

# League of Women Voters of Pullman Observer Report

Name of Agency: Pullman-Moscow Regional Airport Board

Date: April 24, 2024

Observer Reporting: Krista Gross

## **Present Absent Board Members**

- |                                     |                                     |   |
|-------------------------------------|-------------------------------------|---|
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Francis Benjamin, Mayor of Pullman, Washington      |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Art Bettge, Mayor of Moscow, Idaho                  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Vicky Murray, Washington State University           |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Dan Ewart, University of Idaho                      |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | David Shourd, Project Manager, Hoffman Construction |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Cherri Gentry, Airport                              |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Tony Bean, Executive Director                       |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Rob Rembert, Airport Legal Counsel                  |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Jon Kimberling, City of Moscow                      |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Paul Kimmell, Latah County                          |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Ron Wachter, At-Large                               |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Brian Hemingway, City of Pullman                    |

### **Others Present:**

- Chad Cluff, Hoffman Construction
- Colin Gulbrandsen, Airport Accountant
- Andy Patrick, ISA
- Tim Dacey, Mead & Hunt
- Tim Thomson, resident of Moscow and a retired Navy Captain
- Jacob Campfield, resident of Pullman

## ***Business Pertaining to League Positions or Topics of Interest***

1. **Issues discussed that relate to League priorities or positions.** N/A
2. **Issues/topics for the League to know about.**

### **New Terminal**

#### **a) Schedule of Terminal Opening (Tony Bean/Chad Cluff)**

Scheduled to open May 22.

- **Alaska Airlines** started moving in yesterday.
- The **TSA suite** layout still needs completion. TSA will be in the supervisor space upstairs in the meantime but they will probably be the last entity to move in.
- **Rental Cars and Concessions Requests for Proposals** are due by the end of the month.
- **Parking** will be \$10/day with the first 2 hours free so people can come to the concessions.
- **First Flight.** Pullman Transit service will start May 21st / 22nd in conjunction with the first flight. Alaska is arranging the *Go Cougs* aircraft to be the first flight for the opening.

- Additional **1st Flight coins** are ordered. Additional ones will be designed for total completion due to occur in July / August timeframe.
- **Security screening equipment** has been initially tested with 15 pallets of water. No one is trained on baggage hygiene. Training will begin on May 20. They are working on the bins to run through security screens. There is a 6–8-week lead time for orders. Backpacks with straps are a problem because they can damage the equipment and the personal item.
- **Hiring** for two positions: “buildings” person and an Information Technology (IT) person. Dan Ewart (UI) suggested hiring an IT service instead and will provide extra information.
- **Tours** for electives/key supports are being scheduled. May 2 will be the first tour with Pullman City Council, 9<sup>th</sup> and 6<sup>th</sup> District Legislators, and the Port of Whitman.
- There will be a **bus service** between the new and old terminal for passengers who flew out of the old terminal then return to the new terminal. That is paid through July 2025 by a grant.
- There were discussions on the **Ribbon Cutting** (for the expansion?) in July. After some conversation, they concluded that it would not happen in July.

**b) Helveticka Advertising and Marketing Agreement (Paul Kimmell)**

1. Lamar Advertising will make a proposal on May 8 for an:
  - a. Internal option – where PUW manages the advertising/marketing
  - b. External option – where Lamar manages and PUW provides feedback
2. There is a meeting on Friday at 1:00 with SEL. SEL has the entire baggage area for advertising.
3. There are draft advertising contracts and no finalized pricing information. Attorney Rembert will need to review them. Moscow Mayor Bettge pushed for a tightened scope, complete with timelines and deadlines. Tony and Paul will work on this request.

**Meeting Adjourned:** at 4:28 pm

A closed-door Executive Session followed.