

**MINUTES OF A REGULAR MEETING  
OF THE  
FRIEDMAN MEMORIAL AIRPORT AUTHORITY  
October 12, 2021  
5:30 P.M.**

**IN ATTENDANCE:**                   **BOARD MEMBERS:** Board Chairman – Jacob Greenberg, Board Members – Angenie McCleary, Dick Fosbury, Samuel Linnet, Rich Pogue, John Strauss  
**FRIEDMAN MEMORIAL AIRPORT STAFF:** Airport Director – Chris Pomeroy, Deputy Director of Finance & Administration – Brent Davis, Deputy Director of Operations & Maintenance – Tim Burke, Security Manager – Steve Guthrie, Airport Administrative Coordinators – Jenna Elliott and Jennifer Lyman  
**CONSULTANTS:** Studio 360 – Sarah Shepard

**CALL TO ORDER:**           (3:15) The meeting was called to order at 5:33 p.m. by Chairman Greenberg

**I. APPROVE AGENDA** (3:27) The agenda was approved as presented.  
Airport Director Pomeroy explained that due to scheduling conflicts with the City of Hailey, Board Member Linnet will only be available for a few minutes and therefore, the New Business Action Items will be addressed and voted on prior to the public comment.  
**MOTION:**       *Made by Board Member Fosbury to approve the agenda with the changes as stated by Airport Director Pomeroy. Seconded by Board Member Pogue.*  
**PASSED UNANIMOUSLY**

**PUBLIC COMMENT**  
(10:10) No Public Comment

**II. APPROVE FMAA MEETING MINUTES**  
(10:44) A. September 7, 2021 Regular Meeting – Motion to Approve – **Attachment #1 ACTION ITEM**  
This item will be held until the November meeting.

**III. REPORTS**

- (11:12) A. Chairman Report  
No report given.
- (11:20) B. Blaine County Report  
No report given
- (11:38) C. City of Hailey Report  
No report given
- (11:54) D. Fly Sun Valley Alliance Report  
Carol Waller reported they are working on finalizing the winter flight schedule.
- (11:20) E. Airport Manager Report (see PowerPoint Presentation)  
Airport Director Pomeroy reported September 2021 Passenger Enplanements were up about 9% from 2019 and 2021 year-to-date is at approximately the same level as 2019 year-to-date. September 2021 Operations were about 7% higher than September 2020 Operations and up about 29% from September 2019. Calendar year-to-date operations for 2021 is about 26% higher than 2020 and 19% higher than 2019.  
Airport Director Pomeroy reminded the Board and community about the “Meet the Fleet” event taking place on Saturday, October 16<sup>th</sup> from 10:00 AM to 3:30 PM.  
Airport Director Pomeroy reiterated the airport will be closed for rehabilitation of Runway 13-31, Taxiway B and aprons from April 18, 2022 to May 17, 2022.  
“On the Horizon”, Airport Director Pomeroy anticipates there will be a debrief with the Board based on the interviews that will be taking place on October 20<sup>th</sup> for the ATCT relocation project.

**IV. AIRPORT STAFF BRIEF**

- A. Noise Complaints in September
- B. Profit & Loss, ATCT Traffic Operations Count and Enplanement Data (See **Attachment #2 – #4**)
- (15:19) Chairman Greenberg asked Airport Director Pomeroy comment on the success of Vector's equipment in collecting general aviation landing fees.
- Airport Director Pomeroy reported despite the uncertainty of how activity would be affected due to the pandemic, this last fiscal year reflected positive trends on landing fees and fuel flowage.
- Deputy Director of Finance & Administration Brent Davis agreed and added landing fee revenue is significantly more that the airport has ever received.
- Board Member McCleary asked for clarification on whether the landing fee revenue was for commercial or general aviation and when the last time landing fee rates were increased.
- Airport Director Pomeroy explained the landing fee revenue has increased for both commercial as well as general aviation due to an uptick in air traffic. He believes the last time the landing fee rate structure was evaluated was in 2016
- C. Airport Commercial Flight Interruptions (unofficial)
- D. Review Correspondence

**V. ACTION ITEMS**

- A. NEW BUSINESS
- (4:50) 1. Consideration of Contract for IT Support Services – Ketchum Computers – **Attachment # 5- #6 ACTION ITEM**
- Airport Director Pomeroy gave a brief overview of the contract presented and stated Ketchum Computers has been providing IT support services for the airport for a few months. He feels it would be in the best interest of the airport to enter into a one-year contract with them for the amount of \$80,000.
- MOTION: Made by Board Member Fosbury to approve a one-year contract for IT Support Services for the airport from Ketchum Computers for \$80,000 for FY22. Seconded by Board Member McCleary.**
- With the exception of Board Member Strauss, who abstained from voting due to possible conflict of interest, the motion PASSED UNANIMOUSLY**
- (8:23) 2. Consideration of approval for ICRMP Annual Policy Payment in the amount of \$52,409 – **Attachment #7 ACTION ITEM**
- Airport Director Pomeroy explained this is brought before the Board to remain consistent with the policy of Board approval for any contracts over \$50,000. He stated this is a basic requirement for the airport through ICRMP to maintain our general liability insurance and property insurance.
- MOTION: Made by Board Member Fosbury to approve the airport's ICRMP annual policy payment in the amount of \$52,409.**
- PASSED UNANIMOUSLY**

**B. CONTINUING BUSINESS**

1. None

**VI. DISCUSSION AND UPDATES****A. NEW BUSINESS**

1. None

**B. CONTINUING BUSINESS**

1. Miscellaneous
- (20:16) i. Airport Minimum Standards and Rules and Regulations – Update
- Airport Director Pomeroy stated he intends on setting up a meeting with the Airport Minimum Standards and Rules and Regulations committee next week to discuss the project status and then present a more detailed update to the full Board at the November meeting.

2. Construction and Capital Projects

(22:32)

i. Air Traffic Control Tower Replacement – Update.

Airport Director Pomeroy reported next week on October 20<sup>th</sup>, the selection committee, our consultant, and Board Member John Strauss will be holding interviews for the firms who submitted project proposals. A more comprehensive discussion will be held at November Board meeting.

3. Airport Planning Projects

(23:43)

i. Environmental Assessment (Land Acquisition) – Update

Airport Manager Pomeroy reported they are waiting for feedback from the FAA and hope to get final review comments soon.

(24:24)

ii. Terminal Area Plan – Update.

Airport Manager Pomeroy reported the consultant team is moving on to the next phase of the project based on what was determined at the last Board meeting. They are refining cost estimates and developing a financial plan for the Board to review and consider. A comprehensive update and discussion is anticipated for the November or December meetings.

**VII. PUBLIC COMMENT**

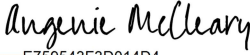
No Public Comment

**VIII. EXECUTIVE SESSION**

No Executive Session needed.

**IX. ADJOURNMENT**

The October 12, 2021 Regular Meeting of the Friedman Memorial Airport Authority was adjourned at 5:56 p.m.

DocuSigned by:  
  
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 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.*