

**SUN VALLEY AIR SERVICE BOARD  
MEETING MINUTES  
March 17, 2021 at 2:00 PM**

**Present:** Neil Bradshaw - Mayor, City of Ketchum (attended virtually)  
Peter M. Hendricks – Mayor, City of Sun Valley  
Martha Burke – Mayor, City of Hailey (attended virtually)  
Jacob Greenberg, Blaine County Commissioner (attended virtually)

**Absent:** None

**Staff:** Jade Riley – City Administrator, City of Ketchum (attended virtually)  
Shellie Rubel – Interim City Treasurer, City of Ketchum (attended virtually)

**CALL TO ORDER**

Mayor Bradshaw called the meeting to order at 2:04 PM.

**PUBLIC COMMENT**

None.

**REMARKS FROM THE CHAIR**

None.

**REMARKS FROM THE BOARD**

None.

**CONSENT AGENDA**

1. Approval of Air Service Board Minutes of January 27, 2021
2. Receive and File Financials:
  - a. 1% Local Option Tax Report – December 2020 and January 2021

**Motion to approve the consent agenda, *in toto*.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Peter Hendricks, Mayor of Sun Valley
<b>SECONDER:</b>	Martha Burke, Mayor of Hailey
<b>AYES:</b>	Bradshaw, Burke, Hendricks

**ACTION/DISCUSSION/PRESENTATION**

3. Authorization of payment of bills on-hand through March 12, 2021

**Motion to approve the bills on-hand through March 12, 2021.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Martha Burke, Mayor of Hailey
<b>SECONDER:</b>	Peter Hendricks, Mayor of Sun Valley
<b>AYES:</b>	Bradshaw, Burke, Hendricks

**4. Discussion on fund balance protocol and procedures including the appropriate level of reserves**

Mayor Bradshaw explained that this agenda item is to discuss how to deal with any excess funds and what is the level we need to maintain in our reserves. He asked to hear from Carol Waller and Scott Fortner on why they would need the excess funds now instead of putting it in reserves. Waller suggested that when we get an audit report, we ask the two entities what their needs are. She believes that the balance this year should go to marketing. Fortner offered that things are moving fast, and it would be useful to be able to take advantage of said monies quickly and not have to come back to the board.

Blaine County Commissioner Greenberg commented that he doesn't believe it's correct that we need \$200k in reserves as our auditor recommended at the last meeting. Mayor Hendricks thinks we need clarification and Mayor Bradshaw agreed. Mayor Burke questioned why we should wait to distribute the excess funds. Each entity disclosed their respective reserves and then Mayor Bradshaw asked that they come back next month to discuss what the amount should be and to work on their "whys."

**5. Discussion and possible approval of FSVA FY21 Contract Addendum MOU**

Carol Waller explained that this addendum is for FY21 only and explained why it was necessary.

**Motion to approve the FSVA FY21 Contract Addendum MOU.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Martha Burke, Mayor of Hailey
<b>SECONDER:</b>	Peter Hendricks, Mayor of Sun Valley
<b>AYES:</b>	Bradshaw, Burke, Hendricks

**ADJOURNMENT**

**Motion to adjourn.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Martha Burke, Mayor of Hailey
<b>SECONDER:</b>	Peter Hendricks, Mayor of Sun Valley
<b>AYES:</b>	Bradshaw, Burke, Hendricks

Meeting adjourned at 2:49 PM.



Peter M. Hendricks, Secretary/Treasurer



Neil Bradshaw, Chair