

**MINUTES OF THE PORT OF WALLA WALLA
COMMISSION MEETING
Thursday, September 25, 2025**

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 Walla Walla Regional Airport, 45 Terminal Loop Rd, Suite 214, Walla Walla, Washington.

In attendance via conference call or in person:

Kip Kelly, Commissioner
Ron Dunning, Commissioner
Amy Schwab, Commissioner
Pat Reay, Executive Director
Jay Hester, Economic Development Director
Jennifer Skoglund, Airport Manager
Paul Gerola, Special Projects
Brian Hurst, Maintenance & Operations Supervisor
Joe Keown, Auditor/Treasurer
Meagan Blair, Governmental Affairs/Community Outreach
Jared Hawkins, Legal Counsel
John Wells, Anderson Perry
Griffin Beach, Elkhorn Media
Craig Woodard
Mike Denny

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, September 11 2025, as presented. Motion passed unanimously.

FINANCIAL REPORTING

Port Auditor/Treasurer Keown provided Commissioners with the Cash Balance Report 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 by RCW 42.24.080 and reimbursement claims were certified as required by RCW 42.24.090. Commissioner Schwab moved, and Commissioner Dunning seconded, to approve for payment the Check History Report lists summarized in the September 25, 2025, Warrant Approval Document, which is incorporated and attached to these minutes. Motion unanimously carried.

OLD BUSINESS

A. Port of Walla Walla

1. Burbank Business Park Water System – Water Treatment Alternatives Assessment Report

John Wells, with Anderson Perry, presented four (4) options to treat the water and repair the current treatment system in the Burbank Business Park Water System. Commissioners asked several questions. Direction was provided to move forward with Alternative #4.

NEW BUSINESS

A. Walla Walla Regional Airport

1. Imron Land Lease Agreement

Airport Manager Skoglund presented to Commissioners the proposed lease terms for land south of Isaacs Avenue. Commissioner Dunning moved, and Commissioner Schwab seconded, to authorize the Executive Director to enter into a 50-year land lease agreement with Imron, LLC commencing September 1, 2025, for a 60' x 535' strip of land on the south side of Isaacs Avenue as presented. Motion passed unanimously.

CORRESPONDENCE & REPORTS

A. Review Calendar of Events

Executive Director Reay reviewed the calendar of events.

B. Airport Information

1. Air Traffic Control Tower (ATCT) Report – August 2025
2. Commercial Air Report – August 2025
3. Leases Entered Into

C. 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

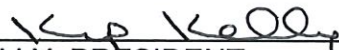
Thursday, October 09, 2025, at 9:00 a.m.
Port of Walla Walla Administrative Office
45 Terminal Loop Road, Suite 214 Large Conference Room
Walla Walla, WA 99362

ADJOURNMENT

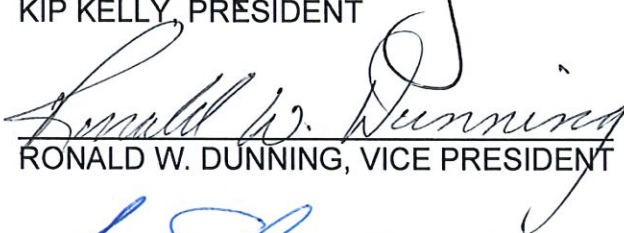
Commissioner Schwab moved, and Commissioner Dunning seconded, to adjourn the Port Commission meeting at 11:10 a.m. Motion passed unanimously.

APPROVED:

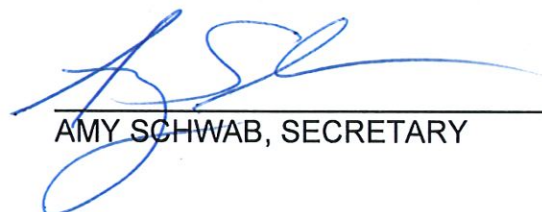
PORT OF WALLA WALLA COMMISSIONERS



KIP KELLY, PRESIDENT



RONALD W. DUNNING, VICE PRESIDENT



AMY SCHWAB, SECRETARY

Warrant Approval Document

September 25, 2025

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

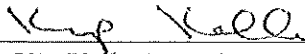
Approved for payment are check numbers 21531 through 21564 and direct deposit numbers PR09152025.1 through PR08312025.4, and ACH/EFT numbers CHECK111 through CHECK113, CHECK115 and EFT09302025 in the amount of \$300,876.29 to be paid from the Port of Walla Walla General Fund on the above stated date.

Walla Walla Regional Airport – General Fund

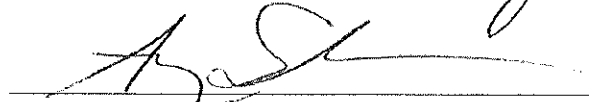
Approved for payment are check numbers 25860 through 25906, and direct deposit numbers PR09152025.1 through PR09152025.11 and ACH/EFT numbers CHECK110 and CHECK114 in the amount of \$318,781.33 to be paid from the Walla Walla Regional Airport General Fund on the above stated date.

Approved By:

Port of Walla Walla Commissioners


Kip Kelly, President


Ronald W. Dunning, Vice President


Amy Schwab, Secretary