

July 8, 2021

7:30 – 9:00 AM, scheduled time

# Minutes - Regular Meeting

(held via teleconference and in person in accordance with Governor's Proclamation 20-28)

## Attendance

**S3R3 Solutions Members physically present:** Breean Beggs, Bill Butler, Al French, Scott Simmons

**S3R3 Solutions Members present via teleconference:** Greg Birchell, Larry Krauter

**S3R3 Solutions Members absent:** Johnnie Perkins

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

**S3R3 Solutions Staff present via teleconference:** Taud Hume; Legal Counsel

**S3R3 Solutions Staff absent:** None

**Guests present:** None

**Guests present via teleconference:** Larry Mattson, Katherine Miller, Chris Niemann, Sandy Treagus

**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 comment taken 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 June 10, 2021 Regular Board Meeting and June 1 - 30, 2021 Financials. After hearing no comments, Board Chair Al French called for a motion for approval of all items as presented in the Consent Agenda. Board Member Breean Beggs motioned for approval, Board member Scott Simmons seconded, motion passed unanimously.

## Action Item Number 2 – Authorize a Cost Reimbursement Agreement (CRA)

Executive Director Todd Coleman commented this CRA is proposed for S3R3 to execute a pre-development effort to include completing a needs assessment specifically determining hangar, warehouse and office space for a client that is currently operating out of an older building. The CRA provides a means for S3R3 to recoup costs associated with the preliminary work if the effort does not result in a lease agreement. The aggregate maximum reimbursement amount of \$368,300.10. This project would require S3R3 to:

1. Enter a ground lease with Spokane International Airport,
2. Have a sublease agreement with the client,
3. Finance, design and build the facilities,
4. Manage the built facilities into the future.

On behalf of the client, Conair, Sandy Treagus and Chris Niemann spoke of the company's mission of converting commercial airliners into firefighting aircraft. Because of the unfortunate fire seasons being experienced, the company has outgrown their space so the process of finding new space is critical. Several members of the board thanked them for staying in Spokane and for their commitment to the West Plains. Hearing no further comments, Board Chair Al French called for a motion for approval. Board Vice Chair Bill Butler motioned, Board Member Breean Beggs seconded, motion passed unanimously.

## Action Item Number 3 – Authorize Change Order No. 2 with OAC Services, Inc.

Executive Director Todd Coleman briefed that the S3R3 Board has authorized a contract with OAC Services (Oct 17, 2019 for \$100K On Call Services) as well as an amendment (Feb 24, 2021 for \$75K specific to the GEG Air Cargo Building). S3R3 is in the

planning phases for another design/build project for Conair per Action Item Number 2. Therefore, the Board is being asked to approve Amendment No 2 in the amount not to exceed \$304,788.20 for OAC Services to assist S3R3 with pre-development facility layout, size, estimated cost of construction and solicitation support of the design/build team. Vice Chair Bill Butler noted his excellent experience with the professionalism and support provided by the OAC team to date on previous projects. Hearing no further comments, Board Chair Al French called for a motion for approval. Board Vice Chair Bill Butler motioned, Board Member Scott Simmons seconded, motion passed unanimously.

**Action Item Number 4 – Authorize an Amendment Extending the Sublease with the West Plains Chamber of Commerce**

Executive Director Todd Coleman addressed the board asking for Amendment No 3 to extend the sublease until December 31, 2021. Extenuating circumstances have created the need for this third extension to include the hiring of a new Executive Director (ED). The Chamber would like to get the new ED on board and settled into their position before acquiring new office space. Board Treasurer and Spokane International Airport Executive Larry Krauter confirmed that the Airport agrees to the extension. Hearing no further comments, Board Chair Al French called or a motion for approval. Board Member Breean Beggs motion, Board Member Scott Simmons seconded, motion passed unanimously with Board Treasurer Larry Krauter abstaining.

**Project Updates, Presentations and Briefings:**

1. 2<sup>nd</sup> Quarter Financial – Executive Director Todd Coleman gave an overall review of finances specifically mentioning property and sales tax revenue. Board Chair Al French asked why the funds allotted for the Transload Facility were not in the budget. Mr. Coleman explained that it is an ongoing discussion which Board Treasurer Larry Krauter confirmed. At this time, S3R3’s financial commitment of \$1M is contingent and would likely require a direct investment loan over a period of three years. Mr. Krauter further commented that a better understanding of overall cost will come into focus within the next couple of months as bids for work on the transload facility will be received and reviewed and grant requests are awarded.
2. GEG Air Cargo Warehouse – Executive Director Todd Coleman commented that the concrete for the warehouse was poured on the hottest day in Spokane’s history beginning at 3:30 AM. The issue currently being faced is the lack of fittings for water and storm sewer lines which is threatening the schedule. The fittings are reportedly not available until September however, they are needed now to complete the parking lot. Several Board Members suggested possible solutions. Board Members Breean Beggs and Scott Simmons commented on the phenomenal job being done Garco Construction. Board Treasurer Larry Krauter remarked that the access road, Airlift Avenue, is going well.
3. Revenue Sharing – Board Member and County Chief Executive Office Scott Simmons briefed that the City and County are meeting biweekly to cement a path forward with the current plan of obtaining date from the Department of Revenue.
4. West Plains Transportation Network Study – Executive Director Todd Coleman updated the Board that the Request for Qualifications has been published in the Business Journal, Spokesman Review and to qualified businesses on the MRSC Roster.

**Other Business:**

1. Unfinished Business  
None
2. New Business
  - a. Board Treasurer Larry Krauter announced that he has the distinct honor of being elected as the Board Chair of the American Association of Airport Executives. His goal is to put Spokane on the map. Board Chair Al French recognized Mr. Krauter as a highly respected professional in the airport industry and congratulated him on his election. All in attendance at the Board Meeting also congratulated Mr. Krauter.
  - b. Board Chair Al French stated that 5,000 new jobs have been created in the West Plains since S3R3 was established.

**Board Member Items:**

None

**Executive Session:**

None

At 8:21 AM the July 8, 2021 Board Meeting was adjourned.