

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

**April 8, 2014  
5:30 P.M.**

**IN ATTENDANCE:**

**BOARD MEMBERS:** Chairman – Ron Fairfax, Board – Lawrence Schoen, Angenie McCleary, Fritz Haemmerle, Don Keirn, Jacob Greenberg, Pat Cooley  
**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/Alternate Airport Security Coordinator – Roberta Christensen, Administrative Assistant/IT Systems Maintenance Coordinator - April Dieter  
**AIRPORT LEGAL COUNSEL:** Lawson Laski Clark & Pogue, PLLC – Jim Laski  
**CONSULTANTS:** T-O Engineers – Dave Mitchell; Mead & Hunt – Scott Cary, Mitchell Walker; R/L/B – Mike Smith, Michael Bulls, Nick Latham  
**AIRPORT TENANTS/PUBLIC:** The Car Park – Pam Yager, Atlantic Aviation – Mike Rasch, TSA – Tricia Bierle, FSVA – Carol Waller, Avis – Peter Scheurmier, Hertz – Andy Miles, FHR – Marc Reinemann; Len Harlig, Evan Stelma, Donna Serrano  
**PRESS:** Idaho Mountain Express – Greg Moore

**CALL TO ORDER:**

The meeting was called to order at 5:34 p.m. by Chairman Fairfax.

**I. APPROVE AGENDA**

The agenda was approved with the following changes:

**II. OATH OF OFFICE**

**III. AIRPORT STAFF BRIEF**

- A. ~~H.~~ Employee of the 4<sup>th</sup> Quarter, 2013 – Attachment #7
- B. ~~I.~~ Employee of the Calendar Year 2013

**VII. ~~V.~~ AIRPORT STAFF BRIEF (5 Minutes Allotted) (cont.)**

- C. ~~A.~~ Noise Complaints
- D. ~~B.~~ Parking Lot Update
- E. ~~C.~~ Profit & Loss, ATCT Traffic Operations Count and Enplanement Data – Attachments #3 - #5
- F. ~~D.~~ Mid-year Financial Review
- G. ~~E.~~ Review Correspondence – Attachment #6
- H. ~~F.~~ Airport Commercial Flight Interruptions
- I. ~~G.~~ ARFF Re-certification
- ~~H.~~ Employee of the 4<sup>th</sup> Quarter, 2013 – Attachment #7
- ~~I.~~ Employee of the Calendar Year 2013

**MOTION:**

***Made by Board Member Keirn to approve the April 8, 2014 Agenda as amended. Seconded by Board Member Schoen.***

**PASSED UNANIMOUSLY**

**II. OATH OF OFFICE**

Board Member Schoen administered the Oath of Office to City of Hailey representative Pat Cooley.

**III. AIRPORT STAFF BRIEF**

**A. H. Employee of the 4<sup>th</sup> Quarter, 2013 (See Brief)**

Airport Manager Baird announced that Mr. Todd Emerick of the Friedman Memorial Airport ARFF/Operations Staff was selected as the Employee of the 4<sup>th</sup> Quarter for

Calendar Year 2013. He congratulated Mr. Emerick and thanked him for his efforts and service to Friedman Memorial Airport and the Wood River Valley.

**B. I. Employee of the Calendar Year 2013**

Airport Manager Baird announced that Mr. Todd Emerick of the Friedman Memorial Airport ARFF/Operations Staff has been selected as Employee of the Year for the Calendar Year 2013. He congratulated Mr. Emerick and thanked him for his efforts and service to the Blaine County community.

**IV. II. PUBLIC COMMENT**

No public comment was made.

**V. III. APPROVE FMAA MEETING MINUTES**

**A. March 11, 2014 Regular Meeting (See Brief)**

The March 11, 2014 Friedman Memorial Airport Authority Meeting Minutes were approved as presented:

**MOTION:** *Made by Board Member McCleary to approve the March 11, 2014 Friedman Memorial Airport Authority Regular Meeting Minutes as presented. Seconded by Board Member Keirn.*

**PASSED  
BOARD MEMBER COOLEY ABSTAINED**

**B. March 20, 2014 Special Meeting (See Brief)**

The March 20, 2014 Friedman Memorial Airport Authority Meeting Minutes were approved as presented:

**MOTION:** *Made by Board Member McCleary to approve the March 20, 2014 Friedman Memorial Airport Authority Special Meeting Minutes as presented. Seconded by Board Member Keirn.*

**PASSED  
BOARD MEMBER COOLEY ABSTAINED**

**VI. IV. REPORTS**

**A. Chairman Report**

Chairman Fairfax and Airport Manager Baird thanked Ms. Susan McBryant for her 15 years of dedicated service to the Board and community.

Susan McBryant commented that she feels lucky to have been given the opportunity to serve on the Friedman Memorial Airport Authority. She thanked former Board Members Martha Burke and Len Harlig for serving with passion and patience. She also thanked Airport Staff for their continuous support and guidance and the City of Hailey for giving her the opportunity to serve her community. Ms. McBryant also apologized to the Blaine County Airport Authority Advisory Committee for undervaluing their purpose and help during the replacement airport process and encouraged the Board to develop a similar committee to help with the future replacement airport project.

Chairman Fairfax welcomed Mr. Pat Cooley to the Board and asked the Board to be prepared to elect a new Vice-Chairman and Lease/Finance Committee representative during the May Board Meeting.

**B. Blaine County Report**

Board Member Schoen reported that the Blaine County Commissioners have accepted the Fiscal Year 2014 Grant Application for the Runway Safety Area (RSA) project.

**C. City of Hailey Report**

Board Member Haemmerle commented that it is a pleasure to have Board Member Cooley serve on the FMAA as he will bring a new and fresh perspective to the Board.

**D. Airport Manager Report**

Airport Manager Baird reported that Staff did not schedule a Coffee Talk or Airport Tour for March but plans on scheduling both before the May Board Meeting.

**VII. ~~V.~~ AIRPORT STAFF BRIEF**

**~~C.~~ A. Noise Complaints (See Brief)**

**~~D.~~ B. Parking Lot Update (See Brief)**

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

The Board discussed the possible reasons for the decrease in February air traffic operations.

Airport Manager Baird briefed the Board that the switch from the SkyWest Brasilia aircraft to the CRJ 700, strong winds and inclement weather conditions, and the lack of snowfall were possible contributing factors to the decrease in operations for February.

**~~F.~~ D. Mid-year Financial Review (See Brief)**

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

**~~H.~~ F. Airport Commercial Flight Interruptions (See Brief)**

**~~I.~~ G. ARFF Re-certification (See Brief)**

**~~H.~~ Employee of the 4<sup>th</sup> Quarter, 2013 (See Brief)**

**~~I.~~ Employee of the Calendar Year 2013**

**VIII. ~~VI.~~ UNFINISHED BUSINESS**

**A. Airport Solutions**

**1. Existing Site**

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

**i. Formulation (See Brief)**

T-O Engineer Dave Mitchell updated the Board on the current status of the RSA Formulation Project.

**ii. Project 1 Relocate Hangar Taxilane/Overlay Apron/Security Fence Improvements (See Brief)**

Engineer Mitchell updated the Board on the current status of Project 1 of the RSA Improvements Project.

**iii. Project 2 Relocate/Extend Taxiway B and Runway Safety Area Grading (See Brief)**

Engineer Mitchell updated the Board on the current status of Project 2 of the RSA Improvements Project.

**iv. Project 3 Terminal Reconfiguration (See Brief)**

Airport Manager Baird updated the Board on the current status of Project 3 of the RSA Improvements Project.

**v. Project 4 Airport Operations Building (See Brief)**

Airport Manager Baird updated the Board on the current status of Project 4 of the RSA Improvements Project.

**vi. Project 5 Terminal Apron Reconstruction/Site Preparations (See Brief)**

Engineer Mitchell updated the Board on the current status of Project 5 of the RSA Improvements Project.

Airport Manager Baird requested Board approval of the revised Scope of Work (SOW) and fee for the Terminal Apron/Site Preparation project.

**MOTION:**        *Made by Board Member Haemmerle to approve the revised Project 5 Terminal Apron/Site Preparation Scope of Work and fee, not to exceed \$503,396 and direct Staff to initiate the independent fee analysis. Seconded by Board Member Keirn.*

**PASSED UNANIMOUSLY**

**vii. Facility Acquisitions (See Brief)**

**viii. Runway Safety Area Implementation/FY '14 Grant Application (AIP '40)**

Airport Manager Baird updated the Board on the current status of the RSA Implementation and Fiscal Year 2014 Grant Application process.

Ruscitto/Latham/Blanton Architect Michael Bulls presented to the Board the updated layout of the Airport Administrative and ARFF/Operations Building.

Mead & Hunt Architect Matt Dubbe presented to the Board the updated layout of the reconfigured terminal.

The Board discussed technical aspects of the architects' presentation including the circulation of the passenger exit lane and which portion of the reconfiguration will be new construction.

Dick Fenton asked if there will be room to expand passenger terminal

facilities if future commercial service increases and if the TSA security checkpoint will consist of a single or double lane.

Mr. Dubbe answered that they have planned for future expansion of the passenger boarding and baggage claim area as well as an increase to a double lane at the TSA security checkpoint if the need arises.

**b. Master Plan Scope of Work (SOW) (See Brief)**

Mead & Hunt Project Manager Scott Cary briefed the Board on revisions made to the Master Plan SOW.

Airport Manager Baird requested that the Board consider approval of the Master Plan SOW.

Board Member Haemmerle commented that the safety concerns the Airport poses to the surrounding community should be addressed throughout the master planning process.

The Board further discussed Board Member Haemmerle's comment and concurred that the safety of the community should be more emphasized throughout the Master Plan report.

**MOTION:** *Made by Board Member Haemmerle to approve the Master Plan Scope of Work. Seconded by Board Member Keirn.*

**PASSED UNANIMOUSLY**

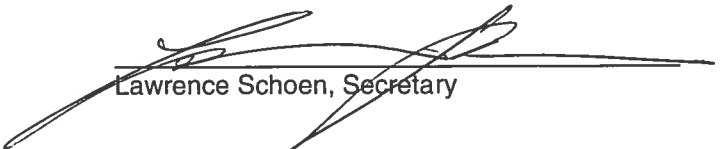
**c. Retain/Improve/Develop Air Service**

**i. Fly Sun Valley Alliance Update (See Brief)**

FSVA representative Carol Waller briefed the Board that FSVA will be meeting with Alaska Airlines and SkyWest Airlines to discuss the future air service schedule.

**IX. ~~VII.~~ PUBLIC COMMENT** No public comment was made.

**X. ~~IX.~~ ADJOURNMENT** The April 8, 2014 Regular Meeting of the Friedman Memorial Airport Authority was adjourned at approximately 7:32 p.m.

  
Lawrence 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.