



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

**Agenda for the June 16, 2010 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** (5/19/10 meeting)

**\*Consent Agenda**  
**(Items #5 - #10)**

5. **\*Approval of Vouchers**  
 Construction Warrant Numbers 003384 – 003402    \$3,195,002.32  
 Operational Warrant Numbers 110131 – 110374    \$1,473,132.84
6. **\*Third Amendment to Lease Agreement for Building 1525 – Cobra Roofing Services, Inc.** – ABP  
 Cobra Roofing has requested to lease an additional 1,400 square feet of unimproved land adjacent to the mini-warehouse units to utilize for parking trailers. The rental rate for the additional unimproved land shall be \$50 per month or \$600 annually. Staff recommends approval.
7. **\*Fourteenth Amendment to Lease Agreement for Building 1378, Suites 119 and 120 – E & H Engineering, Inc.** – ABP  
 The term of this agreement is on a month-to-month basis and allows for an annual rental adjustment effective June 1. The rent for approximately 1,015 square feet in Building 1378 is \$12.77 per square foot per annum or \$12,961.55 annually, which excludes Washington state leasehold tax. Staff recommends approval.

8. **\*Third Amendment to Rental Car Quick Turnaround (RAC) Facility Lease & Operating Agreement** – *Vanguard Car Rental USA Inc.* – The lease and operating agreement with the rental car operators allows for an annual rent adjustment on June 1. This agreement adjusts the rent to \$0.51 per square foot per annum. The total annual rent for all rental car operators shall be \$127,023.15, which does not include Washington state leasehold tax. Staff recommends approval of the third amendment to Vanguard Car Rental. SIA
  
9. **\*Operating Agreement** – *Felts Field Aviation, Inc.* – Over the past several years, Felts Field Aviation has been reducing their services and the lease agreements for most of their buildings expired on March 31, 2010. The portion of their business offering charter services will continue and an operating agreement must be in place. This month-to-month agreement is effective April 1, 2010 and the monthly fee is \$35. Staff recommends approval. FF
  
10. **\*Modification No. 1 for TSA (Transportation Security Administration ) Camera Project** – *URS Corporation* – This modification is for the termination and testing of existing fiber optic cable in the airport to determine if it is in good condition and can be used for the TSA Camera Project. The cost to terminate and test the unused fiber is \$10,087.36 including Washington state sales tax. Staff recommends approval. SIA

**Regular Agenda**

11. **Adoption of Policy No. 04-10, Disclosure of Public Records** – In accordance with RCW 42.56.070, the Public Records Act, this policy establishes procedures Spokane Airports will follow in order to provide full access to public records. Staff requests approval of Policy No. 04-10. SIA, FF, ABP
  
12. **Purchase of Four Vehicles for the Spokane International Airport Fleet** – *Wendle Ford and National Utility Equipment Company, LLC* - Several vehicles in the airport fleet have exceeded their useful life. Staff recommends approval of the expenditure of \$79,950.29 for the purchase of three new trucks from Wendle Ford and the expenditure of \$68,240 for the purchase of one bucket truck from National Utility Equipment Company for a total purchase in the amount of \$148,190.29 including Washington state sales tax. SIA
  
13. **Award Contract for Construction for Snow Removal Equipment Building Re-Roof Project** – *Cobra BEC, Inc.* – The snow removal equipment building roof is leaking and has reached the end of its useful life. Bids for the re-roof project were opened on June 8, 2010. Staff recommends award of a contract to the low responsive, responsible bidder, Cobra BEC, Inc., in the amount of \$483,733.48 which includes Washington state sales tax. SIA
  
14. **Construction Change Authorization (CCA) #4, Approach Lighting with Sequenced Flashers (ALSF) Engine Generator Installation for Runway 3/21 Extension Project** – *Acme Concrete Paving, Inc.* – This CCA is the result of a change in direction to reuse serviceable existing equipment rather than purchasing new. The project is funded primarily by the PFC program and supplemented with American Recovery & Reinvestment Act (ARRA) funds. Staff recommends approval of CCA #4 to Acme Concrete Paving in the lump sum amount of \$76,133.90 which includes Washington state sales tax. SIA

15. **Construction Change Authorization (CCA) #22, Schedule Acceleration for Runway 3/21 Extension Project** – *Acme Concrete Paving, Inc.* – CCA #22 modifies the existing contract to accelerate completion of key milestones, particularly opening Runway 3/21 with full CAT3 capabilities and Runway 3 visual. The acceleration will cut six weeks off the original schedule, moving the return to full length service date to September 23, 2010. Staff recommends approval of CCA #22 to Acme Concrete Paving in the lump sum amount of \$272,055.21 which includes Washington state sales tax.

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 July 21, 2010 in the Airport Boardroom.**