



Airport Advisory Board Agenda

September 14, 2022

5:00 PM

Airport Office - 10375 N Sensor Avenue, Hayden

1. Call to Order, Roll Call of the Airport Board
2. Pledge of Allegiance
3. Introduction of Visitors
4. Call for Conflicts of Interest (Action)
5. Changes to the Agenda (Action)
6. Approve Minutes of Previous Meeting (Action)
 - A. 07/13/2022 Airport Advisory Board Minutes
7. Business
 - B. T-O Engineers announcement (Discussion)
 - C. Capital Improvement Plan (CIP) update (Discussion)
 - D. Construction Safety Phasing Plan (CSPP) update for Rwy 06/24 (Discussion)
8. Staff Reports/Updates (Discussion)
 - E. Ongoing projects (Discussion)
 - F. Advisory Board member expirations (Discussion)
9. CDA Airport Association Update
10. Public Comment
11. Adjournment

Meeting attendees are welcome to attend in person or via Zoom.

<https://zoom.us/j/98259329603> Passcode: 308343



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

AIRPORT ADVISORY BOARD

MINUTES OF MEETING

September 14, 2022 - 5:00 p.m.
10375 Sensor Avenue- Airport Manager's Office
Coeur d'Alene Airport, Hayden, Idaho

MEMBERS PRESENT:

X	Chairman Gfeller
X	Aaron Salzer
X	Alex Birch
X	Brett Boyer
X	Joan Genter
E	Mark Vehr
E	Tim Komberec

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.

VISITORS PRESENT: Corrie Siegford, Aaron Buob, JR Norvell, Greg Delavan, Gene Soper, Darcy Belcher, Commissioner Bill Brooks, Joe Rossetti.

CONFLICTS OF INTEREST: None.

CHANGES TO THE AGENDA: None.

APPROVAL OF MINUTES: (Action)

MOTION: Joan Genter moved to approve the minutes of the July 2022 meeting. Brett Boyer seconded; the motion carried.

BUSINESS:

T-O ENGINEERS ANNOUNCEMENT: (Discussion) JR Norvell informed the Board that T-O Engineers has been acquired by Ardurra Group, Inc., based in Tampa, FL, with offices predominately located across the southern United States, from Florida to California.

CAPITAL IMPROVEMENT PLAN (CIP) UPDATE: (Discussion) Corrie Siegford presented the latest version of the Airport's CIP. (Attached) Projects include the following, by year:

- 2023 Construct SRE PEMB/Rehab Rwy 06-24 Mill and Overlay incl. new fixtures/Construct Twy B-4
- 2024 Acquire snow removal equipment/Construct Twy C (curr F)/Rehab MALSR Threshold Bar/Rehab Twy A-design
- 2025 Land acquisition 72 Acres/Re-sign Airport & update naming convention
- 2026 Rehab Twy A-construct/Decouple Rwy 20-24 & assoc twys/Acquire snow removal equipment/Acquire land Rwy 2 RPZ
- 2027 Acquire snow removal equipment/Reconfigure Rwy 2 & Twy D/Demo Airport Office bldg
- 2028 Master plan update/Land acquisition 80 Acres

CONSTRUCTION SAFETY PHASING PLAN (CSPP) UPDATE FOR RWY 06/24: (Discussion) Corrie Siegford presented the CSPP, which is 30% developed, for the Runway 06/24 project that is planned for next year. (Attached)

STAFF REPORTS/UPDATES: (All Discussion Items)

Runway closures planned for the last week of September 2022, for the electrical improvement project.

No landings or prior permissions will be allowed as there will be open excavation and trenching.

Runway 06-24 will be closed 9/27 and 9/28/22.

Runway 02-20 will be closed 9/29 and 9/30/22.

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

1. **Taxiway D North** - AIP 48 - Trying to complete but contractor not cooperating. The County is holding 5% retainage.
2. **Runway 20/24 Decoupling - Design phase-Electrical improvements** - Design finished and moving into construction phase. Lead time on our generator is one year; the project won't be completed until this time next year.
3. **Perimeter Fence Project** - Should be submitting final reports.
4. **Snow Removal Equipment (SRE) and Administration Building Design** - Admin building shelved; SRE grants have been accepted, contractor bid awarded. State of ID also awarded \$300,000 grant.
5. **Gulfstream Road and Utility Extension project** - In the process of finishing up-expected October 1; water line bacteria test took a while to pass, paving to begin next Tuesday.
6. **Runway 6-24 Rehab** - Design is 30% complete, 60% update expected in a couple months.
7. **Taxiway C (existing F) Extension and MALSR Relocation Project** - MALSR relocation added to project and FAA wants to replace MALSR in 2028.
8. **Misc On-Call tasks**
 - a. **Sewer inventory** - Complete and received final reports.
 - b. **ATCT Planning** - Underway again, second quarter numbers definitely higher.
 - c. **Fire NOTAM** - Forest Service asked the Airport to issue this NOTAM because the tower kept disappearing. It is meant to advise local traffic of fire service operations in the area.

ICOE 09/005 COE AIRSPACE FIRE FIGHTING OPS WI AN AREA DEFINED AS 10NM RADIUS OF COE SFC-5000FT AVOIDANCE ADZ 2209052019-2209302359

- d. The Forest Service orders and pays for the temp tower at KCOE. This year the FAA pulled the tower twice due to lack of fire activity. The Airport was not notified until after the tower shift ended for the day. Airport Ops heard tower staff telling pilots they were leaving and the Airport had not been given this information from the

FAA. There are discussions of having a contract tower next year for fire season. Chairman Gfeller brought up the pilot confusion caused by the tower and the NOTAM.

The Airport is back at full staff, recently adding three Operations employees.

The storage unit lease has been modified from a revenue percentage lease payment to a straight non-aeronautical lease. Meeting with individuals in two weeks.

Airport Use fee invoices are being sent out to Airport users. There were a few issues we are working through, such as current tail numbers belonging to Lessees. The Airport is sending updated information as received to PlanePass, who is canceling invoices as necessary.

Joan Genter asked about our Admin building being demolished and where the office will be located. Steven said we do not have an answer right now.

Advisory Board member expirations: Advisory Board appointments expiring this year are Greg Gfeller and Brett Boyer. They can re-apply, along with other applicants so new members can be decided upon by the end of 2022.

CDA AIRPORT ASSOCIATION UPDATE: None.

PUBLIC COMMENT: None.

ADJOURNMENT: Chairman Gfeller adjourned the meeting at 5:56 pm.

Respectfully submitted,

Kim Stevenson
Recording Secretary

Revised 8/23/2022

**Coeur d'Alene Airport (KCOE)
Project Capital Improvement Program**

CIP YEAR	PROJECT	PCI	PVMT AGE	Federal Fund %	Total Program Costs (Includes Hard and Soft Costs)				FAA Planned Grant Year
					AIRPORT FUNDS (7.5%)	ITD AERO (2.5%)	FAA AIP	TOTAL	
2023	Construct SRE Building (Cont' FY 2022) - BIL			90%	\$29,955	\$9,985	\$359,457	\$399,397	x 2023
2023	Acquire ARFF Index A Truck (Ex Vehicle is 2001 E-One Titan 4X4)			90%	\$60,000	\$20,000	\$720,000	\$800,000	x 2023?
2023	Construct Taxiway B4 (NE midfield to N)			90%	\$68,250	\$22,750	\$819,000	\$910,000	x 2023
2023	Rehabilitate Runway 6-24 - Mill and Overlay incl. new HIRL Fixtures, Trans, Cable	78	2001	90%	\$208,500	\$69,500	\$2,502,000	\$2,780,000	x 2023
2024	Acquire Snow Removal Equipment (SRE) Multi Tasking - BIL			90%	\$52,500	\$17,500	\$630,000	\$700,000	x 2024
2024	Construct Taxiway C (F) to Runway 6 & TW D N Demo (Design and Construct)			90%	\$333,000	\$111,000	\$3,996,000	\$4,440,000	x 2024
2024	Rehabilitate MALSR Threshold Bar (Design and Construct) - Reimb Agreement			90%	\$24,750	\$8,250	\$297,000	\$330,000	x 2024
2024	Rehabilitate Taxiway A - Reconstruct (Design)	64/43	1996	90%	\$45,000	\$15,000	\$540,000	\$600,000	x 2024
2025	Re-Sign Airport - Updated Naming Convention (Design and Construction) - BIL			90%	\$51,750	\$17,250	\$621,000	\$690,000	x 2025
2025	Land Acquisition - Fee Simple East Portion of Parcel A-40 (72 acres)			90%	\$217,500	\$72,500	\$2,610,000	\$2,900,000	x 2025
2026	Rehabilitate Taxiway A - Reconstruct (Construct) (2)	64/43	1996	90%	\$166,500	\$55,500	\$1,998,000	\$2,220,000	x 2026
2026	De-Couple Runway 20/24 and associated Taxiways - Design and Construct	78/84	2001	90%	\$306,000	\$102,000	\$3,672,000	\$4,080,000	x 2026
2026	Acquire Snow Removal Equipment (SRE) Blower - BIL			90%	\$45,000	\$15,000	\$540,000	\$600,000	x 2026
2026	Land Acquire Avigation Easements - Runway 2 RPZ			90%	\$7,500	\$2,500	\$90,000	\$100,000	x None (3)
2027	Acquire Snow Removal Equipment (SRE) Multi Tasking - BIL			90%	\$52,500	\$17,500	\$630,000	\$700,000	x 2027
2027	Reconfigure Geometry of Runway 2 and Taxiway D & Demo GA Terminal Bldg (2)	90	2012	90%	\$89,250	\$29,750	\$1,071,000	\$1,190,000	x 2027
2028	Master Plan Update			90%	\$37,500	\$12,500	\$450,000	\$500,000	x
2028	Land Acquisition - Fee Simple West Portion of Parcel A-40 (80 acres)			90%	\$225,000	\$75,000	\$2,700,000	\$3,000,000	
TOTAL					\$1,990,500	\$663,500	\$23,886,000	\$26,540,000	

Note: (1) The rearrangement of the projects was to move low priority projects out of the same year as high priority projects. This change will increase the likelihood of funding.

(2) Projects linked and dependent upon each other.

(3) FAA unable to fund, per ACIP notes?

September 1, 2022, STATUS REPORT – Engineering Projects

Coeur d’Alene Airport

By: Corrie Esvelt-Siegford, T-O Engineers

Taxiway D North (Phase II Construction)

On Call Task 20-01/T-O Project No. 200020; AIP Project No. 3-16-0010-048-2020

Current Status:

Upcoming:

- Final Pay Application anticipated to be signed in September 2022.
- T-O will prepare the Project Closeout Documents for Grant Closeout.

COE Electrical Improvement Project – Runway Lighting Improvements

On-Call Task 20-02A/T-O Project No. 210594; AIP Project No. 3-16-0010-048-2020/054-2022

Current Status:

- Kootenai County received a grant for the construction phase of this project (AIP 054) on July 14, 2022.
- Kootenai County and Colvico, Inc. entered into a Construction Agreement for work on August 3, 2022.

Upcoming:

- The Pre-Construction Conference is scheduled for September 6, 2022 with the airport, contractor and FAA.
- Kootenai County is planning to issue a Notice to Proceed for this work on September 12, 2022.
- Runway 6-24 is scheduled to be closed on September 20 and 21, 2022; and Runway 2-20 is scheduled to be closed on September 22 and 23, 2022 for this work.
- Electrical components (regulator, generator and rotating beacon) have a long lead time and the remainder of the project will be completed in fall of 2023. Generator for project has a 365-day lead time until delivery.

Snow Removal Equipment (SRE) and Administration Building Design

On-Call Task 21-002/T-O Project No. 210073 &210074

Current Status:

Upcoming

- T-O Engineers to begin project closeout for the design only portion of the SRE Building in September 2022.

Gulfstream Road and Utility Extension Project**On-Call Task 21-003/T-O Project No. 210125****Current Status:**

- LaRiviere began construction on June 6, 2022. Construction consists of sewer, dry utilities, water and roadway construction of the Gulfstream Road Project.

Upcoming:

- LaRiviere to submit Application for Payment No. 4 for roadway excavation.
- LaRiviere planning to restart construction for roadway on September 1, 2022. Completion is scheduled for September 15th.

Infinity Apron Utility Extension Project**On-Call Task 21-012/T-O Project No. 210709****Current Status:**

- KC requested T-O to stop work in early June 2022, until advised to restart and complete project.

Upcoming:

- T-O and COE to submit for permits on Water and Sewer Construction through DEQ.
- Kootenai County to advertise for bids and hold bid opening Winter 2023, if KC requests start work.

Snow Removal Equipment (SRE) Building Design**On-Call Task 22-001/T-O Project No. 220312****Current Status:**

- Kootenai County signed Notice of Award on July 21, 2022, to apparent low bidder TML Construction for \$1,783,000.

Upcoming:

- FAA to award two grants for a portion of construction of the PEMB Building in September of 2022. Grants need signed by September 13th for Federal Funding. An FY 2023 BIL grant will fund the remaining amount.
- KC and TML Construction execute construction agreement for the SRE Building in September 2022.
- T-O/KC/Contractor to participate in Pre-Construction conference in early October 2022.
- Contractor to begin earthwork and utilities in Fall 2022, project is planned for 365-day construction duration and will not be complete until Fall of 2023.

Runway 6-24 Rehabilitation and Taxiway B4 (Design Only) Project**On-Call Task 22-002/T-O Project No. 210688****Current Status:**

- T-O and Kootenai County participated in meetings on the MALSR Threshold Lights on April 19, May 12 and June 22, 2022. FAA and COE have tentatively agreed to repair issue

with the upcoming Taxiway C (F) extension to the Runway 6 end Project in FY 24. Further meetings regarding the MALSR Threshold Lights adjusted the schedule for reconfiguration to FY 2024 and construction with Taxiway F (new C).

- KC signed AIP 055 FAA grant for design services on August 30, 2022.
- T-O kicked off the work for electrical and drainage subconsultants.

Upcoming:

- T-O continuing preliminary design for project phasing, and pavement layout.
- T-O to coordinate with FAA and COE for preliminary design review meeting at approximate 60% level.
- T-O to present to airport users and staff draft Construction Safety and Phasing Plan (CSPP) for review and comments.

Taxiway C (existing F) Extension and MALSR Relocation Project (FY 4)

On-Call Task 22-003/T-O Project No. M22278

Current Status:

- COE and FAA decided it is too early to begin design of this project and it is on-hold.

Misc. On-Call Tasks

Work Orders:

21-008 – Sewer Inventory:

Current Status:

- T-O completed the sewer inventory and submitted electronic copy of the report to COE on August 9, 2022.
- T-O provided locations for needed repairs to COE on July 19, 2022. Repairs needed on two pipes with offset gaskets and one manhole with debris.

Upcoming:

- COE to provide repair data to sewer contractor for repair quotes.

21-009 – ATCT Planning:

Current Status:

- T-O presented draft operational forecast to COE, planning to wait for completion of 2nd Quarter counts and will update in September.
- COE provided updated operations counts to T-O for incorporating into the forecast.

Upcoming:

- T-O/M&H to review siting of ATCT from Master Plan versus other sites.
- T-O/M&H to gather data on other existing FAA versus contract towers.
- T-O/M&H/COE to schedule stakeholder meetings at the airport in fall of 2022.

21-011 – Categorical Exclusion for Northeast Area: T-O began this work by reaching out to the FAA, no final determination was issued for COE if a Cat Ex is appropriate for the NE Area. COE directed T-O to wait until ATCT planning is complete.