AGENDA
SPECIAL SUN VALLEY AIR SERVICE BOARD MEETING

SUN VALLEY CITY HALL
81 ELKHORN ROAD
SUN VALLEY, ID
December 3, 2014 - 2:00 P.M.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

REMARKS FROM THE CHAIR

REMARKS FROM THE BOARD

CONSENT AGENDA *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 Air Service Board Minutes of September 25, 2014;.....
2. Receive and File Financials:
   a. 1% Local Option Tax Report – August 2014; .....
   b. 1% Local Option Tax Report – September 2014;

PRESENTATIONS

3. Fly Sun Valley Alliance, Semi-Annual Report and request for allocation of excess year-end LOT funds, Carol Waller; .....
4. Sun Valley Marketing Alliance, Semi-Annual Report and request for allocation of excess year-end LOT funds, Arlene Schieven; .....

ACTION/DISCUSSION

5. Discussion and review of 1% Local Option Tax Actual Expenditures Report – January 2014 – September 2014; .....
6. Discussion and possible action regarding requests for allocation of excess year-end LOT funds; .....
7. Authorization of Payment of Bills on-hand through November 24, 2014;.....
8. Discussion and action regarding Resolution 2014-05 setting the Air Service Board Meeting Dates For 2015; .....
9. Review and direction regarding rotation of Sun Valley Air Service Board officers; .....

EXECUTIVE SESSION – Pursuant to Idaho Code 9-340D(1) and 9-340D(6) to discuss a matter that pertains to the expansion of business operations and trade secrets.

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 at 622-4438. Council Packets are online at www.sunvalley.govoffice.com*

SUN VALLEY AIR SERVICE BOARD

MEETING MINUTES

September 25, 2014

KETCHUM CITY HALL MEETING ROOM 2 P.M.

Present:	Dewayne Briscoe – Mayor, City of Sun Valley
	Nina Jonas – Mayor, City of Ketchum
	Larry Schoen – Blaine County Commissioner
Absent:	Fritz Haemmerle – Mayor, City of Hailey
Staff:	Sun Valley – Susan Robertson
	Ketchum – Suzanne Frick

CALL TO ORDER

2:01 P.M. Meeting called to order by Chairman Briscoe

ROLL CALL

Fritz Haemmerle is not in attendance today.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Carol Waller of Fly Sun Valley Alliance (FSVA).

PUBLIC COMMENT

None.

REMARKS FROM THE CHAIR

None.

REMARKS FROM THE BOARD

None.

CONSENT AGENDA

Jonas moves to approve the minutes of the August 27, 2014 Sun Valley Air Service Board Meeting, seconded by Briscoe. Roll call was taken with Jonas voting Aye and Briscoe voting Aye. Motion carried.

Jonas moves to receive and file the Additional 1% LOT Report for September 2014, seconded by Briscoe. Roll call was taken with Jonas voting Aye and Briscoe voting Aye. Motion carried.

ACTION/DISCUSSION

Discussion and action regarding Resolution 2014-02 "Adopting the First Amendment to the Bylaws for the Sun Valley Air Service Board"

Robertson provides the Board with a motion. There is discussion among the board. Jonas would like to see the original Board attend the meetings instead of having a voting member designate a proxy. There has always been a quorum at the meetings. The Board all agrees that it is important to have consistency in attendance.

There is a lack of a motion. Briscoe asks to address this again the first of next year

No action taken.

Discussion and action regarding Resolution 2014-03 "Adopting the first Amendment to the Contract for Services between the Sun Valley Air Service Board and Fly Sun Valley Alliance"

Robertson provides the information regarding the resolution. There are no language changes. There are revised dollar amounts. There is a cap on the MGR's. Provided in the packet is an estimated cash flow and budget. Carol Waller from FSVA mentioned that the summer marketing is not finalized. Briscoe asked if there are any comments or questions from the Board. There are none.

Jonas moves to adopt Resolution 2014-03, seconded by Briscoe. Roll call was taken with Jonas voting Aye and Briscoe voting Aye. Motion carried unanimously.

Discussion and action regarding Resolution 2014-04 "Adopting the First Amendment to the Contract for Services between the Sun Valley Air Service Board and Sun Valley Marketing Alliance"

Robertson provides information regarding the resolution. There are no language changes only changes in dollar amounts. There is a change in the budget adding a carryover of monies. The ASB may come back to open the budget for the summer campaign. Briscoe asked for questions or comments from the Board. Briscoe asked if we hold a reserve, will there be a cap? This will be answered at a later time. There is no other discussion.

Jonas moves to adopt Resolution 2014-04, seconded by Briscoe. Roll call was taken with Jonas voting Aye and Briscoe voting Aye. Motion carried unanimously.

Authorization of payment of the bills on hand through September 24, 2014

There are 5 invoices to be paid for the amount of $411,588.70. Robertson noted that there is an invoice included in this list that was not able to make the last billing cycle for the May SVMA remittance. There is no discussion.

Jonas moves to pay the bills on hand through September 24, 2014, seconded by Briscoe. Roll call was taken with Jonas voting Aye and Briscoe voting Aye. Motion carried.

Schedule next SVASB Meeting

The Board discussed what would work for their schedules. Robertson mentioned there is a requirement to approve the invoices before they are paid. The staff will set a schedule of meetings for the coming calendar year for every two months to pay bills.

Jonas moves to schedule the next meeting Wednesday, December 3, 2014 at Sun Valley City Hall at 2:00 p.m., seconded by Briscoe. Roll call was taken with Jonas voting Aye and Briscoe voting Aye. Motion carried.

Executive Session

No need for an executive Session.

Adjournment

Jonas motioned to adjourn, seconded by Briscoe. Roll call was taken with Jonas voting Aye and Briscoe voting Aye. Motion carried unanimously.

Meeting adjourned at 2:33 p.m.

_____

Dewayne Briscoe, Chair

ATTEST:

_____

Nina Jonas, Secretary/Treasurer

1% Local Option Tax Report - August 2014

CASH FLOW of 1% LOT for 2014 (January - September revenues and reciept of funds)

SUN VALLEY		BEDS 3%	BEDS 1%	LIQUOR 3%	LIQUOR1%	RETAIL 2.5%	RETAIL1%			TOTAL 3%	TOTAL 1%	MINUS COST	SVASB NET
JAN		31,978.97	10,659.66	6,285.19	2,095.06	48,526.91	18,663.76			86,791.07	31,418.48	-591.78	30,826.70
FEB		47,919.13	15,973.04	5,639.91	1,879.97	58,374.54	25,385.47			111,933.58	43,238.49	-591.78	42,646.71
MAR		43,512.54	14,332.83	6,776.93	2,258.98	49,014.94	20,545.41			99,304.41	37,137.22	-591.78	36,545.44
APR		9,600.92	3,200.31	1,636.11	545.37	23,605.40	9,045.91			34,842.43	12,791.59	-591.78	12,199.81
MAY		6,943.20	2,314.39	2,181.29	727.10	28,025.14	10,722.08			37,149.63	13,763.57	-591.78	13,171.79
JUNE		34,597.56	11,513.48	4,551.94	1,517.31	68,166.72	25,553.23			107,316.22	38,584.02	-591.78	37,992.24
JULY		95,933.38	31,971.53	10,964.81	3,654.94	127,516.70	47,539.71			234,414.89	83,166.18	-591.78	82,574.40
AUG		85,723.33	28,574.45	14,946.49	4,982.16	120,942.24	47,917.98			221,612.06	81,474.59	-591.78	80,882.81
SEPT												-591.78	
Total		**356,209.03**	**118,736.34**	**52,982.67**	**17,660.89**	**524,172.59**	**205,373.55**			**933,364.29**	**341,574.14**	**-5,326.02**	**336,839.90**

KETCHUM		BEDS 3%	BEDS 1%	LIQUOR 3%	LIQUOR1%	RETAIL 2%	RETAIL1%	BDLG 2%	BDLG1%	TOTAL	TOTAL 1%	MINUS COST	SVASB NET
JAN		14,117.75	4,705.92	25,106.47	8,368.82	163,702.76	81,851.38	17,060.58	8,530.29	219,987.56	103,456.41	-7,425.44	96,030.97
FEB		20,086.56	6,695.52	30,452.85	10,150.95	208,556.99	104,278.50	15,154.85	7,577.42	274,251.25	128,702.39	-7,425.44	121,276.95
MAR		19,240.82	6,413.61	31,194.86	10,398.29	200,453.18	100,226.59	24,666.25	12,333.12	275,555.11	129,371.60	-7,425.44	121,946.16
APR		11,796.77	3,932.26	19,808.46	6,602.82	152,628.23	76,314.11	57,715.22	28,857.61	241,948.68	115,706.80	-7,425.44	108,281.36
MAY		6,297.70	2,099.23	12,282.72	4,094.24	123,589.75	61,794.87	25,030.56	12,515.28	167,200.73	80,503.62	-7,425.44	73,078.18
JUNE		18,148.09	6,049.36	19,141.17	6,380.39	175,544.47	87,772.23	31,282.78	15,641.39	244,116.51	115,843.37	-7,425.44	108,417.93
JULY		41,490.55	13,830.18	38,342.54	12,780.85	310,969.70	155,484.85	34,137.24	17,068.62	424,940.03	199,164.50	-7,425.44	191,739.06
AUG		35,967.81	11,989.27	39,464.88	13,154.96	339,717.36	169,858.68	40,392.95	20,196.47	455,543.00	215,199.38	-7,425.44	207,773.94
SEPT												-7,425.44	
Total		**167,146.05**	**55,715.35**	**215,793.95**	**71,931.32**	**1,675,162.44**	**837,581.20**	**245,440.43**	**122,720.20**	**2,303,542.87**	**1,087,948.07**	**-66,828.96**	**1,028,544.55**

HAILEY		BED/CAR3%	BED/CAR1%							TOTAL	TOTAL 1%	MINUS COST	SVASB NET
JAN		18,567.51	6,189.17							18,567.51	6,189.17	-173.30	6,015.87
FEB		11,064.51	3,688.17							11,064.51	3,688.17	-103.27	3,584.90
MAR		15,172.05	5,057.35							15,172.05	5,057.35	-141.35	4,916.00
APR		6,850.05	2,283.35							6,850.05	2,283.35	-63.93	2,219.42
MAY		6,877.71	2,292.57							6,877.71	2,292.57	-64.19	2,228.38
JUNE		14,531.22	4,843.74							14,531.22	4,843.74	-135.62	4,708.12
JULY		38,172.29	12,724.10							38,172.29	12,724.10	-356.27	12,367.83
AUG		34,924.95	11,641.65							34,924.95	11,641.65	-325.97	11,315.68
SEPT													
Total		**146,160.29**	**48,720.10**								**48,720.10**	**-1,363.90**	**47,356.20**
										TOTAL FY	**1,478,242.30**		**1,412,740.64**

CASH FLOW of 1% LOT for 2014 (January - September revenues and reciept of funds)

SUN VALLEY	BEDS 3%	BEDS 1%	LIQUOR 3%	LIQUOR1%	RETAIL 2.5%	RETAIL1%			TOTAL 3%	TOTAL 1%	MINUS COST	SVASB NET
JAN	31,978.97	10,659.66	6,285.19	2,095.06	48,526.91	18,663.76			86,791.07	31,418.48	-591.78	30,826.70
FEB	47,919.13	15,973.04	5,639.91	1,879.97	58,374.54	25,385.47			111,933.58	43,238.49	-591.78	42,646.71
MAR	43,512.54	14,332.83	6,776.93	2,258.98	49,014.94	20,545.41			99,304.41	37,137.22	-591.78	36,545.44
APR	9,600.92	3,200.31	1,636.11	545.37	23,605.40	9,045.91			34,842.43	12,791.59	-591.78	12,199.81
MAY	6,943.20	2,314.39	2,181.29	727.10	28,025.14	10,722.08			37,149.63	13,763.57	-591.78	13,171.79
JUNE	34,597.56	11,513.48	4,551.94	1,517.31	68,166.72	25,553.23			107,316.22	38,584.02	-591.78	37,992.24
JULY	95,933.38	31,971.53	10,964.81	3,654.94	127,516.70	47,539.71			234,414.89	83,166.18	-591.78	82,574.40
AUG	85,723.33	28,574.45	14,946.49	4,982.16	120,942.24	47,917.98			221,612.06	81,474.59	-591.78	80,882.81
SEPT	31,452.64	10,654.06	4,903.54	1,634.51	55,549.38	23,169.09			91,905.56	35,457.66	-591.78	34,865.88
Total	**387,661.67**	**129,220.56**	**57,886.21**	**19,295.40**	**579,721.97**	**228,542.64**			**1,025,269.85**	**377,031.80**	**-5,326.02**	**371,705.78**

KETCHUM	BEDS 3%	BEDS 1%	LIQUOR 3%	LIQUOR1%	RETAIL 2%	RETAIL1%	BDLG 2%	BDLG1%	TOTAL	TOTAL 1%	MINUS COST	SVASB NET
JAN	14,117.75	4,705.92	25,106.47	8,368.82	163,702.76	81,851.38	17,060.58	8,530.29	219,987.56	103,456.41	-7,425.44	96,030.97
FEB	20,086.56	6,695.52	30,452.85	10,150.95	208,556.99	104,278.50	15,154.85	7,577.42	274,251.25	128,702.39	-7,425.44	121,276.95
MAR	19,240.82	6,413.61	31,194.86	10,398.29	200,453.18	100,226.59	24,666.25	12,333.12	275,555.11	129,371.60	-7,425.44	121,946.16
APR	11,796.77	3,932.26	19,808.46	6,602.82	152,628.23	76,314.11	57,715.22	28,857.61	241,948.68	115,706.80	-7,425.44	108,281.36
MAY	6,297.70	2,099.23	12,282.72	4,094.24	123,589.75	61,794.87	25,030.56	12,515.28	167,200.73	80,503.62	-7,425.44	73,078.18
JUNE	18,148.09	6,049.36	19,141.17	6,380.39	175,544.47	87,772.23	31,282.78	15,641.39	244,116.51	115,843.37	-7,425.44	108,417.93
JULY	41,490.55	13,830.18	38,342.54	12,780.85	310,969.70	155,484.85	34,137.24	17,068.62	424,940.03	199,164.50	-7,425.44	191,739.06
AUG	35,967.81	11,989.27	39,464.88	13,154.96	339,717.36	169,858.68	40,392.95	20,196.47	455,543.00	215,199.38	-7,425.44	207,773.94
SEPT	25,678.33	8,559.45	29,426.91	9,808.97	181,745.44	90,872.72	39,844.30	19,922.15	276,694.98	129,163.29	-7,425.44	121,737.85
Suspense	2,880.83	960.28	3,841.11	1,280.37	21,766.32	10,883.16	3,521.02	1,760.51	32,009.28	14,884.32		14,884.32
Total	**195,705.21**	**65,235.08**	**249,061.97**	**83,020.66**	**1,878,674.20**	**939,337.09**	**288,805.75**	**144,402.86**	**2,612,247.13**	**1,231,995.68**	**-66,828.96**	**1,165,166.72**

HAILEY	BED/CAR3%	BED/CAR1%							TOTAL	TOTAL 1%	MINUS COST	SVASB NET
JAN	18,567.51	6,189.17							18,567.51	6,189.17	-173.30	6,015.87
FEB	11,064.51	3,688.17							11,064.51	3,688.17	-103.27	3,584.90
MAR	15,172.05	5,057.35							15,172.05	5,057.35	-141.35	4,916.00
APR	6,850.05	2,283.35							6,850.05	2,283.35	-63.93	2,219.42
MAY	6,877.71	2,292.57							6,877.71	2,292.57	-64.19	2,228.38
JUNE	14,531.22	4,843.74							14,531.22	4,843.74	-135.62	4,708.12
JULY	38,172.29	12,724.10							38,172.29	12,724.10	-356.27	12,367.83
AUG	34,924.95	11,641.65							34,924.95	11,641.65	-325.97	11,315.68
SEPT	18,106.05	6,035.35							18,106.05	6,035.35	-168.99	5,866.36
Total	**164,266.34**	**54,755.45**								**54,755.45**	**-1,532.89**	**53,222.56**
									TOTAL FY	**1,663,782.93**	**-73,687.87**	**1,590,095.06**

September--Unallocated amount in Suspense Acct received from ISTC for Jan-Jul 2014 receipts; Per auditor, divided by % of tax type to clear out suspense for FY13-14.

SUN VALLEY AIR SERVICE BOARD

Memo

To: Sun Valley Air Service Board

From: Susan E. Robertson, ICMA-CM SER
City Administrator, City of Sun Valley

Date: November 24, 2014

Re: 1% LOT Actual Expenditures Report

In your packets is a 1% Local Option Tax Actual Expenditures Report for the January 2014 – September 2014 period. This report shows the final accounting of all expenditures and budgeted items for that time period. The audit is not complete, but the numbers are expected to change little, if at all.

Based on this accounting, there is $20,739.40 of 1% LOT funds available over and above what was initially allocated to the contracts for Fly Sun Valley Alliance and Sun Valley Marketing Association and other Sun Valley Air Service Board expenses. This amount is available to be allocated by the Board for additional services.

Once the audit is complete and all revenue and expenditures finalized, there will also be a portion of the existing budgeted 2014 fund balance of $81,349 ($50,000 for legal reserve and $31,349 for unallocated fund balance) that will be available for allocation in early 2015. Once the expense of the 2015 budgeted expenditures and fund balance taken into account, that amount is expected to be approximately $25,949.

1% Local Option Tax Actual Expenditures Report - January 2014 - September 2014

1% LOT Generated	Month Received	Sun Valley	Ketchum	Hailey	TOTAL	Communities' Direct Costs	Air Service Board Administrative Expenses	Air Service Board Legal Reserve	Available LOT Funds	Fund Balance	Funds Available for Contracts	Fly SV Alliance Contract Expenses	% of Available Funds	SVMA Contract Expenses	% of Available Funds
Jan-14	Mar-14	31,418.48	103,456.41	6,189.17	141,064.06	(8,190.52)	(1,938.00)	(50,000)	80,935.54	(31,349.00)	49,586.54	22,313.94	45%	27,272.60	55%
Feb-14	Apr-14	43,238.49	128,702.39	3,688.17	175,629.05	(8,120.49)	(438.00)		167,070.56		167,070.56	75,181.75	45%	91,888.81	55%
Mar-14	May-14	37,137.22	129,371.60	5,057.35	171,566.17	(8,158.57)	(438.00)		162,969.60		162,969.60	73,336.32	45%	89,633.28	55%
Apr-14	Jun-14	12,791.59	115,706.80	2,283.35	130,781.74	(8,081.15)	(438.00)		122,262.59		122,262.59	55,018.17	45%	67,244.42	55%
May-14	Jul-14	13,763.57	80,503.62	2,292.57	96,559.76	(8,081.41)	(438.00)		88,040.35		88,040.35	39,618.16	45%	48,422.19	55%
Jun-14	Aug-14	38,584.02	115,843.37	4,843.74	159,271.13	(8,152.84)	(1,438.00)		149,680.29		149,680.29	67,356.13	45%	82,324.16	55%
Jul-14	Sep-14	83,166.18	199,164.50	12,724.10	295,054.78	(8,373.49)	(6,938.00)		279,743.29		279,743.29	237,781.80	85%	41,961.49	15%
Aug-14	Oct-14	81,474.59	215,199.38	11,641.65	308,315.62	(8,343.19)	(542.00)		299,430.43		299,430.43	254,515.87	85%	44,914.56	15%
Sep-14	Nov-14	35,457.66	129,163.29	6,035.35	170,656.30	(8,186.21)	(542.00)		161,928.09		161,928.09	66,691.49	Bal.due for Cntrct	82,294.54	Bal.due for Cntrct
Suspense	Suspense		14,884.32		14,884.32				14,884.32		14,884.32	8,186.38	55%	6,697.94	45%
		377,031.80	1,231,995.68	54,755.45	1,663,782.93	(73,687.87)	(13,150.00)	(50,000)	1,526,945.06	(31,349.00)	1,495,596.06	900,000.00		582,654.00	

September--Unallocated amount in Suspense Acct received from ISTC for Jan-Jul 2014 receipts; Per auditor, divided by % of tax type to clear out suspense for FY13-14.

Total Cities	Direct Cost	**Sub-total**	Overpymnt-Hailey	Act. Exp	Reserve & Fund Balance	**Sub-total**	FSVA&SVMA	**Sub-Total**	ST Interest	**TOTAL EXCESS**
1,663,782.93	(73,687.87)	**1,590,095.06**	10.00	(5,416.33)	(81,349.00)	**1,503,339.73**	1,482,654.00	**20,685.73**	53.67	**20,739.40**

Legal Reserve & Fund Balance	81,349.00
Excess	20,739.40
Total Cash on Hand	102,088.40

SUN VALLEY AIR SERVICES BOARD

INVOICES TO BE PAID

Through November 24, 2014

Fly Sun Valley Alliance	August 2014 LOT Invoice	$254,515.87
Fly Sun Valley Alliance	January 2014 – July 2014 Ketchum Unallocated LOT Invoice	8,186.38
Fly Sun Valley Alliance	September 2014 LOT Invoice	66,691.49
Sun Valley Marketing Alliance	August 2014 LOT Invoice	44,914.56
Sun Valley Marketing Alliance	January 2014 – July 2014 Ketchum Unallocated LOT Invoice	6,697.94
Sun Valley Marketing Alliance	September 2014 LOT Invoice	82,294.55
Williamson Law Office, PLLC	September 2014 Invoice	330.00
City of Hailey	2014 LOT Overpayment Invoice	9.99
TOTAL		$463,640.78

Fly Sun Valley Alliance Inc.

PO Box 6316
Ketchum, ID 83340

Invoice

Date	Invoice #
10/31/2014	147

Bill To
Sun Valley Air Service Board Attn: Sandy C & Kathleen S City of Ketchum

P.O. No.	Terms	Project
	Due on receipt	

Quantity	Description	Rate	Amount
	1% LOT - August 2014 Collections, October FSVA Services	254,515.87	254,515.87
		Total	$254,515.87

Fly Sun Valley Alliance Inc.

PO Box 6316
Ketchum, ID 83340

Invoice

Date	Invoice #
9/30/2014	148

Bill To
Sun Valley Air Service Board Attn: Sandy C & Kathleen S City of Ketchum

P.O. No.	Terms	Project
	Due on receipt	

Quantity	Description	Rate	Amount
	1% LOT - FY14 Suspended Ketchum 1% LOT collections - FSVA portion	8,186.38	8,186.38
		Total	$8,186.38

Fly Sun Valley Alliance Inc.

PO Box 6316
Ketchum, ID 83340

Invoice

Date	Invoice #
9/30/2014	149

Bill To
Sun Valley Air Service Board Attn: Sandy C & Kathleen S City of Ketchum

P.O. No.	Terms	Project
	Due on receipt	

Quantity	Description	Rate	Amount
	1% LOT - Sept 2014 Collections - Nov 2014 FSVA Contract Services	66,691.49	66,691.49
		Total	$66,691.49

Visit SunValley
Sun Valley Marketing Alliance, Inc.
PO Box 4934 • 460 E. Sun Valley Rd. • Suite 201 • Ketchum ID • 83340
T 208.725.2109
F 208.726.4533
E sedwards@visitsunvalley.com
www.VisitSunValley.com

Invoice

Date	Invoice #
8/31/2014	5023

Bill To
Air Service Board PO Box 3801 Ketchum, ID 83340

P.O. No.	Terms

Quantity	Description	Rate	Amount
	Air Service Board Contract - Add'l 1% LOT for Direct Air Service Marketing August 2014	44,914.56	44,914.56
Thank you for your participation and support of Visit Sun Valley!		**Balance Due**	$44,914.56

Visit SunValley
Sun Valley Marketing Alliance, Inc.
PO Box 4934 • 460 E. Sun Valley Rd. • Suite 201 • Ketchum ID • 83340
T 208.725.2109
F 208.726.4533
E sedwards@visitsunvalley.com
www.VisitSunValley.com

Invoice

Date	Invoice #
11/10/2014	5032

Bill To
Air Service Board PO Box 3801 Ketchum, ID 83340

P.O. No.	Terms

Quantity	Description	Rate	Amount
	Air Service Board Contract - Add'l 1% LOT for Direct Air Service Marketing September 2014	6,697.94	6,697.94
Thank you for your participation and support of Visit Sun Valley!		**Balance Due**	$6,697.94

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Invoice

Date	Invoice #
9/30/2014	5038

Bill To
Air Service Board PO Box 3801 Ketchum, ID 83340

P.O. No.	Terms

Quantity	Description	Rate	Amount
	Air Service Board Contract - Add'l 1% LOT for Direct Air Service Marketing Balance due for 2013 - 14	82,294.55	82,294.55
Thank you for your participation and support of Visit Sun Valley!		**Balance Due**	$82,294.55

Williamson Law Office, PLLC 115 S. 2nd Ave. Hailey, ID 83333
(208) 788-6688

September 25, 2014

Sun Valley Air Service Board

Re: City of Hailey

Professional Services

		Hours	Amount
9/22/2014	Draft and revise First Amendment to FSVA and SVMA Contracts; draft and revise First Amendment to Bylaws; draft e-mails to Susan re: documents; conference with Susan; review and respond to Susan's e-mail	2.20	330.00
	For professional services rendered	**2.20**	**$330.00**
	Balance due		$330.00

PAYMENT IS DUE BY THE TENTH OF THE MONTH. A FINANCE CHARGE WILL BE IMPOSED ON ANY PORTION OF THE PREVIOUS MONTH'S BALANCE WHICH IS NOT PAID BY THE 30TH DAY OF THE MONTH. THE FINANCE CHARGE IS A "PERIOD RATE" OF 1.5% PER MONTH OR A CORRESPONDING NOMINAL ANNUAL PERCENTAGE RATE OF 18%.

SUN VALLEY
AIR SERVICE BOARD

PO Box 3801

Ketchum, ID 83340

November 19, 2014

Refund to the City of Hailey for an May 2014 overpayment		$10.00
Underpayment from the City of Hailey for July 2014	-	$. 01
Balance due		$9.99

Please remit to the City of Hailey, 115 Main Street South, Hailey, ID 83333

SUN VALLEY AIR SERVICE BOARD
RESOLUTION 2014-05

A RESOLUTION OF THE SUN VALLEY AIR SERVICE BOARD SETTING THE SUN VALLEY AIR SERVICE BOARD MEETING DATES FOR 2015

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 2015.

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 2015 shall be as follows:

January 29th at 2:00 p.m.,	City of Hailey, City Hall, 115 Main Street South, Hailey, ID
March 26th at 2:00 p.m.	City of Ketchum, City Hall, 480 East Avenue North, Ketchum, ID
May 28th at 2:00 p.m.	City of Sun Valley, City Hall, 81 Elkhorn Road, Sun Valley, ID
July 30th at 2:00 p.m.	City of Hailey, City Hall, 115 Main Street South, Hailey, ID
September 24th at 2:00 p.m.	City of Ketchum, City Hall, 480 East Avenue North, Ketchum, ID
December 2nd at 2:00 p.m.	City of Sun Valley, City Hall, 81 Elkhorn Road, Sun Valley, 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 67-2343, as amended.

PASSED BY THE SUN VALLEY AIR SERVICE BOARD THIS _____ DAY OF DECEMBER, 2014.

_____
Dewayne Briscoe, Chair

_____
Nina Jonas, Secretary

SUN VALLEY AIR SERVICE BOARD

Memo

To: Sun Valley Air Service Board

From: Susan E. Robertson, ICMA-CM SER
City Administrator, City of Sun Valley

Date: November 24, 2014

Re: Officers for 2015

Section 3.1 of the Sun Valley Air Service Board Bylaws specifies the following with respect to the Officers of the Board:

3.1 Selection of Officers

All officers shall be voting members. As the first item of business at the first regular meeting of the Board at which a quorum is present, the Board shall elect a Chair, Vice-Chair and Secretary/Treasurer. Unless the Board otherwise decides, officers shall rotate every year thereafter, as follows: The representative of the voting member who was the Chair in the prior year shall be the Secretary/Treasurer in the following year, the representative of the voting member who was the Vice-Chair in the prior year shall be the Chair in the following year; and the representative of the voting member who was the Secretary/Treasurer in the prior year shall be the Vice-Chair in the following year.

If the Air Service Board wants to follow the rotation specified in the Bylaws, then effective January 1, 2015, Chair Dewayne Briscoe will become Secretary/Treasurer, Vice-Chair Fritz Haemmerle will become Chair, and Secretary/Treasurer Nina Jonas will become Vice-Chair.

If the Air Service Board wants to have a different set of officers for 2015, then action will need to be taken at the December 3, 2014 meeting to enact a change.