

Minutes of Meeting
Airport Grant Discussion
March 10, 2014
11:00 a.m.

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

A. Call to Order: Chairman Tondee called the meeting to order at 11:05 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 Director Greg Delavan verified that the purpose of the meeting was to discuss the Airport Sustainability Grant. Mr. Delavan stated that the Federal Aviation Administration (FAA) has approved the initial application and made a grant offer to the Airport. The next step in the grant process is to obtain FAA approval of the final project scope, which is now complete. Mr. Delavan explained that the initial scope was presented to the Board last fall, and that adjustments were made based on input from the Commissioners. In January, the updated version was submitted to the FAA office in Helena for review. Upon their recommendation, the scope was fully submitted for approval through the Washington, D.C. office. Mr. Delavan stated that this was done without additional Board review in order to meet time constraints, and he confirmed that the scope may still be revised if necessary. Once the FAA responds, their recommendations will be made available so that the Board can determine whether or not to move forward with acceptance of the grant. The attendees deliberated how the scope of the grant might be affected by potential changes to the Airport Master Plan. Chairman Tondee stated his opinion that the goals included in the scope of the grant are interrelated but separate from the goals of the Master Plan. He suggested that both should be considered planning documents with a degree of flexibility. Mr. Delavan agreed that the plans should be considered as supplemental with a degree of overlap. In response to questions from Chairman Tondee, Mr. Delavan clarified that the match amount would be about \$17,482, which could be allocated in the FY2015 budget. Further, Mr. Delavan shared that the State has already approved distribution of their match in the amount of \$15,817.50, which will be available immediately upon our acceptance of the grant. The attendees went on to discuss Airport electrical concerns and the request for an energy audit.

The group held a general discussion regarding the changes that were made to the scope before final submission. In addition, they discussed the anticipated grant timeline and applicable deadlines for response. The Board asked Mr. Delavan to forward the FAA response to the Board upon receipt, in order to provide a review period before meeting to discuss acceptance. Mr. Delavan agreed to provide the response to the Board and to highlight areas of the scope that would be affected by the FAA recommendations.

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 11:30 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

TODD TONDEE, CHAIRMAN

BY: _____
Nancy A. Jones, Deputy Clerk
