

# Driggs Reed Memorial Airport Board

January 19, 2011

5:00pm

Driggs City Hall

**Members Present:** Tom Hunter (Presiding), Lou Christensen, Ash Alexander, Delwyn Jensen and Josh Wach.

**Others Present:** Jim Jackson, Ken Koster, Dan Deraps, Mark Rockefeller, Rachel Tiede, Trevis Allen, Lillian Bowen, Rich Sugden, Ned Thomas, Mayor Dan Powers and Kreslyn Schuehler.

## **APPROVAL OF MINUTES**

The minutes from December 15, 2010 were reviewed.

**Ash Alexander made a motion to approve the minutes from December 15, 2010. Lou Christensen seconded the motion. The motion passed with all in favor.**

## **TREASURER'S REPORT**

Amy Smith presented the Board with information regarding the budget prior to the meeting. Lou reviewed the report with the Board Members.

**Lou Christensen made a motion to pay the accounts payable as listed in the summary. Ash Alexander seconded the motion. The motion passed with all in favor.**

## **OLD BUSINESS**

### **Master Plan Contract**

Lillian Bowen explained the reasons why an independent estimate was needed as per FAA regulations. She asked for approval of the contract so that the process could move forward.

Ms. Bowen explained that in the master plan process, a financial review would be made. One of the functions of this review was to determine what funds were being collected, what was being paid out and what the needs of the airport were. She stated that the Through the Fence Agreement fee was for maintenance of the airport and that the additional \$300 maintenance fee for those on airport property was for the additional maintenance of the public taxiways. Those on the airport did not have a choice as to who could remove snow and received that service up to their hanger doors. She stated the FAA has stated this was fair and equitable.

Ms. Bowen stated that the Master Plan would review the fees and if a change should occur, it would be based on square footage. The Planning Committee would review this and make any suggestions to the Airport Board and then the City Council. Ms. Bowen asked that Ash Alexander be on the committee and explained the others that would be involved.

**Lou Christensen made a motion to approve the contract with HDR and The Right Approach Team for the Master Plan. Delwyn Jensen seconded the motion. The motion passed with all in favor.**

**Lou Christensen made a motion to approve the application to the FAA for doing the Master Plan contract. Delwyn Jensen seconded the motion. The motion passed with all in favor.**

Ken Koster questioned the reasoning for the \$300 maintenance fee. Ms. Bowen explained that for those on airport property, the \$300 fee was for snow removal to the hangers.

Mark Rockefeller questioned if there should be consideration for the lease of the land. Tom responded stating that it was a public taxiway and the fee was not negotiable.

Lou questioned if the Board should look into the option of purchasing a wider mower to help speed up the mowing process. It was determined this should be researched further.

Ash questioned the status of the grass landing strip. Tom stated that at this time, there was no action needed from the Board.

**Delwyn Jensen moved to adjourn the meeting. Josh Wach seconded the motion and the meeting was adjourned at 5:41pm.**