



# Friedman Memorial Airport Authority

## Regular Board Meeting

June 2, 2020





# Approve Agenda



# Public Comment

(10 Minutes)



# Approval of Meeting Minutes

May 5, 2020 Regular Meeting



# Reports

# Reports

- ▶ Chairman Report
- ▶ Blaine County Report
- ▶ City of Hailey Report
- ▶ Fly Sun Valley Alliance Report
- ▶ Airport Manager's Report

# Airport Manager's Report

# Airport Pavement Maintenance

- ▶ June 2–4 runway closures
  - CLSD – 1:30pm – 5:30pm
  - OPEN – 5:30pm – 6:30pm
  - CLSD – 6:30 pm – 10:30pm
- ▶ Hangar access restrictions
- ▶ Some night work expected

# Airport Pavement Maintenance

► June 1–6

◦ GA Aprons and Hangar Taxilanes



# Airport Pavement Maintenance

- ▶ Check our website for up-to-date project information:

[www.iflysun.com](http://www.iflysun.com)

- ▶ NOTAMs

# Airport Activity Status – COVID-19

- ▶ Passenger Enplanements
  - –93% unofficial
  - Official numbers for May soon
- ▶ Operations
  - –4% May 2020 (1127) vs. May 2019 (1174)
- ▶ Air carrier summer schedule coordination...
- ▶ No annual fly-in event

# Airport Activity Status – COVID-19

- ▶ Terminal – COVID-19 safety efforts
  - Reduced public access to terminal
  - Social distancing signage on doors
  - Social distancing stickers on the floors
  - Removal/reorg of furniture
  - Enhanced cleaning – frequency (e-spray)
  - Hand sanitizer dispensers
  - Sanitizer stations
  - Plexiglass sneeze guards
- ▶ Split office staffing
- ▶ Badging Office reopen – June 15
  - Protective measures
  - General protocols
- ▶ Summer air carrier schedule



# “On the Horizon”

- ▶ Parking lot project bids review
- ▶ FY21 Budget second look



# Airport Staff Brief Questions?



# Action New Business

# Approach/Departure Protection Land Acquisition

- ▶ Eccles Flying Hat Ranch
  - +/– 385 acres
- ▶ Purpose
  - Approach and departure surfaces protection
  - Land use compatibility
- ▶ Partnership and coordination with FAA
- ▶ No airport expansion planned
  - Maintain land in current use



# Approach/Departure Protection Land Acquisition

- ▶ Schedule +/- 2022
- ▶ Funding expected via AIP grants
  - 93.75% FAA/6.25% airport match
  - Local match – airport budget
    - No City or County tax funds
- ▶ First step – Environmental Assessment (EA)
- ▶ Board discussion

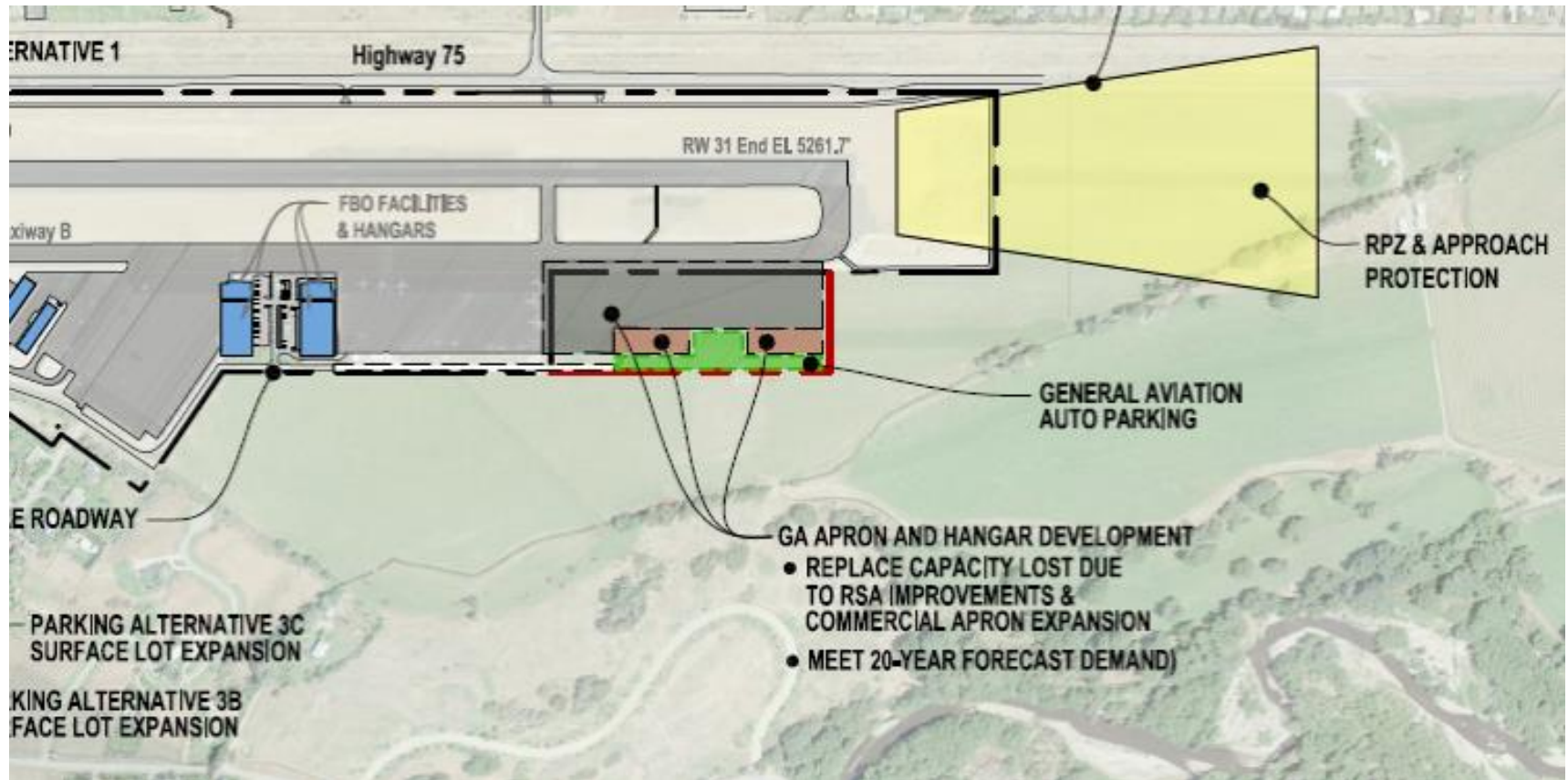
# Approach/Departure Protection Land Acquisition – EA

- ▶ Environmental Assessment
  - FAA required
- ▶ DRAFT Scope of Work
  - FAA, staff, consultant coordination
- ▶ Independent Fee Estimate (IFE)

# Approach/Departure Protection Land Acquisition – EA

- ▶ Aircraft parking and hangar area
  - Environmental analysis only
    - Efficient and cost effective in this EA
  - In Airport Master Plan and on Airport Layout Plan (ALP)
  - The Board may consider at a future time whether the necessity has been established to develop this small portion of the land.

# Approach/Departure Protection Land Acquisition – EA



# Approach/Departure Protection Land Acquisition – EA

- ▶ Fee negotiation

	IFE (KLJ)	Mead & Hunt
EA Fee	\$214,922	\$207,102

- ▶ Schedule

- 9–10 months

- ▶ Discussion

- ▶ ACTION: Consideration of motion to approve Scope of Work and negotiated fee in the amount of \$207,102



# Action

## Continuing Business

### None



# Discussion and Updates

## New Business

# FY '21 DRAFT Budget Review

## Assumptions/Inclusions:

- Revenue
  - Conservative projections
  - Considered COVID-19 Impacts
  - All activity-based projections based on  
FY '20 October – March/  
FY '19 April –September actual collections

## Anticipated Revenue Impacts:

- Air carrier Revenue – reduced 75%
- All other activity based projections – reduced 90%
- New aircraft landing fee collection agreement  
with Vector Airport Systems, LLC
- Terminal auto parking contract
  - Renewal Option – September '20

# FY '21 DRAFT Budget Review

## Assumptions/Inclusions (cont.):

- ▶ Operational Expenses
  - Conservative Projections
  - Considered COVID-19 Impacts
    - Salaries – Increases not budgeted
    - O&M cost focus
  - Consulting fees:
    - Communications/Public Outreach
    - Air Traffic Control Tower Relocation
    - Airspace & Approach Consulting

# FY '21 DRAFT Budget Review

## Assumptions/Inclusions:

- ▶ Capital Expenses – non-FAA AIP
  - Due to COVID-19 Impacts the following projects are being deferred:
    - Minimum Standards/Rules & Regulations
    - O&M cost focus
- ▶ Capital Expenses – FAA AIP
  - FAA/AIP
    - Runway rehabilitation project (design)
    - Terminal Area Plan (TAP)
    - Environmental Assessment – Approach Protection
    - Approach Protection

# FY '21 DRAFT Budget Review

Cash Summary as of 9/30/19	
Cash & Cash Equivalents	
State Treasurer	\$1,389,828.80
Checking Operational	\$1,500,423.18
PFC Savings	\$35,691.30
Terminal Auto Parking - Savings	\$7,842.35
Payroll Liabilities	\$17,153.85
Payroll Liabilities/Flex Spending - Savings	\$11,052.27
Petty Cash	\$200.00
BLM - Restricted CD	\$602.39
Undeposited Funds	\$12,179.89
Total Cash Balance	<b>\$2,974,974.03</b>
Restricted Cash	
BLM - Restricted CD	\$5,500.00
Total Restricted Cash	<b>\$5,500.00</b>
Receivables/Prepaid Expenses	
Interest Receivable	\$2,636.45
Accounts Receivable	\$1,191,768.85
Pre-Paid Expenses	\$4,922.49
Total Other Assets	<b>\$1,199,327.79</b>
<b>Total Cash and Cash Equivalents</b>	<b>\$4,179,801.82</b>
Less Liabilities	
Accounts Payable	-\$214,926.60
Accounts Payable - CC	-\$5,931.57
Loan Payable (Parking Lot Equipment)	-\$71,508.14
Payroll Liabilities	-\$4,039.89
Tenant Deposits	-\$1,700.00
Accrued Compensated Absences	-\$300,698.02
	<b>-\$598,804.22</b>
Total FY '19 Cash Accrual	<b>\$3,580,997.60</b>
FY '20 Projected Net Income/Loss	<b>-\$884,492.43</b>
	<b>\$2,696,505.17</b>
FY '21 Budgeted Net Income/Loss	<b>-\$4,049,372.33</b>
<b>09/30/21 Estimated Cash &amp; Accrual Total:</b>	<b>-\$1,352,867.16</b>

# FY '21 DRAFT Budget Review

## ▶ Next Steps:

- Staff and Finance/Lease Committee continue to refine the FY '21 Budget with the assistance of Ricondo & Associates to evaluate COVID-19 impacts and recovery projections
- Staff and Finance/Lease Committee will be prepared to present the recommendation of the proposed FY '21 Budget at the July meeting
- Following the July meeting, staff will prepare the appropriate advertisements and public notifications to conduct a Public Hearing
  - Public Hearing – Must be held on or before the 2<sup>nd</sup> Tuesday in August and Budget must be adopted on or before August 13<sup>th</sup>
  - Any budget revisions would need to be made prior to July 11<sup>th</sup> to meet publication requirements



# Discussion and Updates

## Continuing Business

# Construction and Capital Projects

# Parking Lot Improvement Project

## ► Cost Estimate

	Pavement Area (SF)	Number of Parking Stalls	Construction Cost	Cost per stall
<b>Option 1</b>	<b>35,000</b>	<b>80</b>	<b>\$594,380</b>	<b>\$7,430</b>

Includes heated walkway and stairs – +/- \$120,000

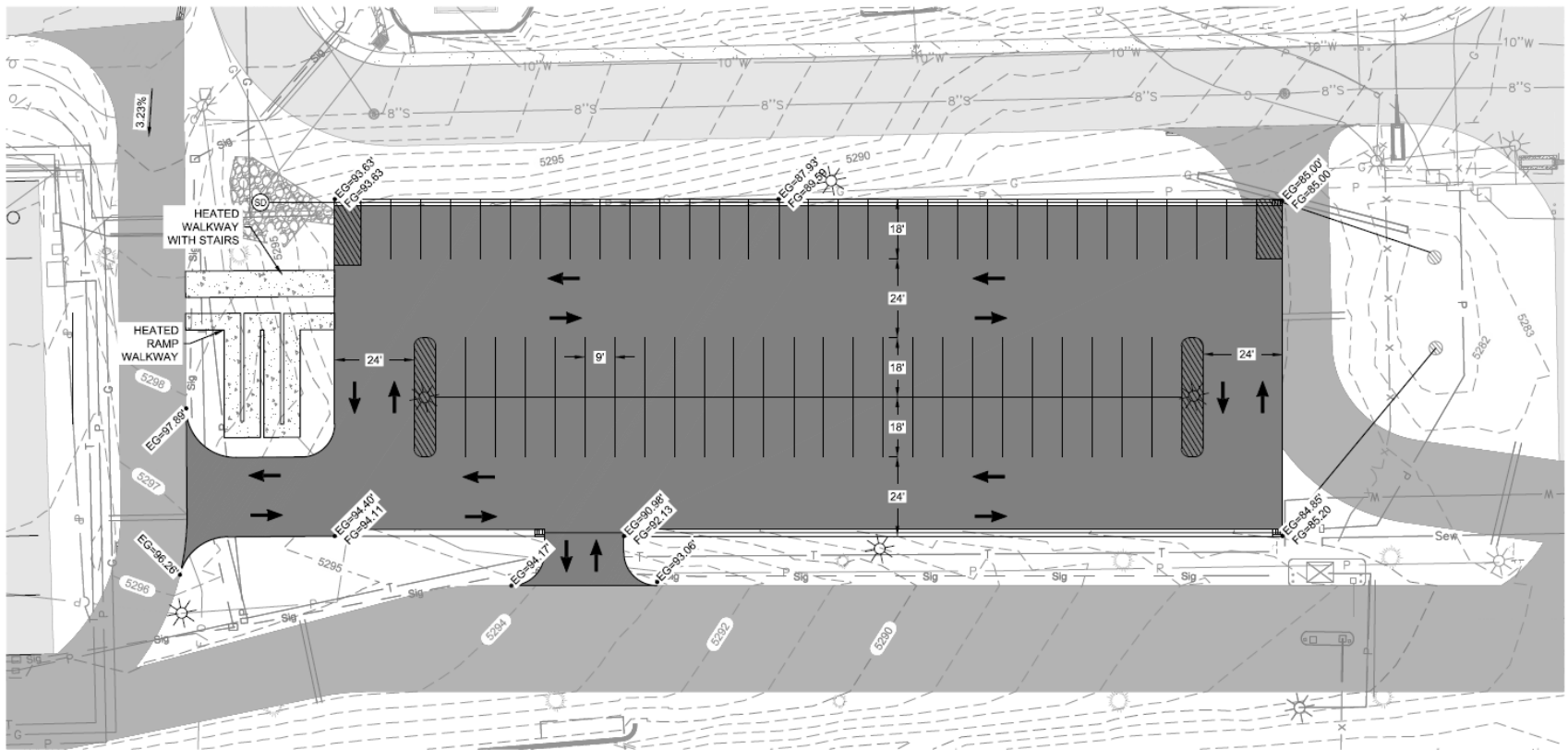
## ► Finalizing design

## ► Bid

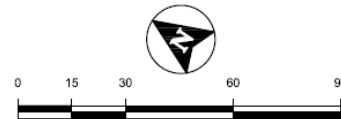
- Mid-June

## SUN PARKING LOT EXPANSION- LAYOUT 1

80 SPACES- 30,745 SF ASPHALT - 90° STALLS



FILL REQUIRED= ±1370 CY  
ROAD SECTION= ±1230 CY  
IMPORTED FILL= ±140 CY



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FILE: 20001004-04-Hillside DATE: 5/1/02 JOB: 200010

# Airport Planning Projects

# Terminal Area Plan

- ▶ Status
  - Kick-off meeting
    - September?

Figure 1: SUN Terminal Area Planning Limits



Source: SUN Airport Master Plan

# Miscellaneous

# None



# Public Comment

# 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



Thank You!

