



# KOOTENAI COUNTY

## COEUR D'ALENE AIRPORT ADVISORY BOARD



### MINUTES OF MEETING

February 13, 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
X	Tim Komberec
E	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, Jonathan Rouleau, Linda Leigh.

**VISITORS PRESENT:** Jolene Compton, Murdo Cameron, JR Norvell, Corrie Siegford, Darcy Belcher, Joe Rossetti, Robb Bloem, Wally Jacobsen, Charlie Branch, Harry Craviotto, Gene Soper.

**CONFLICTS OF INTEREST:** No conflicts of interest were noted.

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

**APPROVAL OF MINUTES:** (Action)

**MOTION:** John Adams moved to approve the minutes with the following change "Change the name from John Parmann to John Adams under the item 'Airport Advisory Board Guidelines'. Mark Vehr seconded; the Motion carried.

**NEW BUSINESS:**

**FBO Presentation** (Discussion) – Robb Bloem of StanCraft and Wally Jacobsen from Panhandle Area Council (PAC) discussed their plans for a 123,520 sq. ft. Fixed Base Operator (FBO) which will include other tenants. There was a discussion between Wally Jacobsen and Tim Komberec regarding the actual square footage of the Empire hangar and corporate office on the presentation versus what Empire is actually leasing. The presentation is attached.

**STAFF REPORTS/UPDATES:** (Discussion)

**Rules and Standards** – The BOCC is still reviewing the document.

**Fuel Flowage Graphs** – Steven Kjergaard discussed the 2009 to 2018 fuel flowage trends.

**Master Plan** – We haven't heard back from the FAA yet. They need to approve the Airport Layout Plan.

**AIP47 Northside Taxilane & AGIS Project (Design Only)** – The Grant application has been signed. The Grant is for approximately \$250,000 with 90% to be funded by the FAA, 5% funded by the State and 5% is the County's portion. We are hoping to get the Grant Offer from the FAA this summer.

**OLD BUSINESS:**

**Airport Advisory Board Guidelines** (Discussion)

A copy of the draft guidelines were distributed to the Advisory Board. Joan Genter suggested the Board review the proposed guidelines and respond to the working group with their comments. Joan Genter indicated that she would like the following items to be addressed:

- How to handle resignation of a Board member prior to their term ending
- The Chair not to make a motion or vote unless it is to break a tie
- Adopt Robert's Rules of Order

**CDA Airport Association Update:** Last night's meeting was cancelled and rescheduled for next Tuesday.

**PUBLIC COMMENT:** There was no public comment.

**ADJOURNMENT:** Jim Thorpe moved to adjourn the meeting at 5:59 p.m. Mark Vehr seconded; the Motion carried.

Respectfully Submitted,

Linda Leigh  
Recording Secretary