Joslin Field,
Magic Valley
Regional Airport

# Magic Valley Airport Advisory Board
# Agenda

Tuesday, October 3, 2017, 11:00 AM

**Members:** Mike March, Abbie Mashaal, Bonnie Deitrick, Brady Workman, Steve Kolar, Steve Irwin, Chris Talkington, Don Hall

1) Confirmation of Quorum/Call Meeting to Order

2) Consideration of Amendments to the Agenda

3) Approval of Minutes

   a) Approval of September 5, 2017 minutes

4) General Public Input

5) Items of Consideration

   a) Presentation of a commemorative plaque to Mark Cutler for service on the Airport Board.
   Purpose: Presentation By: Mike March

   b) Welcome to new County appointed Board Member Steve Irwin.
   Purpose: Informational By: Mike March

   c) Consideration of a request by Mark Doerr, Precision Aviation, for a two year extension to the ground lease for Bock 11, Lot 5.
   Purpose: Action By: William Carberry

   d) Airport acceptance of a grant from the Seagraves Family Foundation for new toddler furniture/play items in the amount of $3,971.00
   Purpose: Informational By: William Carberry

6) Status Report

   a) Update on FAA projects and Capital Improvement Planning.
   Purpose: Discussion By: Kent Atkin, William Carberry

7) General Input/Announcements - Public/Staff

8) Upcoming Meeting(s)

   a) Discussion on moving the November meeting to the second Tuesday, November 14th, due to Airport Manager out of office on November 7th.

b) December Board Meeting is scheduled for Thursday, December 7th at 4:30pm, prior to the annual tenant dinner and meeting in the Happy Landing at 6:00 pm.

9) <u>Adjournment</u>

Any person(s) needing special accommodations to participate in the above-noticed meeting could contact Leila Sanchez (208) 735-7287 at least two working days before the meeting. Si desea esta información en español, llame Leila Sanchez (208) 735-7287.

## Public Input Procedures

1. Individuals wishing to provide public input regarding matters relevant to the City of Twin Falls shall
   - wait to be recognized by the Mayor or Chairman
   - approach the microphone/podium
   - state their name and address, and whether they are a resident or property owner in the City of Twin Falls, and proceed with their input.
2. The Mayor or Chairman may limit input to no less than two (2) minutes. Individuals are not permitted to give their time to other speakers.

## Public Hearing Procedures for Zoning Requests

1. Prior to opening the first Public Hearing of the session, the Mayor or Chairman shall review the public hearing procedures.
2. Individuals wishing to testify or speak before the City Council or Planning and Zoning shall wait to be recognized by the Mayor or Chairman, approach the microphone/podium, state their name and address, then proceed with their comments. Following their statements, they shall write their name and address on the record sheet(s) provided by the staff. The staff shall make an audio recording of the Public Hearing.
3. The Applicant, or the spokesperson for the Applicant, will make a presentation on the application/request (request). No changes to the request may be made by the applicant after the publication of the Notice of Public Hearing. The presentation should include the following:
   - A complete explanation and description of the request.
   - Why the request is being made.
   - Location of the Property.
   - Impacts on the surrounding properties and efforts to mitigate those impacts.
4. Applicant is limited to 15 minutes, unless a written request for additional time is received, at least 72 hours prior to the hearing, and granted by the Mayor or Chairman.
5. A City Staff Report shall summarize the application and history of the request.
6. The City Council or Planning & Zoning Commission may ask questions of staff or the applicant pertaining to the request.
7. The general public will then be given the opportunity to provide their testimony regarding the request. The Mayor or Chairman may limit public testimony to no less than two (2) minutes per person.
   - Five or more individuals, having received personal public notice of the application under consideration, may select by written petition, a spokesperson. The written petition must be received at least 72 hours prior to the hearing and must be granted by the Mayor or Chairman. The spokesperson shall be limited to 15 minutes.
   - Written comments, including e-mail, shall be either read into the record or displayed to the public on the overhead projector.
   - Following the Public Testimony, the applicant is permitted five (5) minutes to respond to Public Testimony.
8. Following the Public Testimony and Applicant's response, the hearing shall continue. The City Councilor Planning & Zoning Commission, as recognized by the Mayor or Chairman, shall be allowed to question the Applicant, Staff or anyone who has testified. The Mayor or Chairman may again establish time limits.
9. The Mayor or Chairman shall close the Public Hearing. The City Council or Planning and Zoning Commission shall deliberate on the request. Deliberations and decisions shall be based upon the information and testimony provided during the Public Hearing. Once the Public Hearing is closed, additional testimony from the staff, applicant or public is not allowed. Legal or procedural questions may be directed to the City Attorney.

* Any person not conforming to the above rules may be prohibited from speaking. Persons refusing to comply with such prohibitions may be asked to leave the hearing and, thereafter removed from the room by order of the Mayor or Chairman.

## Magic Valley Airport Advisory Board
## Minutes

Tuesday, September 5, 2017, 11:00 AM

Joslin Room
492 Airport Loop
Twin Falls, ID 83301

**Members:** Mike March, Abbie Mashaal, Bonnie Deitrick, Brady Workman, Steve Kolar, Mark Cutler, Chris Talkington, Don Hall

1) **Confirmation of Quorum/Call Meeting to Order**
Quorum was present

| | |
|---|---|
| Present: | Mike March, Bonnie Deitrick, Brady Workman, Steve Kolar, Mark Cutler, Don Hall, Chris Talkington |
| Absent: | Abbie Mashaal |
| Staff Present: | Bill Carberry, Donna Newbry |

2) **Consideration of Amendments to the Agenda**
Date for September meeting in the minutes for August needed to be updated to September 5, 2017.

3) **Approval of Minutes**

   a) Approval of minutes for 06/06/2017 meeting
   **MOTION:** Bonnie Deitrick moved to accept minutes. Brady Workman seconded the motion. Roll call vote showed all members present voted. Approved 5 to 0.

   b) Approval of 08/01/2017 Airport Advisory Board Minutes
   **MOTION:** Mark Cutler moved to accept August minutes once the date had been corrected for the upcoming meeting in September. Steve Kolar seconded the motion. Roll call vote showed all members present voted. Approved 5 to 0.

4) **General Public Input**
None at this time

5) **Items of Consideration**

   a) Consideration of a one year extension of the lease term for Precision Aviation's aircraft parking area, Lot 5 Block 11.
   **MOTION:** Mike March moved to table a one year extension of the lease term for Precision Aviation's Aircraft Parking area, Lot 5 Block 11 until next months meeting. Brady Workman seconded the motion. Roll call vote showed all members present voted. Approved 5 to 0.

b) Consideration of annual election for Board Chairman and Vice-Chairman
**MOTION:** Brady Workman moved to nominate Mike March as Board Chairman. Mark Cutler seconded the motion. Roll call vote showed all members present voted. Approved 5 to 0.
**MOTION:** Bonnie Deitrick moved to nominate Steve Kolar as Vice Chair. Mark Cutler seconded the motion. Roll call vote showed all members present voted. Approved 5 to 0.

**6) Status Report**

a) Update on FAA Projects and Funding
Discussion ensued on the following: AIP 39 3.4 Million in funding and AIP 40 1.2 Million in funding

b) Update on process for filling County Board seat opening
Discussion ensued on the following:
We had many wonderful applicants but the one who stood out was Steve Irwin. He has been attending the Advisory Board meetings for the past year. The County Commissioners will consider his appointment in September.

**7) General Input/Announcements - Public/Staff**
Discussion ensued on the following:
TSA is implementing a new procedure which could cause a short delay in the screening process.

**8) Upcoming Meeting(s)**
The next Airport Advisory Board meeting will be on October 3, 2017.

**9) Adjournment**
**MOTION:** Mike March moved to adjourn the meeting at 11:44 AM. Brady Workman seconded the motion. Roll call vote showed all members present voted. Approved 5 to 0.

________________________________________
Donna Newbry, Administrative Assistant

Joslin Field, Magic Valley Regional Airport

**Date:** Tuesday, October 3, 2017

**To:** Airport Advisory Board

**From:** William Carberry

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**Request:**

Presentation of a commemorative plaque to Mark Cutler for service on the Airport Board.

**Time Estimate:**

**Background:**

**Approval Process:**

**Budget Impact:**

**Regulatory Impact:**

**History:**

N/A

**Analysis:**

N/A

**Conclusion:**

**Attachments:**

None

**Date:** Tuesday, October 3, 2017

**To:** Airport Advisory Board

**From:** William Carberry

**Request:**

Welcome to new County appointed Board Member Steve Irwin.

**Time Estimate:**

**Background:**

**Approval Process:**

**Budget Impact:**

**Regulatory Impact:**

**History:**

N/A

**Analysis:**

N/A

**Conclusion:**

**Attachments:**

None

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**Date:** Tuesday, October 3, 2017

**To:** Airport Advisory Board

**From:** William Carberry

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**Request:**

Consideration of a request by Mark Doerr, Precision Aviation, for a two year extension to the ground lease for Bock 11, Lot 5.

**Time Estimate:**

**Background:**

**Approval Process:**

**Budget Impact:**

**Regulatory Impact:**

**History:**

N/A

**Analysis:**

N/A

**Conclusion:**

**Attachments:**

None

Joslin Field, Magic Valley Regional Airport

**Date:** Tuesday, October 3, 2017

**To:** Airport Advisory Board

**From:** William Carberry

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**Request:**

Airport acceptance of a grant from the Seagraves Family Foundation for new toddler furniture/play items in the amount of $3,971.00

**Time Estimate:**

**Background:**

**Approval Process:**

**Budget Impact:**

**Regulatory Impact:**

**History:**

N/A

**Analysis:**

N/A

**Conclusion:**

**Attachments:**

None