

**SUN VALLEY AIR SERVICE BOARD
MEETING MINUTES
September 23, 2020 at 2:00 PM
Ketchum City Hall**

Present: Neil Bradshaw – Mayor, City of Ketchum
Peter Hendricks – Mayor, City of Sun Valley
Martha Burke – Mayor, City of Hailey (via Teleconference)
Jacob Greenberg – Commissioner, Blaine County (via Teleconference)

Absent: None

Staff: Walt Femling – City Administrator, City of Sun Valley
Heather Dawson – City Administrator, City of Hailey (via Teleconference)
Jade Riley – City Administrator, City of Ketchum
Grant Gager – Treasurer, City of Ketchum
Matthew Johnson – Attorney

CALL TO ORDER

Mayor Hendricks called the meeting to order at 2:00 pm.

PUBLIC COMMENT

None.

REMARKS FROM THE CHAIR

None.

REMARKS FROM THE BOARD

None.

CONSENT AGENDA

1. **Approval of Air Service Board Minutes of July 29, 2020 (Action Item);**
2. **Receive and File Financials: 1% Local Option Tax Report – June and July, 2020 (Action Item);**

Motion to approve the consent agenda

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Mayor Bradshaw
SECONDER:	Mayor Burke
AYES:	Bradshaw, Burke, Hendricks

ACTION/DISCUSSION

3. **Authorization for Payment of Bills on-hand through September 18, 2020 (Action Item);**

Chair Hendricks introduced the item and opened the board's deliberation.

Motion to approve the payment of the bills on-hand.

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Mayor Bradshaw
SECONDER:	Mayor Burke
AYES:	Bradshaw, Burke, Hendricks

4. Action regarding renewal of insurance coverage with ICRMP for the Insurance Policy Year October 1, 2020 – September 30, 2021 (Action Item);

Chair Hendricks introduced the item and opened the board's deliberation.

Motion to approve the renewal of the insurance coverage.

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Mayor Bradshaw
SECONDER:	Mayor Burke
AYES:	Bradshaw, Burke, Hendricks

EXECUTIVE SESSION

5. Executive session pursuant to Idaho Code 74-206(1)(d)

Motion to enter executive session pursuant to Idaho Code 74-206(1)(d).

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Mayor Burke
SECONDER:	Mayor Bradshaw
AYES:	Bradshaw, Burke, Hendricks

Executive session ended at 2:20 pm.

ACTION/DISCUSSION

6. Report from Fly Sun Valley Alliance and Sun Valley Marketing Alliance (No Documents) (Action Item);

Chair Hendricks introduced the item. Carol Waller, Executive Director of the Fly Sun Valley Alliance gave an update. Carol reviewed the year to date flight performance and noted impacts from the COVID outbreak. Carol discussed the reduced flight capacity to the direct markets as well as the reduced load factor for the flights that did fly. Carol discussed winter schedules, on-going FSVA efforts for fiscal year 2021 (FY 21), as well as the national tourism and airline industry outlooks for the coming year. Carol discussed the reliability improvements that SkyWest is looking to adopt and FSVA's support for those initiatives.

Carol introduced the FSVA's proposed FY 21 budget and provided detail on the expense line items and partial use (\$500,000) of FSVA's \$2.6 million of reserves to accomplish the goals for FY 21.

Chair Hendricks asked for questions from the Board. Mayor Burke had none. Commissioner Greenberg noted his support for the FSVA initiatives and the reliability improvements at the airport. Secretary

Bradshaw expressed his support for the programs and discussed the importance of supporting the local economy through the winter.

The Chair asked Scott Fortner for his insights. Scott expressed support for the reliability improvements and discussed the importance of airline partnerships to meet long-term goals. Scott deferred his presentation until the next meeting.

The Chair closed discussion of the item.

7. Discussion and adoption of Contract Exhibit B – Adopted Budget and Payment Percentages of budgeted contract expense for Sun Valley Marketing Alliance for FY 2021 (Action Item)

Chair Hendricks introduced the item and opened the board's deliberation. Secretary Bradshaw requested a clarification and the Chair provided direction to the board on the current item.

Motion to approve the Sun Valley Marketing Alliance Contract Exhibit B.

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Mayor Bradshaw
SECONDER:	Mayor Burke
AYES:	Bradshaw, Burke, Hendricks

8. Discussion of contract amendments for Fly Sun Valley Alliance, with adoption of amended Contract and approval of Contract Exhibit A – Scope of Services and Contract Exhibit B – Adopted Budget and Payment Percentages of budgeted contract expense for Fly Sun Valley Alliance for FY 2021 (Action Item)

Chair Hendricks introduced the item and offered that the item should be tabled until the contract addendum is developed.

ADJOURNMENT

Motion to adjourn.

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Mayor Bradshaw
SECONDER:	Mayor Burke
AYES:	Bradshaw, Burke, Hendricks

Meeting adjourned at 2:47 pm.



Neil Bradshaw, Secretary/Treasurer



Peter Hendricks, Chair