

AGENDA
SUN VALLEY AIR SERVICE BOARD MEETING
HAILEY CITY HALL
115 S. MAIN STREET SOUTH, HAILEY, IDAHO
WEDNESDAY, DECEMBER 18, 2024 - 2:00 PM

JOIN MEETING VIRTUALLY

From your computer, tablet or smartphone: <https://meet.goto.com/CityofHaileyPZ>

Via One-touch dial in by phone: [tel:+15713173122,,506287589#](tel:+15713173122,506287589)

Dial in by phone: United States: +1 (571) 317-3122 Access Code: 506-287-589

ROLL CALL

PUBLIC COMMENT

REMARKS FROM THE CHAIR

REMARKS FROM THE BOARD

CONSENT AGENDA (action item). *All items listed under the Consent Agenda will be approved in one motion without discussion unless any Board Member requests that the item be removed for individual discussion and possible action.*

1. Approval of the Sun Valley Air Service Board Meeting Minutes from September 18, 2024
2. Receive and File Financials:
 - a. 0.5% Local Option Tax Report: August – October 2024 Months of Service

ACTIONS/DISCUSSIONS/PRESENTATIONS

3. Approval of bills paid and/or to be paid through December 17, 2024 (action item)
4. Discussion and possible approval of the Service Plan & Funding Agreement for the Year Ending September 30, 2025, between the Sun Valley Air Service Board and the Mountain Rides Transportation Authority (action item)
5. Discussion and possible approval of Resolution 2024-02 Setting the Meeting Dates for 2025 (action item)
6. Update from Fly Sun Valley Alliance
7. Update from Sun Valley Tourism Alliance dba Visit Sun Valley and request for funds in the amount of \$1,200,000 (action item)

ADJOURNMENT

Please Note: The agenda is subject to revisions. Any person in need of assistance to attend or participate should contact Sun Valley City Hall prior to the meeting. Air Service Board Packets are online at www.haileycityhall.org; www.sunvalleyidaho.gov; and www.ketchumidaho.org.

**SUN VALLEY AIR SERVICE BOARD
MEETING MINUTES
September 18th, 2024 at 2:00 PM
Sun Valley City Hall**

CALL TO ORDER

Mayor Bradshaw called the meeting to order at 2:06 PM

Present: Neil Bradshaw – Mayor, City of Ketchum
Peter M. Hendricks – Mayor, City of Sun Valley
Martha Burke – Mayor, City of Hailey
Muffy Davis – Blaine County Commissioner (via zoom)

Absent: None.

Staff: Jim Keating – City Administrator, City of Sun Valley
Lisa Horowitz– City Administrator, City of Hailey

PUBLIC COMMENT

None.

REMARKS FROM THE CHAIR

None.

REMARKS FROM THE BOARD

None.

CONSENT AGENDA

1. **Approval of the Sun Valley Air Service Board Meeting Minutes from July 17, 2024**
2. **Receive and File Financials:**
 - a. 0.5% Local Option Tax Report: May - July 2024 Months of Service

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

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

ACTION/DISCUSSION/PRESENTATIONS

3. **Approval of bills paid and/or to be paid through September 13, 2024**

Motion to approve payment of bills on-hand through September 13, 2024.

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

4. **Discussion and possible adoption of FY25 Budget.**

Motion to approve the FY2025 Budget Amendment.

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

5. **Fly Sun Valley Alliance air service update.**

Executive Director Carol Waller gave a brief update. November through April is showing an 11% increase in flights mostly due to Delta running SLC three times a day for the entire winter season.

6. **Update from Sun Valley Tourism Alliance dba Visit Sun Valley.**

Executive Director Ray Gadd gave a brief update. He was pleased with how summer turned out. Advertising was focused on events as opposed to an awareness attraction during the three-month window. It is too early to predict winter; however, February looks positive. It's up 4% making it the strongest winter month out of the season.

ADJOURNMENT

Motion to adjourn.

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

Meeting adjourned at 2:22 PM.

Neil Bradshaw, Chair

Peter M. Hendricks, Secretary/Treasurer

MOS LOT Generated	LOT Received	.5% LOT Contribution				Expenses		
		Sun Valley	Ketchum	Hailey	TOTAL	Communities Direct Costs	SVASB Administrative Fees	Funds for Contracts
Oct-23	Dec-23	27,346.97	92,842.75	5,131.32	125,321.04	(7,724.11)	(450.00)	117,146.93
Nov-23	Jan-24	19,624.79	92,342.77	2,982.29	114,949.85	(6,368.81)	(450.00)	108,131.04
Dec-23	Feb-24	65,327.47	187,387.89	5,747.30	258,462.66	(6,504.30)	(450.00)	251,508.36
Jan-24	Mar-24	42,173.18	99,402.91	7,778.77	149,354.86	(6,603.84)	(450.00)	142,301.02
Feb-24	Apr-24	49,172.59	151,222.61	6,299.38	206,694.58	(6,531.35)	(450.00)	199,713.23
Mar-24	May-24	55,794.85	182,570.39	8,630.27	246,995.51	(6,645.56)	(450.00)	239,899.95
Apr-24	Jun-24	23,055.68	69,865.54	3,732.11	96,653.33	(6,166.66)	-	90,486.67
May-24	Jul-24	23,096.07	98,487.35	3,771.37	125,354.79	(6,169.40)	-	119,185.39
Jun-24	Aug-24	63,935.45	124,253.97	7,927.87	196,117.29	(7,189.86)	-	188,927.43
Jul-24	Sep-24	78,286.19	163,000.32	13,675.53	254,962.04	(7,758.50)	-	247,203.54
Aug-24	Oct-24	64,749.84	145,703.48	11,773.34	222,226.66	(7,394.57)	-	214,832.09
Sep-24	Nov-24	-	-	-	-	-	-	-
Total		512,563.08	1,407,079.97	77,449.55	1,997,092.61	(75,056.96)	(2,700.00)	1,919,335.65

		Fly SV Alliance						SVMA			
FY2024		Budget Remaining	800,602	753,744	94%		FY2024	Budget Remaining	1,200,904	-250,000	-21%
MOS LOT Generated	LOT Received	Funds for Contracts	% of Available Funds Owed	Funds for Contract	Invoiced Amount	Paid	Check	% of Available Funds Owed	Funds for Contract	Invoiced Amount	Paid
Oct-23	Dec-23	117,146.93	40%	46,858.77	46,858.77	46,858.77	1191	60%	70,288.16	1,450,904.00	1,450,904.00
Nov-23	Jan-24	108,131.04	40%	43,252.41				60%	64,878.62		
Dec-23	Feb-24	251,508.36	40%	100,603.34				60%	150,905.02		
Jan-24	Mar-24	142,301.02	40%	56,920.41				60%	85,380.61		
Feb-24	Apr-24	199,713.23	40%	79,885.29				60%	119,827.94		
Mar-24	May-24	239,899.95	40%	95,959.98				60%	143,939.97		
Apr-24	Jun-24	90,486.67	40%	36,194.67				60%	54,292.00		
May-24	Jul-24	119,185.39	40%	47,674.16				60%	71,511.23		
Jun-24	Aug-24	188,927.43	40%	75,570.97				60%	113,356.46		
Jul-24	Sep-24	247,203.54	40%	98,881.42				60%	148,322.12		
Aug-24	Oct-24	214,832.09	40%	85,932.84				60%	128,899.25		
Sep-24	Nov-24	0.00	40%	-				60%	-		
Total				767,734.26	46,858.77				1,151,601.39	1,450,904.00	299,302.61

Cash Flow Statement			
US BANK #0186	1,016,144.26	cash balance	5/31/2024
	-	SVMA	fully paid for year
	-	Fly Sv Alliance	holding payment per Board
	-		
	22,594.57	Sun Valley Revenue	Statement received, payment pending
	3,549.24	Hailey Revenue	Statement received, payment pending
	64,342.86	Ketchum Revenue	Statement received, payment pending
	-		
	-	LGIP TRANSFER	
	1,106,630.93	ending cash balance	
LGIP #3358	2,451,181.97	LGIP Investment Balance	as of May 2024

**SUN VALLEY AIR SERVICE BOARD
BILLS PAID AND/OR TO BE PAID**

Through: December 17, 2024

Vendor	Date	Invoice #	Description	Amount	To be paid	Paid
Sun Valley Tourism Alliance dba Visit Sun Valley	12/18/2024	1673	Air Service Board Contract - Add'l 0.5% LOT for FY 2025 Marketing	1,200,000.00	1,200,000.00	
Mountain Rides Transportation Authority	10/4/2024	46	Per Memorandum of Agreement dated 5/20/24 btwn. Mountain Rides and the Sun Valley Air Service Board	\$150,000.00		\$150,000.00
Mountain Rides Transportation Authority	11/5/2024	12627	FY2025 Sun Valley Air Service Board contribution	\$55,000.00	\$55,000.00	
Mountain Rides Transportation Authority	12/6/2024	49	Per Memorandum of Agreement dated 5/20/24 btwn. Mountain Rides and the Sun Valley Air Service Board	150,000.00	150,000.00	
ICRMP	9/1/2024	15014-2025-1	10/1/2024 - 9/30/2025 Policy Year Annual Premium	\$2,374.00	\$2,374.00	
			Invoice Totals:		\$ 1,555,000.00	\$ 150,000.00

Sun Valley Tourism Alliance dba Visit Sun Valley
 PO Box 4934
 Ketchum, ID 83340 US
 208-725-2104
 jessica@visitsunvalley.com
 www.visitsunvalley.com

Invoice



BILL TO
Air Service Board PO Box 3801 Ketchum, ID 83340

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
1673	12/18/2024	\$1,200,000.00	01/02/2025	Net 15	

ACTIVITY	QTY	RATE	AMOUNT
Air Service Board Air Service Board Contract - Add'l 0.5% LOT for Direct Air Service Marketing Fiscal Year 2025	1	1,200,000.00	1,200,000.00

75% of Fiscal Year 2025 Contract

BALANCE DUE

\$1,200,000.00

Mountain Rides Transportation A.

PO Box 3091

Ketchum, ID 83340

Invoice

Date	Invoice #
10/4/2024	46

Bill To
Sun Valley Air Service Board

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	Per Memorandum of Agreement, dated May 20, 2024	150,000.00	150,000.00
Thank you for your support of Mountain Rides!		Total	\$150,000.00



Mountain Rides Transportation Authority

P.O. Box 3091
Ketchum, ID 83340

Invoice

Date	Invoice #
11/5/2024	12627

Bill To
Sun Valley Air Service Board

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	FY2025 Sun Valley Air Service Board contribution; Total Contribution \$105,000 Payments due: \$55,000 - 11/24, & \$50,000 - 05/25.	55,000.00	55,000.00
Thank you for your support!		Total	\$55,000.00

Mountain Rides Transportation A.

PO Box 3091

Ketchum, ID 83340

Invoice

Date	Invoice #
12/6/2024	49

Bill To
Sun Valley Air Service Board

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	Per Memorandum of Agreement, dated May 20, 2024	150,000.00	150,000.00
Thank you for your support of Mountain Rides!		Total	\$150,000.00

Member Billing Contact:

Nancy Flannigan
 Sun Valley Air Service Board
 PO Box 416
 Sun Valley, ID 83353

Invoice Date: 9/1/2024
Invoice Number: 15014 - 2025 - 1
Policy Period: 10-1-24 to 9-30-25
Policy Number: 44A15014100124

Insurance Billing

DESCRIPTION
10/1/2024 - 9/30/2025 Policy Year Annual Premium: \$2,374.00 Minimum Due 10/15/2024: \$1,187.00 Balance Due 4/15/2025: \$1,187.00
For proper application, please do not combine other payments with your premium remittance.

Please Detach and Submit with Payment


Member:

Sun Valley Air Service Board
 PO Box 416
 Sun Valley, ID 83353

Make Checks Payable to:

ICRMP
 PO Box 15116
 Boise, ID 83715

Invoice Date:	9/1/2024
Invoice Number:	15014 - 2025 - 1
Due Date:	10/15/2024
Minimum Due:	\$1,187.00
Amount Paid:	

Write Amount Paid Here

Address Corrections? Please make changes on the back of this form and enclose with your payment.

Service Plan & Funding Agreement for the Year Ending September 30, 2025

Sun Valley Air Service Board (“SVASB”) and **Mountain Rides Transportation Authority** (MRTA) hereby agree to advance a partnership into and through the year ending September 30, 2025, with MRTA providing fixed-route bus service to and from Friedman Memorial Airport (SUN), as detailed in the Service Plan, below, and SVASB providing funding to underwrite that service, as set forth in the Funding Consideration, below.

Transportation Services: Service Plan

Mountain Rides agrees to provide Fixed-Route Bus Transportation Service to and from the SUN Bus Stop as follows:

A. Via MRTA’s Valley Route:

- Daily, year-round service.
- Direct service, without a passenger transfer from one bus to another, to and from SUN, from and to all northbound and southbound bus stops served by MRTA’s Valley Route.
- Approximate SUN Bus Stop times, daily:
 - Southbound at SUN: 11:35AM; 12:35PM; 10:35PM; 12:35AM.
 - Northbound at SUN: 1:15PM; 2:15PM; 10:45PM.

B. Via MRTA’s Hailey Route:


- Weekdays (Monday through Friday), year-round service.
- Direct service, without a passenger transfer from one bus to another, to and from SUN, from and to all northbound and southbound bus stops served by MRTA’s Hailey Route.
- Service, with a passenger transfer to/from MRTA’s Valley Route, to and from SUN, from and to all northbound and southbound bus stops served by MRTA’s Valley Route.
- Approximate SUN Bus Stop times, Monday through Friday:
 - Southbound at SUN: 8:35AM; 9:35AM; 10:35AM; 11:35AM; 12:35PM; 1:35PM; 2:35PM; 3:40PM.
 - Northbound at SUN: 8:08AM; 9:08AM; 10:08AM; 11:08AM; 12:08PM; 1:08PM; 2:08PM; 3:15PM.

Funding Consideration

In consideration of Mountain Rides’ providing the Transportation Services set forth above, SVASB agrees to pay Mountain Rides Transportation Authority the sum of \$105,000. Mountain Rides Transportation Authority agrees to submit an invoice at least thirty (30) days in advance of each payment due date and the Sun Valley Air Service Board agrees to make payments according to the following schedule: a \$55,000 payment due on the 30th day of November 2024, and a \$50,000 payment due on the 31st day of May 2025.

Agreed and Accepted:

Neil Bradshaw (date)
Chair
Sun Valley Air Service Board


Wallace E. Morgus (date)
Executive Director
Mountain Rides Transportation Authority

Oct 6, 2024

SUN VALLEY AIR SERVICE BOARD

RESOLUTION 2024-02

A RESOLUTION OF THE SUN VALLEY AIR SERVICE BOARD SETTING THE SUN VALLEY AIR SERVICE BOARD MEETING DATES FOR 2025

WHEREAS, the Bylaws for the Sun Valley Air Service Board provide that meetings of the Board will be held at such time and place as is established by the Board; and

WHEREAS, the Sun Valley Air Service Board wants to establish a regular meeting schedule for 2024.

NOW, THEREFORE, BE IT RESOLVED BY THE SUN VALLEY AIR SERVICE BOARD that the regular meeting schedule of the Sun Valley Air Service Board in 2024 shall be as follows:

January 15 TH at 2:00 PM	City of Ketchum, City Hall, 191 5 th Street West, Ketchum, ID
March 19 th at 2:00 PM	City of Sun Valley, City Hall, 81 Elkhorn Road, Sun Valley, ID
May 21 ST at 2:00 PM	City of Hailey, City Hall, 115 Main Street South, Hailey, ID
July 16 th at 2:00 PM	City of Ketchum, City Hall, 191 5 th Street West, Ketchum ID
September 17 th at 2:00 PM	City of Sun Valley, City Hall, 81 Elkhorn Road, Sun Valley, ID
December 17 th at 2:00 PM	City of Hailey, City Hall, 115 Main Street South, Hailey, ID

Regular Sun Valley Air Service Board meeting dates are subject to change due to availability of a quorum or other circumstances. Any change from the above adopted dates will be noticed in accordance with Idaho Code 74-204.

PASSED BY THE SUN VALLEY AIR SERVICE BOARD THIS _____ DAY OF DECEMBER 2024.

Neil Bradshaw, Chair

Peter M. Hendricks, Secretary