

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

**September 3, 2013
5:30 P.M.**

IN ATTENDANCE:

BOARD MEMBERS: Chairman – Ron Fairfax, Vice-Chairman – Susan McBryant, Board – Lawrence Schoen, Angenie McCleary, Fritz Haemmerle, Jacob Greenberg, Don Keirn
FRIEDMAN MEMORIAL AIRPORT STAFF: Airport Manager – Rick Baird, Emergency/Operations Chief – Peter Kramer, ASC/Special Projects Coordinator/Executive Assistant – Steve Guthrie, Administrative Assistant/Alternate Airport Security Coordinator – Roberta Christensen, 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, Ed & Pam Jenkins, Marc Reinemann, Evan Stelma, FSVA – Carol Waller; Atlantic Aviation – Mike Rasch; Richard Niedrich, Glass Cockpit Aviation – John Strauss, SkyWest Airlines – Stephanie Dwyer, Karen Brown; Ileene Wendland

CALL TO ORDER:

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

I. APPROVE AGENDA

The agenda was approved with the following changes:

III. UNFINISHED BUSINESS

A. Airport Solutions

1. Existing Site

a. Retain/Improve/Develop Air Service

1. Fly Sun Valley Alliance Report (See Brief)

VIII. VII. UNFINISHED BUSINESS (cont.)

A. Airport Solutions (cont.)

1. Existing Site (cont.)

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

c. b. RFQ – Engineer and Architect Services (See Brief)

d. e. RFQ – On-call Planning Services (See Brief)

d. Retain/Improve/Develop Air Service

1. Fly Sun Valley Alliance Report (See Brief)

MOTION

Made by Vice-Chairman McBryant to move the Fly Sun Valley Alliance Report after agenda item II. Public Comment. Seconded by Board Member Greenberg.

PASSED UNANIMOUSLY

II. PUBLIC COMMENT

Ed Jenkins commented that he was disturbed by some of the Board's questions and comments from last month's meeting including how future terminal expansions correlate to a dual path forward, the improved operation of the Board after new leadership, and inappropriate responses to public comment. He commented that there is no representative on the Board for South Blaine County residents, who feel it is time to move the airport to a different location, as there are safety concerns that will not be met with a reconfiguration of the Airport. Mr. Jenkins invited the Board to attend a block party in Chantrelle on September 21 at 1:00 p.m. to discuss safety concerns.

III. UNFINISHED BUSINESS

A. Airport Solutions

1. Existing Site

a. Retain/Improve/Develop Air Service

1. Fly Sun Valley Alliance Report (See Brief)

Fly Sun Valley Alliance representative, Carol Waller thanked the Board for partnering with FSVA in the effort to improve air service and announced that United Airlines will be starting a new direct flight to Friedman Airport from San Francisco on December 12, 2013.

IV. AIRPORT STAFF BRIEF

A. Employee of the 2nd Quarter, 2013 (See Brief)

Airport Manager Baird announced that Ms. Karen Brown of SkyWest Airlines was selected as the Employee of the 2nd Quarter for Calendar Year 2013. He congratulated Ms. Brown and thanked her for her efforts and service to Friedman Memorial Airport.

Ms. Brown thanked the Board and commented that she is honored and privileged to be the recipient of this award.

V. APPROVE FMAA MEETING MINUTES

A. August 6, 2013 Regular Meeting (See Brief)

The August 6, 2013 Friedman Memorial Airport Authority Meeting Minutes were approved with the following changes:

IN ATTENDANCE:

BOARD MEMBERS: Chairman – Ron Fairfax, Vice-Chairman – Susan McBryant, Board – Lawrence Schoen, Angenie McCleary, Ron Fairfax, Fritz Haemmerle, Don Keirn, Jacob Greenberg

VIII. UNFINISHED BUSINESS

A. Airport Solutions

1. Existing Site

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

Board Member Schoen commented that there has been a tremendous amount of work put continuously going into this and other projects, which has allowed the Board and Staff to move forward on several different projects simultaneously.

MOTION:

Made by Vice-Chairman McBryant to approve the August 6, 2013 Friedman Memorial Airport Authority Regular Meeting Minutes as amended. Seconded by Board Member Keirn.

PASSED UNANIMOUSLY

VI. ~~V.~~ REPORTS

A. Chairman Report

Chairman Fairfax thanked all the firefighters and support teams for all their efforts in saving the Wood River Valley from the Beaver Creek Fire.

B. Blaine County Report

Board Member Schoen reported that the Blaine County Commissioners met with Airport Manager Baird this morning and were briefed on what would be discussed at tonight's meeting. He also extended his congratulations on behalf of Blaine County to the Airport Staff who responded to the Beaver Creek Fire with professionalism and flexibility.

C. City of Hailey Report

No report was made.

D. Airport Manager Report

Airport Manager Baird reported that before the month of October a Request for Qualifications for Legal Counsel will be noticed in order to begin the process of selecting new counsel, as Attorney Luboviski will be retiring in December. He also reported that the Board can anticipate reviewing a new air service/air carrier incentive program in October.

E. Communications Director Report

Communications Director Pate reported that the August Coffee Talk and Airport Tour were both successful and the "Check SUN Fares First" campaign has been launched.

VII. ~~VI.~~ AIRPORT STAFF BRIEF (cont.)

B. Noise Complaints (See Brief)

C. Parking Lot Update (See Brief)

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

E. Review Correspondence (See Brief)

F. Fly Sun Valley Alliance Update (See Brief)

G. Airport Weather Interruptions (See Brief)

H. Operations Brief (See Brief)

I. Administrative Brief (See Brief)

VIII. ~~VII.~~ UNFINISHED

A. Airport Solutions (cont.)

1. Existing Site (cont.)

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

T-O Engineer Dave Mitchell updated the Board on the current status of the Modifications to Standards (MOS) process, the RSA Improvements Formulation Project and Phase I of the RSA Improvements Construction Project.

The Board discussed technical aspects of Engineer Mitchell's presentation including upcoming airport closures, the effects these closures will have on the community and how best to reach out and educate the business community about the construction project and closures they require.

MOTION: *Made by Board Member Schoen to approve the proposed RSA phasing plan to meet the 2015 Congressional Safety Area Requirements and authorize Airport Staff and T-O Engineers to proceed with Phase II of the RSA Improvements Construction Project. Seconded by Board Member Haemmerle.*

PASSED UNANIMOUSLY

Engineer Mitchell briefed the Board that bids for Phase I Construction Projects had been received and announced Knife River as the low bidder.

The Board discussed the bid results and after legal review, concluded that even though they are concerned that Knife River has performed questionably within the Wood River Valley, in order to stay on schedule and meet the 2015 deadline, the options to re-bid or eliminate an entire portion of the schedule are not in the Airport's best interest.

MOTION: *Made by Board Member Greenberg to accept Knife River as the lowest responsive bidder not to exceed the amount of \$2,270,694.00. Seconded by Board Member Keirn.*

PASSED UNANIMOUSLY

Board Member Schoen commented that Staff and Engineer Mitchell will need to bring the project within budget by eliminating portion(s) of the schedule(s) or seeking a greater grant amount from the FAA.

Board Member Haemmerle commented that at this point the Board must accept the lower bidder and rely on the hope that we have a good contract in place, a good Airport Staff and a good engineer that can supervise this group so that Knife River can provide a successful project for the Airport.

Board Member McBryant commented that this discussion was important and candid and hopes that Knife River would be interested in it.

c. b. RFQ – Engineer and Architect Services (See Brief)

Airport Manager Baird briefed the Board that a Request for Qualifications (RFQ) for Engineering and Architectural Services has been noticed and asked the Board to develop a Committee to evaluate the RFQs.

The Board directed Board Member Keirn, Board Member Greenberg and Chairman Fairfax to serve on the Committee to evaluate the RFQs and SOQs once they are received and develop a recommendation for the Board's review for the next Board meeting.

d. e. RFQ – On-call Planning Services (See Brief)

Airport Manager Baird briefed the Board that a Request for Qualifications (RFQ) for On-call Planning Services has been noticed and asked the Board to develop a Committee to evaluate the RFQs.

The Board directed Board Member Keirn, Board Member Greenberg and Chairman Fairfax to serve on the Committee to evaluate the RFQs and SOQs once they are received and develop a recommendation for the Board's review at the appropriate time.

~~d. Retain/Improve/Develop Air Service~~

~~1. Fly Sun Valley Alliance Report (See Brief)~~

2. Airport Relocation

a. EIS Termination (See Brief)

Board Member Haemmerle requested that a discussion on the dual path forward be added to the agenda for next month's meeting.

B. Auto Rental Concession Lease (See Brief)

C. Hailey ATCT Funding Update

Airport Manager Baird briefed the Board on the Hailey ATCT Funding process for FY '14.

Chairman Fairfax asked if the Board should implement a contingency funding plan for the Hailey ATCT.

Airport Manager Baird answered that the Board should keep in touch with Idaho's elected delegation and not take action on the possibility of a future problem prematurely.

Board Member McCleary commented that the Hailey ATCT was an important tool in fighting the Beaver Creek Fire and this should be conveyed to the elected delegation.

D. Small Community Air Service Development Program Grant (See Brief)

IX. VIII. NEW BUSINESS

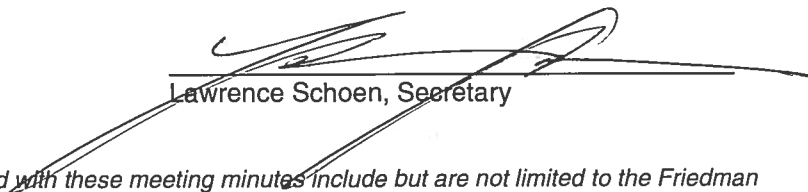
A. Beaver Creek Fire Impact (See Brief)

X. IX. PUBLIC COMMENT

Glass Cockpit Aviation owner, John Strauss commented that the Hailey ATCT was very instrumental in the success of defeating the Beaver Creek fire. He commented that the Temporary Fire Restriction (TFR) was intentionally shaped to try and minimize its impact on Hailey, however it blocked the instrument departure on the west side of Hailey which made it more difficult for Tower personnel to direct traffic on the east side. He thanked the Hailey ATCT for their excellence and hard work during such a catastrophic and high intensity event.

XI. X. ADJOURNMENT

The September 3, 2013 Regular Meeting of the Friedman Memorial Airport Authority was adjourned at approximately 7:51 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.*