

**MINUTES OF THE PORT OF WALLA WALLA
COMMISSION MEETING
Thursday, September 24, 2026**

The meeting of the Port of Walla Walla Commission was called to order at 9:00 a.m. by Commission Vice President Amy Schwab 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
Amy Schwab, Commissioner
Pat Reay, Executive Director
Jay Hester, Economic Development Director
Jennifer Skoglund, Airport Manager
Joe Keown, Auditor/Treasurer
Karla Nokes, Administrative Assistant
Meagan Blair, Governmental Affairs/Community Outreach
Brian Hurst, Maintenance & Operations Supervisor
Jared Hawkins, Legal Counsel
Bryan Ponti, Legal Counsel
Samaiya K.
Michael Miller

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 Kelly 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 Kelly moved, and Commissioner Schwab seconded, to approve the minutes of the Port Commission meeting, held on Thursday, September 10, 2026, as presented. Motion passed unanimously.

Commissioner Kelly moved, and Commissioner Schwab seconded, to approve the minutes of the Port Commission meeting, Strategic Plan Work Session, held on Monday, September 21, 2026, as presented. 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 September 24, 2026, warrant approval document, which is incorporated and attached to these minutes. Motion unanimously carried.

NEW BUSINESS

A. Port of Walla Walla

1. Bid Project PWW 2026-030E – Wallula Dodd Water System – Raindance-Railex Water Line Extension Phase 2

Economic Development Director Hester summarized for Commissioners the bid results (from eleven (11) bid packages that were received) for the construction of a new potable water transmission main line along Railex Road to Raindance Road. Commissioner Kelly moved, and Commissioner Schwab seconded, to (1): accept and award the base bid for bid project PWW 2026-030E – Wallula Dodd Water System – Raindance-Railex water line extension phase 2 to Rickabaugh Pentecost Development, LLC. Of Puyallup, WA for \$930,091.23 (base bid + sales tax) and approve a total project budget of \$1,157,000; and (2): adopt factual findings that (a): project PWW 2026-030E is located in the Port of Walla Walla's Burbank/Wallula Gap Tax Increment Area designated by Resolution 2023-09; (b): the Wallula Dodd Water System is 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 base bid for bid project PWW 2026-030E through revenues to be collected from the tax increment area. Motion passed unanimously.

B. Walla Walla Regional Airport

1. Bid Award WWRA-Sewer Improvement Phase 3

Airport Manager Skoglund summarized for Commissioners the bid results (from nine (9) bid packages that were received) for the replacement of sewer lines and 19 new manholes within the airport district. Commissioner Kelly moved, and Commissioner Schwab seconded, to accept and award project WWRA-Sewer Improvements Phase 3 to Culbert Construction, Inc., for the phase 3 sewer improvement project for a base bid of \$1,003,244.00 including sales tax, approve a total project budget of \$1,304,430, 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 Pat Reay reviewed the calendar of events.

B. Executive Director's Report

Executive Director Pat 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 10:05 a.m., Commissioner Schwab announced the convening of an executive session under RCW 42.30.110 (1)(b) to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price. She announced that it would last until approximately 10:25 a.m.

At 10:27 a.m., Commissioner Schwab reconvened the regular Commission meeting. No action was taken following the executive session.

NEXT MEETING & LOCATION

Thursday, October 8, 2026, at 9:00 a.m.
Port of Walla Walla Administrative Office
45 Terminal Loop Road, Suite 214
Walla Walla, WA 99362

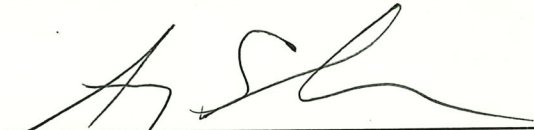
ADJOURNMENT

Commissioner Kelly moved, and Commissioner Schwab seconded, to adjourn the Port Commission meeting at 10:27 a.m. Motion passed unanimously.

APPROVED:

PORT OF WALLA WALLA COMMISSIONERS

RONALD W. DUNNING, PRESIDENT



AMY SCHWAB, VICE PRESIDENT



KIP KELLY, SECRETARY

Warrant Approval Document

September 24, 2026

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 22452 through 22486 and direct deposit numbers PR09152026.1 through PR09152026.4, and ACH/EFT numbers 331381 through 331383, in the amount of \$97,342.64 to be paid from the Port of Walla Walla General Fund on the above stated date.

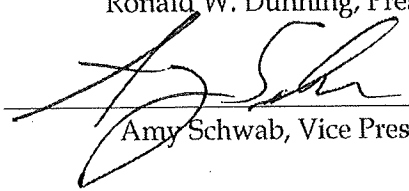
Walla Walla Regional Airport - General Fund

Approved for payment are check numbers 26860 through 26907, and direct deposit numbers PR09152026.1 through PR09152026.13 and ACH/EFT numbers 1000000000053 through 1000000000055 in the amount of \$274,551.05 to be paid from the Walla Walla Regional Airport General Fund on the above stated date.

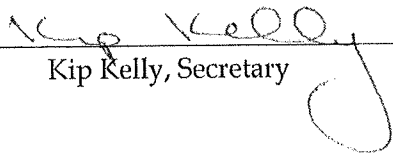
Approved By:

Port of Walla Walla Commissioners

Ronald W. Dunning, President



Amy Schwab, Vice President



Kip Kelly, Secretary