

KOOTENAI COUNTY

BOARD OF COMMISSIONERS

Airport and Airport Advisory Board Update

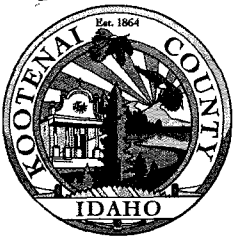
Agenda
April 22, 2019
9:00 a.m.

451 N. Government Way, Administration Building, 3rd Floor Boardroom

- A. Call to Order
- B. Changes to the Agenda (Action)
- C. Business
 - 1. April 10, 2019, Board Meeting Minutes Review (Discussion)
- D. Public Comment (Discussion)
- E. Adjourn (Action)

Note: Any meetings in excess of sixty (60) minutes may result in a ten (10) minute recess.

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KOOTENAI COUNTY

COEUR D'ALENE AIRPORT ADVISORY BOARD



MINUTES OF MEETING

April 10, 2019 - 5:00 p.m.
 10375 Sensor Avenue- Airport Manager's Office
 Coeur d'Alene Airport, Hayden, Idaho

MEMBERS PRESENT:

X	Chairwoman Genter
X	John Adams
X	Brett Boyer
X	Greg Gfeller
E	Tim Komberec
X	John Parmann
X	Sholeh Patrick
X	Jim Thorpe
X	Mark Vehr
X	Nolan Wiley

CALL TO ORDER: Chairwoman Genter called the meeting to order at 5:00 pm.

PLEDGE OF ALLEGIANCE: All stood for the Pledge of Allegiance.

STAFF PRESENT: Steven Kjergaard, Phil Cummings, Linda Leigh.

VISITORS PRESENT: Gene Soper, Dennis Staver, Thomas Weishaar, Terry Saunders, Darcy Belcher, Joe Rossetti, Jolene Compton, Steve Anderson, Murdo Cameron, Charlie Branch, Harry Craviotto, Frank O'Connell, Mike Henkoski, Allen Peterson, John Bateman, Annie VanBatavia, Steve Vanbatavia, Tanya Rutan, JR Norvell.

CONFLICTS OF INTEREST: No conflicts of interest were noted.

CHANGES TO THE AGENDA: No changes to the agenda were made.

APPROVAL OF MINUTES: (Action)

Greg Gfeller indicated that Mark Vehr was not at the last meeting so a change needed to be made to the minutes. Mark Vehr did not second the adjournment of the last meeting.

MOTION: Greg Gfeller moved to approve the minutes of the last meeting with the change. John Parmann seconded; the Motion carried.

NEW BUSINESS:

Island Time/Wheeler Lease Variance (Action) Chris Wheeler of Island Time Air requested a variance to allow him to operate his helicopter on and off the pad in front of his hangar. Steven Kjergaard indicated that Mr. Wheeler agreed not to hover taxi on Taxiway D-1. The variance would be for the R-44 helicopter Mr. Wheeler currently owns.

MOTION: Jim Thorpe moved to grant Chris Wheeler a variance for his helicopter at his hangar. Sholeh Patrick seconded; the Motion carried.

STAFF REPORTS/UPDATES:

Addendums/Variations (Discussion) – Steven Kjergaard indicated that he's currently working on addendums/variances for lease agreements with Skymaster, Hubof and Henkoski. These hangar owners have helicopters.

Hangar Inspections (Discussion) – Hangar inspections are in progress for this year. There will be about 20 inspections this year. Eventually the hangar inspections will be on a 5 year cycle.

IAMA Conference (Discussion) – The IAMA conference is next week. Most of the Board is attending.

Lease Rates Update (Action) – The current lease rates and fuel flowage rates were discussed. Mr. Kjergaard indicated that the rates were to be reviewed annually. The CPI for this year is at 1.55% and would increase the lease rates for new leases to:

Private – Aeronautical	\$0.203 sq. ft.
Commercial – Aeronautical	\$0.254 sq. ft.
Non – Aeronautical	\$0.508 sq. ft.

Raising the fuel flowage from \$.09/gallon to \$.10/gallon for JETA was discussed.

MOTION: Jim Thorpe moved to leave the fuel flowage for JETA at \$.09 per gallon with research comparing COE to other Airports. John Parmann seconded; the Motion carried.

MOTION: Jim Thorpe moved to recommend the new rates as presented with the exception of the fuel flowage increase, to the BOCC. Mark Vehr seconded; the Motion carried.

OLD BUSINESS:

Airport Advisory Board Guidelines (Discussion) – The Advisory Board reviewed the draft Advisory Board guidelines (attached) and made the following recommendations:

- Page 2, Letter H – Modify it to read "The Airport Advisory Board may review the publicly available financial documents of the Airport."
- Page 3, Letter D – Modify it to read "Prior to any vote by the Advisory Board where the recommendation will be forwarded to the BOCC, the Chair should call for public comment."

Sample guidelines from other airports will be sent to the Advisory Board for review.

Next month the Airport Advisory Board Guidelines will be an "Action" item.

CDA Airport Association Update: (Discussion) Harry Craviotto indicated that the CAA is working on talking to Panhandle Area Council to see if they can get a grant for the viewing center.

PUBLIC COMMENT: Public comment was made by Terry Saunders and Steve Anderson.

ADJOURNMENT: Mark Vehr moved to adjourn the meeting at 6:19 p.m. Sholeh Patrick seconded; the Motion carried.

Respectfully Submitted,

Linda Leigh
Recording Secretary

DRAFT