

**MINUTES OF A REGULAR MEETING
OF THE
FRIEDMAN MEMORIAL AIRPORT AUTHORITY
November 2, 2021
5:30 P.M.**

IN ATTENDANCE: **BOARD MEMBERS:** Board Chairman – Jacob Greenberg, Board Vice-Chair – Martha Burke, Board Members – Angenie McCleary, Dick Fosbury, 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; T-O Engineers – Nathan Cuvala; Mead & Hunt – Brad Rolf; Ricondo & Associates – Bryan Elliott, Josh Francosky
AIRPORT LEGAL COUNSEL: Lawson Laski Clark, PLLC – Jim Laski; Kaplan Kirsch & Rockwell, LLP – Peter Kirsch

CALL TO ORDER: The meeting was called to order at 5:31 p.m. by Chairman Greenberg

I. APPROVE AGENDA (1:00) The agenda was approved as presented.
MOTION: *Made by Vice-Chair Burke to approve the agenda. Seconded by Board Member McCleary.*

PASSED UNANIMOUSLY

II. PUBLIC COMMENT
(1:24) No Public Comment

III. APPROVE FMAA MEETING MINUTES
(2:05) A. September 7, 2021 Regular Meeting – Motion to Approve – **Attachment #1 ACTION ITEM**
MOTION: *Made by Vice-Chair Burke to approve the agenda. Seconded by Board Member Strauss.*

PASSED UNANIMOUSLY

(2:32) B. October 12, 2021 Regular Meeting – Motion to Approve – **Attachment #2 ACTION ITEM**
MOTION: *Made by Board Member Strauss to approve the agenda. Seconded by Board Member Fosbury.*
PASSED UNANIMOUSLY with the exception of Vice-Chair Burke abstaining.

IV. REPORTS

(3:12) A. Chairman Report
No report given.

(3:34) B. Blaine County Report
Board Member Fosbury reported the Blaine County Commissioners discussed the COVID-19 pandemic status and potential mandates that may affect some TSA and airport employees.

(4:43) C. City of Hailey Report
Vice-Chair Burke reminded everyone to vote.

(4:59) D. Fly Sun Valley Alliance Report
Carol Waller reported the diversion busing service started November 1, 2021 for the season.

(6:12) E. Airport Director Report (see PowerPoint Presentation)
Airport Director Pomeroy reported October 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. October 2021 Operations were about 4% lower than October 2020 Operations and up about 35% from October 2019. Calendar year-to-date operations for 2021 is about 23% higher than 2020 and 19% higher than 2019.

Airport Director Pomeroy thanked Deputy Director of Operations & Maintenance Burke and the entire Staff and Operations crew on a successful “Meet the Fleet” event. He thanked everyone who were in attendance and hopes this will be an annual event going forward.

Deputy Director of Operations & Maintenance Burke expressed his gratitude to everyone who participated in the event.

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. He stated the first phase of the project, which consists of moving some irrigations lines and relocating the fence line, is already underway.

Airport Director Pomeroy reported FMA is welcoming two new Operations crew members, Trent Shoemaker and Sean Brennan. Deputy Director of Operations & Maintenance gave a brief introduction of the new employees.

Airport Director Pomeroy gave a heartfelt remembrance of a long-time friend of FMAA who has recently passed. Don Keirn served on the FMAA Board for nearly 10 years and will be dearly missed. A moment of silence was observed in remembrance of Don.

V. AIRPORT STAFF BRIEF

- A. Noise Complaints in October
- B. Profit & Loss, ATCT Traffic Operations Count and Enplanement Data (See **Attachment #3 – #5**)
- C. Airport Commercial Flight Interruptions (unofficial)
- D. Review Correspondence

VI. ACTION ITEMS

- A. NEW BUSINESS
 - 1. None
- B. CONTINUING BUSINESS
 - 1. None

VII. DISCUSSION AND UPDATES

- A. NEW BUSINESS
 - 1. None
- B. CONTINUING BUSINESS
 - 1. Miscellaneous

(16:16)

- i. Airport Minimum Standards and Rules and Regulations – Update – **Attachment #6**

Airport Director Pomeroy reported the consultant team (Ricondo & Associates) and legal counsel (Peter Kirsch) have been working together on the Minimum Standards DRAFT document, which is included in the packet. Ricondo and Peter Kirsch were introduced and presented on the status of the project.

Bryan Elliott with Ricondo gave a high-level overview of airport minimum standards for commercial aeronautical service providers. Slides 22-29 of the PowerPoint presentation give more detail on this overview. Peter Kirsch specified the Minimum Standards are both a protective tool to ensure FMA does not face challenges in regard to discrimination and a policy tool to decide how FMA wants this airport to develop.

Airport Director Pomeroy reiterated the next phase will be stakeholder engagement and FMA will be reaching out to solicit feedback to ensure transparency.

Board Member Fosbury wanted to remind the Board that a portion of the airport safety zone and the potential acquisition of the Eccles property is in Blaine County and not the City of Hailey. He mentioned it might be good to add a section pertaining to County regulations and ordinances. He also mentioned it would be good to ensure we have a land area that would be available if FMA ever received a proposal or request for a second FBO.

Airport Director reported they will move forward with the stakeholder engagement phase of the project. He mentioned that Peter Kirsch said this is

one of the best minimum standards document he has seen.

Board Member McCleary asked about the timeline and potential completion date of the project and whether these Minimum Standards are a revision of the current FMA Minimum Standards, or a completely new document.

Airport Director clarified there are existing Minimum Standards in place, but they are outdated with the last update being in 1997. Due to the current document being outdated with regard to the evolution of the industry, a new document is needed.

2. Construction and Capital Projects

- (45:36) i. Air Traffic Control Tower Replacement – Update.

Airport Director Pomeroy reported the selection committee held interviews on October 20th for the firms who submitted project proposals. There are some follow-up questions that have been submitted to the firms and a more in-depth discussion is anticipated for the December meeting. All members of the selection committee were impressed with the interviewees.

3. Airport Planning Projects

- (48:00) i. Environmental Assessment (Land Acquisition) – Update

Airport Manager Pomeroy reported the FAA received a response from the State Historical Preservation Office that the development proposed as part of the acquisition process does not result in an adverse effect to the historical nature of the ranch. A draft version of the Environmental Assessment document is anticipated in the next couple of weeks and then moving forward with FAA concurrence to the public comment period. A more in-depth discussion is expected for the December meeting.

- (49:51) 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 are anticipated for the December or January meeting.

VIII. PUBLIC COMMENT

No Public Comment

(50:50)

IX. EXECUTIVE SESSION

MOTION:

Made by Vice-Chair Burke to enter into executive session pursuant to Idaho Code §74-206 paragraph 1(b) evaluation of employee matters, and Idaho Code §74-206 paragraph 1(c) to acquire an interest in real property which is not owned by a public agency. Seconded by Board Member Strauss.

(52:15)

Roll Call Vote:

- Board Member Fosbury Yes
- Board Member Strauss Yes
- Board Member Pogue Yes
- Vice-Chair Burke Yes
- Board Chairman Greenberg Yes
- Board Member McCleary Yes

PASSED UNANIMOUSLY

X. ADJOURNMENT

The November 2, 2021 Regular Meeting of the Friedman Memorial Airport Authority was adjourned at 6:45 p.m.

DocuSigned by:

 E736543F3D014D4
 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.