

**MINUTES OF THE PORT OF WALLA WALLA  
COMMISSION MEETING  
Tuesday, June 27, 2023**

The meeting of the Port of Walla Walla Commission was called to order at 9:05 a.m. by Commission President Mike Fredrickson at the Port of Walla Walla office, 310 A Street, Walla Walla, Washington.

**In attendance via conference call or in person:**

Mike Fredrickson, Commissioner  
Kip Kelly, Commissioner  
Ron Dunning, Commissioner  
Patrick Reay, Executive Director  
Paul Gerola, Economic Development Director  
Jennifer Skoglund, Airport Manager  
Joe Keown, Auditor/Treasurer  
Karla Miller, Administrative Assistant  
Meagan Blair, Governmental Affairs/Community Outreach Specialist  
Jared Hawkins, Hawkins Law, PLLC

**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 Dunning 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 Dunning seconded, to approve the minutes of the Port Commission meeting held on Thursday, June 08, 2023, as presented. 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 Kelly moved, and Commissioner Fredrickson seconded, to approve for payment those Check History Report lists summarized in the June 27, 2023 Warrant Approval Document, which is incorporated and attached to these minutes. Motion unanimously carried.

## **NEW BUSINESS**

### **A. Walla Walla Regional Airport**

#### **1. Revelry Vintners Lease – 175 E Aeronca Building**

Airport Manager Skoglund reviewed the proposed lease terms for wine storage warehouse space at 175 E Aeronca. Commissioners asked several questions. Commissioner Kelly moved, and Commissioner Fredrickson seconded, to authorize the Executive Director to enter into a 5-year with (1) 5-year option term lease agreement with Revelry Vintners for the building at 175 E. Aeronca Avenue with the lease terms, lease rates and annual HVAC systems requirements presented. Motion passed unanimously.

## **CORRESPONDENCE & REPORTS**

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

Executive Director Reay reviewed the calendar of events.

### **C. Airport Information Item AI-1 to AI-2**

1. Leases Entered Into
2. Commercial Air Report – May 2023

### **D. 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.

## **NEXT MEETING & LOCATION**

Thursday, July 13, 2023, at 9:00 a.m.  
In person and/or (Remote) Video or Conference Call  
310 A Street, Walla Walla, WA 99362

## **ADJOURNMENT**

Commissioner Kelly moved, and Commissioner Fredrickson seconded, to adjourn the Port Commission meeting at 9:55 a.m. Motion passed unanimously.

APPROVED:

PORT OF WALLA WALLA COMMISSIONERS

  
\_\_\_\_\_  
MICHAEL FREDRICKSON, PRESIDENT

  
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KIP KELLY, VICE PRESIDENT

  
\_\_\_\_\_  
RONALD W. DUNNING, SECRETARY

# Warrant Approval Document

June 27, 2023

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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 19518 through 19556, and direct deposit numbers D00913 through D00917 and ACH/EFT numbers MC000328 through MC000330 in the amount of \$157,518.75 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 23496 through 23538, direct deposit numbers D01617 through D01626 ACH/EFT numbers MC000186 through MC000187 in the amount of \$856,509.65 to be paid from the Walla Walla Regional Airport General Fund on the above stated date.

Approved By:

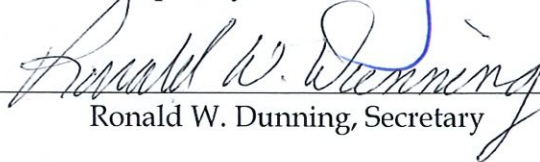
Port of Walla Walla Commissioners



Michael Fredrickson, President



Kip Kelly, Vice President



Ronald W. Dunning, Secretary