



**COEUR D'ALENE  
A I R P O R T**

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**AIRPORT ADVISORY BOARD**

**MINUTES OF MEETING**

July 13, 2022 - 5:00 p.m.  
10375 Sensor Avenue- Airport Manager's Office  
Coeur d'Alene Airport, Hayden, Idaho

**MEMBERS PRESENT:**

<b>X</b>	<b>Chairman Gfeller</b>
<b>X</b>	<b>Aaron Salzer</b>
<b>X</b>	<b>Alex Birch</b>
<b>X</b>	<b>Brett Boyer</b>
<b>X</b>	<b>Joan Genter</b>
<b>X</b>	<b>Mark Vehr</b>
<b>X</b>	<b>Tim Komberec</b>

**CALL TO ORDER/ROLL CALL:** Chairman Gfeller 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, Linda Leigh, Kim Stevenson, Anthony Link.

**VISITORS PRESENT:** Corrie Siegford, Darcy Belcher, Kirk Lauer, Steve Anderson, Mike Henkoski, Jeremy Divan, Joe Rossetti, JR Norvell, Scott & Kerri Keller, Don Gary, Lyle Ferguson, Gary, Genevieve Reynowski, Robbie Canfield, Commissioner Bill Brooks.

**CONFLICTS OF INTEREST:** None.

**CHANGES TO THE AGENDA:** None.

**APPROVAL OF MINUTES:** (Action)

**MOTION:** Brett Boyer moved to approve the minutes of the last meeting. Joan Genter seconded; the motion carried. Tim Komberec moved to approve the minutes of the May 2022 Advisory Board Workshop minutes. Aaron Salzer seconded; the motion carried.

**D-ZONE MINIMUM STANDARDS UPDATE:** (Action)

Steven Kjergaard started by providing an update from May 2022. He presented a response prepared June 13, 2022 to Jeremy Divan's latest proposed plan. (The June 2022 Advisory Board meeting that was canceled due to lack of quorum.) In the response, the Airport wanted to know which Minimum Standards Dzone would want a temporary exemption on and which they would want a permanent exemption on. Steven Kjergaard thought most would be permanent in his opinion. He stated it is still the Airport's recommendation not to grant exemptions because the the exemption waivers are for significant items and potentially a long period of time, i.e. parking, port-a-potties, loading passengers on a public ramp. The Airport's concern is if we don't enforce this now, we will continue to see these types of requests later.

Chairman Gfeller mentioned that we had two flight instructors operating from our ramp. Steven Kjergaard said that on two occasions we did have two different flight instructors who chose to leave the Airport rather than purchase a hangar or find other ways to meet the Minimum Standards. Chairman Gfeller asked Jeremy Divan for comments. Jeremy said he strongly disagrees with the Airport Director and feels that the Airport is not willing to grant any waivers. He said he has only asked for a waiver of 18 months.

Chairman Gfeller asked for a motion. Brett Boyer started discussion by asking the Board if the two weekends that Jeremy Divan had asked to operate here could be approved. Aaron Salzer verified loading and drop zones for the two weekends. Chairman Gfeller then asked Jeremy if he would be good with an exemption for the two weekends, then come back to the Board with a complete plan. Jeremy said that would work for him.

**MOTION:** Aaron Salzer made a motion that the Minimum Standards identified by the Airport be waived on a one-time guaranteed basis for the dates requested by Jeremy (July 28-31 and September 01-04) in good faith that he is going to come back with more information next year. Mark Vehr seconded. Chairman Gfeller had issues with waiving the standards. Mark Vehr felt the Board had the ability to waive standards for very specific occasions, without setting precedence. The motion carried. The Board reiterated to Jeremy that he get his plan ready and in for next year.

**AIRPORT LEASE DEVELOPMENT 1-PRESENTATION:** (Action)

Steven Kjergaard started the discussion with a map showing the 20 acre parcel between Airport Drive and Ramsey Road. It is a non-aeronautical area on the Airport's Master Plan. The lease agreement is basically our standard lease agreement, with a fifty (50) year term, which is our standard lease term when you look at the total. The revenue is different than the standard lease; it is five cents (\$0.05) per square foot plus an additional ten to thirteen percent (10 - 13%) of the income of the storage units. For every five (5) acres developed, the percentage goes from thirteen percent, and down one percent for each five acres additional. There is a revenue guarantee of \$50,000 total per five acres and is adjusted by five percent (5%) every five (5) years. At twenty-five (25) years, the market value will be reviewed. Build requirements include an initial phase build of two (2) years. If terms of the lease are not met, the remaining acreage of the parcel reverts to the (non-aeronautical) market rate. Chairman Gfeller verified that the current market rate for this land is fifty-seven cents (\$0.57) per square foot. The Airport has no requirements for building or managing this property, and at the end of fifty (50) years the facility reverts to the Coeur d'Alene Airport. Mark Vehr asked whether this was an unsolicited offer, and Steven Kjergaard said it was. This land has been vacant for eighty (80) years and has been non-aeronautical land in every Master Plan that Steven has seen.

Brett Boyer asked what the Board's role was and what should they be looking at and evaluating. Steven explained that the County Commissioners asked the Advisory Board whether they felt the lease was appropriate; asking for recommendation to move forward or not. This land has already been released by the FAA to sell or whatever. Chairman Gfeller added for the record that there was an attempt made to sell the property and an attempt for the Airport to develop it, neither were approved to move forward. Steven said it actually costs the Airport to maintain the property, with no revenue.

Chairman Gfeller turned the meeting over to Walt Fraser to complete the presentation. Several Board members asked questions of Mr. Fraser, and were discussed.

Steve Anderson asked why Mr. Fraser got to talk and he didn't. Chairman Gfeller explained that Mr. Fraser was a lease applicant. Mr. Anderson felt that there is mis-information presented and was not what he received when requested. Steven said that our department did not fill the public records request and does not know what was sent in fulfilling the request.

Brett Boyer said he believes he should have received a copy of the lease if they were supposed to approve it, and was confused by the overwhelming amount of information received prior to the meeting. Tim Komberec concurred; he wants to know what is required of the Board and that's it. Brett Boyer wanted some direction from the Commissioners. Steven Kjergaard asked Commissioner Brooks, attending via Zoom, for clarification. Commissioner Brooks stated that they wanted feedback from the Advisory Board as to whether the County Commissioners should further consider the lease.

**MOTION:** Mark Vehr motioned that they recommend the Luxury International lease go forward to the County Commissioners for their approval. Aaron Salzer seconded; the motion carried, with Brett Boyer voting against.

**AIRPORT LEASE DEVELOPMENT 2-PRESENTATION:** (Action)

Scott Keller made a preliminary presentation for a potential lease and development of eight (8) acres at the corner of Miles Avenue and Ramsey Road. His development consists of industrial space, a fuel farm, and a convenience/gas station. Unity Fuel Solutions also made a presentation.

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

Chairman Gfeller asked for an update on the Air Expo.

Steven said the B-17 and B-25 are due in on Monday, July 18, and doing rides Friday, Saturday, and Sunday. A320 charter from Allegiant coming in next week also.

A. Steven Kjergaard presented the Engineering Projects Status Report from T-O Engineers (Attachment).

1. **Taxiway D North** - Close out period and final payment.
2. **Runway 20/24 Decoupling - Design phase-Electrical improvements** - Just received the grant, will go the Commissioners next week, and project should begin soon.
3. **Perimeter Fence Project** - Should be submitting final reports.
4. **Snow Removal Equipment (SRE) and Administration Building Design** - Rebid, and should be receiving grant soon.
5. **Gulfstream Road and Utility Extension project** - About 2/3 of the way done, waiting on some parts.
6. **Runway 6-24 Rehab** - Lots of bids have come in higher than expected and a lot of projects in the region have been delayed. Funding is not enough now. Our cost is three to three and a half million dollars and the FAA planned for two million. Having further discussions. Another issue is that we have an accelerating deteriorating runway as cracks are penetrating into the first surface layer. Starting to see the initial two inch overlay separate from the bottom two inches on Runway 06/24.
7. **Taxiway C (existing F) Extension and MALSR Relocation Project** - MALSR relocation added to this project as the FAA's MALSR does not meet design standards.
8. **Misc On-Call tasks**
  - a. **Sewer inventory** - Basically done.
  - b. **ATCT Planning** - Will update early July.

**CDA AIRPORT ASSOCIATION UPDATE:** Steve Anderson talked about the proposed lease, the valuation of the area between Airport Road and Ramsey Road.

**PUBLIC COMMENT:** Mike Henkoski talked about the AWOS system and the prox card system.

Joe Rosetti asked about landing fee invoices.

**ADJOURNMENT:** Chairman Gfeller adjourned the meeting at 6:34 pm.

Respectfully submitted,

Kim Stevenson  
Recording Secretary