

December 10, 2020

7:30 – 9:30 AM, scheduled time

Minutes - Regular Meeting (held via teleconference due to Governor's Proclamation 20-28)

Attendance

S3R3 Solutions Members present via teleconference: Breean Beggs, Greg Birchell, William Butler, Al French, Gerry Gemmill, Larry Krauter, Scott Simmons

S3R3 Solutions Members absent: None

S3R3 Solutions Staff physically present: Todd Coleman; Executive Director, Sueann Herkel; Executive Assistant,

S3R3 Solutions Staff present via teleconference: Taudd Hume; Legal Counsel

S3R3 Solutions Staff absent: None

Guests present: None

Guests present via teleconference: Gary Schimmels

Meeting called to order 7:32 AM

Welcome and Introductions:

Board Chair Al French conducted roll call of Board, quorum present.

Public Comment/Courtesy of the Floor:

No Public Comments due to Governor's Proclamation.

Action Item Number 1-Consent Agenda

Board Chair Al French requested comment on Consent Agenda Action Items which included Minutes for the November 12, 2020 Regular Board Meeting and November 1 – 30, 2020. Financials. Hearing none, he called for a motion for approval of all items as presented in the Consent Agenda. Board Vice Chair Bill Butler motioned for approval, Board Member Scott Simmons seconded, motion passed unanimously.

Action Item Number 2 – Approval of Amendment No 2 to the West Plains Chamber Sublease

Board Chair Al French requested comment on Action Item Number 2. Executive Director Todd Coleman mentioned a correction in the lease stating that the extension of the lease is to June 30, 2021, not July 31, 2021. Board Treasurer Larry Krauter stated that the Airport is in agreement with the extension. Hearing no other comments, Board Chair Al French called for a motion for approval. Board Member Scott Simmons motioned for approval, Board Vice Chair seconded, motion passed unanimously.

Action Item Number 3 – Adoption of 2021 Budget

A review of the budget was presented by Executive Director Todd Coleman. Board Chair Al French requested additional comments, hearing none, he called for a motion to approve. Board Member Gerry Gemmill motioned for approval, Board Secretary Greg Birchell seconded, motion passed unanimously.

Action Item Number 4 – Adoption of 2021 Strategic Plan

Board Chair Al French requested comment on Action Item Number 4. Hearing none, he called for a motion for approval. Board Member Scott Simmons motioned for approval, Board Member Breean Beggs seconded, motion passed unanimously.

Action Item Number 5 – Approval of Resolution 2020-01 Concerning Contract Expenditures

Executive Director Todd Coleman provided an overview of services rendered by Houdini Interactive, the firm contracted to provide marketing services to S3R3 Solutions. Within that overview, the amount of \$7,250 was explained as additional funds permitted within the scope of work and budget proposal to allow flexibility to adjust the scope of work to develop additional marketing items for specific uses identified during the contract term. Resolution 2020-01 ratifies the changes to the contract in the amount of \$7,250. Board Chair Al French requested comment on Action Item Number 5, hearing none, he called for a motion

for approval. Board Vice Chair Bill Butler motioned for approval, Board Secretary Greg Birchell seconded, motion passed unanimously.

Project Updates, Presentations and Briefings:

1. Air Cargo Warehouse – Executive Director Todd Coleman gave an overview of the progress regarding the air cargo warehouse project specifically mentioning the ground lease with the Spokane International Airport (SIA) and bank financing. Regarding SIA, a Phase 1 Environmental Study has been completed and air cargo apron lighting are being installed. Several banks are being considered for the financing of this project. The plan is to close by the end of February 2021. The financial institution have requested S3R3 Solutions move all general banking accounts to the lender. The Request for Qualifications for the Design Build Team has been released and S3R3 Solutions is asking for two or three board members to assist in the interview and selection process. Board Chair Al French and Board Vice Chair Bill Butler volunteered to be a part of the interviews taking place on December 30, 2020.
2. The West Plains Connection TIB Grant – Receiving this grant will set us up well to apply for Phase Two funds next year. The funds from 2021 construction dollars are being planned for the gap between Garfield and Hayford. Phase Two funds are being requested to finish Deer Heights to Flint Road.
3. West Plains Transportation – Chair French reported through the collective efforts of several people, a road map has been established to extend infrastructure to and within the West Plains.
4. Wetland Mitigation Bank – The plan is to move forward beginning Spring of 2021. COVID travel and budget restrictions delayed the site survey by the permitting agencies.
5. Stormwater Study – S3R3 is evaluating multiple options to fully execute the regional stormwater system. Those options will be discussed with Spokane County and the City of Spokane.
6. Fiber – CERB Grant – We should be notified if the grant is approved in January 2021. The grant, loan and match funds will design and construct 6.5 miles of fiber through the West Plains Airport Area Public Development Authority which will be attractive to advanced manufacturing and aerospace companies who need broadband fiber.
7. Mullen Technologies – Client has contacted S3R3 and advised that their financing is progressing and they are prepared to advance the project.
8. Performance Review for Executive Director Todd Coleman - Board Chair Al French is asking each board member to submit individual evaluations and he and Board Vice Chair Bill Butler will review.
9. Project Manager – The Board agrees that S3R3 needs to retain a contract or full time or part time Project Manager.

Other Business:

1. Unfinished Business
None
2. New Business
None

Board Member Items:

None

Executive Session:

None

At 9:00 AM the December 10, 2020 Meeting was adjourned.