

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

**April 6, 2021
5:30 P.M.**

- IN ATTENDANCE:** **BOARD MEMBERS:** Board Chairman – Jacob Greenberg, Treasurer – Ron Fairfax, Board Members – Angenie McCleary, Dick Fosbury, Don Keirn, Sam Linnet
FRIEDMAN MEMORIAL AIRPORT STAFF: Airport Manager – Chris Pomeroy, Airport Security Coordinator – Steve Guthrie, Finance & Administration Manager – Brent Davis, Airport Operations Manager – Tim Burke, Airport Administrative Coordinators – Sue Heaphy & Jenna Elliott
CONSULTANTS: Studio 360 – Sarah Shepard; Mead & Hunt – Evan Barrett, & Brad Rolf; William E. Payne & Associates – Bill Payne
AIRPORT LEGAL COUNSEL: Lawson Laski Clark, PLLC – Jim Laski
- CALL TO ORDER:** The meeting was called to order at 5:30 p.m. by Chairman Greenberg
- I. APPROVE AGENDA** The agenda was approved as presented.
MOTION: *Made by Board Member McCleary to approve the agenda. Seconded by Board Member Linnet.*
PASSED UNANIMOUSLY
- II. PUBLIC COMMENT** No Public Comment
- III. APPROVE FMAA MEETING MINUTES**
- A. March 2, 2021 Regular Meeting Minutes – **Attachment #1**
MOTION: *Made by Board Member Linnet to approve the board meeting minutes of the March 2, 2021 regular meeting. Seconded by Board Member Keirn.*
PASSED UNANIMOUSLY
- IV. REPORTS**
- A. Chairman Report
No report given.
- B. Blaine County Report
Board Member Fosbury reported the Blaine County COVID-19 risk level has moved from medium to high and variants have been found in the community. While the county is monitoring the case levels and hospitals are operating normally, he emphasized the importance of educating visitors of the masking ordinances and that CDC and State of Idaho recommendations for social distancing and hygiene are being followed.
- C. City of Hailey Report
No report given.
- D. Fly Sun Valley Alliance Report
Carol Waller with Fly Sun Valley Alliance reported the winter season flights are mostly finished as of the end of March and for spring there will be Delta-SLC and Alaska-SEA service. She stated they are hoping to publish the Summer/Fall flight schedule in the coming week.
- E. Airport Manager Report (see Power Point Presentation)
Airport Manager Pomeroy reported on the activity statistics. He stated March 2020 is when FMA saw a huge decrease in activity due to COVID-19 restrictions. Based on unofficial TSA passenger enplanements for March 2020, we are approximately 51% higher in 2021 than 2020, but compared to March 2019, we are only down about 20%. Operations are up 70% from March 2020 and approximately 17% year-to-date. Compared to 2019, FMA operations are up about 25% year-to-date.

Airport Manager Pomeroy reported the new approach has worked well for FMA over the winter with 55 saves between December 3, 2020 through April 5, 2021, 2 of which were since the last board meeting.

Chairman Greenberg inquired about the revenue generated and economic impact from those 55 saves. Airport Manager Pomeroy said he would hopefully be able to present a financial analysis for the next meeting.

Airport Manager Pomeroy shared that George White, the Air Traffic Control Tower manager for the past 15 years, is retiring as of Friday, April 9, 2021. He expressed that George has been a big part of many of the successes FMA has had in recent years and he will be greatly missed.

Airport Manager Pomeroy asked Attorney Jim Laski to give an update on the Joint Powers Agreement (JPA). Jim Laski updated the Board on the status of the Second Amended and Restated JPA. It has been presented to the City of Hailey a week ago and then was presented to the County yesterday. The County approved the agreement with a few minor changes, which will be presented to the City of Hailey to be approved at their next council meeting. He stated a special meeting of the FMAA Board will be needed so the agreement can be approved as written by the Board.

Board Member Angenie McCleary inquired on behalf of the County as to whether it would be better to have a special board meeting to approve the JPA or to approve an extension and then approve the JPA at the next regular board meeting.

Board Member Linnet stated the JPA has not been controversial for the city or resulted in a great deal of public involvement, so he believes getting it approved sooner than later is the best option.

The Board decided to hold a future special board meeting on Wednesday, April 14th at 4:00 PM to approve the JPA.

Airport Manager Pomeroy reported the following is "On the Horizon:"

- Terminal Area Plan Update

V. AIRPORT STAFF BRIEF

- A. Noise Complaints in March
- B. Profit & Loss, ATCT Traffic Operations Count and Enplanement Data (See Attachment #2-#4)
- C. Airport Commercial Flight Interruptions (unofficial)
- D. Review Correspondence

VI. ACTION ITEMS

A. NEW BUSINESS

1. CRRSA and Airport Improvement Program (AIP) Grant Offers – Consideration of Recommendation of Acceptance – **ACTION ITEM**

Airport Manager Pomeroy reported Congress has passed and the President has signed a coronavirus relief package called the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA), which includes additional funds for airports, including FMA. This relief package offers FMA a grant of up to \$1.23 of which \$1,219,239 can be used to offset operational expenses costs as well as other maintenance costs relating to the battle against the pandemic.

Additionally, this grant will allow for rent and minimum annual guarantee relief in the amount of \$19,129 for concessionaires at FMA.

Airport Manager Pomeroy specified these grant offers do not require a local match and will be presented to the city and county for approval shortly.

MOTION: *Made by Board Member Fairfax to recommend execution of the SUN CRRSA/FAA grant offers by the City of Hailey and Blaine County, which would further direct Staff and Legal Counsel to develop the appropriate City and County Resolutions to support acceptance of the SUN CRRSA grants. Seconded by Board Member Linnet.*

2. FMAA Purchase of Replacement Snowplow/Deice Equipment through Cooperative Purchasing Program – Consideration of Approval – **ACTION ITEM**

Airport Manager Pomeroy reported FMA is hoping to purchase a replacement snowplow/deice equipment with Board approval and would be done through the Cooperative Purchasing Venture previously approved by the Board. He explained this would be the procurement of two pieces of equipment, an MB Companies chassis which will include a plow and a combination deice system. This equipment would replace the plow that was destroyed due to an accident which resulted in a fire over the winter and will provide deicing capabilities.

Airport Manager Pomeroy stated the amount of the equipment will not exceed \$615,000 and \$500,000 of that is already built into the current approved budget for FY 2021 for the purchase of a deice truck. The additional amount needed above the current budget is about \$115,000, of which \$48,000 will be from the insurance settlement of the destroyed equipment.

Airport Operations Manager Burke reported on the importance of the equipment and how it will be used. He reiterated that the 2 pieces of equipment will result in one vehicle once assembled and will perform 3 functions (plowing snow, applying solid deicer, and applying liquid deicer) currently performed by 3 separate vehicles in the FMA fleet. This multi-function unit will reduce our carbon footprint, reduce maintenance and labor costs, and operate significantly more efficiently.

Chairman Greenberg inquired about FMA's ability to house the equipment given its length. Airport Operations Manager Burke explained the length is about 48 feet and will fit in our current building.

Board Member Linnet asked about the lifespan of the equipment. Airport Operations Manager Burke stated it should last 20-25 years.

Board Member Fairfax and Chairman Greenberg expressed their support of procuring this equipment and feel it will be beneficial to the efficiency of airport operations.

Attorney Jim Laski and Airport Manager Pomeroy explained the specifics as to how FMA intends to spread the financial responsibility of this purchase over this and next fiscal year.

Airport Manager Pomeroy reported delivery of the equipment is expected no later than mid-November of 2021.

MOTION: *Made by Board Member Keirn to approve acquisition of two pieces of equipment, an MB Companies chassis and a combo deice system not to exceed \$615,000. Seconded by Board Member Linnet.*

3. Airport Minimum Standards and Rules and Regulations Scope of Work and Fee Consideration of Approval – **Attachment #5-#7 – ACTION ITEM**

Airport Manager Pomeroy reported FMA is ready to move forward on the Airport Minimum Standards and Rules and Regulations Scope of Work and Fee Consideration project. He reminded the Board this project is budgeted in the FY 2021 budget.

MOTION: *Made by Board Member Fosbury to approve the scope of work and fee in the amount of \$88,325 to complete Airport Minimum Standards and Rules and Regulations documents. Seconded by Board Member Keirn.*

B. CONTINUING BUSINESS

1. None

VII. DISCUSSION AND UPDATES

A. New Business

1. None

B. Continuing Business

1. Miscellaneous
 - i. None

2. Construction and Capital Projects

i. Air Traffic Control Tower Replacement

Airport Manager Pomeroy explained the reason behind the Air Traffic Control Tower Replacement project is that the FAA is requiring the current tower is moved out of the runway object free area by 2023 with a possible extension. He stated FMA has been actively looking at the remote tower option and some of the benefits of this would be cheaper to construct and operate and would not require a tall facility on the premises. If it is determined a legacy tower would be a better option for FMA, he stated they would still want to explore that option. One of the most helpful next steps in this project is to put a Request for Proposal (RFP) out to solicit interest from remote tower vendors that will provide more detail and a strategy going forward. Airport Manager Pomeroy introduced Bill Payne with William E. Payne & Associates to give an update on the project.

Bill Payne reiterated the next step in this process would be to put out an RFP and outlined the advantages of having an RFP:

- Establish the cost exposure for this solution
- Provide a numerical method of comparing remote tower and legacy ATCT
- Will not foreclose a legacy tower solution

Bill Payne mentioned the next step would be evaluating the risk of deploying remote tower technology versus the benefits, financial and programmatic. He reported the biggest risk is FAA certification. There are currently 3 facilities under an FAA evaluation process, but no facilities have been certified in the U.S. He is confident the FAA will eventually certify these facilities that are under evaluation since it is understood these facilities represent emerging technologies that provide air traffic control services for a lower cost.

Bill Payne listed the 4 known vendors for remote towers:

- Saab Sensis (Leesburg, VA)
- Seabridge (Ft. Collins, CO)
- Raytheon/Frequentis (DoD)
- Kongsberg (no current US sites)

As far as funding is concerned, Bill Payne explained the FAA has mandated a Pilot Program, in which the Fort Collins and Leesburg locations are participating. The FAA is currently seeking a third site to be part of this Pilot Program. It is Bills believe that FMA would be an ideal third site for the program because FMA is under an FAA mandate to relocate the current tower out of the runway object free area.

AIP grants are another source of funding, but to qualify for AIP funds, the remote tower must be FAA certified. He does not believe FMA would be eligible for reimbursement of expenses under an AIP grant at this point, but he is in program discussions to try to modify or liberally interpret the language in the reauthorization bill to allow FMA to use AIP funds even though the system is not fully certified.

Bill Payne stated the third option for funding would be local funds such as CARES Act funds.

Airport Manager Pomeroy reported in the past couple of years, there has been a significant effort by FMA to be heard by the FAA and he feels there is a good chance FMA would be eligible to be the third site for the Pilot Program.

While referring to the PowerPoint presentation slide 29, Bill Payne explained the 20- to 27-month timeline for how the remote tower implementation is expected to proceed should FMA move forward with implementing a remote tower.

Airport Manager Pomeroy specified the importance of knowing whether or not the Board is in support of FMA moving forward with the RFP process for a remote tower implementation.

All present Board members expressed their support of moving forward with the RFP process.

3. Airport Planning Projects

i. Environmental Assessment (Land Acquisition) - Update

Airport Manager Pomeroy introduced Brad Rolf with Mead & Hunt to give an update on the Environmental Assessment.

Brad Rolf reported the proposal consists of acquisition of 386 acres south of the airport specifically for approach and departure protection and land use compatibility. Additionally, the project would consist of development of approximately 10 acres for general aviation (GA) such as providing additional hangars and replacing GA facilities (apron and hangars) that were lost because of the Runway Safety Area (RSA) project that was completed several years ago.

Brad Rolf reported the project requires federal action by the FAA who must comply with the National Environmental Policy Act (NEPA). This is standard practice, but there are three different levels of review: Categorical Exclusion (CatEx), Environmental Assessment (EA), and Environmental Impact Statement (EIS). He stated this project requires an EA.

Referring to slide 35 of the PowerPoint Presentation, Brad Rolf outlined the general EA process. He reported the next step for FMA in the process is the Public Review and Comment after the FAA approves the document for release and consideration by a broader audience. Comments will then be addressed, and the FAA will then approve the final EA before issuing a Finding of No Significant Impact (FONSI).

Brad Rolf mentioned the area where there is the potential to effect is the Historic Resources and Cultural Resources. The Halfway Ranch/Eccles Flying Heart Ranch was determined to be eligible for listing in the National Register of Historic Places. Due to the Historic Preservation Act, the FAA is required to take a close look at what effects this action may have on that and requires consultation with various parties, including the Idaho State Historic Preservation Officer (SHPO). The consultations to date have been going well and an adverse effect is not anticipated.

Brad Rolf explained that some other resources within the EA that have required field work include archeological investigation, biological site review, wetlands survey, and a hazardous materials assessment. The schedule for the remainder of the project is as follows:

- FAA reviewing draft Determination of Effect for Historic Resources
- Draft EA to FAA this month
- Public review of Draft EA after FAA approval
- FAA decision expected this spring or early summer

ii. Terminal Area Plan - Update

Airport Manager Pomeroy reported preliminary alternatives have been shared with the FAA and feedback is anticipated this week. He hopes to have a more detailed analysis and hopefully a proposed preferred alternative to present at the May meeting.

VIII. PUBLIC COMMENT

No Public Comment

IX. EXECUTIVE SESSION

No Executive Session.

X. ADJOURNMENT

MOTION: Made by Board Member Fosbury to adjourn. Seconded by Board Member Keirn.

The April 4, 2021 Regular Meeting of the Friedman Memorial Airport Authority was adjourned at 7:10 p.m.

DocuSigned by:

 E739543F3D014D4...
 Angenie McCleary, 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.