



Spokane Airports

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



SPOKANE AIRPORT BOARD	
Chair:	Mark Richard
Vice Chair:	David Holmes
Secretary:	Jeff Hamilton
Board Members:	David Brukardt David Clack Skip Davis Joe Shogan
Airport Director:	Lawrence J. Krauter, A.A.E., AICP

Agenda for the June 15, 2011 Board Meeting

Board meeting held in the boardroom at Spokane International Airport at 9:00 a.m.

1. **Roll call of the Airport Board**
2. **Financial Report** (written report)
3. **Human Resources Report** (written report)
4. **Approval of Minutes** (05/18/11)
5. **Felts Field Neighbor Day Event Report**
6. **Small Community Air Service Development Grant Program**

*Consent Agenda (Items #7- #16)

7. ***Approval of Vouchers**

Construction Warrant Numbers 003612 – 003625	\$3,865,446.47
Operational Warrant Numbers 113459 – 113748	\$1,236,599.16
8. ***Operating Agreement – Cimarron Parking LLC d/b/a Parking Express** – Cimarron Parking has established a parking facility on Spotted Road located near the Longhorn Barbecue. They provide courtesy transportation for their clientele to and from the airport. The effective date of this agreement is June 1, 2011 and the required documentation has been provided. Staff recommends approval. SIA
9. ***Fourth Amendment to Rental Car Quick Turnaround Facility Lease & Operating Agreements** – *Avis, Budget, Dollar, Thrifty, EAN Holdings, Hertz and Vanguard* – The agreements with the rental car companies allow for an annual rent adjustment on June 1. These amendments adjust the rent to \$0.52 per square foot per annum. The total annual rent shall be \$129,513.80 which does not include Washington state leasehold tax. Staff recommends approval. SIA

10. ***Approval to Extend Airport Insurance Policies** – *Independent Insurance Agents and Brokers of Spokane* – The current airport insurance policies for property, equipment, general liability and directors and officers will expire on June 30, 2011. The insurance carriers have agreed to extend the policies for a four-month period commencing July 1, 2011. Staff recommends approval. SIA
11. ***Use Agreement** – *Atlas Boiler and Equipment Company* – Atlas Boiler has been operating under an older use agreement and their access requirements have changed. A new agreement with current legal language and amended insurance requirements was made. The agreement is on a month-to-month basis and there are no monthly fees to be paid. Staff recommends approval. SIA
12. ***First Amendment to Lease Agreement** – *Canaima Property Owners Association* – The term of this agreement commenced on May 1, 2008 and the agreement allows for a rental rate adjustment every three years. Effective May 1, 2011 the rental rate is \$0.19 per square foot per annum or \$3,219.93 annually for 16,947 square feet. Staff recommends approval. FF
13. ***Approve Modification No. 3 for Alternate Funding Source for the Master Plan** – *Mead & Hunt, Inc.* – In September 2010, Mead & Hunt was awarded a contract to develop the Master Plan for an initial fee of \$767,500. The FAA determined that \$95,500 for a real estate revenue enhancement portion was not eligible for PFC funding. The Engineering Committee and staff recommend approval of Modification No. 3 for segregating billing for Task 12.2 utilizing funds within the 2011 operations budget for the non-PFC eligible portion of the Master Plan. SIA
14. ***Modification No. 1, Additional Design and Deletion of Construction Management Services, Air Cargo Ramp Concrete Rehabilitation Project** – *TO Engineers, Inc.* – The scope of work under this modification includes a completed survey and site investigation that increased the design services. The construction management scope of the original agreement has been deleted and deferred until next year when budget and potential federal funding are available. The Engineering Committee and staff recommend approval of Modification No. 1 in the credit amount of \$26,293 for a revised contract total of \$20,805. SIA
15. ***Contract Modification No. 1, Runway Extension ARRA Audit Support** – *URS Corporation* – The Department of Transportation’s Office of the Inspector General made specific recommendations for organization and presentation of extensively detailed project information to facilitate an in-depth ARRA (American Recovery and Reinvestment Act) audit. URS Corporation has provided a proposal to complete the audit. The Engineering Committee and staff recommend approval of Modification No. 1 to URS in the amount of \$19,646. SIA
16. ***Board Resolution No. 10-11** – The laws of the state of Washington, specifically RCW 4.96.020, require that each unit of local government appoint an agent to receive any claim for damages. This resolution appoints Lawrence J. Krauter, Chief Executive Officer/Airport Director, as the agent to receive claims for damages for Spokane Airports. Staff recommends approval. SIA, ABP, FF

Regular Agenda

17. **FAA Final Balancing Change Order #3, Runway 3/21 Extension Project – Acme Concrete Paving, Inc.** – This document accounts for final construction change authorizations #15 and #29 and includes the final reconciliation of quantities estimated in the bid with quantities actually constructed. The Engineering Committee and staff recommend approval of FAA Final Balancing Change Order #3 in the amount of \$1,626,197.50 which will be funded using a combination of PFC, ARRA, and AIP funding sources.

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 20, 2011 at Spokane International Airport.