

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

***PLEASE TAKE NOTICE** that a regular meeting of the Friedman Memorial Airport Authority shall be held Tuesday, March 12, 2013 at 5:30 p.m. at the **old Blaine County Courthouse Meeting Room**, Hailey, Idaho. The proposed agenda for the meeting is as follows:*

**AGENDA  
March 12, 2013**

**I. APPROVE AGENDA**

**II. PUBLIC COMMENT (10 Minutes Allotted)**

**III. UNFINISHED BUSINESS**

- A. Airport Solutions
  - 1. Chairman Report DISCUSSION
  - 2. Blaine County Report DISCUSSION
  - 3. City of Hailey Report DISCUSSION
  - 4. Committee Report DISCUSSION
  - 5. Airport Manager Report – Attachment #1 DISCUSS/DIRECT
  - 6. Communication Director Report
    - a. Coffee Talk DISCUSSION
    - b. Airport Tour DISCUSSION
  - 7. Existing Site
    - a. Site Selection DISCUSS/DIRECT/ACTION
    - b. EIS Termination DISCUSS/DIRECT/ACTION
    - c. Plan to Meet 2015 Congressional Safety Area Requirement- Attachment #2 - #3 DISCUSS/DIRECT/ACTION
  - 8. Retain/Improve/Develop Air Service
    - a. FSVA Report DISCUSS/DIRECT
- B. Instrument Procedures Feasibility Study DISCUSS/DIRECT
- C. Auto Rental Concession Lease DISCUSSION

**IV. APPROVE FRIEDMAN MEMORIAL AIRPORT AUTHORITY MEETING MINUTES OF:**

- A. February 12, 2013 Regular Meeting – Attachment #4 ACTION

**V. AIRPORT STAFF BRIEF**

- A. Noise Complaints
- B. Parking Lot Update
- C. Profit & Loss, ATCT Traffic Operations Count and Enplanement Date – Attachments #5, - #7
- D. Review Correspondence – Attachment #8
- E. Fly Sun Valley Alliance Update – Attachments #9, #10
- F. Airport Weather Interruptions
- G. Administrative Brief
  - 1. Finance Review Committee Meeting
  - 2. Friedman Memorial Airport Facebook Page
- H. Employee of the Quarter – Attachment #11

**VI. ELECTION OF OFFICERS**

ACTION

**VII. NEW BUSINESS**

- A. Bank Account Signatory Update Authorization

ACTION

**VIII. PUBLIC COMMENT**

**IX. EXECUTIVE SESSION - I.C. §67- 2345 (1)(d)**

**X. ADJOURNMENT**

### **III. UNFINISHED BUSINESS**

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

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

This item is on the agenda to permit a Chairman report if appropriate.

BOARD ACTION: 1. Discussion

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

This item is on the agenda to permit a County report if appropriate.

BOARD ACTION: 1. Discussion

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

This item is on the agenda to permit a City report if appropriate.

BOARD ACTION: 1. Discussion

##### **4. Committee Report**

BOARD ACTION: 1. Discussion

##### **5. Airport Manager Report – Attachment #1**

This item is on the agenda to permit an Airport Manager report if appropriate. The Board can expect the Airport Manager to provide an update to the effects the federal budget sequestration is having on the airport, specifically to the contract funding that is currently provided to operate the air traffic control tower. Attachment #1 is an email received from the FAA indicating the FMA ATC will no longer receive funding after April 9, 2013. The letter does indicate that consideration will be given to those facilities that can demonstrate losing funding will negatively affect the national interest.

BOARD ACTION: 1. Discuss/Direct

##### **6. Communications Director Report**

###### **a. Coffee Talk**

BOARD ACTION: 1. Discussion

###### **b. Airport Tour**

BOARD ACTION: 1. Discussion

## **7. Existing Site**

### **a. Site Selection**

The Airport was on a path to a new airport until the FAA suspended the Environmental Impact Statement study on August 22, 2011. The EIS was suspended due to concerns about wildlife issues and affordability of the new airport.

Following the suspension, the City of Hailey, Blaine County and the Airport conducted a detailed public process to determine the path forward.

The public process resulted in a “dual path”: (1) Make needed improvements to the existing airport. Ensure air service has the opportunity to survive and thrive and (2) Continue to pursue the ultimate solution of a new airport.

FAA has agreed to assist the FMAA with a siting study to identify a suitable site for the construction of a replacement airport and use, wherever possible, the technical information gathered during the EIS.

BOARD ACTION: 1. Discuss/direct/action

### **b. EIS Termination**

The Airport was on a path to a new airport until the FAA suspended the Environmental Impact Statement study on August 22, 2011. The EIS was suspended due to concerns about wildlife issues and affordability of the new airport.

Following the suspension, the City of Hailey, Blaine County and the Airport conducted a detailed public process to determine the path forward.

The public process resulted in a “dual path”: (1) Make needed improvements to the existing airport. Ensure air service has the opportunity to survive and thrive and (2) Continue to pursue the ultimate solution of a new airport.

FAA rules require significant progress be initiated within three years of an EIS Final Decision or the determination expires. Because the FMAA now considers the construction of a new airport to be a long-term solution with no significant progress anticipated within the three year period, FMAA will consider requesting termination of the EIS

BOARD ACTION: 1. Discuss/direct/action

**c. Plan to Meet 2015 Congressional Safety Area Requirement – Attachment #2 - #3**

Formulation Services

The Scope of Work for Formulation Services has been finalized and fees are being developed by T-O Engineers and the independent fee estimator, Reid Middleton. Fees from both firms should be received before the board meeting, and will be available for discussion, at least in general terms.

Based on comments received from the FAA following the February meeting, some revisions to the Scope of Work were necessary. Major changes are summarized below:

- A task for survey to meet the requirements of the FAA's Airports Geographic Information Systems (AGIS) program was added. This program is a nationwide effort by the FAA to collect critical survey and mapping data of all airports in the aviation system. This effort includes mapping of the airport and surrounding areas to verify locations of airport features and obstructions. The data collected will be used to complete the proposed projects, and will be critical in future steps at the airport, including planning and instrument approach improvements.
- Task 8, Safety Risk Management, was removed. The FAA does not believe an SRM panel will be necessary, at this point. If one is required in the future, services required related to that effort will be addressed either through a separate agreement or by amending this scope.

Other changes were minor, mainly to clarify the work effort. A copy of the final Scope of Work is included at Attachment #2, with changes highlighted. Dave Mitchell of T-O will be at the meeting to answer any questions regarding the scope or fee.

If the Board elects to approve the revised Scope of Work, work will begin immediately on several tasks. One immediate priority will be to determine what project(s) should be done this year, so that focused attention can be paid to those areas while work on the formulation effort proceeds.

Modifications of Standards

While work on the formulation effort has not formally begun, significant progress was made this month on the Modifications of Standards (MOS) application process. Shortly after the February meeting, the FAA contacted Staff and consultants with some comments on the MOS

documents. FAA staff at the Helena and Seattle Airports District Offices (ADOs) and Northwest Mountain Region had reviewed the documents and provided some suggested revisions.

The purpose of the comments was to improve the documents so that the intent would be clearer to reviewers in the FAA. Essentially, the tone was that FAA staff was advocating for the MOSs as presented and was helping to make them more likely to be approved. This is seen by Staff as a positive sign. Most changes to the documents were minor.

For the Parallel Taxiway OFA request (MOS 2 in the Attachment), calculations are based on a maximum wingspan of 100 feet, which reflects the current fleet of all available aircraft (there are no aircraft over 95,000 lbs, the maximum takeoff weight at FMA, with wingspans greater than 100 feet). The FAA requested language be added to this MOS request that states that, should an aircraft enter the fleet with a maximum takeoff weight less than this limit *and* a wingspan greater than 100 feet, this will be addressed at that time through an operational restriction. (See the last paragraph in Block 13.) Staff anticipates such operational restrictions would consist of requiring “wing walkers” or limiting access of such aircraft to some areas of the airfield.

The Technical Analysis included six proposed MOSs. The FAA determined that one of these, Runway Object Free Area Grading, was not necessary at this time. If MOS 4 (Runway Safety Area Grading) is approved, the request for Runway OFA grading would not be required. If MOS 4 is not approved, the OFA grading request will be submitted at that time.

The MOS documents were finalized and have been submitted for review at the Regional level. Once that review is complete, they will be forwarded to headquarters for their review. The final versions of the documents are included for Board review at Attachment #3. Dave Mitchell of T-O will be at the meeting to present the final documents and answer any questions the Board may have.

BOARD ACTION:     1.     Discuss/direct/action  
                      2.     Approve revised Scope of Work

## **8. Retain/Improve/Develop Air Service**

### **a. FSVA Report**

This item is on the agenda to permit a report if appropriate.

BOARD ACTION: 1. Discuss/direct

## **B. Instrument Procedures Feasibility Study**

The study team was on-site in Hailey February 12 and 13. The purpose of their site visit was to re-familiarize the team with the airport and the surrounding environment, in particular terrain. As part of their visit, and thanks to John Strauss at Glass Cockpit Aviation, a member of the study team was able take a flight in an aircraft to personally see firsthand the terrain and constraints as they impact existing and potential future instrument approach procedures.

As part of their efforts, the team has had detailed conversations with both Horizon and SkyWest Airlines. Combined with their visit, conversations with the airlines and available historical information regarding past approach analysis provided to the study team, the team is currently analyzing potential approach procedure improvement options. Currently the team is looking at potential solutions using conventional (e.g. ILS or Localizer Directional Aid) and/or GPS (NEXTGEN) NAVAIDS.

A draft of their report and findings should be available for Staff review in mid-March with the final report being presented to the Board in April.

BOARD ACTION: 1. Discuss/direct

## **C. Auto Rental Concession Lease**

As discussed and as recommended by the Finance Committee in the January FMAA meeting, Staff and Legal Counsel are moving forward with development of documents and timetables necessary to complete a public bid process for the on-airport Auto Rental Concessions. The current leases expire on April 30, 2013. Staff will offer the current concessionaires a lease extension to accommodate the completion of a public bid process.

BOARD ACTION: 1. Discuss

## **IV. APPROVE FRIEDMAN MEMORIAL AIRPORT AUTHORITY MEETING MINUTES OF:**

### **A. February 12, 2013 Regular Meeting - Attachment #4**

BOARD ACTION: 1. Action

## V. AIRPORT STAFF BRIEF

### A. Noise Complaints:

LOCATION	DATE	TIME	AIRCRAFT TYPE	INCIDENT DESCRIPTION	ACTION TAKEN
Hailey	2/24	3:05 pm	Numerous	Caller expressed concern that numerous jet aircraft were approaching FMA from the North in what appeared to be calm winds.	Research indicated that winds for approx. 3.5 hours that day were mostly sustained at about 16 kts from the south, forcing many aircraft to approach into the wind, from the north. Ops Chief explained this to the caller.

### B. Parking Lot Update

#### The Car Park Gross/Net Revenues

Month	FY 2011 Gross	FY 2011 Net	FY 2012 Gross	FY 2012 Net	FY 2013 Gross	FY 2013 Net
January	\$17,817.72	\$8,404.18	\$14,614.35	\$5,585.85	\$14,779.00	\$5,732.02

### C. Profit & Loss, ATCT Traffic Operations Count and Enplanement Data - Attachments #5 - #7

Attachment #5 is Friedman Memorial Airport Profit & Loss Budget vs. Actual through December 2012. Attachment #6 is 2001 - 2012 ATCT Traffic Operations data comparison by month. Attachment #7 is 2012 Enplanement, Deplanement and Seat Occupancy data. The following revenue and expense analysis is provided for Board information and review:

#### December 2011/2012

Total Non-Federal Revenue	December, 2012	\$177,086.84
Total Non-Federal Revenue	December, 2011	\$166,030.14
Total Non-Federal Revenue	FY '13 thru December	\$487,833.65
Total Non-Federal Revenue	FY '12 thru December	\$464,759.95
Total Non-Federal Expenses	December, 2012	\$144,807.96
Total Non-Federal Expenses	December, 2011	\$164,388.03
Total Non-Federal Expenses	FY '13 thru December	\$553,881.53
Total Non-Federal Expenses	FY '12 thru December	\$562,481.44
Net Income to include Federal Programs	FY '13 thru December	\$-358,475.66
Net Income to include Federal Programs	FY '12 thru December	\$-198,868.86

#### **D. Review Correspondence - Attachment #8**

Attachment #8 is information included for Board review.

#### **E. Fly Sun Valley Alliance Update – Attachments #9, #10**

Attachment #9 is the January 17, 2013 Fly Sun Valley Alliance Meeting Minutes  
Attachment #10 is the February 21, 2013 Fly Sun Valley Alliance Meeting Agenda

#### **F. Airport Weather Interruptions**

February, 2013			
	Flight Cancellations	Flight Diversions	Flight Delays
Horizon Air	0	8	2
SkyWest	12	18	

#### **G. Administrative Brief**

##### **1. Finance Review Committee Meeting**

As requested by Vice Chairman McBryant, staff and the Finance Committee met with Board Member Greenberg to provide an overview of the Airport's financials, the role of the Finance Committee and the status of airport leases. During the meeting, Board Member Greenberg expressed an interest in taking an active role in the Airport's Finance and/or Lease Committee. He indicated his past professional financial experience could provide a benefit to the Airport.

##### **2. Friedman Memorial Airport Facebook Page**

A Facebook (FB) page under the name Friedman Memorial Airport has been created and the airport is officially a participant in social media. Staff intends to utilize the page as an additional outreach for those looking for airport information. Currently, the page has been populated with data and pictures that can also be found on the iFlySun.com website. The addition of Facebook allows for reminders and notices to be distributed to those who "like" the Airport FB page, but may not be a subscriber of airport notifications through the airport website. It also allows for staff to provide tid-bits of current information, such being able to notify travelers where to find their flight status when flights are being diverted. Updates will be provided to the Board as this page progresses. To date, the Airport FB pages has generated approximately 90 "Likes" and the page overview indicates information is reaching those who have subscribed.

#### **H. Employee of the Quarter – Attachment #11**

Ms. April Dieter, Friedman Memorial Airport Staff, was selected as the Friedman Memorial Airport Employee of the 4<sup>th</sup> Quarter, 2012. Customer service, knowledge of the airport, responsibility, flexibility and professionalism are among the qualities in



the selection process. In the 5 years that April has been a member of the Airport Staff, she routinely and consistently has demonstrated a "can-do" attitude towards any and all assignments. Most recently, the development and maintenance of IFLYSUN.COM, the new Friedman Memorial website. April offers a helpful and pleasant approach to all tenants and co-workers. It is a pleasure to have April as part of the Friedman Memorial Airport Team and to announce her nomination and selection as Employee of the Quarter.

## VI. ELECTION OF OFFICERS

The Amended and Restated By-Laws of the Friedman Memorial Airport Authority Board of Commissioners was approved on December 27, 2012. The article is included below for Board review.

## ARTICLE II – ORGANIZATION

- B. The Board shall elect its Chairman, Vice Chairman, Secretary and Treasurer by a majority vote of the members of the Board. This election shall take place during the regular meeting of the Board in March in every odd-numbered year unless the Board, by majority vote, selects a different date for the election.

BOARD ACTION:	1.	Action – Elect an FMAA Chair, Vice Chair, Secretary and Treasurer
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The Board may also find it appropriate to consider review of Board Member participation on the Finance and Lease Committee members. Currently the committees consist of staff, legal counsel and the following Board members:

Lease Committee – Vice Chair McBryant and Board Member Fairfax  
Finance Committee – Vice Chair McBryant and Board Member Fairfax

## **VII. NEW BUSINESS**

### **A. Bank Account Signatory Update Authorization**

Listed below are the Mountain West Bank Accounts and their authorized signatories. Staff is requesting authorization to update the FMAA bank account signatory records to accommodate the removal of Board members who have recently resigned, to include Board members who have been appointed and to include the newly elected Officers, as appropriate.

Account Type	Purpose	Authorized Signatories
Business Power Sweep	Investment	FMAA Chairman Airport Manager/Treasurer
Business Now Checking	Operational Checking	FMAA Board Members Airport Manager
Business Checking	Payroll Liabilities Checking	FMAA Chairman Airport Manager/Treasurer
Flex Account Checking	PFC '11 Funds	FMAA Chairman Airport Manager/Treasurer
BLM Certificate of Deposit	Lease Guarantee	Airport Manager/Treasurer

BOARD ACTION: Authorize staff to proceed with updating bank account signatory records as requested and as appropriate.

## **VIII. PUBLIC COMMENT**

## **IX. EXECUTIVE SESSION - I.C. §67- 2345 (1)(d)(f)**

## **X. ADJOURNMENT**

**From:** tony.mello@faa.gov on behalf of ClosureComments@faa.gov  
**Sent:** Tuesday, March 05, 2013 3:43 PM  
**To:** Rick Baird  
**Subject:** FAA Contract Tower (FCT) Proposed Closure Notice  
**Attachments:** ac90-93a.pdf; SUN.pdf

During this difficult financial time as we implement the budget sequestration, the FAA has been forced to make critical decisions about funding for the FCT program. Attached is a letter from FAA Administrator, Michael Huerta, and the Air Traffic Organization Chief Operating Officer, David Grizzle, informing you of plans to change the status of funding for the FAA Contract Tower located at your airport.

This notice will also be forwarded to you via the U.S. Postal Service.

Also attached is Advisory Circular (AC) 90-93A, Operating Procedures for Airport Traffic Control Towers (ATCT) that are not operated by, or under contract with, the United States (Non-Federal).

Thank you.

(See attached file: ac90-93a.pdf)(See attached file: SUN.pdf)



U.S. Department  
of Transportation  
**Federal Aviation  
Administration**

800 Independence Ave., SW.  
Washington, DC 20591

March 5, 2013

CITY OF HAILEY  
BLANE CO - BOX 400  
HAILEY, ID 83333

Dear Airport Sponsor:

Thank you for your participation in the FAA Contract Tower (FCT) Program. We regret to inform you that in order to implement the budget sequestration that went into effect on March 1, 2013, the FAA must make some critical decisions about funding for the FCT Program.

The FAA's guiding principles in implementing the budget sequestration are to maintain our high safety standards, and to minimize the impact to the greatest numbers of passengers. Therefore, the FAA's initial plans unfortunately affect smaller airports with fewer operations and lower passenger counts more significantly than locations serving larger blocks of passengers. We have identified and, on February 22, 2013, published a list of towers that had fewer than 150,000 total operations AND fewer than 10,000 commercial operations. We anticipate that we will cease to fund on-site air traffic control services at the vast majority of these facilities.

Your airport falls below the above stated criteria based on Fiscal Year 2012 traffic count, and therefore the tower is on the list of those for which we may cease providing funding. Between now and March 13, 2013, the FAA is reviewing its list of locations where it plans to discontinue air traffic control services to identify any locations where the national interest would be adversely affected by tower closure. Negative impact on the national interest is the only criterion the FAA will use for deciding to continue services to an airport that falls below the activity threshold. The FAA is unable to consider local community impact that does not affect the national interest.


The FAA will consider information concerning how closure of particular tower operations will adversely affect the national interest in submissions it receives on or before March 13, 2013. Submissions may be sent to ATO-Terminal Services at [ClosureComments@faa.gov](mailto:ClosureComments@faa.gov) or fax to ATO-Terminal Services at (202) 493-4565. The FAA plans to finalize the list of facility closures by March 18, 2013.

While the timing of this action is driven by sequestration, continuing annual budgetary pressure may necessitate future reductions such as these. For communities where the continuation of air traffic control services is important to their airport, but the impact of closure is local and does not affect the national interest, the non-federal contract tower program continues to be an available option to maintain air traffic control services at the airport's expense. Additional information regarding the non-federal contract tower program is contained in Advisory Circular Number AC 90-93A (Operating Procedures for Airport Traffic Control


Towers (ATCT) that are not operated by, or under contract with, the United States (Non-Federal)).

If you have additional questions or need further information, please contact your FAA point of contact in the Service Center, or Tony Mello, Director of Terminal Operations at FAA Headquarters, at (202) 385-8533.

Sincerely,



Michael P. Huerta  
Administrator



J. David Grizzle  
Chief Operating Officer  
Air Traffic Organization



# **Friedman Memorial Airport (SUN)**

## **Hailey, Idaho**

### **RSA Improvements – Project Formulation**

#### **Scope of Work**

~~February 21~~ March 1, 2013

**Sponsor: Friedman Memorial Airport Authority (FMAA)**

**Consultant: T-O Engineers, Inc.**

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## **Introduction**

The Friedman Memorial Airport is located in Hailey, Idaho. This airport serves the Wood River Valley region of Idaho, including the Sun Valley resort area. The Airport is currently served by two commercial service air carriers: SkyWest and Horizon Air. A large number of corporate jets and other general aviation aircraft also use the airfield for business, recreation and travel to and from the large number of second homes in the area. The Friedman Memorial Airport Authority (FMAA) governs and manages the airport under a joint powers agreement between the City of Hailey and Blaine County, who co-sponsor the airport.

The airport does not meet current FAA design standards in several critical areas. Traffic by aircraft such as the Bombardier Q400, operated by Horizon Air, and several models of large GA aircraft (e.g., Gulfstream G-V and Bombardier Global Express) dictates that the Runway Design Code for the airport is C-III. Due to the geometry and spatial limitations of the existing site, the airport does not meet standards for many criteria, most critically the Runway Safety Area (RSA). Currently, an operational agreement between the Federal Aviation Administration (FAA), FMAA and air traffic control tower management allows the Q400 to operate at the airport, but this agreement was intended as a temporary measure until a new airport would be constructed. Additionally, SkyWest Airlines has recently requested permission from the FAA to operate the Canadair Regional Jet 700 (CRJ700) at SUN. The CRJ700 is a C-II aircraft, and the airport does not meet C-II design standards either. Improvements toward meeting these standards must be made in order to retain and improve air service. Commercial air service operations at an airport are subject to review and approval by the FAA, and these areas where standards are not met could impact their approval.

Until recently, the planned solution was to relocate the airport to a new site south of the existing airport and away from the valley cities. The FAA was conducting an Environmental Impact Statement (EIS) study for a new location until the decision was made to suspend the study in August 2011, due to financial and environmental concerns with the final two sites under consideration.

FMAA recently completed a Technical Analysis of available alternatives for improving the airport to meet standards where practical and to identify required Modifications of Standards, where standards cannot be



met. This analysis identified seven alternative airport configurations and the costs and possible environmental impacts associated with each. Upon review of the Analysis, the conclusion of the community and the FAA was that Alternative 6 would be pursued, with additional future planning to consider elements of Alternative 7 that are necessary to accommodate airport uses displaced by construction of Alternative 6. The initial construction priority will be only the elements of Alternative 6 related to the Runway Safety Area. For example, the air traffic control tower will not be relocated at this time, as this building impacts the Runway Object Free Area, but not the Safety Area. A graphic of Alternative 6 is attached.

Alternative 6 identifies projects within the existing perimeter fence at SUN that will accomplish the following:

1. Full compliance with C-III RSA dimensions.
2. Minimum runway to parallel taxiway separation of 320'.
3. All aircraft parking outside of the Runway OFA.

In order to accomplish this, a large amount of construction must be done, including relocation and extension of the primary parallel taxiway on the west side of Runway 13/31 (Taxiway B), removal of a secondary parallel taxiway on the east side of the runway (Taxiway A), relocation of multiple hangars and various other improvements. All of these improvements must be completed prior to December 31, 2015. By Congressional mandate, all commercial service airport must have compliant Runway Safety Areas by that date.

## Project Approach

The critical consideration is compliance with RSA criteria and the mandated schedule for meeting RSA standards. The purpose of this formulation effort is to develop a phasing and funding plan to implement the projects identified in Alternative 6 that are necessary to achieve RSA compliance. The required projects represent a significant work effort that will need to be phased over multiple construction seasons in order to avoid significant direct adverse impacts to airport operations and the associated economic losses to the local economy.. Due to the anticipated high cost of construction, a funding plan will also be necessary, so the FAA and FMAA can budget for the required projects. In order to develop this phasing and funding plan, additional analysis of the proposed projects will be necessary to verify assumptions made during the Technical Analysis.

In addition to the phasing and funding plan describe above, this effort will include several primary elements including:

- Updating the Airport's Airport Layout Plan (ALP) drawing set to reflect the proposed projects (none are shown on the current ALP). A short narrative to document the purpose of the improvements and the planning process to date will also be prepared.
- Assist with preparation and coordination of several Modifications of Standards that will be necessary.
- Participate in a Safety Risk Management panel related to the proposed changes.
- Coordinate with FAA to determine the level of environmental study necessary for the proposed projects.
- Present the plans and analysis developed in this effort in a summary report.





Following completion of the major elements of this formulation effort, work will begin to design, bid and construct the various projects identified in accordance with a phased implementation plan..

In order to meet the Congressionally mandated deadline, work must proceed quickly on all elements of these projects, including this formulation effort. With this in mind, the Consultant team will be structured to maximize efficiency and allow multiple elements of the project to proceed at the same time. Specifically, the approach to the project will include:

- Extensive involvement of Project Principal in all phases of the project, to coordinate between various work teams and ensure work is completed on schedule.
- Project Principal will be primarily responsible for project communication, both internally and with FMAA and FAA.
- Involvement by multiple Project Managers will be expected, each with responsibility for individual elements of the work effort.

## Schedule

A detailed schedule has not been prepared for this project. In general terms, the schedule must be aggressive in order to move the process forward and meet the congressionally mandated deadline for RSA compliance. Major milestones are summarized below. Note that all dates are approximate and completion of various tasks will be dependent on some elements outside the control of the Consultant team. Regular progress reports will be provided to FAA and FMAA as the formulation effort progresses, including schedule updates.

March 12	Fee Negotiations Complete
April 1	Preliminary Modifications of Standards Coordination (Task 7) Complete
April 15	<u>Instrument Approach Procedure Analysis (Task 9) Complete</u>
<del>May 15</del> June 1	<u>Project Development (Task 3) Complete</u>
June 30 <del>15</del> Complete	<u>Phasing Plan and Capital Improvement Program (Tasks 5 and 6)</u>
July 15	<u>Environmental Coordination (Task 9)</u> <del>10</del> Complete
<del>August 31</del> December 31	<u>Airport Layout Plan (Task 4) Complete</u>
<u>December 31</u> <del>October 15</del>	Study Complete





## Task 1: Study Design

This Task will initiate activities for this formulation project, particularly to develop the Scope of Work , fee estimate, Professional Services Agreement, contract negotiation and project schedule.

A detailed scope of services is important to guide the project through subsequent phases. Design of the study includes development of a comprehensive scope of services, definition of effort necessary to accomplish the work scope and the preparation of a realistic work effort and cost estimates for completing the work.

### 1.1 Scope of Work/Fee

This element includes preparation of a draft Scope of Work, coordination with FMAA and FAA to refine the Scope, development of a project schedule and preparation of the final Scope of Work and fee. Included in this element is communication with the FMAA and FAA related to scope development:

- Develop scope of work that describes the project and required tasks.
- Participate in conference calls with FMA staff and representatives from the FAA Helena Airports District Office regarding the specific elements and approach to the study, as necessary.
- Revisions to the Scope of Work, based on comments received from FMAA and FAA.
- Regular communication with FMA Staff during the Scope development process.
- Present draft and final Scope of Work to FMAA at regularly-scheduled FMAA board meetings in Hailey.

#### Element Deliverables:

- Electronic files of the initial and modified draft Scope of Work and project schedule.
- Electronic copy of the final version of the Scope of Work, fee estimate and project schedule.
- Two (2) paper copies of the executed contract (including Scope, fee and schedule) for FAA and Airport records.

#### Element Cost Assumptions:

- Develop Scope of Work, fee estimate matrix, Professional Services Agreement, project schedule and conduct contract negotiation.
- Individual coordination with FMAA and FAA staff via telephone and email during Scope development..
- Travel to and from Hailey, Idaho (including overnight lodging) to present draft and final Scope (two trips).

### 1.2 Negotiation/Independent Fee Estimate Process

Included in this element will be services related to coordination and negotiation of the Agreement. As the fee for this project will be greater than \$100,000, an Independent Fee Estimate (IFE) will be necessary. Anticipated services related to this effort will include:

- Prepare and provide a blank fee estimate spreadsheet for FMAA's use to obtain an IFE from an independent consultant.



- Review proposed fee with FMAA Staff to address questions or comments.
- Revise fee, as needed.

#### **Element Deliverables:**

- Blank fee estimate spreadsheet and electronic copy of Scope of Work.

#### **Element Cost Assumptions:**

- Electronic submittal of all documents.
- Negotiations conducted by conference call.

### **1.3 Agreement**

Consultant shall prepare a Professional Services Agreement for services to be provided under the approved Scope of Work.

#### **Element Deliverables:**

- Hard copies of executed Agreements, with attachments.

#### **Element Cost Assumptions:**

- Hardcopy agreements to consist of two (2) paper copies of the final approved version of the SOW, fee estimate, project schedule, and two (2) copies of the executed contract for FAA and Airport records.

### **1.4 Grant Administration**

Assist the Owner with grant administration tasks. Anticipated services include:

- Assist the Owner to prepare an Application for Federal Assistance for the project.
- Prepare required Sponsor's Checklists for FMAA approval and submission to FAA.
- Provide documentation (copies of invoices, etc.) for FMAA's use in submittal of reimbursement requests.
- Collect and file documentation for use in project closeout. It is anticipated that grant closeout will be completed under a future Scope of Work.
- Provide information and documents for FMAA use during required audits of the project.
- Prepare required FAA project documentation to include AIP Development Project Schedule.
- Prepare DBE Plan and three-year DBE project goals. Project-specific goals will be completed during subsequent design efforts.

#### **Element Deliverables:**

- Application for Federal Assistance
- Sponsor's Checklists
- Project Documentation

#### **Element Cost Assumptions:**

- All documents will be provided in electronic format.



## Task 2: Project Management

This element will provide appropriate direction and management for the development of this project as each assignment is undertaken and completed. Routine and consistent management will be required throughout the project, including oversight and coordination of the project team; internal and external communication; quality control; and budget tracking.

### 2.1 Project Management

This element is an on-going process throughout the project that includes developing an internal structure for the project processes and communication with the project team. Project management duties include:

- Defining roles and responsibilities for team members.
- Developing and monitoring a project plan and schedule.
- Developing a project strategy and modifying, as required.
- Initiating project activities in sequence, to maximize efficiency and effectiveness.
- Monitoring progress and making required adjustments.
- Internal communication within the Consultant team. This will include regular project-related communication by personal meeting, email and telephone, plus bi-weekly conference calls with subconsultants assisting with the project.
- Quality control of work products prior to submission to FMAA and/or FAA.

#### Deliverables:

- Copies of the schedule and project plan will be provided to FMAA and FAA as required.

#### Element Cost Assumptions:

- Four hours per month by the Project Principal over an assumed period of eight months, dedicated specifically to management and control of the project.
- Regular communication with team members through face-to-face meetings, telephone calls and emails.

### 2.2 Sponsor/FAA Communication

In order to maintain control of the project direction and ensure concurrence from the Sponsors, FAA and Consultant Team, regular communication throughout the project will be critical. This will include formal status reports, emails, teleconferences, and face-to-face meetings, as anticipated below.

- Prepare for and attend a meeting with the Helena ADO in Helena, Montana at the beginning of the study to discuss the project and approach. The purpose of this meeting will be to discuss the goals of the study, schedule and other pertinent elements of the effort. Participation is expected to include T-O Project Principal, Airport Staff and representatives from FAA Lines of Business, as determined by ADO personnel.
- Prepare for and participate in ~~bi-weekly up to three~~ conference calls with FAA Project Manager personnel and Airport Staff to discuss project status and specific issues. Participation is expected to include T-O Project ~~Manager~~ Principal and ~~Project Manager/Planner~~ Senior Planner, ~~Airport Staff and~~ Representatives from other affected FAA Lines of Business may participate, as needed.





- Prepare for and attend one additional meeting with the Helena ADO in Helena, Montana to discuss project progress and address specific project issues. It is anticipated this meeting will take place at the mid-point of the project or later.
- Regular email and telephone communication with the Sponsor and FAA as needed to address specific issues and coordinate various aspects of the project.
- Monthly status updates to the FMAA board by the Consultant Team's Project Principal.

#### **Deliverables:**

- Monthly status reports.
- Minutes of conference calls and meetings.

#### **Element Cost Assumptions:**

- Helena visits will include air travel for Project Principal between Boise and Helena, plus overnight lodging and other related expenses.

## **Task 3 Project Development**

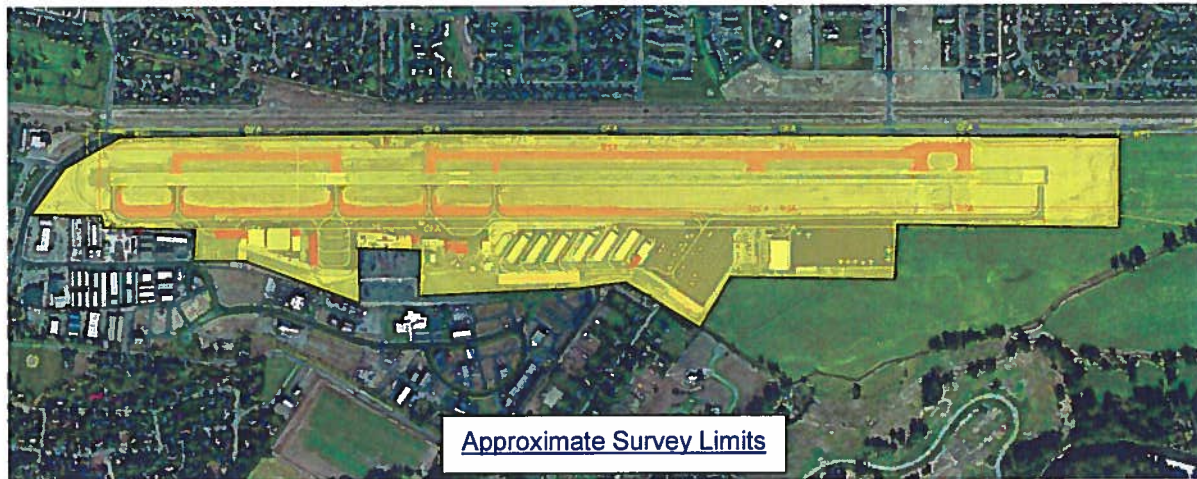
The purpose of the Technical Analysis was to evaluate the basic feasibility of alternatives, not to address each issue that will be encountered in implementation of the proposed projects. This Task will evaluate various elements of the selected alternative to verify and refine assumptions made during the conceptual work done as part of the Technical Analysis. Specific subtasks and associated work are described below.

### **3.1 Topographic Survey**

Collect topographical survey information of areas comprising nearly the entire existing airfield and complete other required surveying tasks. The graphic below identifies the approximate areas where survey is required. Topographical information will be used in this formulation effort, as well as subsequent design efforts for specific projects. Survey will include edges of pavement, taxiway centerlines, building corners, fences, existing utilities and all other topographical elements in all areas within the existing airport fence, with the exception of the terminal parking lot and some other landside areas. ~~Other survey tasks include setting a new Primary Airport Control Station (PACS) and two new Secondary Airport Control Stations (SACS), as the existing PACS and SACS are located in areas where they are likely to be disturbed during construction projects.~~

All survey will be completed according to the accuracy requirements and procedures found in Advisory Circulars 150/5300-16, -17, and -18. Data collected under this task will be used where applicable (e.g., light locations, pavement markings, etc.) in Task 3.2. ~~Specific anticipated survey tasks include:~~

- ~~• Coordinate with the National Geodetic Survey (NGS) to establish a project and obtain approval for a survey Statement of Work and Quality Control Plan, as described in the Advisory Circulars.~~
- ~~• Set PACS and SACS, complete required field survey and submit data for NGS approval.~~
- ~~• Complete topographic survey and mapping as required for project design and as described in AC 150/5300-18.~~
- ~~• Obtain aerial imagery?~~
- ~~• Obstruction survey?~~



#### **Deliverables:**

- Survey data in electronic and printed form.
- ~~NGS submittals.~~
- Survey notes and background information.

#### **Element Cost Assumptions:**

- Airport Staff will provide personnel to escort surveyors within the movement area.
- Travel and related expense for survey personnel to complete field work.

### **3.2 AGIS Survey**

In addition to topographic survey required for formulation and design, the airport must be surveyed according to Airports Geographic Information System requirements. These survey tasks include setting a new Primary Airport Control Station (PACS) and two new Secondary Airport Control Stations (SACS), as the existing PACS and SACS are located in areas where they are likely to be disturbed during construction projects. This effort will also include

All survey will be completed according to the requirements found in Advisory Circulars 150/5300-16, -17, and -18. Survey will include all elements under the 'Airport Layout Plan (ALP)' column in Table 2-1 from AC 150/5300-18B (copy attached), with the following exceptions:

- Add the task entitled "Determine or validate and document the position of runway abeam points of navigational aids." This task is noted under the 'Instrument Procedure Development' column, but is necessary in this survey due to ongoing efforts to improve the Airport's instrument approach procedures.
- Delete the task titled "Determine all Land Use to 65 DNL contour". The existing noise contours for the Airport are out of date and this task will be completed under a planned future Master Plan Update.
- For the task "Identify, collect and document wetlands or environmentally sensitive areas", only a known historic railroad grade east of Highway 75 will be included. If available on existing GIS databases, other items (wetlands, etc.) will be added to the map, but no additional investigation or survey will be completed for such items.





- Imagery will be required only for the pre-construction conditions at the airfield. As-constructed imagery will be collected after the proposed projects are complete.

Specific elements of this task include:

- Meet with FAA via conference call to discuss the scope of required survey.
- Coordinate with the National Geodetic Survey (NGS) to establish three separate AGIS projects and obtain approval for Statements of Work and Quality Control Plans for each, as described in the Advisory Circulars. The three separate projects are:
  1. Set PACS and SACS
  2. Design/Construction of proposed improvements.
  3. Airspace Analysis
- Set PACS and SACS, complete required field survey and submit data for NGS approval.
- Complete survey and other tasks necessary to collect data required in Table 2-1 of AC 150/5300-18, including aerial imagery and airspace analysis.
- Coordinate with NGS and FAA to complete projects and submit data.

**Deliverables:**

- Survey data in electronic and printed form.
- NGS submittals.
- Survey notes and background information.

**Element Cost Assumptions:**

- AGIS-related coordination and field work will be completed by a qualified subconsultant specializing in this field.
- FAA conference call will include participation by Project Principal, Project Manager and Project Planner.
- Airport Staff will provide personnel to escort surveyors within the movement area.
- Travel and related expense for survey personnel to complete field work.

### **3-23.3 Geometry**

Evaluate the airfield geometry depicted in the Technical Analysis to verify that proposed geometry meets standards or complies with proposed Modifications of Standards. This will include evaluation of separation between the runway and proposed Taxiway B, as well as between Taxiway B and other taxiways and fixed objects such as fences and buildings. Specific tasks will include evaluation of the following:

- Overall Taxiway B geometry, specifically proximity to existing buildings and other features.
- North bypass taxilane area and proposed north apron. This will include development of not more than three layout alternatives for this area.
- Central bypass taxilane and apron area. This will include development of not more than three layout alternatives for this area.
- Intersection between Taxiway B and GA Apron area and proposed new access to taxilanes.
- South Taxiway B extension, especially relative to fence and existing utilities.
- Prepare a short memorandum with graphics, presenting recommended alternatives.



**Deliverables:**

- Memorandum with graphics

**Element Cost Assumptions:**

- Memorandum will be submitted in electronic and printed form.

### **3.4.3 Grading and Drainage**

Evaluate grading and drainage of the proposed Runway Safety Area (RSA). Existing storm drainage on the airport is collected in a storm drain system on both sides of the runway that outlets south of the existing south end of Taxiway B. The location of this outlet must be relocated and the system must be reconfigured to accommodate new airfield geometry. This task will include the following:

- Evaluate grading for RSA and the area between the edge of the RSA and Taxiway B.
- Evaluate existing storm drainage system and prepare a preliminary design for required improvements/modifications to the system. It is anticipated this will include a complete redesign of drainage on the eastern half of the airport and redesign of the existing detention basin in the southwest corner of the airport.
- Evaluate drainage for new pavement areas, including the north apron and new west T-hangar access.
- Prepare a short memorandum with graphics presenting analysis and recommended solution(s).

**Deliverables:**

- Memorandum with graphics

**Element Cost Assumptions:**

- Memorandum will be submitted in electronic and printed form.

### **3.5.4 Building Relocations Plan**

The proposed location of Taxiway B and other elements of the project will require the removal, relocation or modification of several buildings on the airport, including hangars, the electrical vault, airport administration building and airfield maintenance shop/ARFF building. This task will include:

- Identify facilities that require modification, removal or relocation.
- With the assistance of a qualified structural engineer, evaluate identified facilities to determine if relocation or modification is feasible, or if demolition is required.
- Review airport lease information to determine the steps required to potentially buy out leases and work with Airport Staff to develop a strategy for negotiations related to the buildings. Support from FMAA legal counsel is anticipated for this task.
- Develop cost estimates for modifications, relocation or replacement of the impacted facilities.
- Develop a preliminary phasing plan for relocation of the airfield electrical vault. The existing vault is a relatively new modular building and the electrical equipment is also relatively new and in good working condition. This plan will consider options to relocate this building and equipment to limit shutdowns of airfield lighting, including replacing all equipment, full shutdown for relocation and an option that considers temporary connections to limit the shutdown time.



- Prepare a summary memorandum that identifies the affected facilities, makes recommendations and identifies relevant lease information. (Due to the negotiation-related information anticipated in this memorandum, it is assumed the document will remain confidential.)

**Deliverables:**

- Memorandum with graphics

**Element Cost Assumptions:**

- Memorandum will be submitted in electronic and printed form.

### **3.65 General Aviation Aircraft Access and Parking**

This task will include an evaluation of aircraft access and parking that will be impacted by the proposed improvements. The proposed improvements will remove or limit access to some areas of the airfield, and the impacts to available General Aviation aircraft parking (spaces lost, etc.) must be determined. Specific work efforts include evaluating impacts to the following areas:

- Large aircraft parking area.
- GA parking area (access to t-hangers and associated impacts to parking).
- Central and north ramp areas.
- Coordinate with FMAA and airport users selected by FMAA staff regarding the parking impacts and any available options.
- Prepare a short memorandum with graphics presenting analysis and recommended solution(s).

**Deliverables:**

- Memorandum with graphics

**Element Cost Assumptions:**

- Memorandum will be submitted in electronic and printed form.
- On-site coordination with airport users will take place during other visits to the airport (i.e., regularly-scheduled FMAA meetings).

### **3.76 Terminal Area Planning**

Existing air carrier aircraft parking at the terminal is located within the Runway Object Free Area and in a location that conflicts with the proposed Taxiway B alignment. Limited alternatives to relocate this parking area are available, in fact the only option short of total reconstruction/relocation of the terminal is to relocate the parking to the north side of the terminal to correct these conditions. The new parking area must be configured for one Q400 and two CRJ700 aircraft, and evaluation of multiple alternatives for this area are anticipated.

Modifications to the terminal will also be necessary in order for passengers to safely move to and from parked aircraft. In the current terminal configuration, passengers are screened and wait at the south end of the building, baggage is moved from ticket counters to aircraft in the center of the building and arrivals and baggage claim are at the north end. If aircraft are parked on the apron north of the building, there is significant potential for conflict between passengers moving to/from aircraft and the flow of baggage. A conceptual plan for a covered walkway ~~or~~ and other terminal modifications will therefore ~~also~~ be required ~~prepared~~. This will include an analysis of passenger and baggage movements within the terminal





to determine if modifications to the building are necessary to safely and efficiently move passengers and baggage to and from aircraft on the apron north of the existing building.

Specific efforts include:

- Develop a terminal aircraft parking plan assuming tug-in/-out operations.
- Develop a terminal aircraft parking plan assuming taxi-in/-out operations.
- Compare taxi-in/-out with tug-in/-out options. Evaluate impacts of a multi-phased approach that assumes tugging operations in the first phase, then reconfigures for taxiing operations at a later date.
- Develop up to ~~three~~two alternatives for terminal modifications, including construction of a covered walkway and/or modifications to the interior of the terminal, with associated costs and impacts to terminal operations. This will include consideration of relocating baggage claim and/or the security checkpoint and other reconfigurations inside the building to optimize space and the efficient movement of passengers and baggage.
- Meet with Airport Staff and airline representatives to discuss alternatives and refine alternatives as needed.
- Prepare a short memorandum with graphics, presenting alternatives with recommended solution(s).

#### **Deliverables:**

- Conceptual aircraft parking plans.
- Terminal modification alternatives with cost estimates.
- Memorandum with graphics.

#### **Element Cost Assumptions:**

- Memorandum will be submitted in electronic and printed form.
- On-site coordination with airport users will take place during other visits to the airport (i.e., regularly-scheduled FMAA meetings).

### **3.87 AWOS Siting Study**

The existing Airport Weather Observation System (AWOS) is located at the southern end of the existing Taxiway B, between the taxiway and the runway. This equipment must be moved, as its location will conflict with the extension of Taxiway B. Siting the AWOS and associated critical area on the airport in another location will be difficult, and this effort will include analysis of alternate locations for the equipment and identification of pros and cons for the alternatives. One alternative will include consideration for installation on the roof of an existing airport facility. This task will also include coordination with the FAA's non-federal installations coordinator regarding the proposed location(s) for the AWOS.

#### **Deliverables:**

- Memorandum with graphics

#### **Element Cost Assumptions:**

- Memorandum will be submitted in electronic and printed form.



## Task 4 ALP Update

The current Airport Layout Plan (ALP) anticipated that the airport would be relocated within a relatively short time frame, as a result it does not reflect any of the improvements proposed in Alternative 6. This task includes an update of the ALP drawing set to reflect these proposed improvements. This is not a planning update, simply an update of the ALP to show the required projects. No traditional planning tasks (forecasts, inventory, etc.) are included. As the proposed improvements have been discussed publically at length, no additional public involvement will be necessary. A brief narrative will be prepared, that will describe the process followed to develop the preferred alternative and the justification for the projects. These projects are required to meet standards only, and the narrative will reflect that. The narrative will be incorporated into a future design report for the projects.

### 4.1 Drawings

Update the Airport's ALP drawings to reflect proposed projects, as shown in the Technical Analysis and refined in Task 3 above. Most of this task will include revision of existing drawings, except that a new Departure Surface Plan is necessary and will be created under this effort.

#### Deliverables:

- Drawing set.

#### Element Cost Assumptions:

- The following drawing sheets will require major updates (i.e., significant revisions to airfield geometry, notes, dimensions, etc.):
  - Airport Layout Plan
  - Terminal Area Plans (2 Sheets).
- The following sheets will require minor updates (i.e., only minor revisions to text and pavement limits):
  - Cover Sheet
  - Airspace and RPZ Plan
  - Inner Portion of Approach Surface Plan
  - Land Use Drawing
  - Airport Property Map
- The new Departure Surface Plan will be created in its entirety, using base drawings and other available information.
- Draft version of the drawings will be submitted to FAA and Airport Staff for review.
- Final drawings will be submitted in paper and electronic form.

### 4.2 Narrative

Prepare a brief narrative that describes the justification for the project (standards compliance) and the process followed to develop the preferred alternative.

#### Deliverables:

- Narrative.



#### **Element Cost Assumptions:**

- Draft of the narrative will be submitted electronically to FAA and Airport Staff for review.
- Final narrative will be submitted in paper and electronic form.

## **Task 5 Phasing Plan**

The effort to improve the airport to meet standards will require significant construction projects on the airfield. Completion of these projects will have a major impact on the operation of the airport. Due to the local climate, civil construction is generally limited to the months of May through September. Summer is also the busiest operational time at the airport, specifically the period from late June through early September. Extended closures of the airfield will have an unacceptable negative impact on the airport, and projects must be planned to limit closures. The purpose of this task will be to develop an overall phasing plan for all of the planned projects that allows construction to take place while minimizing operational impacts.

### **5.1 Identify Projects**

Review the proposed work effort and identify dividing lines for individual projects, considering operational impacts of the projects, construction efficiency and other factors.

#### **Deliverables:**

- Preliminary project graphic.

#### **Element Cost Assumptions:**

- It is assumed a total of 10-12 individual projects will be identified.
- All graphics and coordination will be done electronically.

### **5.2 Construction Timelines**

Using the preliminary project information developed above, estimate construction timelines for each project effort. Using these timelines, develop a preliminary phasing plan.

#### **Deliverables:**

- Preliminary phasing plan.

#### **Element Cost Assumptions:**

- It is assumed a total of 10-12 individual projects will be identified.
- All graphics and coordination will be done electronically.

### **5.3 Airport Coordination**

Coordinate with Airport Staff and users regarding operational impacts of the planned projects. This will include coordination with Airport Staff by telephone and email, as well as an on-site meeting with Staff and airport users. Specific anticipated tasks include:

- Prepare for, attend and lead an on-site meeting at the airport to discuss the planned projects with Staff and Airport users. Users are anticipated to include representatives from the Air Traffic



Control Tower, airlines, FBO, pilot's group(s) and others, as identified by Airport Staff. This meeting is anticipated to take approximately one day and will be held at the Airport training room.

- Coordinate with Airport Staff via telephone and email to discuss specific elements of the phasing plan.

**Deliverables:**

- Meeting materials (PowerPoint presentation, handouts, etc.)

**Element Cost Assumptions:**

- Project Principal and one Project Manager from the T-O team will travel to and from Hailey to attend the meeting (no overnight lodging necessary).

## 5.4 Phasing Plan

Develop an overall phasing plan that illustrates the individual projects and the sequence that the projects will be completed. This plan will include a graphic and a brief description of the phasing plan that identifies potential issues that could have a negative impact on the plan and party(ies) responsible for each element. One submittal of draft versions of the plan and narrative for comments is anticipated, followed by the final versions of both.

**Deliverables:**

- Phasing plan graphics
- Phasing plan narrative

**Cost Assumptions:**

- Draft versions will be submitted electronically.
- Final versions will be submitted electronically and in printed form.

## 6 Capital Improvement Program (Funding Plan)

The proposed projects will be completed during a relatively short period of time and the airport's current Capital Improvement Program does not reflect these projects. In order for the FAA and FMAA to budget appropriately for this effort, accurate cost estimates and a funding plan are necessary. This task includes development of the estimates and a Capital Improvement Program for the proposed projects.

### 6.1 Cost Estimates

Using the phasing plan developed in Task 5 and preliminary estimates completed as part of the Technical Analysis, develop individual cost estimates for the identified projects. Develop spreadsheets and a summary of the estimates for all phases.

**Deliverables:**

- Cost estimate spreadsheets and summary.

**Cost Assumptions:**

- Documents will be submitted electronically.





## 6.2 Capital Improvement Program

Develop a Capital Improvement Program for the period of Summer 2013 through the end of Calendar Year 2015. This program will be developed in both the current FAA format and in a separate memo to Airport Staff that identifies the funding needs and anticipated sources of funds for the required projects.

### Deliverables:

- CIP
- Memo

### Cost Assumptions:

- CIP will be submitted electronically.
- Memo will be submitted electronically and in printed form.

## 7 Modifications of Standards

Preliminary copies of six proposed Modifications of Standards (MOS) were prepared as part of the Technical Analysis. These six proposed MOS are interrelated and are intended to be submitted for review at one time. The MOS are justified using risk-based methodologies as described in Airport Cooperative Research Program (ACRP) Reports 50 and 51. The draft MOS included in the Technical Analysis were not intended for submittal and require significant revisions to complete them and reflect comments received from the FAA and FMAA staff. Additionally, it was determined after the completion of the Technical Analysis that a report documenting the MOS analysis and explanatory graphics would be beneficial. This task includes refinement of all six MOS; preparation of a report documenting the analysis, along with necessary graphics; and other tasks to coordinate and assist with the MOS approval process.

### 7.1 Revise MOS Forms

Revise the FAA MOS forms prepared during the Technical Analysis and prepare a report with graphics documenting the MOS analysis. The report is intended to explain the analysis completed for each MOS and provide the need for and logic behind the request.

### Deliverables:

- Revised forms.
- Introductory memos.

### Cost Assumptions:

- All documents will be submitted electronically.

### 7.2 Coordination

Coordinate with FAA and Airport Staff to assist with the MOS process. This is anticipated to include:

- Telephone and email communication with FMAA staff and FAA regarding the requested MOS.

### Deliverables:

- None.



**Cost Assumptions:**

- All communication will be by telephone or email.

## **8—Safety Risk Management**

~~This task will include assistance with and participation in a Safety Risk Management (SRM) Panel regarding the proposed projects. The anticipated role of the consultant in this process will be to support the Airport Staff and FAA to prepare for and complete the SRM process.~~

### **8.1—Technical Support**

~~Assist Airport Staff and FAA to prepare for the SRM Panel. This is expected to include:~~

- ~~Preparation of PowerPoint slides and other graphics that describe the proposed projects, Modifications of Standards and other aspects of the projects that must be evaluated from a Safety Risk Management perspective.~~
- ~~Provide copies of documents prepared as part of the Technical Analysis, as requested.~~
- ~~Answer questions and provide explanation regarding the previous analysis.~~

**Deliverables:**

- ~~Graphics.~~
- ~~Copies of documents, as requested.~~
- ~~Electronic communication to answer questions, as needed.~~

**Cost Assumptions:**

- ~~Graphics will be provided in electronic and paper form.~~
- ~~Copies of documents will be provided primarily in electronic (scanned) form.~~

### **8.2—Coordination**

~~Coordinate with the FAA and Airport Staff prior to the SRM Panel and travel to and participate in the Panel as an observer/technical resource. Prepare a PowerPoint presentation summarizing the findings of the panel and present to FMAA.~~

**Deliverables:**

- ~~PowerPoint presentation.~~

**Cost Assumptions:**

- ~~Project Principal and one other member of the Consultant team will attend and participate in the panel.~~
- ~~The panel will be held at the airport in Hailey, Idaho.~~
- ~~Project Principal will present findings of the panel to FMAA.~~



## **98 Instrument Approach Feasibility**

Current instrument approaches are extremely limited, due to severe terrain in the vicinity of the airport. During winter months, over 20 percent of commercial flights and an unknown number of GA flights are diverted to other airports because they are unable to land at SUN. FAA Flight Procedures Office has stated that instrument approach minima cannot be improved at the existing site at this time. Previous independent analysis indicated that some improvement to reliability could be made but further investigation is necessary to verify what level of improvement is possible. This Task includes further investigation to better quantify instrument procedure improvements at SUN.

This Task will analyze the ability of SUN to achieve satellite-based and/or ground-based Special or Standard Instrument Approach Procedures with minima notably better than existing procedures. If ground-based procedures are feasible, ground infrastructure required will be identified, along with rough order-of-magnitude costs for procurement, installation, procedures development, and commissioning flight inspection. Subconsultants or team members with special qualifications in approach evaluation will be utilized to complete this task.

The following elements are included:

- Review previous instrument approach analyses, published reports and other available information.
- Conduct an onsite visit to review the airport environs and discuss alternatives with Airport Staff.
- Analyze alternatives, considering multiple creative procedures to determine if improvements can be made.
- Prepare a concise narrative report, documenting findings and making recommendations. Document will include necessary graphics depicting existing constraints, instrument procedure deficiencies and potential new improvements.

### **Deliverables:**

- Narrative report, with graphics.

### **Cost Assumptions:**

- Project Manager and three personnel with technical expertise will travel to Hailey, Idaho for the onsite visit, including one overnight.
- Report will be submitted electronically and in printed form.

## **910 Environmental Coordination**

Coordinate with Airport Staff and FAA regarding environmental steps required for the proposed projects. This task does not include environmental analysis, only research and coordination related to the level of environmental analysis that will be required. Actual analysis, if necessary, will be included in future Work Order(s).



**Deliverables:**

- None.

**Cost Assumptions:**

- Communication will be done electronically.

## **10± Summary Report**

Prepare a report that summarizes the findings of this formulation effort. This report will essentially combine the individual memos and reports prepared in other tasks into one document that will serve as a reference to guide the Airport, Consultant team, FAA and others through the RSA improvement effort. The Summary Report will be presented in binder form, so that individual elements can be changed, if needed during the course of the projects.

**Deliverables:**

- Summary Report (15 hard copies, plus electronic)

**Cost Assumptions:**

- Document and graphics will be printed in color.
- 3-Ring binders will be used, with appropriate dividers.



## **MOS 1**

### **Runway to Parallel Taxiway Separation**

U.S. DEPARTMENT OF TRANSPORTATION  
FEDERAL AVIATION ADMINISTRATION  
NORTHWEST MOUNTAIN REGION  
AIRPORT IMPROVEMENT PROGRAM

## MODIFICATION OF AIRPORT DESIGN STANDARDS

BACKGROUND		
1. AIRPORT: <b>Friedman Memorial Airport</b>	2. LOCATION(CITY,STATE): <b>Hailey, ID</b>	3. LOC ID: <b>SUN</b>
4. EFFECTED RUNWAY/TAXIWAY: <b>RUNWAY 13-31 TAXIWAY B</b>	5. APPROACH (EACH RUNWAY): <b>RW 13 VISUAL RW 31 NPI</b>	6. AIRPORT REF. CODE (ARC): <b>C-III</b>
7. DESIGN AIRCRAFT (EACH RUNWAY/TAXIWAY): <b>Bombardier Q-400 and Gulfstream G-V</b>		
MODIFICATION OF STANDARDS		
8. TITLE OF STANDARD BEING MODIFIED (CITE REFERENCE DOCUMENT): <b>Runway to Parallel Taxiway Separation, Advisory Circular 150/5300-13A, <i>Airport Design</i> (AC 150/5300-13A)</b>		
9. STANDARD/REQUIREMENT:  400 feet, per Table 3-8 on page 94 of AC 5300-13A.		
10. PROPOSED:  320 feet.		
11. EXPLAIN WHY STANDARD CANNOT BE MET (FAA ORDER 5300.1F):  In the airport's current configuration, relocation of Parallel Taxiway B to a separation of 400 feet would either require relocating the runway, adjacent Highway 75 and other facilities to the east or relocating all existing airport facilities to the west. Neither of these options are seen as practicable and providing a less than standard Runway to Parallel Taxiway Separation will provide an acceptable level of safety, based on the aircraft traffic at the airport.		
12. DISCUSS VIABLE ALTERNATIVES (FAA ORDER 5300.1F):  The airport sponsor has considered three alternatives to improve Runway To Parallel Taxiway Separation at the airport. The first two alternatives, though viable, are not practicable, due to cost and environmental impact.		
<ol style="list-style-type: none"> <li>1. Relocate Runway And All Airport Facilities To The West – Not Practicable <ul style="list-style-type: none"> <li>• Essentially reconstructs the entire airport west of existing facilities, including the terminal, FBO facilities, all hangars and maintenance/ARFF facilities.</li> <li>• Total estimated cost exceeds \$144 million.</li> </ul> </li> <li>2. Relocate Runway and Highway to the East – Not Practicable <ul style="list-style-type: none"> <li>• Requires relocation of approximately 2 miles of State Highway 75 to the east.</li> <li>• Requires acquisition of over 100 homes to accommodate relocated highway.</li> <li>• Idaho Transportation Department has completed an Environmental Impact Statement study for a proposed project on this highway, which identifies the following environmental impacts of the highway in this location, all of which would be exacerbated significantly by relocating the highway as described. Note that an environmental analysis for the proposed action relative to the airport has not been completed – these impacts are identified based on previous studies and would require further evaluation. <ul style="list-style-type: none"> <li>○ Historical Resources: Relocation of the highway would require removal of a railroad berm that has been identified as a potential historic structure.</li> <li>○ Noise: The noise levels of a relocated highway may exceed those permitted by Federal Highway Administration guidelines and require mitigation. Mitigation is difficult at this location, due to local ordinances prohibiting construction of noise walls.</li> <li>○ Environmental Justice: The adjacent neighborhood is high density, with relatively low incomes and a high minority population. Based on these factors, relocating the highway could induce environmental justice impacts.</li> </ul> </li> <li>• Costs for this alternative are estimated to exceed \$115 million.</li> </ul> </li> <li>3. Relocate Taxiway B to 320-foot Separation From Runway 13-31 and extend to Runway 31 end <ul style="list-style-type: none"> <li>• A separation of 320' from Runway 13-31 to Taxiway B is the maximum distance the taxiway can be relocated without the need to remove numerous existing hangars/facilities (including the passenger terminal) and acquire land.</li> <li>• Requires reconstruction of Taxiway B.</li> <li>• Requires relocation of several hangars and terminal parking apron to accommodate aircraft parking and maneuvering.</li> <li>• Based on existing traffic at the airport, this will provide an acceptable level of safety. (See explanation below.)</li> <li>• Total estimated cost of approximately \$9 million</li> </ul> </li> </ol>		

U.S. DEPARTMENT OF TRANSPORTATION  
FEDERAL AVIATION ADMINISTRATION  
NORTHWEST MOUNTAIN REGION  
AIRPORT IMPROVEMENT PROGRAM

## MODIFICATION OF AIRPORT DESIGN STANDARDS

13. STATE WHY MODIFICATION WOULD PROVIDE ACCEPTABLE LEVEL OF SAFETY, ECONOMY, DURABILITY, AND WORKMANSHIP (FAA ORDER 5300.1F):

Currently the airport is served by partial parallel taxiways on each side of Runway 13-31. Taxiway Alpha (A) runs along the east side of the Runway at a separation of 185' to 250' from runway centerline. Taxiway Bravo (B) runs along the west side of the runway at a separation of 250' to 335'. There are also four (4) connecting taxiways crossing the runway from Taxiway A to Taxiway B. The current taxiway configuration is shown in the figure below:



As both Taxiway A and portions of Taxiway B are in the Runway Safety Area (RSA), a Letter of Agreement (LOA) between the ACTC, FAA and the airport is currently in place allowing Category C commercial aircraft to operate at the airfield. This LOA requires all taxiways to be sterilized during the operation of Category C commercial aircraft to provide a compliant RSA. This LOA does not include any provisions for the operation of general aviation Category C or D aircraft currently using the airfield.

In order to meet RSA standards, Taxiway A must be removed and Taxiway B relocated to a minimum separation of 320'. By removing Taxiway A and relocating Taxiway B, there will no longer be a need for the LOA as the airport would have a compliant RSA. In addition, the removal of Taxiway A will also eliminate the four (4) connecting taxiways currently crossing the runway resulting in an increased level of safety. The relocation of Taxiway B to 320' is less than the current design standard of 400' and the risk associated with this separation is described below.

Runway to Parallel Taxiway separation serves two purposes; the first is to prevent an aircraft on the taxiway from colliding with an aircraft that departs the runway surface during landing or takeoff and the second is to prevent an aircraft executing a missed approach from colliding with an aircraft on the taxiway. In 2011, the Transportation Research Board (TRB) published ACRP 51 – Risk Assessment Method to Support Modification of Airfield Separation Standards. This report provides a method for calculating the probability and associated risk for various runway to parallel taxiway separations. The method outlined in the report involves calculating the risk for three separate phases of aircraft operation: airborne phase, landing roll and takeoff roll. The highest risk value is then used to evaluate whether the less than standard separation is acceptable. The report provides figures for each of the phases of aircraft operations where the runway to taxiway separation is used to determine the risk.

Current traffic at SUN includes less than 50,000 operations (25,000 takeoffs and 25,000 landings) per year. Using these operational numbers and the procedure outlined in ACRP Report 51, the estimated risk along with the return period for each phase of operation is summarized below:

Airborne Phase –  $8.4E-10$  (one chance in 1.2 billion landings or once every 47,620 years)

Landing Roll –  $9.0E-08$  (one chance in 11 million landings or once every 440 years)

Takeoff Roll –  $2.5E-08$  (one chance in 40 million landings or once every 1,600 years)


The risk of collision during the landing roll is the controlling factor. Using the FAA's risk matrix, a severity level of catastrophic was assigned to the landing roll phase for this type of incident. Using the FAA likelihood levels, the acceptable level of risk associated with a catastrophic event is extremely improbable or less than once every 100 years. As shown above, the expected rate of occurrence is once every 440 years. A Runway to Parallel Taxiway Separation of 320' appears to provide an acceptable level of risk. In addition a separation of 320' would keep any part of an aircraft on the taxiway from penetrating the RSA, the Runway Obstacle Free Zone (OFZ) and the Part 77 Primary Surface.

Not only does the relocation of Taxiway B to 320' provide an acceptable level of safety, the proposed improvements will also provide additional safety improvements including:

- Full Length Parallel Taxiway (Eliminate the need for back taxing)
- Removal of four (4) Runway crossings
- Reduce operational impacts by removing the need for the LOA
- Compliant, RSA, OFZ and Part 77 Primary Surface

U.S. DEPARTMENT OF TRANSPORTATION  
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NORTHWEST MOUNTAIN REGION  
AIRPORT IMPROVEMENT PROGRAM

**MODIFICATION OF AIRPORT DESIGN STANDARDS**

MODIFICATION: Runway to Parallel Taxiway Separation		LOCATION: Friedman Memorial Airport, Hailey, Idaho		PAGE 2 OF 2	
14. SIGNATURE OF ORIGINATOR: 		15. ORIGINATOR'S ORGANIZATION: Friedman Memorial Airport		16. TELEPHONE: (208) 788-9003	
17. DATE OF LATEST FAA SIGNED ALP: March 31, 2010					
18. ADO RECOMMENDATION:		19. SIGNATURE:		20. DATE:	
21. FAA DIVISIONAL REVIEW (AT, AF, FS):					
ROUTING SYMBOL	SIGNATURE	DATE	CONCUR	NON-CONCUR	
COMMENTS:					
22. AIRPORTS' DIVISION FINAL ACTION:					
<input type="checkbox"/> UNCONDITIONAL APPROVAL		<input type="checkbox"/> CONDITIONAL APPROVAL		<input type="checkbox"/> DISAPPROVAL	
DATE:	SIGNATURE:		TITLE:		
CONDITIONS OF APPROVAL:					

U.S. DEPARTMENT OF TRANSPORTATION  
FEDERAL AVIATION ADMINISTRATION  
NORTHWEST MOUNTAIN REGION  
AIRPORT IMPROVEMENT PROGRAM

## MODIFICATION OF AIRPORT DESIGN STANDARDS

---

ITEMS 1-17 ARE TO BE COMPLETED BY THE AIRPORT SPONSOR(ORIGINATOR). ALL OTHER ITEMS WILL BE COMPLETED BY THE FAA.

THE COMPLETED FORM WILL BE TRANSMITTED BY THE ORIGINATOR TO THE APPLICABLE ADO/AFO. THE ADO/AFO WILL TRANSMIT THE FINAL FAA DETERMINATION TO THE ORIGINATOR.

MODIFICATION TO AIRPORT DESIGN STANDARDS REQUESTS SHOULD INCLUDE SKETCHES OR DRAWINGS WHICH CLEARLY ILLUSTRATE THE NONSTANDARD CONDITION.

### ITEMS

1. LEGAL NAME OF AIRPORT.
2. ASSOCIATED CITY.
3. AIRPORT LOCATION IDENTIFIER (SEE APPROACH PLATES/AIRPORT FACILITY DIRECTORY).
4. IDENTIFY THE RUNWAY(S), TAXIWAY(S) OR OTHER FACILITIES EFFECTED BY THE PROPOSED MODIFICATION TO STANDARDS REQUEST.
5. IDENTIFY THE MOST CRITICAL APPROACH FOR EACH RUNWAY IDENTIFIED IN #4.
6. AIRPORT REFERENCE CODE - SEE PARAGRAPH 2, PAGE 1 AC 150/5300-13(CHANGE 4) - I.E. C-II, B-II, A-I (SMALL).
7. NOTE THE DESIGN AIRCRAFT (ARC OR SPECIFIC AIRCRAFT) FOR EACH FACILITY IDENTIFIED IN #4. A DESIGN AIRCRAFT MUST MAKE REGULAR USE OF THE FACILITY. NORMALLY, FAA CONSIDERS REGULAR USE TO BE 500 OR MORE ANNUAL INTINERANT OPERATIONS.  
  
IF THE AIRPORT SERVES A WHOLE FAMILY OF AIRCRAFT IN A PARTICULAR GROUP, THE ARC (I.E. B-II) SHOULD BE SPECIFIED. IF, HOWEVER, THE AIRPORT IS USED BY ONLY 1 OR 2 OF A FAMILY OF AIRCRAFT (IX- BEECH KING AIR C90), THE MOST DEMANDING (APPROACH SPEED, WINGSPAN) AIRCRAFT SHOULD BE SPECIFIED.
8. IDENTIFY THE SPECIFIC NAME OF THE STANDARD THAT IS PROPOSED TO BE MODIFIED FOR THE SUBJECT LOCAL CONDITION.
9. DESCRIBE (WORDS AND NUMBERS) THE DIMENSIONS AND REQUIREMENTS OF THE STANDARD AS PROVIDED IN AC 150/5300-13.
10. STATE THE PROPOSED MODIFICATION TO THE STANDARD.
11. DISCUSS THE LOCAL CONDITIONS THAT MAKE IT IMPRACTICAL OR IMPOSSIBLE TO MEET THE STANDARD.
12. IDENTIFY ALTERNATIVES TO THE SUBJECT PROPOSED MODIFICATION, AND SHOW WHY THESE ALTERNATIVES ARE NOT VIABLE.
13. DISCUSS HOW THE PROPOSED MODIFICATION WOULD IMPACT AIRPORT SAFETY AND EXPLAIN WHY AN ACCEPTABLE LEVEL OF SAFETY, ECONOMY, DURABILITY, AND WORKMANSHIP WOULD STILL EXIST.
14. TYPED NAME AND SIGNATURE OF AIRPORT AUTHORITY REPRESELNTATIVE.
15. SELF-EXPLANATORY.
16. SELF-EXPLANATORY.
17. SELF-EXPLANATORY.
18. TO BE COMPLETED BY FAA.

**MOS 2**

**Parallel Taxiway Object Free Area**

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NORTHWEST MOUNTAIN REGION  
AIRPORT IMPROVEMENT PROGRAM

## MODIFICATION OF AIRPORT DESIGN STANDARDS

BACKGROUND		
1. AIRPORT: <b>Friedman Memorial Airport</b>	2. LOCATION(CITY,STATE): <b>Hailey, ID</b>	3. LOC ID: <b>SUN</b>
4. EFFECTED RUNWAY/TAXIWAY: <b>TAXIWAY B</b>	5. APPROACH (EACH RUNWAY): <b>RW 13 VISUAL RW 31 NPI</b>	6. AIRPORT REF. CODE (ARC): <b>C-III</b>
7. DESIGN AIRCRAFT (EACH RUNWAY/TAXIWAY): <b>Bombardier Q-400 and Gulfstream G-V</b>		
MODIFICATION OF STANDARDS		
8. TITLE OF STANDARD BEING MODIFIED (CITE REFERENCE DOCUMENT):  <b>Parallel Taxiway Object Free Area (OFA), Advisory Circular 150/5300-13A, <i>Airport Design</i> (Advisory Circular 150/5300-13A)</b>		
9. STANDARD/REQUIREMENT:  186 feet per Table 4-1 on page 124 of AC 150/5300-13A.		
10. PROPOSED:  160 feet.		
11. EXPLAIN WHY STANDARD CANNOT BE MET (FAA ORDER 5300.1F):  In a separate modification request, the airport proposes relocating Taxiway B to 320 feet separation from Runway 13-31. In the airport's current configuration, relocation of Parallel Taxiway B to a separation of 320 feet with a full C-III Taxiway OFA of 186 feet would require significant modification to existing airport facilities, along with property acquisition and removal of adjacent buildings. This significant effort is not necessary, due to current and anticipated aircraft traffic at the airport.		
12. DISCUSS VIABLE ALTERNATIVES (FAA ORDER 5300.1F):  The airport sponsors have considered two alternatives for Taxiway OFA on Taxiway B. Though both are viable, the first is not seen as practicable, due to the high costs and impacts, nor is it seen as necessary, due to the existing traffic at the airport.  1. Provide full C-III Taxiway OFA <ul style="list-style-type: none"> <li>Requires removal/relocation of 6 private hangars (1 of which is multi-unit condo hangars) on the north end of the airfield along with relocation of the FBO access at the south end of the airfield.</li> <li>Several businesses northwest of the airport outside of the existing property boundary would need to be acquired and removed.</li> <li>The estimated cost of removing the hangars and reconfiguring the FBO is at least \$8.5 million. The estimated cost of acquiring the land northwest of the airport is \$2.5 million, for a total cost in excess of \$11 million.</li> </ul> 2. Reduce Taxiway OFA to 160 feet. <ul style="list-style-type: none"> <li>Provides acceptable level of safety for aircraft that currently use the airport.</li> <li>There is no cost associated with this alternative.</li> </ul>		

U.S. DEPARTMENT OF TRANSPORTATION  
FEDERAL AVIATION ADMINISTRATION  
NORTHWEST MOUNTAIN REGION  
AIRPORT IMPROVEMENT PROGRAM

## MODIFICATION OF AIRPORT DESIGN STANDARDS

13. STATE WHY MODIFICATION WOULD PROVIDE ACCEPTABLE LEVEL OF SAFETY, ECONOMY, DURABILITY, AND WORKMANSHIP (FAA ORDER 5300.1F):

In the airport's current configuration, relocation of Parallel Taxiway B to a separation of 320 feet with a full C-III Taxiway OFA of 186 feet would require significant modification to existing airport facilities, along with property acquisition and removal of adjacent buildings. When considering the current and anticipated traffic at the airport, these improvements are not necessary. The published pavement strength for Runway 13-31 at SUN is 95,000 pounds. For the current fleet of all available aircraft, no aircraft with a maximum takeoff weight of 95,000 pounds or less has a wingspan of greater than 100 feet. Therefore, existing and anticipated aircraft traffic will include only aircraft with wingspans less than 100 feet. The relocation of Taxiway B to 320' with a Taxiway OFA of 160' is shown in the figure below.



Using equation #2 from Table 1 in Engineering Brief (EB) 78 and this maximum wingspan, an aircraft specific Taxiway OFA was calculated. Equation #2 from EB 78 gives the separation from centerline to an object as  $0.7 \times \text{Wingspan} + 10$  feet. Using the 100' wingspan described above, this calculation results in a Taxiway OFA of 160 feet. For the aircraft that use the airport, this Taxiway OFA meets standards and therefore will provide an acceptable level of safety.


In addition, ACRP Report #51 provides the methodology for analyzing the risk of taxiway to object separations. Using the separation of 80' and Figure AA-10 in Appendix A of ACRP Report #51, provides a risk level of  $2.5E-09$  or one chance in 400 million operations. As the risk is one incident in every 400 million operations, the occurrence is calculated as 400 million divided by 50,000 operations per year which equates to one incident every 8,000 years. The Hazard Severity Classification for this type of operation would be major and the acceptable probability of occurrence is remote ( $1E-05$ ) or less than once every 1-10 years. A Taxiway OFA of 160' appears to provide an acceptable level of safety especially when considering the current and future aircraft fleet.

This MOS is based on the current fleet of all available aircraft and the airports published pavement strength. Should an aircraft with wingspan greater than 100' but takeoff weight less than the airport's published pavement strength enter the fleet an operational procedure will be put in place.



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## MODIFICATION OF AIRPORT DESIGN STANDARDS

MODIFICATION: Taxiway Object Free Area		LOCATION: Friedman Memorial Airport, Hailey, Idaho		PAGE 2 OF 2	
14. SIGNATURE OF ORIGINATOR: 		15. ORIGINATOR'S ORGANIZATION: Friedman Memorial Airport		16. TELEPHONE: (208) 788-9003	
17. DATE OF LATEST FAA SIGNED ALP: <div style="text-align: center;">March 31, 2010</div>					
18. ADO RECOMMENDATION:		19. SIGNATURE:		20. DATE:	
21. FAA DIVISIONAL REVIEW (AT, AF, FS):					
ROUTING SYMBOL	SIGNATURE	DATE	CONCUR	NON-CONCUR	
COMMENTS:					
22. AIRPORTS' DIVISION FINAL ACTION:					
<input type="checkbox"/> UNCONDITIONAL APPROVAL		<input type="checkbox"/> CONDITIONAL APPROVAL		<input type="checkbox"/> DISAPPROVAL	
DATE:	SIGNATURE:		TITLE:		
CONDITIONS OF APPROVAL:					

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AIRPORT IMPROVEMENT PROGRAM

## MODIFICATION OF AIRPORT DESIGN STANDARDS

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MODIFICATION TO AIRPORT DESIGN STANDARDS REQUESTS SHOULD INCLUDE SKETCHES OR DRAWINGS WHICH CLEARLY ILLUSTRATE THE NONSTANDARD CONDITION.

### ITEMS

1. LEGAL NAME OF AIRPORT.
2. ASSOCIATED CITY.
3. AIRPORT LOCATION IDENTIFIER (SEE APPROACH PLATES/AIRPORT FACILITY DIRECTORY).
4. IDENTIFY THE RUNWAY(S), TAXIWAY(S) OR OTHER FACILITIES EFFECTED BY THE PROPOSED MODIFICATION TO STANDARDS REQUEST.
5. IDENTIFY THE MOST CRITICAL APPROACH FOR EACH RUNWAY IDENTIFIED IN #4.
6. AIRPORT REFERENCE CODE - SEE PARAGRAPH 2, PAGE 1 AC 150/5300-13(CHANGE 4) - I.E. C-II, B-II, A-I (SMALL).
7. NOTE THE DESIGN AIRCRAFT (ARC OR SPECIFIC AIRCRAFT) FOR EACH FACILITY IDENTIFIED IN #4. A DESIGN AIRCRAFT MUST MAKE REGULAR USE OF THE FACILITY. NORMALLY, FAA CONSIDERS REGULAR USE TO BE 500 OR MORE ANNUAL INTINERANT OPERATIONS.  
  
IF THE AIRPORT SERVES A WHOLE FAMILY OF AIRCRAFT IN A PARTICULAR GROUP, THE ARC (I.E. B-II) SHOULD BE SPECIFIED. IF, HOWEVER, THE AIRPORT IS USED BY ONLY 1 OR 2 OF A FAMILY OF AIRCRAFT (IX- BEECH KING AIR C90), THE MOST DEMANDING (APPROACH SPEED, WINGSPAN) AIRCRAFT SHOULD BE SPECIFIED.
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14. TYPED NAME AND SIGNATURE OF AIRPORT AUTHORITY REPRESELNTATIVE.
15. SELF-EXPLANATORY.
16. SELF-EXPLANATORY.
17. SELF-EXPLANATORY.
18. TO BE COMPLETED BY FAA.

**MOS 3**

**Runway Object Free Area**

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NORTHWEST MOUNTAIN REGION  
AIRPORT IMPROVEMENT PROGRAM

## MODIFICATION OF AIRPORT DESIGN STANDARDS

### BACKGROUND

1. AIRPORT: <b>Friedman Memorial Airport</b>	2. LOCATION(CITY,STATE): <b>Hailey, ID</b>	3. LOC ID: <b>SUN</b>
4. EFFECTED RUNWAY/TAXIWAY: <b>RUNWAY 13-31</b>	5. APPROACH (EACH RUNWAY): <b>RW 13 VISUAL RW 31 NPI</b>	6. AIRPORT REF. CODE (ARC): <b>C-III</b>
7. DESIGN AIRCRAFT (EACH RUNWAY/TAXIWAY): <b>Bombardier Q-400 and Gulfstream G-V</b>		

### MODIFICATION OF STANDARDS

8. TITLE OF STANDARD BEING MODIFIED (CITE REFERENCE DOCUMENT):

**Runway Object Free Area (OFA), Advisory Circular 150/5300-13A, Airport Design (AC 150/5300-13A)**

9. STANDARD/REQUIREMENT:

800 feet (400 foot either side of centerline) per Table 3-8 on page 94 of AC 150/5300-13A.

10. PROPOSED:

Varies see below.

11. EXPLAIN WHY STANDARD CANNOT BE MET (FAA ORDER 5300.1F):

The FAA design standard for Runway OFA Width for ARC C-III is 800', centered on the runway. The deficiencies in the existing Runway OFA at SUN are shown in the Figure below:



The current deficiencies include:

- Aircraft Parking Inside OFA (To be relocated)
- Hangar Inside OFA (To be relocated)
- Air Traffic Control Tower (ATCT) Inside OFA (To be relocated if feasible)
- Perimeter Fence Inside OFA (250'-320' from Runway CL)
- State Highway 75 Inside OFA (275'-345' from Runway CL)
- Off Airport Buildings Inside OFA (335' from Runway CL)

This MOS includes the Perimeter Fence, State Highway 75 and the Off Airport Buildings inside the OFA; all of which are located off or at the edge of airport property. The remainder of the OFA deficiencies are located on airport property and could be relocated. The ATCT will be relocated outside of the OFA if a feasible site for the tower can be found. As a tower siting study has yet to be performed, this MOS will include the ATCT which is located approximately 275' from the runway centerline. State Highway 75 and the Perimeter Fence run parallel to Runway 13-31 from south to north until approximately 210' from the Runway 13 pavement end at which point they curve toward the runway until they are a minimum distance of 250' for the Perimeter Fence and 275' for State Highway 75 from the extended runway centerline. The following figure shows the deficiencies on the north end of the airfield in more detail:



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## MODIFICATION OF AIRPORT DESIGN STANDARDS

As SUN is currently configured using declared distances, the OFA for arrivals and departures in each direction have different deficiencies with the exception of the ATCT which penetrates both. The OFA to the east of Runway 13-31 for both arrivals and departures is penetrated by both State Highway 75 and the Perimeter Fence at 345' and 320' respectively. The OFA for Runway 13 departures and Runway 31 arrivals are penetrated to a greater degree at the north end of the airfield by the Perimeter Fence and State Highway 75 along with two buildings located off airport property. The deficiencies are summarized in the following table:

Runway OFA	State Highway 75	Perimeter Fence	Off Airport Buildings	ATCT
13 Arrivals	345'	320'	None	275'
13 Departures	275' to 345'	250' to 320'	335'	275'
31 Arrivals	275' to 345'	250' to 320'	335'	275'
31 Departures	345'	320'	None	275'

In order to meet OFA requirements either the runway and all airport facilities would have to be shifted to the West or State Highway 75 would have to be shifted to the East.

Neither of these options are seen as practicable and providing a less than standard OFA will provide an acceptable level of safety, based on the aircraft traffic at the airport.

### 12. DISCUSS VIABLE ALTERNATIVES (FAA ORDER 5300.1F):

The airport sponsor has considered three alternatives to provide a Runway OFA at the airport that complies with standards. The first two alternatives, though viable, are not practicable, due to cost and environmental impact.

1. Relocate Runway And All Airport Facilities To The West – Not Practicable
  - Essentially reconstructs the entire airport west of existing facilities, including the terminal, FBO facilities, all hangars and maintenance/ARFF facilities.
  - Total estimated cost exceeds \$144 million.
2. Relocate Highway to the East – Not Practicable
  - Requires relocation of approximately 2 miles of State Highway 75 approximately 75 feet to the east.
  - A large neighborhood exists east of the airport in this location and relocating the highway will greatly increase the environmental impact of the highway on that neighborhood. Idaho Transportation Department has completed an Environmental Impact Statement study for a proposed project on this highway, which identifies the following environmental impacts of the highway in this location, all of which would be exacerbated significantly by relocating the highway as described. Note that an environmental analysis for the proposed action relative to the airport has not been completed – these impacts are identified based on previous studies and would require further evaluation.
    - Historical Resources: Relocation of the highway would require removal of a railroad berm that has been identified as a potential historic structure.
    - Noise: The noise levels of a relocated highway may exceed those permitted by Federal Highway Administration guidelines and require mitigation. Mitigation is difficult at this location, due to local ordinances prohibiting construction of noise walls.
    - Environmental Justice: The adjacent neighborhood is high density, with relatively low incomes and a high minority population. Based on these factors, relocating the highway could induce environmental justice impacts.
  - Costs for relocating the highway are estimated to exceed \$17 million.
3. Allow Highway, Fence, Air Traffic Control Tower (ATCT) and Buildings To Remain
  - Do not relocate State Highway 75.
  - Coordination will continue with the Idaho Transportation Department to determine the feasibility of shifting State Highway 75 away from the runway without causing significant environmental impacts.
  - Based on existing traffic at the airport, this will provide an acceptable level of safety. (See explanation below.)
  - Costs for this alternative is estimated to be \$0

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## MODIFICATION OF AIRPORT DESIGN STANDARDS

13. STATE WHY MODIFICATION WOULD PROVIDE ACCEPTABLE LEVEL OF SAFETY, ECONOMY, DURABILITY, AND WORKMANSHIP (FAA ORDER 5300.1F):

When analyzing the risk associated with a reduction in Runway OFA it is important to consider the purpose of the design standard. Paragraph 309 of Advisory Circular 150/5300-13A defines the OFA but does not give the design rationale behind the standard:

*"The ROFA is centered about the runway centerline. The ROFA clearing standard requires clearing the ROFA of above-ground objects protruding above the nearest point of the RSA."*

Appendix 8, Paragraph 4 of Advisory Circular 150/5300-13 Change 18 provides the only available reference to the design rationale behind the Runway OFA width:

*"The ROFA is a result of an agreement that a minimum 400-foot (120 m) separation from runway centerline is required for equipment shelters, other than localizer equipment shelters."*

According to AC 150/5300-13A, the OFA width for any RDC above A/B-II is 800'. This means an airport such as SUN serving the Canadair Regional Jet 700 and the Bombardier Q400 with a Non Precision approach has the same size OFA as Denver International or SEATAC airports, which serve very large commercial aircraft (such as the Boeing 747) with CAT III Precision approaches. Logically it appears a smaller OFA would be acceptable for smaller aircraft. The following risk analysis procedure appears to substantiate this.

In 2011, the Transportation Research Board (TRB) published ACRP Report 51 – Risk Assessment Method to Support Modification of Airfield Separation Standards. This report provides a method for calculating the probability and associated risk for various runway to object separations, with the purpose of determining acceptability of modifications of standards. The method outlined in the report involves calculating the risk for three separate phases of aircraft operation: airborne phase, landing roll and takeoff roll. The highest risk value is then used to evaluate whether the separation is acceptable. The report provides figures for each of the phases of aircraft operations where the runway to object separation is used to determine the risk.

Current traffic at SUN includes less than 50,000 operations (25,000 takeoffs and 25,000 landings) per year. Using these operational numbers and the procedure outlined in ACRP Report 51, the estimated risk along with the return period for each phase of operation is summarized below for each of the objects located in the Runway Object Free Area. In each case, the controlling phase of flight was the Landing Roll. The table below summarizes the risk associated with each object.


Object (Separation)	Controlling Phase of Flight	Hazard Severity Classification	Rate of Occurrence	Acceptable Level?
Perimeter Fence (250')	Landing Roll	Major	Once every 250 years	Yes
Perimeter Fence (320')	Landing Roll	Major	Once every 440 years	Yes
State Highway 75 (275')	Landing Roll	Catastrophic	Once every 333 years	Yes
Air Traffic Control Tower (275')	Landing Roll	Catastrophic	Once every 333 years	Yes
State Highway 75 (345')	Landing Roll	Catastrophic	Once every 571 years	Yes
Off Airport Buildings (335')	Landing Roll	Catastrophic	Once every 500 years	Yes

As shown in the table above, each of the various runway to object separations provide an acceptable level of risk.

With the exception of the ATCT, the closest separations are all located on the north end of the airfield. Though each of these objects penetrates the departure OFA for Runway 13, the risk of an incident is actually much lower as an aircraft would be taking off in the opposite direction of the objects. For arrivals on Runway 31, due to the use of declared distances, the objects are located a minimum of 1,000' from the end of the runway declared suitable for landing operations. Their location is modeled as if the objects are located laterally to the runway and as such the actual risk of an incident is much lower.

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NORTHWEST MOUNTAIN REGION  
AIRPORT IMPROVEMENT PROGRAM

**MODIFICATION OF AIRPORT DESIGN STANDARDS**

MODIFICATION: <b>Runway Object Free Area</b>		LOCATION: <b>Friedman Memorial Airport, Halley, Idaho</b>		PAGE 2 OF 2	
14. SIGNATURE OF ORIGINATOR: 		15. ORIGINATOR'S ORGANIZATION: <b>Friedman Memorial Airport</b>		16. TELEPHONE: <b>(208) 788-9003</b>	
17. DATE OF LATEST FAA SIGNED ALP: <b>March 31, 2010</b>					
18. ADO RECOMMENDATION:		19. SIGNATURE:		20. DATE:	
21. FAA DIVISIONAL REVIEW (AT, AF, FS):					
ROUTING SYMBOL	SIGNATURE	DATE	CONCUR	NON-CONCUR	
COMMENTS:					
22. AIRPORTS' DIVISION FINAL ACTION:					
<input type="checkbox"/> UNCONDITIONAL APPROVAL		<input type="checkbox"/> CONDITIONAL APPROVAL		<input type="checkbox"/> DISAPPROVAL	
DATE:	SIGNATURE:		TITLE:		
CONDITIONS OF APPROVAL:					



U.S. DEPARTMENT OF TRANSPORTATION  
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## MODIFICATION OF AIRPORT DESIGN STANDARDS

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ITEMS 1-17 ARE TO BE COMPLETED BY THE AIRPORT SPONSOR(ORIGINATOR). ALL OTHER ITEMS WILL BE COMPLETED BY THE FAA.

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MODIFICATION TO AIRPORT DESIGN STANDARDS REQUESTS SHOULD INCLUDE SKETCHES OR DRAWINGS WHICH CLEARLY ILLUSTRATE THE NONSTANDARD CONDITION.

### ITEMS

1. LEGAL NAME OF AIRPORT.
2. ASSOCIATED CITY.
3. AIRPORT LOCATION IDENTIFIER (SEE APPROACH PLATES/AIRPORT FACILITY DIRECTORY).
4. IDENTIFY THE RUNWAY(S), TAXIWAY(S) OR OTHER FACILITIES EFFECTED BY THE PROPOSED MODIFICATION TO STANDARDS REQUEST.
5. IDENTIFY THE MOST CRITICAL APPROACH FOR EACH RUNWAY IDENTIFIED IN #4.
6. AIRPORT REFERENCE CODE - SEE PARAGRAPH 2, PAGE 1 AC 150/5300-13(CHANGE 4) - I.E. C-II, B-II, A-I (SMALL).
7. NOTE THE DESIGN AIRCRAFT (ARC OR SPECIFIC AIRCRAFT) FOR EACH FACILITY IDENTIFIED IN #4. A DESIGN AIRCRAFT MUST MAKE REGULAR USE OF THE FACILITY. NORMALLY, FAA CONSIDERS REGULAR USE TO BE 500 OR MORE ANNUAL INTINERANT OPERATIONS.  
  
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16. SELF-EXPLANATORY.
17. SELF-EXPLANATORY.
18. TO BE COMPLETED BY FAA.

**MOS 4**

**Runway Safety Area Transverse Grading**

U.S. DEPARTMENT OF TRANSPORTATION  
FEDERAL AVIATION ADMINISTRATION  
NORTHWEST MOUNTAIN REGION  
AIRPORT IMPROVEMENT PROGRAM

## MODIFICATION OF AIRPORT DESIGN STANDARDS

<b>BACKGROUND</b>		
1. AIRPORT: <b>Friedman Memorial Airport</b>	2. LOCATION(CITY,STATE): <b>Halley, ID</b>	3. LOC ID: <b>SUN</b>
4. EFFECTED RUNWAY/TAXIWAY: <b>RUNWAY 13-31</b>	5. APPROACH (EACH RUNWAY): <b>RW 13 VISUAL RW 31 NPI</b>	6. AIRPORT REF. CODE (ARC): <b>C-III</b>
7. DESIGN AIRCRAFT (EACH RUNWAY/TAXIWAY): <b>Bombardier Q-400 and Gulfstream G-V</b>		
<b>MODIFICATION OF STANDARDS</b>		
8. TITLE OF STANDARD BEING MODIFIED (CITE REFERENCE DOCUMENT):  <b>Runway Safety Area (RSA) Grading, Advisory Circular 150/5300-13A, <i>Airport Design</i> (AC 150/5300-13A)</b>		
9. STANDARD/REQUIREMENT:  Per Figure 3-23 on page 82 of AC 5300-13, the RSA transverse grades vary from 1.5% to 3% from the edge of runway shoulder down to the edge of the runway safety area.		
10. PROPOSED:  Existing transverse grades in the north half of the airport vary from 0% to 1% to remain.		
11. EXPLAIN WHY STANDARD CANNOT BE MET (FAA ORDER 5300.1F):  In order to meet the RSA grading standards, approximately 250,000 cubic yards of excavation would be disposed of offsite in addition to approximately 50,000 yards of onsite embankment. The estimated cost of disposing of the material offsite alone is over \$3.7 million dollars. In the mountain environment of Hailey, the project would need to occur in the summer during peak travel times and the airport's single runway would need to be shut down for approximately 90 days to complete the work. The closure of the airport for an extended period of time would have significant negative economic impacts on the community.		
12. DISCUSS VIABLE ALTERNATIVES (FAA ORDER 5300.1F):  The airport sponsor has considered two alternatives to meet this standard. Though viable, the first alternative is not seen as practicable due to cost and operational impacts relative to the improvement in safety. 1. Grade the RSA so transverse grades are -1.5% to -3%. <ul style="list-style-type: none"> <li>• Requires excavation of over 300,000 cubic yards of material, over 250,000 of which would need to be disposed of off-site.</li> <li>• Additional cost of over \$3.7 million to dispose of material off site.</li> <li>• Additional cost of \$1.5 million to relocate storm drainage system.</li> <li>• Would require runway shut down of up to 90 days during summer months, with a huge negative impact to the airport and local economy.</li> </ul> 2. Allow existing grades of 0% to +1% to remain. <ul style="list-style-type: none"> <li>• Provides acceptable level of safety, as described below.</li> <li>• No operational or cost impacts.</li> </ul>		

U.S. DEPARTMENT OF TRANSPORTATION  
FEDERAL AVIATION ADMINISTRATION  
NORTHWEST MOUNTAIN REGION  
AIRPORT IMPROVEMENT PROGRAM

## MODIFICATION OF AIRPORT DESIGN STANDARDS

13. STATE WHY MODIFICATION WOULD PROVIDE ACCEPTABLE LEVEL OF SAFETY, ECONOMY, DURABILITY, AND WORKMANSHIP (FAA ORDER 5300.1F):

The following figure shows the areas on the airfield that do not currently meet RSA transverse grading standards.



From AC 150/5300-13A, the purpose of the RSA is to *“enhance the safety of aircraft which undershoot, overrun or veer off the runway, and it provides greater accessibility for fire fighting and rescue equipment during such incidents.”* The distance an aircraft departs from the runway is affected by three (3) major elements: weight of the aircraft, speed of the aircraft and RSA gradient. The third variable and the subject of this modification, the RSA gradient, affects the rate at which an aircraft slows after departing the runway. The steeper the gradient the longer it will take for an aircraft to stop. The existing transverse RSA gradients at SUN are flatter than standard; meaning an aircraft would actually come to a stop sooner if all other variables were equal. Paragraph 307 f in AC 5300-13 describes this condition: *“ keeping negative grades to the minimum practicable contributes to the effectiveness of the RSA.”* Though flatter than standard, the RSA at SUN is graded smoothly and is capable of safely accommodating an aircraft without damage, in the case of a veer off.

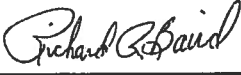
The negative aspect of gradients flatter than standard are the inability to adequately drain the RSA during rainfall events. The existing RSA at SUN drains extremely well, with no accumulation of water. Existing soils drain very well and the local climate is dry, with an average annual rainfall of only 16 inches. In addition, the runway is equipped with a storm drainage system that collects and removes drainage efficiently. The following table summarizes the design requirements that would be met at SUN:

RSA Requirement	Standard Met
Cleared and Graded	Yes
Drained by grading or storm sewers	Yes
Capable of supporting SRE, ARFF and aircraft	Yes
Free of objects	Yes

The total estimated cost of meeting the minimum transverse grade of a 1.5% is \$5 Million dollars and will require a full airport closure for 3 months. As the proposed RSA at SUN will meet the RSA requirements defined in AC 5300-13A, the grades flatter than standard will provide an acceptable level of safety.

U.S. DEPARTMENT OF TRANSPORTATION  
FEDERAL AVIATION ADMINISTRATION  
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AIRPORT IMPROVEMENT PROGRAM

## MODIFICATION OF AIRPORT DESIGN STANDARDS

MODIFICATION: <b>Runway Safety Area Transverse Gradient</b>		LOCATION: <b>Friedman Memorial Airport, Hailey, Idaho</b>		PAGE 2 OF 2	
14. SIGNATURE OF ORIGINATOR: 		15. ORIGINATOR'S ORGANIZATION: <b>Friedman Memorial Airport</b>		16. TELEPHONE: <b>(208) 788-9003</b>	
17. DATE OF LATEST FAA SIGNED ALP: <p align="center"><b>March 31, 2010</b></p>					
18. ADO RECOMMENDATION:		19. SIGNATURE:		20. DATE:	
21. FAA DIVISIONAL REVIEW (AT, AF, FS):					
ROUTING SYMBOL	SIGNATURE	DATE	CONCUR	NON-CONCUR	
COMMENTS:					
22. AIRPORTS' DIVISION FINAL ACTION:					
<input type="checkbox"/> UNCONDITIONAL APPROVAL		<input type="checkbox"/> CONDITIONAL APPROVAL		<input type="checkbox"/> DISAPPROVAL	
DATE:	SIGNATURE:		TITLE:		
CONDITIONS OF APPROVAL:					

U.S. DEPARTMENT OF TRANSPORTATION  
FEDERAL AVIATION ADMINISTRATION  
NORTHWEST MOUNTAIN REGION  
AIRPORT IMPROVEMENT PROGRAM

## MODIFICATION OF AIRPORT DESIGN STANDARDS

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ITEMS 1-17 ARE TO BE COMPLETED BY THE AIRPORT SPONSOR(ORIGINATOR). ALL OTHER ITEMS WILL BE COMPLETED BY THE FAA.

THE COMPLETED FORM WILL BE TRANSMITTED BY THE ORIGINATOR TO THE APPLICABLE ADO/AFO. THE ADO/AFO WILL TRANSMIT THE FINAL FAA DETERMINATION TO THE ORIGINATOR.

MODIFICATION TO AIRPORT DESIGN STANDARDS REQUESTS SHOULD INCLUDE SKETCHES OR DRAWINGS WHICH CLEARLY ILLUSTRATE THE NONSTANDARD CONDITION.

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18. TO BE COMPLETED BY FAA.

**MOS 5**

**Runway To Aircraft Parking**



U.S. DEPARTMENT OF TRANSPORTATION  
FEDERAL AVIATION ADMINISTRATION  
NORTHWEST MOUNTAIN REGION  
AIRPORT IMPROVEMENT PROGRAM

## MODIFICATION OF AIRPORT DESIGN STANDARDS

BACKGROUND		
1. AIRPORT: <b>Friedman Memorial Airport</b>	2. LOCATION(CITY,STATE): <b>Hailey, ID</b>	3. LOC ID: <b>SUN</b>
4. EFFECTED RUNWAY/TAXIWAY: <b>RUNWAY 13-31</b>	5. APPROACH (EACH RUNWAY): <b>RW 13 VISUAL RW 31 NPI</b>	6. AIRPORT REF. CODE (ARC): <b>C-III</b>
7. DESIGN AIRCRAFT (EACH RUNWAY/TAXIWAY): <b>Bombardier Q-400 and Gulfstream G-V</b>		
MODIFICATION OF STANDARDS		
8. TITLE OF STANDARD BEING MODIFIED (CITE REFERENCE DOCUMENT):  <b>Runway to Aircraft Parking Area, Advisory Circular 150/5300-13A, <i>Airport Design</i> (Advisory Circular 150/5300-13A)</b>		
9. STANDARD/REQUIREMENT:  500 feet per Table 3-8 on page 94 of AC 150/5300-13A.		
10. PROPOSED:  400 feet		
11. EXPLAIN WHY STANDARD CANNOT BE MET (FAA ORDER 5300.1F):  In the airport's current configuration, relocation of aircraft parking area to a separation of 500 feet would either require the reconfiguration of all airfield facilities on the west side of the airport or relocating the runway and Highway 75 to the east to provide the required separation. Neither of these options are seen as practicable and providing a separation of 400 feet between Runway 13-31 and Aircraft Parking will provide an acceptable level of safety, based on the aircraft traffic at the airport.		
12. DISCUSS VIABLE ALTERNATIVES (FAA ORDER 5300.1F):  The airport sponsor has considered three alternatives to provide meet or improve compliance with standards at the airport, including Runway to Aircraft Parking Separation. The first two alternatives, though viable, are not practicable, due to cost and environmental impact.		
<ol style="list-style-type: none"> <li>1. Relocate Terminal and Aircraft Parking To The Southwest – Not Necessary <ul style="list-style-type: none"> <li>• Acquire 30 Acres of land, relocate terminal building and access road, extend utilities and construct 50,000 SY of aircraft parking</li> <li>• Total estimated cost exceeds \$30 million.</li> </ul> </li> <li>2. Relocate Runway and Highway to the East – Not Practicable <ul style="list-style-type: none"> <li>• Requires relocation of approximately 2 miles of State Highway 75 approximately 75 feet to the east.</li> <li>• A large neighborhood exists east of the airport in this location and relocating the highway will greatly increase the environmental impact of the highway on that neighborhood. Idaho Transportation Department has completed an Environmental Impact Statement study for a proposed project on this highway, which identifies the following environmental impacts of the highway in this location, all of which would be exacerbated significantly by relocating the highway as described. Note that an environmental analysis for the proposed action relative to the airport has not been completed – these impacts are identified based on previous studies and would require further evaluation. <ul style="list-style-type: none"> <li>○ Historical Resources: Relocation of the highway would require removal of a railroad berm that has been identified as a potential historic structure.</li> <li>○ Noise: The noise levels of a relocated highway may exceed those permitted by Federal Highway Administration guidelines and require mitigation. Mitigation is difficult at this location, due to local ordinances prohibiting construction of noise walls.</li> <li>○ Environmental Justice: The adjacent neighborhood is high density, with relatively low incomes and a high minority population. Based on these factors, relocating the highway could induce environmental justice impacts.</li> </ul> </li> <li>• Costs for relocating the Runway and Highway are estimated to exceed \$119 million.</li> </ul> </li> <li>3. Reconfigure Aircraft Parking to Provide 400 Feet Separation <ul style="list-style-type: none"> <li>• Can be accomplished along with other proposed standards improvements, without additional cost or environmental impact.</li> <li>• Provides acceptable level of safety.</li> </ul> </li> </ol>		

U.S. DEPARTMENT OF TRANSPORTATION  
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AIRPORT IMPROVEMENT PROGRAM

## MODIFICATION OF AIRPORT DESIGN STANDARDS

### 13. STATE WHY MODIFICATION WOULD PROVIDE ACCEPTABLE LEVEL OF SAFETY, ECONOMY, DURABILITY, AND WORKMANSHIP (FAA ORDER 5300.1F):

Currently at SUN, multiple aircraft parking areas are located within 500' of the runway centerline including the terminal area parking, located as close as 320' from the runway centerline. The commercial aircraft currently using the terminal area include the Bombardier Q400, the Embraer Brasilia 120 and the Canadair Regional Jet 700. Various general aviation aircraft including the Gulfstream 500 and Global Express currently park within 500' of the runway centerline as well. The majority of general aviation aircraft currently park at 400' or greater from runway centerline. The current aircraft parking is shown in the figure below:



According to AC 150/5300-13A Paragraph 321 a (3), Runway to aircraft parking area separation is determined by the landing and takeoff flight path profiles and physical characteristics of the aircraft. The runway to parking area separation standard precludes any part of a parked aircraft (tail, wingtip, nose, etc.) from being within the ROFA or penetrating the OFZ.

A runway to aircraft parking area separation of 400 feet would preclude any part of a parked aircraft from penetrating the Runway OFA or the Runway OFZ. In addition, a separation of 400 feet would also provide the following benefits:

1. Prevent parked aircraft from penetrating the Runway Primary Surface
2. Prevent parked aircraft from penetrating the Runway Transitional Surface
3. Prevent parked aircraft from penetrating the Taxiway OFA

In 2011, the Transportation Research Board (TRB) published ACRP 51 – Risk Assessment Method to Support Modification of Airfield Separation Standards. This report provides a method for calculating the probability and associated risk for various runway to object separations. The method outlined in the report involves calculating the risk for three separate phases of aircraft operation: airborne phase, landing roll and takeoff roll. The highest risk value is then used to evaluate whether the less than standard separation is acceptable. The report provides figures for each of the phases of aircraft operations where the runway to object separation is used to determine the risk.

Current traffic at SUN includes less than 50,000 operations (25,000 takeoffs and 25,000 landings) per year. Using these operational numbers and the procedure outlined in ACRP Report 51, the estimated risk along with the return period for each phase of operation is summarized below.

Airborne Phase –  $2.7E-10$  (one chance in 3.7 billion landings or once every 148,000 years)

Landing Roll –  $3.6E-08$  (one chance in 27.7 million landings or once every 1,100 years)


Takeoff Roll –  $1.6E-08$  (one chance in 62.5 million landings or once every 2,500 years)

The risk of collision during the landing roll is the controlling factor. Using the FAA's risk matrix, a severity level of catastrophic was assigned to the landing roll phase for this type of incident. Using the FAA likelihood levels, the acceptable level of risk associated with a catastrophic event is extremely improbable or less than once every 100 years. As shown above, the expected rate of occurrence is once every 440 years. A Runway to Aircraft Parking Separation of 400' appears to provide an acceptable level of risk and also meets the purpose of this standard as stated in AC 150/5300-13A.

Aircraft parking at less than 400' would be prevented by relocating the Aircraft Movement Area Boundary to 400' from the runway centerline and requiring aircraft to contact the Air Traffic Control Tower in order to taxi within 400' of the runway centerline.

U.S. DEPARTMENT OF TRANSPORTATION  
FEDERAL AVIATION ADMINISTRATION  
NORTHWEST MOUNTAIN REGION  
AIRPORT IMPROVEMENT PROGRAM

**MODIFICATION OF AIRPORT DESIGN STANDARDS**

MODIFICATION: Runway to Aircraft Parking Separation		LOCATION: Friedman Memorial Airport, Hailey, Idaho		PAGE 2 OF 2	
14. SIGNATURE OF ORIGINATOR: 		15. ORIGINATOR'S ORGANIZATION: Friedman Memorial Airport		16. TELEPHONE: (208) 788-9003	
17. DATE OF LATEST FAA SIGNED ALP: March 31, 2010					
18. ADO RECOMMENDATION:		19. SIGNATURE:		20. DATE:	
21. FAA DIVISIONAL REVIEW (AT, AF, FS):					
ROUTING SYMBOL	SIGNATURE	DATE	CONCUR	NON-CONCUR	
COMMENTS:					
22. AIRPORTS' DIVISION FINAL ACTION:					
<input type="checkbox"/> UNCONDITIONAL APPROVAL		<input type="checkbox"/> CONDITIONAL APPROVAL		<input type="checkbox"/> DISAPPROVAL	
DATE:		SIGNATURE:		TITLE:	
CONDITIONS OF APPROVAL:					

U.S. DEPARTMENT OF TRANSPORTATION  
FEDERAL AVIATION ADMINISTRATION  
NORTHWEST MOUNTAIN REGION  
AIRPORT IMPROVEMENT PROGRAM

## MODIFICATION OF AIRPORT DESIGN STANDARDS

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ITEMS 1-17 ARE TO BE COMPLETED BY THE AIRPORT SPONSOR(ORIGINATOR). ALL OTHER ITEMS WILL BE COMPLETED BY THE FAA.

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MODIFICATION TO AIRPORT DESIGN STANDARDS REQUESTS SHOULD INCLUDE SKETCHES OR DRAWINGS WHICH CLEARLY ILLUSTRATE THE NONSTANDARD CONDITION.

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17. SELF-EXPLANATORY.
18. TO BE COMPLETED BY FAA.

**MINUTES OF A REGULAR MEETING ATTACHMENT 4  
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. FSVA 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 FSVA 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:***

<b>Board Member Fairfax</b>	<b>YES</b>
<b>Board Member Schoen</b>	<b>YES</b>
<b>Vice-Chairman McBryant</b>	<b>YES</b>
<b>Board Member Haemmerle</b>	<b>YES</b>
<b>Board Member Greenberg</b>	<b>YES</b>
<b>Board Member McCleary</b>	<b>YES</b>
<b>Board Member Keirn</b>	<b>YES</b>

**PASSED UNANIMOUSLY**

## **IX. ADJOURNMENT**

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

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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.*

**Friedman Memorial Airport**  
**Profit & Loss Budget vs. Actual (Combined)**  
 October through December 2012

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 Accrual Basis

Ordinary Income/Expense	Oct - Dec 12	Budget	\$ Over Budget	% of Budget
Income				
4000-00 · AIRCARRIER				
4000-01 · Aircarrier - Lease Space	21,130.11	84,600.00	-63,469.89	25.0%
4000-02 · Aircarrier - Landing Fees	11,955.06	92,000.00	-80,044.94	13.0%
4000-03 · Aircarrier - Gate Fees	300.00	1,200.00	-900.00	25.0%
4000-04 · Aircarrier - Utility Fees	1,779.12	7,600.00	-5,820.88	23.4%
4010-05 · Aircarrier -'11 PFC Application	45,838.74	213,000.00	-167,161.26	21.5%
Total 4000-00 · AIRCARRIER	81,003.03	398,400.00	-317,396.97	20.3%
4020-00 · TERMINAL AUTO PARKING REVENUE				
4020-01 · Automobile Parking - Terminal	14,874.70	70,000.00	-55,125.30	21.2%
Total 4020-00 · TERMINAL AUTO PARKING REVENUE	14,874.70	70,000.00	-55,125.30	21.2%
4030-00 · AUTO RENTAL REVENUE				
4030-01 · Automobile Rental - Commission	48,244.54	325,000.00	-276,755.46	14.8%
4030-02 · Automobile Rental - Counter	2,014.08	7,300.00	-5,285.92	27.6%
4030-03 · Automobile Rental - Auto Prkng	28,137.00	29,000.00	-863.00	97.0%
4030-04 · Automobile Rental - Utilities	80.44	500.00	-419.56	16.1%
4030-05 · Automobile Rental - Off. Airpt.	0.00	40,000.00	-40,000.00	0.0%
Total 4030-00 · AUTO RENTAL REVENUE	78,476.06	401,800.00	-323,323.94	19.5%
4040-00 · TERMINAL CONCESSION REVENUE				
4040-01 · Terminal Shops - Commission	0.00	3,500.00	-3,500.00	0.0%
4040-02 · Terminal Shops - Lease Space	2,179.29	8,500.00	-6,320.71	25.6%
4040-03 · Terminal Shops - Utility Fees	130.41	600.00	-469.59	21.7%
4040-10 · Advertising - Commission	8,633.73	33,000.00	-24,366.27	26.2%
4040-12 · Terminal ATM	16.70			
Total 4040-00 · TERMINAL CONCESSION REVENUE	10,960.13	45,600.00	-34,639.87	24.0%
4050-00 · FBO REVENUE				
4050-01 · FBO - Lease Space	51,670.28	229,466.00	-177,795.72	22.5%
4050-02 · FBO - Tiedown Fees	24,503.40	230,000.00	-205,496.60	10.7%
4050-03 · FBO - Landing Fees - Trans.	38,963.52	215,000.00	-176,036.48	18.1%
4050-04 · FBO - Commission	4,319.61	20,000.00	-15,680.39	21.6%
Total 4050-00 · FBO REVENUE	119,456.81	694,466.00	-575,009.19	17.2%

ATTACHMENT 5

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Accrual Basis

**Friedman Memorial Airport**  
**Profit & Loss Budget vs. Actual (Combined)**  
 October through December 2012

	Oct - Dec 12	Budget	\$ Over Budget	% of Budget
4060-00 · FUEL FLOWAGE REVENUE				
4060-01 · Fuel Flowage - FBO	18,619.18	172,000.00	-153,380.82	10.8%
Total 4060-00 · FUEL FLOWAGE REVENUE	18,619.18	172,000.00	-153,380.82	10.8%
4070-00 · TRANSIENT LANDING FEES REVENUE				
4070-02 · Landing Fees - Non-Comm./Gov't	278.64	500.00	-221.36	55.7%
Total 4070-00 · TRANSIENT LANDING FEES REVENUE	278.64	500.00	-221.36	55.7%
4080-00 · HANGARS REVENUE				
4080-01 · Land Lease - Hangar	116,817.66	493,707.00	-376,889.34	23.7%
4080-02 · Land Lease - Hangar/Trans. Fee	198.00			
4080-03 · Land Lease - Hangar/Utilities	357.39	1,400.00	-1,042.61	25.5%
4080-20 · Land Lease - Government Revenue	1,711.13			
Total 4080-00 · HANGARS REVENUE	119,084.18	495,107.00	-376,022.82	24.1%
4090-00 · TIEDOWN PERMIT FEES REVENUE				
4090-01 · Tiedown Permit Fees (FMA)	15,822.50	17,000.00	-1,177.50	93.1%
Total 4090-00 · TIEDOWN PERMIT FEES REVENUE	15,822.50	17,000.00	-1,177.50	93.1%
4100-00 · POSTAL CARRIERS REVENUE				
4100-01 · Postal Carriers - Landing Fees	2,184.65	8,500.00	-6,315.35	25.7%
4100-02 · Postal Carriers - Tiedown	2,970.00			
Total 4100-00 · POSTAL CARRIERS REVENUE	5,154.65	8,500.00	-3,345.35	60.6%
4110-00 · MISCELLANEOUS REVENUE				
4110-01 · Misc. Revenue	35,225.04			
4110-06 · Misc. - Security-Prox. Cards	18,340.00	27,000.00	-8,660.00	67.9%
Total 4110-00 · MISCELLANEOUS REVENUE	53,565.04	27,000.00	26,565.04	198.4%
4120-00 · GROUND TRANSP. PERMIT REVENUE				
4120-01 · Ground Transportation Permit	12,800.00	16,000.00	-3,200.00	80.0%
4120-02 · GTSP - Trip Fee	720.00			
Total 4120-00 · GROUND TRANSP. PERMIT REVENUE	13,520.00	16,000.00	-2,480.00	84.5%
4400-00 · TSA				
4400-02 · Terminal Lease	2,263.41			
Total 4400-00 · TSA	2,263.41			



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Accrual Basis

**Friedman Memorial Airport**  
**Profit & Loss Budget vs. Actual (Combined)**  
 October through December 2012

	Oct - Dec 12	Budget	\$ Over Budget	% of Budget
4500-00 · IDAHO STATE GRANT PROGRAM REV.				
4500-11 · SUN-11	0.00	0.00	0.00	0.0%
4500-13 · SUN-13	0.00	20,000.00	-20,000.00	0.0%
Total 4500-00 · IDAHO STATE GRANT PROGRAM REV.	0.00	20,000.00	-20,000.00	0.0%
4520-00 · INTEREST INCOME				
4520-05 · Interest Income - '11 PFC	57.77			
4600-00 · Interest Income - General	2,857.47	14,000.00	-11,142.53	20.4%
Total 4520-00 · INTEREST INCOME	2,915.24	14,000.00	-11,084.76	20.8%
4702-00 · AIP 02 New Airpt. EIS Phs. II				
4702-01 · AIP 02	0.00	100,000.00	-100,000.00	0.0%
Total 4702-00 · AIP 02 New Airpt. EIS Phs. II	0.00	100,000.00	-100,000.00	0.0%
4703-00 · AIP 03 FMA/FAA				
4703-01 · AIP 03	0.00	40,000.00	-40,000.00	0.0%
Total 4703-00 · AIP 03 FMA/FAA	0.00	40,000.00	-40,000.00	0.0%
4704-00 · AIP 04-New Arpt. EIS-Phs.III/IV				
4704-01 · AIP '04 - FAA	0.00	1,000,000.00	-1,000,000.00	0.0%
Total 4704-00 · AIP 04-New Arpt. EIS-Phs.III/IV	0.00	1,000,000.00	-1,000,000.00	0.0%
4705-00 · AIP 05-New Arpt. EIS-Phs.				
4705-01 · AIP '05 - FAA	0.00	500,000.00	-500,000.00	0.0%
Total 4705-00 · AIP 05-New Arpt. EIS-Phs.	0.00	500,000.00	-500,000.00	0.0%
4737-00 · AIP 37				
4737-01 · AIP '37 - FMA Altern. Analysis	32,772.00	525,000.00	-492,228.00	6.2%
Total 4737-00 · AIP 37	32,772.00	525,000.00	-492,228.00	6.2%
4738-00 · Existing Site Improvement				
4738-01 · AIP '38	0.00	750,000.00	-750,000.00	0.0%
Total 4738-00 · Existing Site Improvement	0.00	750,000.00	-750,000.00	0.0%

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Accrual Basis

**Friedman Memorial Airport**  
**Profit & Loss Budget vs. Actual (Combined)**  
 October through December 2012

	Oct - Dec 12	Budget	\$ Over Budget	% of Budget
4739-00 · AIP 39 - Implement ALP				
4739-01 · AIP 39	0.00	1,725,000.00	-1,725,000.00	0.0%
Total 4739-00 · AIP 39 - Implement ALP	0.00	1,725,000.00	-1,725,000.00	0.0%
Total Income	568,765.57	7,020,373.00	-6,451,607.43	8.1%
Gross Profit	568,765.57	7,020,373.00	-6,451,607.43	8.1%
Expense				
EXPENDITURES				
"A" EXPENSES				
5000-01 · Salaries - Airport Manager	31,850.69	127,403.00	-95,552.31	25.0%
5010-00 · Salaries -Contracts/Finance Adm	21,555.05	82,500.00	-60,944.95	26.1%
5010-01 · Salaries - Office Assist.	41,574.01	163,812.58	-122,238.57	25.4%
5020-00 · Salaries - ARFF/OPS Chief	22,873.23	82,500.00	-59,626.77	27.7%
5030-00 · Salaries - ARFF/OPS Specialist	76,658.34	302,723.84	-226,065.50	25.3%
5040-00 · Salaries-ASC/Sp.Prjct./Ex. Assi	15,828.80	59,190.96	-43,362.16	26.7%
5050-00 · Salaries - Temp.	2,207.00	15,000.00	-12,793.00	14.7%
5050-02 · Salaries - Merit Increase	0.00	20,721.82	-20,721.82	0.0%
5060-01 · Overtime - General	0.00	2,000.00	-2,000.00	0.0%
5060-02 · Overtime - Snow Removal	0.00	10,000.00	-10,000.00	0.0%
5060-04 · OT - Security	0.00	2,500.00	-2,500.00	0.0%
5100-00 · Retirement	24,657.26	100,815.67	-76,158.41	24.5%
5110-00 · Social Security/Medicare	14,930.60	66,428.93	-51,498.33	22.5%
5120-00 · Life Insurance	498.78	2,000.00	-1,501.22	24.9%
5130-00 · Medical Insurance	37,937.43	155,000.00	-117,062.57	24.5%
5160-00 · Workman's Compensation	0.00	15,000.00	-15,000.00	0.0%
Total "A" EXPENSES	290,571.19	1,207,596.80	-917,025.61	24.1%
"B" EXPENDITURES				
"B" EXPENSES - ADMINISTRATIVE				
6000-00 · TRAVEL EXPENSE				
6000-01 · Travel	1,568.16			
6000-00 · TRAVEL EXPENSE - Other	0.00	15,000.00	-15,000.00	0.0%
Total 6000-00 · TRAVEL EXPENSE	1,568.16	15,000.00	-13,431.84	10.5%

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Accrual Basis

**Friedman Memorial Airport**  
**Profit & Loss Budget vs. Actual (Combined)**  
 October through December 2012

	Oct - Dec 12	Budget	\$ Over Budget	% of Budget
<b>6010-00 · SUPPLIES/EQUIPMENT EXPENSE</b>				
6010-01 · Supplies - Office	1,916.80	13,500.00	-11,583.20	14.2%
6010-03 · Supplies - Computer	1,111.80			
<b>Total 6010-00 · SUPPLIES/EQUIPMENT EXPENSE</b>	<b>3,028.60</b>	<b>13,500.00</b>	<b>-10,471.40</b>	<b>22.4%</b>
<b>6020-00 · INSURANCE</b>				
6020-01 · Insurance - Liability	16,500.00	18,500.00	-2,000.00	89.2%
6020-02 · Insurance - Public Officials	13,925.00	13,600.00	325.00	102.4%
6020-03 · Insurance-Bldg/Unlic.Veh./Prop	30,393.00	29,600.00	793.00	102.7%
6020-04 · Insurance - Licensed Vehicles	5,353.00	5,900.00	-547.00	90.7%
6020-05 · Insurance - Crime	625.00	550.00	75.00	113.6%
<b>Total 6020-00 · INSURANCE</b>	<b>66,796.00</b>	<b>68,150.00</b>	<b>-1,354.00</b>	<b>98.0%</b>
<b>6030-00 · UTILITIES</b>				
6030-01 · Utilities - Gas/Terminal	1,433.04	13,000.00	-11,566.96	11.0%
6030-02 · Utilities - Gas/Maintenance	1,481.26	8,500.00	-7,018.74	17.4%
6030-03 · Utilities - Elect./Runway&PAPI	1,667.60	6,000.00	-4,332.40	27.8%
6030-04 · Utilities - Elec./Office/Maint.	3,065.42	9,000.00	-5,934.58	34.1%
6030-05 · Utilities - Electric/Terminal	2,189.62	7,500.00	-5,310.38	29.2%
6030-06 · Utilities - Telephone	3,026.63	17,000.00	-13,973.37	17.8%
6030-07 · Utilities - Water	162.54	1,200.00	-1,037.46	13.5%
6030-08 · Utilities - Garbage Removal	2,011.07	6,000.00	-3,988.93	33.5%
6030-09 · Utilities - Sewer	428.40	1,500.00	-1,071.60	28.6%
6030-10 · Utilities - Elec./Sewer	48.86	500.00	-451.14	9.8%
6030-11 · Utilities - Electric/Tower	1,152.00	4,000.00	-2,848.00	28.8%
6030-12 · Utilities - Elec./Brdfrd.Hghl	71.33			
6030-15 · Utilities - Elec/AWOS	138.37	900.00	-761.63	15.4%
6030-16 · Utilities - Elec. Wind Cone	35.17	210.00	-174.83	16.7%
6030-17 · Utilities - Elec.- Rosenberg	15.84			
6040-01 · Service Provider - Weather	5,772.00	3,700.00	2,072.00	156.0%
6040-02 · Service Provider - Term. Music	211.14	1,000.00	-788.86	21.1%
6040-03 · Service Provider - Internet/ISP	1,350.00	7,500.00	-6,150.00	18.0%
6040-04 · Service Provider - AWOS NADN	0.00	2,000.00	-2,000.00	0.0%
6040-05 · Service Provider - ISP/Terminal	450.00	2,000.00	-1,550.00	22.5%
6040-06 · Service Provider - SSI Movement	0.00	8,035.00	-8,035.00	0.0%
<b>Total 6030-00 · UTILITIES</b>	<b>24,710.29</b>	<b>99,545.00</b>	<b>-74,834.71</b>	<b>24.8%</b>

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Accrual Basis

**Friedman Memorial Airport**  
**Profit & Loss Budget vs. Actual (Combined)**  
 October through December 2012

	Oct - Dec 12	Budget	\$ Over Budget	% of Budget
<b>6050-00 · PROFESSIONAL SERVICES</b>				
6050-01 · Professional Services - Legal	5,074.05	27,500.00	-22,425.95	18.5%
6050-02 · Professional Services - Audit	0.00	25,000.00	-25,000.00	0.0%
6050-03 · Professional Services - Engineer	1,264.89	27,000.00	-25,735.11	4.7%
6050-04 · Professional Services - ARFF	0.00	2,000.00	-2,000.00	0.0%
6050-05 · Professional Services - Gen.	11,537.08			
6050-07 · Professional Services - Archite	53.00	1,000.00	-947.00	5.3%
6050-08 · Professional Services - Securit	0.00	4,000.00	-4,000.00	0.0%
6050-10 · Prof. Svcs.-IT/Comp. Support	4,873.00	12,000.00	-7,127.00	40.6%
6050-11 · Professional Services - Wildlif	0.00	2,000.00	-2,000.00	0.0%
6050-12 · Prof. Serv.- Planning Air Serv.	2,641.00	32,000.00	-29,359.00	8.3%
6050-13 · Prof. Serv.-Website Des.& Maint	0.00	6,500.00	-6,500.00	0.0%
6050-14 · Professional Services - EA	8,093.61			
6050-00 · PROFESSIONAL SERVICES - Other	-90.00			
<b>Total 6050-00 · PROFESSIONAL SERVICES</b>	<b>33,446.63</b>	<b>139,000.00</b>	<b>-105,553.37</b>	<b>24.1%</b>
<b>6060-00 · MAINTENANCE-OFFICE EQUIPMENT</b>				
6060-01 · Maint.-Office Equip./Gen.	0.00	10,000.00	-10,000.00	0.0%
6060-04 · Maintenance - Copier	8,282.00			
<b>Total 6060-00 · MAINTENANCE-OFFICE EQUIPMENT</b>	<b>8,282.00</b>	<b>10,000.00</b>	<b>-1,718.00</b>	<b>82.8%</b>
<b>6070-00 · RENT/LEASE OFFICE EQUIPMENT</b>				
6070-01 · Rent/Lease - Office Equip./Gen	0.00	1,500.00	-1,500.00	0.0%
6070-02 · Rent/Lease - Postage Meter	342.00			
6070-03 · Rent/Lease - Copier	55.82	4,000.00	-3,944.18	1.4%
<b>Total 6070-00 · RENT/LEASE OFFICE EQUIPMENT</b>	<b>397.82</b>	<b>5,500.00</b>	<b>-5,102.18</b>	<b>7.2%</b>
<b>6080-00 · DUES/MEMBERSHIPS/PUBLICATIONS E</b>				
6080-01 · Dues/Memberships/Publications	8,191.57	15,000.00	-6,808.43	54.6%
6080-02 · Membership - Internet/Website	462.00			
6080-04 · Airport Marketing	55.00	15,000.00	-14,945.00	0.4%
<b>Total 6080-00 · DUES/MEMBERSHIPS/PUBLICATIONS...</b>	<b>8,708.57</b>	<b>30,000.00</b>	<b>-21,291.43</b>	<b>29.0%</b>
<b>6090-00 · POSTAGE</b>				
6090-01 · Postage/Courier Service	40.00	2,700.00	-2,660.00	1.5%
<b>Total 6090-00 · POSTAGE</b>	<b>40.00</b>	<b>2,700.00</b>	<b>-2,660.00</b>	<b>1.5%</b>

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Accrual Basis

**Friedman Memorial Airport**  
**Profit & Loss Budget vs. Actual (Combined)**  
 October through December 2012

	Oct - Dec 12	Budget	\$ Over Budget	% of Budget
<b>6100-00 · EDUCATION/TRAINING</b>				
6100-01 · Education/Training - Admin.	2,116.00	30,000.00	-27,884.00	7.1%
6100-03 · Education/Training - ARFF	815.03			
6100-04 · Education/Training - Tri-Ann	272.00			
6100-05 · Education - Neighborl Flight	195.00			
<b>Total 6100-00 · EDUCATION/TRAINING</b>	<b>3,398.03</b>	<b>30,000.00</b>	<b>-26,601.97</b>	<b>11.3%</b>
<b>6110-00 · CONTRACTS</b>				
6110-01 · Contracts - General	30,240.00			
6110-02 · Contracts - FMAA	8,400.00	33,600.00	-25,200.00	25.0%
6110-03 · Contracts - SVA/Fee Collection	14,700.00	58,860.00	-44,160.00	25.0%
6110-04 · Contracts - COH LEO	408.00	15,000.00	-14,592.00	2.7%
6110-05 · Contracts - Janitorial	0.00	10,000.00	-10,000.00	0.0%
6110-06 · Electronic Filing System	3,450.00	13,800.00	-10,350.00	25.0%
6110-08 · Contracts - Eccles Tree Lights	0.00	30,000.00	-30,000.00	0.0%
6110-09 · Contracts - Website	0.00	350.00	-350.00	0.0%
6110-10 · Online Email Server Access	10.78	2,000.00	-1,989.22	0.5%
6110-11 · Contracts -Security CMS	2,710.00	42,500.00	-39,790.00	6.4%
<b>Total 6110-00 · CONTRACTS</b>	<b>59,918.78</b>	<b>206,110.00</b>	<b>-146,191.22</b>	<b>29.1%</b>
<b>6120-00 · PERMITS</b>				
6120-01 · Permits - General	23.00	100.00	-77.00	23.0%
<b>Total 6120-00 · PERMITS</b>	<b>23.00</b>	<b>100.00</b>	<b>-77.00</b>	<b>23.0%</b>
<b>6130-00 · MISCELLANEOUS EXPENSES</b>				
6130-01 · Misc. - General	3,105.40	6,500.00	-3,394.60	47.8%
6140-00 · Bank Fees	546.83	1,000.00	-453.17	54.7%
<b>Total 6130-00 · MISCELLANEOUS EXPENSES</b>	<b>3,652.23</b>	<b>7,500.00</b>	<b>-3,847.77</b>	<b>48.7%</b>
<b>Total "B" EXPENSES - ADMINISTRATIVE</b>	<b>213,970.11</b>	<b>627,105.00</b>	<b>-413,134.89</b>	<b>34.1%</b>

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Accrual Basis

**Friedman Memorial Airport**  
**Profit & Loss Budget vs. Actual (Combined)**  
 October through December 2012

	Oct - Dec 12	Budget	\$ Over Budget	% of Budget
<b>"B" EXPENSES - OPERATIONAL</b>				
6500-00 · SUPPLIES/EQUIPMENT-ARFF/OPERATI				
6500-01 · Supplies/Equipment - General	319.49	10,000.00	-9,680.51	3.2%
6500-02 · Supplies/Equipment - Tools	355.50			
6500-03 · Supplies/Equipment - Clothing	119.94			
6500-04 · Supplies/Equipment - Janitorial	2,940.44			
6500-05 · Supplies/Equipment - Deice	0.00	15,000.00	-15,000.00	0.0%
6500-06 · Supplies/Equipment - ARFF	0.00	5,000.00	-5,000.00	0.0%
<b>Total 6500-00 · SUPPLIES/EQUIPMENT-ARFF/OPERATI</b>	<b>3,735.37</b>	<b>30,000.00</b>	<b>-26,264.63</b>	<b>12.5%</b>
<b>6510-00 · FUEL/LUBRICANTS</b>				
6510-02 · Fuel	12,219.85	50,000.00	-37,780.15	24.4%
<b>Total 6510-00 · FUEL/LUBRICANTS</b>	<b>12,219.85</b>	<b>50,000.00</b>	<b>-37,780.15</b>	<b>24.4%</b>
<b>6520-00 · VEHICLES/MAINTENANCE</b>				
6520-01 · R/M Equipment - General	1,948.13	27,000.00	-25,051.87	7.2%
6520-02 · R/M Equip. '93 Schmidt Snow	334.48			
6520-04 · R/M Equip. '84 Chevy Plow Truck	23.00			
6520-08 · R/M Equip. - '96 Tiger Tractor	1,473.42			
6520-19 · R/M Equip. '02 Ford F-150 PU	372.76			
6520-24 · R/M Equip. - '01 Ford F-250	162.96			
<b>Total 6520-00 · VEHICLES/MAINTENANCE</b>	<b>4,314.75</b>	<b>27,000.00</b>	<b>-22,685.25</b>	<b>16.0%</b>
<b>6530-00 · ARFF MAINTENANCE</b>				
6530-01 · ARFF Maint. General	0.00	5,000.00	-5,000.00	0.0%
6530-04 · ARFF Maint. - Radios	1,737.50			
<b>Total 6530-00 · ARFF MAINTENANCE</b>	<b>1,737.50</b>	<b>5,000.00</b>	<b>-3,262.50</b>	<b>34.8%</b>
<b>6540-00 · REPAIRS/MAINTENANCE - BUILDING</b>				
6540-01 · R/M Bldg. - General	1,126.71	29,000.00	-27,873.29	3.9%
6540-02 · R/M Bldg. - Terminal	6,725.20			
6540-03 · R/M Bldg. - Shop	842.13			
6540-04 · R/M Bldg. - Cold Storage	298.80			
6540-05 · R/M Bldg. - Manager's Bldg.	229.42			
6540-07 · R/M Bldg. - Tower	4,084.28			
6540-08 · R/M Bldg. - Parking Booth	90.00			
<b>Total 6540-00 · REPAIRS/MAINTENANCE - BUILDING</b>	<b>13,396.54</b>	<b>29,000.00</b>	<b>-15,603.46</b>	<b>46.2%</b>



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Accrual Basis

**Friedman Memorial Airport**  
**Profit & Loss Budget vs. Actual (Combined)**  
 October through December 2012

	Oct - Dec 12	Budget	\$ Over Budget	% of Budget
<b>6550-00 · REPAIRS/MAINTENANCE - AIRSIDE</b>				
6550-01 · R/M - General	0.00	15,000.00	-15,000.00	0.0%
6550-02 · R/M - Airfield	160.70			
6550-04 · R/M - Lights	1,084.73			
6550-05 · R/M - Grounds	285.00			
<b>Total 6550-00 · REPAIRS/MAINTENANCE - AIRSIDE</b>	<b>1,530.43</b>	<b>15,000.00</b>	<b>-13,469.57</b>	<b>10.2%</b>
<b>6560-00 · SECURITY EXPENSE</b>				
6560-01 · Security	3,875.80	20,000.00	-16,124.20	19.4%
<b>Total 6560-00 · SECURITY EXPENSE</b>	<b>3,875.80</b>	<b>20,000.00</b>	<b>-16,124.20</b>	<b>19.4%</b>
<b>6570-00 · REPAIRS/MAINT.-AERONAUTICAL EQU</b>				
6570-01 · R/M Aeronautical Equip - NDB/DME	2,436.99	22,000.00	-19,563.01	11.1%
6570-04 · R/M Aeron. Equip. - AWOS/ATIS	2,850.00			
6570-05 · R/M Aero.Equip. Flying Hat Lgts	375.00			
<b>Total 6570-00 · REPAIRS/MAINT.-AERONAUTICAL EQU</b>	<b>5,661.99</b>	<b>22,000.00</b>	<b>-16,338.01</b>	<b>25.7%</b>
<b>Total "B" EXPENSES - OPERATIONAL</b>	<b>46,472.23</b>	<b>198,000.00</b>	<b>-151,527.77</b>	<b>23.5%</b>
<b>Total "B" EXPENDITURES</b>	<b>260,442.34</b>	<b>825,105.00</b>	<b>-564,662.66</b>	<b>31.6%</b>
<b>"C" EXPENSES</b>				
<b>7000-00 · MISC. CAPITAL EXPENDITURES</b>				
7000-01 · Contingency	0.00	50,000.00	-50,000.00	0.0%
7000-05 · Computer Equipment/Software	2,868.00	25,600.00	-22,732.00	11.2%
7000-06 · Asphalt Repair	0.00	12,700.00	-12,700.00	0.0%
7000-08 · ATC Equipment	0.00	6,600.00	-6,600.00	0.0%
7000-26 · Acquisition - Licensed Vehicles	0.00	43,000.00	-43,000.00	0.0%
7000-30 · Tires	0.00	13,500.00	-13,500.00	0.0%
7000-36 · Drivers Training Software	7,125.00			
<b>Total 7000-00 · MISC. CAPITAL EXPENDITURES</b>	<b>9,993.00</b>	<b>151,400.00</b>	<b>-141,407.00</b>	<b>6.6%</b>
<b>7500-00 · IDAHO STATE GRANT PROGRAM</b>				
7500-13 · ITD (SUN-13 ITD/FMA)	0.00	40,000.00	-40,000.00	0.0%
<b>Total 7500-00 · IDAHO STATE GRANT PROGRAM</b>	<b>0.00</b>	<b>40,000.00</b>	<b>-40,000.00</b>	<b>0.0%</b>

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Accrual Basis

**Friedman Memorial Airport**  
**Profit & Loss Budget vs. Actual (Combined)**  
 October through December 2012

	Oct - Dec 12	Budget	\$ Over Budget	% of Budget
7502-00 · AIP 02 EXPENSE				
7502-01 · AIP '02 - New Arpt. EIS-Ph.II	0.00	105,264.00	-105,264.00	0.0%
Total 7502-00 · AIP 02 EXPENSE	0.00	105,264.00	-105,264.00	0.0%
7503-00 · AIP 03 EXPENSE				
7503-01 · AIP '03 - New Arpt. EIS-Ph. III	0.00	42,106.00	-42,106.00	0.0%
Total 7503-00 · AIP 03 EXPENSE	0.00	42,106.00	-42,106.00	0.0%
7504-00 · AIP 04 EXPENSE				
7504-01 · AIP '04-New Arpt.EIS-Phs.III/IV	0.00	1,052,632.00	-1,052,632.00	0.0%
Total 7504-00 · AIP 04 EXPENSE	0.00	1,052,632.00	-1,052,632.00	0.0%
7505-00 · AIP '05 EXPENSE				
7505-01 · AIP '05-New Arpt. EIS-Phs.	0.00	526,316.00	-526,316.00	0.0%
Total 7505-00 · AIP '05 EXPENSE	0.00	526,316.00	-526,316.00	0.0%
7537-00 · AIP '37 EXPENSE				
7537-01 · AIP '37 - FMA Altern. Analysis	36,362.00	552,632.00	-516,270.00	6.6%
7537-02 · AIP '37 - Non-Eligible	2,025.35			
Total 7537-00 · AIP '37 EXPENSE	38,387.35	552,632.00	-514,244.65	6.9%
7538-00 · Improvements to Existing Site				
7538-01 · AIP '38	0.00	789,474.00	-789,474.00	0.0%
Total 7538-00 · Improvements to Existing Site	0.00	789,474.00	-789,474.00	0.0%
7539-00 · AIP '39 EXPENSE - Imp. ALP				
7539-01 · AIP '39 - Eligible	0.00	1,818,947.00	-1,818,947.00	0.0%
Total 7539-00 · AIP '39 EXPENSE - Imp. ALP	0.00	1,818,947.00	-1,818,947.00	0.0%
8000-00 · Replacement Airport				
8000-02 · Project Manager	0.00	10,000.00	-10,000.00	0.0%
8000-03 · Financial	0.00	10,000.00	-10,000.00	0.0%
8000-04 · Public Outreach	12,678.30	60,000.00	-47,321.70	21.1%
8000-05 · Current Site Master Plan	0.00	10,000.00	-10,000.00	0.0%
8000-07 · General	313.60	50,000.00	-49,686.40	0.6%
Total 8000-00 · Replacement Airport	12,991.90	140,000.00	-127,008.10	9.3%

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Accrual Basis

**Friedman Memorial Airport**  
**Profit & Loss Budget vs. Actual (Combined)**  
 October through December 2012

9000-00 · PFC EXPENSE  
 9000-03 · PFC '12 - SRE Equipm./Sec. Impr

Total 9000-00 · PFC EXPENSE

Total "C" EXPENSES

Total EXPENDITURES

Total Expense

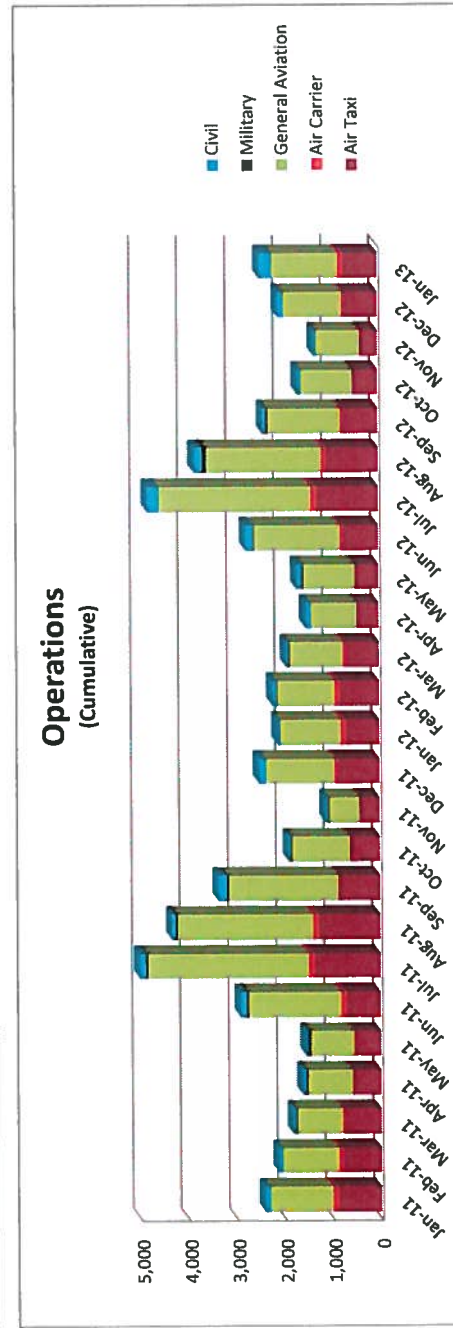
Net Ordinary Income

Net Income

	Oct - Dec 12	Budget	\$ Over Budget	% of Budget
	314,855.45	209,000.00	105,855.45	150.6%
	314,855.45	209,000.00	105,855.45	150.6%
	376,227.70	5,427,771.00	-5,051,543.30	6.9%
	927,241.23	7,460,472.80	-6,533,231.57	12.4%
	927,241.23	7,460,472.80	-6,533,231.57	12.4%
	-358,475.66	-440,099.80	81,624.14	81.5%
	<b>-358,475.66</b>	<b>-440,099.80</b>	<b>81,624.14</b>	<b>81.5%</b>

ATCT Traffic Operations Record																
Month	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	
January	3,622	3,893	3,912	2,600	3,028	2,787	4,547	2,520	2,070	2,379	2,408	2,098	2,454			
February	4,027	4,498	3,073	3,122	3,789	3,597	3,548	2,857	2,244	2,647	2,117	2,205				
March	4,952	5,126	3,086	4,097	3,618	2,918	4,677	3,097	2,145	2,709	1,813	1,921				
April	2,494	3,649	2,213	2,840	2,462	2,047	2,581	2,113	1,724	1,735	1,604	1,513				
May	3,905	4,184	2,654	3,282	2,729	2,134	1,579	2,293	2,280	1,891	1,533	1,693				
June	4,787	5,039	4,737	4,438	3,674	3,656	5,181	3,334	2,503	3,019	2,898	2,761				
July	6,359	8,796	6,117	5,910	5,424	5,931	7,398	4,704	4,551	5,005	5,004	4,810				
August	6,479	6,917	5,513	5,707	5,722	6,087	8,196	4,570	4,488	4,705	4,326	3,823				
September	3,871	4,636	4,162	4,124	4,609	3,760	4,311	2,696	3,376	3,128	3,359	2,396				
October	3,879	3,656	3,426	2,936	3,570	3,339	3,103	2,134	2,145	2,012	1,886	1,658				
November	3,082	2,698	2,599	2,749	2,260	2,912	2,892	1,670	1,901	1,309	1,114	1,325				
December	3,401	2,805	3,247	3,227	2,722	3,834	2,699	1,848	2,272	1,811	2,493	2,066				
<b>Totals</b>	<b>50,858</b>	<b>55,897</b>	<b>44,739</b>	<b>45,032</b>	<b>43,607</b>	<b>43,002</b>	<b>50,712</b>	<b>33,836</b>	<b>31,699</b>	<b>32,350</b>	<b>30,555</b>	<b>28,269</b>	<b>2,454</b>			

ATCT Operations Change (current month vs. same month last year)			
	2013	2012	% Change
Air Taxi	709	701	1%
Air Carrier	109	102	7%
General Aviation	1,364	1,245	10%
Military	6	4	50%
Civil	266	46	478%
Total	2454	2098	17%

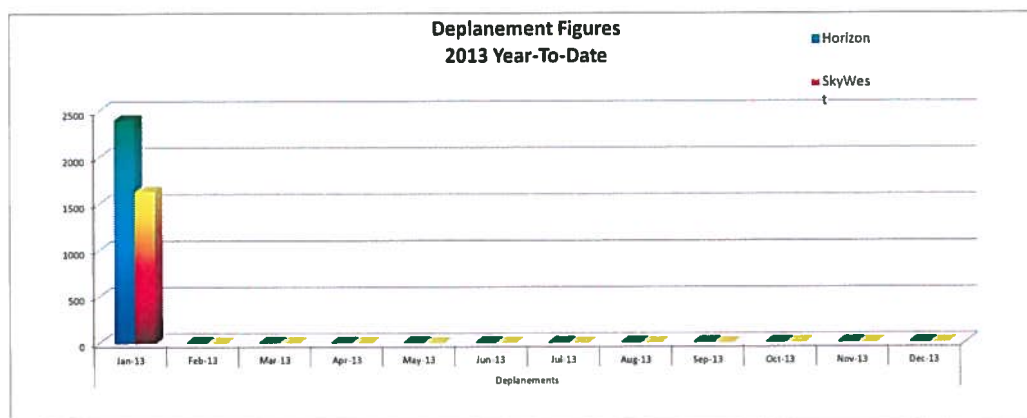
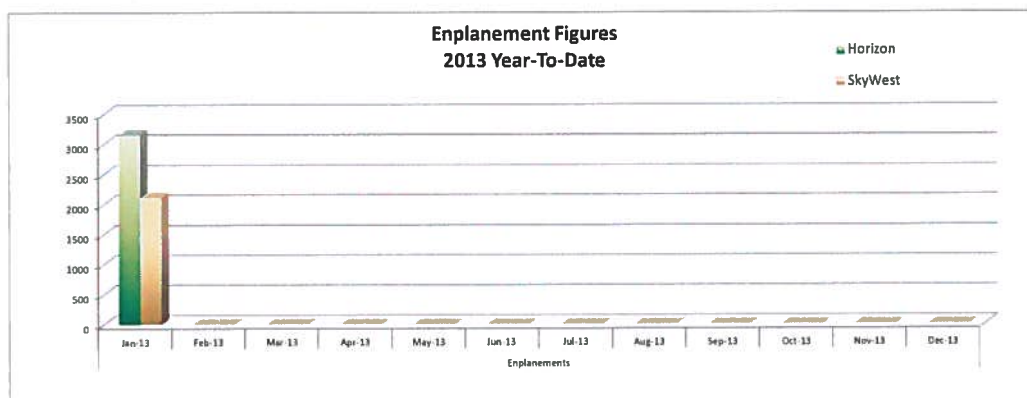


2013 Enplanements													
Date	Horizon					SkyWest					Current Y-T-D	Prior Y-T-D	Y-T-Y % Change
	Revenue	Non-Revenue	Total	Prior Year Month	M-T-M % Change	Revenue	Non-Revenue	Total	Prior Year Month	M-T-M % Change			
Jan-13	3,079	71	3,150	2,932	7%	2,047	66	2,113	2,395	-12%	5,263	5,327	-1.2%
<b>Totals</b>	<b>3,079</b>	<b>71</b>	<b>3,150</b>	<b>2,932</b>	<b>7%</b>	<b>2,047</b>	<b>66</b>	<b>2,113</b>	<b>2,395</b>	<b>-12%</b>			

Legend for Chart: Y-T-D = Year-To-Date Y-T-Y = Year-To-Year

2013 Deplanements													
Date	Horizon					SkyWest					Current Y-T-D	Prior Y-T-D	Y-T-Y % Change
	Revenue	Non-Revenue	Total	Prior Year Month	M-T-M % Change	Revenue	Non-Revenue	Total	Prior Year Month	M-T-M % Change			
Jan-13	2,320	78	2,398	2,259	6%	1,575	57	1,632	1,679	-3%	4,030	3,938	2.3%
<b>Totals</b>	<b>2,320</b>	<b>78</b>	<b>2,398</b>	<b>2,259</b>	<b>6%</b>	<b>1,575</b>	<b>57</b>	<b>1,632</b>	<b>1,679</b>	<b>-3%</b>			

Legend for Chart: Y-T-D = Year-To-Date Y-T-Y = Year-To-Year





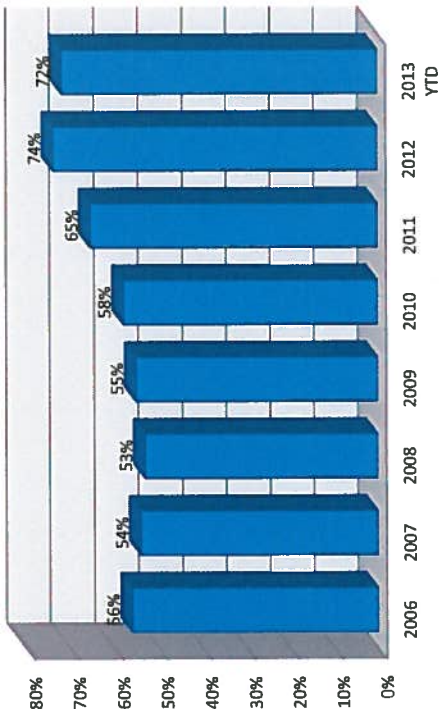
# Friedman Memorial Airport

January 2013

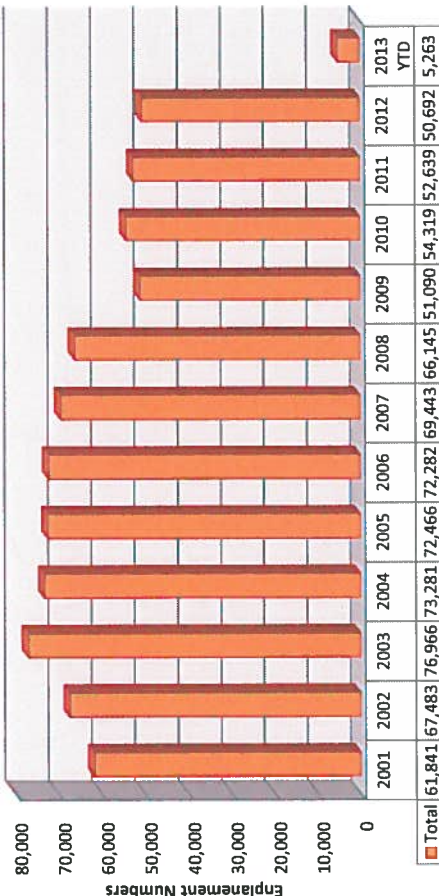
## 2013 Seat Occupancy

Date	Alaska Airlines				SkyWest Airlines				Annual Seat Occupancy Totals Year-to-Year Comparison			Annual Seat Occupancy Percentages Year-to-Year Comparison				
	Departure Flights	Seats Available	Seats Occupied	Percent Occupied	Departure Flights	Seats Available	Seats Occupied	Percent Occupied	Total Seats Occupied Y-T-D	Total Seats Occupied		Y-T-Y % Change	Current Y-T-D % Occupied	Prior Y-T-D % Occupied		Y-T-Y % Change
										Prior Y-T-D	Y-T-D			Y-T-D % Occupied	Y-T-D % Occupied	
Jan-13	59	4,130	3,150	76%	107	3,210	2,113	66%	5,263	5,327	-1%	71.70%	73.37%		-2%	
Totals	59	4,130	3,150	76%	107	3,210	2,113	66%								
Note:	Total of 70 Seats Available on aircraft				Total of 30 Seats Available on aircraft				Legend: Y-T-D = Year-to-Date			Y-T-Y = Year-To-Year				

Historical Seat Occupancy Comparison  
2001-2013 YTD



Historical Enplanement Comparison  
2001 - 2013 YTD





**Rick Baird**

**From:** Gwen Basaria <gwen.papineau@aaae.org>  
**Sent:** Monday, February 11, 2013 2:16 PM  
**To:** Rick Baird  
**Subject:** Airport Alert: AAAE Urges GOP Leaders to Eliminate PFC Cap



### AAAE Urges GOP Leaders to Eliminate PFC Cap

February 11, 2013

AAAE again urged House Republican leaders to eliminate the federal cap on local Passenger Facility Charges as GOP lawmakers put together an agenda that focuses on stimulating the economy, creating jobs, and helping American families.

Rep. Cathy McMorris Rodgers (R-WA), the head of the House Republican Conference, and Rep. James Lankford (R-OK), who serves on the House Oversight and Government Reform Committee, are reportedly reaching out to their GOP colleagues for ways to grow the economy and support American families.

AAAE Gov President Todd Hauptli used the opening to again urge House Republicans to eliminate the federal cap on local PFCs. In a [letter](#) to the two GOP lawmakers, Hauptli argued that doing away with the PFC cap would be good for job creation and economic growth.

"Investing in airport infrastructure projects helps to facilitate the movement of goods and people - the platform of our global economy," Hauptli said. "Lifting the PFC cap would also help airports stimulate the economy by creating and supporting tens of thousands of jobs every year."



[Todd Hauptli](#), President, AAAE GOV  
[Joel Bacon](#), Vice President  
[Brad Van Dam](#), Vice President

**Rick Baird**

---

**From:** Gwen Basaria <gwen.papineau@aaae.org>  
**Sent:** Wednesday, February 20, 2013 11:20 AM  
**To:** Rick Baird  
**Subject:** Airport Alert: White House Continues Call for Infrastructure Investment



## **White House Continues Call for Infrastructure Investment**

**February 20, 2013**

The White House today released more information on the President's "fix-it-first" proposal - a \$50 billion plan that calls for investing in highways, airports and other transportation projects to improve our nation's infrastructure and create jobs.

The administration is proposing \$50 billion to repair and maintain existing roads, bridges and other transportation systems to make our infrastructure system safer. Of that amount \$40 billion would be used to fix "highways, bridges, transit systems, and airports most in need of repair."

The [fact sheet](#) that the White House unveiled today did not cite a specific dollar amount for aviation. However, the President has previously proposed \$2 billion for airport infrastructure projects and \$1 billion for NextGen as part of similar infrastructure plans.

The President is again proposing that the private sector help finance infrastructure projects as part of this "Rebuild America Partnership." That part of his plan calls for the creation of a National Infrastructure Bank, which Congress has resisted.

The administration's latest proposal calls for the creation of new "America Fast Forward Bonds." The White House suggests that these new bonds would be

broader than Build America Bonds, which Congress created as part of the American Recovery and Reinvestment Act in 2009, and would include qualified private activity bonds.

The President made a pitch for the "fix-it-first" proposal during his State of the Union address earlier this month. The White House argues that investing in our nation's infrastructure system would help businesses and workers in the United States become more competitive while creating jobs.

"Despite progress over the last four years, too many construction workers remain out of work and too many of our nation's infrastructure needs remain unmet," the White House fact sheet said. "The President's plan would help put workers back on the job in the near term, while also building the infrastructure our businesses and workers need to succeed in the global economy."



[Todd Hauptli](#), President, AAAE GOV  
[Joel Bacon](#), Vice President  
[Brad Van Dam](#), Vice President  
[Gwen Papineau Basaria](#), Director



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## Rick Baird

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**From:** Gwen Basaria <gwen.papineau@aaa.org>  
**Sent:** Friday, February 22, 2013 12:15 PM  
**To:** Rick Baird  
**Subject:** Airport Alert: DOT Officials Warn Sequestration Could Cause Furloughs and Tower Shut-Downs



### **DOT Officials Warn Sequestration Could Cause Furloughs and Tower Shut-Downs**

**February 22, 2013**

In a letter sent to AAAE and other aviation stakeholders today, Department of Transportation officials warned that automatic spending cuts called for in sequestration could force the FAA to furlough the "vast majority" of its employees, eliminate midnight shifts at more than 60 towers, and close more than 100 towers at airports across the country beginning in April.

According to the [letter](#) signed by Secretary of Transportation Ray LaHood and FAA Administrator Michael Huerta, the FAA is planning to reduce its expenditures by \$600 million for the remainder of Fiscal Year 2013 should sequestration begin on March 1. In order to meet the required spending cuts, the agency is considering the following options:

1. Furlough the "vast majority" of FAA's 47,000 employees for approximately one day per pay period.
2. **Eliminate midnight shifts at over 60 towers.** (The [list](#) of facilities where overnight shifts could be eliminated may be viewed [here](#).)
3. **Close more than 100 towers at airports "with fewer than 150,000 flight operations or 10,000 commercial operations per year."** (The [list](#) of ATC



towers that could be closed may be viewed here.)

4. Reduce preventative maintenance for equipment in the National Airspace System.

LaHood and Huerta indicated that if sequestration moves forward the FAA intends to "commence furloughs and start facility shut-downs in April." LaHood and Huerta also pointed out that the planned cuts could cause long delays for passengers at large airports around the country.

"As a consequence of employee furloughs and prolonged equipment outages resulting from lower parts inventories and fewer technicians, travelers should expect delays," the letter stated. "Flights to major cities like New York, Chicago and San Francisco could experience delays of up to 90 minutes during peak hours because we will have fewer controllers on staff."

As we have indicated previously, the prospects for reaching an agreement to stall or eliminate sequestration look dim at the moment. AAAE Gov President Todd Hauptli recently [wrote](#) to key congressional leaders to outline concerns about sequestration and to highlight the importance of AIP funding and the need to raise the federal cap on local PFCs.

The ALA staff continues to make the rounds on these issues on Capitol Hill, and we urge you to weigh in with your Congressional delegations if you haven't already done so. The AAAE regulatory staff also remains engaged with FAA, TSA and other agencies to monitor how they intend to deal with sequestration should it occur.

We will keep you posted as more information becomes available.



[Todd Hauptli](#), President, AAAE GOV  
[Joel Bacon](#), Vice President  
[Brad Van Dam](#), Vice President  
[Gwen Papineau Basaria](#), Director



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**Rick Baird**

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**From:** Gwen Basaria <gwen.papineau@aaa.org>  
**Sent:** Tuesday, February 26, 2013 3:40 PM  
**To:** Rick Baird  
**Subject:** Airport Alert: Rockefeller and Lautenberg Introduce Infrastructure Bill



### **Rockefeller and Lautenberg Introduce Infrastructure Bill**

**February 26, 2013**

Senate Commerce Committee Chairman John D. Rockefeller, IV (D-WV) and Senator Frank Lautenberg (D-NJ) today introduced legislation that would create an infrastructure fund to "leverage Federal dollars to incentivize private investment in transportation projects of regional or national significance."

The American Infrastructure Investment Fund Act of 2013 would authorize \$5 billion in FY14 and FY15 for the infrastructure fund. According to a [summary](#) released by the Commerce Committee, eligible projects would include "rail lines, marine ports, pipelines, airports, highways, bridges, public transportation systems, and other transportation-related projects."

The Rockefeller-Lautenberg bill would also authorize \$600 million per year for a "National Infrastructure Grant Program" within DOT. The program would provide funding to build new projects or improve existing infrastructure. Airports, air traffic control facilities and other infrastructure projects would be eligible for program grants.

"All options need to be on the table to rebuild and expand our rail systems, ports, highways, and airports," Rockefeller stated in a [press release](#). "Right now, millions of dollars in private capital are parked on the sidelines. We need to leverage federal dollars through the infrastructure fund our bill creates to encourage private investment and fully meet our infrastructure needs."

Rockefeller and Lautenberg introduced a similar bill in the 112<sup>th</sup> Congress.

For more information, please contact Brad Van Dam at 703-797-2534.



[Todd Hauptli](#), President, AAAE Gov

[Joel Bacon](#), Vice President

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**Rick Baird**

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**From:** Gwen Basaria <gwen.papineau@aaa.org>  
**Sent:** Tuesday, February 26, 2013 10:40 AM  
**To:** Rick Baird  
**Subject:** Airport Alert: FAA Sequester Meeting with Aviation Stakeholders



### **FAA Sequester Meeting with Aviation Stakeholders**

**February 26, 2012**

Today Federal Aviation Administration (FAA) Administrator Michael Huerta and Deputy DOT Secretary John Porcari, along with senior executives from the Air Traffic Organization (ATO) and the Airports Office met with aviation stakeholders to discuss the impending sequester. AAAE Gov President Todd Hauptli and Vice President for Regulatory Affairs Melissa Sabatine attended on behalf of AAAE.

Administrator Huerta opened his remarks by indicating that the FAA's philosophy in addressing cuts necessary to meet the sequester targets was to "minimize the impact on the largest number of travelers." He outlined FAA's plans to:

1. Cut overtime, travel, training, and supplies;
2. Freeze hiring;
3. Cut non-payroll accounts and contracts;
4. Implement closures in air traffic control facilities (terminate service at all facilities with less than 150,000 operations and/or 10,000 annual enplanements -189 contract towers and 49 FAA towers);
5. Make reductions in this year's efforts on NextGen;
6. Cut maintenance, engineering, parts, and storage;
7. Initiate furloughs (one day per pay period for all FAA employees).

With regard to the planned facilities closures, the Administrator conceded this would have a disproportionate impact on business aviation and general aviation.

AAAE Gov President Todd Hauptli raised the issue of keeping more facilities open (to

lessen the impact on travelers) by requiring a higher furlough rate for federal employees. Deputy Secretary Porcari indicated that they did not want to plan for furloughs greater than one day per pay period for fear of too great an impact on the federal workforce.

FAA officials indicated they would continue to reach out to stakeholders as they finalize plans to implement cuts once the sequester takes effect. For further information contact Melissa Sabatine at 703-824-0500, ext. 138 or [Melissa.Sabatine@aaae.org](mailto:Melissa.Sabatine@aaae.org).



[Todd Hauptli](#), President, AAAE GOV  
[Joel Bacon](#), Vice President  
[Brad Van Dam](#), Vice President  
[Gwen Papineau Basaria](#), Director



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## Rick Baird

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**From:** Gwen Basaria <gwen.papineau@aaa.org>  
**Sent:** Wednesday, February 27, 2013 12:11 PM  
**To:** Rick Baird  
**Subject:** Hearing Report: Lawmakers Challenge Huerta about Sequestration



### Lawmakers Challenge Huerta about Sequestration

**February 27, 2013**

During a hearing before the House Transportation and Infrastructure Committee today, lawmakers challenged Federal Aviation Administration (FAA) Administrator Michael Huerta on the options that the FAA is considering to meet the automatic spending cuts called for in sequestration.

A number of lawmakers questioned Huerta about the FAA's plans to close more than 100 towers at small airports around the country. (The FAA's closure [list](#) includes almost 240 towers.) Full Committee Ranking Member Nick Rahall (D-WV) argued that small airports are important to rural America and to local economies. He pointed out that the FAA's hit list includes several towers in his home state of West Virginia.

"Planes will stack up in the air and line up on the ground as air traffic control struggles to cope with the furlough of hundreds of controllers on any given day," Rahall said. "And more than 200 air traffic control towers, including almost all of the control towers in my home state of West Virginia, could be closed - possibly for good."

Huerta repeatedly said that the FAA's top mission is to preserve safety and that the sequestration options are designed to minimize the impact on the maximum number of passengers. He said the FAA has "limited flexibility" and that he doesn't see a way to avoid furloughs, which are slated to start in April. Huerta said that the FAA is

meeting with aviation stakeholders to understand the impact that the proposed cuts would have on aviation before the agency makes its final decisions ([click here](#) to read yesterday's Airport Alert "FAA Sequester Meeting with Aviation Stakeholders").

Huerta left open the possibility that some towers on the FAA's closure list could remain open. But he said that any tower on the list that stays open would require the agency to make an offsetting cut somewhere else. He also pointed out that some small communities are considering using local funds to keep their towers operating.

House and Senate Republicans have strongly criticized the Administration's plans to furlough the "vast majority" of its employees, close more than 100 towers and eliminate nighttime shifts at more than 60 airports to come up with approximately \$600 million in savings. They have argued that the Administration is "creating alarm about sequestration's impact on aviation."

House Transportation and Infrastructure Committee Chairman Bill Shuster (R-PA) said again today that he is frustrated with the options that the agency has come up with and urged Huerta to consider other ways to achieve the required savings instead. Shuster and his Republican colleagues have recommended that the FAA consider cutting some of the \$500 million it spends on consulting services and scaling back its \$200 million travel budget.

However, Huerta said that \$228 million in the consulting account is designated for its telecommunications infrastructure that is used for air traffic control services and that only about \$21 million is used for actual consulting. Huerta also defended the agency's travel policies and said that the FAA has already cut its travel budget by 30 percent. But he argued that some travel is necessary including trips taken by the agency's aviation safety inspectors.

**Witness:**

[The Honorable Michael Huerta](#)

Administrator, Federal Aviation Administration

**Additional Information:**

[Summary of Subject Matter](#)



[Todd Hauptli](#), President, AAAE GOV

[Joel Bacon](#), Vice President

[Brad Van Dam](#), Vice President

[Gwen Papineau Basaria](#), Director





## Rick Baird

**From:** Barbara Cook <barbara.cook@aaae.org>  
**Sent:** Friday, March 01, 2013 3:43 PM  
**To:** Rick Baird  
**Subject:** Airport Report Today, March 4, 2013

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### TOP STORIES IN THIS ISSUE

VOL. IV, NUMBER 17

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<a href="#">Moody's: Airport Outlook Improves, But Risks Linger</a>	<a href="#">Flight Attendants Ratify US Airways' Contract</a>
<a href="#">Senate Bill Would Create Infrastructure Fund</a>	<a href="#">Scheduled Passenger Airlines Employ Fewer Workers</a>
<a href="#">Columbus Introduces New Brand Initiative</a>	<a href="#">Airport Planning, Design, Construction Meeting Held</a>
<a href="#">Republic Airways Holdings Posts Profit For 2012</a>	<a href="#">Digicast Offers Part 139 Programs, Sequestration Updates</a>
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## \* Budget Cuts Mean Uncharted Territory For Airports

If no congressional action is taken to address the across-the-board budget cuts that took effect March 1, the next few months will be uncharted territory for airports in terms of air traffic control, TSA, and Customs and Border Protection.

In the near-term, the budget cuts, known as sequestration, mean the possible closing of 168 FAA contract towers, which AAAE and its affiliate the U.S. Contract Tower Association vigorously oppose.

During a hearing last week before the House Transportation and Infrastructure Committee, lawmakers challenged FAA Administrator Michael Huerta on the options that the agency is considering to meet the automatic spending cuts called for in sequestration.

A number of lawmakers questioned Huerta about FAA's plans to close more than 100 towers at small airports around the country. Committee Ranking Member Nick Rahall (D-W.Va.) argued that small airports are important to rural America and to local economies.

### FEATURED MEETING

**AAAE ACE-Security Review Course**  
June 11 - 14, 2013 | Alexandria, VA

### UPCOMING EVENTS

**AAAE/SC Chapter AAAE Loretta Scott, A.A.E. Accreditation/Certification Academy**

March 10 - 16, 2013 | The Colony, TX

**Webinar: Enhancing Airport Safety During Airport Construction - FAA Airport Construction Advisory Council**  
March 12, 2013 | Web based,

**AAAE/FAA Advanced Airport Safety and Operations Specialist (ASOS) School**  
March 13 - 14, 2013 | Alexandria, VA

**AAAE/ACI-NA Washington Legislative Conference**

March 20 - 21, 2013 | Washington, DC

**Part 139 Refresher - BHM**

March 25 - 28, 2013 | Birmingham, AL

"Planes will stack up in the air and line up on the ground as air traffic control struggles to cope with the furlough of hundreds of controllers on any given day," Rahall said. "And more than 200 air traffic control towers, including almost all of the control towers in my home state of West Virginia, could be closed — possibly for good."

Huerta repeatedly said that FAA's top mission is to preserve safety and that the sequestration options are designed to minimize the impact on the maximum number of passengers. He said FAA has "limited flexibility," adding that he doesn't see a way to avoid furloughs, which are slated to start in April. Huerta said that FAA is meeting with aviation stakeholders to understand the impact that the proposed cuts would have on the industry before the agency makes its final decisions.

**AAAE Airport Security Coordinator Training School**

March 29, 2013 | Alexandria, VA

**AAAE Airport Emergency Management Conference**

April 3 - 5, 2013 | Los Angeles, CA

**14 CFR Part 139.321 Supervisor Fire Training**

April 10 - 11, 2013 | Alexandria, VA

**16th Annual AAAE Geographic Information Systems (GIS) Conference and Exhibition**

April 14 - 17, 2013 | Denver, CO

**47th International Aviation Snow Symposium**

April 20 - 24, 2013 | Buffalo, NY

## **Moody's: Airport Outlook Improves, But Risks Linger**

Stating that airport finances have strengthened, Moody's Investors revised the industry outlook from negative to stable. The outlook for the sector had been negative since August 2008.

"While economic conditions for the sector remain sluggish, they are positive," Moody's said in its newly released 2013 U.S. Airport Outlook. "Better-than-expected operating results in 2011 and 2012, which provide some cushion for minor weakening in airport enplanements, support airport credit. Additionally, increased financial strength of airlines reduces the risk of sudden, hard-to-manage service declines."

Moody's added, "While the long-term FAA reauthorization bill provides some guidance for stable funding levels, the across-the-board sequestration cuts or funding cuts that may come out of debt ceiling or budget negotiations provide uncertainty regarding ultimate funding levels. We expect airport funding will remain exposed to changes in government expenditure levels."

## **Senate Bill Would Create Infrastructure Fund**

Senate Commerce Committee Chairman John Rockefeller (D-W.Va.) and Sen. Frank Lautenberg (D-N.J.) have introduced legislation to create an infrastructure fund to "leverage federal dollars to incentivize private investment in transportation projects of regional or national significance."

The American Infrastructure Investment Fund Act of 2013 would authorize \$5 billion in fiscal years 2014 and 2015 for the infrastructure fund. According to a summary released by the Commerce Committee, eligible projects would include "rail lines, marine ports, pipelines, airports, highways, bridges, public transportation systems, and other transportation-related projects."

The Rockefeller-Lautenberg bill also would authorize \$600 million annually for a "National Infrastructure Grant Program" within DOT. The program would provide funding to build new projects or improve existing infrastructure. Airports, air traffic control facilities and other infrastructure projects would be eligible for program grants.

**Rick Baird**

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**From:** Gwen Basaria <gwen.papineau@aaae.org>  
**Sent:** Wednesday, March 06, 2013 3:16 PM  
**To:** Rick Baird  
**Subject:** Airport Alert: AAAE and USCTA Urge FAA to Keep Contract Towers Open



### **AAAE and USCTA Urge FAA to Keep Contract Towers Open**

March 6, 2013

In a letter today to FAA Administrator Michael Huerta (see text below), U.S. Contract Tower Association Executive Director Spencer Dickerson highlighted the importance of continued contract tower operations in communities across the country and urged agency officials to scrap current plans to disproportionately target the Contract Tower Program for budget cuts.

As the ALA staff highlighted in an Alert earlier this afternoon, efforts continue to gain legislative relief to stop the planned closure of 173 contract towers by April 7 as part of the ongoing debate on the "continuing resolution" to fund the government through the end of the year. If you haven't already done so, please take action now to weigh in with your elected officials -- with a particular focus on your Senators -- to stop the closure of contract towers. We also encourage you to contact Administrator Huerta and Secretary LaHood to make the case for keeping contract towers open and operational. We are hopeful that you can use the letter sent today from AAAE and USCTA as a template for your own letters and talking points.

Stay tuned for further updates and calls to action. For more information, contact [Joel Bacon](#) at 703-575-2478.



March 6, 2013

The Honorable Michael Huerta  
Administrator  
Federal Aviation Administration  
800 Independence Avenue, S.W.  
Washington, DC 20591

Dear Administrator Huerta:

On behalf of the U.S. Contract Tower Association (USCTA), an affiliate organization of the American Association of Airport Executives, I am writing to voice our deep concerns with agency plans to close more than 173 contract towers across the country on April 7 with 16 more closures of contract towers to follow by the end of the fiscal year. While we appreciate the difficult choices FAA must make as a result of sequestration, we believe strongly that your current plans - which disproportionately target the successful, cost-effective Contract Tower Program for cuts - will reduce safety, diminish aviation system efficiency and lead to significant job losses at targeted facilities and throughout affected communities. We urge you to reconsider plans to shutter these important air traffic facilities.

As you are well aware, controllers at contract towers perform a host of important functions, including separating aircraft; issuing safety and weather alerts; and assisting with military, emergency response, and medical flights. The controllers at these facilities are highly trained professionals and their presence at control towers has been a high priority for the FAA and for local communities for decades. The Department of Transportation Inspector General has repeatedly validated the value of contract towers and the Contract Tower Program in enhancing safety, improving aviation system efficiency, and delivering cost-effective services.

Targeting these critical facilities for closure - particularly on such a large-scale in communities across the country - raises serious concerns. It is my understanding that only a handful of air traffic control towers have closed over the past three decades. Yet, under the FAA's plans, more than 170 towers will literally close overnight. I don't believe that the FAA or anyone can truly understand the potential impact of this action given its current scope and breadth.

In addition to potential safety issues, the closure of these facilities will result in significant job losses for controllers, for on-airport business operations, and for businesses that rely on a local airport to access the national and international aviation system. I understand that a number of major corporations operating business aircraft have policies against flying into airports without control towers, so these closures could significantly impact the ability of job-creators to move people and goods and hamper local economies.

Given the importance of contract tower operations to local communities and the national aviation system, it is regrettable that the Contract Tower Program has been targeted to shoulder a disproportional share of budget cuts. There are 251 towers in the Contract Tower Program, so with 189 scheduled for closure, the program faces a

75 percent reduction - well more than the 5 percent cuts affecting other portions of the FAA budget. If the Contract Tower Program was a line item in the FAA budget, it would be subject to a \$6.5 million reduction rather than the \$45 million to \$50 million cut currently being contemplated.

Administrator Huerta, the actions the FAA is currently planning would effectively dismantle a successful partnership built over three decades between FAA, airports, contract controllers, ATC contractors, FAA controllers and aviation users. We respectfully ask that you reverse course on planned contract tower closings to ensure that the communities that rely on them continue to receive the safety and economic benefits that these critical facilities provide.

Sincerely yours,  
J. Spencer Dickerson  
Executive Director, USCTA



[Todd Hauptli](#), President, AAAE Gov  
[Joel Bacon](#), Vice President  
[Brad Van Dam](#), Vice President  
[Gwen Papineau Basaria](#), Director



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# AOPA

## Fuller: FAA sequestration cuts not safe or sensible Association urges better cooperation with aviation industry

By AOPA Communications staff

AOPA President Craig Fuller on March 6 leveled sharp criticism at the sequestration cuts planned by the Obama administration and the FAA, suggesting that the decision to close control towers and scale back aviation services constitutes a risk to aviation safety.

“The White House budget office has forced troubling, and possibly dangerous, cuts on the FAA,” Fuller said. “It doesn’t have to be that way. Rational savings can be found, and we are ready to work with the FAA and the Department of Transportation to build workable solutions. But closing more than 200 air traffic control towers, derailing certification, and allowing our navigational aid system to deteriorate just doesn’t make sense.

“These are vital FAA commitments and abandoning them is unsafe, unwise, and unacceptable to AOPA members.”

During an appearance at the Helicopter Association International’s Heli-Expo 2013 in Las Vegas, Fuller urged the FAA to step back from its planned cuts and work with aviation industry groups on alternative spending reductions that would have little impact on air safety and the operations of general aviation.

“I fear that administration officials are driving a process that will have dire consequences for air safety and general aviation,” Fuller said. “General aviation is under assault from people who either don’t understand the dangerous consequences of their actions, or worse, simply do not care.

“We are calling on the Obama administration to grant FAA the necessary flexibility to find more rational savings.”

Fuller spoke March 6 at a town hall meeting featuring the CEOs of the general aviation alphabet groups—Fuller, Matt Zuccaro of Helicopter Association International, Pete Bunce of the General Aviation Manufacturers Association, Henry Ogrodzinski of the National Association of State Aviation Officials, Tom Hendricks of the National Air Transportation Association, and Ed Bolen of the National Business Aviation Association. Other association heads shared his concern that the Obama administration is waging an “assault on general

aviation with policies that harm pilots, aircraft owners, and the manufacturing industry.

The administration's advancement of proposals such as a \$100 per flight user fee for turbine aircraft are part of a bigger issue related to the administration's treatment of general aviation, Fuller said. Zuccaro cited the administration's effort to stop accelerated depreciation schedules for aircraft—which Bolen said stimulates jobs and growth—as further evidence. “Promote the industry, don’t disparage it,” Bolen urged.

On March 1 the administration and Congress failed to halt legislation that imposes automatic, across-the-board federal spending cuts of \$85 billion. The FAA told aviation industry representatives that its share of cuts would total \$600 million—the largest portion of the cuts sustained by the Department of Transportation.

To reach those savings, FAA officials have decided to close nearly 200 control towers at airports around the country, reduce repairs to most of the nation’s navigational aids, and give most of the FAA’s 47,000 employees a one-day-per pay period furlough.

The FAA’s plan has caused confusion in a number of communities with airports that rely on control towers. The FAA has identified 77 essential operating areas. But general aviation aircraft—everything from two-seat, single-engine piston airplanes to helicopters to business jets—often operate at smaller airports that are closer to destinations and business sites outside of major metropolitan areas.

Those communities could experience a drastic reduction in aviation services, revenue, and jobs if the cuts go forward in April as planned.

Fuller said that AOPA already has recommended a number of streamlining initiatives and spending cuts that the FAA could adopt without any impact on the strong record of general aviation air safety. These suggestions include expanding the use of the driver’s license medical by adopting the [AOPA-EAA medical proposal](#).

Fuller, as head of the world’s largest civil aviation organization, suggested the FAA revisit its planned cuts and work with AOPA and other aviation groups to find better ways to achieve them.

“Voters did not ask for fewer towers!” Fuller said, referring to the November presidential election. “They did not ask for fewer controllers! They will not tolerate safety reductions! And neither will we.”

Published on *ATWOnline* (<http://atwonline.com>)

[Home](#) > FAA sending furlough notices to most employees this week

# FAA sending furlough notices to most employees this week

By *lalachly*

Created 2013-03-06 09:46

By [Aaron Karp](#) <sup>[1]</sup>

FAA administrator Michael Huerta said the agency has instituted a hiring freeze and will have “no choice” but to start employee furloughs in April.

Citing the US government’s [budget sequestration](#) <sup>[2]</sup> that started last week, Huerta said FAA this week is sending furlough notices to most of its 47,000 employees. Most agency workers will be furloughed one day every two weeks starting next month, he said.

Speaking Wednesday at the Aviation Forecast and Policy Summit in Washington DC, Huerta rejected suggestions that [FAA could avoid furloughs](#) <sup>[3]</sup> and air traffic control service reductions. The sequestration law “limits our ability to prioritize [cuts] across the full spectrum of activities” and mandates immediate cuts “as opposed to [implementing budget reductions with] a longer lead time,” he said.

FAA’s budget has to be reduced by more than \$620 million between now and the Sept. 30 end of the US government’s fiscal year.

Huerta said FAA’s sequestration strategy is to have “minimal impact to the maximum number of travelers” by reducing services and closing facilities at the least busy airports first. But the severity of the cuts will inevitably mean flight delays at large US airports, he explained.

“These are all terrible choices,” he said. “In order to maintain a safe system, we may need to take a penalty in terms of efficiency.”

## Publishing Information

### Sort Order:

10

### Publish Date:

March 6, 2013

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## Legislation to raise aircraft registration fees may be approved

By Brad Carlson and Dave Goins / For the Journal | Posted: Wednesday, February 27, 2013 12:02 am

BOISE — Sixty-one remote airports and backcountry landing strips in Idaho could gain increased funding through a hike in aircraft registration fees if legislation approved Tuesday by the House becomes law.

During Tuesday's House floor debate on the legislation — two related airport bills — Rep. Marc Gibbs, R-Grace, said a funding shortfall has occurred recently at airport facilities in rural and backcountry parts of the state.

“There's been a significant loss of revenue lately because of the ... decrease in backcountry flying, and whatnot, and the fuel tax on aviation fuel,” said Gibbs, floor sponsor of House Bills 117 and 118, (which both passed). “And so, we're having trouble maintaining a lot of these airports that don't qualify for federal funds.”

HB118 would generate an estimated \$167,000 annually by raising Idaho's aircraft registration fees. HB117 would simultaneously create a yearly revenue loss of \$13,500 to state coffers by eliminating a \$6 per year registration fee for private pilots. Gibbs noted that that loss would be absorbed by the fee increase contained in HB118.

Through the combination of HBs 118 and 117, the rural airports and backcountry airstrips in Idaho would receive an extra \$153,500 annually to fund search and rescue programs, pilot safety programs and upkeep at those remote air facilities, according to the Idaho Transportation Department and Gibbs.

“So, it's much-needed,” Gibbs told the House. “...There's considerable support within the (aviation) industry for this legislation.”

Idaho community airports that could benefit from funds potentially generated by HB118 — if it becomes law — include those at American Falls, Bancroft, Malad City, Mud Lake and Soda Springs, according to information from the Idaho Division of Aeronautics. That agency's information also indicates that state-operated backcountry airstrips at Bear Trap, Big Southern Butte and Midway would be among the locations aided by funds possibly generated by HB118.

Backers of the bills have recently touted the potential laws as measures that would contribute to Idaho's rural and tourism economies.

“We’re really trying to support these backcountry airstrips,” said Mike Pape, the administrator at the Idaho Division of Aeronautics, following a Feb. 6 legislative committee hearing. “That’s tourism for Idaho.”

Annual registration fees for airplanes for personal and recreational use — ranging from about 2,650 to 2,950 pounds of gross weight and costing \$26.50 to \$29.50 register based on weight — would triple to “just under \$90 a year,” with HB118, according to Gibbs, who said Idaho registration fees were last raised for those aircraft in 1990.

“The flipside of this, if you choose not to register an airplane in the state of Idaho, then it is assessed by the county assessor as personal property,” Gibbs noted. “So, it almost universally is to a person’s advantage to register than to pay personal property tax on these airplanes.”

HB118 raises the state aircraft registration fee from the current 1-cent per gross pound to 3 cents per gross pound.

“The existing cap on registration fees would be increased from \$200 to \$600 per craft,” HB118’s statement of purpose reads, in part.

The pair of bills are now Senate bound after HB118 passed the House on a 49-20 vote and HB117 was approved 69-0.



## Rick Baird

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**From:** Ron McNeill <ron.mcneill@meadhunt.com>  
**Sent:** Monday, February 04, 2013 1:12 AM  
**To:** Carol Waller (carol@flysunvalleyalliance.com); Sibbach, Jack <jsibbach@sunvalley.com> (jsibbach@sunvalley.com); Rick Baird; dfenton@mdfrealtors.com  
**Subject:** Revenue Guarantees

FYI -- We recently discussed the lack of published data regarding revenue guarantees. You may have already seen this but I found this article from the Denver Post in November ...

## Resorts dig deep for revenue guarantees to keep mountain flights

A jet takes off from Aspen's Sardy Field. Upward of 1,600 seats a day — on 20 to 25 direct flights a day from Denver, Chicago, Houston, Los Angeles and San Francisco — keeps a steady stream of vacationers pouring into the Roaring Fork Valley. (*Associated Press file*)

It wasn't just weak snow that pinched resort communities last winter. Rising fuel prices, airline woes and reticent vacationers forced resort towns like Steamboat, Telluride, Crested Butte and Vail to pay more to airlines for consistent flights into regional mountain airports.

This year, the guarantee payments remain steep, but a host of deals is fueling hopes that packed jets full of ski vacationers will fill resort coffers this winter. Some resort towns are working closely together to attract more airplane seats.

"We've been doing this for 25 years and we understand there will be ebbs and flows. Last year was an ebb but we have confidence this year will be more successful," said Rob Perlman, the vice president of marketing at **Steamboat ski area who last year at this time was celebrating the passage of a local sales and use tax to fund Steamboat's airline guarantee program.**

Steamboat this week announced a slew of discounted flights from 28 cities, including the eight cities that offer non-stop flights into Yampa Valley Airport. This year the program has fewer seats than last season - at 111,850 for the season, it's one of the lower totals in the last decade - but the resort is marketing heavily in core markets like Chicago, Los Angeles, Atlanta and Houston to fill those direct flights.

Crested Butte and Telluride this season will share the cost of jet service into nearby Montrose Regional Airport, in a unique partnership. They extended their ties on Monday, announcing a six-visit pass good for three days at each hill.

"Regionalization is coming," said Michael Marleton, chief of the Telluride Tourism Board, which joined Crested Butte Mountain Resort this fall on a **\$650,000 revenue-guarantee deal with Allegiant Air bringing twice-weekly flights from Oakland and Phoenix into Montrose all winter.** "To the extent that we on this side of the divide can start to come together, we are going to be able to do some great things."

The Telluride-Montrose Regional Air Organization deal with Allegiant adds 10,000 incoming seats to the region and makes Montrose one of the few mountain airports with a bump in arriving seats for the winter.

Last year, Telluride needed gap funding to meet rising revenue guarantees for major airlines flying into Montrose. **Without the additional \$500,000 in funding, the number of arriving passengers was expected to drop by 25 percent,** meaning 11,000 fewer visitors to Telluride and Montrose.

**This year, Telluride-area tourism boosters again went knocking on doors, raising \$650,000 to fund a revenue guarantee deal with Allegiant Air.**

The Telluride-Montrose Regional Air Organization found a rare partner for the Allegiant Air program in Crested Butte Mountain Resort. While the Gunnison-Crested Butte Tourism Association and the Gunnison Valley Rural Transportation Authority declined to join the partnership, Crested Butte Mountain Resort saw the benefits of sharing flights into Montrose.

Crested Butte ski area pioneer Ralph Outlaw Walton forged the first-ever airline guarantee program at the Gunnison airport in 1985, triggering a now ubiquitous program across regional airports that serve ski areas. Today, about 45 percent of Crested Butte's ski vacationers arrive through that airport, thanks to **direct flights from Denver, Houston and Dallas. Last year the resort committed \$1.7 million toward the airline guarantee program** and this year the number of passenger seats arriving at the Gunnison airport is around 35,000. That compares to around 90,000 in the early 1990s.

The \$399 pass deal with Telluride includes half-off discounts for passholders at each resort and works as a united front to counter the Winter Park-Copper Mountain-Steamboat team as well as the Vail Resorts Epic Pass front of Vail, Beaver Creek, Breckenridge, Keystone and Arapahoe Basin.

"I think we will see more partnership potential with more southwest Colorado resorts for sure," said Crested Butte Mountain Resort's head of marketing and sales, Scott Clarkson.

Aspen, with its four ski areas and spread of second homes, has never needed to guarantee airlines a certain level of revenue in order to lure consistent winter flights. Even so, Frontier's departure from regional service left the Aspen airport with fewer seats incoming than last season. But the upwards of 1,600 seats a day — on 20 to 25 direct flights a day from Denver, Chicago, Houston, Los Angeles and San Francisco — keeps a steady stream of vacationers pouring into the Roaring Fork Valley.

Vail Resorts and community businesses in the Vail Valley are supporting 211,763 seats arriving at Eagle County Airport this season, with 10 daily flights and additional weekend flights arriving from nine cities.

The Eagle Air Alliance — a group of 30 to 40 Eagle County businesses — focuses mostly on spring, summer and fall flights, leaving Vail and Beaver Creek ski areas to carry most of the weight for winter flights, said Kent Myers, an Avon-based air travel consultant who works with the Eagle Air Alliance.

And summer is getting easier. American Airlines this summer dropped its need for a revenue guarantee to fly into Eagle. Still, Myers said, airline consolidation, changing airline fleets and rising fuel costs is elevating the bottom line of revenue guarantees.

**"Eight, nine years ago, it cost half a million for a daily flight. Today, it's a million," said Myers, of the revenue guarantee for a season-long daily flight.** "We are trying to expand into a larger funding group. We need to."

**Ron McNeill | Senior Consultant**

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## FLY SUN VALLEY ALLIANCE BOARD MEETING MINUTES

Thursday, January 17, 2013 8:00am, Sun Valley Resort

**Board Members Present:** Eric Seder, Dick Fenton, Peter Scheurmier, Jack Sibbach, Maurice Charlat, Arlene Schieven, Rick Baird, Martha Burke, Deb Fox, Lisa Horowitz, Michelle Griffith, Jacob Greenberg, Patrick Buchanan. **Staff:** Carol Waller.

**Board Members Absent:** , Wally Huffman, Tim Silva,

### TOPIC DISCUSSED:

#### Consent Items:

- **Dec Minutes:** Jack moved to approve, Peter seconded VOTE: All in favor
- **Dec FY13 YTD Financials & Payables:** Peter moved to approve, Jack seconded VOTE: All in favor
- **Board Financial Policies & Procedures:** Board was presented with revised draft for review that was modified by Executive Committee and FSVA accountant. Board suggested a few additional changes, Carol will present new revised copy to board at February meeting.

### Committee Reports:

#### Funding Committee

- **Long-Term Funding/1% for Air Initiative:** Next steps were discussed.

### Programs/Fundraising

- **Air Support Ski Pass Program:** \$137,900 in pass sales to date to 42 businesses, up \$5500 from previous year.
- **Realtors for Air:** Response has been fantastic, over \$65,000 in commitments made to date by 187 realtors in 16 firms. FSVA will continue to keep all realtors updated on FSVA initiatives and will meet with new SVBR President.
- **Ski for Air Service Day (Jan 27):** Carol has put all plans in place and sales have started at outlets in WRV, as well as Twin Falls, and Boise. Promotion/PR is being done in all three markets by FSVA and by partner outlets. A number of lodging properties have also joined the promotion this year offering 50% off lodging for the weekend. Raffle items include 4 roundtrip tickets on Alaska Airlines system-wide (including Hawaii, Alaska, Mexico), Resort Quest and Coldwell Banker Distinctive Properties have donated 2 night condo rentals, Shorty's Diner has donated \$100 in gift certificate, Peter said Avis will donate something as well. Carol asked board members to continue to solicit raffle item as well as sign up for raffle ticket sales at FSVA table at Warm Springs and River Run Lodge during the day on Jan 27; a sign-up sheet was passed around.

### Air Service Initiatives/Research/Promotions:

#### Alaska Airlines MRG performance update:

- Latest booking report shows Dec 2012 bookings for the holidays were strong, Jan 2013 booking pace slightly up YTD; March bookings still soft. Recent fare sales have helped stimulate bookings for Jan & Feb.
- AS Low Fare calendar showing great fares Jan-March: as low as \$103 one-way SEA and \$149 one-way LAX
- Diversion bussing – discussion on how to improve customer experience; working with airlines and bus companies.
  - Carol will get latest diversion bussing update from AS/Horizon and discuss with them.
  - SVMA is designing postcards to be given to inbound diverted AS passengers with info on visitsunvalley website, and boarding pass deals.
  - Rick will consider having FMA work with carriers to explain diversion bussing rationale and procedures in upcoming Airport Solutions Enews and in IME newspaper column.

#### New Service Update: Discussions are progressing

#### Air Service Marketing Update: SVMA & SVR continuing their winter marketing campaigns.

- SVMA doing primarily FB online ads – top markets for website visitors and FB ad responses this winter have been Boise, Seattle, Denver, Los Angeles, and San Francisco.

#### Airport Update: (Rick Baird)

- FMAA, airport owners, FAA are currently reviewing potential options for Airport Layout Plan to bring it closer into compliance with FAA standards for C-III aircraft. Expect 60-90 day accelerated planning effort.
- FMAA will be pursuing a study for reliability enhancement options; 1000 ft minimum would reduce diversions by 50%. Study team will be at the airport in February, and expect to have Reliability Improvement Report in March.

#### Research:

- Winter SUN air passenger research project is underway

#### Rocky Mountain Air Service News: (compilations of articles related to air service in competitive set) provided.

#### Monthly Directors Report: Provided for review.



## FINANCIAL POLICIES AND PROCEDURES

*Revised February 2013*

### **Fiscal Year**

The Fly Sun Valley Alliance (FSVA) fiscal year is October 1 through September 30.

### **Financial Management**

Financial resources of FSVA are the responsibility of the Board of Directors. The board will:

- Develop and implement a strategic plan and future projections for multi-year programs
- Have a clear plan for funding the programs and services provided by FSVA.
- Provide guidelines for management and allocation of financial resources which will produce optimum results.
- Monitor/evaluate the financial plans and guidelines of FSVA to ensure financial integrity.

### **Budgeting**

An annual operating budget will be prepared by the Executive Director and presented to the Board for approval at least 60 days prior to the beginning of the next fiscal year. The budget will reflect the anticipated revenues as well as the cost of carrying out the programs and services of FSVA for the next fiscal year.

The budget will be reviewed and approved by the Board in advance of the start of the fiscal year. The Executive Director will keep the Board well informed of the ongoing status of the FSVA's budget plan. Amendments to the budget will be presented to the board for approval for any of the following reasons:

- FSVA enters into compacts or contracts that were not included in the approved budget.
- Management proposes a major expenditure that was not included in the approved budget.
- Significant unanticipated revenues are received or cost overruns occur.

### **Working Capital Reserves**

A working capital reserve sufficient to keep FSVA operating for at least a 90 day period will be maintained at all times.

### **Accounting**

The accounting system used by FSVA will utilize the method of accounting used for income tax purposes as recommended by FSVA's outside accountant. The accounting practices and procedures used by FSVA will allow for adequate management of FSVA's revenues and expenses, and will provide adequate systems of monitoring by the Board of Directors as well as outside accountant. FSVA will maintain separate accounts for revenues and expenditures of public and private funds.



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*Finance 2*

**Financial Reports**

Reports reflecting the financial condition of FSVA will be presented to the Board monthly.

These financial reports will include:

- Monthly revenue and expense statement year-to-date with comparison to the budget and a projection of revenue and expense through year-end.
- Monthly statement of cash flow.

**Spending Authorizations**

The Executive Director will review monthly invoices and present complete list of payables to Board for approval at the Board meeting each month. Expenditures not consistent with the Board approved budget must have prior approval by Board President or Treasurer before they are encumbered.

**Signing Checks**

Authorized signatories for all FSVA accounts must include one of the following: the President of the Board, the Treasurer of the Board, other Board members designated as signatories by the Board, or the Executive Director. Checks over the amount of \$2500 must have at least two signatures by designated signatories.

It is the responsibility of the Executive Director to ensure that signatures can be gained from appropriate signatories so that timely payment can be made on obligations of FSVA. It is also the responsibility of the Executive Director in consult with the Board Treasurer and the outside accountant to ensure that adequate controls and safeguards have been established to ensure disbursement of funds only for proper purposes.

It is the responsibility of all check signers to ensure that there is adequate documentation, consistent with good internal controls, for valid payment of checks they sign.

**Use of Credit Cards**

*FSVA credit cards will only be used for appropriate FSVA business, and all uses will be appropriately documented.*

**Investment Practices**

Funds not required for current operations will be invested according to an investment plan approved and revised annually by the board. Investments must be government-secured and guaranteed. Investments may be made by executive and board Treasurer within the plan adopted by the board, with the exception of any investments in securities with a maturity of more than one year which must have the prior approval of the board.

**Charitable Donations by FSVA**

Because of the nature of this organization, FSVA does not make charitable contributions.

### Finance 3

#### **Tax Returns**

The Executive Director and Board Treasurer are responsible for making sure that FSVA files all required tax filings in accordance with the Internal Revenue Service or state agencies. FSVA is a 501c(6) Idaho private non-profit corporation.

#### **Directors & Officers Liability Insurance**

The FSVA will maintain Non-profit Board of Directors and Officers Liability insurance coverage.

#### **Executive Limitation**

The Executive Director may not risk financial losses to FSVA beyond those approved by the Board and deemed necessary for ongoing operations.

The Executive Director will:

- Ensure against embezzlement, casualty losses to full replacement value, and against liability losses (to board members, organization or staff) beyond the minimally acceptable prudent level.
- Limit exposure of FSVA, the Board or staff to claims of liability.
- Disburse funds only under controls that meet FSVA's outside accountant's standards.
- Ensure off-site backup of all computer and other financial records necessary for uninterrupted operation of FSVA.

#### **Bad Debts owed to FSVA**

Write-offs of debts which the Executive Director believes are uncollectable may be authorized only by a vote of the FSVA Board of Directors. Delinquent accounts may be assigned for collection to either legal counsel or a collection agency, or taken to small claims court as the Executive Director deems appropriate. Collection efforts will continue even after write-off until actually collected or the attorney, collection agency or small claims court deems further efforts will be futile or not cost-effective.



**SKI FOR AIR SERVICE DAY JANUARY 27, 2013**

REVENUE						
LIFT TICKET SALES	LTGiven	#LTsSold	REV	RTGiven	RTsSold	REV
Sturtevant's - Main	500	448	\$17,920	200	71	\$355
Sturtevant's - Hailey						
Sturtevant's - WS						
PK's Main	100	62	\$2,480	50	10	\$50
PK's Rental	100	40	\$1,600	50	2	\$20
Board Bin	200	107	\$4,280	100	0	\$0
Formula Sports	200	113	\$4,520	100	63	\$315
Ski Tek	100	42	\$1,680	100	4	\$20
Elevation Sports - Twin Falls	140	140	\$5,600	100	30	\$150
Newt & Harolds - Boise	100	81	\$3,240	100	12	\$70
Extra	60		\$0			
TOTAL	1500	1033	\$41,320	192	980	\$42,300
						\$34,801

TOTAL LIFT TX RETURNED TO SVC	467
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RAFFLE TICKET SALES	\$980	3190
PRESALES AT STORES	\$1,765	
CASH/CC AT RR & WS	\$2,745	
TOTAL RAFFLE TICKET SALES		\$3,190

	\$47,300	\$34,801
TOTAL REVENUE		

EXPENSES	SIZE	RUN D/ COST
<b>MEDIA ADVERTISING</b>		
Weekly Sun	3X3 full col 1/16 & 1/	\$200
Idaho Mt Express	3x3 1/16, 18,	\$540
KECH	30 sec spot 5x daily 1	\$400
SV Online	banner, vid 1/14-1/21	\$200
BSU Arbitur	1/4 pg 22-Jan	\$240
<b>Total Media</b>		<b>\$1,580</b>

**Bolse Weekly/Id Statesman**  
*New&Harolds*  
**Twin Falls Times News, KIMVT**  
*Elevation Sports*

PROMOTION	
Posters/flyers/raffle tx/4x9 yellow card	\$724
postage/ mailing (Fed to BOI)	\$73
video editing	\$200
graphic design	\$657
Total Promotion	\$1,654
TOTAL MARKETING EXPENSE	
	\$3,234
SALES TAX PAID	
	\$2,804
TOTAL EXPENSE	
	\$6,038
PROJECTED NET INCOME	
	\$36,262

**Raffle Ticket Winners**

Alaska Airlines Tickets (4)	801-865-4386
Coldwell Banker DP	208-420-27
Resort Quest	<a href="mailto:colleen_underwood@hotmail.com">colleen_underwood@hotmail.com</a>
Shorty's Diner	253-722-88
Avis	<a href="mailto:bjcox@seanet.com">bjcox@seanet.com</a>
	208-450-97
	<a href="mailto:kimberlypiggin@yahoo.com">kimberlypiggin@yahoo.com</a>
	208-867-07
	<a href="mailto:klaverty@cableone.net">klaverty@cableone.net</a>



## Monthly Report January, 2013

### 1. AIR SERVICE

#### AIR SERVICE RETENTION, IMPROVEMENT, DEVELOPMENT

- Received/reviewed Alaska Airlines booking/MRG advance bookings & projections for winter.
- Began analysis and negotiations with AS for summer 2013 service schedule and MRG terms.
- Ongoing communication/work with airlines, M&H consultant re: booking & enplanement reports, analysis, etc
- Ongoing work w/consultants, FMA re: airfare monitoring reports, registration for Network USA air service forum, discussions with airlines regarding enhanced service opportunities, etc.
- Attended various meetings re: air service with local officials, FMAA, etc.
- Participated in Business air service input/update meeting with FMAA (*Marketron*)
- Updated FSVA website as needed with information on air fare promotions, ski for air service day, other
- Provided education/information via monthly FSVA Enews distribution and social media postings
- Assisted with sponsorship/promo opportunities for community events & airlines
- Communicated with air carriers on diversion bussing program

### 2. FUNDING

AIR SUPPORT TRANSFERABLE SKI PASS PROGRAM (2012-13): Coordinated company ski days for companies.

**Results:** Sold 58 passes to 42 businesses/orgs = \$137,900. A \$5,500 increase

REALTORS FOR AIR PROGRAM: Continued to promote, track & coordinate benefits for offices; provided air service update, tracked payments. **Results YTD: \$65,000+ received in pledges from 187 realtors in 16 offices.**

BUSINESS/CITIZENS FOR AIR PROGRAM: Continued discussing options for broader community program

FSVA COMMUNITY SKI DAY: Jan 27, implemented operational and marketing plan, coordinated ticket sales with outlets, secured raffle prizes, marketing/promotion, raffle ticket sales & après ski party at RR, final reconciliations, etc.

**Results:** Over \$36,000 net income through raffle & lift ticket sales.

### 3. BOARD/ADMIN BUSINESS

- Developed/compiled/distributed all materials for monthly Board Packets; prepared minutes from meeting(s). Prepared Monthly Report. Reviewed Financials, approved invoices/signed & processed checks, reviewed payables list, presented to Board for review/approval. Made deposits as needed. Revised FSVA Financial Policies with FSVA accountant and executive committee.

### 4. RESEARCH/OTHER

- Continued implementation of 2012/13 winter air passenger survey, hired surveyor to assist.
- Compiled monthly issue of FSVA Rocky Mtn Air Services News, and distributed to key stakeholders.
- Continued work on compiling/tracking relevant comparative data and information of air service

### KEY PERFORMANCE METRICS PROGRESS

1. Retain 24,000 current seats on non-stop service from SEA and LAX in winter 2012/13 and summer 2013.  
**WINTER 2012/13 CONTRACT SUCCESSFULLY NEGOTIATED AND COMPLETED.**  
**SUMMER 2013 NEGOTIATIONS UNDERWAY.**
2. Reduce 2012-13 winter & summer MRG payout for contracted service by 20%, (\$150,000) through combination of negotiated MRG cap, modification of schedule, and yield pricing mgmt, assuming the cost per trip identified by airline remains constant with prior year. **REDUCED SUMMER 2012 MRG PAYOUT BY 75%; NEGOTIATED LOWER MRG CAP FOR WINTER 2012-13 CONTRACT.**
3. Conduct 1500 air passenger surveys in 2012-13 at SUN (in conjunction with professional research firm) and work with FMA and consultants on other research to utilize in decision-making to improve air service and enplanements.  
**IN PROGRESS**
4. Raise at least \$150,000 in private sector funds for air service support program by 9/30/13.  
**RAISED/RECIEVED \$220, 000 NET PRIVATE SECTOR FUNDS YTD THRU 1/31/13.**



**FLY SUN VALLEY ALLIANCE BOARD OF DIRECTORS MEETING**  
**Thursday, February 21, 8:00am – 10:00am – FRIEDMAN AIRPORT**

**AGENDA:**

**1. Consent Items:**

- Approval of Jan Meeting Minutes (*attached*)
- Approval of Jan YTD financials & January payables (*attached*)
- FSVA Financial Policies & Procedures – revised, for board review/approval (*attached*)
- Board Bios & photos - needed!

**2. Program Reports:**

**Funding**

- YES TO AIR update

**Other Programs:**

- Air Support Ski Pass program – \$137,900 sales; 58passes to 42businesses; \$5500 increase
- Realtors for Air Program – \$65,000+ in commitments to date; 187 realtors and 16 offices
- Ski for Air Service Day: 1/27; another great success, net proceeds \$36,000 (final report attached)

**3. Air Service Initiatives/Research/Promotion**

- Winter AS YTD Booking & MRG projection report
- Summer 2013 negotiations with AS - *underway*
- Potential new service update
- Air Service Marketing Update – Jack & Arlene
- Airport update – Rick
- Research: SUN Air Pax surveys - *underway*
- Network USA airline forum in March
- Other

**Other attachments:**

- January Report
- 2012 SUN Enplanement Report



January 31, 2013

Rick Baird, Airport Manager

PO Box 929

Hailey, ID 83333

Atlantic Aviation – Sun Valley is honored to nominate April Dieter as Employee of the 4<sup>th</sup> Quarter, 2012. We do so because of her excellent efforts in setting up, creating and maintaining a new website for Friedman Memorial Airport. The new website is awesome and will serve our local aviation community well. This was a huge effort and we ask our other tenants to support this nomination in appreciation for the many hours in creating IFLYSUN.COM.

In addition, April is always helpful to the tenants and very pleasant to work with on the airport.

Certainly, she deserves this honor.

A handwritten signature in blue ink that reads "Michael T. Rasch".

Michael T. Rasch