



**AIRPORT ADVISORY BOARD
MINUTES OF SPECIAL MEETING**
February 22, 2023 - 5:00 p.m.
10375 Sensor Avenue- Airport Manager's Office
Coeur d'Alene Airport, Hayden, Idaho

1. **CALL TO ORDER & ROLL CALL** - both were performed by Chairperson, Brian Cleary at 5:00PM and a quorum of voting members was confirmed.

Brian Cleary, Chair	Present
Steve Anderson, Vice Chairman	Present
Chris Nordstrom, Member	Present
Eric Moos, Member	Present
Mike Henkoski, Member	Present
Brett Boyer, Member	Present
Tim Komberec, Member	Present
Frank O'Connell, Alternate	Present
Joan Genter, Alternate	Present

Officials & Staff Present – BOCC Commr. B. Mattare, AP Dir. P. Cummings, Staff K. Stevenson. J. Gillham.

2. **PLEDGE OF ALLEGIANCE** – all rose for the Pledges of Allegiance.
3. **CALL FOR CONFLICTS OF INTEREST** – no conflicts declared.
4. **CHANGES TO THE AGENDA (Action)** - no changes to the agenda. Motion to approve agenda without changes was made and seconded. The motion carried.
5. **STAFF REPORTS/UPDATES** -
- a. Airport manager/personnel changes – announcement of BOCC acceptance of Airport Director resignation and introduction of Phil Cummings as Interim Airport Director.
 - b. Feasibility & timing of airport orientation tour for new AB members - Phil Cummings advises organization of tour for the AB would be challenging due to open meeting law considerations and recommended small group tours for members not familiar with airport and operations.
6. **BUSINESS** -
- a. Identify & prioritize airport functions for AB evaluation and potential recommendations to the BOCC.
Chairman Cleary distributed poll with preliminary list of subject items for AB to review, supplement, and rank in priority for AB consideration, which included (i) review of leasing application process & criteria, (ii) complaints management & resolution system, (iii) communication with airport stakeholders, (iv) access to airport facility & hangers, (v) aviation safety - AWOS system, (vi) landing fee impacts on airport uses

benefitting community, (vii) updates to AB Guidelines, and (viii) other processes affecting airport stakeholders. Additional items identified by AB in discussion were (ix) adding limited FBO provision to the airport minimum rules & standards and (x) runway decoupling considerations). Results of polling will be discussed as subsequent AB meeting.

7. **SCHEDULE A FUTURE SPECIAL MEETING OF THE AIRPORT BOARD, IF NECESSARY (Action)** - AB consensus was that no special meeting is needed before the next scheduled regular meeting on March 8.
8. **PUBLIC COMMENT** - several members of the public commented expressing concerns on the runway decoupling project and the assurance bonds of the FAA.
9. **ADJOURNMENT (Action)** - a motion to adjourn was made, seconded, and carried.