

West Plains/Airport Area Public Development Authority

June 20, 2019

11:30 AM – 12:38 PM

Minutes - Regular Meeting

Attendance

WP-AA PDA Members present: Greg Birchell, William Butler (via phone), Al French, Gerry Gemmill, Larry Krauter, Theresa Sanders, Ben Stuckart

WP-AA PDA Members absent: None

WP-AA Staff present: Todd Coleman, Executive Director, Sueann Herkel; Executive Assistant Taudd Hume; Legal Counsel

WP-AA Staff absent: None

Staff/Guests present: Nancy Collins, Alex Sylvain, Ben Tran, Julie VanWormer

Meeting called to order 11:30 am

Welcome and Introductions:

Board Chair Larry Krauter conducted roll call of Board. Quorum present.

Public Comment/Courtesy of the Floor:

None

Action Item No. 1: Approval of Minutes: May Work Session.

Board Member Theresa Sanders motioned to approve May 9, 2019 work session minutes. Board Vice Chair Al French seconded. Motion passed unanimously.

Action Item No. 2: Approval of Minutes: May Regular Board Meeting.

Board Greg Birchell motioned to approve May 16, 2019 minutes. Board member Gerry Gemmill seconded. Motion passed unanimously.

Action Item No. 3: Approval of the May 11, 2019 – June 10, 2019 Financials.

Board Treasurer Ben Stuckart made a motion to approve the May 11, 2019 – June 10, 2019 Financials. Board Member Theresa Sanders seconded. Motion passed unanimously.

Action Item No. 4: Authorize Resolution 2019-03 to Adopt a Procurement Policy

Suggested policy was discussed, reviewed and found to be an adequate guideline. Board Member Gerry Gemmill motioned to approve Resolution 2019-03 and to adopt a procurement policy. Vice Chair Al French seconded the motion. Motion passed unanimously.

Project Updates, Presentations and Briefings

1. Marketing Request for Proposals: After discussion, the Board recommends withdrawing the current RFP and issue two separate RFPs. One RFP proposal will solicit a marketing firm that will create collateral and a website. The second proposal will solicit a marketing firm that can develop a comprehensive and

strategic marketing/communications plan. It was recognized that the skills required for collateral are more of a creative nature, which the marketing plan is more of a strategic nature.

2. Logo and Naming discussion was introduced by Ben Tran of Tran Creative. Mr. Tran introduced the logo design with various options for the logo. One suggestion was to separate rail and road. Discussion began regarding the street name where the PDA resides. Board Chair Larry Krauter stated that the Spokane International Airport will assume the assignment to consider renaming the road. Mr. Tran suggested a focused roll out of the name and logo. A consensus on the logo and name was reached. Vice Chair Al French motioned to bring the discussion off the table and adopt the current proposal. Board Member Theresa Sanders seconded the motion. Motion passes unanimously.
3. Project Updates:
 - a. Mullen Technology: Telephone call between CEO and investment banker of Mullen and PDA Executive Director Todd Coleman revealed that Mullen is continuing to progress with capital. Also, Mullen is continuing to work with K&L Gates regarding Opportunity Zones.
 - b. Hangar: The PDA will work with the client to develop a concept level "go/no go" cost estimate. The Airport will share its policy for sharing in 30% design and cost estimates with the client.

Other Business

1. **Unfinished Business:**
 - a. Geiger Boulevard funding: Spokane County is committed to \$2.1 million, PDA is holding \$840,000 in the budget.
 - b. GSI, specifically Advantage Spokane website proposal will require \$5,000 this year, \$3,500 for the next two years. Currently waiting on a contract to review.
2. **New Business:**
 - a. PDA Executive Todd Coleman brought the following to the Board's attention:
 - i. Business Journal discovered the pre-application submittal by Selkirk Pharma to build, subsequently, there was an article in the Journal.
 - ii. Currently in discussion with a medical provider for a 12K sq ft facility. Spokane Mayor David Condon has written a letter of support.
 - iii. Article in the Business Journal concerning an Innovation Park was discussed. Currently the PDA is working on a contract with CSI to develop a vision an Innovation Park. The City, County and Airport will likely be requested to partner with the PDA.
 - b. Board Member Theresa Sanders discussed an aerospace avionics business from the west side is currently looking at the Spokane region. She also discussed that the Deer Heights Roundabout is starting construction next week.
 - c. Board Chairman Larry Krauter made the board aware of an article he co-authored with Mark North of INWAC that addresses why Boeing should come to Spokane. The article was submitted to the Spokesman-Review.

At 12:38, Board Member Theresa Sanders motioned to adjourn. Board Member Greg Birchell seconded. Motion passes unanimously, meeting was adjourned.