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| 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: | Jerry Neal |

Agenda for the May 21, 2008 Board Meeting

Board meeting held at 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 (04/16/08)**

***Consent Agenda**
(Items #5 - #11)

5. ***Approval of Vouchers**
 Construction Warrant Numbers 002816 – 002842 \$2,447,134.89
 Operational Warrant Numbers 103281 – 103568 \$1,583,772.18

6. ***Consent to Assignment, Lease Agreement – Sean and Jayne McLaughlin d/b/a Waterglider to Waterglider, LLC** – ABP
 The McLaughlins have operated their business in Building 1423, Bay C as a sole proprietorship since February 2007. Lessees have restructured their business and are now established as a limited liability company and have requested the lease agreement be assigned to the new legal entity. All terms and conditions of the agreement shall remain the same. Staff recommends approval.

7. ***First Amendment to Air Cargo Building Lease Agreement – United Airlines, Inc.** – ABP
 New air cargo building lease agreements have been in place since January 1, 2005 and expire December 31, 2009. The agreements allow for an annual adjustment of rental rates on January 1. United Airlines shall pay \$25,356.48 annually for cargo space and common space in the air cargo building. Staff recommends approval.

8. ***Concession Agreement – Air Serv Corporation** – Effective May 1, 2008, Air Serv performs aircraft cleaning operations for United Airlines. Air Serv has provided a certificate of insurance and a performance bond. They will pay the standard 6.5 percent of gross revenues earned from their operations at the airport. Staff recommends approval. ABP
9. ***Ground Transportation Center Operating Agreements – All-Ways Transportation, Oxford Suites, Coeur d’Alene Casino, The Coeur d’Alene Resort, Coldwater Creek US, The Davenport Hotel, Hilton Garden Inn, Hampton Inn, Comfort Inn, Payless Airport Shuttle and Red Lion Hotels Corporation** – At the April 16, 2008 board meeting, the Airport Board adopted Resolution No. 05-08 defining a fee structure for ground transportation providers. All existing operating agreements will be cancelled effective May 31, 2008 and the new agreements will take effect on June 1, 2008. Staff recommends approval. SIA
10. ***Second Amendment to Lease Agreement, Building 725 – RMA, Inc., d/b/a Spokane Airways** – Spokane Airways currently leases Building 725 and an adjacent service area. They have requested to lease ramp adjacent to the building in support of their FBO operations. The term of this agreement is effective May 1, 2008 and expires November 30, 2008. Rent for the six-month period shall be \$3,233.03 per month, which does not include Washington state leasehold tax. Staff recommends approval. SIA
11. ***Contract Modification for Construction Management Services, Felts Field Lighting and Signage Project – W&H Pacific** – As a result of FAA recommendations and requirements, the need for additional lighted taxiway signage and improved pavement markings at Felts Field have been identified. W&H Pacific has provided the scope and fee for construction management services in the amount of \$40,759 and construction is expected to begin in June 2008. Staff recommends approval. FF

Regular Agenda

12. **In-Terminal Advertising Concession – Elizabeth Younger Agency, Ltd. d/b/a The Younger Agency** – Staff received one new proposal from the Elizabeth Younger Agency, d/b/a The Younger Agency in response to the airport’s request for an in-terminal advertising program. The Younger Agency specializes in airport advertising programs in the Northwest/Western region. They shall pay a minimum annual guarantee of \$200,000 annually or 45 percent of gross revenues, whichever is higher. The percentage of gross revenues for the fourth and fifth years shall increase to 50 percent. Staff recommends acceptance of the proposal and issuance of a concession agreement to The Younger Agency. SIA
13. **Award Construction Contract, Taxiway Alpha Rehabilitation and Lighting Upgrade Project – Inland Asphalt Paving Company** – Two bids were received on May 13, 2008 in response to the Taxiway Alpha rehabilitation and lighting upgrade project. Staff recommends acceptance of the low bid and award of a construction contract to Inland Asphalt Paving Company of Spokane, Washington, pending FAA approval, in the amount of \$4,406,347.26 which includes Washington state sales tax. Staff further requests authorization of contingency funds in the amount of \$400,000 for miscellaneous expenses incurred for this project. SIA
14. **Award Construction Contract, Main Terminal Re-roof Project – ICON Corporation** SIA

Two bids were received on May 8, 2008 in response to the main terminal re-roof project. Staff recommends acceptance of the low bid and award to ICON Corporation of Spokane, Washington, in the amount of \$747,747.74 which includes Washington state sales tax. Staff further requests authorization of contingency funds in the amount of \$60,000 for miscellaneous expenses incurred for this project work.

15. **Award and Approval of Purchase, Waste Oil Tanks/Pumps/Fittings for RAC (Rent A Car) Construction Phase II – Northwest Pump** – Three proposals were received in response to the purchase of waste oil tanks, pumps and fittings for the new RAC quick turnaround building. Staff recommends acceptance of the lowest proposal and purchase of the waste oil tanks, pumps and fittings from Northwest Pump of Spokane, Washington, in the amount of \$65,204.63. SIA
16. **Award Construction Contract, Felts Field Perimeter Road and Lighted Taxiway Signs – Colvico, Inc.** – As a result of FAA recommendations and requirements, the need for additional lighted taxiway signage and improved pavement markings was identified. Two bids were received on May 8, 2008 in response to this project. Staff recommends acceptance of the low bid and award to Colvico, Inc., pending FAA approval, in the amount of \$419,010.57 which includes Washington state sales tax. Staff further requests authorization of contingency funds of \$42,000 of the total construction cost for miscellaneous expenses incurred for this project work. SIA

Staff Reports

- **Geiger Corrections Update**
- **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 litigation, personnel and real estate.

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 16, 2008 in the Airport Boardroom.