



Spokane Airports
 9000 W. Airport Dr. #204 ● Spokane, WA 99224 ● (509) 455-6455
www.spokaneairports.net



SPOKANE AIRPORT BOARD

Chair: Nancy Vorhees
Vice Chair: Ezra Eckhardt
Secretary: Jennifer West

Board Members: Al French Max Kunej
 Collins Sprague Ben Stuckart

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

NOTICE OF AIRPORT BOARD MEETING

Tentative Agenda for the December 19, 2019 Board Meeting

The Airport Board meeting will be held on Thursday, December 19, 2019 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. **Presentation of Energy Efficiency Incentives from Avista (Doug Kelley)**
- E. **Review of 2020 Federal Legislative and Regulatory Objectives (K&L Gates via video conference)**
- F. **Approval of Minutes (11/21/19 regular meeting)**
- G. **Report of Nominating Committee and Election of 2020 Board Officers**
- H. **Financial Report (Dave)**
- I. **TREX Project Delivery Discussion - Matt**

Consent Agenda: Items # (1-3)

- 1. ***Approval of Payments/Warrants**
 Operational Warrant Numbers 146531 – 146917 \$4,637,392.93
- 2. *** Approval of the General Services Administration “GSA” – Terminal Space Lease Agreement for Transportation Security Administration “TSA” – Spokane International Airport.** TSA currently leases a total of 5,177 square feet throughout the Airport for administrative and operational purposes. The current Lease was executed in November of 2002 and it expired on October 31, 2019, and is on hold over. TSA headquarters has evaluated its organizational structure and with this new Lease Agreement, have relinquished approximately 1,476 square feet of office space in the main terminal, but requested an additional 377 square feet of space on the Lower B concourse for operational support. The term of this Agreement shall be five (5) years commencing November 1, 2019 and ending October 31, 2024 for 4,035 square feet of office space at various

locations in the Airport. Commencing 11/1/19 through 10/31/20, the rent paid by TSA shall be \$311,502 plus \$24,090 for 6 non-exclusive garage parking spaces. The Finance Committee and staff recommend approval of the Terminal Space Lease with General Services Administration for Transportation Security Administration.

3. * **Approval of a Lease Agreement for Building 1502 and approximately 115,640 square feet of adjacent fenced storage yard with MTR Western, LLC – ABP.** MTR requested a Lease for Building 1502, containing 5,056 sf. of shop/warehouse space, 1,800 sf. of office space and 1,800 sf. of space on the mezzanine level for storage. MTR shall utilize the building and yard for their administrative and maintenance headquarters for their bus operations. The term of the Lease Agreement shall be approximately ten years commencing December 19, 2019 and expiring December 31, 2029. Upon mutual written agreement, Lessee shall have the option to renew the Agreement for two separate, consecutive five year options. The rent shall be \$6,311.66 per month or \$75,739.92 annually, with rent adjusted for the five year period commencing January 1, 2025 by the change in the Consumer Price Index for the previous five year period. The Finance Committee and staff recommend approval of the Lease Agreement for Building 1502 and 115,640 square feet of adjacent fenced storage yard with MTR Western, LLC.

Regular Agenda

4. * **Approve engagement of K&L Gates, LLP for federal legislative, regulatory and public policy/lobbying services pertaining to matters of significance to the Airport.** The initial engagement of K&L Gates Washington, DC was executed in January 2017 to provide dedicated federal legislative, regulatory and public policy/lobbying services. Over the past three years, K&L Gates has provided services in support of the Airport Board’s federal legislative agenda. The continuity of service provided K&L Gates is paramount and integral to the success of the Board’s execution of its continuing legislative and executive branch priorities. The Finance Committee and Staff recommend the Board approve the sole source procurement of K&L Gates, LLP for federal legislative and administrative public policy/lobbying services based on a one-year contract, subject to extension or renewal by the Board, with a contract amount not to exceed \$120,000 for services performed through December 31, 2020.

13. 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.

14. **Executive session.**
15. **Adjourn**

The next regularly scheduled Board meeting is Thursday, December 19, 2019 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.