

Minutes of Meeting
Airport Advisory Board
May 29, 2013
9:30 a.m.

The Kootenai County Board of Commissioners: Chairman Todd Tondee and Commissioner Dan Green met to discuss the following agenda items. Also present were Airport Director Greg Delavan, Airport Advisory Board Chairman John Adams, and Deputy Clerk Nancy Jones. Commissioner Jai Nelson was excused.

- A. Call to Order:** Chairman Tondee called the meeting to order at 9:31 a.m.
- B. Introductions:** There were no introductions made.
- C. Changes to the Agenda:** There were no changes made to the agenda.
- D. Old Business:** There was no old business discussed
- E. New Business:**

Airport Advisory Board Chairman John Adams and Airport Director Greg Delavan presented general updates to the Board with regard to the anticipated TBI Fly-In Event, recent hangar lease transfers, and the airport observation area project.

Mr. Adams shared concerns regarding the new Uniform Land Use Code (ULUC), stating that the Advisory Board feels that the Airport Master Plan should be more clearly referenced. Mr. Delavan explained that the ULUC, as presented, references an Airport Overlay Map that is not part of the document. Inclusion of the complete Airport Overlay would require the addition of a significant amount of documentation; therefore, he is working with Community Development Director Scott Clark to somehow reference the Airport Master Plan in the code, which would include the overlay. Mr. Delavan indicated that the Airport Advisory Board will then incorporate Mr. Clark's suggestions into the detailed comments that they intend to submit to the ULUC committee. The group also discussed the difficulties in balancing the recommendations of County Code with the long-term plans of the City of Hayden.

Mr. Adams presented the Board with a rough draft of the Passenger Plan Study that was completed by Advisory Board Member Nolan Wiley. This study recommends moving forward with establishing contact with various airlines who might have an interest in serving this region, and that have a fleet that would meet the Airport's long-term needs. Mr. Delavan stated that this is a good time to explore potential partnerships, but that more information is needed prior to contracting with a consultant to expand on Mr. Wiley's study. The Board encouraged Mr. Delavan to move forward with this process.

Mr. Delavan presented an initial copy of the Airport Layout Plan, informing the Board that, as a component of the Airport Master Plan, the final draft will require the Board's approval and signature prior to submission to the Federal Aviation Administration (FAA). The Board asked questions regarding runway length, long-term considerations that were contemplated in the

creation of the plan, and how the needs of adjacent property owners were incorporated. Mr. Delavan agreed to address specific Board issues in the final draft of the plan, prior to submitting it for final approval.

In response to a question from Mr. Delavan, Commissioner Green updated the group in regard to recent administrative changes in the Panhandle Area Council (PAC). Mr. Delavan noted that, historically, PAC was not charged rent at the Airport, but that this is technically in conflict with FAA guidelines. Commissioner Green encouraged Mr. Delavan to contact Greg Woods, the new PAC Executive Director, in order to have this issue rectified.

F. Staff Reports: There were no staff reports.

G. Public Comment: This section is reserved for citizens wishing to address the Board regarding a County related issue. There was no public comment.

The meeting was adjourned at 10:22 a.m.

Respectfully submitted,

CLIFFORD T. HAYES, CLERK

BY: _____
Nancy A Jones, Deputy Clerk