

A G E N D A
WALLA WALLA COUNTY BOARD OF COMMISSIONERS
MONDAY, OCTOBER 12, 2015

(PLEASE NOTE SLIGHTLY EARLIER START TIME THIS DATE)

9:15

COUNTY COMMISSIONERS

Chairman Dozier

All matters listed within the Consent Agenda have been distributed to each County Commissioner for review and are considered routine. The Consent Agenda will be approved by one motion of the Board of County Commissioners with no separate discussion. If separate discussion is desired on a certain item, that item may be removed from the Consent Agenda at the request of a Commissioner, for action later.

- a) Roll call and establish a quorum
- b) Review warrant list
- c) Declarations re: conflict of interest
- d) Pledge of Allegiance
- e) Public comment period (time limitations may be imposed)

PLEASE NOTE: *If you wish to address the Commission, please raise your hand to be recognized by the Chair. When you have been recognized, please step up to the microphone and give your name and address before your comments. The Walla Walla County Commissioners are committed to maintaining a meeting atmosphere of mutual respect and speakers are encouraged to honor this principle. (An individual may request to address the board at a later time on the agenda, if time permits, by contacting the Clerk of the Board at least 24 hours prior to the meeting.) Thank you.*

9:20

COUNTY AUDITOR

Karen Martin

- a) Presentation of the 2016 preliminary budget to the Board of County Commissioners

9:30

COUNTY COMMISSIONERS

- a) **Action Agenda Items:**
 - 1) Review submitted Employee Payroll Action Forms
- b) **Consent Agenda Items:**
 - 1) Resolution _____ - Minutes of County Commissioners' sessions of October 5 and 6, 2015 and special meeting of October 7, 2015
 - 2) Resolution _____ - Personal Services Agreement between Walla Walla County and Practical Edge Shooting for firearms training services

pages 2-3

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF A
PERSONAL SERVICES
AGREEMENT BETWEEN WALLA
WALLA COUNTY AND
PRACTICAL EDGE SHOOTING
FOR FIREARMS TRAINING
SERVICES

RESOLUTION NO.

WHEREAS, RCW Chapter 39.34 authorizes local governmental units to enter into agreements; and

WHEREAS, as outlined in a Memorandum dated October 5, 2015, the Walla Walla County Sheriff's office wishes to provide firearms training for deputies on October 13 and 20, 2015; and

WHEREAS, a Personal Services Agreement between Walla Walla County and Practical Edge Shooting to provide tactical firearms skill development training has been reviewed by the county sheriff, the prosecuting attorney's office, and the County Risk Manager; and

WHEREAS, the Walla Walla County Sheriff has submitted said agreement to the Walla Walla County Board of Commissioners, as the county legislative authority, for approval; now therefore

BE IT RESOLVED by this Board of Walla Walla County Commissioners that they do hereby approve and shall sign said Personal Services Agreement between Walla Walla County and Practical Edge Shooting.

*"Passed this **12th day of October, 2015** by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent."*

Attest:

Connie R. Vinti, Clerk of the Board

Perry L. Dozier, Chairman, District 2

James K. Johnson, Commissioner, District 1

James L. Duncan, Commissioner, District 3

*Constituting the Board of County Commissioners
of Walla Walla County, Washington*



John A. Turner
Sheriff

WALLA WALLA COUNTY SHERIFF'S OFFICE

240 West Alder Street, First Floor
Walla Walla, WA 99362-0220

Sheriff's Office (509) 524 - 5400
County Corrections (509) 524 - 5430
Fax (509) 524 - 5480
Dispatch (509) 527 - 3265
Burbank Dispatch (509) 545 - 8441
Toll Free (866) 527 - 3268
Email: sheriff@co.walla-walla.wa.us

Gerrod A. Martin, Chief Operations Deputy
Shanda J. Zessin, Chief Administrative Deputy

Memorandum

Date: October 5, 2015

To: Board of County Commissioners

From:  Shanda Zessin, Chief Administrative Deputy

RE: Personal Service contract with Practical Edge Shooting

Practical Edge Shooting instructors are proven shooters who effectively transfer their knowledge and abilities to their students. Their instructors hold numerous certifications and have years of law enforcement tactical firearms training. These training days, October 13th and October 20th, have been specifically designed to engage and enhance our deputies skills.

Recommendation:

The Walla Walla County Board of County Commissioners approve the personal service contract for these upcoming training days.

COUNTY COMMISSIONERS (continued)

b) Consent Agenda Items (continued):

- 3) Resolution _____ - Appointment of Larry Hooker to the Snake River Salmon Recovery Board pg 5
- 4) County warrants as follows: _____ through _____ totaling \$ _____
- 5) Payroll action and other forms requiring Board approval

- c) Miscellaneous business to come before the Board
- d) Review reports and correspondence; hear committee and meeting reports
- e) Review of constituent concerns/possible updates re: past concerns

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF THE
APPOINTMENT OF LARRY
HOOKER TO THE SNAKE RIVER
SALMON RECOVERY BOARD

RESOLUTION NO.

WHEREAS, a vacancy has occurred on the Snake River Salmon Recovery Board for the position of Walla Walla County citizen member representative, due to the death of Stuart Durfee; and

WHEREAS, the Snake River Salmon Recovery Board membership is comprised of three (3) county members each from Asotin, Columbia, Garfield, Walla Walla and Whitman counties and three (3) members of the Confederated Tribe of the Umatilla Indian Reservation (CTUIR); and

WHEREAS, each member county appoints one county commissioner and two citizen members to represent the county's interest on the Board in compliance with the Board's mission of salmon recovery; and

WHEREAS, a recommendation was made to appoint Larry Hooker, recently retired Walla Walla County Conservation District employee who has worked closely with agricultural producers since 1977 and who served as the district's representative on the various salmon recovery technical committees since 2006, to fill the vacancy; and

WHEREAS, on September 28, 2015 during an open, public session of the Board of County Commissioners, the above-referenced recommendation was duly considered, and subsequently a motion was approved to appoint Larry Hooker to fill the vacant Walla Walla County citizen representative position on the Snake River Salmon Recovery Board; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that they do hereby formalize the appointment of Larry Hooker to the Snake River Salmon Recovery Board, as outlined above and effective September 28, 2015.

"Passed this 12th day of October, 2015 by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent."

Attest:

Connie R. Vinti, Clerk of the Board

Perry L. Dozier, Chairman, District 2

James K. Johnson, Commissioner, District 1

James L. Duncan, Commissioner, District 3

Constituting the Board of County Commissioners
of Walla Walla County, Washington

9:45

TECHNOLOGY SERVICES DEPARTMENT

Kevin Gutierrez

- a) Department update and miscellaneous pgs 7-8



WALLA WALLA COUNTY
Technology Services Department

Kevin G. Gutierrez
Technology Services Director

315 W. Main Street, Rm 101 - Walla Walla, Washington 99362

(509) 524-2590

kgutierrez@co.walla-walla.wa.us

File: GS50-06F-03

Retain: Until Obsolete or Superseded – PAV

October 12, 2015

To: Walla Walla County Board of Commissioners

Re: Department Update

Issues/Information for the Board.

- N/A

Components (Main infrastructure)

Hardware

- No issues

Software

- No issues

Security/Viruses

- No issues

Network

- No issues

Other Projects

- **Budget/Assets**
 - Still dealing with inventory
 - Several Monitors will be redeployed – boxed and assigned – just need time to deploy
- **Server Replacement – VMWare**
 - Servers are in place, configuration and planning is ongoing.
 - I would like to be done with this project by the end of the year and begin second phase as soon after the new year as the budget will allow.
- **Security Camera's**
 - Awaiting commissioner guidance on security committee etc.
- **Jail**
 - All equipment has been ordered
 - A few parts still coming for sound system
 - Jail video court sessions to District Court are now taking place.
 - Staff in both locations have been trained.
- **New World**
 - Have estimates for data extract from current software - \$2,500
 - 2 extracts – one for mapping and one for go live
 - Will likely have to have NWS map the data to the new software and I am sure this won't be free.
 - Will be scheduling to install the client software on Sheriff's devices. Sheriff's Office has sent a priority list.

- Jail devices will likely follow.
- **Superior Court 1-2 Updates**
 - Sound system is installed
 - Training has been done
 - Phone system has been integrated into the sound system
 - ADA gear has not arrived
 - When these projects are complete I will start on the RFP/Q for the final phase
- **EMD – Fiber – Aging.**
 - On our list to do.
 - Need get an estimate so we know when we can plan (which fiscal year)
- **Community Health**
 - Working on remote connections for other counties.
 - Testing
- **Public Record Requests Last 2 Weeks**
 - 4 = Requests received
 - 1 = Forwarded to departments
 - 2= Completed
 - 5 = Total Open
 - 5 = Being handled by the PRO
- **Search Tool and State Wide ECM**
 - Looking for a search tool that will let me target public records request more easily.
 - State wide **Enterprise Content Management (ECM)** software may be on the horizon.
 - Will likely hear more at our fall ACCIS conference later this month..
 - We did an RFP a few years back but it was very expensive.
- **Public Records Training**
 - Due to redundancy, we have reduced the number of training videos from 4 to 2.
 - Both videos have been shown. Others will be posted on our intranet site.
 - Next Mark will schedule desk side visits to help the users prepare for automatic retention functionality

Definitions

PAV=Potential Archival Value
 AOC=Administrative Office of the Courts
 PRO=Public Records Officer
 USB=Universal Serial Bus
 DOL=Department of Licensing
 RFP=Request For Pricing
 GIS=Geographic Information Systems
 EOL=End of Life
 JCDA=Joint Community Development Agency
 W7=Windows 7
 W10=Windows 10
 OS=Operating System
 JAVS=(Jefferson Audio Video Systems) – Courtroom Recording System
 AV-Audio/Visual
 WiFi-Wireless network connectivity (Wireless Fidelity)
 FTP = File Transfer Protocol (file transfer server)
 CAD=Computer Aided Dispatch (hosted at the city)
 CAT5=Category 5 Ethernet cable (for data and voice)
 ADA=Americans with Disabilities Act
 ECM=Enterprise Content Management
 NWS=New World Systems

10:00

COUNTY FAIRGROUNDS

Daryl Hopson

- a) Fairgrounds update and miscellaneous

no written update

10:15

EMERGENCY MANAGEMENT DEPARTMENT

Liz Jessee

a) Consent Agenda Items:

- 1) Resolution _____ - Agreement
with Washington State Military Department
for Homeland Security Grant (E16-061)

pgs 11-12

- b) Department update and miscellaneous

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF APPROVAL OF
AN AGREEMENT WITH
WASHINGTON STATE MILITARY
DEPARTMENT FOR A HOMELAND
SECURITY GRANT (E16-061)

RESOLUTION NO.

WHEREAS, Washington State Military Department Emergency Management Division and the U.S. Department of Homeland Security (DHS) have offered to provide funding to Walla Walla County Emergency Management Department in the amount of \$61,009; and

WHEREAS, this Homeland Security grant is provided to state and local jurisdictions to enhance the capability to prevent, deter, respond to, and recover from incidents of terrorism and/or catastrophic events; and

WHEREAS, Walla Walla County Emergency Management will use the funds to perform emergency preparedness planning, training, exercise, organization and emergency operations coordination; and

WHEREAS, the reimbursement contract does not require any matching funds and is authorized to be used for salaries and wages, benefits, and goods and services; and

WHEREAS, Liz Jessee, Walla Walla County Emergency Management Director, is authorized to sign contracts with said entities, and Liz Jessee and Kati Brown are authorized to request reimbursements from these entities, on behalf of Walla Walla County; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that said contract and reimbursement authority be approved.

Passed this 12th day of **October, 2015** by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.

Attest:

Connie R. Vinti, Clerk of the Board

Perry L. Dozier, Chairman, District 2

James K. Johnson, Commissioner, District 1

James L. Duncan, Commissioner, District 3

*Constituting the Board of County Commissioners
of Walla Walla County, Washington*



Walla Walla County

Emergency Management Department

27 N. 2nd Avenue
Walla Walla, Washington 99362
Phone: (509) 524-2900 • Fax: (509) 524-2910
www.wwemd.info

LIZ JESSEE
Director

KATI BROWN
Coordinator

Memo

To: Board of Walla Walla County Commissioners
From: Liz Jessee
Date: November 28, 2015
Re: State Homeland Security Program Emergency Preparedness Grant

I am requesting your authorization to sign contract E16-061 with Washington State Emergency Management Department for a State Homeland Security Program (SHSP) emergency preparedness grant.

This grant is provided to state and local jurisdictions to enhance the capability to prevent, deter, respond to, and recover from incidents of terrorism involving the use of Chemical, Biological, Radiological, Nuclear and Explosive (CBRNE) weapons, cyber-attacks and catastrophic events through the FFY 2015 Homeland Security Grant Program, SHSP emergency preparedness grant.

The SHSP contract amount is \$61,009. The funding will be used primarily for salary and benefits, and goods and services. There is no local match required for this grant. This is an annually recurring grant that WWCEM has been receiving since post 9-11.

Sincerely,

/s/

LIZ JESSEE

Director, Emergency Management

10:30

PUBLIC WORKS DEPARTMENT

Randy Glaeser

a) Consent Agenda Items:

- 1) Resolution _____ - Setting a public hearing date for Tom Maiden for a franchise to construct, operate, and maintain an irrigation system within the county road right of way, in Walla Walla County, Washington

pg 14

b) Department update and miscellaneous

pg 15

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF SETTING A
PUBLIC HEARING DATE FOR TOM
MAIDEN FOR A FRANCHISE TO
CONSTRUCT, OPERATE, AND
MAINTAIN AN IRRIGATION SYSTEM
WITHIN THE COUNTY ROAD RIGHT
OF WAY, IN WALLA WALLA COUNTY,
WASHINGTON

}

RESOLUTION NO.

WHEREAS, Tom Maiden has requested a franchise to construct, operate, and maintain an irrigation system within the public right of way in Walla Walla County; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that a public hearing date be set for November 2, 2015 in the Commissioners' Chambers, County Public Health and Legislative Building, located at 314 West Main Street, Walla Walla, Washington, at the hour of 10:30 a.m. or as soon thereafter as such hearing may be held.

Passed this 12th day of October, 2015 by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.

Attest:

Connie R. Vinti, Clerk of the Board

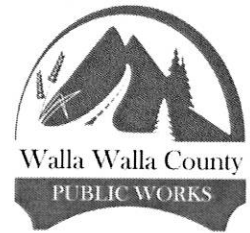
Perry L. Dozier, Chairman, District 2

James K. Johnson, Commissioner, District 1

James L. Duncan, Commissioner, District 3

Constituting the Board of County Commissioners
of Walla Walla County, Washington

**Walla Walla County Public Works
PO Box 813
Walla Walla, WA 99362**



To: Board of County Commissioners

From: Randy Glaeser, Public Works Director

Date: 6 October 2015

Re: Director's Report for the Week of 5 October 2015

Board Action: 12 October 2015

Resolutions:

In the Matter of Setting a Public Hearing Date for Tom Maiden for a Franchise to Construct, Operate, and Maintain an Irrigation System within the County Road Right of Way

ENGINEERING:

- Bussell Road: Paving and shouldering complete. Seeding, mulching and fence left to complete.
- Mill Creek Road MP 3.96 to MP 4.36: Working on Right of Way acquisition.
- Foster Road Safety Project: Horizontal and vertical alignment complete. Working on plans.
- Middle Waitsburg at Chase Safety Project: Working on Right of Way acquisition.

MAINTENANCE:

- Completed annual inspection of the Mill Creek Channel with Corps of Engineers representatives.
- Conducted monthly Foremen's meeting.
- Conducted Bi-monthly safety meeting.
- Crews conducting routine maintenance.

10:45

PROSECUTING ATTORNEY

Jim Nagle/Jesse Nolte

- a) Miscellaneous business for the Board
- b) Possible executive session re:
litigation or pending or potential
litigation (pursuant to RCW 42.30.110(i))

- a) Department update and miscellaneous
- b) **Active Agenda Items:**
 - 1) Possible discussion/decision re: any pending claims against the County
- c) **Action Agenda Items:**
 - 1) Revised Job Description for County Fairgrounds Manager
 - 2) Resolution _____ - Executing an Employment Agreement with Daryl Hopson to serve as fairgrounds manager
- d) Possible executive session re: personnel (pursuant to RCW 42.30.110(g)), collective bargaining negotiations (pursuant to RCW 42.30.140(4)(b)), and/or litigation or pending or potential litigation (pursuant to RCW 42.30.110(i))

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BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF
EXECUTING AN EMPLOYMENT
AGREEMENT WITH DARYL
HOPSON TO SERVE AS
FAIRGROUNDS MANAGER



RESOLUTION NO.

WHEREAS, pursuant to Walla Walla County Resolution 15 031, the county entered into an Employment Agreement with Daryl Hopson to serve as interim fairgrounds manager; and

WHEREAS, during an open, public session of the Board on September 28, 2015 a motion was approved to offer Mr. Hopson a one year contract for the period October 1, 2015 through September 30, 2016, and a new Employment Agreement for the position has now been accepted by Mr. Hopson; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that they shall approve and sign said Employment Agreement between Walla Walla County and Daryl Hopson.

*"Passed this **12th day of October, 2015** by Board members as follows: ☐ Present or ☐ Participating via other means, and by the following vote: ☐ Aye ☐ Nay ☐ Abstained ☐ Absent."*

Attest:

Connie R. Vinti, Clerk of the Board

Perry L. Dozier, Chairman, District 2

James K. Johnson, Commissioner, District 1

James L. Duncan, Commissioner, District 3

*Constituting the Board of County Commissioners
of Walla Walla County, Washington*

a) Consent Agenda Items:

- 1) Resolution _____ - Approving a
contract between Amy Campbell and
Walla Walla County Juvenile Justice
Center to provide Functional Family
Therapy services pg 20

b) Department update and miscellaneous

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF APPROVING A
CONTRACT FOR SERVICES
BETWEEN AMY CAMPBELL AND
WALLA WALLA COUNTY JUVENILE
JUSTICE CENTER TO PROVIDE
FUNCTIONAL FAMILY THERAPY
SERVICES

RESOLUTION NO.

WHEREAS, Walla Walla County Juvenile Justice Center has offered a Contract for Services to Amy Campbell, Licensed Mental Health Counselor, to provide Functional Family Therapy (FFT) services to families referred by the Walla Walla County Superior Court into the Family Treatment Court program; and

WHEREAS, said contract shall be effective upon the date of signing, and may be terminated by either party at any time; and

WHEREAS, the Walla Walla County Juvenile Justice Center Administrator has reviewed said Contract and recommends its approval, and the County Prosecuting Attorney's Office and County Personnel Risk Manager have reviewed said Contract; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that they do hereby approve and the chairman shall sign a Contract for Services Functional Family Therapy (FFT) Between Walla Walla County Juvenile Justice Center and Amy Campbell, Licensed Mental Health Counselor.

Passed this 12th day of October, 2015 by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.

Attest:

Connie R. Vinti, Clerk of the Board

Perry L. Dozier, Chairman, District 2

James K. Johnson, Commissioner, District 1

James L. Duncan, Commissioner, District 3

Constituting the Board of County Commissioners
of Walla Walla County, Washington

11:20

COUNTY CORRECTIONS DEPARTMENT

Mike Bates

- a) Department update and miscellaneous

11:30

COUNTY COMMISSIONERS

a) **Action Agenda Items:**

- 1) Proposal 2015 10-12 ECON-PORT-1
Approval for Port of Walla Walla to
expend 9/10ths Economic Development
funds (Request from Port of Walla Walla
for Alder Street office building, purchase
and remodel, Ingeniux Corporation)
- 2) Proposal 2015 10-12 ECON-PORT-2
Approval for Port of Walla Walla to
expend 9/10ths Economic Development
funds (Request from Port of Walla Walla
for Broadband Fiber Projects in the Cities
of Walla Walla and College Place)

pgs 23-32

pgs 33-42

- b) Miscellaneous or unfinished business
to come before the Board



MEMO

Date: 10/8/15

Proposal ID. 2015 10-12 ECON – Port-1

To: BOCC

From: Diane Harris, Administrative Assistant

Intent – Approval of Port of Walla Walla expending funds

Topic – Approval of Port of Walla Walla expending funds from the Port's portion of the Economic Development Sales Tax Funds for Alder Street Office Building – Purchase & Remodel – Ingeniux Corporation

Summary

The Port of Walla Walla during their regularly scheduled meeting on September 23, 2015 approved the Port of Walla Walla's grant application for the purchase and remodel of the Alder Street office building for Ingeniux Corporation. This request is for \$200,000 from the Port of Walla Walla's portion of the Economic Development Sales Tax Fund.

Pursuant to the current interlocal between the Port and County of Walla Walla regarding the Economic Development Sales Tax funds the County must approve the Port of Walla Walla expending these funds.

Port of Walla Walla – 9/10ths funds - \$200,000

Cost

\$200,000

Funding

9/10ths Funds – Port of Walla Walla

Alternatives Considered

N/A

Acquisition Method

N/A

Security

N/A

Access

Risk

Benefits

Conclusion/Recommendation

Approval of the Port of Walla Walla expending \$200,000 out of their portion of the 9/10th Economic Development Funds for the purchase and remodel of the Alder Street office building for Ingeniux Corporation.

Submitted By			Disposition	
Diane Harris, Commissioners 10/8/15			<input type="checkbox"/> Approved	
Name	Department	Date	<input type="checkbox"/> Approved with modifications	
			<input type="checkbox"/> Needs follow up information	
Signature			<input type="checkbox"/> Denied	
			BOCC Chairman	Date

Additional Requirements to Proposal

☐ Modification

☐ Follow Up



SENT VIA EMAIL ON 09-25-2015

September 25, 2015

James K. Johnson, Commissioner
Perry L. Dozier, Commissioner
Jim Duncan, Commissioner
Walla Walla County
P.O. Box 1506
Walla Walla, WA 99362

**RE: Economic Development Sales Tax Fund Grant - Alder Street Office Building –
Purchase & Remodel – Ingeniux Corporation**

Dear Commissioner:

On September 23, 2015, the Port of Walla Walla Commissioners approved a \$200,000 Economic Development Sales Tax Fund (EDSTF) grant to the Port of Walla Walla for the Alder Street Office Building – Purchase & Remodel – Ingeniux Corporation. Enclosed is the EDSTF application for your review.

Consistent with our Interlocal Economic Development Agreement dated May 31, 2005, the Port is submitting this EDSTF application for Walla Walla County Board of Commissioner's consideration and concurrence.

The Port hereby certifies that this application complies with RCW 82.14.370 and the funds will be allocated from the Port's 2/3rd share of EDSTF account.

If you have any questions or need any additional information, please do not hesitate to call or email.

Sincerely,

James M. Kuntz, Executive Director

Cc: Port Commissioners
File

Enclosure

Peter Swant, Commissioner
Ronald W. Dunning, Commissioner
Michael Fredrickson, Commissioner

James M. Kuntz, Executive Director

Walla Walla County


Economic Development Sales Tax Fund

SECTION I.

APPLICATION FOR FUNDING

Applicant:	Port of Walla Walla			
Project Title:	Alder Street Office Building – Purchase & Remodel – Ingeniux Corporation			
Contact:	Jim Kuntz			
Title:	Executive Director			
Telephone:	509-525-3100			
Fax:	509-525-3101			
E-Mail:	jk@portwallawalla.com			
Mailing Address:	310 A Street			
City:	Walla Walla, WA 99362	Zip Code:	99362	
Total Project Financing				
Total Project Cost:			\$860,000	
Amount secured to date:			\$660,000	
Total amount requested from the Economic Development Sales Tax Fund: Loan & Grant combined			\$200,000	
Loan Information				
Amount of loan request:			\$ N/A	
Loan term requested (Maximum term is 10 years):	N/A	YRS		Rate
A loan is a general obligation or revenue obligation of the jurisdiction receiving the loan. With acceptance of a loan, the jurisdiction agrees to obligate its full faith, credit and revenue to repay the loan, regardless of the project which prompted the application for funding. Maximum loan amount is \$200,000. Please review Attachment A - Principle Guidelines for the Economic Development Sales Tax Fund – Line item #4.				
Grant Information				
Amount of Grant request: (Please review Attachment A - Principle Guidelines for the Economic Development Sales Tax Fund – Line item #4)			\$200,000	
Amount of Local Public Match: (Please review Attachment A - Principle Guidelines for the Economic Development Sales Tax Fund – Line item #5)			\$660,000	

Declaration: I hereby certify that the information given in this application is true and correct to the best of my knowledge and belief and that I have reviewed Attachment A - Principle Guidelines for the Economic Development Sales Tax Fund.



Signature of Responsible Official: _____ Date: 09-17-2015

Print or Type Name and Title: Jim M. Kuntz, Executive Director

SECTION II. IDENTIFICATION OF PUBLIC FACILITY PROJECT AND COSTS

- 1. Describe the entire public facilities project, including the parts that you are not asking to fund.**
(The term "public facilities" means bridges, roads, domestic and industrial water facilities, sanitary sewer facilities, earth stabilization, storm sewer facilities, railroads, electrical facilities, natural gas facilities, research, testing, training, and incubation facilities in innovation partnership zones designated under RCW 43.330.270, buildings, structures, telecommunications infrastructure, transportation infrastructure, or commercial infrastructure, and port facilities in the state of Washington.

The proposed project involves the Port purchasing a downtown building in Walla Walla located at 115 W. Alder Street, Walla Walla, WA. Over the last 12 months, the Port has been recruiting the Ingeniux Corporation to establish a software technology satellite office in Walla Walla. The Ingeniux Corporation desire is to have an office space in Downtown Walla Walla that is approximately 3,000 to 5,000 SQFT. The Port has identified a building space in downtown Walla Walla located at 115 W. Alder as a potential building to accommodate the Ingeniux satellite office. The purchase price for the subject building is \$600,000. The building needs approximately \$250,000 in improvements to accommodate Ingeniux Corporation. Those proposed public improvements include the following:

<u>Proposed Public Improvements</u>	<u>Estimated Cost</u>
New EPDM Roof and solar panel anchors on the roof	\$ 65,000
Structural Improvements	\$ 10,000
Tuck Point - north & east exterior walls	\$ 16,000
Stucco south exterior wall	\$ 5,000
Backdoor Parking - (Clean, install additional gravel, grade and dress up)	\$ 4,000
Indoor Skylights (includes interior work)	\$ 22,000
New Front Vinyl Windows (bid - double pane or triple pane windows)	\$ 20,000
Lessee's Improvement Allowance	\$ 80,000
Other- Misc.	\$ 8,000
Contingency	\$ 20,000
Total	\$ 250,000

- 2. Summarize efforts taken to date regarding the project in terms of specific steps and studies and dates of action.**

The Port of Walla Walla has contracted with several local contractors to develop the proposed public improvements, specifications, and cost estimates. The Port is confident with their expertise and cost estimates.

- 3. Does this project qualify as economic development and does it create or retain family wage jobs? (Please review Attachment A - Principle Guidelines for the Economic Development Sales Tax Fund.)**

This project fulfills the requirement as an economic development project because it will create approximately 5 -10 new direct family wage jobs and a private sector investment of approximately \$300,000. The average annual salary for these software technology jobs range from \$60,000 to \$80,000 annually.

If Ingeniux Corporation hires 5 new software technology related jobs the annual payroll would be between \$300,000 and \$400,000. 10 new software technology related jobs the annual payroll would be between \$600,000 and \$800,000. This average wage and total annual payroll does not include employee benefits such as medical, dental, 401K, gain sharing plan, employer provided life insurance and disability income protection. On average, the employee benefit package would range from 20% to 23% of average salary.

4. List the number of projected jobs to be retained and/or created by the firm as a result of the public infrastructure project. Jobs must be expressed in Full Time Equivalents (FTEs). Management positions should be indicated as an annual salary. * Retained jobs are defined as jobs that would otherwise be lost in Walla Walla County.

Job Description	Number of Jobs Created (in FTEs)	Number of Jobs Retained* (in FTEs)	Hourly Wage and/or Annual Wage
Software Technology	5-10		\$60K to \$80K
			\$
			\$
			\$
			\$
			\$

Projected annual gross payroll for all job classifications? \$300,000 and \$800,000

How many of these positions are part-time or seasonal work? None

5. Is this project listed in the Walla Walla County Comprehensive Plan (Chapter 11 Economic Development Element- Appendix G)? No ☐ Yes ☒

See of Appendix G of Walla Walla County Comprehensive Plan.

Other – See page G-8

Acquisition of land and/or buildings throughout Walla Walla County for economic development that will facilitate job creating opportunities, private sector capital investments, and new taxes.

6. Does your organization have an active interest and involvement in economic development? Please explain?

Yes, the Port of Walla Walla primary objectives and efforts associated with economic development are directed at enhancements of infrastructure to support the creation and retention of family wage jobs.

7. Will this project upgrade existing public infrastructure or build new public infrastructure? Please explain?

The proposed public improvements will upgrade a publicly owned building.

8. List each funding source for the public project and amount. Identify whether the funding source has been secured or is being requested.

Funding Source	Status	Amount
Port of Walla Walla – 2015 Capital Budget	Secured	\$660,000
Economic Development Sales Tax Fund Grant - Port	Pending	\$200,000
		\$
		\$
		\$
		\$
Total Project Cost		\$860,000

9. Estimated schedule for public project completion. Indicate the month and year when the activities listed have been, or will be, completed.

Activities	Estimated Completion Date (Month/Year)
Preliminary Engineering Report	August 2015
All Required Permits Obtained	October 2015
Design Engineering	October 2015
Land/Right-of-Way Acquisition	Secured
Final Bid Documents	September 2015
Award Construction Contract	October 2015
Begin Construction	October 2015
Complete Construction	January 2016
Construction Project Operational	January 2016

10. What other quantifiable outcomes can this project measure in addition to the number of jobs created and retained?

Private sector capital investment \$300,000

Increase in local property tax revenue: \$ 3,768

Increase in local sales tax revenue: \$1,805

Other:

The quantifiable outcomes the Port of Walla Walla will track for this project will be the creation of approximately 5 -10 direct full-time jobs. In addition, the software company will bring in customer clients each year that support businesses in Walla Walla County (airline travel, local hotel/motel establishments, local stores, restaurants, gas stations, etc.). This business recruitment project will also have the following economic impacts to the area:

\$300,000 (1)	X	\$12.56	=	\$3,768
Increase in assessed value		Local property tax rate		Local property tax revenue
\$95,000 (2)	X	\$0.019	=	\$1,805
Annual taxable sales		Local sales & use tax rate		Local sales tax revenue
Water consumption (3)	X		=	\$1,200
				Annual – City of WW revenue
Sewer consumption (3)	X		=	\$1,000
				Annual – City of WW revenue
Electric consumption (3)	X		=	\$2,400
				Annual revenue to PPL
Estimated new annual LOCAL revenue:				\$10,173

- (1) Business will be investing approximately \$300,000 in a new equipment.
- (2) Assumes a \$300,000 in annual payroll for the 5 jobs created of which approximately 15% of the total payroll is spent locally on taxable retail sales per year ($300,000 \times 0.15 = 45,000$) plus approximately \$50,000 per year by Ingeniux on taxable retail sales to vendors locally ($45,000 + 50,000 = 95,000$).
- (3) Estimate

11. Will the public facility project be maintained by the applicant? Indicate the projected annual operating cost of the proposed public facility project and revenue source for maintenance? Please explain.

Yes, the Port of Walla Walla will be the owner of the public facility improvements and will maintain said public improvements.

Return Completed Application To:
Port of Walla Walla
310 A. Street, Walla Walla, WA 99362
509-525-3100

ATTACHMENT A
Principle Guidelines
Economic Development Sales Tax Fund (EDSTF)

**Some provisions within these principle guidelines are requirements under RCW
82.14.370 - Sales and use tax for public facilities in rural counties.**

1. Public infrastructure projects must be listed in the Walla Walla County Comprehensive Plan (Chapter 11 Economic Development Element – Appendix G). Public infrastructure project listed in the approved County Comprehensive Plan does not guarantee the public infrastructure project will receive funding.
2. At the beginning of each fiscal year, the Port will notify the jurisdictions of the available funding in the EDSTF and will transmit the application form and these principle guidelines.
3. The Port Commission will maintain discipline in using the EDSTF for strategic economic development opportunities. Public infrastructure projects that create, retain and/or expand family wage jobs (defined as \$25,000 per year plus a benefit package), encourage private sector capital investment, and new taxes are the primary goal of the EDSTF.
4. Cap any one jurisdiction from receiving more than a \$200,000 grant and a \$200,000 loan in any one fiscal year. Exceptions will be made for extraordinary job creating opportunities, private sector capital investments, and new taxes. Exceptions will also be made if a jurisdiction has projects that would allow the funding to be distributed countywide. For example, a jurisdiction may have a qualifying project in Burbank and during that same fiscal year they may have a qualifying project in Waitsburg. In order to help disburse the EDSTF countywide, both qualifying applications would be considered.
5. Applications require a 50% local public match (\$200,000 EDSTF request, \$100,000 local public match). Only a 10% local public match will be required for the City of Prescott and City of Waitsburg due to their size and access to local public matching dollars. Local public match is defined as publicly-appropriated local funds. Funds appropriated from state, federal, other funding sources, and in-kind match do not qualify as local public match. Private sector funds directly allocated to the public infrastructure project will be considered as a local public match.

Example: If the public infrastructure total project cost is \$200,000 (design engineering, construction and construction assistance), the applicant is required to secure \$100,000 in local public match and can apply for a \$100,000 in EDSTF. In the case for City of Prescott and City of Waitsburg, if the public infrastructure project cost is \$200,000 (design engineering, construction and construction assistance), the applicant is required to secure \$20,000 in local public match and can apply for a \$180,000 in EDSTF.

6. Each public infrastructure project approved for EDSTF will need to enter into a performance contract and/or inter-local agreement guaranteeing performance.

7. Public infrastructure projects that can substantiate the creation of new direct family wage jobs (defined as \$25,000 per year plus a benefit package), private sector capital investment, and new taxes will have the best chance in securing an EDSTF grant and/or loan.
8. Public infrastructure projects that cannot identify the creation of new direct family wage jobs (defined as \$25,000 per year plus a benefit package), private sector capital investment, and new taxes are encouraged to apply for an EDSTF loan. If the applicant is requesting an EDSTF grant, and an EDSTF grant is awarded, the applicant will be restricted in applying for an EDSTF grant for 5 years from the date of award. However, during this 5 year restricted period, the applicant has a public infrastructure project that can demonstrate the creation of new direct family wage jobs (defined as \$25,000 per year plus a benefit package), private sector capital investment, and new taxes, their application would be considered for funding.
9. Public infrastructure related projects that can substantiate the retention of existing family wage jobs (defined as \$25,000 per year plus a benefit package) are encouraged to apply for EDSTF grant and/or loan. To substantiate job retention, the applicant must fully demonstrate that a specific business would have a reduction in its labor force without the public infrastructure improvement.
10. Projects approved for funding must start drawing down the appropriated funds for the proposed public infrastructure project within 1 year from the date the application is approved. All appropriated funds must be fully expended within 2 years from the date the application is approved. If applicant cannot meet said deadlines, the application must be resubmit their application for consideration. All existing approved public infrastructure projects will have priority funding over the new resubmitted application.

Approved by the Port Commission on the 25th day of September, 2014

Concurrence by the Walla Walla County Commissioners on the 20th day of October, 2014



MEMO

Date: 10/8/15

Proposal ID. 2015 10-12 ECON – Port-2

To: BOCC

From: Diane Harris, Administrative Assistant

Intent – Approval of Port of Walla Walla expending funds

Topic – Approval of Port of Walla Walla expending funds from the Port's portion of the Economic Development Sales Tax Funds for Broadband Fiber Projects for the Cities of Walla Walla and College Place.

Summary

The Port of Walla Walla during their regularly scheduled meeting on September 23, 2015 approved the Port of Walla Walla's loan application for Broadband Fiber Projects for the cities of Walla Walla and College Place. This request is for \$400,000 loan from the Port of Walla Walla's portion of the Economic Development Sales Tax Fund.

Pursuant to the current interlocal between the Port and County of Walla Walla regarding the Economic Development Sales Tax funds the County must approve the Port of Walla Walla expending these funds.

Port of Walla Walla – 9/10ths funds - \$400,000

Cost

\$400,000

Funding

9/10ths Funds – Port of Walla Walla

Alternatives Considered

N/A

Acquisition Method

N/A

Security

N/A

Access

Risk

Benefits

Conclusion/Recommendation

Approval of the Port of Walla Walla expending \$400,000 out of their portion of the 9/10th Economic Development Funds for Broadband Fiber Projects in the City of Walla Walla and the City of College Place.

Submitted By

Disposition

Diane Harris, Commissioners 10/8/15

☐ Approved

Name Department Date

☐ Approved with modifications

☐ Needs follow up information

Signature

☐ Denied

BOCC Chairman

Date

Additional Requirements to Proposal

☐ Modification

☐ Follow Up



Phone (509) 525-3100 • FAX (509) 525-3101 • www.portwallawalla.com • www.wallawallaairport.com

SENT VIA EMAIL ON 09-25-2015

September 25, 2015

James K. Johnson, Commissioner
Perry L. Dozier, Commissioner
Jim Duncan, Commissioner
Walla Walla County
P.O. Box 1506
Walla Walla, WA 99362

RE: Economic Development Sales Tax Fund Loan - Broadband Fiber Projects

Dear Commissioner:

On September 23, 2015, the Port of Walla Walla Commissioners approved a \$400,000 Economic Development Sales Tax Fund (EDSTF) loan to the Port of Walla Walla for Broadband Fiber Projects for the City of Walla Walla and City of College Place. The loan is for 10 years term at a 1% annual interest rate. Enclosed is the EDSTF application for your review.

Consistent with our Interlocal Economic Development Agreement dated May 31, 2005, the Port is submitting this EDSTF application for Walla Walla County Board of Commissioner's consideration and concurrence.

The Port hereby certifies that this application complies with RCW 82.14.370 and the funds will be allocated from the Port's 2/3rd share of EDSTF account.

If you have any questions or need any additional information, please do not hesitate to call or email.

Sincerely,

James M. Kuntz, Executive Director

Cc: Port Commissioners
File

Enclosure

Peter Savant, Commissioner
Ronald W. Dunning, Commissioner
Michael Fredrickson, Commissioner

James M. Kuntz, Executive Director

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Walla Walla County

Economic Development Sales Tax Fund

SECTION I.

APPLICATION FOR FUNDING

Applicant:	Port of Walla Walla			
Project Title:	Broadband Fiber Projects/City of Walla Walla & City of College Place			
Contact:	James M. Kuntz			
Title:	Executive Director			
Telephone:	509-525-3100			
Fax:	509-525-3101			
E-Mail:	jk@portwallawalla.com			
Mailing Address:	310 A Street			
City:	Walla Walla	Zip Code:	99362	
Total Project Financing				
Total Project Cost:	\$ 400,000			
Amount secured to date:	\$ 0			
Total amount requested from the Economic Development Sales Tax Fund: Loan & Grant combined	\$ 400,000			
Loan Information				
Amount of loan request:	(Please See Attachment B)		\$ 400,000	
Loan term requested (Maximum term is 10 years):	10	YRS	1%	Rate
<i>A loan is a general obligation or revenue obligation of the jurisdiction receiving the loan. With acceptance of a loan, the jurisdiction agrees to obligate its full faith, credit and revenue to repay the loan, regardless of the project which prompted the application for funding. Maximum loan amount is \$200,000. Please review Attachment A - Principle Guidelines for the Economic Development Sales Tax Fund – Line item #4.</i>				
Grant Information				
Amount of Grant request: <i>(Please review Attachment A - Principle Guidelines for the Economic Development Sales Tax Fund – Line item #4)</i>	\$ 0			
Amount of Local Public Match: <i>(Please review Attachment A - Principle Guidelines for the Economic Development Sales Tax Fund – Line item #5)</i>	\$ City of Walla Walla Alder Street Project \$1.1 million City of College Place CARS Project \$10.5 million			

Declaration: I hereby certify that the information given in this application is true and correct to the best of my knowledge and belief and that I have reviewed Attachment A - Principle Guidelines for the Economic Development Sales Tax Fund.



Signature of Responsible Official: _____ Date: 9-21-15

Print or Type Name and Title: James M. Kuntz, Executive Director

SECTION II. IDENTIFICATION OF PUBLIC FACILITY PROJECT AND COSTS

- 1. Describe the entire public facilities project, including the parts that you are not asking to fund.**
(The term "public facilities" means bridges, roads, domestic and industrial water facilities, sanitary sewer facilities, earth stabilization, storm sewer facilities, railroads, electrical facilities, natural gas facilities, research, testing, training, and incubation facilities in innovation partnership zones designated under RCW 43.330.270, buildings, structures, telecommunications infrastructure, transportation infrastructure, or commercial infrastructure, and port facilities in the state of Washington.

Walla Walla's economic development potential is limited without affordable, next-generation broadband fiber availability. Proactive public agencies are deploying next-generation broadband fiber technologies to remain economically competitive. Unfortunately, incumbent providers are not deploying the latest broadband infrastructure in small rural markets. A report prepared by Magellan Advisors reported Walla Walla's small and medium businesses, which represent about 63% of total GDP, have limited options for their internet connectivity. The challenges are reliability, cost and speed.

- 2. Summarize efforts taken to date regarding the project in terms of specific steps and studies and dates of action.**

The Port retained Magellan Advisors to prepare a Comprehensive Study outlining Walla Walla's current broadband infrastructure and options moving forward to make sure the latest broadband fiber is available to businesses in the Walla Walla Valley. The Magellan Study was completed and published on June 15, 2015. The study can be found on the Port's website. It is clear that the large incumbent service providers are targeting their investments in more metropolitan areas and not rural areas like Walla Walla. The Port Commission is in the process of determining the Port's role in providing dark broadband fiber. For now, the Port wants to take advantage of getting broadband infrastructure in place when roadways are being rebuilt in our business districts. This includes the Alder Street project in the City of Walla Walla and the CARS project in the City of College Place. The City of Walla Walla project is a conduit and fiber project. The City of College Place is a conduit only project. Fiber can be installed at a later date, when demand warrants in College Place.

- 3. Does this project qualify as economic development and does it create or retain family wage jobs? (Please review Attachment A - Principle Guidelines for the Economic Development Sales Tax Fund.)**

This project does qualify as an economic development infrastructure project. Broadband fiber is considered a must have basic utility for business development. This project does not directly create or retain family wage jobs. However, the Port's recent recruitment of Ingeniux Corporation, a software company and their initial 5 to 10 new jobs is an indication that publicly supplied broadband fiber is important. As the lease was being finalized, Jim Edmunds, President & CEO of Ingeniux commented that he heard the Port was installing dark fiber as part of the Alder Street Project. He wanted to know how soon he could access it.

4. List the number of projected jobs to be retained and/or created by the firm as a result of the public infrastructure project. Jobs must be expressed in Full Time Equivalents (FTEs). Management positions should be indicated as an annual salary. * Retained jobs are defined as jobs that would otherwise be lost in Walla Walla County.

Job Description	Number of Jobs Created (in FTEs)	Number of Jobs Retained* (in FTEs)	Hourly Wage and/or Annual Wage
			\$
			\$
			\$
			\$
			\$
			\$

Projected annual gross payroll for all job classifications? _____

How many of these positions are part-time or seasonal work? _____

5. Is this project listed in the Walla Walla County Comprehensive Plan (Chapter 11 Economic Development Element- Appendix G)? No ☐ Yes ☒

6. Does your organization have an active interest and involvement in economic development? Please explain?

Yes. The Port of Walla Walla is the lead economic development agency in Walla Walla County.

7. Will this project upgrade existing public infrastructure or build new public infrastructure? Please explain?

This project will build new dark fiber infrastructure within the City of Walla Walla. This project will also build out new conduit through the City of College Place's CARS project. This will then allow dark fiber to be installed at a late date when demand warrants.

8. List each funding source for the public project and amount. Identify whether the funding source has been secured or is being requested.

Funding Source	Status	Amount
City of Walla Walla – Alder Street Project	Secured	\$ 1,108,000
City of College Place – CARS Project	Secured	\$ 10,500,000
		\$
		\$
		\$
		\$
		\$
Total Project Cost		\$11,608,000

9. Estimated schedule for public project completion. Indicate the month and year when the activities listed have been, or will be, completed.

Activities	Estimated Completion Date (Month/Year)
Preliminary Engineering Report	See Attachment B
All Required Permits Obtained	
Design Engineering	
Land/Right-of-Way Acquisition	
Final Bid Documents	
Award Construction Contract	
Begin Construction	
Complete Construction	
Construction Project Operational	

10. What other quantifiable outcomes can this project measure in addition to the number of jobs created and retained?

Private sector capital investment \$ _____

Increase in local property tax revenue: \$ _____

Increase in local sales tax revenue: \$ _____

Other:

It is hard to establish direct quantifiable outcomes. Installing broadband fiber is like installing water & sewer infrastructure. It is a must have utility to stay economically competitive. Once installed, we believe there will be a demand for the service.

11. Will the public facility project be maintained by the applicant? Indicate the projected annual operating cost of the proposed public facility project and revenue source for maintenance? Please explain.

The Port of Walla Walla will be responsible for owning and maintaining all conduits and dark fiber. The operational costs will be minimal as conduit and dark fiber requires very little maintenance.

Return Completed Application To:
 Port of Walla Walla
 310 A. Street, Walla Walla, WA 99362
 509-525-3100

ATTACHMENT A
Principle Guidelines
Economic Development Sales Tax Fund (EDSTF)

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1. Public infrastructure projects must be listed in the Walla Walla County Comprehensive Plan (Chapter 11 Economic Development Element – Appendix G). Public infrastructure project listed in the approved County Comprehensive Plan does not guarantee the public infrastructure project will receive funding.
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3. The Port Commission will maintain discipline in using the EDSTF for strategic economic development opportunities. Public infrastructure projects that create, retain and/or expand family wage jobs (defined as \$25,000 per year plus a benefit package), encourage private sector capital investment, and new taxes are the primary goal of the EDSTF.
4. Cap any one jurisdiction from receiving more than a \$200,000 grant and a \$200,000 loan in any one fiscal year. Exceptions will be made for extraordinary job creating opportunities, private sector capital investments, and new taxes. Exceptions will also be made if a jurisdiction has projects that would allow the funding to be distributed countywide. For example, a jurisdiction may have a qualifying project in Burbank and during that same fiscal year they may have a qualifying project in Waitsburg. In order to help disburse the EDSTF countywide, both qualifying applications would be considered.
5. Applications require a 50% local public match (\$200,000 EDSTF request, \$100,000 local public match). Only a 10% local public match will be required for the City of Prescott and City of Waitsburg due to their size and access to local public matching dollars. Local public match is defined as publicly-appropriated local funds. Funds appropriated from state, federal, other funding sources, and in-kind match do not qualify as local public match. Private sector funds directly allocated to the public infrastructure project will be considered as a local public match.

Example: If the public infrastructure total project cost is \$200,000 (design engineering, construction and construction assistance), the applicant is required to secure \$100,000 in local public match and can apply for a \$100,000 in EDSTF. In the case for City of Prescott and City of Waitsburg, if the public infrastructure project cost is \$200,000 (design engineering, construction and construction assistance), the applicant is required to secure \$20,000 in local public match and can apply for a \$180,000 in EDSTF.
6. Each public infrastructure project approved for EDSTF will need to enter into a performance contract and/or inter-local agreement guaranteeing performance.

7. Public infrastructure projects that can substantiate the creation of new direct family wage jobs (defined as \$25,000 per year plus a benefit package), private sector capital investment, and new taxes will have the best chance in securing an EDSTF grant and/or loan.
8. Public infrastructure projects that cannot identify the creation of new direct family wage jobs (defined as \$25,000 per year plus a benefit package), private sector capital investment, and new taxes are encouraged to apply for an EDSTF loan. If the applicant is requesting an EDSTF grant, and an EDSTF grant is awarded, the applicant will be restricted in applying for an EDSTF grant for 5 years from the date of award. However, during this 5 year restricted period, the applicant has a public infrastructure project that can demonstrate the creation of new direct family wage jobs (defined as \$25,000 per year plus a benefit package), private sector capital investment, and new taxes, their application would be considered for funding.
9. Public infrastructure related projects that can substantiate the retention of existing family wage jobs (defined as \$25,000 per year plus a benefit package) are encouraged to apply for EDSTF grant and/or loan. To substantiate job retention, the applicant must fully demonstrate that a specific business would have a reduction in its labor force without the public infrastructure improvement.
10. Projects approved for funding must start drawing down the appropriated funds for the proposed public infrastructure project within 1 year from the date the application is approved. All appropriated funds must be fully expended within 2 years from the date the application is approved. If applicant cannot meet said deadlines, the application must be resubmit their application for consideration. All existing approved public infrastructure projects will have priority funding over the new resubmitted application.

Approved by the Port Commission on the 25th day of September, 2014

Concurrence by the Walla Walla County Commissioners on the 20th day of October, 2014

ATTACHMENT B

9. Estimated schedule for public project completion. Indicate the month and year when the activities listed have been, or will be, completed.

The City of Walla Walla Alder Street project is 95% completed. The overall project cost was approximately \$1.1 million. The Fiber portion of the project cost \$137,000. The Port is paying \$60,000 (through the .09% Sales Tax Application) and the City of Walla Walla is paying the balance of \$77,000.

The City of College Place CARS project is under construction. It should be completed late in 2016. Total project costs are \$10.5 million. The broadband conduit portion of the project is estimated to cost \$315,189.

Loan Amount

The guiding principles for use of the .09 Sales Tax Fund limits any one jurisdiction from receiving a \$200,000 loan in any given year. Exceptions are allowed if the jurisdiction has projects that would allow the funding to be distributed into multiple communities. This project distribute funding within two cities. As a result, we believe the loan amount of \$400,000 is reasonable.

Loan Repayment Schedule

The Port is installing this conduit and broadband fiber as a long term economic development infrastructure investment. It is unclear if the revenues generated from leasing out dark fiber will be sufficient to cover the 10 year loan repayment schedule as outlined below, however, the Port agrees to obligate its full faith, credit and revenue to repay the loan over its 10 year term at 1% annual interest rate.

Loan Payment Schedule Broadband Fiber Projects

Borrower:	Port of Walla Walla
Lender:	Port EDSTF
Loan Term:	10 Years
Annual Interest Rate:	1.00%
Loan Amount:	400,000
Loan Origination Date:	January 1, 2016

	Payment Due Date	Beginning Balance	Annual Interest Rate	Annual Principal Payment	Annual Interest Payment	Total Annual Payment	Ending Principal Balance
1	December 31, 2016	\$400,000.00	1.00%	\$ 40,000.00	\$ 4,000.00	\$ 44,000.00	\$ 360,000.00
2	December 31, 2017	\$360,000.00	1.00%	\$ 40,000.00	\$ 3,600.00	\$ 43,600.00	\$ 320,000.00
3	December 31, 2018	\$320,000.00	1.00%	\$ 40,000.00	\$ 3,200.00	\$ 43,200.00	\$ 280,000.00
4	December 31, 2019	\$280,000.00	1.00%	\$ 40,000.00	\$ 2,800.00	\$ 42,800.00	\$ 240,000.00
5	December 31, 2020	\$240,000.00	1.00%	\$ 40,000.00	\$ 2,400.00	\$ 42,400.00	\$ 200,000.00
6	December 31, 2021	\$200,000.00	1.00%	\$ 40,000.00	\$ 2,000.00	\$ 42,000.00	\$ 160,000.00
7	December 31, 2022	\$160,000.00	1.00%	\$ 40,000.00	\$ 1,600.00	\$ 41,600.00	\$ 120,000.00
8	December 31, 2023	\$120,000.00	1.00%	\$ 40,000.00	\$ 1,200.00	\$ 41,200.00	\$ 80,000.00
9	December 31, 2024	\$ 80,000.00	1.00%	\$ 40,000.00	\$ 800.00	\$ 40,800.00	\$ 40,000.00
10	December 31, 2025	\$ 40,000.00	1.00%	\$ 40,000.00	\$ 400.00	\$ 40,400.00	\$ -

12:00 **Recess**

1:30 **COUNTY COMMISSIONERS**

- a) Miscellaneous or unfinished business
to come before the Board

- A D J O U R N -

Walla Walla County is ADA compliant. Please contact TTY: (800) 833-6384 or 7-1-1 or the Commissioners' Office at 509/524-2505 three (3) days in advance if you need any language, hearing, or physical accommodation.

Please note that the agenda is tentative only. The Board may add, delete, or postpone items and may take action on an item not on the agenda.