



SPOKANE AIRPORT BOARD		
Chair:	Max Kuney	
Vice Chair:	Collins Sprague	
Secretary:	Nancy Vorhees	
Board Members:	Ezra Eckhardt	Shelly O'Quinn
	Ben Stuckart	Jennifer West
Chief Executive Officer:	Lawrence J. Krauter, A.A.E., AICP	

NOTICE OF AIRPORT BOARD MEETING

Tentative Agenda for the October 20, 2016 Board Meeting

The Airport Board meeting will be held on Thursday, October 20, 2016 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 (9/22/16 regular meeting)
- E. Financial Report (written)

Consent Agenda
(Items #1 - 6)

1. ***Approval of Payments/Warrants**

Construction Warrant Number	4201 - 4219	\$ 1,530,714.17
Operational Warrant Numbers	133183 - 133526	\$ 2,939,953.03

2. ***Approval of Amendment No. 2 to the Spent ADF Recovery and Maintenance Services Contract** – *Inland Technologies International, Ltd.* – Spokane International Airport. The Engineering Committee and staff recommend approval of Amendment No. 2 to the Spent ADF Recovery and Maintenance Services Contract with Inland Technologies International, Ltd. for a revised contract amount of \$285,000.00 including Washington State Sales Tax. Staff further requests Board authorization of \$28,500.00 for contingencies for a total authorization of \$313,500.00.

3. ***Approve Procurement of Roadway Deicing Product (Magnesium Chloride) – Roadwise, Inc.** – Spokane International Airport and Airport Business Park. Magnesium chloride is the liquid deicing product the Airport uses to keep roadways and parking lots free of frost and ice. It is available for purchase through Washington State Contract No. 02714 from Roadwise, Inc. The Engineering Committee and staff recommend approval to purchase Magnesium Chloride from Roadwise, Inc. on an as-needed basis for the 2016–2017 season in an amount not-to-exceed \$150,000.00.

4. ***Approve Procurement of Roadway Deicing Product (Road Salt) – Salt Distributors, Inc.** – Spokane International Airport and Airport Business Park. The Airfield and Facility Maintenance and Parking Departments, as well as the Airport Business Park use road salt on Airport roads and parking lots. It is available for purchase through Washington State Contract No. 02714 from Salt Distributors, Inc. The Engineering Committee and staff recommend approval to purchase road salt from Salt Distributors, Inc. on an as-needed basis for the 2016–2017 season in an amount not-to-exceed \$300,000.00.

5. ***Approval of the Second Amendment to the Contract to Furnish Marketing and Advertising Services - Pinnacle Marketing Group Co.** - Spokane International Airport.
 In the fall of 2012, Pinnacle Marketing Group was selected as a result of a published Request For Proposals seeking a qualified firm to provide marketing and advertising services. The term of the initial Contract was three years commencing January 1, 2013 and expiring December 31, 2015 which also included two (2) one (1) year options to be exercised at the Board’s sole discretion. This Second Amendment exercises the second option and the term will be January 1, 2017 through December 31, 2017. All other terms and conditions including Scope of Services and Compensation shall remain unchanged. The Finance Committee and staff recommend approval of the Second Amendment to the Contract to Furnish Marketing and Advertising Services with Pinnacle Marketing Group Co. in an amount not to exceed \$250,000 per year.

6. ***Approval of the Renewal of the Airport’s insurance policies for the term commencing November 1, 2016; Purchase of Insurance Coverage – Wells Fargo Insurance Services USA, Inc.** - Spokane International Airport, Felts Field, Airport Business Park. The Airport’s insurance policies expire October 31, 2016 and Wells Fargo has marketed and obtained quotes for the Airport’s insurance program that includes Property, Terrorism, Equipment, Automobile, General Liability, Crime, Directors & Officers Liability, Excess Liability for Directors & Officers, Cyber and Pollution Liability. The Finance Committee and staff recommend approval of the renewal of the insurance policies including insurance certificate management services as presented by Wells Fargo for the 2016/2017 policy year commencing November 1, 2016. The total premium is \$440,514.81, a decrease of 13.7% from 2015/16. The total cost for the renewal of the insurance program, including the insurance certificate management service is \$450,814.81.

Regular Agenda

7. **Review State Legislative Calendar/Priorities**

8. **Staff Reports/Board Member Comments**
 - **Chief Executive Officer’s Report**
 - **Board Member Comments**

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

9. **Executive session to follow for discussion of legal, personnel and real estate matters.**

10. **Adjourn**
11. **The next regularly scheduled Board meeting is Thursday, November 17, 2016 at Spokane Airport.**

Note: The consent agenda () may be considered in a single action. Any Board member or any member of the public in attendance at the meeting may ask for the separation of any item from the consent agenda for individual consideration. Please notify the Board Clerk prior to the start of the meeting 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 thart@spokaneairports.net at least 48 hours in advance of the meeting to arrange for accommodation.