



<b>SPOKANE AIRPORT BOARD</b>	
<b>Chair:</b>	David Clack
<b>Vice Chair:</b>	John Wagner
<b>Secretary:</b>	Todd Mielke
<b>Board Members:</b>	David Brukardt     David Holmes Irving Reed         Joe Shogan
<b>Airport Director:</b>	Neal Sealock
<b>Board Counsel:</b>	Michael Ormsby

**Agenda for the March 18, 2009 Board Meeting**

Board meeting held in the Airport Boardroom at 9:00 a.m.

1. **Roll call of the Airport Board**
2. **Financial Report**
3. **Human Resources Report**
4. **Approval of Minutes (02/18/09)**

**\*Consent Agenda**  
**(Items #5 - #9)**

5. **\*Approval of Vouchers**  
 Construction Warrant Numbers 003078 – 003087     \$ 764,596.02  
 Operational Warrant Numbers 106189 – 106451     \$1,501,414.48
6. **\*Sixteenth Amendment to Lease Agreement for Building 2805 – Dix Corporation – Dix** ABP  
 Corporation leases approximately 5,097 square feet of warehouse space and approximately 35,333 square feet of adjacent land. The term of this agreement shall be for one (1) year commencing April 1, 2009. Total annual rent for the building and land shall be \$13,370.51. Staff recommends approval.
7. **\*Operating Agreement – Red Lion Hotels Franchising, Inc.** – The Red Lion Templin’s will SIA  
 provide transportation service for their clients to and from the airport. This operating agreement is effective March 1, 2009 and provides for the rules and regulations of the use of the Ground Transportation Center as well as fee provisions. Red Lion has provided all necessary licenses and documentation. Staff recommends approval.
8. **\*Third Amendment to Use and Lease Agreement – Frontier Airlines, Inc.** – Frontier SIA  
 currently has a month-to-month agreement and this amendment adjusts the rents and fees

effective January 1, 2009. Frontier shall pay annual rent in the amount of \$16,653.86 for office space, ticket counter space and terminal use fees. The landing fee was adjusted to \$1.73 per 1,000 pounds. Staff recommends approval.

9. **\*Eighth Amendment to Custodial Contract – American Building Maintenance Co. (ABM)** FF  
ABM has been providing janitorial service at Felts Field Airport since April 2002. The term of this contract shall commence April 16, 2009. The cleaning fee for 9,372 square feet of office space plus restrooms shall be \$2,419.76 or \$29,037.12 annually. Staff recommends approval.

### Regular Agenda

10. **2009 Affirmative Action Plans** – The U. S. Government requires employers with whom it works or has contracts to support and follow an affirmative action plan for the purpose of ensuring that all qualified persons enjoy equality of opportunity in employment. Staff recommends adoption of the 2009 Affirmative Action Plans for minorities and women, for persons with disabilities and for veterans. SIA, FF, ABP
11. **Board Resolution No. 02-09, Submittal of Application to the CERB for Funding the Costs of Constructing a Commercial and Military Aircraft Hangar Painting Facility** SIA  
Staff is requesting in its application to the Community Economic Revitalization Board (CERB) a 20 year loan in the amount of \$3,871,125 at 0.0% interest to construct a commercial and military hangar painting facility. The airport’s local match is \$430,125. Staff recommends approval.
12. **Board Resolution No. 03-09, Submittal of Application to the CERB for Funding the Costs of Constructing a Commercial and Military Aircraft Maintenance Hangar Facility** SIA  
– Staff is requesting in its application to CERB a 20 year loan in the amount of \$4,162,500 at 0.0% interest to construct a second commercial and military aircraft maintenance hangar. The airport’s local match is \$462,500. Staff recommends approval.
13. **Lease and Operating Agreement – Associated Painters, Inc.** – Associated Painters operates a commercial and military aircraft painting business and would like to relocate their corporate headquarters to Spokane in order to consolidate their operations. They have agreed to enter into a 20 year lease for a new facility pending approval of a state CERB loan. Staff recommends approval. SIA
14. **Lease and Operating Agreement – Cascade Aerospace (USA) Inc.** – Cascade Aerospace began leasing space for their aircraft maintenance, repair and operations services on February 1, 2009. Since then they have scheduled enough heavy maintenance that will require additional space. Cascade has agreed to enter into a 20 year lease for a second facility pending approval of a state CERB loan. Staff recommends approval. SIA

### **Staff Reports**

- **Board Nominating Committee Report**
- **Airport Director’s Report**

**The Airport Board may take action on other routine business issues as they may arise**

**while the Board is in session.**

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

*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 next scheduled Board meeting will be April 15, 2009 at Felts Field Airport.**