



AIRPORT ADVISORY BOARD MINUTES OF MEETING

June 10, 2020 - 5:00 p.m.
10375 Sensor Avenue- Airport Manager's Office
Coeur d'Alene Airport, Hayden, Idaho

MEMBERS PRESENT:

X	Chairwoman Genter
X	Alex Birch
X	Brett Boyer
X	Greg Gfeller
X	Tim Komberec
X	Aaron Salzer
X	Mark Vehr

CALL TO ORDER/ROLL CALL: Chairwoman Genter called the meeting to order at 5:00 pm. and did Roll Call.

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

STAFF PRESENT: Steven Kjergaard, Mary Hopkins, Jon Rouleau.

VISITORS PRESENT: Bill Brooks, Corrie Siegford, JR Norvell, Jared Wingo.

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: Greg GFeller moved to approve the minutes of the last meeting. Mark Vehr seconded; the Motion carried.

NEW BUSINESS: (All Discussion Items)

- A. Runway 02/24 Decouple Presentation** – JR Norvell of T-O Engineers did a presentation on the decoupling project. Runway 20 will be shortened so the safety area of Runway 20 will not overlap the safety area of Runway 24. The design for this project is 100% Grant funded. The overall total for the project is about \$5 million dollars. The construction phase is scheduled for 2022-2023.
- B. Advisory Board Guidelines** – The Guidelines have been ratified by the BOCC. Chairwoman Genter thanked everyone for their work on them.
- C. Annual Fee Review** – The Airport fees need to be updated. A public hearing must be held before the fees can be changed/added. In addition to the changes discussed at the March Advisory Board meeting, the following fees are proposed additions:
- Airport Use Fee collected by the FBO's for aircraft weighing more than 12,500 pounds
 - Rental Car Fee
 - The FBO's would collect the fees and receive 5% of the fees
 - The fees are not for based tenants
- Steven Kjergaard indicated the revenue from the fees could be split, ½ to the Airport Fund and the other ½ for the Airport Capital Fund.
- D. COVID-19 Affect** – Air traffic has slowed since the virus started.
- E. Community Outreach** – Chairwoman Genter asked the Board their thoughts on presentations to be used at local chamber meetings. Several of the Board members suggested this wait until next year.

STAFF REPORTS/UPDATES: (All Discussion Items)

- A. Runway Airport Access Changes** – Notices will be sent out next week to begin badging. The gates will be operational October 1st. D3 proxcard holders will test only once. D2 will test annually as will D1. Only three people can test at a time so appointments will be required.
- B. Budget** – Bill Brooks indicated that the budget is still a work in progress. The BOCC will have a better idea of the numbers in July. Steven Kjergaard is looking at a staff restructure after Phil Cummings has retired.
- C. FAA Grants** – One Grant was planned for this year but we're getting three. 1-Taxiway D north will be replaced. 2-Through the CARES Act we received \$69,000 which we're looking to use to purchase equipment. 3-The wildlife fence for the north side will be roughly 22,000 feet of 10 foot tall wildlife fence with 1 foot barbed wire. This should complete the fencing for the Airport.

OLD BUSINESS: None.

CDA Airport Association Update: None.

PUBLIC COMMENT: None.

ADJOURNMENT:

MOTION: Tim Komberec moved to adjourn the meeting at 6:00 p.m. Aaron Salzer seconded; the Motion carried.

Respectfully Submitted,

Linda Leigh
Recording Secretary