



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

Agenda for the October 21, 2009 Board Meeting

Board meeting held at Spokane International 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 (09/23/09)**

***Consent Agenda**
(Items #5 - #12)

5. ***Approval of Vouchers**
 Construction Warrant Numbers 003220 – 003248 \$11,802,040.14
 Operational Warrant Numbers 108080 – 108326 \$ 4,424,102.71
6. ***Third Amendment to Lease Agreement, Building 1378, Suite 105 – DWG & Associates, Inc. – ABP**
 DWG has leased approximately 350 square feet in Suite 105 of Building 1378 for their administrative office. The term of the agreement shall continue on a month to month basis and the rent is \$16.34 per square foot per annum or \$476.58 per month. Staff recommends approval.
7. ***Use Agreement – Les Schwab Warehouse, Inc. – SIA**
 Les Schwab provides tire services to the airport and tenants and a use agreement is required. The agreement commenced October 1, 2009 and provides for them to pay a fee of \$75 per month. Staff recommends approval.
8. ***Fourth Amendment to Lease and Operating Agreement – Eagle Helicopters Inc. – FF**
 Eagle Helicopters leases 42,575 square feet at Felts Field for their helicopter operation. The rental rate was subject to adjustment effective October 1, 2007 and was increased to \$0.14 per square foot based on the CPI for the previous five year period. The rent is \$5,960.50 annually which does not include Washington state leasehold tax. Staff recommends approval.

9. ***Lease Agreement – Eagle Helicopters Inc.** – Eagle Helicopters utilizes 8,000 square feet in Building O at Felts Field for their helicopter operation. The lease agreement expired on July 31, 2006 and an appraisal of the building was conducted to determine the current market rental rate. Based on the appraisal, it was determined that the rental rate should be \$3.00 per square foot for Building O and \$0.18 per square foot for 16,975 square feet of adjacent ramp. The term is five years which commenced August 1, 2006 and the annual rent is \$27,055.50 which does not include Washington state leasehold tax. Staff recommends approval. FF

10. ***Fourth Amendment to Lease Agreement – Spokane County Sheriff** – The Spokane County Sheriff’s department has utilized Building 31 at Felts Field for storage of their emergency response aircraft. The term of the agreement will expire on October 31 and they wish to extend the lease for another year. Effective November 1, 2009, rent for 10,000 square feet in Building 31 shall be \$1.01 per square foot per annum and \$0.20 per square foot per annum for 19,003 square feet of adjacent ramp. Staff recommends approval. FF

11. ***Amendment of Easement Agreement Between Washington State Department Of Transportation (WSDOT) and Spokane Airport Board** – In April 2009, the Airport Board approved an easement agreement regarding certain design criteria to be met during the development and construction of the Tech Park off ramp from Airport Inbound. WSDOT requests that this agreement be amended to clarify access points that were agreed to during the development of the road design. Staff recommends approval of the amended agreement followed by submittal to the City and County of Spokane for approval. SIA

12. ***Lease Agreements for Buildings 7, 10, 26 and Second Amendment to Land Lease for Building 8 – Felts Field Aviation, Inc.** – Felts Field Aviation’s leases at Felts Field expired on September 30, 2009. In anticipation of a business plan the airport expected to receive from Felts Field Aviation regarding their fixed base operations, it was agreed that they would continue leasing Buildings 7, 10 and 26 as well as continue the lease for Building 8 on a month to month basis not to extend beyond March 31, 2010. Staff recommends approval. FF

Regular Agenda

13. **2010 Airport Budget Authorization** – The 2010 budget shows a six percent reduction over the 2009 budget. It includes a 15 percent increase in airline terminal rent charges, an increase in landing fees from \$1.50 to \$1.73 per 1,000 pounds maximum gross landing weight, and an adjustment in parking rates for the parking garage and lots. The Board Finance Committee and staff recommend authorization of the formal submission of the 2010 maintenance and operating budget proposal of \$29,374,257 to the City and County of Spokane for consideration. SIA
ABP
FF

14. **Modification of Professional Services Agreement, Runway 3/21 Gradient Corrections and Line of Sight Project – URS Corporation** – The first phase of this project involved the design of the runway gradient corrections. That work was done this year with American Recovery and Reinvestment Act (ARRA) funds. This modification is intended to design corrections for the line of sight issue. Staff recommends approval of the contract modification with URS Corporation based upon successful negotiation of scope and fee. SIA

15. **Construction Change Authorization (CCA) #14, Runway 3/21 Extension and Related Work –** SIA
Acme Concrete Paving Inc. – Modification to the airfield lighting vault were deemed necessary during construction of the runway extension to accommodate the surface movement guidance and control system (SMGCS) circuits. Staff recommends approval of CCA #14 in the amount of \$62,594.93 to Acme Concrete Paving Inc.

16. **Lease and Operating Agreement –** SIA
Associated Painters Inc. – Over the past seven months, staff has been working with Cascade Aerospace and Associated Painters in consideration for a grant from the Community Economic Revitalization Board (CERB). In May, the CERB granted \$4.0 million dollars for the project and as a result the building footprint was changed to accommodate both facilities. Associated Painters has agreed to serve as the lessee and will be leasing 108,900 square feet for twenty years at an initial land rate of \$0.21 per square foot per annum. Staff recommends approval.

17. **Joint City/County/Airport Board Repayment Resolution No. 07-09 –** SIA
This joint resolution is a general condition requirement established by the Community Economic Revitalization Board (CERB) to memorialize the commitment to repay the \$4,000,000 loan package offered by the state as partial financing of the Consolidated Paint and Maintenance Hangar project. Staff recommends approval.

18. **Board Resolution No. 08-09 –** SIA
Resolution No. 08-09 is a special condition requirement by CERB formalizing the commitment of \$2,500,000 from the airport’s general revenues to cover the public project costs of the Consolidated Paint and Maintenance Hangar project at Spokane International Airport. Staff recommends approval.

Staff Reports

- **Airport Director’s Report**
- **2009 Construction Project Update**

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 November 18, 2009 in the Airport Boardroom.