

**MINUTES OF THE PORT OF WALLA WALLA  
COMMISSION MEETING  
Thursday, March 26, 2026**

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The meeting of the Port of Walla Walla Commission was called to order at 9:04 a.m. by Commission President Ron Dunning 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  
Paul Gerola, Special Projects  
Joe Keown, Auditor/Treasurer  
Karla Miller, Administrative Assistant  
Jared Hawkins, Legal Counsel  
Craig Woodard  
Don Schwerin  
Harmony Furrow

**PLEDGE OF ALLEGIANCE**

Commissioner Kelly 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 Schwab 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 Dunning requested the minutes of Thursday, March 12, 2026, be amended on page 3, under New Business No. 2 to change "500" to "500,000."  
Commissioner Kelly moved, and Commissioner Schwab seconded, to approve the minutes of the Port Commission meeting, held on Thursday March 12, 2026, as amended. Motion passed unanimously.

**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 Kelly moved, and Commissioner Schwab seconded, to approve for payment the Check

History Report lists summarized in the March 26, 2026, Warrant Approval Document, which is incorporated and attached to these minutes. Motion unanimously carried.

## **OLD BUSINESS**

### **A. Port of Walla Walla**

#### **1. 2026 Tourism Grant Funding Requests (Fourth Round)**

Executive Director Reay reviewed with Commissioners the fourth round of tourism funding request applications. Commissioner Schwab moved, and Commissioner Kelly seconded, to approve the fourth round of tourism applications and requests and allocate said funds from the Port's 2026 tourism and community contribution funds in amounts determined by the Port Commission, as identified in Exhibit 2 of the staff report. Round four of tourism grant funding will be in the amount of \$6,000. Motion passed unanimously.

## **NEW BUSINESS**

### **A. Port of Walla Walla**

#### **1. Water Rights Acquisition – Burbank or Wallula Gap Business Park**

Executive Director Reay provided information on purchasing water rights for commercial or industrial use within the Wallula Gap and Burbank Business Parks. Commissioner Schwab moved, and Commissioner Kelly seconded, to (1): authorize the Executive Director to enter into a water right purchase and sale agreement in the amount of \$3,000,000 between the Port of Walla Walla and Seller (Columbia River Warehouse) or assignees as the sole owner of Ground Water Certificate No. G4-27314C and to execute the necessary documents to complete the real estate transaction upon legal counsel review and approval and (2): adopt factual findings that: (a) the proposed water rights acquisition may be used in the Burbank or Wallula Gap Water Systems which are both located in the Port of Walla Walla's Burbank/Wallula Gap Tax Increment Area designated by Resolution 2023-09; (b) the Burbank and Wallula Dodd Water Systems are owned by the Port and serves the tax increment area designated by Resolution 2023-09; and (c) the Port intends to pay for the improvements authorized in the purchase and sale agreement through revenues to be collected from the tax increment area. Motion passed unanimously.

## **CORRESPONDENCE & REPORTS**

### **A. Review Calendar of Events**

Executive Director Reay reviewed the calendar of events.

### **B. Airport Information**

1. Commercial Air Report – February 2026

**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.

**EXECUTIVE SESSION**

At 10:25 a.m., Commissioner Dunning announced the convening of an executive session that would last until approximately 10:45 a.m. He announced that the executive session would cover the following topic: RCW 42.30.110 (1) (i), to discuss with legal counsel matters relating to potential litigation involving the Port.

At 10:49 a.m., Commissioner Dunning reconvened the regular Commission meeting. No action was taken following the executive session.

**NEXT MEETING & LOCATION**

Thursday, April 09, 2026, at 9:00 a.m.  
Port of Walla Walla Administrative Office  
45 Terminal Loop Road, Suite 214  
Walla Walla, WA 99362

**ADJOURNMENT**


Commissioner Kelly moved, and Commissioner Schwab seconded, to adjourn the Port Commission meeting at 10:50 a.m. Motion passed unanimously.

**APPROVED:**

**PORT OF WALLA WALLA COMMISSIONERS**

  
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RONALD W. DUNNING, PRESIDENT

  
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AMY SCHWAB, VICE PRESIDENT

  
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KIP KELLY, SECRETARY

# Warrant Approval Document

March 26, 2026

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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

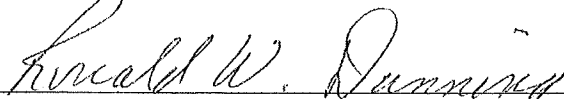
Approved for payment are check numbers 21986 through 22020 and direct deposit numbers PR03132026.1 through PR03132026.4, and ACH/EFT numbers CHECK232 through CHECK242, in the amount of \$105,580.56 to be paid from the Port of Walla Walla General Fund on the above stated date.


### Walla Walla Regional Airport - General Fund

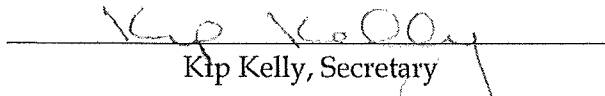
Approved for payment are check numbers 26346 through 26380, and direct deposit numbers PR03232026.1 through PR03232026.10 and ACH/EFT numbers CHECK235 and CHECK240 in the amount of \$333,115.61 to be paid from the Walla Walla Regional Airport General Fund on the above stated date.

Approved By:

Port of Walla Walla Commissioners

  
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Ronald W. Dunning, President

  
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Amy Schwab, Vice President

  
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Kip Kelly, Secretary