

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

**April 3, 2012
5:30 P.M.**

IN ATTENDANCE:

BOARD MEMBERS: Chairman –Tom Bowman, Vice-Chairman – Martha Burke, Secretary – Susan McBryant, Board – Lawrence Schoen, Angenie McCleary, Ron Fairfax
FRIEDMAN MEMORIAL AIRPORT STAFF: Airport Manager – Rick Baird, Emergency/Operations Chief – Peter Kramer; Contracts/Finance Administrator – Lisa Emerick, ASC/Special Projects Coordinator/Executive Assistant – Steve Guthrie, Administrative Assistant/Assistant Airport Security Coordinator – Roberta Christensen, Administrative Assistant/IT Systems Maintenance Coordinator - April Dieter,
AIRPORT LEGAL COUNSEL: Luboviski, Wygle, Fallowfield & Ritzau – Barry Luboviski;
CONSULTANTS: T-O Engineers – Dave Mitchell; Mead & Hunt – Andy Platz
AIRPORT TENANTS/PUBLIC: Atlantic Aviation – Mike Rasch, Joel Collins; FSVA – Carol Waller, Eric Seder; Donna Serrano, Bonnie Leighton, Nils Ribbi, BCPA – Jim Perkins; Evan Stelma, Chuck Matthiesen, Avis – Peter Scheurmier; Hertz – Andy Miles; WREP – Doug Brown; John Strauss, Harry Griffith, Marc Reinemann, Julie Lawson, Runway Café - Erica Niemi; BC – Derek Voss; Mike Penrose

CALL TO ORDER:

The meeting was called to order at 5:33 p.m. by Chairman Bowman.

I. APPROVE AGENDA

The agenda was approved as presented.

II. PUBLIC COMMENT

No public comment was made.

III. UNFINISHED BUSINESS

A. Airport Solutions

1. Chairman Report

Chairman Bowman announced that when the Election of Officers discussion for the Friedman Memorial Airport Authority comes up in June, he will be offering his resignation as Chairman of the Board and will not be advocating himself for the position.

Chairman Bowman briefed the Board that he has drafted a letter to SkyWest Airlines voicing the community's support for implementing Canadair RJ700 service into the Airport as a replacement aircraft for the Brasilia EMB120. Currently, the County and cities of Sun Valley and Ketchum support the letter and the cities of Hailey and Bellevue are in the review process.

2. Blaine County Report

No report was given.

3. City of Hailey Report

No report was given.

4. Airport Manager Report

Airport Manager Baird briefed the Board on the status of the one-year lease amendment with the existing auto rental concessionaires. He also briefed the Board on the April 2, 2012 trip to Seattle to discuss guidance received from the Board with the FAA.

Airport Manager Baird briefed the Board that a Safety Risk Management (SRM) will convene the week of April 23, 2012 and an SRM Panel has been determined (please refer to the FMAA April 3, 2012 Power Point Presentation). He also reminded the Board that Serco will be facilitating the SRM.

Board Member Schoen asked Airport Manager Baird if the FAA would be analyzing the amount of C-III traffic the ATCT can manage safely. He also asked if operations at the Airport will be decreased due to the heightened level of service the ATCT would need to perform for all C-III aircraft.

Airport Manager Baird answered that the FAA will be evaluating the maximum number of C-III operations that the Airport can safely manage under certain conditions. He also stated that, in his opinion, operations would decrease if the ATCT was required to provide a higher level of service to all C-III aircraft. This would, in effect, increase the need to complete the EIS and improve the existing site.

Board Member McBryant asked when Staff anticipates the Safety Management System (SMS) project to be completed. She also asked how the FAA responded to the Board's request to restart the EIS.

Airport Manager Baird answered that Staff will know the Safety Risk Management Panel's (SRMP) conclusions soon after the SMS takes place on the 24th and 25th of April. He answered that the FAA clearly expressed that they will not discuss whether or not to restart the EIS until the SMS is completed.

Chairman Bowman directed Staff to insist to the FAA that representatives of FMAA be allowed to observe the SRMP meetings.

The Board agreed that, if the FAA is agreeable, they would like the same number of observers as the FAA. Chairman Bowman and Vice-Chairman Burke will work on appointing the appropriate Board representatives to attend the SRMP meeting as observers.

5. Existing Site

Airport Manager Baird briefed the Board on the April 2, 2012 trip to Seattle to discuss guidance received from the Board with the FAA. Please refer to the note at the end of the minutes for supporting documents.

6. Replacement Airport

Airport Manager Baird briefed the Board on the April 2, 2012 trip to Seattle to discuss guidance received from the Board with the FAA. The trip report included existing site discussions with the FAA. Please refer to the note at the end of the minutes for supporting documents, particularly the power point as it includes the presentation given to the FAA.

7. Retain/Improve/Develop Air Service

Airport Manager Baird briefed the Board on the April 2, 2012 trip to Seattle to discuss guidance received from the Board with the FAA. The trip report included existing site discussions with the FAA. Please refer to the note at the end of the minutes for supporting documents, particularly the power point as it includes the presentation given to the FAA.

The Board discussed whether or not a scope of work should be developed before the completion of the SMS.

The Board agreed that it would be appropriate to begin development of a scope of work, as there will be no cost associated with the development and a leakage study focused on the SUN catchment area is the market-driven type of information the community needs in order to retain, improve and develop air service.

IV. NEW BUSINESS

A. FY '12 Budget Discussion

B. FY '12 Idaho State Grant – SUN 2012 (See Brief)

Airport Manager Baird asked the Board to consider ratifying the Idaho Transportation Department Grant Agreement & the Authority Resolution for IAAP Project Number SUN-2012.

MOTION: *Made by Board Member Schoen to approve the acceptance of the Idaho Transportation Department Grant Agreement and the Authority Resolution for IAAP Program Manager: LNS8SUN/Project Number SUN-2012. Seconded by Board Member McBryant.*

PASSED UNANIMOUSLY

C. Mead & Hunt Program Management Team Update

Airport Manager Baird asked the Board to consider approving Mead & Hunt President, Andy Platz, as the replacement of Tom Schnetzer to continue in the roles established in the Mead & Hunt Agreement as the Principal-in-Charge of the Program Management Services Agreement.

The Board welcomed Mr. Platz to the program management team and agreed to postpone a motion to approve the transition until the Mead & Hunt Agreement can be amended.

D. Gifts, Refreshments & News Retail Concession

Airport Manager Baird asked the Board to consider authorizing Staff & Legal Counsel to negotiate a concession agreement with the new LLC, Runway Café.

The Board approved Airport Manager Baird's request.

Airport Manager Baird introduced Erica Niemi as the new co-owner of Runway Café. The Board welcomed her to the terminal and Airport Tenant Manager Team.

V. APPROVE FMAA MEETING MINUTES

A. February 9, 2012 Regular Meeting (See Brief)

The February 9, 2012 Friedman Memorial Airport Authority Meeting Minutes were approved as presented.

MOTION: *Made by Vice-Chairman Burke to approved the February 9, 2012 Friedman Memorial Airport Authority Regular Meeting Minutes as presented. Seconded by Board Member McCleary.*

PASSED UNANIMOUSLY

B. March 6, 2012 Regular Meeting (See Brief)

The March 6, 2012 Friedman Memorial Airport Authority Meeting Minutes were approved as presented.

MOTION:

Made by Vice-Chairman Burke to approved the March 6, 2012 Friedman Memorial Airport Authority Regular Meeting Minutes as presented. Seconded by Board Member McCleary.

PASSED UNANIMOUSLY

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)

Board Member McBryant asked when the Board will learn more about potential new air carrier service to the Airport that was discussed in the recent FSVA meeting.

Airport Manager Baird answered that the Board can expect to be briefed on potential new air carrier service to the Airport within six months. He explained that negotiations are currently considered proprietary in nature.

F. Airport Weather Interruptions

VII. PUBLIC COMMENT

Glass Cockpit Aviation owner, John Strauss, thanked Board Member Schoen for participating in an invitation to join in a tower tour for pilots and encouraged the rest of the Board consider the same invitation. He also commented that he is disappointed that there will not be representation from the general aviation community on the SRMP.

Mike Penrose commented that it would be useful to know whether or not the public will have access to meeting minutes from the SRMP meetings. He also expressed disappointment that there will not be representation from the general aviation community on the SRMP.

VIII. ADJOURNMENT

The April 3, 2012 Regular Meeting of the Friedman Memorial Airport Authority was adjourned at approximately 6:54 p.m.


Susan McBryant, Secretary

* Additional resources/materials that should be reviewed with these meeting minutes include but are not limited to the Friedman Memorial Airport Authority Board Packet briefing, the PowerPoint presentation prepared for this meeting and any referenced attachments.