

**MINUTES OF THE PORT OF WALLA WALLA
COMMISSION MEETING
Thursday, May 14, 2009**

The meeting of the Port of Walla Walla was called to order by Commission President Fred Bennett at 4:30 p.m. Commissioners toured several Airport streets being crack sealed by the Airport Maintenance Department. Commissioner Bennett conducted a workshop session from 5:00 to 5:50 p.m. at, the Modern Restaurant, 2200 E. Melrose St., Walla Walla, Washington. At 6:00 p.m. Commissioner Bennett convened the regular Commission Meeting at Port of Walla Walla offices, 310 A Street, Walla Walla, Washington.

In attendance for the meeting were:

Paul Schneidmiller, Commissioner
Fred Bennett, Commissioner
Mike Fredrickson, Commissioner
Jim Kuntz, Executive Director
Paul Gerola, Economic Development Director
Becky Hulse, Executive Assistant
Jennifer Skoglund, Airport Manager
Gary Stewart, Maintenance & Operations Supervisor
Anna Christen, Auditor/Treasurer
Thomas K. Baffney, Port Counsel
John Wells, Anderson Perry & Associates, Inc.
Dan Andrews, Columbia Rural Electric Association

APPROVAL OF MINUTES

Commissioner Schneidmiller moved and Commissioner Fredrickson seconded the motion that the minutes of the Port Commission meeting held on Tuesday, April 28, 2009 be approved as corrected. Motion unanimously carried.

PUBLIC COMMENTS

There were no public comments.

CORRESPONDENCE & REPORTS

A. Commissioner Bennett Announces Retirement

Commissioner Bennett announced after serving 24 years on the Port Commission he would be retiring from the Port Commission when his current term expires at the end of this year. He thanked Commissioners Schneidmiller and Fredrickson for the positive working relationship.

B. Leases Entered into by Administrative Staff

Commissioners reviewed a listing of leases entered into and/or renewed by administrative staff from April 29 through May 14, 2009.

C. Wind Power Trade Show

Commissioner Fredrickson and Executive Director Kuntz reported on a wind energy trade show they recently attended in Chicago. Several business leads were obtained from companies that maintain wind towers once the manufacturer's warranty expires. A business lead was also generated from a crane company that erects windmills. Executive Director Kuntz reported on a productive meeting with a consulting firm that represents large clients looking to expand their operations. Kuntz reported the consulting firm was not aware of Port-owned properties in the Pacific Northwest. He will be providing them marketing information on several sites.

D. Photo ID Access Card Update

Commissioners reviewed sample photo ID access cards that will be issued to all general aviation pilots and other individuals that need access to the airport's aviation ramp.

E. North Aviation Ramp Rehabilitation Project

Airport Manager Skoglund reported the survey of the north aviation ramp has been completed. Reid Middleton Engineering is in the process of finalizing the plans and

specifications for the Phase I North Aviation Ramp Rehabilitation Project. The rehabilitation project should go out to bid within the next several weeks.

F. April Passenger Boarding Report

Commissioners were informed passenger enplanements were up 13.7 % in April 2009 as compared to April 2008. For the first four months of 2009 passenger enplanements are up 7.2% as compared to the same time last year.

G. Walla Walla County – Development Regulations

Executive Director Kuntz reported on a meeting with Walla Walla County Department of Community Development regarding several issues related to the update of its development regulations.

H. Letter to Congressional Delegation – Proposed Change to Aircraft Rescue & Fire Fighting Staffing Levels

Commissioners signed letters to Senator Murray, Senator Cantwell and Congresswoman Cathy McMorris Rodgers expressing concern with proposed federal legislation that would change staffing levels for Aircraft Rescue & Fire Fighting services related to commercial airline flights.

I. Crown Building – Roof Repairs

Executive Director Kuntz reported additional roof repairs will be made to the lower warehouse portion of the Crown Building in an attempt to stop leaks. Repairs will include re-flashing roof drains and skylight curbs.

OLD BUSINESS

A. Port of Walla Walla

1. Dodd Road Water System – Phase II Improvements to Tyson

John Wells from Anderson Perry & Associates reviewed with Commissioners a revised plan to upgrade the Port's Dodd Road water system to increase water capacity to Tyson. The revised water infrastructure plan also factors in future water supply needs of nearby Port properties. Executive Director Kuntz reported the original budget was estimated at \$353,800. Tyson has agreed to contribute one half of the improvement costs which equates to \$176,900. John Wells reported the revised costs to facilitate future water supply needs of other Port properties would be an additional \$63,000. Commissioner Fredrickson moved and Commissioner Schneidmiller seconded the motion to revise the Tyson Water System Improvement Budget from \$353,800 to \$416,800 with the Tyson contribution remaining unchanged. Motion unanimously carried.

2. **Burbank Sewer Study Plan**

Commissioners were informed, Anderson Perry & Associates, Inc. needs input from the Port concerning the type and number of businesses likely to locate at the Port's Burbank Business Park. Commissioners and staff reviewed a listing of allowed uses and projected the types of businesses that would most likely locate in the industrial park. As a result of this exercise, it was projected the Burbank Business Park would need to plan a sewer system capable of handling 150,000 gallons of wastewater per day at full build out.

3. **Burbank Interchange Update**

Executive Director Kuntz reported on a recent meeting with the Washington State Department of Transportation concerning the Burbank Interchange Project. Kuntz reported on Port water and sewer utility casing plans, roundabout signage and

maintenance, lighting, and a grading plan to ensure Port property is level with the new roadway network system.

EXECUTIVE SESSION

Commissioner Bennett announced the convening of an Executive Session to consider the potential acquisition of real estate.

The meeting was adjourned at 10:42 p.m.

APPROVED:

PORT OF WALLA WALLA COMMISSIONERS

FRED R. BENNETT, PRESIDENT

MICHAEL FREDRICKSON, VICE PRESIDENT

PAUL H. SCHNEIDMILLER, SECRETARY