



<b>SPOKANE AIRPORT BOARD</b>		
<b>Chair:</b>	Nancy Vorhees	
<b>Vice Chair:</b>	Ezra Eckhardt	
<b>Secretary:</b>	Jennifer West	
<b>Board Members:</b>	Al French	Max Kuney
	Collins Sprague	Ben Stuckart
<b>Chief Executive Officer:</b>	Lawrence J. Krauter, A.A.E., AICP	

**NOTICE OF AIRPORT BOARD MEETING**

**Tentative Agenda for the November 15, 2018 Board Meeting**

The Airport Board meeting will be held on Thursday, November 15, 2018 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. Employee Recognition – Adam Phelps
  - Accredited Airport Executive Credential
  - 2018 *Airport Business* Top 40 Under 40 Distinction
- D. Public Comment/Courtesy of the Floor
- E. Approval of Minutes (10/18/18 regular meeting)
- F. Financial Report (Dave)
- G. Briefing on In-Pavement Weather Sensors (Lisa Corcoran & Joe Hoeing)
- H. Briefing on Runway 8-26 Improvements Project (Matt Breen & Lisa Corcoran)

**Regular Agenda**  
**Items # (1 – 4)**

1. **\*Approval of Payments/Warrants**  
 Operational Warrant Numbers 141866 – 142173 \$10,586,640.16
2. **\*Approval of the Second Amendment to the Professional Services Agreement for State Legislative Affairs Services – Carney Badley Spellman, P.S. – Spokane International Airport.**  
 After interviews were conducted with five firms, a Professional Services Agreement was awarded to Carney Badley Spellman at the January 27, 2015 Board meeting. The term of this Agreement is three (3) years with two (2) additional one (1) year options available. This Amendment exercises

the last one year option commencing January 1, 2019. Carney Badley Spellman has agreed to continue providing services for this one year option in the not-to-exceed amount of \$80,000 per year which includes incidental, documentable expenses associated with legislative activities. The Finance Committee and staff recommend approval of the Second Amendment to the Professional Services Agreement for State Legislative Affairs with Carney Badley Spellman, P.S in the not-to-exceed amount of \$80,000.

3. \* **Approval of Third Amendment to the In-Terminal Advertising Concession Lease - Lamar Transit, LLC** (SIA). Lamar Transit, LLC has been the In-Terminal Advertising Concessionaire since January 2015. The Lease had an original term of five years with one five year option which expired on September 30, 2018. Lamar currently pays a Minimum Annual Guarantee (MAG) of \$205,662.11 or a Percentage Rent of 50% of gross revenues, whichever is greater. The upcoming TREX project will impact the availability of displays and will displace some advertising displays during the project. In order to retain continuity of services, it is in the best interest of the Airport to extend Lamar's Lease rather than publishing a Request for Proposals (RFP) for a new advertising program. Data provided in an RFP would typically include available advertising locations, minimum equipment requirements and passenger data, all of which will be subject to change during the TREX project. This Agreement shall be extended for three (3) years commencing October 1, 2018. Lamar shall pay a MAG of \$282,000 or a Percentage Rent of 50% of gross revenues, whichever is greater during the term of the Lease. In addition, Lamar is required to invest \$75,000 to update and/or replace some of the existing advertising displays. During the construction phase, the MAG will be suspended or reduced based on the volume of advertising displays being displaced. Staff recommends approval of the Third Amendment to the In-Terminal Advertising Concession Lease with Lamar Transit, LLC.
4. \***Approval of the Consent to Assignment – Land Lease Agreement – Collin Fay to Mulgrew Capital, LLC**. (Felts Field) Through a Consent to Assignment approved November 17, 2016, Mr. Collin Fay was assigned the Land Lease Agreement formerly held by Ziegler Lumber Co. Building 64 is a 3,000 square foot hangar which was constructed on the parcel. This Agreement has a thirty five (35) year term which expires July 31, 2037 and there are two (2) ten (10) year options. The current rental rate for 10,755 square feet is Eighteen Cents (\$0.18) per square foot per annum or One Thousand Nine Hundred Thirty Five Dollars and Ninety Cents (\$1,935.90) per year. Mr. Fay has entered into an agreement to sell his hangar to Mulgrew Capital, LLC and he has requested that the Land Lease Agreement be assigned to Mulgrew Capital. The effective date of this Consent to Assignment is December 1, 2018. All other terms and conditions remain the same. Staff recommends approval of the Consent to Assignment – Land Lease Agreement – Collin Fay to Mulgrew Capital, LLC.

5. **CEO Report/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.**

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

**The next regularly scheduled Board meeting is Thursday, December 13, 2018 at the 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](mailto:thart@spokaneairports.net) at least 48 hours in advance of the meeting to arrange for accommodation.*