

Minutes of Meeting
Airport & Airport Advisory Board Update
March 23, 2020
9:00 a.m.

The Kootenai County Board of Commissioners: Chairman Chris Fillios, Commissioner Leslie Duncan and Commissioner Bill Brooks met to discuss the following agenda items. Also present were Airport Director Steven Kjergaard, Civil Deputy Prosecuting Attorney R. David Ferguson, BOCC Communications Manager Nancy Jones and Deputy Clerk Tina Ginorio. Also present was Airport Advisory Board Chair Joan Genter. Commissioner Bill Brooks was present via teleconference.

A. Call to Order: Chairman Chris Fillios called the meeting to order at 9:02 a.m.

B. Changes to the Agenda (Action):

Commissioner Leslie Duncan asked that item seven from the agenda be handled first. Chairman Fillios agreed.

C. Business:

Commissioner Duncan moved that the Board enter into Executive Session pursuant to *Idaho Code §74-206(1)(f)*. Commissioner Bill Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye

Commissioner Duncan: Aye

Chairman Fillios: Aye

The motion carried.

Chairman Fillios invited Civil Deputy Prosecuting Attorney R. David Ferguson to remain for the Executive Session.

The Board entered into Executive Session at 9:03 a.m.

Executive Session pursuant to Idaho Code §74-206(1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. (Closed Session – Discussion)

Decisions/Direction (Open Session – Action)

The Board exited Executive Session at 9:11 a.m.

Commissioner Duncan moved that the Board exit Executive Session and authorize the Chairman to execute the engagement letter in defense of Part 16 Complaint with Kaplan, Kirsch & Rockwell, in an amount not to exceed \$20,000, with a monthly update to be rendered to the Commissioners. Commissioner Bill Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Aye
Chairman Fillios: Aye
The motion carried.

Mr. Ferguson exited the meeting at 9:12 a.m.

Review of Airport Fees

Airport Director Steven Kjergaard stated that it had become apparent the fees charged at the Airport would not cover the expenses incurred this year. In response to this, he said they were asking to increase certain fees. He added that the proposals today were intended as a stopgap measure for this year only; he predicted additional increases would have to be considered for next year.

Mr. Kjergaard noted that the items covered today did not touch on the City of Hayden's recent lawsuit or its results.

Resolution 2017-08 Sewer Connection and Monthly User Fees/Airport (Discussion)

Mr. Kjergaard stated they were considering an increase for wastewater units of 44%, to \$18.00 per month per WU (Waste Water Unit). He said that there would have to be a public hearing to complete the process of increasing the fee.

Resolution 2019-40 Coeur d'Alene Airport Fees (Discussion)

Mr. Kjergaard reported that they intended to increase the standard lease rate based on the CPI (Consumer Price Index). He reviewed the different increases for private, commercial and non-aeronautical use. He added that they were simplifying lease application fees. He stated that no public hearings would be required for these.

Discussion of New, Additional Fees

Mr. Kjergaard said that public hearings would be required for these two proposed new fees. He asked the Commissioners to consider whether they wished to support these suggestions. He noted that the Airport Use Fees and Rental Car Fees were common in the industry.

Airport Use Fee

Mr. Kjergaard explained this fee would be based on the weight of the aircraft for those planes that did not have their home bases at the Coeur d'Alene Airport. He stated that a similar fee was charged at almost every airport in the country. He said the fee generally

began at anything over 12,500 pounds and would be levied each time such an aircraft landed. He added that he would like this fee split in half, with half going to a capital improvement fund and half going to operation costs.

Rental Car Fee

Mr. Kjergaard said that every airport in the country charged a rental car fee. He suggested they collect a 5% fee on every rental car that operated out of the Airport. He stated the fees would go toward operation of the Airport.

Advisory Board Guidelines (Action)

Airport Advisory Board Chair Joan Genter reported that they had been working on updating the Advisory Board Guidelines for the past year. She called the Commissioners' attention to the provided draft copy. She announced they recommended it be sent to the BOCC for approval.

Mr. Kjergaard asked that this item be placed on an upcoming Business Meeting agenda.

Tim Komberec Recommendation to Full Member (Action)

Ms. Genter reminded the Commissioners that Sholeh Patrick had resigned her position on the Advisory Board last month. She reported that the Advisory Board recommended that the alternate member, Tim Komberec, be moved into the vacated position for the remainder of her term.

Chairman Fillios stated this item would be added to an upcoming Business Meeting agenda as well.

Letter of Agreement (LOA) Parachute Operator (Discussion)

Mr. Kjergaard reported that this letter of agreement (LOA) contained guidelines for the parachute operator from the Advisory Board and himself. He explained that a parachute operator was entitled to the same rights as any other airplane that landed at an airport, per the FAA (Federal Aviation Administration). He said the guidelines were similar to what would be offered to a flight school and would enable the Airport to exert some control over their use of the field.

Airport Access Changes (Discussion)

Mr. Kjergaard told the Board that the projected access changes were going to be delayed indefinitely.

Forest Service Ramp (Discussion)

Mr. Kjergaard said that it was likely that when the Forest Service's lease expired in about 20 years, they would no longer be located at the Airport. He said he was working with them right now on an MOU (Memorandum of Understanding) that stated that the Airport

would build a facility for their use and described the terms the MOU would probably include. He commented this was an item for the Board to consider for the future.

D. Public Comment (Discussion): This section is reserved for citizens wishing to address the Board regarding a County-related issue. Idaho Law prohibits Board action on items brought under this section except in an emergency circumstance. Comments related to future public hearings should be held for that public hearing. There was no public comment.

E. Adjournment (Action): Chairman Fillios adjourned the meeting at 9:34 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Tina Ginorio, Deputy Clerk
