

**MINUTES OF THE PORT OF WALLA WALLA
COMMISSION MEETING
Thursday, October 24, 2024**

The meeting of the Port of Walla Walla Commission was called to order at 9:00 a.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	Stan Thayne	Todd Kimball
Amy Schwab, Commissioner	Carlan Bradshaw	Wendy Culverwell
Ron Dunning, Commissioner	Susanne Allermann	Henry Roller
Pat Reay, Executive Director	Candace Rose	Kylie Moeller
Paul Gerola, Economic Development Director	Chad DeSalvo	Elizabeth
Jennifer Skoglund, Airport Manager	Holly Howard	Ellen Haney
Joe Keown, Auditor/Treasurer	Kari Isaacson	Miau Zhang
Meagan Blair, Governmental Affairs Coordinator	Julie Fulmer	Doug Juers
Jared Hawkins, Legal Counsel	Linda Herbert	David
Julia Eastham, Walla Walla Union-Bulk Mill	Paul Miller	Remington Buyer – JR Simplot
Bob Carson	Phil Neumann	Michael Hatcher
Matt Wilkes	Stacy Corey	Noah Leavitt
Kathleen Guichard	Sunni Knots	

PLEDGE OF ALLEGIANCE

Commissioner Schwab 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

There were no public comments made.

APPROVAL OF MINUTES

Commissioner Schwab moved, and Commissioner Dunning seconded, to approve the minutes of the Port Commission meeting, held on Thursday, October 24, 2024, as presented. Motion passed unanimously.

FINANCIAL REPORTING

Port Auditor/Treasurer Keown provided Commissioners with 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 October 24, 2024, Warrant Approval Document, which is incorporated and attached to these minutes. Motion unanimously carried.

OLD BUSINESS

A. Walla Walla Regional Airport

1. Life Flight Hangar Project Update

Airport Manager Skoglund reviewed with Commissioners the Life Flight Network hangar project. Airport Manager Skoglund provided an update on costs related to Washington State's energy code. Commissioner Schwab moved, and Commissioner Dunning seconded, to approve an updated total project budget of \$2,700,000 for the Life Flight Hangar project at the Walla Walla Regional Airport. Motion passed unanimously.

NEW BUSINESS

A. Port of Walla Walla

1. Land Lease Agreement – OXARC – Burbank Industrial Park

Economic Development Director Gerola provided Commissioners the proposed lease terms for a land lease in the Port's Burbank Industrial Park. Commissioner Dunning moved, and Commissioner Schwab seconded, to authorize the Executive Director to execute a land lease option/right of first refusal (ROFR) with OXARC, LLC for 4.75 acres at the Port's Burbank Industrial Park, WA, and authorize the Executive Director to execute the necessary documents to complete this land lease option/right of first refusal transaction upon legal counsel review and approval. Motion passed unanimously.

2. CP Plastic Rail Request – Dodd Road Industrial Park

Executive Director Reay provided an overview of the rail lines on the Railex Road building and request for use from CP Plastic. Commissioner Schwab moved, and Commissioner Dunning seconded, to authorize the Executive Director to enter into an easement agreement with CP Plastics at the Port's Dodd Road Industrial Park upon legal counsel review and approval. Motion passed unanimously.

3. Advance Phase LLC – Letter of Intent and Purchase & Sale Agreement – Wallula Gap Business Park

Economic Development Director Gerola reviewed with Commissioners a proposed purchase and sale agreement for site development of a data center. Commissioners asked a host of questions.

Public comments were received on a variety of topics including, but not limited to, landscaping, water and power use by Advance Phase, impacts on fish in the Columbia, security, the identity of the Buyer, and tax revenue for the county. Comments were received from Bob Carson, Kathleen Guichard, Stan Thayne,

Carlan Bradshaw, Candace Rose, Kari Isaacson, Stacy Corey, Doug Juers, Phil Neumann, and Todd Kimball.

Commissioner Schwab moved, and Commissioner Kelly seconded, to table the action item until the next scheduled Commission meeting. The motion failed with a 2 to 1 vote, with Commissioner Schwab voting in favor.

Commissioner Dunning moved, and Commissioner Schwab seconded, to authorize the Executive Director to: execute the Letter of Intent (LOI) between the Port of Walla Walla and Advance Phase LLC; prepare and enter into a purchase and sale agreement, with the terms and conditions outlined in the LOI, between the Port of Walla Walla and Advance Phase 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 real estate transaction, upon legal counsel review and approval. Motion passed unanimously.

B. Walla Walla Regional Airport

1. Department of Ecology (VCP) Voluntary Cleanup Program – Blue Mt. Hangar

Airport Manager Skoglund reviewed with Commissioners the approaches for the ground contamination located at 191 W. Curtis. Commissioner Schwab moved, and Commissioner Dunning seconded, to: (a) authorize the staff to apply to the Washington State Department of Ecology Voluntary Cleanup Program (VCP); (b) enter into a Voluntary Cleanup Program agreement with Washington State Department of Ecology; (c) commence cleanup efforts; and (d) apply for a State of Washington Department of Ecology Independent Remedial Action Grant and/or Loan for the cleanup at the former Blue Mountain Aviation Ag hangar located at 191 W. Curtis. Motion passed unanimously.

2. Tour of Terminal Build Project

Following the Port Commission meeting, the Commissioners, staff, and others toured the upstairs of the terminal remodeling project.

CORRESPONDENCE & REPORTS

A. Review Calendar of Events

Executive Director Reay reviewed the calendar of events

B. Port Information Items

1. SkyNRG Project Update and Site Relocation Request
2. Leases

C. Airport Information Items

1. Commercial Air Report – September 2024

D. Executive Director and Staff Report

Executive Director Reay and staff reported on various matters of Port business.

COMMISSIONER REPORTS

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

NEXT MEETING & LOCATION

Thursday, November 14, 2024, 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 Schwab seconded, to adjourn the Port Commission meeting at 12:06 p.m. Motion passed unanimously.

APPROVED:


PORT OF WALLA WALLA COMMISSIONERS



KIP KELLY, PRESIDENT



RONALD W. DUNNING, VICE PRESIDENT



AMY SCHWAB, SECRETARY

Warrant Approval Document

October 24, 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

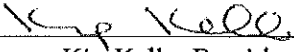
Approved for payment are check numbers 20658 through 20687, and direct deposit numbers D0001064 through D01066 and ACH/EFT numbers W000000152 through W000000159 in the amount of \$256,783.75 to be paid from the Port of Walla Walla General Fund on the above stated date.

Walla Walla Regional Airport - General Fund

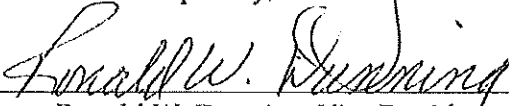
Approved for payment are check numbers 24788 through 24823, direct deposit numbers D10002053 through D10002065 and ACH/EFT numbers W000000118 through W000000124 in the amount of \$494,552.31 to be paid from the Walla Walla Regional Airport General Fund on the above stated date.

Approved By:


Port of Walla Walla Commissioners



Kip Kelly, President



Ronald W. Dunning, Vice President



Amy Schwab, Secretary