

**NOTICE OF A REGULAR MEETING  
OF  
THE FRIEDMAN MEMORIAL AIRPORT AUTHORITY**

*PLEASE TAKE NOTICE that a regular meeting of the Friedman Memorial Airport Authority shall be held Tuesday, March 7, 2017 at 5:30 p.m. at the old Blaine County Courthouse Meeting Room Hailey, Idaho. All matters shall be considered Joint Decision Matters unless otherwise noted. The proposed Agenda for the meeting is as follows:*

**AGENDA  
March 7, 2017**

- |              |   |                               |
|--------------|---|-------------------------------|
| <b>I.</b>    | <b>APPROVE AGENDA</b>   |                               |
| <b>II.</b>   | <b>PUBLIC COMMENT (10 Minutes Allotted)</b>   |                               |
| <b>III.</b>  | <b>ELECTION OF OFFICERS</b>   | ACTION                        |
| <b>IV.</b>   | <b>FRIEDMAN MEMORIAL AIRPORT AUTHORITY MEETING MINUTES OF:</b>  |                               |
|              | A. January 31, 2017 Regular Meeting – Motion to Approve - Attachment #1   | ACTION                        |
| <b>V.</b>    | <b>REPORTS</b>  |                               |
|              | A. Chairman Report  | DISCUSSION                    |
|              | B. Blaine County Report   | DISCUSSION                    |
|              | C. City of Hailey Report  | DISCUSSION                    |
|              | D. Airport Manager Report   | DISCUSSION                    |
|              | E. Communications Director Report (Centerlyne)  | DISCUSSION                    |
|              | F. Fly Sun Valley Alliance Report   | DISCUSSION                    |
| <b>VI.</b>   | <b>AIRPORT STAFF BRIEF (5 Minutes Allotted)</b>   |                               |
|              | A. Noise Complaints   |                               |
|              | B. Parking Lot Update   |                               |
|              | C. Profit & Loss, ATCT Traffic Operations Count and Enplanement Data – Attachments #2 - #4  |                               |
|              | D. Airport Commercial Flight Interruptions  |                               |
|              | E. Review Correspondence – Attachment #5  |                               |
| <b>VII.</b>  | <b>OLD BUSINESS</b>   |                               |
|              | A. <b>AIRPORT COMMITTEE(S)</b>  |                               |
|              | a. Voluntary Noise Abatement Program Committee - Update   | DISCUSSION                    |
|              | B. <b>CONSTRUCTION and CAPITAL Projects</b>   |                               |
|              | a. Runway Safety Area Improvements Project - Update   | DISCUSSION                    |
|              | b. Terminal Air Carrier Apron and Parking Lot Improvements - Update   | DISCUSSION                    |
|              | C. <b>AIRPORT PLANNING Projects</b>   |                               |
|              | a. Noise Modeling – Update – Attachment #6  | DISCUSS/DIRECT                |
|              | b. Airport Master Plan – Consideration of Comments/Approval   | DISCUSS/PUBLIC COMMENT/ACTION |
| <b>VIII.</b> | <b>NEW BUSINESS</b>   |                               |
|              | A. Consideration of Draft Scope of Work – Environmental Assessment for Land Acquisition for Runway Protection Zone/ Approach Protection – Attachment #7 | DISCUSS/PUBLIC COMMENT/ACTION |
| <b>IX.</b>   | <b>PUBLIC COMMENT</b>   |                               |
| <b>X.</b>    | <b>EXECUTIVE SESSION – I.C. §74-206 (c) To acquire an interest in real property which is not owned by a public agency</b>                               |                               |
|              | <b>I.C. §74-206 (f) To communicate with legal counsel to discuss legal ramifications for controversy imminently likely to be litigated</b>              |                               |
| <b>XI.</b>   | <b>NEW BUSINESS Con't.</b>  |                               |
|              | B. Consideration of Extension to Temporary Avigation License  | DISCUSS/PUBLIC COMMENT/ACTION |
| <b>XII.</b>  | <b>ADJOURNMENT</b>  |                               |

**III. ELECTION OF OFFICERS**

The Amended and Restated By-Laws of the Friedman Memorial Airport Authority Board of Commissioners states, "The Board shall elect its Chairman, Vice Chairman, Secretary and Treasurer by a majority vote of the members of the Board. This election shall take place during the regular meeting of the Board in March in every odd-numbered year unless the Board, by majority vote, selects a different date for the election".

BOARD ACTION: 1. Action

**IV. FRIEDMAN MEMORIAL AIRPORT AUTHORITY MEETING MINUTES OF:**

**A. January 31, 2017 Regular Meeting – Motion to Approve - Attachment #1**

BOARD ACTION: 1. Action

**V. REPORTS**

**A. Chairman Report**

This item is on the agenda to permit a Chairman report if appropriate.

BOARD ACTION: 1. Discussion

**B. Blaine County Report**

This item is on the agenda to permit a County report if appropriate.

BOARD ACTION: 1. Discussion

**C. City of Hailey Report**

This item is on the agenda to permit a City report if appropriate.

BOARD ACTION: 1. Discussion

**D. Airport Manager Report**

This item is on the agenda to permit an Airport Manager report if appropriate.

BOARD ACTION: 1. Discussion

**E. Communications Director Report (Centerlyne)**

This item is on the agenda to permit a report if appropriate.

BOARD ACTION: 1. Discussion

**F. Fly Sun Valley Alliance Report**

This item is on the agenda to permit a report if appropriate.

BOARD ACTION: 1. Discussion

**VI. AIRPORT STAFF BRIEF - (5 Minutes Allotted)**

**A. Noise Complaints**

LOCATION	DATE	TIME	AIRCRAFT TYPE	INCIDENT DESCRIPTION	ACTION TAKEN
Bellevue	2/2/2017	11:40 pm	Jet	Received online Aircraft Concern Form about a jet arrival at 11:40 pm.	The airport manager received a call from this operator earlier in the day. The operator was making a courtesy call to advise they would be arriving SUN a little after 10 pm. Wanted the manager to know because they are aware of our noise abatement program. Follow-up indicated late arrival was due to air traffic delays in Los Angeles. No response was requested by the submitter.
Hailey	2/19/2017	5:15 am	Jet	Caller complained of a loud constant high pitched whine.	Not an aircraft operation. This was airport snow removal equipment clearing the runway.
Bellevue	2/19/2017	2:38 pm	Jet	Received email report of a, "very large (loud but not visible) aircraft flying extremely low over Bellevue in blizzard conditions."	Unable to track down a specific operation at this exact time. Tower confirmed a small Citation jet departed SUN at 2:27. Tower reviewed tapes and nothing unusual about the operation was noted. This was a bad weather day and the only other activity was an aircraft on approach about 3:00 pm. Sent a follow-up email to the emailer.
Bellevue	2/20/2017	6:50 am	Turboprop	Received online Aircraft Concern Form about a jet arrival at 6:50 am.	The airport manager was actually on the runway performing and airfield inspection when this operation occurred. It was a turboprop KingAir. The airport manager contacted the pilot over the frequency and reminded him of our preferred noise abatement hours between 11 pm and 7 am. The pilot acknowledged. Sent an email response back to the submitter as requested.

**B. Parking Lot Update**

THE CAR PARK GROSS/NET REVENUES						
Month	FY 2015 Gross	FY 2015 Net	FY 2016 Gross	FY 2016 Net	FY 2017 Gross	FY 2017 Net
January	\$26,312.83	\$14,754.36	\$27,240.00	\$15,421.55	\$29,155.00	\$16,931.59

**C. Profit & Loss, ATCT Traffic Operations Count and Enplanement Data - Attachments #2- #4**

**Attachment #2** is Friedman Memorial Airport Profit & Loss Budget vs. Actual. **Attachment #3** is 2001 - 2017 ATCT Traffic Operations data comparison by month. **Attachment #4** is 2017 Enplanement, Deplanement and Seat Occupancy data.

The following revenue and expense analysis is provided for Board information and review:

**December 2015/2016**

<b>Total Non-Federal Revenue</b>	<b>December, 2016</b>	<b>\$231,566.55</b>
<b>Total Non-Federal Revenue</b>	<b>December, 2015</b>	<b>\$174,288.94</b>
<b>Total Non-Federal Revenue</b>	<b>FY '17 thru December</b>	<b>\$641,725.33</b>
<b>Total Non-Federal Revenue</b>	<b>FY '16 thru December</b>	<b>\$553,006.33</b>
<b>Total Non-Federal Expenses</b>	<b>December, 2016</b>	<b>\$224,106.29</b>
<b>Total Non-Federal Expenses</b>	<b>December, 2015</b>	<b>\$256,499.73</b>
<b>Total Non-Federal Expenses</b>	<b>FY '17 thru December</b>	<b>\$691,521.38</b>
<b>Total Non-Federal Expenses</b>	<b>FY '16 thru December</b>	<b>\$749,831.50</b>
<b>Net Income to Include Federal Programs</b>	<b>FY '17 thru December</b>	<b>\$-224,450.77</b>
<b>Net Income to Include Federal Programs</b>	<b>FY '16 thru December</b>	<b>\$-458,496.90</b>

**D. Airport Commercial Flight Interruptions (unofficial):**

<b>AIRLINE</b>	<b>FLIGHT CANCELLATIONS</b>	<b>FLIGHT DIVERSIONS</b>
<b>December 4, 2016 thru December 31, 2016</b>		
<b>Horizon Air</b>	<b>0 cancellations</b>	<b>16 diversions</b>
<b>SkyWest (Delta and United)</b>	<b>2 cancellations</b>	<b>58 diversions</b>
<b>January 1, 2017 thru January 31, 2017</b>		
<b>Horizon Air</b>	<b>6 cancellations</b>	<b>6 diversions</b>
<b>SkyWest (Delta and United)</b>	<b>7 cancellations</b>	<b>66 diversions</b>
<b>February 1, 2017 thru February 28, 2017</b>		
<b>Horizon Air</b>	<b>2 cancellations</b>	<b>5 diversions</b>
<b>SkyWest (Delta and United)</b>	<b>3 cancellations</b>	<b>51 diversions</b>

**E. Review Correspondence – Attachment #5**

**Attachment #5** is information included for Board review.

## **VII. OLD BUSINESS**

### **A. AIRPORT COMMITTEE(S)**

#### **a. Voluntary Noise Abatement Program Committee - Update**

The VNAC held the last of its public outreach meetings in Ketchum on February 2, 2017. One member of the public, a Hailey resident, attended the meeting but no others attended. This attendee had already attended the Bellevue meeting and after discussion with the members of the committee, it was determined it was not necessary to run through the presentation again.

Based on previous direction from the Board, feedback from the public outreach meetings was to be incorporated into final program recommendations. The committee chairman will provide the committee's full recommendations for improving the airport's voluntary noise abatement program at this meeting.

BOARD ACTION: 1. Discussion

### **B. CONSTRUCTION and CAPITAL Projects**

#### **a. Runway Safety Area Improvements Project – Update**

Staff and consultants continue to work with the FAA toward closing out the AIP '041 grant, the only task remaining for this effort. Draft portions of the closeout documentation have been submitted to the FAA for review, and revisions are being completed. The closeout process is taking longer than anticipated, but coordination with the FAA is on-going and positive. No detailed discussion or update is planned for the meeting.

BOARD ACTION: 1. Discussion

#### **b. Terminal Air Carrier Apron and Parking Lot Improvements – Update**

The consultant team is diligently working to complete the design of this project. The original planned schedule for this work anticipated starting construction in late April, but this is not likely feasible. FAA grant funding will be delayed this year, due to budget issues at the federal level, which in turn will delay the project. A short discussion of project phasing will be presented to the Board during the meeting, for information and discussion.

BOARD ACTION: 1. Discussion

### **C. AIRPORT PLANNING Projects**

#### **a. Noise Modeling – Update – Attachment #6**

Landrum & Brown provided the baseline noise model in memo format to staff on February 13. A revised version of the memo was submitted to staff based on staff and VNAC chairman review comments. The updated version is included in the packet as **Attachment #6**.

With existing baseline conditions complete, staff is continuing to coordinate with the VNAC committee chairman to determine the best course of action for the remaining two noise modeling scenarios as directed by the Board at the last meeting. The committee chairman will provide an update to the Board regarding the additional modeling scenarios at the meeting.

BOARD ACTION: 1. Discuss/Direct

**b. Airport Master Plan – Consideration of Comments/Approval**

Draft copies of both the Master Plan narrative report and Airport Layout Plan drawing set were distributed to the Board on February 14. Staff is seeking comments and feedback from the Board on the documents. If the Board feels prepared to do so, an action approving the documents and authorizing submittal to the FAA is also requested.

BOARD ACTION: 1. Discuss/Public Comment/Action

**VIII. NEW BUSINESS**

**A. Consideration of Draft Scope of Work – Environmental Assessment for Land Acquisition for Runway Protection Zone/Approach Protection – Attachment #7**

At the request of Staff, T-O Engineers has prepared (**Attachment #7**) a draft Scope of Work for an Environmental Assessment (EA) for potential land acquisition for Runway Protection Zone (RPZ) and approach and departure protection purposes on the Runway 31 end. The existing trees on this land are an obstruction to air navigation at the airport. A current Avigation License Agreement is in place with the landowner allowing for the operation of obstruction lights in the trees as an acceptable mitigation technique to the obstructions. The Agreement is set to expire on May 31, 2017, after such time removal of the obstruction lights could potentially affect safety and operation of the airport. The envelope for potential land acquisition basically encompasses the extent of the existing Avigation License Agreement. The acquisition of this land fee simple by FMAA for RPZ purposes is also in compliance with FAA recommendations.

The proposed acquisition is shown on the proposed Airport Layout Plan (ALP) and has been discussed previously with the Board in the context of the Master Plan Update. It is important to point out that although included on the ALP, the Board has not agreed to this or any other land acquisition. This said, acquisition of this land by FMAA is eligible for FAA Airport Improvement Program (AIP) funds. Completion of this EA is one step in a multistep process required by the FAA for AIP eligible land acquisition projects. The EA process can be time consuming so initiating the EA process now will help the Board better position itself for FAA funding should it chose to move forward with acquisition. If the scope is acceptable to the Board, approval will be requested to move forward with fee negotiation for this effort. Approving the scope does not commit or signal a decision by the Board on acquisition.

BOARD ACTION: 1. Discuss/Public Comment/Action

**IX. PUBLIC COMMENT**

- X. EXECUTIVE SESSION - I.C. §74-206 (c)** To acquire an interest in real property which is not owned by a public agency
- I.C. §74-206 (f) To communicate with legal counsel to discuss legal ramifications for controversy imminently likely to be litigated

**XI. NEW BUSINESS Con't.**

**B. Consideration of Extension to Temporary Avigation License**

- BOARD ACTION: 1. Discuss/Public Comment/Action

**XII. ADJOURNMENT**

ATTACHMENT 1

**MINUTES OF A REGULAR MEETING  
OF THE  
FRIEDMAN MEMORIAL AIRPORT AUTHORITY\***

**January 31, 2017  
5:30 P.M.**

- IN ATTENDANCE:**                   **BOARD MEMBERS:** Chairman – Ron Fairfax, Vice-Chairman – Don Keirn, Secretary - Lawrence Schoen, Treasurer - Jacob Greenberg, Board - Fritz Haemmerle, Angenie McCleary, Pat Cooley  
**FRIEDMAN MEMORIAL AIRPORT STAFF:** Airport Manager – Chris Pomeroy, Contracts/Finance Administrator – Lisa Emerick, ASC/Special Projects Coordinator/Executive Assistant – Steve Guthrie, Administrative Assistant/Alternate Security Coordinator – Roberta Christensen, Administrative Assistant – Cecilia Vega  
**CONSULTANTS:** T-O Engineers – Dave Mitchell; Centerlyne – Nancy Glick and Sarah Shepard  
**AIRPORT TENANTS/PUBLIC:** Len Harlig, Atlantic Aviation – Mike Rasch, FSVA – Carol Waller, FHR – Marc Reinemann  
**AIRPORT LEGAL COUNSEL:** Lawson Laski Clark & Pogue, PLLC – Jim Laski  
**PRESS:** Idaho Mountain Express – Ryan Thorne
- CALL TO ORDER:**                   The meeting was called to order at 5:35 p.m. by Chairman Fairfax.
- I. APPROVE AGENDA**                   The agenda was approved as presented.
- II. PUBLIC COMMENT**                   Atlantic Aviation General Manager Mike Rasch complimented Airport Staff for keeping the Airport clean and operational despite the significant amount of snowfall so far this year.
- III. FMAA FINANCIAL STATEMENTS**                   **FMAA Financial Statements & Other Financial Information Year Ended September 30, 2016 (See Brief & Power Point Presentation)**  
Rexroat, Harberd & Associates CPA Laurie Harberd briefly summarized and explained the Management’s Discussion and Analysis, the FMAA Financial Statements, the Notes to the Financial Statements and the Financial Statement Supplementary Information for Fiscal Year 2016.
- Board Member Schoen asked what the cause was for the decrease in current assets, what the difference is between the condensed summaries on the bottom of pages 5 and 6 of the Financial Statements, and why the totals for compensated absence accruals on pages 6 and 7 are different.
- Ms. Harberd answered that the decrease in current assets is attributable to a decrease in Cash and a significant decrease in AIP Grant Receivables. The condensed summary on the bottom of page 5 is a summary of FMAA’s actual revenue and expenses and the condensed summary on page 6 is a summary of FMAA’s budgeted revenue and expenses compared to actual. The compensated accrued absences are split between current and long-term liabilities on page 7 and the amount on page 6 represents the combined total for all accrued absences.
- Board Member Schoen commented that he does not believe it is good policy to allow employees to accrue compensated absences indefinitely and asked for Ms. Harberd’s opinion on whether the Board should address the issue through employee policy.
- Ms. Harberd commented that she works with a lot of other governmental entities that are also dealing with the issue of compensated absence accrual payouts and some have moved towards limiting compensated absence carryovers.



Board Member Schoen commented that compensated absence accrual is a long pending issue that ought to be addressed now rather than later.

Board Member Greenberg commented that he has discussed the issue with Staff and they are developing language in the employee manual that limits the Board's exposure to the issue. His main concern is not to restrict employees from accruing compensated absences as it is their right to do so, but he would encourage Staff to utilize their vacation and sick time as well as ensure that the accrued absence liability is sufficiently funded so that when payouts do occur, the Board has the funds to make the payment. He also asked how the current liability portion of compensated absence is calculated.

Ms. Harberd answered that the compensated absence account under current liabilities is an estimation of compensated absence that could be paid to employees during the year.

Board Member Schoen suggested that the issue be put on a Board agenda for discussion at a later time. He also asked if the Board will be approving the auditor's report at a later date.

Contracts/Finance Administrator Lisa Emerick answered that the Board approves the FY '16 Financial Statements & Other Financial Information. The audit is an independent report, and upon approval, the financials and audit will be distributed as required.

Board Member Cooley asked Airport Manager Pomeroy if the increase in the services and contracts expense account is attributable to one source or multiple sources.

Airport Manager Pomeroy answered that the increase in the services and contracts expense account is attributed to multiple sources.

**MOTION:** *Made by Board Member Schoen to approve the FMAA Financial Statements & Other Financial Information for the Year Ended September 30, 2016 as presented. Seconded by Board Member Haemmerle.*

**PASSED UNANIMOUSLY**

#### **IV. APPROVE FMAA MEETING MINUTES**

**A. January 3, 2017 Regular Meeting (See Brief)**

The January 3, 2017 Friedman Memorial Airport Authority Meeting Minutes were approved as presented.

**MOTION:** *Made by Board Member McCleary to approve the January 3, 2017 Friedman Memorial Airport Authority Regular Meeting Minutes as presented. Seconded by Vice-Chairman Kelrn.*

**PASSED UNANIMOUSLY**

#### **V. REPORTS**

**A. Chairman Report**

Chairman Fairfax thanked the Airport Operations Staff for all the hard work they have exerted in keeping the Airport open during inclement weather.

**B. Blaine County Report**

Board Member McCleary also thanked the Operations Staff for all their snow removal efforts to keep the Airport operational.

**C. City of Halley Report**

No report was given.

**D. Airport Manager Report (See Power Point Presentation)**

Airport Manager Pomeroy reported on the following:

- He attended the United States Contract Tower Association (USCTA) Policy Board meeting in January in Savannah, Georgia and found it both informative and educational (See Power Point Presentation).
- One of the Airport's primary snow blowers is non-operational at the moment and has been sent to Burley for repair. Airport Operations is also running out of places to store snow on the airfield. Despite the difficult circumstances, Operations Manager Todd Emerick and the Operation Staff have done an excellent job with snow removal.
- FAA representatives will be traveling to the Airport on February 16<sup>th</sup> to discuss future and current projects.

**E. Communications Director Report**

No report was given.

**F. Fly Sun Valley Alliance Report (See Power Point Presentation)**

Fly Sun Valley Alliance representative Carol Waller gave the Board a presentation on the passenger survey results for 2016 (See Power Point Presentation).

The Board discussed technical aspects of Ms. Waller's presentation including whether passengers were asked if they were satisfied with both their flight and the passenger terminal, whether the return on investment per passenger related to marketing expenditures was analyzed, and the need to collect food service data from the new terminal food concessionaire.

**VI. AIRPORT STAFF BRIEF**

**A. Noise Complaints (See Brief)**

**B. Parking Lot Update (See Brief)**

**C. Profit & Loss, ATCT Traffic Operations Count and Enplanement Data (See Brief)**

Board Member Greenberg noted that, compared to the year 2001, enplanements have increased by 30% while air traffic operations have decreased by 47%.

**D. Airport Commercial Flight Interruptions (See Brief)**

**E. Review Correspondence (See Brief)**

**VII. OLD BUSINESS**

**A. Airport Committee(s)**

**a. Voluntary Noise Abatement Program Review Committee (See Brief & Power Point Presentation)**

Vice-Chairman Keirn briefed the Board that the Hailey Voluntary Noise Abatement Committee (VNAC) Community Meeting was attended by three members of the public. A few concerns were expressed and several questions were asked at the meeting.

Board Member Greenberg commented that he will be attending the VNAC Community Meeting in Ketchum on Thursday, February 2<sup>nd</sup>.

Airport Manager Pomeroy briefed the Board that the Bellevue VNAC Community Meeting was attended by eight members of the public. The meeting was cordial, the attendees responded well to the presentation, and the subsequent dialogue and questions following the presentation were positive.

Chairman Fairfax commented that at the meetings, he felt that the public appreciated what the Board was trying to achieve; however, they also wish that the Board could do more to minimize noise.

Glass Cockpit Aviation owner John Strauss commented that he was unable to attend the meetings in Hailey and Bellevue due to his travel schedule; however, the Bellevue meeting was attended by a pilot from the community and he will be attending the meeting in Ketchum. He also commented that the VNAC Chairman has been communicating the Board's comments to the VNAC members.

## **B. Construction and Capital Projects**

### **a. Runway Safety Area Improvements Project – Update (See Brief & Power Point Presentation)**

### **b. Runway Pavement Maintenance – Update (See Brief & Power Point Presentation)**

Airport Manager Pomeroy briefed the Board that the airport closure will begin after Delta's early morning departure to SLC on June 5<sup>th</sup> and end before Delta's late evening arrival from SLC on June 7<sup>th</sup>.

### **c. Terminal Air Carrier Apron and Parking Lot Improvements – Motion to Approve Draft Amendment #1 Work Order 16-03 (See Brief & Power Point Presentation)**

Engineer Mitchell briefed the Board on the current status of the Terminal Air Carrier Apron and Parking Lot Improvements project and presented a revised concept of the vehicle parking lot improvements for the Board's review.

Board Member Greenberg asked if any consideration was given to include signage in the parking lot to help passengers find their vehicles.

Engineer Mitchell answered that there will be a significant amount of signage designated to this project which includes parking labeling signage. He suggested that the Board budget for the signage separate from the rest of the project in order to avoid paying federally-mandated wages for installation of the signage if it is included as a schedule in the project.

Board Member Greenberg asked if there will be a price difference between short-term and long-term parking. He commented that implementing a lower price for the lower parking lot may encourage people to park there.

Engineer Mitchell answered that it is possible to have different price levels for the upper and lower parking lots; however, it would require additional infrastructure to divide the lots as well as separate ticket dispensers.

Airport Manager Pomeroy commented that incentivizing the use of the lower parking lot will help reduce capacity and traffic flow issues.

Board Member Schoen suggested that the Board wait until they have had an opportunity to observe whether people will park in the lower lot more often with the new configuration before deciding on price changes.

Board Member McCleary asked what the timeline is for the project.

Engineer Mitchell answered that he would like to put the project out for bid as soon as possible, open the bids in April and begin construction in May.

Board Member Greenberg asked if Staff will be developing a cash projection in order to analyze whether or not funding is available to complete the parking lot project.

Airport Manager Pomeroy answered that Staff will be doing cash projections for the project as well as other future projects.

The Board discussed the drainage issue that has developed on Taxiway B-3 with Engineer Mitchell.

Board Member Greenberg asked what portion of the \$60,000 fee for additional design services being added to Work Order 16-03 are AIP-eligible.

Engineer Mitchell answered that the FAA will prorate the fee based on the proportion of construction that is eligible for the entire project. He estimates that 20% of the project will be considered non-eligible.

Chairman Fairfax opened the discussion for public comment.

No public comment was made.

**MOTION:** *Made by Board Member Schoen to approve the Revised Work Order 16-03 to include additional design services for a total revised work order fee of \$244,545 subject to FAA review and approval. Seconded by Vice-Chairman Kelrn.*

**PASSED UNANIMOUSLY**

**d. Terminal Airline Ticketing Office Improvements – Update (See Brief & Power Point Presentation)**

Airport Manager Pomeroy updated the Board on the current status of the Terminal Airline Ticketing Office Improvements project.

Airport Manager Pomeroy commented that while he would like to implement this project as soon as possible, it will most likely require significant funding from the Airport. He asked that the Board allow him to lower the priority of the project and remove it from the current Capital Improvement Program (CIP) in 2018 as this project is estimated to cost between \$1.62 million to \$2.17 million.

Chairman Fairfax commented that although the ATO Improvements project needs to be implemented eventually, there are other projects at the moment that should have priority.

Airport Manager Pomeroy added that there are also bussing staging issues that need to be addressed in the near future as well.

Board Member Greenberg suggested that Staff build a forecast model to obtain projections for operational revenues and expenses in order to predict future cash flows to fund projects.

### **C. Airport Planning Projects**

#### **a. Noise Modeling – Update (See Brief & Power Point Presentation)**

Airport Manager Pomeroy requested the Board's input, direction and preference regarding ideas for the remaining two noise modeling scenarios.

Board Member Cooley commented that he would like to have the annual July corporate event modeled as the worst case scenario.

Board Member Greenberg commented that he would rather gather more general information that would allow the Board to distinguish what types of approach or departure paths impact noise levels the most.

Airport Manager Pomeroy commented that before and after scenarios are achievable.

Vice-Chairman Keirn agreed with Board Member Greenberg and commented that the Board should focus on analyzing ways to decrease the noise we know exists.

Chairman Fairfax commented that one of the scenarios could evaluate different flight paths or aircraft. He also suggested that the Board allow the VNAC to develop scenario suggestions for the Board to select from and review.

Board Member Schoen commented that the noise data should also be gathered from operations occurring on the airfield as that issue has been raised.

Airport Manager Pomeroy commented that he will coordinate with the VNAC to develop possible scenarios for the Board's consideration.

#### **b. Airport Master Plan – Update (See Brief & Power Point Presentation)**

Airport Manager Pomeroy asked if the Board had any comments on the Airport Layout Plan.

Board Member Schoen asked for the ALP to include a concept for positioning rental car parking off of the principal Airport property or on a different section of Airport owned property that is separate or adjacent to the principal Airport property. He commented that the Airport should be prioritized for passenger parking.

Vice-Chairman Keirn agreed with Board Member Schoen that rental car parking should eventually be moved off-site.

Airport Manager Pomeroy commented that he will conduct a detailed review of the ALP drawing set, submit changes to Engineer Mitchell, and submit the set to the Board for review and approval as desired by the Board. Once the Board approves the ALP he will submit it to the FAA for review and approval.

## **VIII. NEW BUSINESS**

### **A. Election of Officers (See Brief)**

Airport Manager Pomeroy briefed the Board that the election of officers is scheduled for the March meeting.

Attorney Laski commented that the offices up for election are the Chair, Vice-Chair, Secretary, and Treasurer. The Treasurer is not required to be a Board Member.

Chairman Fairfax commented that the Chair position required a dedication of approximately 3-4 hours a week of his time, and included tasks such as Airport management oversight and meeting agenda development. He commented that the

elected Chair needs the willingness to spend the time to do the job effectively. Board Member Greenberg commented that any elected officer position requires an additional investment in time and a willingness to invest the time as needed by Airport Staff.

Board Member Haemmerle commented that the Board is fully aware of what commitments the Chair position requires.

## IX. PUBLIC COMMENT

Mr. Strauss commented that he has noticed the improved volume of air carrier service as well as a reduction in airline ticket prices. He also complimented the Airport Staff in their snow removal efforts. Several pilots have noticed a tremendous effort in improving snow removal despite difficult and challenging circumstances.

Mr. Rasch offered his willingness to work in conjunction with Airport Manager Pomeroy to address complaints from the community made regarding APU usage so that an investigation can be conducted and a solution found.

Airport Manager Pomeroy commented that the landowner south of the Airport has graciously offered access to his property in order to allow the Airport to store snow there.

## X. EXECUTIVE SESSION – I.C. §74-206 (a)(c)(f)

### **MOTION:**

***Made by Board Member Schoen to enter into executive session pursuant to Idaho Code §74-206 paragraph (c) to acquire an interest in real property which is not owned by a public agency and paragraph (f) to communicate with legal counsel to discuss legal ramifications for controversy imminently likely to be litigated. Seconded by Board Member McCleary.***

### **ROLL CALL VOTE:**

<b><i>Chairman Fairfax</i></b>	<b><i>Yes</i></b>
<b><i>Vice-Chairman Kelrn</i></b>	<b><i>Yes</i></b>
<b><i>Board Member Greenberg</i></b>	<b><i>Yes</i></b>
<b><i>Board Member Schoen</i></b>	<b><i>Yes</i></b>
<b><i>Board Member Haemmerle</i></b>	<b><i>Yes</i></b>
<b><i>Board Member McCleary</i></b>	<b><i>Yes</i></b>
<b><i>Board Member Cooley</i></b>	<b><i>Yes</i></b>

**PASSED UNANIMOUSLY**

## XI. ADJOURNMENT

The January 31, 2017 Regular Meeting of the Friedman Memorial Airport Authority was adjourned at approximately 8:25 p.m.

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Lawrence Schoen, Secretary

\* Additional resources/materials that should be reviewed with these meeting minutes include but are not limited to the Friedman Memorial Airport Authority Board Packet briefing, the PowerPoint presentation prepared for this meeting and any referenced attachments.

**Friedman Memorial Airport**  
**Profit & Loss Budget vs. Actual (Combined '17)**  
October through December 2016

Ordinary Income/Expense	Oct - Dec 16	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
<b>4000-00 · AIRCARRIER</b>				
4000-01 · Aircarrier - Lease Space	21,130.29	106,500.00	-85,369.71	19.8%
4000-02 · Aircarrier - Landing Fees	29,257.81	165,000.00	-135,742.19	17.7%
4000-03 · Aircarrier - Gate Fees	300.00	2,400.00	-2,100.00	12.5%
4000-04 · Aircarrier - Utility Fees	3,177.27	20,000.00	-16,822.73	15.9%
4000-05 · Aircarrier - Misc.	0.00	4,800.00	-4,800.00	0.0%
4010-07 · Aircarrier - '14 PFC App	78,764.80	325,000.00	-246,235.20	24.2%
<b>Total 4000-00 · AIRCARRIER</b>	<b>132,630.17</b>	<b>623,700.00</b>	<b>-491,069.83</b>	<b>21.3%</b>
<b>4020-00 · TERMINAL AUTO PARKING REVENUE</b>				
4020-01 · Automobile Parking - Terminal	53,395.43	250,000.00	-196,604.57	21.4%
<b>Total 4020-00 · TERMINAL AUTO PARKING REVENUE</b>	<b>53,395.43</b>	<b>250,000.00</b>	<b>-196,604.57</b>	<b>21.4%</b>
<b>4030-00 · AUTO RENTAL REVENUE</b>				
4030-01 · Automobile Rental - Commission	81,852.49	500,000.00	-418,147.51	16.4%
4030-02 · Automobile Rental - Counter	6,686.46	27,000.00	-20,313.54	24.8%
4030-03 · Automobile Rental - Auto Prkng	26,603.48	64,500.00	-37,896.52	41.2%
4030-04 · Automobile Rental - Utilities	3,528.33	2,500.00	1,028.33	141.1%
<b>Total 4030-00 · AUTO RENTAL REVENUE</b>	<b>118,670.76</b>	<b>594,000.00</b>	<b>-475,329.24</b>	<b>20.0%</b>
<b>4040-00 · TERMINAL CONCESSION REVENUE</b>				
4040-02 · Terminal Shops - Lease Space	12.00			
4040-03 · Terminal Shops - Utility Fees	207.24			
4040-10 · Advertising - Commission	13,095.00	47,000.00	-33,905.00	27.9%
4040-11 · Vending Machines - Commission	2,580.92	17,000.00	-14,419.08	15.2%
4040-12 · Terminal ATM	26.50	300.00	-273.50	8.8%
<b>Total 4040-00 · TERMINAL CONCESSION REVENUE</b>	<b>15,921.66</b>	<b>64,300.00</b>	<b>-48,378.34</b>	<b>24.8%</b>
<b>4050-00 · FBO REVENUE</b>				
4050-01 · FBO - Lease Space	54,205.02	240,000.00	-185,794.98	22.6%
4050-02 · FBO - Tiedown Fees	44,471.71	500,000.00	-455,528.29	8.9%
4050-03 · FBO - Landing Fees - Trans.	57,974.67	330,000.00	-272,025.33	17.6%
4050-04 · FBO - Commission	4,282.74	18,000.00	-13,717.26	23.8%
<b>Total 4050-00 · FBO REVENUE</b>	<b>160,934.14</b>	<b>1,088,000.00</b>	<b>-927,065.86</b>	<b>14.8%</b>
<b>4060-00 · FUEL FLOWAGE REVENUE</b>				
4060-01 · Fuel Flowage - FBO	58,221.63	300,000.00	-241,778.37	19.4%
<b>Total 4060-00 · FUEL FLOWAGE REVENUE</b>	<b>58,221.63</b>	<b>300,000.00</b>	<b>-241,778.37</b>	<b>19.4%</b>

**Friedman Memorial Airport**  
**Profit & Loss Budget vs. Actual (Combined '17)**  
October through December 2016

	Oct - Dec 16	Budget	\$ Over Budget	% of Budget
<b>4070-00 · TRANSIENT LANDING FEES REVENUE</b>				
4070-02 · Landing Fees - Non-Comm./Gov't	218.82	500.00	-281.18	43.8%
<b>Total 4070-00 · TRANSIENT LANDING FEES REVENUE</b>	<u>218.82</u>	<u>500.00</u>	<u>-281.18</u>	<u>43.8%</u>
<b>4080-00 · HANGARS REVENUE</b>				
4080-01 · Land Lease - Hangar	108,528.82	450,000.00	-341,471.18	24.1%
4080-02 · Land Lease - Hangar/Trans. Fee	462.75	5,500.00	-5,037.25	8.4%
4080-03 · Land Lease - Hangar/Utilities	606.98	1,600.00	-993.02	37.9%
<b>Total 4080-00 · HANGARS REVENUE</b>	<u>109,598.55</u>	<u>457,100.00</u>	<u>-347,501.45</u>	<u>24.0%</u>
<b>4090-00 · TIEDOWN PERMIT FEES REVENUE</b>				
4090-01 · Tiedown Permit Fees (FMA)	9,835.21	12,000.00	-2,164.79	82.0%
<b>Total 4090-00 · TIEDOWN PERMIT FEES REVENUE</b>	<u>9,835.21</u>	<u>12,000.00</u>	<u>-2,164.79</u>	<u>82.0%</u>
<b>4100-00 · POSTAL CARRIERS REVENUE</b>				
4100-01 · Postal Carriers - Landing Fees	2,459.84	13,000.00	-10,540.16	18.9%
4100-02 · Postal Carriers - Tiedown	2,970.00			
<b>Total 4100-00 · POSTAL CARRIERS REVENUE</b>	<u>5,429.84</u>	<u>13,000.00</u>	<u>-7,570.16</u>	<u>41.8%</u>
<b>4110-00 · MISCELLANEOUS REVENUE</b>				
4110-01 · Misc. Revenue	9,017.52			
4110-05 · Misc. Incident/Accident	-4,380.53			
4110-06 · Misc. - Security/Prox. Cards	21,360.00	32,000.00	-10,640.00	66.8%
4110-09 · Miscellaneous Expense Reimburse	0.00			
<b>Total 4110-00 · MISCELLANEOUS REVENUE</b>	<u>25,996.99</u>	<u>32,000.00</u>	<u>-6,003.01</u>	<u>81.2%</u>
<b>4120-00 · GROUND TRANSP. PERMIT REVENUE</b>				
4120-01 · Ground Transportation Permit	11,600.00	17,000.00	-5,400.00	68.2%
4120-02 · GTSP - Trip Fee	900.00			
<b>Total 4120-00 · GROUND TRANSP. PERMIT REVENUE</b>	<u>12,500.00</u>	<u>17,000.00</u>	<u>-4,500.00</u>	<u>73.5%</u>
<b>4400-00 · TSA</b>				
4400-02 · Terminal Lease	10,091.25	40,400.00	-30,308.75	25.0%
<b>Total 4400-00 · TSA</b>	<u>10,091.25</u>	<u>40,400.00</u>	<u>-30,308.75</u>	<u>25.0%</u>
<b>4510-00 · DOT/Small Community Air Service</b>				
4510-02 · Small Community Air Serv. 2016	0.00	500,000.00	-500,000.00	0.0%
<b>Total 4510-00 · DOT/Small Community Air Service</b>	<u>0.00</u>	<u>500,000.00</u>	<u>-500,000.00</u>	<u>0.0%</u>
<b>4520-00 · INTEREST INCOME</b>				
4600-00 · Interest Income - General	2,665.15	1,500.00	1,165.15	177.7%
<b>Total 4520-00 · INTEREST INCOME</b>	<u>2,665.15</u>	<u>1,500.00</u>	<u>1,165.15</u>	<u>177.7%</u>



**Friedman Memorial Airport**  
**Profit & Loss Budget vs. Actual (Combined '17)**  
October through December 2016

	Oct - Dec 16	Budget	\$ Over Budget	% of Budget
4742-00 · AIP 42 - Project TBD				
4742-01 · AIP '42 Project TBD	0.00	187,500.00	-187,500.00	0.0%
<b>Total 4742-00 · AIP 42 - Project TBD</b>	<b>0.00</b>	<b>187,500.00</b>	<b>-187,500.00</b>	<b>0.0%</b>
4743-00 · AIP 43 - Project TBD				
4743-01 · AIP 43 Project TBD	0.00	1,992,200.00	-1,992,200.00	0.0%
<b>Total 4743-00 · AIP 43 - Project TBD</b>	<b>0.00</b>	<b>1,992,200.00</b>	<b>-1,992,200.00</b>	<b>0.0%</b>
<b>Total Income</b>	<b>716,109.60</b>	<b>6,173,200.00</b>	<b>-5,457,090.40</b>	<b>11.6%</b>
<b>Gross Profit</b>	<b>716,109.60</b>	<b>6,173,200.00</b>	<b>-5,457,090.40</b>	<b>11.6%</b>
Expense				
<b>EXPENDITURES</b>				
<b>"A" EXPENSES</b>				
5000-01 · Salaries - Airport Manager	33,749.99	156,900.00	-123,150.01	21.5%
5000-02 · Salaries - Assist. Airpt. Manag	0.00	85,000.00	-85,000.00	0.0%
5010-00 · Salaries - Contracts/Finance Adm	24,604.68	95,906.57	-71,301.89	25.7%
5010-01 · Salaries - Office Assist.	48,833.72	189,004.00	-140,170.28	25.8%
5020-00 · Salaries - ARFF/OPS Manager	23,080.77	95,906.57	-72,825.80	24.1%
5030-00 · Salaries - ARFF/OPS Specialist	80,768.77	340,772.84	-260,004.07	23.7%
5040-00 · Salaries-ASC/Sp.Prjct./Ex. Assl	18,010.92	75,000.00	-56,989.08	24.0%
5050-00 · Salaries-Seasonal-Snow Removal	9,262.00	38,000.00	-28,738.00	24.4%
5050-01 · Salaries - Seasonal - Arpt Host	3,570.00			
5050-02 · Salaries - Merit Increase	0.00	39,493.45	-39,493.45	0.0%
5060-01 · Overtime - General	0.00	2,000.00	-2,000.00	0.0%
5060-02 · Overtime - Snow Removal	1,255.22	20,000.00	-18,744.78	6.3%
5060-04 · OT - Security	0.00	5,000.00	-5,000.00	0.0%
5100-00 · Retirement	23,367.85	130,000.00	-106,632.15	18.0%
5110-00 · Social Security/Medicare	18,165.03	85,000.00	-66,834.97	21.4%
5120-00 · Life Insurance	374.07	1,700.00	-1,325.93	22.0%
5130-00 · Medical Insurance	35,937.66	210,000.00	-174,062.34	17.1%
5160-00 · Workman's Compensation	0.00	15,000.00	-15,000.00	0.0%
<b>Total "A" EXPENSES</b>	<b>320,980.68</b>	<b>1,584,683.43</b>	<b>-1,263,702.75</b>	<b>20.3%</b>
<b>"B" EXPENDITURES</b>				
<b>"B" EXPENSES - ADMINISTRATIVE</b>				
6000-00 · TRAVEL EXPENSE				
6000-01 · Travel	3,456.24	12,000.00	-8,543.76	28.8%
<b>Total 6000-00 · TRAVEL EXPENSE</b>	<b>3,456.24</b>	<b>12,000.00</b>	<b>-8,543.76</b>	<b>28.8%</b>

**Friedman Memorial Airport**  
**Profit & Loss Budget vs. Actual (Combined '17)**  
**October through December 2016**

	Oct - Dec 16	Budget	\$ Over Budget	% of Budget
<b>6010-00 - SUPPLIES/EQUIPMENT EXPENSE</b>				
6010-01 - Supplies - Office	2,608.52	13,000.00	-10,391.48	20.1%
6010-03 - Supplies - Computer	407.98			
<b>Total 6010-00 - SUPPLIES/EQUIPMENT EXPENSE</b>	<b>3,016.50</b>	<b>13,000.00</b>	<b>-9,983.50</b>	<b>23.2%</b>
<b>6020-00 - INSURANCE</b>				
6020-01 - Insurance - Liability	11,640.00	10,400.00	1,240.00	111.9%
6020-02 - Insurance - Public Officials	5,402.26	5,600.00	-197.74	96.5%
6020-03 - Insurance-Bldg/Unlic.Veh./Prop	39,509.60	40,500.00	-990.40	97.6%
6020-04 - Insurance - Licensed Vehicles	6,239.00	7,000.00	-761.00	89.1%
<b>Total 6020-00 - INSURANCE</b>	<b>62,790.86</b>	<b>63,500.00</b>	<b>-709.14</b>	<b>98.9%</b>
<b>6030-00 - UTILITIES</b>				
6030-01 - Utilities - Gas/Terminal	3,843.89	20,000.00	-16,156.11	19.2%
6030-02 - Utilities - Gas/Maintenance	1,961.14	10,000.00	-8,038.86	19.6%
6030-03 - Utilities - Elect./Runway&PAPI	2,041.30	7,000.00	-4,958.70	29.2%
6030-04 - Utilities - Elec./Office/Maint.	2,480.57	12,000.00	-9,519.43	20.7%
6030-05 - Utilities - Electric/Terminal	9,847.61	40,000.00	-30,152.39	24.6%
6030-06 - Utilities - Telephone	4,311.73	12,000.00	-7,688.27	35.9%
6030-07 - Utilities - Water	205.96	1,500.00	-1,294.04	13.7%
6030-08 - Utilities - Garbage Removal	2,932.77	10,000.00	-7,067.23	29.3%
6030-09 - Utilities - Sewer	816.85	4,000.00	-3,183.15	20.4%
6030-11 - Utilities - Electric/Tower	1,337.04	6,000.00	-4,662.96	22.3%
6030-12 - Utilities - Elec./Brdfrd.Hghl	119.85	700.00	-580.15	17.1%
6030-15 - Utilities - Elec/AWOS	766.91	3,000.00	-2,233.09	25.6%
6030-16 - Utilities - Elec. Wind Cone	32.12	150.00	-117.88	21.4%
6030-17 - Utilities - Elec.- Hangar	226.57	200.00	26.57	113.3%
<b>Total 6030-00 - UTILITIES</b>	<b>30,924.31</b>	<b>126,550.00</b>	<b>-95,625.69</b>	<b>24.4%</b>
<b>6040-00 - SERVICE PROVIDER</b>				
6040-01 - Service Provider - Weat/Flight	2,172.00	2,200.00	-28.00	98.7%
6040-02 - Service Provider - Term. Music	117.00	900.00	-783.00	13.0%
6040-03 - Service Provider - Internet AOB	2,062.01	10,000.00	-7,937.99	20.6%
6040-05 - Service Provider - Internet Ter	450.00	1,800.00	-1,350.00	25.0%
6040-06 - Service Provider - SSI Movement	9,850.00	9,850.00	0.00	100.0%
6040-07 - Serv. Provider - Security CMS	10,650.00	100,000.00	-89,350.00	10.7%
6040-08 - Service Provider - Part 139 Arp	3,000.00	3,000.00	0.00	100.0%
6040-09 - Service Provider - Elec. Filing	3,450.00	13,800.00	-10,350.00	25.0%
6040-10 - Service Provider - Term. Flight	630.00	6,200.00	-5,570.00	10.2%
6040-11 - Service Provider - Term. Satel	280.17	6,000.00	-5,719.83	4.7%
6040-12 - Service Provider - Certif. Mana	0.00	1,000.00	-1,000.00	0.0%
<b>Total 6040-00 - SERVICE PROVIDER</b>	<b>32,661.18</b>	<b>154,750.00</b>	<b>-122,088.82</b>	<b>21.1%</b>

**Friedman Memorial Airport**  
**Profit & Loss Budget vs. Actual (Combined '17)**  
**October through December 2016**

	Oct - Dec 16	Budget	\$ Over Budget	% of Budget
<b>6050-00 · PROFESSIONAL SERVICES</b>				
6050-01 · Professional Services - Legal	9,850.80	70,000.00	-60,149.20	14.1%
6050-02 · Professional Services - Audit	6,882.00	45,000.00	-38,118.00	15.3%
6050-03 · Professional Services - Enginee	125.00	8,000.00	-7,875.00	1.6%
6050-04 · Professional Services - ARFF	0.00	4,000.00	-4,000.00	0.0%
6050-05 · Professional Services - Gen.	3,150.00	10,000.00	-6,850.00	31.5%
6050-08 · Professional Services - Securit	540.00	4,000.00	-3,460.00	13.5%
6050-10 · Prof. Svcs.-IT/Comp. Support	3,475.00	25,000.00	-21,525.00	13.9%
6050-12 · Prof. Serv.- Planning Air Serv.	0.00	15,000.00	-15,000.00	0.0%
6050-13 · Prof. Serv.-Website Des.& Maint	1,275.27	2,000.00	-724.73	63.8%
6050-15 · Prof. Serv.-Pub.Outreach/Comm.	0.00	20,000.00	-20,000.00	0.0%
<b>Total 6050-00 · PROFESSIONAL SERVICES</b>	<b>25,298.07</b>	<b>203,000.00</b>	<b>-177,701.93</b>	<b>12.5%</b>
<b>6060-00 · MAINTENANCE-OFFICE EQUIPMENT</b>				
6060-01 · Maint.-Office Equip./Gen.	0.00	4,000.00	-4,000.00	0.0%
6060-04 · Maintenance - Copler	514.05			
<b>Total 6060-00 · MAINTENANCE-OFFICE EQUIPMENT</b>	<b>514.05</b>	<b>4,000.00</b>	<b>-3,485.95</b>	<b>12.9%</b>
<b>6070-00 · RENT/LEASE OFFICE EQUIPMENT</b>				
6070-02 · Rent/Lease - Postage Meter	312.00	1,400.00	-1,088.00	22.3%
<b>Total 6070-00 · RENT/LEASE OFFICE EQUIPMENT</b>	<b>312.00</b>	<b>1,400.00</b>	<b>-1,088.00</b>	<b>22.3%</b>
<b>6080-00 · DUES/MEMBERSHIPS/PUBLICATIONS E</b>				
6080-01 · Dues/Memberships/Publications	3,744.89	15,000.00	-11,255.11	25.0%
6080-04 · Airport Marketing	7,448.67	20,000.00	-12,551.33	37.2%
6080-06 · Marketing - SCASDP	3,686.12	25,000.00	-21,303.88	14.8%
<b>Total 6080-00 · DUES/MEMBERSHIPS/PUBLICATIONS E</b>	<b>14,889.68</b>	<b>60,000.00</b>	<b>-45,110.32</b>	<b>24.8%</b>
<b>6090-00 · POSTAGE</b>				
6090-01 · Postage/Courier Service	591.14	2,000.00	-1,408.86	29.6%
<b>Total 6090-00 · POSTAGE</b>	<b>591.14</b>	<b>2,000.00</b>	<b>-1,408.86</b>	<b>29.6%</b>
<b>6100-00 · EDUCATION/TRAINING</b>				
6100-01 · Education/Training - Admin.	2,763.00	15,000.00	-12,237.00	18.4%
6100-02 · Education/Training - OPS	1,121.00	3,500.00	-2,379.00	32.0%
6100-03 · Education/Training - ARFF	6,156.75	17,000.00	-10,843.25	36.2%
6100-04 · Education/Training - Tri-Ann	0.00	3,000.00	-3,000.00	0.0%
6100-05 · Education - Neighborl Flight	0.00	10,000.00	-10,000.00	0.0%
6100-06 · Education - Security	0.00	10,000.00	-10,000.00	0.0%
6100-07 · Education - Public Outreach	1,425.08			
<b>Total 6100-00 · EDUCATION/TRAINING</b>	<b>11,465.83</b>	<b>58,500.00</b>	<b>-47,034.17</b>	<b>19.6%</b>

**Friedman Memorial Airport**  
**Profit & Loss Budget vs. Actual (Combined '17)**  
**October through December 2016**

	Oct - Dec 16	Budget	\$ Over Budget	% of Budget
<b>6110-00 - CONTRACTS</b>				
6110-01 - Contracts - General	125.00			
6110-02 - Contracts - FMAA	10,500.00	42,000.00	-31,500.00	25.0%
6110-03 - Contracts - SVA/Fee Collection	14,700.00	58,900.00	-44,200.00	25.0%
6110-04 - Contracts - COH LEO	816.00	5,000.00	-4,184.00	16.3%
6110-05 - Contracts - Janitorial	10,980.00	50,000.00	-39,020.00	22.0%
6110-07 - Contracts - Snow Removal	0.00	25,000.00	-25,000.00	0.0%
6110-08 - Contracts - Eccles Tree Lights	17,500.00	30,000.00	-12,500.00	58.3%
<b>Total 6110-00 - CONTRACTS</b>	<b>54,621.00</b>	<b>210,900.00</b>	<b>-156,279.00</b>	<b>25.9%</b>
<b>6120-00 - PERMITS</b>				
6120-01 - Permits - General	0.00	100.00	-100.00	0.0%
6120-02 - Permits - COH Impact Fee	0.00	10,000.00	-10,000.00	0.0%
<b>Total 6120-00 - PERMITS</b>	<b>0.00</b>	<b>10,100.00</b>	<b>-10,100.00</b>	<b>0.0%</b>
<b>6130-00 - MISCELLANEOUS EXPENSES</b>				
6130-01 - Misc. - General	6,294.19	9,000.00	-2,705.81	69.9%
6140-00 - Bank Fees	48.00	3,000.00	-2,952.00	1.6%
<b>Total 6130-00 - MISCELLANEOUS EXPENSES</b>	<b>6,342.19</b>	<b>12,000.00</b>	<b>-5,657.81</b>	<b>52.9%</b>
<b>Total "B" EXPENSES - ADMINISTRATIVE</b>	<b>246,883.05</b>	<b>931,700.00</b>	<b>-684,816.95</b>	<b>26.5%</b>
<b>"B" EXPENSES - OPERATIONAL</b>				
<b>6500-00 - SUPPLIES/EQUIPMENT-ARFF/OPERATI</b>				
6500-01 - Supplies/Equipment - General	489.63			
6500-02 - Supplies/Equipment - Tools	278.89	45,000.00	-44,510.37	1.1%
6500-03 - Supplies/Equipment - Clothing	28.46			
6500-04 - Supplies/Equipment - Janitorial	3,085.47	40,000.00	-5,540.00	86.2%
6500-05 - Supplies/Equipment - Deice	34,460.00	10,000.00	708.13	107.1%
6500-06 - Supplies/Equipment - ARFF	10,708.13			
<b>Total 6500-00 - SUPPLIES/EQUIPMENT-ARFF/OPERATI</b>	<b>49,050.58</b>	<b>95,000.00</b>	<b>-45,949.42</b>	<b>51.6%</b>
<b>6510-00 - FUEL/LUBRICANTS</b>				
6510-01 - General	221.84	40,000.00	-39,778.16	0.6%
6510-02 - Fuel	13,183.90			
<b>Total 6510-00 - FUEL/LUBRICANTS</b>	<b>13,415.74</b>	<b>40,000.00</b>	<b>-26,584.26</b>	<b>33.5%</b>

## Friedman Memorial Airport Profit & Loss Budget vs. Actual (Combined '17) October through December 2016

	Oct - Dec 16	Budget	\$ Over Budget	% of Budget
<b>6520-00 · VEHICLES/MAINTENANCE</b>				
6520-01 · R/M Equipment - General	275.99			
6520-06 · R/M Equip. -'85 Ford Dump	23.00	35,000.00	-34,724.01	0.8%
6520-09 · R/M Equip. - '96 Oshkosh Swp.	1,851.63			
6520-17 · R/M Equip. '01 Case 921 Ldr.	1,299.10			
6520-18 · R/M Equip. - '97 Chevy Blazer	23.00			
6520-19 · R/M Equip. '02 Ford F-150 PU	177.88			
6520-20 · R/M Equip. - '02 Kodiak Blower	270.00			
6520-25 · R/M Equip. - '04 Batts De-Ice	2,371.54			
6520-29 · R/M Equip.- 2010 Wausau Plow	6,777.04			
6520-30 · R/M Equip.-'05 Ford F-350	2,326.05			
6520-31 · R/M Equip. - Oshkosh Blower	439.06			
6520-34 · R/M Equip. - '12 Case 921F Load	94.22			
6520-35 · R/M Equip. - '14 Ford Explorer	263.00			
6520-38 · R/M Equip. - '15 Wausau Broom	124.57			
<b>Total 6520-00 · VEHICLES/MAINTENANCE</b>	<u>16,316.08</u>	<u>35,000.00</u>	<u>-18,683.92</u>	<u>46.6%</u>
<b>6530-00 · ARFF MAINTENANCE</b>				
6530-01 · ARFF Maint. General	0.00	7,000.00	-7,000.00	0.0%
6530-04 · ARFF Maint. - Radios	540.20			
<b>Total 6530-00 · ARFF MAINTENANCE</b>	<u>540.20</u>	<u>7,000.00</u>	<u>-6,459.80</u>	<u>7.7%</u>
<b>6540-00 · REPAIRS/MAINTENANCE - BUILDING</b>				
6540-01 · R/M Bldg. - General	214.00			
6540-02 · R/M Bldg. - Terminal	13,436.86	40,000.00	-39,786.00	0.5%
6540-03 · R/M Bldg. - Shop	526.00			
6540-04 · R/M Bldg. - Cold Storage	225.00			
6540-05 · R/M Bldg. - AOB	2,719.75			
6540-07 · R/M Bldg. - Tower	710.16			
6540-09 · R/M Bldg. - Landscaping	1,152.50			
<b>Total 6540-00 · REPAIRS/MAINTENANCE - BUILDING</b>	<u>18,984.27</u>	<u>40,000.00</u>	<u>-21,015.73</u>	<u>47.5%</u>
<b>6550-00 · REPAIRS/MAINTENANCE - AIRSIDE</b>				
6550-01 · R/M - General	485.86			
6550-02 · R/M - Airfield	3,230.32	28,000.00	-27,514.14	1.7%
6550-03 · R/M - Runway	112.98			
6550-04 · R/M - Lights	3,310.97			
6550-05 · R/M - Grounds	580.74			
<b>Total 6550-00 · REPAIRS/MAINTENANCE - AIRSIDE</b>	<u>7,720.87</u>	<u>28,000.00</u>	<u>-20,279.13</u>	<u>27.6%</u>
<b>6560-00 · SECURITY EXPENSE</b>				
6560-01 · Security	10,785.16	50,000.00	-39,214.84	21.6%
<b>Total 6560-00 · SECURITY EXPENSE</b>	<u>10,785.16</u>	<u>50,000.00</u>	<u>-39,214.84</u>	<u>21.6%</u>

## Friedman Memorial Airport Profit & Loss Budget vs. Actual (Combined '17) October through December 2016

	Oct - Dec 16	Budget	\$ Over Budget	% of Budget
<b>6570-00 · REPAIRS/MAINT.-AERONAUTICAL EQU</b>				
6570-01 · R/M Aeronautical Equip - NDB/DME	2,508.20	25,000.00	-22,490.80	10.0%
6570-02 · R/M Aeronautical Equip. - Tower	1,669.60			
6570-04 · R/M Aeron. Equip. - AWOS/ATIS	2,569.20			
<b>Total 6570-00 · REPAIRS/MAINT.-AERONAUTICAL EQU</b>	<u>6,748.00</u>	<u>25,000.00</u>	<u>-18,252.00</u>	<u>27.0%</u>
<b>Total "B" EXPENSES - OPERATIONAL</b>	<u>123,560.90</u>	<u>320,000.00</u>	<u>-196,439.10</u>	<u>38.6%</u>
<b>Total "B" EXPENDITURES</b>	<u>370,443.95</u>	<u>1,251,700.00</u>	<u>-881,256.05</u>	<u>29.6%</u>
<b>"C" EXPENSES</b>				
<b>7000-00 · MISC. CAPITAL EXPENDITURES</b>				
7000-01 · Contingency	0.00	20,000.00	-20,000.00	0.0%
7000-05 · Computer Equipment/Software	0.00	3,000.00	-3,000.00	0.0%
7000-22 · Airline Ticketing Office Improv	1,022.50			
7000-23 · SRE (Tool Cat)	0.00	9,500.00	-9,500.00	0.0%
7000-24 · ARFF Equipment	0.00	12,500.00	-12,500.00	0.0%
7000-26 · Acquisition - Licensed Vehicles	6,340.37	60,000.00	-53,659.63	10.6%
7000-47 · AOB Improvements	0.00	20,000.00	-20,000.00	0.0%
7000-50 · Welding Equipment	2,459.00			
7000-52 · Tools Equipment	0.00	5,300.00	-5,300.00	0.0%
7000-53 · Term. Concession	0.00	45,000.00	-45,000.00	0.0%
<b>Total 7000-00 · MISC. CAPITAL EXPENDITURES</b>	<u>9,821.87</u>	<u>175,300.00</u>	<u>-165,478.13</u>	<u>5.6%</u>
<b>7110-00 · Small Comm. Air Service</b>				
7110-02 · Small Comm. Air Serv. 2016	0.00	534,000.00	-534,000.00	0.0%
<b>Total 7110-00 · Small Comm. Air Service</b>	<u>0.00</u>	<u>534,000.00</u>	<u>-534,000.00</u>	<u>0.0%</u>
<b>7541-00 · AIP 41 SA Ph. III -Runway/Term.</b>				
7541-02 · AIP '41 - Non-Eligible	133,303.65			
7541-07 · AIP '41 RETAINER	9,375.00			
7541-08 · AIP '41 RETAINER PFC	624.99			
<b>Total 7541-00 · AIP 41 SA Ph. III -Runway/Term.</b>	<u>143,303.64</u>			
<b>7542-00 · AIP '42 EXPENSE - Air Carr. Apr</b>				
7542-01 · AIP '42 - Eligible	67,516.03	200,000.00	-132,483.97	33.8%
7542-02 · AIP '42 Non-Eligible	4,501.07			
<b>Total 7542-00 · AIP '42 EXPENSE - Air Carr. Apr</b>	<u>72,017.10</u>	<u>200,000.00</u>	<u>-127,982.90</u>	<u>36.0%</u>
<b>7543-00 · AIP '43 EXPENSE - Project TBD</b>				
7543-01 · AIP '43 - Eligible	0.00	2,125,000.00	-2,125,000.00	0.0%
<b>Total 7543-00 · AIP '43 EXPENSE - Project TBD</b>	<u>0.00</u>	<u>2,125,000.00</u>	<u>-2,125,000.00</u>	<u>0.0%</u>

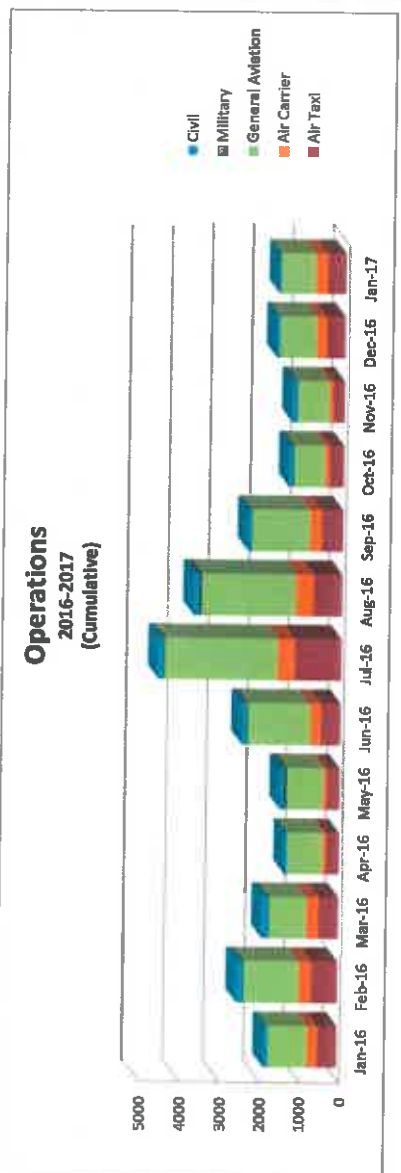
**Friedman Memorial Airport**  
**Profit & Loss Budget vs. Actual (Combined '17)**  
October through December 2016

	Oct - Dec 16	Budget	\$ Over Budget	% of Budget
9001-00 · PFC 14-09-C-00-SUN				
9001-02 · PFC '14 Acquire SRE	416.25			
9001-03 · PFC '14 Master Plan	19,439.70	150,000.00	-130,560.30	13.0%
9001-18 · PFC '14 Runway Rehabilitation	4,137.18			
<b>Total 9001-00 · PFC 14-09-C-00-SUN</b>	<b>23,993.13</b>	<b>150,000.00</b>	<b>-126,006.87</b>	<b>16.0%</b>
<b>Total "C" EXPENSES</b>	<b>249,135.74</b>	<b>3,184,300.00</b>	<b>-2,935,164.26</b>	<b>7.8%</b>
<b>Total EXPENDITURES</b>	<b>940,560.37</b>	<b>6,020,683.43</b>	<b>-5,080,123.06</b>	<b>15.6%</b>
<b>Total Expense</b>	<b>940,560.37</b>	<b>6,020,683.43</b>	<b>-5,080,123.06</b>	<b>15.6%</b>
<b>Net Ordinary Income</b>	<b>-224,450.77</b>	<b>152,516.57</b>	<b>-376,967.34</b>	<b>-147.2%</b>
<b>Net Income</b>	<b>-224,450.77</b>	<b>152,516.57</b>	<b>-376,967.34</b>	<b>-147.2%</b>

Friedman Memorial Airport  
January 2017

ATCT Traffic Operations Record																	
Month	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
January	3,622	3,893	3,912	2,600	3,028	2,787	4,547	2,520	2,070	2,379	2,408	2,098	2,454	2,128	2,249	1,842	1,665
February	4,027	4,498	3,073	3,122	3,789	3,597	3,548	2,857	2,244	2,647	2,117	2,205	2,612	1,417	2,268	2,533	0
March	4,952	5,126	3,086	4,097	3,618	2,918	4,677	3,097	2,145	2,709	1,813	1,921	2,753	1,924	2,023	1,917	0
April	2,494	3,649	2,213	2,840	2,462	2,047	2,581	2,113	1,724	1,735	1,604	1,513	1,509	1,210	1,337	1,380	0
May	3,905	4,184	2,654	3,282	2,729	2,134	1,579	2,293	2,280	1,891	1,533	1,693	1,852	555	668	1,501	0
June	4,787	5,039	4,737	4,438	3,674	3,656	5,181	3,334	2,503	3,019	2,898	2,761	3,203	2,164	2,387	2,475	0
July	6,359	8,796	6,117	5,910	5,424	5,931	7,398	4,704	4,551	5,005	5,004	4,810	5,345	4,345	4,159	4,562	0
August	6,479	6,917	5,513	5,707	5,722	6,087	8,196	4,570	4,488	4,705	4,326	3,823	4,644	3,114	2,932	3,719	0
September	3,871	4,636	4,162	4,124	4,609	3,760	4,311	2,696	3,376	3,128	3,359	2,396	2,403	2,237	2,292	2,379	0
October	3,879	3,656	3,426	2,936	3,570	3,339	3,103	2,134	2,145	2,012	1,886	1,658	1,874	1,760	1,789	1,377	0
November	3,082	2,698	2,599	2,749	2,260	2,912	2,892	1,670	1,901	1,309	1,114	1,325	1,475	908	1,229	1,314	0
December	3,401	2,805	3,247	3,227	2,722	3,834	2,699	1,848	2,272	1,811	2,493	2,066	2,016	1,545	1,482	1,717	0
<b>Totals</b>	<b>50,858</b>	<b>55,897</b>	<b>44,739</b>	<b>45,032</b>	<b>43,607</b>	<b>43,002</b>	<b>50,712</b>	<b>33,836</b>	<b>31,699</b>	<b>32,350</b>	<b>30,555</b>	<b>28,269</b>	<b>32,140</b>	<b>23,307</b>	<b>24,815</b>	<b>26,716</b>	<b>1,665</b>

ATCT Operations Change# (2017 vs. 2016)			
	2017	2016	% Change
Air Taxi	461	482	-4%
Air Carrier	266	251	10%
General Aviation	878	906	-12%
Military	1	0	100%
Civil	20	113	-77%
<b>Total</b>	<b>1,665</b>	<b>1,742</b>	<b>-9.51%</b>





Friedman Memorial Airport  
January 2017

2017 Enplanements

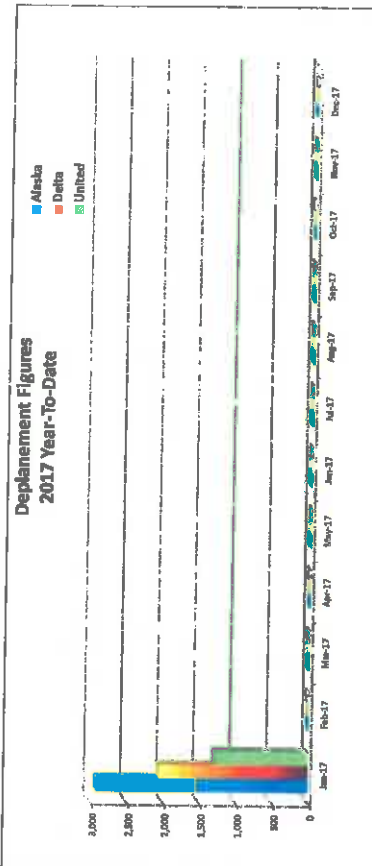
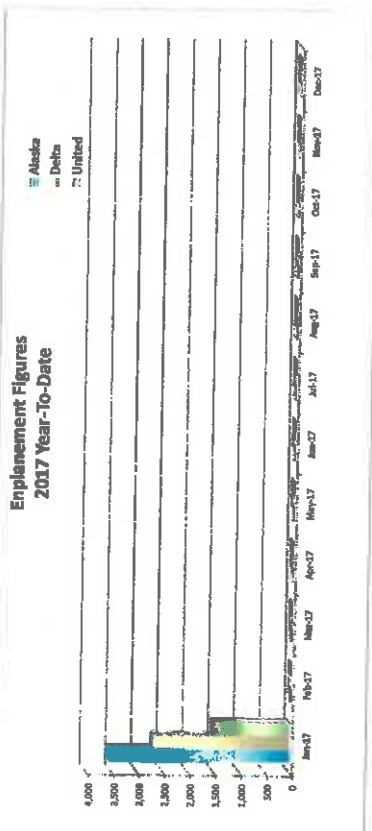
Jan-17	Alaska Airlines				Delta Airlines				United Airlines				Prior Year Total Dep.	Total % Change			
	Revenue	Non-Revenue	Prior Year Month	Total % Change	Revenue	Non-Revenue	Prior Year Month	Total % Change	Revenue	Non-Revenue	Prior Year Month	Total % Change					
3,461	75	3,536	3,232	9%	2,637	48	2,685	2,326	15%	1,492	27	1,519	1,197	27%	7,740	6,755	14.6%
<b>Totals</b>	<b>3,461</b>	<b>75</b>	<b>3,536</b>	<b>9%</b>	<b>2,637</b>	<b>48</b>	<b>2,685</b>	<b>2,326</b>	<b>15%</b>	<b>1,492</b>	<b>27</b>	<b>1,519</b>	<b>1,197</b>	<b>27%</b>	<b>7,740</b>	<b>6,755</b>	<b>14.6%</b>

Legend for Chart:

2017 Deplements

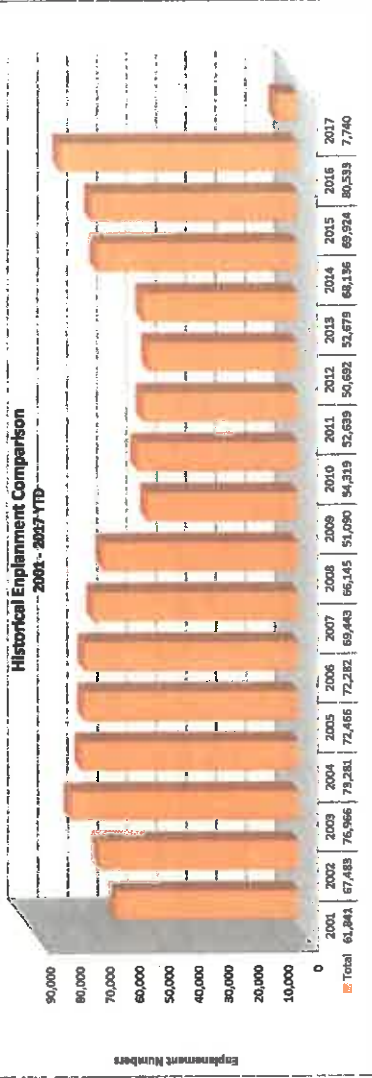
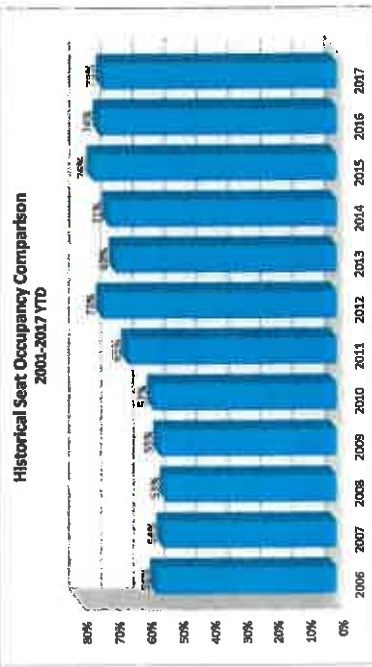
Jan-17	Alaska Airlines				Delta Airlines				United Airlines				Prior Year Total Dep.	Total % Change			
	Revenue	Non-Revenue	Prior Year Month	Total % Change	Revenue	Non-Revenue	Prior Year Month	Total % Change	Revenue	Non-Revenue	Prior Year Month	Total % Change					
2,822	80	2,902	2,589	12%	2,004	49	2,053	1,888	9%	1,238	38	1,276	790	62%	6,231	5,267	18.3%
<b>Totals</b>	<b>2,822</b>	<b>80</b>	<b>2,902</b>	<b>12%</b>	<b>2,004</b>	<b>49</b>	<b>2,053</b>	<b>1,888</b>	<b>9%</b>	<b>1,238</b>	<b>38</b>	<b>1,276</b>	<b>790</b>	<b>62%</b>	<b>6,231</b>	<b>5,267</b>	<b>18.3%</b>

Legend for Chart:



Friedman Memorial Airport  
January 2017

2017 Seat Occupancy																	
Airline	Delta Airlines					United Airlines					Seat Occupancy Totals				Seat Occupancy Totals Prior Year Comparison		
	Departure Flights	Seats Available*	Seats Occupied	Percent Occupied	Departure Flights	Seats Available	Seats Occupied	Percent Occupied	Departure Flights	Seats Available	Seats Occupied	Percent Occupied	Total Seats Available	Total Seats Occupied	Total Percent Occupied	Prior Year % Change Total Seats Available	Prior Year % Change Total Seats Occupied
Jan-17	63	4,788	3,536	74%	34	2,244	1,519	68%	34	2,244	1,519	68%	10,551	7,740	73%	14%	12%
Totals	63	4,788	3,536	74%	51	3,519	2,685	76%	51	3,519	2,685	76%	10,551	7,740	73%	-69%	-70%
Note: Total of 68 Seats Available on aircraft for summer months Total of 69 Seats Available on aircraft Total of 70 Seats starting in July *Seats are capped at 68 during some periods in the summer due to weight and balance requirements and other times of the year seats may be capped due to environmental conditions																	





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🏠 > News & Media > Contract Tower Program supported as agency reviews begin

# CONTRACT TOWER PROGRAM SUPPORTED AS AGENCY REVIEWS BEGIN

December 21, 2016

By Dan Namowitz

**The Contract Tower Program exemplifies how the federal government and the private sector can work together to bring about air traffic safety in a proven, cost-effective manner, says a letter from 105 members of Congress to President-elect Donald Trump and Vice President-elect Mike Pence.**



#### Tips from the tower

As the incoming administration reviews federal agencies and programs for importance, cost-effectiveness, and regulatory relief, the members of Congress sought to call attention to the 30-year-old program's ability to safely connect small-town America's airports to the rest of the country.

"As you may be aware, having flown in to some yourself over the past several months, currently, 253 airports and their surrounding communities in 46 states benefit from the enhanced safety and improved air traffic control (ATC) services provided by FAA contract towers," said the Dec. 9 letter.

The members noted that air traffic control towers operating under the Contract Tower Program handle 28 percent of all U.S. air traffic control tower operations, but account for only 14 percent of the FAA's budget allotted to such operations, saving taxpayers about \$1.98 billion over the last 10 years.

The vast majority of controllers hired by the private contractors are former FAA or military controllers, "and approximately 70 percent of these contract controllers are veterans," the letter said.

It added that the Contract Tower Program's safety and efficiency record "has been validated in numerous reports" by the Transportation Department's Inspector General and by FAA safety audits.

Last March, AOPA joined other aviation organizations in supporting the program's continued funding in a letter to lawmakers urging that program funding be maintained at a level supporting existing contract towers and new facilities anticipated by the end of fiscal 2017.



**Dan Namowitz**

*Aviation Writer*

Dan Namowitz is an aviation writer and flight instructor.

[GO TO DAN NAMOWITZ'S PROFILE >](#)

Topics: Capitol Hill, Airport, ATC

From: Adam Snider [<mailto:adam.snider@aaae.org>]

Sent: Wednesday, February 08, 2017 3:45 PM

To: Chris Pomeroy <[Chris@iflysun.com](mailto:Chris@iflysun.com)>

Subject: Airport Alert: Ranking Member DeFazio Writes Trump to Urge Support for Raising or Eliminating PFC Cap



## Ranking Member DeFazio Writes Trump to Urge Support for Raising or Eliminating PFC Cap

February 8, 2017

House Transportation Committee Ranking Member Peter DeFazio (D-OR) wrote President Donald Trump this week to urge the White House to support increasing or eliminating the federal cap on local PFCs. DeFazio's [letter](#) comes as the Administration and leaders in Congress continue to debate the contours of a potential \$1 trillion infrastructure package.

Ranking Member DeFazio's letter outlined his three-part plan to improve U.S. infrastructure, which includes an increase in the PFC. DeFazio unveiled his [proposal](#) and gave a strong [statement](#) in favor of a PFC increase at a Transportation Committee hearing last week.

In his letter to Trump, DeFazio wrote that the proposals in his plan are "simple solutions that could be a critical part of your commitment to invest \$1 trillion in infrastructure, without increasing the size of the budget deficit." The letter also says that DeFazio is drafting legislation on each of the three parts of his proposal.

On the PFC, DeFazio wrote that "I urge you to increase or remove the passenger facility charge (PFC) cap for airport development." He continued: "The PFC, which is statutorily authorized but locally collected, generates revenue for safety-critical and expansion projects that will restore aging airports to their former glory-not to mention help them keep up with increasing demand-without increasing Americans' tax burden. The Federal Aviation Administration (FAA) has identified a need for \$32.5 billion in Federal airport improvement projects over the next five years. That's \$6.5 billion per year-essentially double current funding for airport grants."

DeFazio's letter says that raising the PFC cap would create more revenue for large airports, freeing up AIP money for smaller airports.

"Despite a chorus of airports telling us of the billions of dollars in unmet capital needs each year, Congress has increased the cap on the PFC just once—in 2000—since Congress created the PFC in 1990. If Congress were to raise the current cap on PFCs, it would create new revenue to invest in large airports and free up additional Federal funding to help smaller airports."

DeFazio also pointed to Trump's frequent statements on the campaign trail in support of improved infrastructure. "Early in your campaign you cited our Nation's airports, which are bursting at the seams, as a prime example of the need for meaningful investment in infrastructure. Increasing or uncapping the PFC would help make good on that commitment," DeFazio wrote.

Last month, AAAE President and CEO Todd Hauptli and ACI-NA President and CEO Kevin Burke urged DeFazio and other House and Senate committee leaders to eliminate the federal cap on local PFCs. A copy of their letter may be viewed [here](#).

[Joel Bacon](#), Executive Vice President  
[Brad Van Dam](#), Senior Vice President  
[Stephanie Gupta](#), Senior Vice President  
[Justin Towles](#), Vice President  
[Adam Snider](#), Director  
[Maribeth Sarnecki](#), Coordinator



## 2017 ACI-NA/AAAE

### Washington Legislative Conference

March 21 – 22, 2017 • Washington, DC

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AAAE DELIVERS SERVICE. INNOVATION. RESULTS.

**Chris Pomeroy**

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**From:** Brad Van Dam <brad.vandam@aaae.org>  
**Sent:** Wednesday, March 01, 2017 2:33 PM  
**To:** Chris Pomeroy  
**Subject:** Hearing Report: Airport Executives Urge Congress to Eliminate PFC Cap



### **Airport Executives Urge Congress to Eliminate PFC Cap**

**March 1, 2017**

A wide cross-section of airport executives today urged lawmakers to eliminate the federal cap on Passenger Facility Charges and adopt other airport priorities. The airport representatives participated in a hearing before the House Aviation Subcommittee on the state of American airports.

During today's session Rep. Peter DeFazio (D-OR), the top Democrat on the House Transportation and Infrastructure Committee, talked about how many airports are unable to issue more bonds and need a way to finance infrastructure projects. He went on to describe his proposed solution - a bill that he introduced earlier today with Rep. Thomas Massie (R-OK) to eliminate the PFC cap.

Video of DeFazio's remarks at the hearing is available [here](#).

DeFazio described PFCs as a fee on passengers who use the system and pointed out that it wouldn't impact those who don't. He also took issue with airlines that argue a higher PFC would reduce demand. DeFazio said the real reason why airlines oppose a higher PFC is because it would allow airports to build more gates and increase competition.

Sean Donohue, the CEO of the Dallas/Fort Worth International Airport, described the airport point of view from the large hub perspective. He told lawmakers that airport financing is the "most significant issue" that airports are facing today, and he cited ACI-NA's latest Airport Capital Needs Survey that shows airports need \$100 billion for infrastructure projects over the next five years.



"These are not cosmetic projects designed to put a new shiny look on our airports, but the necessary developments required to keep up with an ever-growing and changing aviation industry," Donohue said.

Lance Lyttle, the Managing Director at the Seattle-Tacoma International Airport, told lawmakers that the airport plans to invest more than \$3.2 billion in capital improvement projects during the next several years and needs another \$10 billion to build 35 more gates and other projects to keep up with rising demand. He described how more PFC revenue would give airports flexibility when they have few good financing options.

"The decision about whether to charge a PFC user fee is truly a local decision that impacts only those passengers that utilize an airport's facilities," Lyttle said. "This allows airport governing bodies to encourage competition among carriers, secure capacity increases and support economic growth through passengers' direct investment in local airport infrastructure."

Christina Cassotis, the CEO of the Allegheny County Airport Authority, described the transformation and unique challenges that the Pittsburgh International Airport and other medium-sized airports that were once major hubs now face. She called for right-sizing and modernizing medium-sized airports that have "oversized space" and "out-of-date" facilities.

Cassotis said raising or eliminating the PFC cap would help the Pittsburgh Airport, which has its PFC collections committed for the next 15 years. She also made the case that medium hubs shouldn't be forced to give up as much of their AIP entitlements as large hubs in exchange for imposing a PFC. She pointed that current policy has cost the airport \$95 million in foregone AIP funds in the past 17 years.

"Medium-sized airports are getting hammered in the current funding framework," Cassotis said. "Small airports are funded at the highest AIP levels. Large hub airports get the least because what they don't get in AIP they make up for in PFCs. But we should be in the middle, and we're not."

Lew Bleiweis, the Executive Director of the Greater Asheville Regional Airport Authority, was on hand to represent small- and non-hub airports. During his opening statement, he called on Congress to both enhance AIP funding and to eliminate the outdated federal cap on PFCs. Bleiweis also described the challenges that smaller airports face trying to retain and attract new commercial air service.

"Carriers decide which communities to serve, leaving many small communities with little or no air service," Bleiwies said, "In fact, over the past couple of years approximately 50 communities have lost commercial air service."

Todd McNamee, the Director of Airports for the Ventura County of Airports and AAAE Secretary/Treasurer, described the challenges that general aviation airports face when trying to fund costly infrastructure projects with limited AIP entitlements. He told lawmakers they could help by increasing AIP funding and eliminating the PFC cap.

"Although general aviation airports don't collect PFCs, they benefit from commercial service airports that do. Large airports that collect PFCs give back a large share of their AIP entitlements," McNamee said. "The FAA then distributes the vast majority of those funds to general aviation and small commercial service airports like those in Ventura County."

## Witness Testimony

Written testimony from the five witnesses at the hearing can be viewed here:

- [Sean Donohue](#), Chief Executive Officer, Dallas/Fort Worth International Airport
- [Lance Lyttle](#), Managing Director, Aviation Division, Port of Seattle
- [Christina Cassotis](#), Chief Executive Officer, Allegheny County Airport Authority
- [Lew Bleiweis](#), Executive Director, Greater Asheville Regional Airport Authority
- [Todd McNamee](#), Director of Airports, County of Ventura, California

## Hearing Video



Click [here](#) or on the image above to watch the full hearing video.

[Joel Bacon](#), Executive Vice President  
[Brad Van Dam](#), Senior Vice President  
[Stephanie Gupta](#), Senior Vice President  
[Justin Towles](#), Vice President  
[Adam Snider](#), Director  
[Maribeth Sarnecki](#), Coordinator



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To: CHRIS POMEROY, FRIEDMAN MEMORIAL AIRPORT  
From: Chris Sandfoss  
Cc: Rob Adams  
Date: 3/1/2017  
Re: SUN Noise Modeling Methodology and Preliminary Results

---

This memo summarizes the basic input data for, and the preliminary results of, the noise modeling of existing (2017) baseline conditions at Friedman Memorial Airport (SUN). Noise contours have been prepared using the AEDT at levels of DNL 65, 70, and 75. The following sections describe the input data and results of the noise contour modeling.

### **NOISE MODELING METHODOLOGY**

**Number of Operations and Fleet Mix:** The number of annual operations that were modeled for the existing (2017) conditions at SUN is based on a variety of sources, including ATCT operations counts, Airport landing fee reports, and FAA Aviation System Performance Metrics (ASPM) databases. There were 25,316 total operations at SUN from January 2016 through December 2016, which corresponds to 69.4 average-annual day operations. **Table 1** provides a summary of the average daily operations and fleet mix at SUN, organized by aircraft type, operation type, and time of day. Several aircraft types use the same FAA-approved substitute in the noise database of the AEDT as indicated by the noise model ID in Table 1.

**Daytime/Nighttime Operations:** Data on the ratio of daytime to nighttime operations is based on data from the Draft Environmental Impact Statement (DEIS) and data from FMAA staff. Approximately 98 percent of all operations occur during the daytime (7:00 am to 9:59 pm) and 2 percent of all operations occur during the nighttime (10:00 pm to 6:59 am). Therefore, this overall ratio was modeled for the existing (2017) baseline conditions at SUN.

memo

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**Table 1**  
**DISTRIBUTION OF AVERAGE DAILY OPERATIONS BY AIRCRAFT**  
**Friedman Memorial Airport**

Aircraft Type(s)	Noise Model ID	Average-Annual Day Operations
<b>Regional Jets</b>		
Canadair CRJ-700	CRJ701	7.9
<i>Subtotal</i>		7.9
<b>General Aviation Jets</b>		
Cessna Citation CIT 3	CIT3	2.1
Falcon 2000 / Gulfstream G200	CL600	2.8
BD-100 Challenger 300/350	CL601	5.3
Cessna Citation CJ1/CJ2	CNA500	2.4
Cessna Mustang Model 510	CNA510	0.4
Cessna Citation CJ4 525C	CNA525C	0.7
Cessna 550 Citation Bravo	CNA55B	1.6
Cessna Citation Encore 560	CNA560E	1.9
Cessna Citation Ultra 560	CNA560U	1.3
Cessna Citation Excel 560	CNA560XL	4.6
Cessna Citation Sovereign 680	CNA680	1.8
Cessna Citation X	CNA750	2.3
Embraer Legacy	EMB145	3.1
Falcon 50 / 7X / 900	F10062	0.8
Gulfstream GIV-SP	GIV	1.0
Gulfstream GV / Bombardier Global Express	GV	3.5
IAI Westwind 1125	IA1125	0.8
Lear 35 / Falcon 10 / Hawker -700, -800, -900	LEAR35	6.1
Beechcraft Beechjet 400	MU3001	1.9
<i>Subtotal</i>		44.4
<b>Props</b>		
Beechcraft Baron 58 / Cessna 414	BEC58P	0.6
Cessna 172 Skyhawk	CNA172	1.2
Cessna 208 Caravan / Pilatus PC-12	CNA208	5.2
Cessna 441 Conquest / Beech King Air 300/350	CNA441	3.6
Fairchild Swearingen Metroliner II	DHC6	0.2
Bombardier DASH 8	DHC830	2.1
Dornier 228-100 / Beech Super King Air	DO228	1.6
Piper PA-46 Malibu / Rockwell Commander	GASEPV	1.2
Piper PA-31 Navajo	PA31	0.2
Piaggio P-180	SD330	0.6
<i>Subtotal</i>		16.5

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**Table 1, (continued)**  
**DISTRIBUTION OF AVERAGE DAILY OPERATIONS BY AIRCRAFT**  
**Friedman Memorial Airport**

Aircraft Type(s)	Noise Model ID	Average-Annual Day Operations
<b>Helicopters</b>		
Agusta A-109	A109	0.1
Bell 222	B222	0.1
Eurocopter EC-130	EC130	0.3
<i>Subtotal</i>		<i>0.5</i>
<b>Grand Total</b>		<b>69.4</b>

**Runway End Utilization:** Average-annual day runway end utilization is based on data provided by FMAA staff. Data shows that approximately 95 percent of all aircraft arrive from the south, landing on Runway 31; and depart to the south, taking off from Runway 13. Approximately 5 percent of aircraft arrive from the north, landing on Runway 13 and depart to the north on Runway 31. Of this 5 percent, approximately 3 percent are single-engine prop aircraft and the other 2 percent are turboprops or general aviation jets. Arrivals to Runway 13 land with a 1,701 foot displaced threshold.

**Flight Tracks:** Flight tracks used for modeling the existing (2017 baseline conditions are shown in Exhibit 1, Exhibit 2, and Exhibit 3. Flight track locations and percent of use is based on a data from the DEIS, FAA published flight routes, and visual observation of flight track locations. Aircraft on approach to Runway 31 fly either a visual approach or an instrument approach. Exhibit 1 shows arrival flight tracks for both the visual and the instrument approaches. For noise modeling, it is assumed that 99 percent of commercial regional jet arrivals, 50 percent of general aviation jet arrivals, and 25 percent of prop aircraft arrivals follow one of the instrument approach routes.



## **NOISE MODELING RESULTS**

The noise modeling results are reported using the Day-Night Average Sound Level (DNL) metric. DNL is the metric approved by the FAA for environmental noise studies. The DNL metric describes the total noise exposure during a given 24-hour period, typically an average-annual day. In computing DNL, an extra weight of 10 dB is assigned to any sound levels occurring between the hours of 10:00 p.m. and 7:00 a.m. This is intended to account for the greater annoyance that nighttime noise is presumed to cause for most people. Due to the logarithmic nature of the decibel scale, this extra weight treats one nighttime noise event as equivalent to 10 daytime events of the same magnitude.

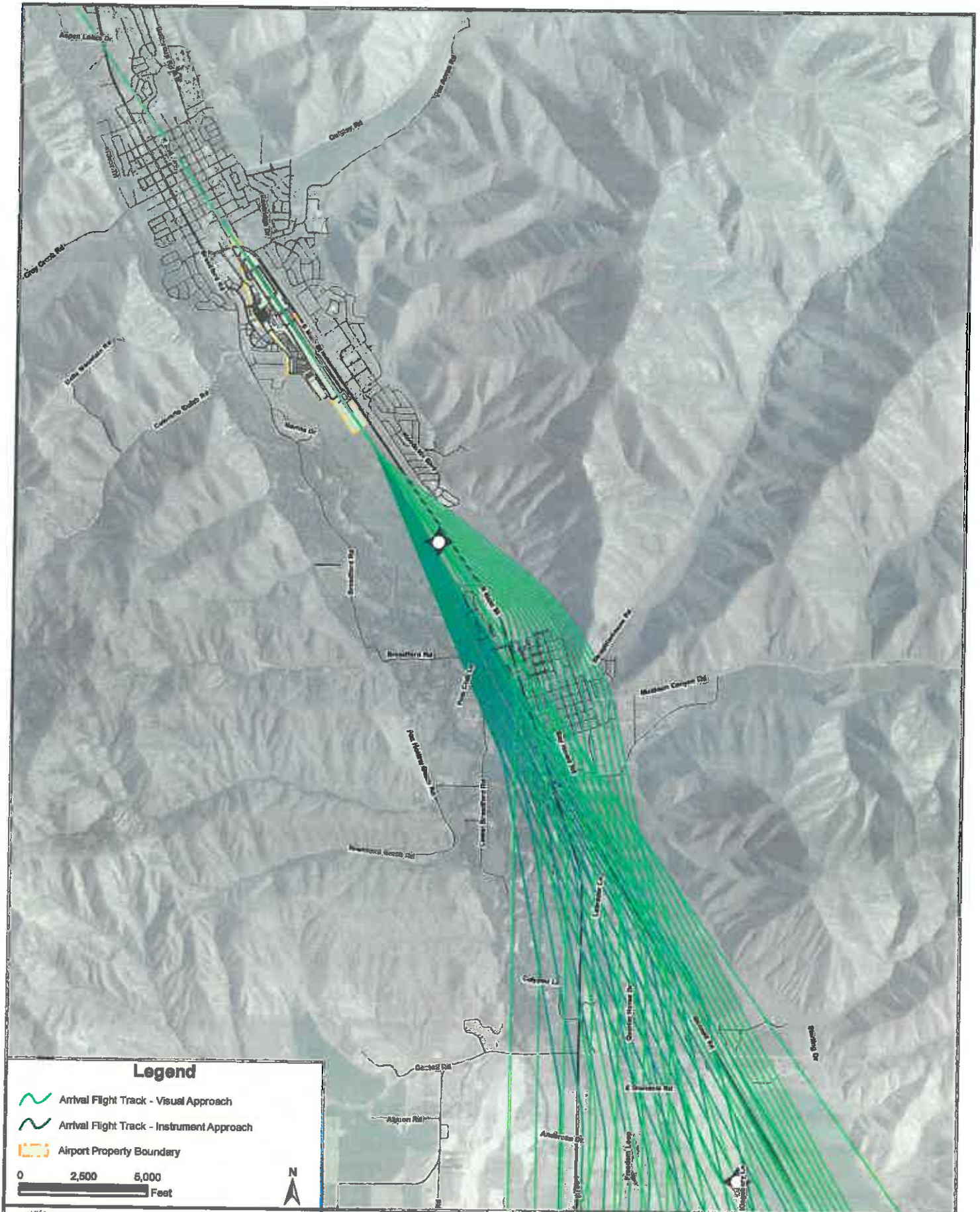
**Existing (2017) Baseline Noise Contour:** The Existing (2017) Baseline noise contour represents current conditions at SUN. The 65 DNL of the Existing (2017) Baseline noise contour is shown on **Exhibit 4**. The shape of the noise contour reflects the predominant runway use patterns at SUN in which aircraft primarily arrive from the south and depart to the south. Therefore, the noise contour shape comes to a point on the south end due to the influence of noise levels from aircraft arrivals on a straight-in approach. The noise contour on the north end expands outward due to the engine noise from aircraft starting their departure roll.

The 65 DNL noise contour primarily remains over Airport property. On the north side, the noise contour extends outward beyond airport property; however, it remains over commercial and undeveloped property.

**Existing (2017) Baseline Grid Point Noise Analysis:** In addition to noise contours, noise levels were calculated in the vicinity of SUN at specific grid point locations. Regularly-spaced grid points were created in the noise model and noise levels were calculated at each of the grid points using the DNL metric. **Exhibit 5** shows the grid point locations and the DNL range of each grid point at five-decibel intervals.

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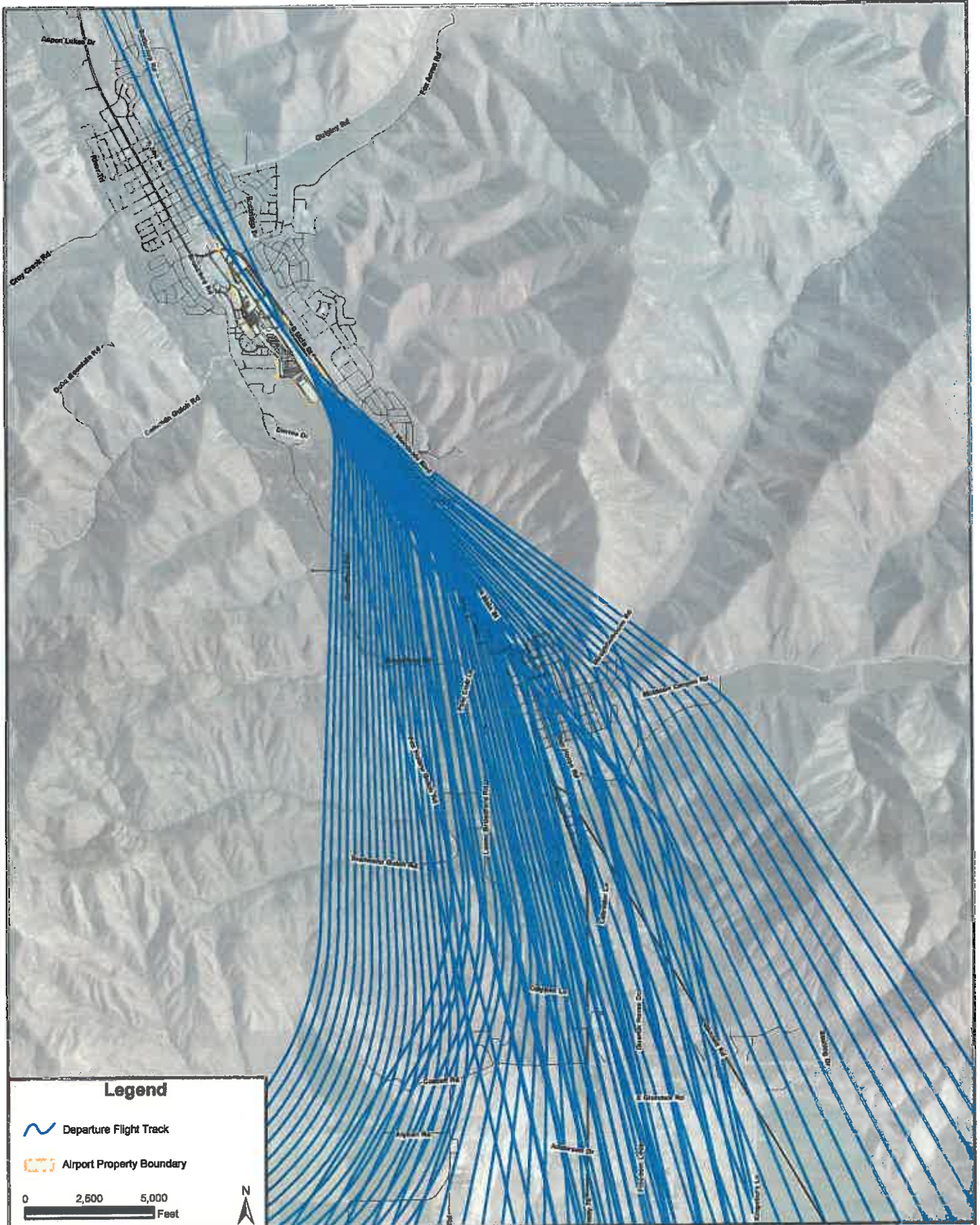
Noise Analysis  
Friedman Memorial Airport



**Modeled Arrival Flight Tracks**

EXHIBIT:  
**1**





**Legend**

- Departure Flight Track
- Airport Property Boundary

0 2,600 5,000 Feet

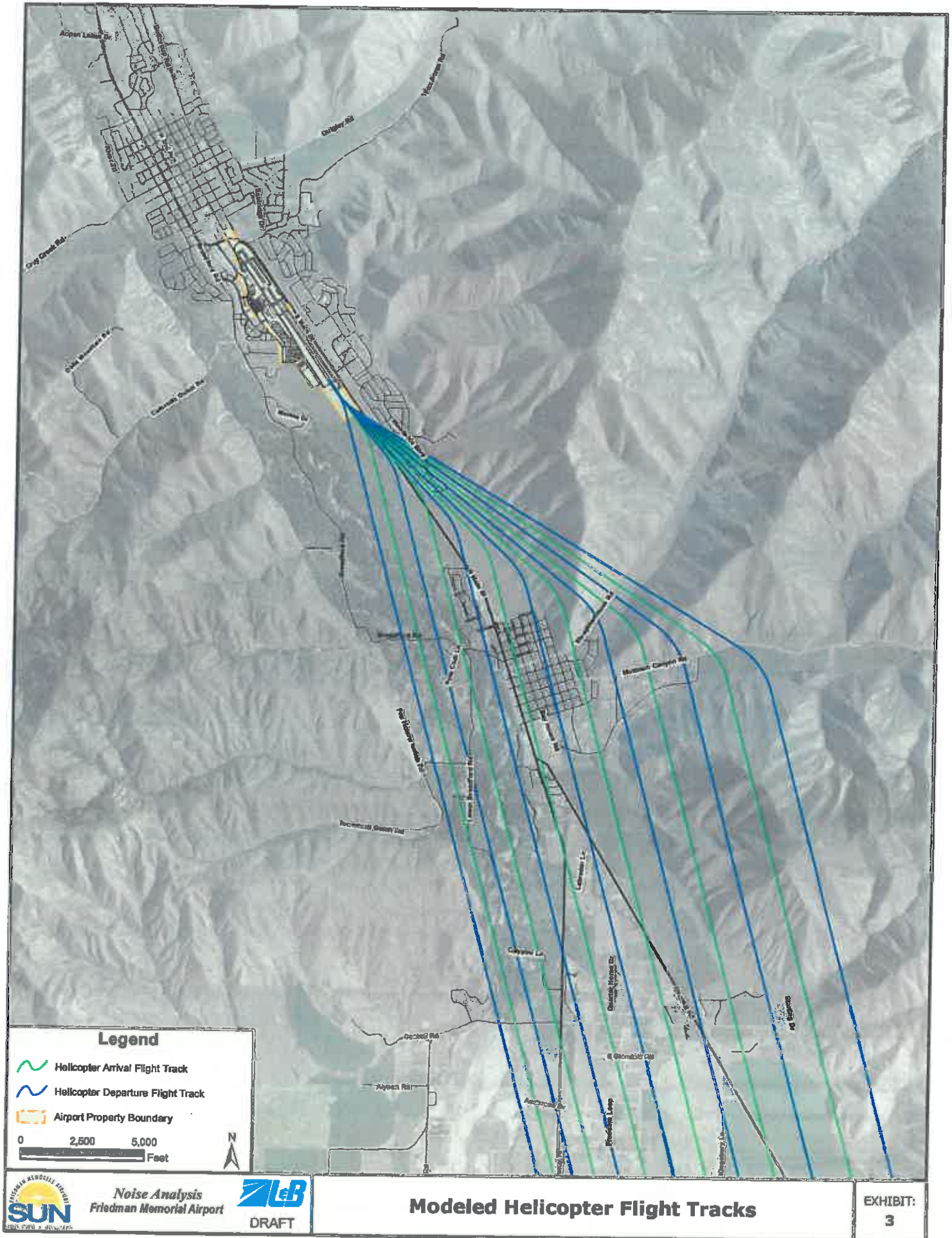
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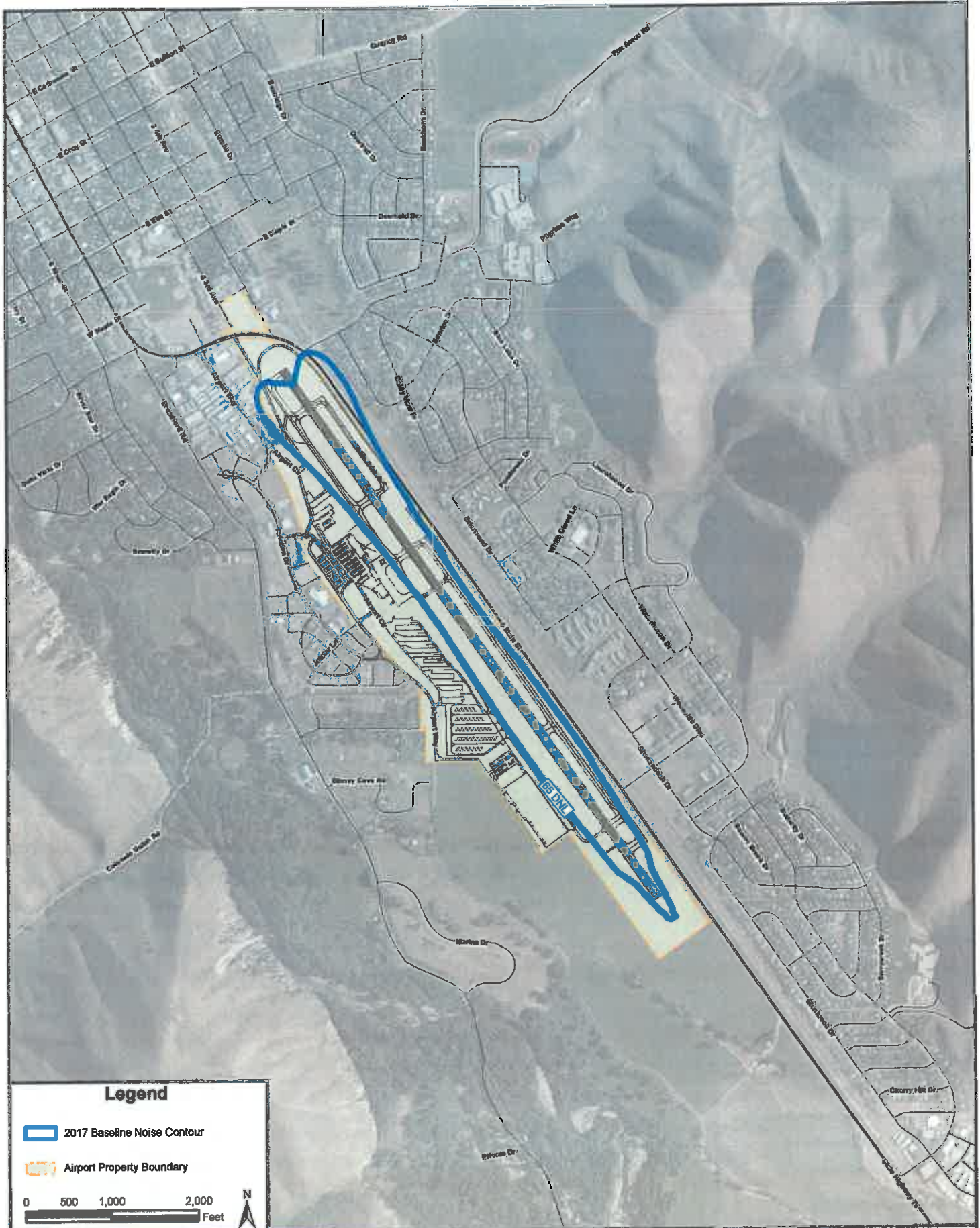
**Noise Analysis**  
Friedman Memorial Airport

**DRAFT**

**Modeled Departure Flight Tracks**

**EXHIBIT:**  
**2**





**Legend**

 2017 Baseline Noise Contour

 Airport Property Boundary

0 500 1,000 2,000  
Feet

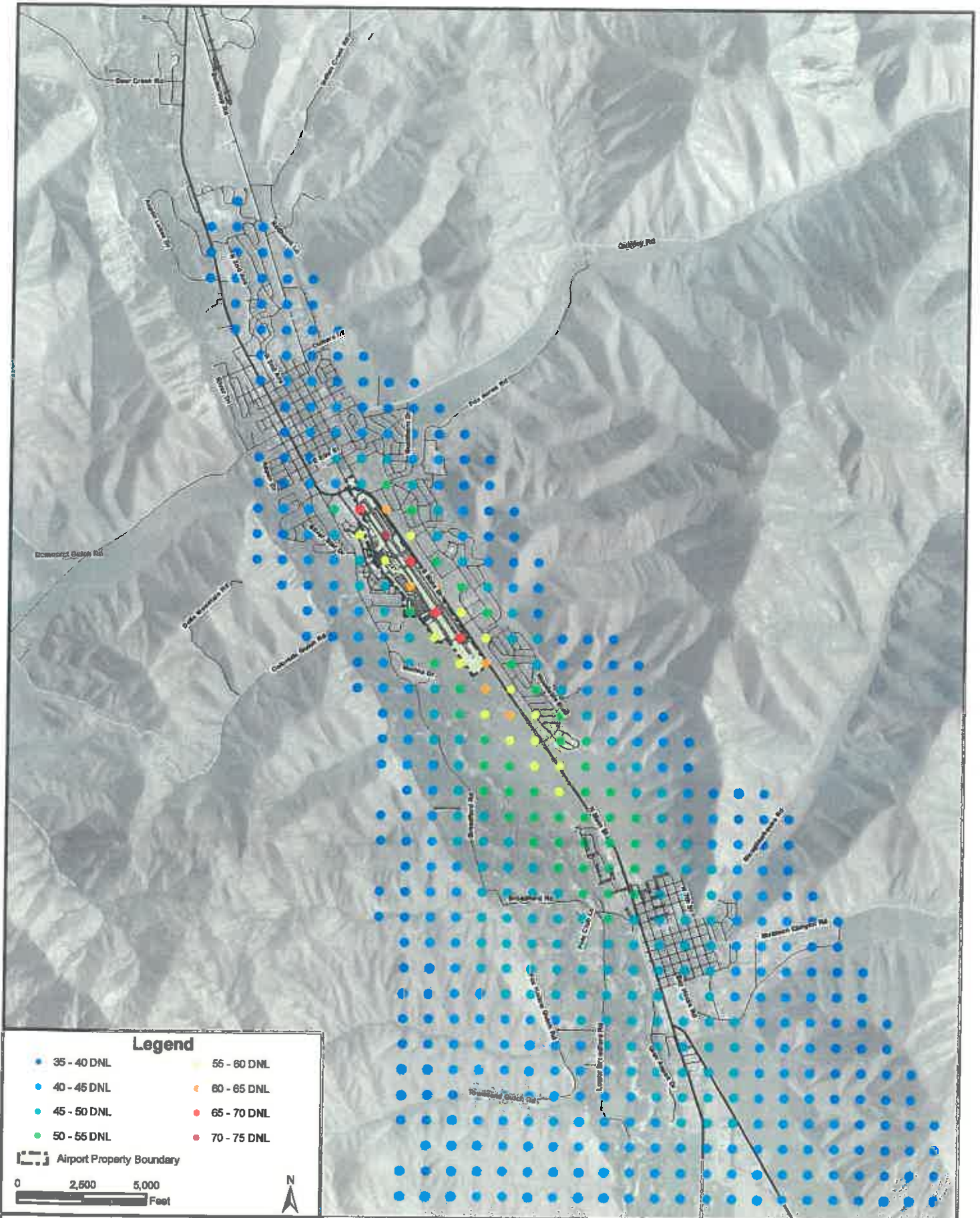


Noise Analysis  
Friedman Memorial Airport



**Existing (2017) Baseline Noise Contour**

EXHIBIT:  
**4**



**Legend**

- 35 - 40 DNL
- 40 - 45 DNL
- 45 - 50 DNL
- 50 - 55 DNL
- 55 - 60 DNL
- 60 - 65 DNL
- 65 - 70 DNL
- 70 - 75 DNL

Airport Property Boundary

0 2,500 5,000  
Feet



Noise Analysis  
Friedman Memorial Airport



**Existing (2017) Baseline Grid Point Noise (DNL) Analysis**

EXHIBIT:  
5

# **EXHIBIT A – Scope of Work Friedman Memorial Airport Hailey, Idaho**

## **Environmental Assessment**

### **Introduction**

#### **Background**

The Friedman Memorial Airport Authority (FMAA), the sponsor of the project and Owner, has proposed to acquire property for runway protection and obstruction removal for the Friedman Memorial Airport within Blaine County, Idaho. Friedman Memorial Airport (SUN) is located in Hailey, Idaho, and serves the Wood River region of South Central Idaho.

SUN is the primary airport providing critical air services (both air carrier and general aviation) to the Wood River Valley region of Idaho serving the communities of Hailey, Bellevue, Ketchum, and Sun Valley. Over the last two decades, SUN has been the subject of numerous studies aimed at addressing the aviation demands and operational shortcomings of the airport. These studies included a Master Plan Update completed in 2004 that determined that the best solution to correct the deficiencies of the existing site was to relocate the airport. This led to a site selection and feasibility study that analyzed new sites for the airport and recommended a preferred site. Based on the outcome of that study, the Federal Aviation Administration (FAA) conducted an Environmental Impact Statement (EIS) study from 2008 to 2011 which further evaluated options for relocating the airport to a new location. The EIS study was suspended in August of 2011 and later terminated in 2013. FMAA developed a plan to meet FAA Runway Safety Area standards and make a variety of other improvements at the existing site, so that the airport could continue to safely operate and to meet a congressionally mandated deadline to have a compliant RSA by the end of calendar year 2015.

These improvements were completed in 2015 and a new Airport Master Plan update began in 2016. This Master Plan Update is nearly complete and outlines a variety of necessary improvements at the airport. A copy of the final draft Airport Layout Plan (ALP) from the Master Plan Update is attached to this document.

One of the improvements identified in the Master Plan is to improve the control of the Runway 31 Runway Protection Zone (RPZ), at the south end of the airport. FAA standards for RPZ's are currently not met for this runway. Specifically, the airport does not have control of the Runway 31 RPZ on the south end of the runway. This deficiency was noted in previous planning studies and the land necessary for RPZ control has been identified for fee simple or easement acquisition. An approved ALP from 2014 shows this and the draft ALP from the 2017 Master Plan Update identifies this area for acquisition.

There are also a large number of obstructions (trees) in this area that affect approach and departure procedures at the airport. The existing trees are lit with obstruction lights. The airport has a temporary access agreement to install and maintain these lights, but that agreement will expire in May 2017. The trees pose a safety risk and must be removed.

## Proposed Purpose

The FMAA has proposed a project to control the RPZ land through fee simple acquisition and to remove the obstacles located within the RPZ (hereinafter “Project”). The Project elements are more specifically described as follows and are shown on Exhibit A, attached.

- Acquire Land for RPZ and approach protection – Acquire or otherwise control in perpetuity land to protect the RPZ and approach to Runway 31. The exact configuration of land to be acquired will be developed and analyzed as part of this study. Several alternatives are anticipated, as shown on Exhibit A. These alternatives have the potential for acquisition of between 42 and 54 acres +/- for RPZ and approach protection of Runway 31. Note that the land acquisition may include more land than the boundaries of the RPZ. This is necessary to protect the approach, to avoid uneconomical remnants of property or as otherwise needed in the property negotiation process.
- Acquire Land for Obstruction Removal and permanent maintenance – This includes the removal of over 100 trees in the approach and/or departure surfaces to the runway. Eight groups of obstructions were identified in a Departure Surface Obstruction map developed for the 2017 Master Plan Update, but these represent the controlling obstacles. All of the trees in the area identified must be removed. Obstruction removal includes decommissioning the existing obstruction lighting and removal of the trees and tree root balls to prevent re-growth.

This Environmental Assessment effort will complete an environmental review for the Project. It is assumed that this review will be completed to the level of an Environmental Assessment. Additional review or study is outside the scope of this project.

## Proposed Need

According to the FAA's latest guidance on land uses within an RPZ, “airport owner control over the RPZ land is emphasized to achieve the desired protection of people and property on the ground.” The guidance further states that, “Although the FAA recognizes that in certain situations the airport sponsor may not fully control land within the RPZ, the FAA expects airport sponsors to take all possible measures to protect against and remove or mitigate incompatible land uses.”

There is a large area of agricultural land on Flying Hat Ranch south of the Airport that is within the Runway 31 RPZ with numerous existing mature cottonwood trees that penetrate various Runway 31 imaginary airspace surfaces. As mentioned above, the Airport currently holds a temporary aviation license and right of entry agreement with the property owner. This Agreement will expire on May 1, 2017. With the expiration of the agreement, the Airport will have no control of the portion of the RPZ located off of airport property and will have no ability to maintain the obstruction lights in the trees. Without the obstruction lights, the airport's instrument approach procedures will be cancelled and no night operations will be permitted at the airport. For these reasons, control of the property and access to remove the obstructions is critical.

Trees south of the Runway 31 end are classified as airspace penetrations in the following FAA surfaces regulations and guidance:

- CFR Title 14 Part 77 Approach and Transitional Surfaces
- CFR Title 14 Part 121 and 135 One Engine Inoperative Surface
- FAA Airports AC 150/5300-13A Instrument Departure Surface

- FAA Air Traffic Order 8260.3C Terminal Instrument Procedures (TERPS) Surfaces

## Public Involvement

Extensive public involvement was completed when the need to move the airport to another site was studied in an EIS from 2006 to 2011, formally being abandoned by FMAA in 2013. The plan to improve the existing airport, developed from 2011 to 2013, also included significant public involvement, as did the Master Plan Update process that is being completed now. The need for this property has been discussed in multiple public meetings of the FMAA and the two airport sponsors (Blaine County and City of Hailey). Any discussions of property acquisition at the airport are scrutinized carefully by the sponsors and by members of the public.

The FMAA is dedicated to public involvement in all of the airport's business and this study will be no exception. Complete public information and involvement is anticipated for this EA. This will include presentations at public FMAA meetings; public workshops/open houses; publication of information on the Airport's website and social media; and other efforts as described below.

The FMAA is aware that there are Native American tribes with a historical interest in the area. The FAA will interact on a government-to-government basis, in accordance with all executive orders, laws, regulations, and other memoranda. The tribes will also be invited to participate in the EA accordance with NEPA and Section 106 of the National Historic Preservation Act.

## Scope of Services

Under this Scope of Work, T-O Engineers, Inc. (T-O, Consultant) and their subconsultant(s) will provide environmental analysis and administrative services necessary to prepare an Environmental Assessment (EA) and supporting environmental documentation for the proposed project elements. An EA will be prepared that describes and evaluates the potential resource effects associated with the project. The Environmental Assessment will use the operational information contained in the existing 2014 Master Plan and Airport Layout Plan (2014) and from the 2017 Master Plan Update expected to be completed in March 2017. This includes using the existing topographic survey, evaluation of the airport traffic forecast, defined RPZ's, and surface profiles to justify the need for the project.

The EA and associated documentation will be completed in accordance with the National Environmental Policy Act (NEPA), FAA Order 1050.1F, *Policies and Procedures for Considering Environmental Impacts*, and FAA Order 5050.4B, *Airport Environmental Handbook*. As outlined in FAA Order 1050.1F, the following steps will be taken to prepare and complete the environmental documentation, in accordance with the NEPA:

- |         |  |
|---------|--|
| Step 1: | Collect Background Data (including cultural, wetlands, and wildlife studies) |
| Step 2: | Prepare EA   |
| Step 3: | Circulate Draft EA for review  |
| Step 4: | Revise Draft EA  |
| Step 5: | Circulate and Review Final EA  |

Field reviews, literature research and environmental analyses will be conducted to determine project impacts on environmental resources. The data and analytical methods used will be appropriate to the significance of the potential impacts and will focus on the relevant resource issues specific to the project

area. At this level of review, the no action alternative will be compared to the proposed action alternative described above. The results are anticipated to be prepared as a finding of no significant impact, if environmental categories are identified which provide a level of significance, FAA would recommend preparation of an Environmental Impact Statement.

## **Work Tasks**

Specific tasks related to the completion of this EA are described as follows:

### **Task 1 – Project Administration**

This task includes all efforts necessary to administer and manage the project, as described in the following subtasks:

- 1.1 Scope and Fee Negotiation
  - 1.1.1 Prepare a Scope of Work and submit to FAA and Owner for review. Discuss comments with FAA and Owner and revise Scope of Work to reflect comments received. Prepare final Scope of Work and submit electronically to Owner and FAA for approval.
  - 1.1.2 Prepare blank fee spreadsheet for Owner's use in obtaining an Independent Fee Estimate. Coordinate with Owner as required during the Independent Fee Estimate process.
  - 1.1.3 Prepare proposed fee for work in accordance with the approved Scope of Work.
  - 1.1.4 Negotiate fee with Owner. Prepare an agreement for professional services, including a copy of the final approved Scope of Work and approved fee.
- 1.2 FAA Kickoff Meeting. Conduct a kickoff meeting with FAA, Owner and subconsultants via teleconference. The purpose of this meeting will be to discuss the scope of the project and highlight any specific issues that may need to be addressed during the course of the analysis. Prepare a summary of the meeting afterwards.
- 1.3 Project Coordination. Coordinate with Owner and FAA throughout the project, including regular email and telephone correspondence regarding project status. Financial reporting shall include end of year financial reporting (SF Forms 425 and 271) for each fiscal year of the project and at project closeout (although the project is not anticipated to last a full fiscal year).
- 1.4 Project Management. Manage subconsultants as necessary during the course of the project. Prepare and submit monthly invoices for payment. Maintain project records and files throughout the course of the work.
- 1.5 Grant Administration. The grant for this project will be managed under a separate agreement for a different project. Grant administration tasks under this agreement include only record keeping and organization necessary to request reimbursement for the work at a later date.

#### **Deliverables:**

- Electronic copies of draft Scope of Work to FAA and Owner.



- Electronic copies of final Scope of Work to FAA and Owner.
- Electronic blank spreadsheet to Owner for IFE.
- Proposed fee (electronic) to Owner.
- Professional Services Agreement, including Scope of Work and Fee (hard copy).
- Project Kickoff Meeting summary (electronic).

## **Task 2 – Alternatives Development**

This task will present a comparative analysis of the no action alternative, the proposed action and other reasonable alternatives to fulfill the purpose and need for the action. The task includes developing up to 3 alternatives which meet the purpose and need and ranking these alternatives to define the issues and provide a clear basis for preferred alternative choice by the approving official, among the options considered.

This task includes defining alternatives to be studied in the EA and incorporate analysis completed in the current Airport Master Plan (2014) and updated Airport Master Plan under development (2017). This must be done before a Purpose and Need for the project can be developed.

This task will include the following subtasks:

- 2.1 Prepare a detailed description of the alternatives considered for inclusion in the Alternatives report and a summary of the alternatives evaluated with an explanation for any that were eliminated. The Proposed Action Alternative will be carried forward for environmental analysis.
- 2.2 Submit the alternatives discussion for review by FAA and Owner and revise as necessary.
- 2.3 **RPZ Evaluation.** The Airport's approved ALP (2014) shows the Runway Protection Zone (RPZ) to the south of runway 31. This configuration was evaluated in detail during development of the 2017 Master Plan. This evaluation was completed in accordance with an FAA memorandum entitled "Interim Guidance on Land Uses Within a Runway Protection Zone". This memorandum, dated September 27, 2012, along with guidance found in FAA Advisory Circular 150/5300-13A, represents current guidance regarding RPZs and outlines a procedure for approval of land uses within RPZs that do not meet the requirements of this guidance. (See attached Draft ALP for the proposed configuration for the RPZ.)

This task will include the following steps:

- 2.3.1 **Develop a complete RPZ Acquisitions Alternatives Analysis.** Alternatives analysis will include options to reduce or add acreage based on the physical characteristics of the homestead. Due to zoning, health, and environmental regulations, the Flying Hat Ranch site will be evaluated for various stages of acquisition. As some obstructions are outside of the RPZ, alternatives will be developed to meet the need of both RPZ acquisition and Obstruction Removal for overall protection of runway approach and departure corridors. The amount of Flying Hat Ranch property to be acquired will be defined in the evaluation of the following: setbacks and zoning, farmstead classification (NRHP), sanitary sewer locations and availability of the site for a replacement system, water source, drainage, and access. The configuration of land acquisition will also depend on the negotiation process with the land owner. Initial negotiations and appraisals are underway as of the development of this scope and necessary changes will be considered during the EA

process. This will be a standalone document.

- 2.3.2 Coordinate with the Owner and FAA during development of this analysis. Coordination will take place via email and telephone conversations only.
- 2.4 **Alternative Development.** Refine the preferred alternative, which would be a subset of recommended acquisitions identified in the previous Master Plan Update and any updates currently being drafted in the 2017 update. This would be done in accordance with analysis completed above, including graphical depictions, written descriptions and cost estimates for each. Prepare a table summarizing the alternatives and criteria used to evaluate them (e.g., cost, construction time, etc.). Meet with the Owner in Hailey to discuss the preferred alternative and to identify a Sponsor's Proposed Action. If any alternatives are identified as infeasible for planning reasons, a detailed explanation will be provided. The preferred Alternative will be carried forward into the Environmental Assessment.
- 2.5 **Summary document.** Prepare a brief report to summarize the alternatives development and results of the analysis completed during the above tasks. This report will document and present the proposed modifications to the airport to serve as the basis for the environmental analysis.

#### **Deliverables**

- Draft RPZ analysis report to FAA and Owner (electronic).
- Final RPZ analysis report and Selection of Preferred Alternative to FAA and Owner (electronic and hard copy to each).
- Summary RPZ analysis document to FAA and Owner (electronic and hard copy to each).
- Alternatives section summary for EA to FAA and Owner (electronic).

### **Task 3 – Project Purpose and Need**

Prepare a detailed Purpose and Need statement for the proposed project. The Purpose and Need serves as the basis for defining the project and will be developed considering the statutory objectives of the proposed Federal actions. This and all portions of the EA document will be written to be understandable by an average citizen. This EA will consider the alternatives developed and considered in the previous Master Plan Update(s), as selection of a preferred alternative under Task 2 of this Scope of Work. This task includes the following subtasks.

- 3.1 Coordinate with FMAA and FAA as necessary to develop and document the project description and purpose and need. Coordination for this task will be conducted by telephone and does not include any on-site meetings.
- 3.2 Prepare a Purpose and Need statement for inclusion in the EA report. Submit Purpose and Need statement to FAA and FMAA for review and comment. Incorporate FAA and FMAA comments as necessary.

#### **Deliverables**

- Electronic purpose and need statement to FAA and FMAA for review and comment.

### **Task 5 – Resources Evaluated**

## 5.1 Affected Environment

This task includes data collection needed to identify the background conditions and environment affected by the proposed action. An Affected Environment Chapter will be prepared that describes relevant information for each of the environmental resource categories included in FAA NEPA documents as described in FAA Order 1050.1F. The discussion of the affected environment will be no longer than necessary to understand the impacts of the alternatives; data and analyses should be presented in detail commensurate with the importance of the impact. The discussion of the affected environment in the EA will include a minimum of the following:

1. Location map, vicinity map, project layout plan, and photographs.
2. Existing and planned land uses and zoning including: industrial and commercial growth characteristics in the affected vicinity; affected residential areas, schools, places of outdoor assemblies of persons, churches, and hospitals; public parks, wildlife and waterfowl refuges; federally listed or proposed candidate, threatened, or endangered species or federally designated or proposed critical habitat; wetlands; national and state forests; floodplains; farmlands; coastal zones, coastal barriers, or coral reefs; recreation areas; wilderness areas; wild and scenic rivers; Native American cultural sites, and historic and archaeological sites eligible for or listed on the National Register of Historic Places.
3. State or local jurisdiction affected by the proposed action or any reasonable alternatives.
4. Population estimates and other relevant demographic information for the affected environment, including a census map where appropriate.
5. Past, present, and reasonably foreseeable futures actions, whether Federal or non-Federal, including related connected actions, to show the cumulative effects of these actions on the affected environment.

### Deliverables

- Complete data collection for the affected environment for each of the typical environmental resource categories described in FAA Order 1050.1F.
- Prepare an Affected Environment discussion summarizing the collected data.

## Task 5.2 – Environmental Consequences

This task includes the technical analyses of the direct, indirect and cumulative environmental effects of the proposed actions for the specific impact categories listed in FAA Order 1050.1F. The EA will provide analyses for the potential environmental impacts that the No Action and any developmental alternatives carried forward for analysis may cause. The EA will show that FAA took the required "hard look" at these impacts to support an FAA decision to prepare a Finding of No Significant Impact (FONSI) or require an Environmental Impact Statement (EIS) be prepared. This section shall include considerations of direct, indirect, and cumulative effects and their significance. Individual tasks for the environmental categories are described below.

5.2.1 Air Quality. These actions are also listed on the Presumed to Conform List Under General Conformity, Federal Register / Vol 72, No. 145 / Monday, July 30, 2007 / Notices. Because of this, an air quality analysis is not necessary for the land acquisition portion of the Proposed Action.

### 5.2.2 Biological Resources.

Federally-listed Endangered and Threatened Species (TES). Evaluate the potential impacts the proposed action would have on federally listed fish, wildlife, and plants in the vicinity of the project, in accordance with the Endangered Species Act (ESA) of 1973. Preliminary review indicates the appropriate documentation for federally listed and candidate species is a biological evaluation technical memorandum.

The evaluation of threatened, endangered and candidate for listing species will consist of the following:

- Obtain current species lists for Blaine County of proposed, threatened, and endangered species from the US Fish and Wildlife Service (FWS).
- Background research of the area will be conducted. This includes reviewing existing data sources such as agency technical reports and databases.
- Conduct a site visit to determine the potential presence or absence of listed species and critical habitat in the area. Call back surveys will be performed for yellow-billed cuckoo, a FWS listed species.
- Identify and assess impact on species within the project area.

Idaho Species of Concern (SOC). Evaluate the potential impacts the proposed action would have on biotic communities in accordance with the Fish and Wildlife Coordination Act, Executive Order 13112-Invasive Species, and the Migratory Bird Treaty Act of 1918. The sensitive species evaluation will consist of the following:

- An information request will be submitted to the Idaho Fish and Game Conservation Data Center and StreamNet for occurrences or known ranges of sensitive species which may occur in the vicinity of the airport. In addition, the letter will request any possible effects of the proposed action on resources. The information request will include a project description, map, and legal description of the proposed action.
- Background research of the area will be conducted. This includes reviewing existing data sources such as agency technical reports and databases.
- Conduct a site visit to determine the potential presence or absence of sensitive species in the project area. The data collected during the field survey will be presented in the technical memorandum.

This effort will be included in the Biological Evaluation technical memorandum to include a description of the project, description of the environment from site visit, the species identified, TES/SOC identified and the effects on those species. In accordance with FAA Environmental Desk Reference for Airport Actions. Submit a draft of the technical memorandum for review. Prepare a final report to be included as an appendix to the EA. It is anticipated the appropriate level of documentation would be a No Effect Statement to document resources.

5.2.3 Climate. Prepare a description of the type and nature of impacts on climate due to the proposed action.

5.2.4 Coastal Resources. The proposed action is located in Hailey, Idaho which is within the inland west; therefore, no coastal resources will be affected by the alternatives considered for the project. However, this information will be presented in the Affected Environment Chapter with an explanation of why this resource was not carried forward in the Environmental Consequences discussion.

5.2.5 Department of Transportation Act, Section 4(f). Based on preliminary review of existing sources, the Cove Canal and the Flying Hat Ranch Farmstead have the potential to be determined eligible for listing in the National Register of Historic Places. Given the nature of the project, it is assumed a Section 4(f) De Minimis evaluation would be necessary for the Cove Canal. Preliminary review of the Flying Hat Ranch Farmstead indicates that if it is determined eligible for the National Register of Historic Places, the proposed project may result in a finding of adverse effect to the site, which would require a final Section 4(f) Use Evaluation.

- a. Preparation of the Section 4(f) De Minimis Finding for potential impacts to the historic waterway includes the following tasks: A description of the affected Section 4(f) resource will include the location, size, activities, patronage, access, unique or irreplaceable qualities, relation to similar used lands in the vicinity, jurisdictional entity, and other factors necessary to understand and convey the extent of the impacts on the resource. In addition, maps, plans, photos, and/or drawing will be present in describing the resource and understanding the potential use, whether physical taking or constructive use, these documents will be prepared as part of the NRHP Section 106 evaluation. A statement regarding the property's significance by officials having jurisdiction will be documented and included in the Section 4(f) documentation.
- b. Preparation of the Full Section 4(f) Evaluation for the use of a historic resource is Contingent on the Section 106 findings
- c. Task Management. Coordinate with FAA and various other interested parties during completion of this task.
- d. Prepare Draft Section 4(f) Evaluation to include the following:
  - Introduction
  - Applicability
  - Description of Project
  - Project Use of the 4(f) Property
  - Purpose and Need of Project
  - Description of 4(f) Property
  - Alternatives and Findings
  - Agency Coordination and Consultation
  - Measures to Minimize Harm
  - Conclusion: Develop conclusions as to whether or not there are feasible and prudent alternatives to avoid impact to the Section 4(f) resource.
- e. Technical QA/QC. Prior to submitting any Section 4(f) documents, complete internal Quality Assurance and Quality Control review.
- f. Comment Response. The draft report will be submitted and comments will be addressed. The revised report will be resubmitted to FAA for review and concurrence.
- g. Coordination and Consultation. Consultation with appropriate agencies (SHPO, THPO, FAA and if necessary, Advisory Council on Historic Preservation) and special interest groups may be needed.
- h. Summary in EA. Once the report has been finalized and concurrence received, it will be summarized in the EA.

**Section 4(f) Assumptions:**

- A De Minimis 4(f) Evaluation for the will be completed under this scope of work.
- A Final Section 4(f) Evaluation is contingent on the Section 106 evaluation of eligible resources.

- 5.2.6 Farmlands. Evaluate the potential impact the proposed action would have on farmlands in the vicinity, in accordance with the Farmland Protection Policy Act and the Food Security Act of 1985. This project will have an impact on farmlands, and a thorough review and evaluation will be necessary.
- 5.2.7 Hazardous Materials, Solid Waste, and Pollution Prevention. Evaluate the potential impact the proposed action would have on hazardous materials and solid waste in the vicinity, in accordance with Comprehensive Environmental Response, Compensation, and Liability Act, the Pollution Prevention Act of 1990, Toxic Substance Control Act, and Resource Conservation and Recovery Act. Conduct a site assessment to evaluate the properties in the vicinity, and conduct further research to assess: 1) whether the proposed action will generate, disturb, transport, treat, store, or dispose of hazardous wastes; 2) permitting requirements; 3) the cost and feasibility of the avoidance or use of hazardous materials and wastes, recycled materials, recyclable products, and any related need for permits, remediation, storage, transport, or disposal; 4) the presence of NPL/Superfund sites; 5) the need for consultation with appropriate Federal, State and local agencies; and 6) the need for the EA to include a provision to contact the National Response Center in the event of a discovery of contaminants during construction.
- 5.2.8 Historical, Architectural, Archaeological, and Cultural Resources. This work will be conducted by Preservation Solutions, a registered SHPO consultant, with assistance from a staff Archaeologist. The evaluation will be in accordance with Section 106 of the National Historic Preservation Act (NHPA), NEPA, and other pertinent regulations. Sub-consultants will be qualified to conduct the archaeological and architectural history components of this project and make Section 106 evaluation recommendations. The area surveyed will include the property identified for acquisition.

The Architectural and Historic Survey Report (AHSR) will follow the new 2016 Idaho SHPO standards and format, and shall include background research, field survey, and preparation of the report. The survey report shall include discussions of field methods, survey and subsurface testing results, maps showing areas surveyed, inventory forms, and preliminary recommendations of National Register eligibility. The archaeological and architectural survey will be intensive. Waste sites, staging areas, materials source sites, etc. shall be included in the report if they are identified. Consultant will provide sufficient information to prepare recommendations for Determinations of eligibility to the National Register of Historic Places (NRHP) and Effect for submittal to the State Historic Preservation Officer (SHPO). This effort will include the following subtasks:

- a. Coordination. Coordinate with FAA, Owner, SHPO and subconsultants during completion of the survey and preparation of the report. Prepare a plan identifying proposed work sites, waste sites, staging areas and on-site material sources for use in preparation of the survey.
- b. Research. Database checks at the Idaho SHPO are required for previous survey and known sites within one mile of the project area. Complete additional research on newly recorded sites to provide context. Research will be conducted at the SHPO, Idaho Historical Library, National Register, county historical society, and the Blaine County assessor, and this task includes travel to each of those locations.
- c. Fieldwork. Project leaders will provide a full project description including measurements

and figures that show all proposed areas of ground disturbing activities. This will include all proposed excavation, staging, material storage, and any other area that has potential for ground disturbance. The APE will be intensively surveyed (for both the archaeological and historic structures components of this project) using pedestrian transects spaced no more than 30 meters apart, but may be spaced closer depending on the environmental conditions. The field survey will follow Idaho SHPO, and Archaeological Survey of Idaho guidelines. Private property owner information will be provided by the Owner.

- d. **Site Forms.** Based on preliminary review of the project area, two potential historic resources (Cove Canal and Flying Hat Ranch residential property) will be reviewed and recorded as appropriate under this scope of work. These sites will be fully documented to provide data on location, dimensions, content age, context and integrity for an assessment of National Register eligibility. These sites will be recorded on the Idaho Historical Sites Inventory (IHSI) forms (as applicable).
- e. **Architectural and Historic Survey Report.** The AHSR will follow Idaho SHPO, and Archaeological Survey of Idaho guidelines. The report will include research, field survey methods, survey results, findings (including site condition and eligibility), potential project effects, recommendations, maps, photos, and the appropriate site forms. Resources, which are noted, but not considered sites will be discussed on the Idaho Archaeological and Historic Survey Report rather than recorded on separate site forms. All Noted but Not Recorded (NBNR) resources (i.e. isolated artifacts, modern structures) will be photographed, plotted on a map, and listed in a table within the report. Subconsultant shall address all comments, if any, received by FAA and SHPO (THPO as requested) and revise and resubmit as needed.
- f. **Technical Review QA/QC.** Complete Quality Assurance and Quality Control reviews prior to submitting any cultural resource documents.
- g. **Comment Response.** Submit the draft report to FAA for review. Address comments and resubmit the revised report for review and concurrence. Following the FAA's review of the report, FAA will submit the report to SHPO for review and concurrence. FAA and Idaho SHPO reviews are anticipated to take 30 days.
- h. **Coordination and Consultation.** Formal consultation with Native American groups to comply with Section 106, NEPA, and other requirements will be performed by FAA. However, Consultant shall support FAA in these efforts. Formal consultation with Idaho SHPO and, if necessary, the Advisory Council on Historic Preservation (ACHP) will be completed by FAA with support from the Consultant, as requested.

**Cultural Resources Survey Deliverables:**

- Draft AHSR for review (one electronic copy)
- Final Draft AHSR for review (one electronic and one color hard copy)
- Final AHSR and site forms (one electronic and two color hard copies)
- CD containing the IHSI database

**Cultural Resources Survey Assumptions:**

- o Two sites are anticipated to be recorded by sub-consultant under this scope of work, the Flying Hat Ranch and the Cove Canal. If additional sites are identified, these will be recorded and evaluated under an additional services agreement.
- o Based on a review of aerial photographs, it is assumed that up to 5 NBNR resources will be recorded under this scope.

**5.2.9 Land Use.** Evaluate the proposed action with the extent of the airport noise impacts, which will be directly correlated with compatible land use in the vicinity. The proposed action is assumed to have little to no impact on land use, but this will be evaluated and documented. A thorough review of the proposed action relative to Blaine County and City of Hailey proposed land use in the area of the project will be completed as part of this task.

**5.2.10 Natural Resources and Energy Supply.** Identify and discuss the current energy supply use at the airport. In addition, identify any known natural resources, such as mineral reserves, in the project area. The proposed action is not expected to have an impact on the energy supply or natural resources in the area; however, these resources will be discussed and evaluated.

**5.2.11 Noise and Noise In** accordance with FAA Order 1050.1F, Appendix B, Paragraph B-1.1, it is assumed a formal noise analysis will not be necessary, as the proposed action does not affect airport operations with no potential for significant impacts.

**5.2.12 Socioeconomics, Environmental Justice, and Children’s Environmental Health and Safety Risks.** Evaluate and describe the potential for social impacts including changes to housing, and economic development; as well as environmental justice populations in accordance with Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations.

**5.2.13 Visual Effects.** Prepare a light emissions summary to be included in the EA. Identify and evaluate the visual impacts associated with the airport.

**5.2.14 Water Resources.** The following tasks will be completed to evaluate the proposed project’s impacts on water resources:

- A. **Waters of the U.S. and Wetland Delineation Report.** A waters of the U.S. and wetlands survey will be conducted according to the 1987 Corps of Engineers Wetlands Delineation Manual and the Regional Supplement to the Corps of Engineers Manual: Arid West Supplement.
  - a. **Background Research and Field Prep.** Compile background information on potential waters and/or wetlands in the project area. Sources of data compiled include soil survey maps, topographic and aerial maps, wetland inventory data, previously completed reports, if available, and existing hydrological data.
  - b. **Wetland Survey and Delineation.** Identify all potential or known wetlands within the project area. Conduct formal wetland surveys and delineation of all wetlands adjacent to and/or impacted by the project. Provide the wetland data for inclusion in project documentation.
  - c. **Wetland Assessment.** An appropriate Function and Values Assessment Method will be used to assess functions and values of impacted wetlands.
  - d. **Waters of the U.S. and Wetland Delineation Report.** Prepare a Wetland Delineation Report describing the methods used, jurisdictional and non-jurisdictional wetlands identified, and general characteristics of vegetation, soil, and hydrology in the vicinity.



The Wetland Delineation Report will include maps or aerial photos of the project area with the identified wetland areas clearly shown. A Preliminary Wetland Delineation Report will be prepared and submitted for review. All issues and comments will be addressed and a Draft Wetland Delineation Report prepared and submitted for review by FAA. A Final Wetland Delineation Report will be completed and submitted that addresses all issues and comments. Forward the final report to the USACE for concurrence and issuance of the jurisdictional determination.

- e. Technical Review QA/QC. Prior to submitting any wetland delineation documents, internal Quality Assurance and Quality Control shall be completed.
- f. Comment Response. The draft report will be submitted to FAA and USACE for review. Comments will be addressed and the revised report will be resubmitted for review and concurrence.

**Waters of the U.S. and Wetland Deliverables:**

- Waters of the US and Wetland Survey and Delineation Data
  - Draft Waters of the US and Wetland Delineation Report
  - Final Waters of the US and Wetland Delineation Report
- B. Waters of US & Wetland Impact Analysis/Conceptual Mitigation Plan: Should waters/wetlands be found within the project area, an impact analysis will be required to assess potential impacts. Overlays of the project design with waters and wetlands in the area will be compared and analyzed for direct and indirect impacts. The analysis will discuss areal extents, types of vegetation impacted, hydrologic alterations to the remaining (unfilled) adjacent wetland areas, and both short-term and long term effects, as applicable.
  - C. Floodplains. According to the Federal Emergency Management Agency flood map for the project, no floodplains or floodways are located in the project area. This information will be presented in the Affected Environment Chapter with an explanation of why this resource was not carried forward in the Environmental Consequences Chapter.
  - D. Surface Waters. Potential environmental consequences on all surface waters identified within the study area will be evaluated. This includes all areas where permanent infrastructure would be built, locations where temporary construction-related activity might occur, and located where indirect impacts may occur. In addition, the extent to which operation activities may affect surface water will be considered. Preparation of a storm water management plan or NPDES permits are specifically excluded from this Scope of Work. However, the EA will identify necessary permitting requirements.
  - E. Groundwater. The consequences of the alternatives on groundwater within the study area will be evaluated. This includes a characterization of any impervious surfaces, excavation, or construction of structures that would have the potential to affect groundwater. Direct and indirect impacts that result from construction and operation of the proposed project will be evaluated including all areas where permanent infrastructure would be built, and locations where temporary construction-related activity might occur. In addition, potential effect of operational activities on groundwater will be considered, if applicable.
  - F. Wild and Scenic Rivers. No natural streams or rivers are located within the project area.

Therefore, this information will be presented in the Affected Environment Chapter with an explanation of why this resource was not carried forward in the Environmental Consequences Chapter.

#### **Deliverables**

- Draft and final Biological Evaluation technical memorandum (electronic)
- Draft and final De Minimus Section 4(f) reports (electronic)
- Draft and final Full Section 4(f) reports (electronic) (Contingent)
- Draft, final draft and final Cultural Resource Survey Report (electronic)
- Draft and final Waters of the US and Wetland Delineation reports (electronic)
- Draft Environmental Consequences Chapter (electronic)
- Final Environmental Consequences Chapter (electronic)

5.2.15 Cumulative Impacts. The cumulative impact analysis will consider impacts on the environment which results from the incremental impact of the action when added to other past, present, and reasonably foreseeable future actions regardless of what agency or person undertakes such other actions. The depth of the analysis will be commensurate with the potential for significant impacts. This evaluation will be completed on a resource basis and included in the “Resources Evaluated” Chapter of the Environmental Assessment.

#### **Deliverables**

- Complete the Environmental Consequences task for each of the environmental resource categories described in FAA Order 1050.1F.
- Deliver for review to FAA and Owner (electronic)

### **Task 6 – Preliminary Draft EA - Owner and FAA Review**

Document the results of the study analyses completed during previous tasks in a draft Environmental Assessment report and submit to FAA and Owner for review and comment. This will include the following subtasks:

- 6.1 Prepare draft EA report and submit to FAA and Owner for review. Submittal will be made electronically to FAA and Owner in editable format, so that comments can be added to the document electronically. Two hard copies will also be provided to Owner, for their review.
- 6.2 Discuss the draft report and comments with FAA and Owner, via teleconference.
- 6.3 Revise draft EA to reflect comments received.

#### **Deliverables**

- Initial and final draft EA Report (electronic)

### **Task 7 – Draft EA Preparation and Distribution**

This task includes distribution of the Draft EA for public review, as described in the following subtasks:

- 7.1 Provide electronic and hard copies of the final Draft EA report for distribution to the public. This will include one electronic copy to both FAA and Owner, along with up to 10 hard copies to the

Owner. These hard copies will be made available at Hailey City Hall, in the public library and at the office of the County Clerk for Blaine County. If desired, the Owner will make an electronic copy of the document available on their website.

- 7.2 Draft a Notice of Availability of the Draft EA for newspaper publication in both Hailey and Ketchum. Submit Notice to FAA and Owner for review and then to the newspapers for publication. Publication fees will be paid by the Consultant.

**Deliverables:**

- Electronic copies of EA report
- 10 color hard copies to Owner
- Notice of Availability (electronic)

## **Task 8 – Public Involvement**

Public involvement for this project will include efforts to involve the public in this analysis by hearing and recording comments and concerns. The public involvement process for this project is described below:

- 8.1 With the assistance of the Owner and FAA, develop a list of project stakeholders and agencies to be contacted. Contact each stakeholder and agency at the beginning of the project and at key points in the process, so that they remain informed on progress. Document all communication with stakeholders and agencies and summarize for inclusion in the final EA. Consultation will be initiated early in the process and will continue throughout.
- 8.2 Conduct a public project kickoff meeting at a regularly scheduled Airport Board meeting. The purpose of this meeting will be to present the analysis effort included in the project, both in terms of the planning and then environmental analysis. This meeting will be held in Hailey and will be attended by the Consultant's Project Manager and Environmental Specialist.
- 8.3 Prepare for and host an open house and informal q/a meeting prior to a regularly scheduled Airport Board meeting where the general public can see the preferred alternative and ask questions. This will include preparation of graphics for the open house and a presentation for the Council meeting. The meeting will be attended by the Consultant's Project Manager and/or Environmental Specialist and one other staff member to assist with documenting questions during the open house and informal meeting.
- 8.4 Conduct a Public Hearing to present the draft EA and hear and record comments and concerns from the public, FMAA, airport staff, Hailey City Council (non-FMAA members) and other appropriate City representatives, and appropriate Blaine County officials (non-FMAA members). Prepare for and host an open house prior to the hearing to provide an opportunity for the public to review the findings, ask questions and submit comments. This will include preparation of graphics for the open house and a presentation for the FMAA at an open meeting. The meeting will be attended by the Consultant's Project Manager, Environmental Specialist, and one additional staff member. This meeting will be held at least 30 days after the draft EA is made available to the public.
- 8.5 Document all questions and comments received during the comment period and at the Public Hearing. Assist Owner in responding to comments and questions received throughout the study

process. Develop a summary of comments and responses for inclusion in the EA.

#### **Deliverables**

- Stakeholder/agency contact list (electronic)
- Communication summary (electronic)
- Graphics and presentation for Kickoff Meeting (hard copy, included mounted graphics)
- Graphics and presentation for Open House (hard copy, included mounted graphics)
- Graphics and presentation for Draft EA Public Hearing (hard copy, included mounted graphics)
- Comment/question/response summary (electronic)

#### **Task 9 – Final EA**

This task includes the steps to prepare the final Environmental Assessment document, and includes the following subtasks.

- 9.1 Collect, organize and evaluate all comments received during the comment period. Prepare responses to comments and submit to Owner and FAA for review and comment. Revise responses as necessary and prepare a report responding to each unique comment, which will be attached to the Final EA as an appendix.
- 9.2 Review and revise the text of the EA report as necessary, based on the comments received from public, stakeholders and agencies. Submit the draft Final EA to Owner and FAA for review.
- 9.3 Revise the Final EA, based on comments received from Owner and FAA. Prepare the EA for final printing and produce the final document in hard copy and electronic formats.

#### **Deliverables**

- Draft Final EA for Owner and FAA review (electronic, plus one hard copy to Owner)
- Final EA: electronic on CD and up to 8 hard copies

## **PRELIMINARY PROJECT SCHEDULE**

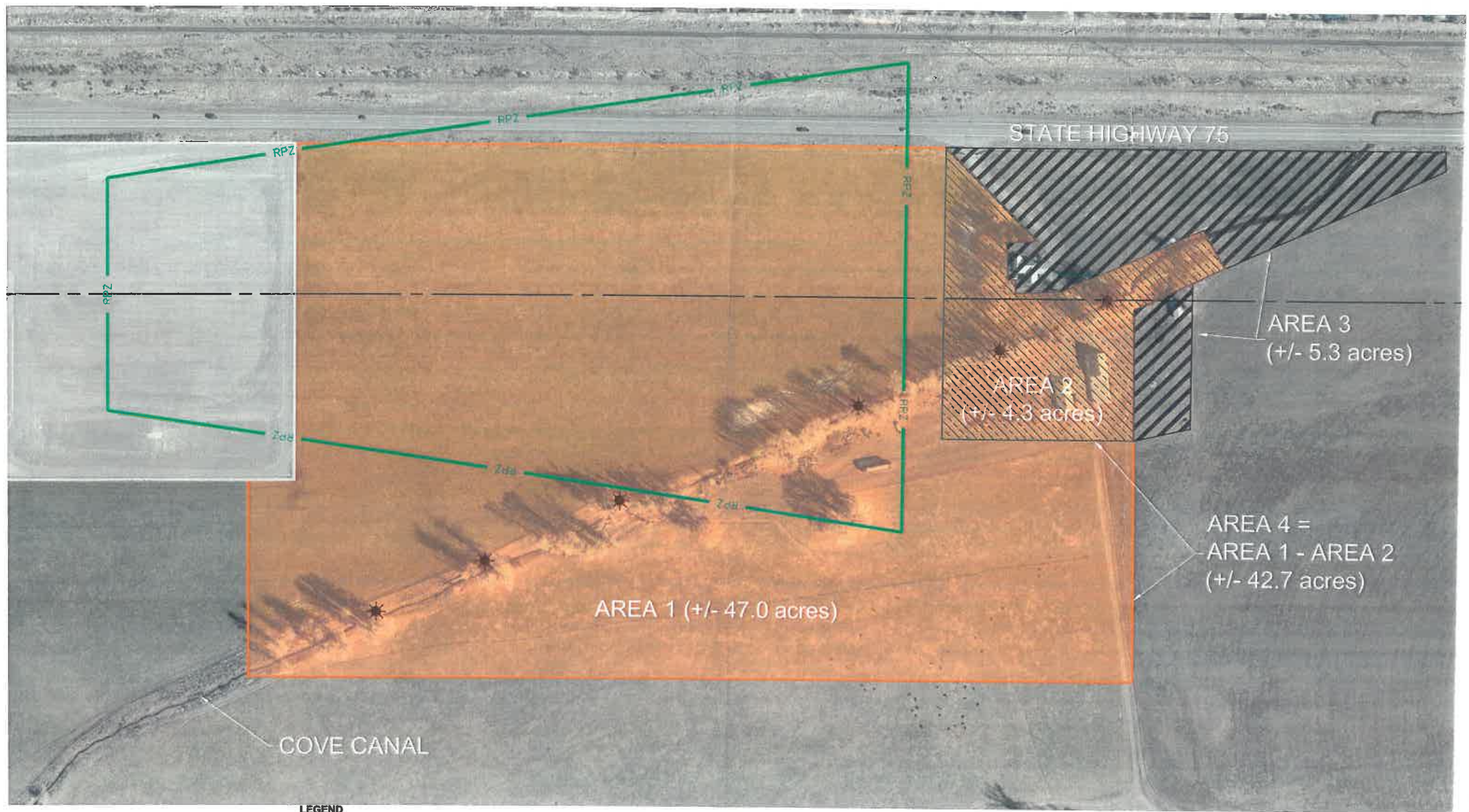
The following dates summarize the target completion of significant project tasks.

<b>ACTIVITY</b>	<b>COMPLETION</b>
Scope of Work Approval	1 <sup>ST</sup> Week of Feb 2017
Complete Independent Fee Estimate Review	1 <sup>st</sup> Week Mar 2017
Work Order Negotiation Complete	3 <sup>rd</sup> Week Mar 2017
Kickoff Meeting	1 <sup>st</sup> week June 2017
Environmental Survey Tasks Complete	1 <sup>st</sup> week June 2017
Environmental Analysis Complete	July-Aug 2017
Draft EA Review Period	July-Aug 2017
Draft EA Public Hearing	Sept 2017
Final EA Complete	Oct 2017
FONSI	Nov 2017







**Notes: This schedule assumes the following:**

- All information needed will be readily available
- FMAA can review the Preliminary Draft EA in one week
- FAA can review the Preliminary Draft EA in two weeks
- No substantial comments are received on the Draft EA
- Dates are subject to change, review timing, etc.

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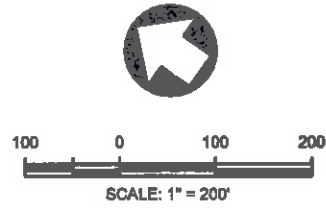
**LEGEND**

-  AIRPORT BOUNDARY
-  PERMANENT EASEMENT
-  ADDITIONAL AREA OF POTENTIAL EFFECTS
-  LIGHTS
-  RUNWAY CENTERLINE
-  DEPARTURE RPZ

**EXHIBIT A  
 SURVEY BOUNDARY**

**ALTERNATIVES**

1. AREA 1 (47.0 ac)
2. AREA 4 + AREA 2 EASEMENT (42.7 ac + 4.3 ac)
3. AREA 1 + AREA 3 (52.3 ac)



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