

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

**August 7, 2018  
5:30 P.M.**

**IN ATTENDANCE:**

**BOARD MEMBERS:** Chairman – Don Keirn, Vice-Chairman – Jacob Greenberg, Secretary - Lawrence Schoen, Treasurer – Ron Fairfax, Board - Angenie McCleary, Fritz Haemmerle, Pat Cooley

**FRIEDMAN MEMORIAL AIRPORT STAFF:** Airport Manager – Chris Pomeroy, Contracts/Finance Administrator – Lisa Emerick, ASC/Special Projects Coordinator/Executive Assistant – Steve Guthrie, Airport Operations Manager – Todd Emerick; Administrative Assistant/Alternate Security Coordinator – Roberta Christensen Administrative Assistant – Cecilia Vega, Administrative Assistant/IT Systems Maintenance Coordinator – April Matlock

**CONSULTANTS:** Centerlyne – Sarah Shepard, Candace Crew, T-O Engineers – Dave Mitchell, Telford Consulting – Todd Telford

**AIRPORT TENANTS/PUBLIC:** Comp Plan – Len Harlig, Fly Sun Valley Alliance – Carol Waller, Blaine County P & Z - Dick Fosbury

**CALL TO ORDER:**

The meeting was called to order at 5:32 p.m. by Chairman Keirn.

**I. APPROVE AGENDA**

The agenda was approved with the following changes:

**VII. ACTION**

**A. NEW BUSINESS**

~~1. Consideration of Motion to Extend License Agreement with Landowner~~

~~1.~~ 2. Engineering Services for Snow Removal and Aircraft Rescue Firefighting Equipment Acquisition – Consider approval of T-O Work Orders

~~2.~~ 3. Airport Layout Plan – Consider approval for FMAA Chairman Signature

**B. CONTINUING BUSINESS**

~~1. FMAA Amended Regulation 94-1 regarding Ground Transportation Service Providers at the Airport~~

1. None

**VIII. DISCUSSION AND UPDATES**

**B. CONTINUING BUSINESS**

3. Misc.

i. Potential Operations of New Global Express 7000 at SUN

~~ii. FMAA Amended Regulation 94-1 regarding Ground Transportation Service Providers at the Airport~~

**MOTION:**

***Made by Board Member Cooley to approve the Agenda with the addition of New Business for the consideration of a motion to extend a license agreement with a landowner. Seconded by Board Member Fairfax.***

**PASSED UNANIMOUSLY**

## II. PUBLIC COMMENT

Mr. Len Harlig thanked the Board and Staff for the parking lot signage and improvements.

Airport Consultant Mitchell informed the Board that T-O Engineers has recently acquired GEA Engineers firm from Cody, Wyoming.

## III. PUBLIC HEARING

### A. FY '19 Budget – Motion to Approve (See Brief)

Contracts/Finance Administrator Emerick briefed the Board on the Fiscal Year 2019 Draft Budget revisions requested at the July meeting.

Board Member Schoen asked for clarification on the overall budget projection and if there was a portion allocated to obtaining a larger kiosk with a restroom for the parking lot staff.

Airport Manager Pomeroy responded that during the parking lot planning phase the cost of a new kiosk was more than the budgeted amount and the Board had opted to make use of the existing booth with a portable restroom nearby.

Chairman Keirn opened the discussion for public comment.

No public comment was made.

**MOTION:** *Made by Vice-Chairman Greenberg to approve the Friedman Memorial Airport Fiscal Year 2019 Budget in the amount of \$10,374,670.70. Seconded by Board Member McCleary.*

**PASSED UNANIMOUSLY**

## IV. APPROVE FMAA MEETING MINUTES

### A. June 26, 2018 Special Meeting and the July 10, 2018 Regular Meeting (See Brief)

**MOTION:** *Made by Vice-Chairman Greenberg to approve the June 26, 2018 Special Meeting Minutes and July 10, 2018 Friedman Memorial Airport Authority Regular Meeting Minutes as presented. Seconded by Board Member Cooley.*

**PASSED  
BOARD MEMBER HAEMMERLE ABSTAINED**

## V. REPORTS

### A. Chairman Report

No report was given.

### B. Blaine County Report

Board Member McCleary commended the Airport and Staff on their role in assisting the firefighting efforts in the Sharps Fire.

### C. City of Hailey Report

Board Member Haemmerle also thanked the Airport and Staff in assisting with the Sharps Fire.

#### **D. Fly Sun Valley Alliance Report**

Fly Sun Valley Alliance (FSVA) representative, Carol Waller informed the Board that United Airlines will be servicing the Los Angeles area with a new flight in the winter. She commented that Delta is also planning to increase their winter flight schedule.

Chairman Keirn asked if smoke from the Sharps Fire had negatively impacted any flights.

Airport Manager Pomeroy responded that the scheduled flights had not been negatively impacted by the fire.

#### **E. Airport Manager Report**

Airport Manager Pomeroy briefed the Board on the following:

- Airport Manager Pomeroy recognized Todd Telford, Telford Consulting on his effort and persistence in setting up the IT component of the parking lot equipment and ensuring that the installation was successful.
- The Airport Manager also recognized Steve Guthrie, Airport Security Coordinator for his exceptional work in maintaining the security program at the Airport.
- The July fly-in event was very successful due in part to the on-going coordination between the SUN Tower, Federal Aviation Administration (FAA) SLC Center and Airport Staff that resulted in zero air carrier passenger missed connections all week.
- The Airport served as an important base of operations that aided in the early stages of fighting the Sharps Fire.
- The Airport Manager has invited the Helena FAA Office for a Joint Planning Conference, August 15, 2018 to discuss the Tower Replacement and Capital Improvement Projects.
- On the horizon, the Board should anticipate an update at the September meeting regarding Phase 2, Air Carrier Ramp Construction, Tower Replacement options, Tower/Airspace Planning Request for Qualifications (RFQ) FAA procurement process.

Board Member McCleary asked if the negative behavior from passengers towards the parking lot ambassadors has improved.

Airport Manager Pomeroy responded that he has received feedback from The Car Park that the situation is improving.

Board Member Haemmerle asked what actions are taken when a passenger disregards the ambassadors instructions.

Airport Manager Pomeroy responded that as of August 1, 2018 the ambassadors can issue citations, however; they have been instructed to issue warnings in the meantime.

### **VI. AIRPORT STAFF BRIEF**

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

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

#### **C. Airport Commercial Flight Interruptions (See Brief)**

#### **D. Review Correspondence (See Brief)**



## VII. ACTION

### A. NEW BUSINESS

#### 1. Consideration of Motion to Extend License Agreement with Landowner

Airport Manager Pomeroy briefed the Board that the landowner is has agreed to extend the avigation license agreement for the tree lights in order to allow more time to continue negotiations for the potential acquisition of the Runway Protection Zone (RPZ) land.

**MOTION:** *Made by Board Member Haemmerle to extend License Agreement with Landowner for an additional 90 days to December 31, 2018. Seconded by Vice-Chairman Greenberg.*

**PASSED UNANIMOUSLY**

#### 2. Engineering Services for Snow Removal and Aircraft Rescue Firefighting Equipment Acquisition – Consider Approval of T-O Work Orders

Airport Manager Pomeroy briefed the Board on the Engineering Services for Snow Removal and Aircraft Rescue Firefighting Equipment Acquisitions scheduled for FY '19 and requested that the Board consider authorizing Staff and Engineers to proceed with the project to acquire snow removal equipment with bids to be opened by September 1, 2018.

**MOTION:** *Made by Haemmerle to approve T-O Work Order 18-02 in the amount of \$26,975.00 for acquiring Snow Removal Equipment and authorize Staff and T-O Engineers to proceed with the project. Seconded by Vice-Chairman Greenberg.*

**PASSED UNANIMOUSLY**

Airport Manager Pomeroy briefed the Board on the Engineering Services for an Aircraft Rescue Firefighting (ARFF) Equipment Acquisition and asked the Board to consider the approval of T-O Work Order 18-03 for FY '19.

Board Member Cooley voiced his concern that the engineering agreement is excessive.

**MOTION:** *Made by Board Member Haemmerle to approve T-O Engineers Work Order 18-03 in the amount not to exceed \$36,450.00 for the purpose of acquiring Aircraft Rescue Firefighting Equipment and authorize Staff and T-O Engineers to proceed with the project. Seconded by Board Member Schoen.*

**PASSED UNANIMOUSLY**

**2. 3. Airport Layout Plan – Consider approval for FMAA Chairman Signature**

Airport Manager Pomeroy informed the Board that the Federal Aviation Administration (FAA) has approved the Airport Layout Plan (ALP) that was part of the Master Plan submitted to the FAA in 2017. He requested that the Board authorize the Chairman to sign the ALP to complete the Master Plan Update process.

**MOTION:**

***Made by Board Member Schoen to authorize the Friedman Memorial Airport Board Chairman to sign the FAA approved ALP Drawings and maps. Seconded by Vice-Chairman Greenberg.***

**PASSED UNANIMOUSLY**

**B. CONTINUING BUSINESS**

**1. FMAA Amended Regulation 94-1 regarding Ground Transportation Service Providers at the Airport**

1. None

**VIII. DISCUSSION AND UPDATES**

**A. NEW BUSINESS (See Power Point Presentation)**

**1. AIP 042 Grant Amendment and Sponsor Resolution**

Airport Manager Pomeroy briefed the Board on the status of AIP '42 and commented that an amendment for FY '18 FAA entitlement funds is being processed due to a recent change in the scope of work to include an entry/exit configuration in the amount of \$25,567.

**2. FY 2018 FAA Grant Application and Sponsor Resolutions**

Airport Manager Pomeroy informed the Board that the FY '18 grant application has been submitted based on direction from the Chairman. The FAA grant offer in the amount of \$1,042,815 is expected in August and sponsor resolutions to accept the offer will be necessary.

**B. CONTINUING BUSINESS (See Power Point Presentation)**

**1. Construction and Capital Projects**

**i. Terminal Air Carrier Apron and Parking Lot Improvements**

Airport Engineer Mitchell briefed the Board on the status of the Terminal Air Carrier Apron and Parking Lot Improvements project and commented that Phase 1A, and 1B have been completed. Phase 1C that should have been completed on June 8th is currently delayed and completion is now expected in September.

Board Member Fairfax asked if the Phase 2 - Apron Expansion project that is scheduled to begin in the fall would have to be delayed as well.

Airport Engineer Mitchell responded that he and Airport Manager Pomeroy are working on a schedule that would allow the contractor to be able to pour the concrete before Labor Day so it will not impact air carriers flight schedules or Phase 2 of the project.

## 2. Airport Planning Projects (See Power Point Presentation)

### i. Environmental Assessment for Runway Protection Zone and Obstruction Removal

Airport Engineer Mitchell briefed the Board on the EA status and commented that the consulting team has obtained additional comments by the FAA and they are being addressed. The schedule for the Board Review and Public Hearing will be determined following the resubmittal of the documents.

Chairman Keirn asked if the State Historical Preservation Office (SHPO) tree mitigation issue had been resolved.

Airport Engineer Mitchell responded that the issue was ongoing.

## 3. Misc.

### i. Potential Operations of New Global Express 7000 at SUN

Airport Manager Pomeroy briefed the Board on the potential future operations of New Global Express 7000 and touched on the following points:

- The potential owner and valley visitor is expected to have a low activity level and an operating procedure would be developed.
- The wingspan of this aircraft of 104' exceeds the established Modifications on Standards (MOS) limit of 100'.
- FMAA cannot restrict access based on wingspan.
- At the request of the FAA, T-O Engineers completed an analysis verifying that no significant operating procedures would be necessary and found that there are no wingtip clearance issues at 104'.
- The aircraft is expected to be quieter than the current fleet of Globals.
- For operations, a 24-hour Prior Permission Required (PPR) obtained through the Airport Manager or Operations Manager would be necessary.
- The aircraft would not have access to Taxiway B, south of Taxiway B6.

Board Member Haemmerle asked what ability the Airport Manager possessed to regulate aircraft with wingspans over 100' and expressed his frustration with not being able to prevent larger aircraft from using the Airport.

Airport Manager Pomeroy responded that a significantly larger wingspan could penetrate into the safety area and the aircraft operations would require a taxiway sterilization procedure. A 104' wingspan does not present this issue.

Board Member Fairfax also voiced his concern and asked at what point would the Airport not accept the manufacturers service bulleting with a weight restriction of 95,000 pounds and longer wingspan.

Airport Manager Pomeroy responded that the best course of action is to coordinate with the FAA and monitor the new aircraft fleets as they evolve.

### ii. FMAA Amended Regulations 94-1 Regarding Ground Transportation Service Providers at the Airport

Airport Manager Pomeroy briefed the Board that their requested revisions had been made to the Amended Regulations 94-1 Regarding Ground Transportation Service Providers and the first reading is anticipated to take place at the September meeting.



Board Member Schoen requested that the County and City representatives on the Board approach their respective State organizations, the Association of Idaho Cities, Idaho Association of Counties, and the Transportation Committee to seek an amendment to Idaho Code 49-3715 which exempts Transportation Network Companies from local jurisdiction regulation.

Board Member Haemmerle requested that the legal counsel reviews the determination with the City of Hailey counsel to assure that any violation of the regulation as stated on page 10, may result in a conviction for a misdemeanor under City of Hailey Ordinances.

**IX. PUBLIC COMMENT**

Mr. Len Harlig asked what larger aircraft would trigger the FAA from reclassifying the Airport from a C-III category and at any point could the weight restrictions change.

Airport Manager Pomeroy responded that there would be no risk for change into a different classification as the weight restriction has been established through the legal process and changes are not anticipated.

**X. ADJOURNMENT**

The August 7, 2018 Regular Meeting of the Friedman Memorial Airport Authority was adjourned at approximately 6:56 p.m.



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.*