

**Minutes of Meeting**  
**Airport Update**  
**May 2, 2016**  
**9:30 a.m.**

The Kootenai County Board of Commissioners: Chairman Dan Green and Commissioner David Stewart met to discuss the following agenda items. Also present were Airport Director Greg Delavan, and Deputy Clerk Alicia Lynch. Commissioner Marc Eberlein was excused.

- A. Call to Order:** Chairman Dan Green called the meeting to order at 9:30 a.m.
- B. Introductions:** There were no introductions.
- C. Changes to the Agenda:** There were no changes to the agenda.
- D. Business:**

**Museum Proposal**

Airport Director Greg Delavan reminded the Board that the Airport had received a Request for Qualifications (RFQ) from a museum that wished to remain anonymous throughout the proposal process. He explained that the County did not have a building to provide the museum as requested in the RFQ. He said that the Butler Building was the only structure the Airport had to offer, but it was likely out of code compliance. Mr. Delavan added that Young Construction Group of Idaho, Inc. was developing plans to construct a building that would suit the museum's needs. Chairman Green asked whether the museum was expecting to lease the building or if they expecting the County to give them a building. Mr. Delavan said he did not know at this stage.

Mr. Delavan requested the BOCC include a letter encouraging the museum's move to the Coeur d'Alene Airport in the RFQ response. Chairman Green said he was not necessarily in favor of constructing a building to lease to an outside vendor. Commissioner David Stewart said that he would potentially support constructing a building to lease, because the lease was long-term, and after the initial cost it would be a tax reduction for the citizens. He added that he was not in favor of Panhandle Area Council (PAC) owning the building.

Mr. Delavan offered to have Jobs Plus write a letter for the Board to approve, and said that the deadline for submittal was Wednesday, May 4, 2016. He also emphasized that Jobs Plus and TO Engineers had provided great assistance with the project. The Commissioners agreed to sign a letter of support for the museum RFQ response.

**Leasing Agent Hiring**

Chairman Green said that the Armory building assessed market value was approximately \$25,000, which gave the Board flexibility regarding the bid process. He said that Legal had yet to provide an opinion. He added that he would need to abstain from voting for

Pat Eberlin and Bill Robinette as he had personal business with their agencies. Mr. Delavan advised that Airport Advisory Board member Joan Gentry ought to be excluded from the Board's selection to avoid the appearance of impropriety.

Chairman Green recommended placing a cap on the allowed real estate commission. He suggested Mr. Delavan speak to Buildings & Grounds Director Shawn Riley because he had experience with similar projects. He advocated that Mr. Delavan, Airport Advisory Board Chair Jim Thorpe, Vice Chair John Adams, and each Commissioner submit two qualified commercial realtors; if no consensus was reached then a name would be drawn out of the submitted names. Commissioner Stewart suggested requesting proposals from two or three approved choices. Chairman Green said he would review the strategy with Civil Deputy Prosecuting Attorney R. David Ferguson.

Chairman Green said he would schedule a meeting to draw names.

**Hangar Lease Agreement**

Chairman Green said a representative from Mountain West Bank had called him with a question he could not answer. He explained that he had forwarded the question to Mr. Ferguson, and he asked if Mr. Delavan received Mr. Ferguson's response.

Mr. Delavan explained that the answer provided did not resolve the issue because Mountain West Bank did not ask what they truly intended. He clarified that the Bank was not requesting the County subordinate a lease. Mr. Delavan said he would respond to Mountain West Bank.

- E. Public Comment:** This section is reserved for citizens wishing to address the Board regarding a County related issue. Idaho Law prohibits Board action on items brought under this section except in an emergency circumstance. Comments related to future public hearings should be held for that public hearing. There were no public comments.

Chairman Green adjourned the meeting at 9:55 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

DANIEL H. GREEN, CHAIRMAN

BY: \_\_\_\_\_  
Alicia Lynch, Deputy Clerk

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