

# Driggs Reed Memorial Airport Board

July 18, 2012

5:00pm

Driggs City Hall

**Members Present:** Lou Christensen (Presiding), Tom Hunter, Delwyn Jensen, Charles Jones, and Jim Jackson.

## **APPROVAL OF MINUTES**

The minutes from June 20, 2012 were reviewed.

**Jim Jackson made a motion to approve the minutes from June 20, 2012. Charles Jones seconded the motion. The motion passed with all in favor.**

## **TREASURER'S REPORT**

Carol Lenz, City Financial Officer, reviewed the account balances and the invoices received.

**Delwyn Jensen made a motion to accept and pay all invoices as presented in the Treasurer's Report. Charles Jones seconded the motion. The motion passed with all in favor.**

## **OLD BUSINESS**

### **1000 North Relocation Project Update**

Lillian Bowen spoke to the Board. She stated the FAA agreed to pay the additional funds with the State contributing 2% for the 1000 North Project. She explained the process and stated the fence would be completed in the beginning to keep the cattle in on the adjacent property. A pre-construction meeting was being held at the airport on the 19<sup>th</sup> of July at 1:00pm, with the start of construction estimated for the 25<sup>th</sup> or 30<sup>th</sup> of July.

Ms. Bowen stated she had discussed the Master Plan with the FAA. They would like to have the OFA and show the purchases at the north end of the runway with the shift removed. They would also like to see the OFA moved up on the list of purchases. Because of this, Ms. Bowen will have to work on the CIP (Capital Improvement Plan) and will have a revision for the Board to review in August.

### **Noise Abatement Committee Update**

Charles Jones reported on the activities of the Noise Abatement Committee. He presented a new noise abatement procedure card and stated the design would be published soon and available at the FBO within a few weeks. He explained the proposed signs and placement of each, a total of 9 signs, explaining the noise abatement procedures.

**Charles Jones made a motion to approve the expense for the Noise Abatement Committee. Delwyn Jensen seconded the motion. The motion passed with all in favor.**

## **NEW BUSINESS**

### **Ken Dunn-Discussion of Commercial Storage in Hangar**

Ken Dunn was not present to discuss.

### **5-Year Renewal Request for TTF Agreement for Lot L-3, Jere Waugaman**

**Charles Jones made a motion to approve the renewal. Jim Jackson seconded the motion. The motion passed with all in favor.**

### **Budget for FY 2012-2013**

Carol Lenz presented the proposed budget. She reminded the Board that they would have to do an amendment to the current budget for the 1000 North Project funds.

The Board discussed weed control and how to increase maintenance fees to cover that cost with an increase of no more than 5%. The Board agreed to increase the maintenance fee to \$315 on ground leases only.

Ms. Lenz stated she would email the changes to the Board and explained that the Council would review the budget at their next meeting.

Ash Alexander resigned from the Airport Board for personal reasons. Lou Christensen stated he submitted two names to the Mayor and Council for new members; Chris Schuehler and Roy Davis. Mr. Jones recommended Monte Woolstenhulme as well. Mr. Christensen stated that Mr. Woolstenhulme has been asked to be on the Board in the past and had rejected the opportunity.

## **MOTION TO ADJOURN**

**Tom Hunter made a motion to adjourn the meeting. Charles Jones seconded the motion and the meeting was adjourned at 6:25pm.**