

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

**May 3, 2016  
5:30 P.M.**

**IN ATTENDANCE:**

**BOARD MEMBERS:** Chairman – Ron Fairfax, Vice-Chairman – Don Keirn, Board – Lawrence Schoen, Fritz Haemmerle, Jacob Greenberg, Angenie McCleary, 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 Security Coordinator – Roberta Christensen, Administrative Assistant – Cecilia Vega  
**CONSULTANTS:** T-O Engineers – Dave Mitchell; R/L/B – Nicholas Latham, Mike Smith; Mead & Hunt – Mark McFarland; Centerlyne – Sarah Shepard, Nancy Glick  
**AIRPORT TENANTS/PUBLIC:** Len Harlig, Felicity Roberts, Donna Serrano, Chris Pomeroy, ~~Mandy~~ Mandy Pomeroy, Richard Fassino, Kylie Rountree, Boranico Barcia, Hallie MacPherson, Atlantic Aviation – Michael Rasch; FSVVA – Carol Waller, Marc Reinemann  
**AIRPORT LEGAL COUNSEL:** Lawson Laski Clark & Pogue, PLLC – Jim Laski  
**PRESS:** Idaho Mountain Express – Ryan Thane

**CALL TO ORDER:**

The meeting was called to order at 5:35 p.m. by Chairman Fairfax.

**I. APPROVE AGENDA**

The agenda was approved as presented.

**II. PUBLIC COMMENT**

Len Harlig suggested that the Board consider adding numbers to parking lot spaces in the public parking area. He also suggested the Board consider putting an additional sign to direct passengers to the passenger terminal on Airport Way.

**III. APPROVE FMAA  
MEETING MINUTES**

**A. April 5, 2016 Regular Meeting (See Brief)**

The April 5, 2016 Friedman Memorial Airport Authority Meeting Minutes were approved as presented.

**MOTION:**

***Made by Board Member Greenberg to approve the April 5, 2016 Friedman Memorial Airport Authority Regular Meeting Minutes as presented. Seconded by Vice-Chairman Keirn.***

**PASSED UNANIMOUSLY**

**IV. REPORTS**

**A. Chairman Report**

No report was given.

**B. Blaine County Report**

No report was given.

**C. City of Hailey Report**

Board Member Haemmerle commented that he supports Mr. Harlig's suggestion of adding numbers to the parking lot spaces as it would help passengers find their vehicles easier.

#### **D. Airport Manager Report**

Airport Manager Baird reported on the following:

- Airport Manager Baird's and Airport Staff's attendance at the annual Idaho Airport Management Association conference held in Sun Valley.
- Airport Staff has begun the budgeting process for fiscal year 2017 and will present the first draft at the June Board Meeting.
- The consideration of the air traffic control tower being managed remotely via recently developed technology.
- Airport Staff has begun preparations for the anticipated heavy July traffic due to corporate events.

#### **E. Communications Director Report**

Communications Director Nancy Glick reported the following:

- The scheduling of Airport Tours continues.
- The selection of 26 artists to showcase their art in the passenger terminal has been completed by the FMA Arts Committee and the new art is scheduled to be installed by May 23<sup>rd</sup>. Brochures that include information about the art will be available for interested passengers.
- FMAA input has been collected for the community polls/surveys and sent to consultants for consideration.
- A steady increase of the public's interest in the Airport's social media outreach continues.
- Preliminary navigation of the Airport's reconstructed website is now ready.

Board Member Schoen thanked Centerlyne for the positive progress they have made in the last few months in the communications effort.

#### **F. Fly Sun Valley Alliance Report**

No report was given.

Carol Waller commented on behalf of Fly Sun Valley Alliance that Airport Manager Baird will be missed and thanked him for all his efforts over the years.

### **V. AIRPORT STAFF BRIEF**

#### **A. Noise Complaints (See Brief)**

#### **B. Parking Lot Update (See Brief)**

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

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

#### **E. Airport Commercial Flight Interruptions (See Brief)**

### **VI. OLD BUSINESS**

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

##### **1. Existing Site**

##### **a. Plan to Meet 2015 Congressional Safety Area Requirement**

##### **i. Runway Safety Area Improvements Project - Update (See Brief)**

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

## 2. Future Projects

### i. Terminal Aircraft Parking Improvements – Consideration of Design Only Fee (See Brief)

Engineer Mitchell briefed the Board on the current status of the Terminal Aircraft Parking Improvements project and requested that the Board consider approval of the design development fee not to exceed \$184,545.

**MOTION:** *Made by Board Member Schoen to approve a fee for terminal aircraft parking improvement design not to exceed \$184,545 and authorize the Chair to execute the work order once the FAA concurs with the proposed cost and the award is awarded to T-O Engineers. Seconded by Board Member Greenberg.*

**PASSED UNANIMOUSLY**

### ii. Terminal Parking Lot Improvements - Update (See Brief)

### iii. Terminal Airline Ticketing Office Improvements - Update (See Brief)

Engineer Mitchell briefed the Board on the current status of the Airline Ticketing Office Improvements project.

## B. Runway 13-31 Pavement Maintenance

Engineer Mitchell briefed the Board that an Airport closure has been scheduled in May to complete pavement maintenance for Runway 13-31.

Board Member Schoen commented that Blaine County Road and Bridge Department will be trying a new paving material and emulsions that is anticipated to be smoother and to work well in this climate zone. He suggested FMAA engineers look into ~~to~~ it.

## C. Voluntary Noise Abatement/Runway Use Program Review Committee – Opportunity for the Committee to Update the FMAA on Activity (See Brief)

Airport Manager Baird briefed the Board on the April Voluntary Noise Abatement/Runway Use Program Review Committee meeting.

No public comment was made.

## D. Master Plan Discussion and Consideration of Accepting Chapter E (See Brief)

Airport Manager Baird briefed the Board on the status and schedule for Chapters E and F of the Master Plan Update (MPU).

Board Member Cooley commented that an executive summary has not been included in Chapter E and he would not support approval for an incomplete document. He suggested that a new scope of work be developed to identify other possible options, such as a regional airport.

Chairman Fairfax commented that studying the possibility of developing a regional airport is under the purview of the County, not the FMAA.

Board Member Haemmerle commented that a regional airport should at least be identified as a possible future option in the MPU.

Vice-Chairman Keirn agreed with Board Member Haemmerle's comment.

Board Member Schoen agreed with Board Member Cooley that an executive summary has not been included in Chapter E as directed by the Board in the April meeting and should be included. He commented that his suggested changes to pages 64 and 65 of Chapter E have also not been included.

Board Member Schoen suggested that the Board revisit the interest of other counties or cities in participating in a joint or regional sponsorship. He added that discussion of this topic as outlined on page 52, Section 1.3.2 of Chapter E, could be updated and mention of the possibility of a regional airport as a future option could be included in the executive summary.

Board Member Haemmerle agreed with Board Member Schoen's suggested changes and additions to Chapter E regarding Blaine County Land Use Ordinances and the mention of a regional airport in the MPU. He also suggested that a new heading be added that identifies the objective problems with certain sites.

Board Member McCleary commented that the purpose of Chapter E is not site selection; however, it would be appropriate to discuss objective problems that would affect site selection within the document.

The Board agreed that including a regional airport option in the MPU does not initiate the evaluation process of new sites but only outlines a path the FMAA would need to follow if new sites were necessary.

Chairman Fairfax commented that the Board's suggested changes will be implemented and available for review at the June Board meeting.

Airport Manager Baird briefed the Board that they will be able to review a red-lined version of Chapter E sometime in the middle of June.

No public comment was made.

Board Member Greenberg commented that he would like to ensure that the new language regarding a regional airport does not preclude the pursuit of other possible sites within the county.

#### **E. Noise Monitoring/Modeling – What Next?**

Airport Manager Baird suggested that the Board proceed with the next step of the Noise Monitoring or Modeling processes and schedule a noise consultant from Landrum and Brown to attend the June Board meeting.

Board Member Greenberg asked how the Board should select a consultant that would not be perceived as biased by the public.

Airport Manager Baird answered that consultants are in the business of being accurate and providing the information requested of them and Landrum and Brown is nationally recognized and one of the largest aviation planning firms in the world.

Board Member McCleary asked what the cost of contracting a consultant from Landrum and Brown will be.

Airport Manager Baird answered that it will cost approximately \$5,000 to \$6,000 in traveling expenses.

Board Member Schoen commented that undertaking a noise monitoring or modeling study will be extremely expensive and suggested that the Board should invest in low cost information gathering before a decision is made. He also commented that he is not concerned about bias as all of the Board's business and communication is public.

Vice-Chairman Keirn agreed with Board Member Schoen that more information about noise monitoring/modeling should be gathered before a decision is made.

Board Member Haemmerle disagreed with Board Member Schoen and Vice-Chairman Keirn and commented that he is willing to pay whatever amount to learn the impacts the Airport has on the community.

Board Member Schoen commented that a noise modeling or monitoring study should be done and was only suggesting that it would be beneficial to be informed on how best to proceed with the modeling or monitoring process.

Board Member Greenberg commented that the Board needs to know what the costs are going to be as this is not an AIP-eligible project. He commented that he has no opposition to performing a noise study or paying for a noise study but is curious as to what the next step would be if requirements for the study were contrary to the City of Hailey's Guiding Principles.

Airport Manager Baird commented that in order for the project to be AIP-eligible, the Board would have to do a Part 150 Noise Study which is a noise modeling study and one that would most likely not satisfy the community's need for actual information.

Board Member Haemmerle commented that if requirements for conducting a noise study were contrary to the City of Hailey's Guiding Principles he would need to establish the importance of those principles versus the health of the community.

Chairman Fairfax commented that he hopes the consultant will be able to inform the Board about what kind of information they would receive from modeling or monitoring and if it will be worthwhile to proceed.

The Board agreed to proceed with scheduling a consultant from Landrum and Brown to provide the Board with information on the noise modeling or monitoring processes during the June meeting.

#### **F. Air Quality Monitoring/Modeling – What Next?**

Airport Manager Baird suggested that the Board proceed with the next step of the Air Quality Monitoring or Modeling processes and schedule an air quality consultant from Landrum and Brown to attend the June Board meeting.

The Board agreed to proceed with scheduling a consultant from Landrum and Brown to provide the Board with information on the air quality modeling and monitoring processes during the June meeting.

#### **G. Letters of Concern**

##### **1. De-ice Material Use at FMA – Update (See Brief)**

Engineer Mitchell briefed the Board on de-ice material composition, how it's used and handled at the Airport, and the results of the Airport's water supply test for de-ice fluid.

The Board discussed technical aspects of Engineer Mitchell's presentation including the use of tanks rather than the sewer system for disposal, the alternative solutions for improving the disposal of de-ice fluid, and the meaning of the results from the Airport water test.

## 2. Opposite Direction Traffic - Update

Airport Manager Baird briefed the Board that the update for the opposite direction traffic letter will be presented in the June Board meeting.

## H. Discussion of Airport Manager Succession and Next Steps

Chairman Fairfax briefed the Board that the Airport Manager position opening has been announced and advertised regionally with an application submittal deadline of May 13, 2016. He requested that the Board authorize the FMAA committee to review the submitted applications and short list the applicants that will be interviewed by the entire Board.

Board Member Schoen commented that the Board needs to decide whether the interviews should be held privately or publicly. He also suggested that the committee be given the authority to reserve the right to recommend that the Board expand the search if regional applications do not meet the qualifications.

Board Member Greenberg suggested that the committee also be authorized to select and hire a search firm to expand the search if deemed necessary.

Board Member Haemmerle commented that he supports a regional search as well as giving the committee the authority to short list applications received.

The Board agreed that the committee has the authority to short list applications and that the formal interview process will be discussed once the candidates have been selected by the committee.

## VII. NEW BUSINESS

### A. Consideration of Submitting AIP Grant Application AIP '42 – Terminal Aircraft Parking Apron Improvement (Design Only) (See Brief)

Airport Manager Baird briefed the Board that the grant application for AIP '42 has been completed and requested that the Board authorize Staff to submit the application as well as authorize Staff and Legal Counsel to obtain the appropriate City and County resolutions to accept the grant.

**MOTION:**

***Made by Board Member Haemmerle to authorize Staff to submit the application as well as authorize Staff and Legal Counsel to obtain the appropriate City and County resolutions to accept the grant. Seconded by Board Member Greenberg.***

**PASSED UNANIMOUSLY**

### B. Small Community Air Service Program – Update (See Brief)

Airport Manager Baird briefed the Board that Staff has submitted a grant application for the Small Community Air Service Program.

## VIII. PUBLIC COMMENT

No public comment was made.

**IX. EXECUTIVE SESSION – MOTION:  
I.C. §74-206 (c)(f)**

**Made by Board Member Greenberg to enter into executive session pursuant to Idaho Code §74-206 paragraph (c) to acquire an interest in real property and paragraph (f) to communicate with legal counsel to discuss legal ramifications for controversy imminently likely to be litigated. Seconded by Vice-Chairman Keirn.**

**ROLL CALL VOTE:**

<b>Chairman Fairfax</b>	<b>Yes</b>
<b>Vice-Chairman Keirn</b>	<b>Yes</b>
<b>Board Member Greenberg</b>	<b>Yes</b>
<b>Board Member Schoen</b>	<b>Yes</b>
<b>Board Member Haemmerle</b>	<b>Yes</b>
<b>Board Member McCleary</b>	<b>Yes</b>
<b>Board Member Cooley</b>	<b>Yes</b>

**PASSED UNANIMOUSLY**

**X. ADJOURNMENT**

The May 3, 2016 Regular Meeting of the Friedman Memorial Airport Authority was adjourned at approximately 7:29 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.*