



<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 April 21, 2010 Board Meeting**

Board meeting held at Felts Field Airport Maintenance Building at 9:00 a.m.

1. **Roll call of the Airport Board**
2. **Financial Report**
3. **Human Resources Report**
4. **Approval of Minutes** (03/17/10 regular meeting and 4/7/10 special meeting)

**\*Consent Agenda**  
**(Items #5 - 13)**

5. **\*Approval of Vouchers**  
 Construction Warrant Numbers 003348 – 003374     \$1,739,951.12  
 Operational Warrant Numbers 109626 – 109988     \$2,577,299.71
  
6. **\*Seventeenth Amendment to Lease Agreement for Building 2805 and Land – Dix Corporation**     ABP  
 The term of this agreement shall be for one year commencing April 1, 2010. Dix leases 5,097 square feet of warehouse space and 35,333 square feet of adjacent land. The total annual rent for the building and land shall be \$13,676.33 excluding Washington state leasehold tax. Staff recommends approval.
  
7. **\*First Amendment to Lease Agreement – Frank A. Thompson, Inc.** – Scott Thompson was     SIA  
 awarded the right to operate three lottery machines in the airport for a three month term which expired on March 31, 2010. This amendment extends the agreement on a month to month basis. The rental rate shall be \$99.36 per month excluding Washington state leasehold tax. Staff recommends approval.

8. **\*Crop Farm Agreement – Roger and Debra Morris** – The current farm lease with Roger and Debra Morris expired on December 31, 2009. The airport’s consulting agronomist has reviewed the property and negotiated new lease terms with the Morrisises. The new crop farm lease shall commence on May 1, 2010 and expire on December 31, 2014. The Morrisises shall pay \$338.52 annually or \$6.00 per acre for approximately 50 acres. This amount does not include Washington state leasehold tax. Staff recommends approval. SIA
  
9. **\*Crop Farm Agreement – Jeffrey and Paula Oswald** – The Oswalds have leased approximately 318 acres of unimproved land for crop production. The current farm lease expired on December 31, 2009. The airport’s consulting agronomist has reviewed the property and negotiated new lease terms with the Oswalds. The new agreement commenced on January 1, 2010 and will expire on August 31, 2013. The Oswalds shall pay \$4,217.10 annually which does not include Washington state leasehold tax. Staff recommends approval. SIA
  
10. **\*Use Agreement (Spokane International) – Western Air Express** – Use agreements specify the rules and regulations for operating at Spokane International Airport and allow for an annual rate adjustment. Effective January 1, 2010, the fee is \$90 per month. Staff recommends approval of the use agreement with Western Air Express. SIA
  
11. **\*Operating Agreement – Inland Helicopters, Inc.** – Inland Helicopters currently operates as a subtenant to Western Avionics at Felts Field. In order to operate a commercial business at Felts Field, an operating agreement must be in place. This agreement became effective April 1, 2010 and the monthly fee is \$35. Staff recommends approval. FF
  
12. **\*Second Amendment to Lease Agreement – Wm. Winkler Co.** – In March 2010, Wm. Winkler Co. assumed the lease from Gary Stuckle for unimproved land to construct Hangar 81. This amendment extends the timeline for construction through the end of 2010. The hangar will be 5,400 square feet and construction will be completed no later than December 31, 2010. Annual rent shall be \$1,980 which does not include Washington state leasehold tax. Staff recommends approval. FF
  
13. **\*Use and License Agreement to Use Airport Facilities – The Liberty Foundation** – The Liberty Foundation has requested to use Felts Field Airport for their B-17 Flying Fortress event on May 1 and May 2, 2010. The use and license agreement provides assurances for compliance with applicable laws, rules and regulations. Staff recommends approval. FF

**Regular Agenda**

14. **Resolution No. 01-10, In the Matter of Adopting and Revising Affirmative Action Plans for 2010** – 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 Resolution No. 01-10, adopting the 2010 Affirmative Action Plans for minorities and women, for persons with disabilities and for veterans. SIA, FF, ABP

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| 15. | <b>Resolution No. 02-10, Authorizing the Submission of an Amendment to the Current PFC Authorization and Application of a New PFC</b> – Staff recommends adoption of Resolution No. 02-10 authorizing the airport director to submit an amendment to PFC #6 and #7 regarding the Runway 03 extension project plus the submission of a new PFC application #8 which consists of the preparation of a comprehensive update to the current Master Plan.  | SIA |
| 16. | <b>Final Balancing Change Order, Terminal Ramp Construction Project Phase 1 – Wm. Winkler Company</b> – This change order increases the total project budget to address and fund unforeseen site conditions and reconciles bid quantities with quantities actually built for the Terminal Ramp Construction Project Phase 1. Staff recommends approval of Construction Change Authorization No. 16 to Wm. Winkler Company in the amount of \$37,226.60 which includes Washington state sales tax.                           | SIA |
| 17. | <b>Award Modification No. 2 for Design of Runway 21 Line of Sight Project – URS Corporation</b><br>In February 2009, URS was selected for the design and construction management for the Gradient Correction Project and Runway 21 Line of Sight Project. The FAA has mandated that the north end of the runway be raised six feet and to move the crown to the centerline of the runway. Staff recommends approval of modification No. 2 to URS Corporation’s contract based upon successful negotiation of scope and fee. | SIA |

**Staff Reports**

- **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 May 19, 2010 in the Airport Boardroom.**