximately 13.6 acres (purple lined parcels in Exhibit 2 of Attachment A-1) from the Truckwash, Inc.

ADOPTED by the Commissioners of the Port of Walla Walla this 25th of January, 2024.

PORT OF WALLA WALLA COMMISSIONERS



KIP KELLY, PRESIDENT



RONALD W. DUNNING, VICE PRESIDENT



AMY SCHWAB, SECRETARY