

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

**January 9, 2013  
5:30 P.M.**

**IN ATTENDANCE:**

**BOARD MEMBERS:** Chairman –Tom Bowman, Board – Lawrence Schoen, Angenie McCleary, Ron Fairfax, Fritz Haemmerle, Don Keirn  
**FRIEDMAN MEMORIAL AIRPORT STAFF:** Airport Manager – Rick Baird, Emergency/Operations Chief – Peter Kramer; Contracts/Finance Administrator – Lisa Emerick, ASC/Special Projects Coordinator/Executive Assistant – Steve Guthrie, Administrative Assistant/IT Systems Maintenance Coordinator - April Dieter, Administrative Assistant – Cecilia Vega  
**AIRPORT LEGAL COUNSEL:** Luboviski, Wygle, Fallowfield & Ritzau – Barry Luboviski;  
**CONSULTANTS:** T-O Engineers – Dave Mitchell; ANTICIPATE – Candice Pate  
**AIRPORT TENANTS/PUBLIC:** Atlantic Aviation – Mike Rasch; FSVA – Carol Waller, BCPA – Jim Perkins; Simmons & Clubb – Brad Hodges; Blaine County Commissioner – Jacob Greenberg; Rexroat, Harberd & Associates – Laurie Harberd; Enterprise Car Rental – Justin Maddux; Hertz Car Rental – Andy Miles; Donna Serrano, Evan Stelma, Chuck Matthiesen, John Strauss, Julie Lawson, City of Hailey – Martha Burke, Carol Brown; Harry Griffith, Marc Reinemann, Bob Crosby, Mike Thompson, Charles Matthiesen

**CALL TO ORDER:**

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

**I. APPROVE AGENDA**

The agenda was amended with the following changes:

**IV. AIRPORT STAFF BRIEF**

**A. Employee of the Quarter (See Brief)**

**IX. ~~VIII.~~ AIRPORT STAFF BRIEF (cont.)**

**B. ~~A.~~ Noise Complaints**

**C. ~~B.~~ Parking Lot Update**

**D. ~~C.~~ Profit & Loss, ATCT Traffic Operations Count and Enplanement Data (See Brief)**

**E. ~~D.~~ Review Correspondence (See Brief)**

**F. ~~E.~~ Fly Sun Valley Alliance Update (See Brief)**

**G. ~~F.~~ Airport Weather Interruptions**

**H. ~~G.~~ Operations Brief**

**H. ~~Employee of the Quarter (See Brief)~~**

**I. Auto Rental Concession Lease (See Brief)**

**MOTION:**

*Made by Board Member Schoen to approve the January 9, 2013 Agenda as amended. Seconded by Board Member McCleary.*

**PASSED UNANIMOUSLY**

**II. OATH OF OFFICE**

Board Member Schoen administered the Oath of Office to City of Hailey representative Fritz Haemmerle.

**III. PUBLIC COMMENT**

Airport Manager Baird presented Martha Burke and Tom Bowman with gifts of appreciation for their years of dedicated service to the Wood River Valley and the Friedman Memorial Airport on behalf of Board and Staff.

Chairman Bowman commented that Martha Burke has been an exemplary leader for the

Airport and hopes that Ms. Burke will continue to counsel the FMAA as she has a vast knowledge and understanding of Airport.

Martha Burke and Tom Bowman thanked the Board and Staff for their gift and expressed that it has been a pleasure to serve with the Board, serve the community and work with Airport Staff.

Board Member Schoen thanked Ms. Burke and Mr. Bowman for their leadership and their dedication to serve on the Airport Board and lead together as a team.

#### **IV. AIRPORT STAFF BRIEF**

##### **A. Employee of the Quarter (See Brief)**

Atlantic Aviation General Manager, Mike Rasch, presented the Employee of the 3<sup>rd</sup> Quarter Award to Airport Manager Richard Baird.

Airport Manager Baird thanked the Board and Tenant Managers for the award and commented that the honor of serving is his and it is always a pleasure to work at the Airport.

#### **V. FMAA FINANCIAL STATEMENTS & OTHER FINANCIAL INFORMATION (See Brief)**

Rexroat, Harberd & Associates CPA Laurie Harberd, briefly summarized and explained the FMAA Financial Statements for fiscal year 2012.

Simmons & Clubb CPA, Brad Hodges, briefly summarized the FMAA audit process and outcome for the fiscal year 2012.

The Board discussed and clarified aspects of Ms. Harberd's and Mr. Hodges' presentations including assets, net loss from operating and non-operating activities, and the internal control of Airport financials.

##### **MOTION:**

***Made by Board Member Schoen to approve the audit and the FMAA Financial Statements & Other Financial Information Year Ended September 30, 2012 and authorize Staff to finalize the documents. Seconded by Board Member Keirn.***

**PASSED UNANIMOUSLY**

#### **VI. UNFINISHED BUSINESS**

##### **A. Airport Solutions**

###### **1. Chairman Report**

No report was given.

###### **2. Blaine County Report**

Board Member McCleary reported that the Board of Commissioners elected Larry Schoen as the new Chairman of the Blaine County Board of Commissioners and that Tom Bowman will continue to serve on the Airport Authority as a County representative until January 31, 2013. She also reported that the Commissioners will be at the Idaho Association of Counties meeting during the first week of February and will not be able to attend the regularly scheduled FMAA Board Meeting.

### **3. City of Hailey Report**

Board Member Keirn reported that the Hailey City Council discussed the idea of terminating the currently suspended EIS and saw the merit of cancelling the current EIS provided that the County agreed to the dual path approach that would ultimately result in a Blaine County replacement airport. He reported that the City also concurred with the methodology of improving the existing site with Alternatives 6 and 7.

### **4. Airport Manager Report**

Airport Manager Baird reported that he will be attending the 2013 Network USA Conference in March and does not know whether or not he will be able to attend the March regularly scheduled Board meeting.

### **5. Communications Director Report**

Communications Director, Candice Pate, reported that the December Coffee talk was held in Ketchum and was well-attended as was the December Airport Tour. She reported that at special request, Airport Manager Baird gave City of Hailey representatives a tour of the Airport as well.

Ms. Pate reported that the next Coffee Talk will be held in Sun Valley on January 28, 2013 and the next Airport Tour will be held on January 29, 2013. She and Airport Manager Baird will also be talking to large businesses in the area, starting with Power Engineers, to coordinate Airport Update presentations.

Board Member McCleary asked Ms. Pate if she had the capability to monitor the average open rate for the Airport Solutions Update emails.

Ms. Pate answered that the open rate for the Airport Solutions Update emails is approximately 20% which is above average compared to industry standards.

### **6. Existing Site**

#### **a. Talking Points for Moving Forward**

Airport Manager Baird briefed the Board on the "Talking Points for Moving Forward" document developed by Airport Staff and the FAA.

Board Member Haemmerle commented that the City concurs that an interim solution is needed to improve the existing site to achieve partial compliance with FAA Standards while maintaining the long-term solution of a replacement airport. He commented that the City would prefer that Highway 75 not be relocated and understands that it is unlikely that the EIS will be restarted by the FAA. Board Member Haemmerle asked if the County has any limitations in regard to site selection for a replacement airport and what the timeline is for starting a new EIS.

Board Member Schoen commented that he is unsure whether or not moving Highway 75 can be avoided entirely or if that would be the right decision to make at this stage of the process. Board Member Schoen discussed his concerns with some of the language in the "Talking Points" document, which should reflect the focus of improvements to Friedman adequate to meet FAA safety requirements, to improve air service reliability and accommodate ground operations for the foreseeable future. He restated his willingness to consider replacement airport sites outside of Blaine County.

Board Member McCleary answered that it would be difficult to predict a time when a new EIS could begin at this stage of the process. She commented that the County would prefer the selection of a site along Highway 75 and would be unprepared to make a definitive decision regarding site selection at this time

however, she believes that the County would be open to discussion of site selection options. She commented that presently, the Board should continue to focus on the dual path forward with the initial focus being to improve the existing site.

The Board agreed that the County and the City are not interested in moving the Airport to a location that would require the removal of residential property in order to shift Highway 75 far enough to the east.

**b. Plan to Meet 2015 Congressional Safety Area Requirement**

T-O Engineer Dave Mitchell updated the Board on the plan to meet 2015 congressional safety area requirements.

The Board discussed and asked for clarification of technical aspects of Engineer Mitchell's presentation, including about whether the 95,000 lbs. weight limitation on the runway will remain after improvements are made, whether airport functionality will be assured throughout the construction and funding terms of the project.

Chairman Bowman directed Staff to begin development of a scope of work to begin formulating the phasing plan, budget and Airport Layout Plan (ALP) process of the Runway Safety Area (RSA) project and to relay the Board's discussion regarding funding, functionality, and limitations to the FAA. The Board agreed that they should proceed with the improvement project with relentless forward motion. Chairman Bowman opened the discussion for public comment.

Ed Jenkins commented that he is pleased with the way the Board is moving forward after 26 years and thanked Mayor Haemmerle for deciding to serve on the FMAA Board.

**7. Retain/Improve/Develop Air Service**

Fly Sun Valley Alliance representative, Carol Waller, reported that FSVA continues to work with their current MRG partner in negotiations with Alaska Airlines as well as continuing pursuit of new air service enhancement opportunities. She also reported that the business community is currently contributing funds towards air service more than ever before and FSVA continues to coordinate fund raisers, passenger surveys and local promotions for the air service effort.

**B. Legal Counsel Request for Qualifications (See Brief)**

**C. Instrument Procedures Feasibility Study (See Brief)**

**D. IFLYSUN.com**

Administrative Assistant/IT Systems Maintenance Coordinator, April Dieter, briefed the Board on the completion of the reconstructed Airport website and gave the Board a tour of the new features of [www.iflysun.com](http://www.iflysun.com).

The Board thanked Ms. Dieter for the presentation and commented that the website is user-friendly, useful, accomplishes the "website of the future" vision and projects the image that the Board wanted to see.

**VII. ~~VI.~~ APPROVE FMAA  
MEETING MINUTES**

**A. December 4, 2012 Regular Meeting (See Brief)**

The December 4, 2012 Friedman Memorial Airport Authority Meeting Minutes were approved as presented.

**MOTION:** *Made by Board Member McCleary to approve the December 4, 2012 Friedman Memorial Airport Authority Regular Meeting Minutes as presented. Seconded by Board Member Keirn.*

**PASSED**

**BOARD MEMBER HAEMMERLE ABSTAINED**

## **VIII. VII. NEW BUSINESS**

### **A. Election of Vice-Chairman**

Chairman Bowman asked the Board to consider electing a new Vice-Chairman for the Board.

**MOTION:** *Made by Board Member Keirn to nominate Board Member McBryant as Vice-Chairman for the Friedman Memorial Airport Authority. Seconded by Board Member McCleary.*

**PASSED UNANIMOUSLY**

### **B. Election of other Offices if Necessary**

Chairman Bowman asked the Board to consider a new Secretary for the Board.

**MOTION:** *Made by Board Member McCleary to nominate Board Member Schoen as Secretary of the Friedman Memorial Airport Authority. Seconded by Chairman Bowman.*

**PASSED UNANIMOUSLY**

## **IX. VII. AIRPORT STAFF BRIEF**

**B. A. Noise Complaints**

**C. B. Parking Lot Update**

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

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

**F. E. Fly Sun Valley Alliance Update (See Brief)**

**G. F. Airport Weather Interruptions (See Brief)**

**H. G. Operations Brief**

Board Member Haemmerle commented that he has personally experienced the loud noise of an aircraft flying over his house in Hailey and is curious as to why this happens as often as it does and has found it both troubling and bothersome.

**H. ~~Employee of the Quarter (See Brief)~~**

I. Auto Rental Concession Lease (See Brief)

X. ~~IX.~~ PUBLIC COMMENT

The Board discussed the rescheduling of the February, March and April Board meetings and agreed to reschedule the Board meeting from the first Tuesday of the month to the second Tuesday of the month for February, March and April.

XI. ~~X.~~ ADJOURNMENT

The January 9, 2013 Regular Meeting of the Friedman Memorial Airport Authority was adjourned at approximately 7:55 p.m.

  
Susan McBryant, 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.*