

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

**February 12, 2013
5:30 P.M.**

IN ATTENDANCE:

BOARD MEMBERS: Vice-Chairman Susan McBryant, Secretary – Larry Schoen, Board – Don Keirn, Jacob Greenberg, Angenie McCleary, Ron Fairfax, Fritz Haemmerle
FRIEDMAN MEMORIAL AIRPORT STAFF: Airport Manager – Rick Baird, Emergency/Operations Chief – Peter Kramer; Contracts/Finance Administrator – Lisa Emerick, Administrative Assistant/Alternate Airport Security Coordinator – Roberta Christensen, 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: Donna Serrano, Evan Stelma, Charles Matthiesen; Mead & Hunt – Scott Cary; Avis – Peter Schuermier; Dick Fenton; Atlantic Aviation – Brian Blackburn; Julie Lawson; FSVa – Carol Waller, Eric Seder; Enterprise Car Rental – Justin Maddux, Sean Matsacca; SVBR – Bob Crosby; Marc Reinemann, Baird Gourlay, Glass Cockpit Aviation – John Strauss; Felicity Roberts

CALL TO ORDER:

The meeting was called to order at 5:33 p.m. by Vice-Chairman McBryant.

I. APPROVE AGENDA

The agenda was approved as presented.

II. OATH OF OFFICE

Board Member Schoen administered the Friedman Memorial Airport Authority Oath of Office to Blaine County Commissioner Jacob Greenberg.

III. PUBLIC COMMENT

No public comment was made.

IV. UNFINISHED BUSINESS

A. Airport Solutions

1. Chairman Report

Vice-Chairman McBryant reported that an Election of Officers will be put on the Agenda for the March Board meeting.

2. Blaine County Report

Board Member Schoen reported that Jacob Greenberg was appointed to the FMAA by the Board of Blaine County Commissioners today.

3. City of Hailey Report

Board Member Keirn reported that the City has continued discussions on the termination of the EIS and has documented its conditions regarding the termination in a letter from the Mayor to the Board.

4. Airport Manager Report

Airport Manager Baird reported that the Airport has been transferred from the jurisdiction of the Seattle Airports District Office to the Helena Airports District Office.

Board Member Schoen asked which office Sarah Dalton represented.

Airport Manager Baird answered that Sarah Dalton is the Manager of all three

Airport District Offices in the Norwest Mountain Region and Dave Stelling is the Manager of the Helena Airport District Office.

5. Communications Director Report

Communications Director, Candice Pate reported that the January Coffee Talk was held in Sun Valley and was well-attended as was the January Airport Tour. She reported that she and Airport Manager Baird also held a Brown Bag Lunch with Marketron to update them on Airport Solutions. They are working towards conducting a Brown Bag Lunch with Zions Bank in February, and will continue to reach out to Power Engineers as well. She briefed the Board that the next Coffee Talk will be held in Bellevue on February 26, 2013 and the next Airport Tour will be held on February 27, 2013.

Board Member Schoen asked what kind of feedback Ms. Pate received from Marketron.

She answered that individuals are heartened for the clarification that the Relentless Forward Progress of the Board is a mantra and they are grateful to hear that there is a solution at the existing site as we continue to pursue the long-term solutions for a replacement airport.

Airport Manager Baird added that the Marketron group was pleased to hear of the existing site improvements and to know that the County and City have implemented principles that give significant importance to air service, which is extremely important to Marketron.

6. Existing Site

a. Plan to Meet 2015 Congressional Safety Area Requirement (See Brief)

Engineer Dave Mitchell briefed the Board on the first step to meeting the 2015 congressional safety area requirements and presented them with a summary of the RSA Improvements Project Formulation Scope of Work (SOW).

Board Member Haemmerle asked when the Board would have an opportunity to begin a site selection process once the Airport Layout Plan (ALP) update project has been started. He also asked the Board to consider discussing the termination of the EIS first before approving the SOW.

Airport Manager Baird answered that the Board has control over when a site selection process should be started. He suggested that before approaching the FAA about site selection, the Board should complete the RSA Improvements Project Formulation, which will provide a roadmap for the rest of the RSA Improvements process.

The Board discussed Board Member Haemmerle's suggestion and Vice-Chairman McBryant agreed that approving the scope of work is separate from the decision to terminate the EIS and directed the Board to continue discussion on the SOW.

The Board discussed and clarified aspects of Engineer Mitchell's presentation including potential impacts to overall costs, the importance of moving forward with the project, whether there were any elements not included in the SOW that the Board could potentially consider, and funding from the FAA.

MOTION:

Made by Board Member Schoen to approve the Draft RSA Improvements Project Formulation Scope of Work to include the Instrument Approach Feasibility

PASSED UNANIMOUSLY

b. EIS Termination/Site Selection (See Brief)

Vice-Chairman McBryant briefed the Board that the City submitted a letter to the FMAA outlining the City's position on cancelling the current EIS. Board Member Haemmerle gave the Board a summary of the contents of the letter.

Airport Manager Baird commented that the Talking Points for Moving Forward document included in the Board's January packet was created by the FAA, which states that the FAA will assist the Board with a siting study to identify a suitable site for the construction of a replacement airport.

Board Member Haemmerle commented that he is encouraged with the Talking Points document; however there should be a conceptual understanding between the City, County and FAA regarding the time frame of the master planning process.

Vice-Chairman McBryant agreed with Board Member Haemmerle and suggested that at the conclusion of the Airport Layout Plan (ALP) project, the Board commit to beginning the siting study for a replacement airport.

Board Member Greenberg commented that a replacement airport will not be built if the current site's enplanements and reliability do not improve and he does not see a direct relationship between terminating the EIS and improving the existing site. He commented that he is not in a hurry to begin a site selection study but is encouraged that the FAA is willing to support a site selection. He commented that before a site selection study is conducted he would want to review the costs associated with improving the existing site and undergoing a site selection study.

Board Member Fairfax suggested that the Board approach the FAA regarding an independent site selection process once the planning stage of the improvement project is completed.

Board Member McCleary commented that the County and City have guiding principles and short, mid-term, and long-term goals and terminating the EIS is a logical step in moving forward with the dual path process.

Board Member Haemmerle commented that he would like to know that the County is committed to planning a definitive site selection in the future and acknowledges the importance of relocation.

Board Member Fairfax asked if the revised FMAA Joint Powers Agreement stipulates whether or not the termination of the EIS is a joint decision matter or if it is a decision that it is made only by the County since it is a replacement airport matter.

Attorney Lubovski answered that Board Member Fairfax's question would need to be answered by the City and County attorneys.

Board Member Schoen commented that a replacement airport will require a significant financial investment from both the FAA and the community and in order for the Board to be successful in this endeavor the Board must first consider how a replacement airport will be financed.

The County Commissioners agreed that they are committed to relocation and the site selection process however it is difficult to determine the precise timing for completing a site selection study at this point in the process as the Board's current objective is to improve the existing site to meet FAA standards so the Airport can continue to operate.

The Board discussed timing for approaching the FAA in regard to site selection for a replacement airport.

MOTION: *Made by Board Member Haemmerle to request suspension of the EIS conditioned upon the Board's request to either conduct a stand-alone study for site selection within six months or begin a master planning process within 2 years that would include a site selection study. Seconded by Board Member Keirn.*

WITHDRAWN

The County Commissioners and Board Member Fairfax agreed that they are uncomfortable with the wording of the motion and would not support it.

Board Member Haemmerle withdrew his motion and suggested that the Board table the EIS termination discussion to the March Board meeting in order to allow the County to draft their terms for conducting a site selection study.

The Board discussed Board Member Haemmerle's suggestion and agreed to table the EIS termination discussion in order to obtain legal advice from the City and County attorneys on how to proceed.

MOTION: *Made by Board Member Haemmerle to table the EIS termination discussion in order to obtain legal advice. Seconded by Board Member McCleary.*

PASSED UNANIMOUSLY

Vice-Chairman McBryant opened the discussion to public comment.

Dick Fenton commented that at the completion of the project formulation for improving the existing site Airport Manager Baird should be able to specify an appropriate time to initiate discussion on site selection with the FAA.

Ed Jenkins commented that is important not to delay improvements to the existing site as it could affect the cost of the project if only two years is allocated for construction rather than three.

7. Retain/Improve/Develop Air Service

a. FSVVA Report

Fly Sun Valley Alliance representative Carol Waller reported that Horizon enplanements have increased by 9% from last holiday season. She reported that the Ski for Air Service Day had a successful turnout and the FSVVA is continuing to conduct the passenger surveys.

B. Instrument Procedures Feasibility Study

Airport Manager Baird updated the Board on the progress of the Instrument Procedures Feasibility Study.

C. Auto Rental Concession Lease (See Brief)

Board Member Fairfax briefed the Board that the FMAA Lease Committee feels that it is time to put out to bid the car rental spaces in the Airport terminal. He commented that before a bid process can be conducted, the Board needs to make some decisions regarding the allowance of dual-branding, the parking availability issue and if the Board should have two or three vendors servicing the terminal.

Vice-Chairman McBryant directed the Lease Committee and Staff to begin gathering options for the Board to consider and ensured the auto rental agencies that the Board will be moving forward with the bid process for auto rental concessions. Vice-Chairman McBryant opened the discussion for public comment.

Avis Rent-A-Car local General Manager, Peter Schuermier, commented that it would be helpful to the auto rental concessionaires to have a clearer picture of current Airport changes and direction and what the future of the Airport looks like in order to help make good business decisions.

V. APPROVE FMAA MEETING MINUTES

A. January 9, 2013 Regular Meeting (See Brief)

The January 9, 2013 Friedman Memorial Airport Authority Meeting Minutes were approved as presented.

MOTION: *Made by Board Member Schoen to approved the January 9, 2013 Friedman Memorial Airport Authority Regular Meeting Minutes as presented. Seconded by Keirn.*

PASSED
VICE-CHAIRMAN MCBRYANT ABSTAINED

VI. AIRPORT STAFF BRIEF

- A. Noise Complaints**
- B. Parking Lot Update**
- C. Profit & Loss, ATCT Traffic Operations Count and Enplanement Data (See Brief)**
- D. Review Correspondence (See Brief)**
- E. Fly Sun Valley Alliance Update (See Brief)**
- F. Airport Weather Interruptions**
- G. Administrative Brief**

VII. PUBLIC COMMENT

No public comment was made.

VIII. EXECUTIVE SESSION – I.C. §67-2345 (1)(d)

MOTION: *Made by Board Member Haemmerle to enter Executive Session under Idaho code I.C. §67-2345 (1)(d). Seconded by Board Member McCleary.*

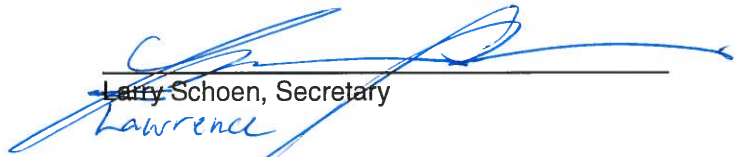
ROLL CALL VOTE:

Board Member Fairfax	YES
Board Member Schoen	YES
Vice-Chairman McBryant	YES
Board Member Haemmerle	YES
Board Member Greenberg	YES
Board Member McCleary	YES
Board Member Keirn	YES

PASSED UNANIMOUSLY

IX. ADJOURNMENT

The February 12, 2013 Regular Meeting of the Friedman Memorial Airport Authority was adjourned at approximately 8:10p.m.



Larry Schoen, 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.*