



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

AIRPORT ADVISORY BOARD  
MINUTES OF MEETING  
June 12, 2024 – 5:00 PM-5:21 PM  
10375 Sensor Ave – Airport Administration Building  
Coeur d’Alene, Hayden, ID

1. CALL TO ORDER, ROLL CALL, AND CONFIRM QUORUM: Performed by Chairman, Frank O’Connell at 5:00PM

Brian Cleary, Member	Present
Frank O'Connell, Chair	Present
Larry Hodel, Member	Present
Lisa Ailport, Member (City of Hayden Representative)	Excused
Mike Henkoski, Member	Present
Steve Anderson, Vice Chair	Present
Tim Komberec, Member	Present
Ross Schlotthauer, Alternate	Present
Temporary Vacancy - Alternate	

2. PLEDGE OF ALLEGIANCE: Led by Mr. Hodel all stood for the Pledge of Allegiance to the flag of the United States of America
3. CALL FOR CONFLICTS OF INTEREST: (Action) None
4. CHANGES TO THE AGENDA: (Action) PUBLIC COMMENT: None
5. APPROVE MEETING MINUTES OF 05/08/2024: (Action) Larry Hodel made the motion to approve the minutes, Steve Anderson seconded, and all voted in favor.
6. STAFF REPORTS/UPDATES: (Discussion)
  - Ardurra (Corrie Siegford) –
    - I. Snow Removal Equipment: Working on closing paperwork
    - II. RWY 6/24: Work is physically complete and striping is done. Pending paperwork for final payment to Poe Asphalt. Ardurra is working on project closeout.
    - III. TWY B Pavement Maintenance: Work completed May 24<sup>th</sup>; now working on closeout documentation.
    - IV. TWY C (FY24): Naming for COEs taxiway system is still in process. FAA grant is expected in August or September this year.
    - V. COE Turf Landing Area Preliminary Design (FY 24): The scope of work and fee for preliminary design of the proposed turf landing area was submitted May 28<sup>th</sup>.

Board members asked several questions, most of which were answered by Gaston Patterson. It will be Blue Grass with an impacted sand base to accommodate some of the heavier aircraft. The grass will be watered and cared for like a golf course green. Also discussed was seed vs. sod to lay the surface.

- VI. Wildlife Hazard Management Plan: Ardurra submitted the revised WHMP to the airport on May 14<sup>th</sup> and has been sent on to the FAA for approval.
- VII. GIS Sewer Survey Update: Still in process. Hoping to have videos linked in June.

- Airport Director (Gaston Patterson) –

- I. Airport Operations has been and will continue doing airport maintenance. They are currently working on crack sealing and will be doing painting. Some projects will require a few RWY 2/20 night closures in order to minimize the impact to users and increase safety for the Ops team.
- II. Tower Operations are going well. As for the construction of the temporary tower, we are welding the shipping containers together. The cab and breakroom are at the fab shop. Once those are complete, they will be returned to the Airport to finish windows and framing prior to stacking.

7. CDA AIRPORT ASSOCIATION UPDATE (Harry Craviotto): (Discussion) Mr Craviotto mentioned that they have had some new memberships in the last few weeks. The Association is planning a pancake breakfast. The next meeting will be July 8<sup>th</sup> and held at Stancraft Jet Center.

8. BUSINESS:

- BOCC accepting applications for a new alternate AAB member with the appointment of Larry Hodel to a voting position (Action) Board members officially welcomed Mr Hodel to his new position. Chairman O'Connell asked BOCC Communications Coordinator Jonathan Gillham to come forward and share about the process of applying for the position of Alternate member. Mr Gillham indicated the application can be found on the Kootenai County website. Applicants will be interviewed by the Board of County Commissioners and though no official discussion had yet occurred, he guesstimated that a new alternate may be selected before the next AAB meeting of July 9<sup>th</sup>.
- Input on Agenda Items for Next Meeting by 07/03 (Discussion) Mr O'Connell called for input; there was none offered. He reminded them they can reach out to him by July 3<sup>rd</sup> if they have something they want considered.

9. PUBLIC COMMENT: None

10. ADJOURN: (Action) Chairman O'Connell made the motion to adjourn, Vice Chairman Anderson seconded, and all were in favor to adjourn at 5:21 PM.

Respectfully submitted,

Kerri Sherman  
Recording Secretary

## **July 2, 2024, STATUS REPORT – Engineering Projects**

### **Coeur d’Alene Airport**

By: Corrie Esvelt-Siegford, Ardurra

#### **Snow Removal Equipment (SRE) Building Design & Construction Observation**

##### **On-Call Task 22-001/Ardurra Project No. 220312**

###### Current Status:

- Ardurra completed As-Constructed Drawings on May 8, 2024, and transmitted to COE and FAA on the same day.

###### Upcoming:

- Ardurra will complete Final Reporting over the next month for draft submittal to FAA.

#### **Runway 6-24 Rehabilitation and Taxiway B4 (Construction) Project**

##### **On-Call Task 23-002/Ardurra Project No. 230127**

###### Current Status:

- Ardurra completed the As-Constructed Drawings and submitted electronically to COE and FAA on July 1, 2024.

###### Upcoming:

- Poe to submit final paperwork for project close-out to prepare for final payment.
- COE and Ardurra to work on project closeout consisting of As-Constructed Survey, and Final Engineers Report after the final paperwork is complete.

#### **Taxiway N - Pavement Maintenance Project (FY 23)**

##### **On-Call Task 22-004/Ardurra Project No. 220631**

###### Current Status:

- Ardurra prepared and submitted the As-Constructed Drawings to FAA and COE for Taxiway N Project on June 10, 2024.

###### Upcoming:

- Road Products, Inc. to submit final paperwork for project close-out to prepare for final payment.
- Ardurra and COE to work on closeout documentation after the final project paperwork is complete.

#### **Taxiway C (existing F) Extension to Runway 6 Project (FY 24)**

##### **On-Call Task 23-003/Ardurra Project No. 220406**

###### Current Status:

- Ardurra working on Construction Management Plan and Issued for Construction Documents for this project.

###### Upcoming:

- KC and COE to receive FAA grant for project funding, expected in August 2024.

- Ardurra to assemble Construction Agreement for KC and NWG.
- COE and Ardurra are planning for construction in late September or early October 2024 to include only the grading portion in the Fall of 2024.

**COE South Pavements - Pavement Maintenance Project (FY 24) – Project Paused for Funding**

**On-Call Task 24-002/Ardurra Project No. 230732**

Current Status:

- COE and Ardurra submitted a Scope of Work and Fee for Design of the proposed pavement maintenance project on January 11, 2024.

**COE Turf Landing Area - Project (FY 24) – Preliminary Design**

**New On-Call Task 24-001/Ardurra Project No. 240191**

Current Status:

- COE and Ardurra agreed to Work Order for proposed Turf Landing Area project on June 13, 2024.

Upcoming:

- Ardurra began survey of site on June 26<sup>th</sup> and 27<sup>th</sup>, will complete survey week of July 1<sup>st</sup>.
- Ardurra will begin preliminary design layout during the month of July.

**Misc. On-Call Tasks**

Work Orders:

24-001 – Wildlife Hazard Management Plan (WHMP):

Current Status:

- Ardurra submitted revised WHMP to COE on May 14, 2024.

Upcoming:

- COE to review resubmitted WHMP in June/July 2024 and provide to FAA if acceptable.

24-005 – GIS Sewer Survey Update:

Current Status:

- Ardurra to begin work with survey and assembling data into GIS in April 2024.

Upcoming:

- Ardurra to finalize GIS Mapping for Sewer with videos linked during July 2024.