



**SPOKANE AIRPORT BOARD**

**Chair:** Al French  
**Vice Chair:** Kris Mikkelsen  
**Secretary:** David Clack

**Board Members:** Max Kuney Collins Sprague  
 Ben Stuckart Nancy Vorhees

**Chief Executive Officer:** Lawrence J. Krauter, A.A.E., AICP

**NOTICE OF AIRPORT BOARD MEETING**

**Tentative Agenda for the July 17, 2014 Board Meeting**

The Airport Board meeting will be held on Thursday, July 17, 2014 at 9:00 a.m. in the Boardroom located at Spokane International Airport, 9000 West Airport Drive, Suite 204, Spokane, Washington 99224.

- A. **Call to Order**
- B. **Roll Call of the Airport Board**
- C. **Public Comment/Courtesy of the Floor**
- D. **Approval of Minutes** (06/19/14 regular meeting)
- E. **Financial Report** (written report)

**Consent Agenda**  
**(Items #1 - #10)**

1. **\*Approval of Vouchers**

Construction Warrant Number	003997 - 004006	\$ 593,495.57
Operational Warrant Numbers	124753 – 125037	\$2,350,754.16
  
2. **\*First Amendment to Insurance Broker Services Agreement – Wells Fargo Insurance Services USA, Inc.** – This amendment exercises the first of two options with Wells Fargo Insurance Services effective September 1, 2014. The Airport shall pay an annual fee in the amount of \$37,500. The Finance Committee and staff recommend approval.
 

SIA
ABP
FF

3. **\*Commercial Aviation Ramp Lease and Operating Agreement – Associated Painters, Inc. –** SIA  
 Associated Painters has requested an agreement for 27,063 square feet of ramp adjacent to the ramp that is part of the land lease agreement for the second paint hangar. Associated Painters has entered into a contract with Boeing that will require utilization of the additional ramp. The term of the agreement is five years commencing July 1, 2014. The total annual rent is \$5,682.23. The Finance Committee and staff recommend approval.
4. **\*Right of First Refusal to Lease Real Property – Spokane Turbine Center –** FF  
 Spokane Turbine Center submitted a letter of intent to secure Parcel 7 and Parcel 10 for the future expansion of their facility. Construction of a new training center and t-hangars is anticipated to begin in 2016. The Airport will grant a right of first refusal to Spokane Turbine Center effective July 1, 2014. In consideration of the ROFR, STC shall pay an annual fee of \$2,500. The Finance Committee and staff recommend approval.
5. **\*Resolution No. 07-14, Authorizing the Submission of Passenger Facility Charge (PFC) Application No. 10 to the Federal Aviation Administration (FAA).** SIA  
 Resolution No. 07-14 will authorize the Chief Executive Officer to submit PFC Application No. 10 to the FAA. The application is estimated to extend the authorized collection period of PFCs through February 2019. The Finance Committee recommends Board adoption of Resolution No. 07-14.
6. **\*Award Construction Contract, Car Wash & Exit Canopy Improvements – Graham Construction, Inc. –** SIA  
 This project involves the construction of a car wash facility and improvements to the existing canopy at the toll plaza. Three bids were received on July 2, 2014. The Engineering Committee recommends award of a contract for construction to Graham Construction in the amount of \$1,498,973 including Washington state sales tax. Staff requests Board authorization of \$150,000 for construction contingencies for a total authorization of \$1,648,973.
7. **\*Award Construction Contract, Airport Drive Landscaping Improvements Phase III Project – Hidden Rivers, Inc. –** SIA  
 The Engineering Committee recommends award of a contract for construction for the Airport Drive Landscaping Improvements Phase III project to Hidden Rivers in the amount of \$304,360 including Washington state sales tax. Staff requests Board authorization of \$30,000 for construction contingencies for a total authorization of \$334,360.
8. **\*Professional Services Agreement Renewal for Stormwater Management Services – URS Corporation –** SIA  
 In 2011, the Washington state Department of Ecology issued a temporary state waste discharge permit. The work needed to achieve compliance with the permit requirements is performed by a team of three firms led by URS Corporation. This renewal will be the second and final of two renewals of the on-call contract. The Engineering Committee recommends award of a professional services agreement to URS Corporation in an amount not to exceed \$155,448 through August 1, 2015.
9. **\*Procurement of Glycol Recovery Vehicles – Inland Technologies International, LLC –** SIA  
 The Engineering Committee recommends the procurement of three Glyvac™ Glycol Recovery Vehicles from Inland Technologies International, LLC, for the total amount of \$1,320,052.80 including all optional equipment, freight charges and Washington state sales tax. The purchase will be fully funded by passenger facility charges.
10. **\*Procurement of Proximity Card Readers and Associated Equipment – Aronson Security Group** SIA  
 The existing card readers and badge printers have reached the end of their useful life. The Engineering Committee recommends approval to purchase 157 new proximity card readers, 2,000 proximity cards and two badge printers for the amount of \$48,708.58 including all specified options, freight and Washington state sales tax.

**Regular Agenda**

11. **Buildings 1 & 2 and Land Lease Agreement** – *Washington State Community College District 17* – FF  
The land lease agreement with Spokane Community College to operate an aviation maintenance training program expired in 2008. SCC has been re-evaluating the program and has determined to continue the program at Felts Field. The term of this agreement is ten years, with four five-year options, commencing July 1, 2014. The annual rent for the initial five-year period is \$76,446.24 less tenant improvement credit of \$25,000 for a total annual rent of \$51,446.24. The Finance Committee and staff recommend approval.

12. **Staff Reports**

- **Chief Executive Officer’s Report**

**The Airport Board may take action on other routine business issues as they may arise while the Board is in session.**

13. **Executive session to follow for discussion of legal, personnel and real estate matters.**
14. **Adjourn**
15. **The next scheduled Board meeting is Thursday, August 21, 2014 at Spokane International Airport.**

*Note: The consent agenda (\*) may be considered in a single action. Any Board member or anyone in the gallery may ask for the separation of any item from the consent agenda for individual consideration. Please notify the Board Clerk if you wish to make such a request.*

*The Spokane Airport Board is committed to providing reasonable accommodations to individuals with disabilities. Individuals requiring reasonable accommodations to attend this meeting should call the Board Clerk at (509) 455-6444 or email at [jthielemann@spokaneairports.net](mailto:jthielemann@spokaneairports.net) at least 48 hours in advance of the meeting to arrange for accommodation.*