

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

**September 4, 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/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, Chuck Sundby; ANTICIPATE – Candice Pate  
**AIRPORT TENANTS/PUBLIC:** Atlantic Aviation – Mike Rasch, Donna Serrano, Evan Stelma, Len Harlig, Ed & Susan Cutter, Jacob Greenberg, Marc Reinemann, Nils Ribi

**CALL TO ORDER:**

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

**I. APPROVE AGENDA**

The agenda was approved with the following changes:

**III. AIRPORT STAFF BRIEF**

**A. Employee of the Quarter**

**VII. ~~VI.~~ AIRPORT STAFF BRIEF (CONT.)**

- B.** A. Noise Complaints
- C.** ~~B.~~ Parking Lot Update
- D.** ~~C.~~ Profit & Loss, ATCT Traffic Operations Count and Enplanement Data
- E.** ~~D.~~ Review Correspondence
- F.** ~~E.~~ Fly Sun Valley Alliance Update
- G.** ~~F.~~ Airport Weather Interruptions
- H.** ~~G.~~ Operations Brief
- I.** ~~H.~~ Administrative Brief
- I.** ~~Employee of the Quarter (See Brief)~~

**MOTION:**

*Made by Board Member McBryant to approve the agenda as amended. Seconded by Board Member McCleary.*

**PASSED UNANIMOUSLY**

**II. PUBLIC COMMENT**

No public comment was made.

**III. AIRPORT STAFF BRIEF**

**A. Employee of the Quarter (See Brief)**

Airport Manager Baird announced that April Dieter of Friedman Memorial Airport has been selected for Employee of the 2<sup>nd</sup> Quarter for the calendar year 2012. He congratulated Ms. Dieter and thanked her for her efforts and service to the Wood River Valley.

Ms. Dieter thanked the Board and Airport Staff for their continuous support and encouragement as the Administrative Assistant/IT Systems Maintenance Coordinator for the Airport and thanked them both for allowing her to be a part of the FMA team.

Chairman Bowman congratulated Ms. Dieter and thanked her for her excellent service and representation for the Airport on behalf of the Board.

#### **IV. III. UNFINISHED BUSINESS**

##### **A. Airport Solutions (See Brief)**

###### **1. Blaine County Report**

Board Member McCleary reported that ~~in August the Blaine County Commissioners discussed the combined efforts from herself, she has worked with~~ Board Member McBryant and Attorney Luboviski to update the FMAA By-Laws. She proposed that the Board include the reconstructed By-Laws in the October Board meeting agenda for discussion.

Board Member Schoen reported that the Blaine County Commissioners also ~~re-~~~~signed~~ ~~agreed to sign~~ the ~~Amended Air Service Board~~ Joint Powers Agreement.

###### **2. City of Hailey Report**

Vice-Chairman Burke reported that in August the Hailey City Council had a special meeting to discuss the air service local-option tax being placed on the Fall ballot and the ~~Amended Air Service Board~~ Joint Powers Agreement. She reported that both the ~~Amended Air Service Board~~ Joint Powers Agreement and air service local-option tax language have been adopted and approved by the City.

###### **3. Airport Manager Report**

Airport Manager Baird reported to the Board that the FAA's suspension of opposite direction of runway traffic at airports all over the US last month did not apply to Friedman Memorial Airport. He also reported to the Board that Boise Airport and Friedman Airport were not selected to receive the Small Community Air Service Grant.

###### **4. Communications Director Report**

Communications Director Pate reported that no one signed up to attend the "Airport Tour" for the month of August and was therefore canceled. The "Coffee Talk" for August was held in Ketchum and was well-attended. She briefed the Board on the September schedule for "Airport Tours", "Coffee Talks", and other public outreach projects.

###### **5. Existing Site**

Dave Mitchell, T-O Engineers, briefed the Board on the August accomplishments and efforts for the Airport Alternatives – Technical Analysis.

The Board discussed and clarified aspects of Engineer Mitchell's presentation including FAA assumptions regarding options for meeting C-III standards, the Board's role in the Airport Alternative selection process and the Engineer's role in the project.

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

Airport Manager Baird briefed the Board that the FAA is still reviewing the Commercial Jet Service Environmental Assessment (EA) due to a delay in the FAA's legal review and collection of final comments.

Board Member McCleary suggested that the City, County, and FMAA discuss and consider taking a proactive approach towards the FAA in order to keep the EA project on schedule.

Board Member Schoen asked if there is a factor or possible consequence that is motivating Staff to stress the time-sensitiveness of the EA to the FAA.

Airport Manager Baird answered that air carriers make their decision based on seasons and they have certain criteria that need to be fulfilled before a decision to provide service at a certain destination is made. He commented that the 40 day delay is having a negative impact on the community.

Chairman Bowman commented that because there is no reasonable explanation for the FAA's 40-day delay on the review of the EA, it would lead him to believe that the project is being delayed deliberately.

Vice-Chairman Burke supported Chairman Bowman's comment as a possibility and added that there seems to have been a lack of leadership for this project since the retirement of the previous project lead, Donna Taylor.

**MOTION:** *Made by Board Member McBryant to direct Chairman Bowman, Airport Manager Baird and Attorney Luboviski to draft an appropriate letter or email to the FAA director for the EA project regarding the Board's concerns and ask Idaho's elected leadership in Washington D.C. for assistance in the matter, if necessary. Seconded by Vice-Chairman Burke.*

**PASSED UNANIMOUSLY**

#### **7. Airport Appreciation Day (See Brief)**

Airport Manager Baird briefed the Board on the date and time of the Airport Appreciation Day and summarized what type of activities will be held at the event.

### **V. ~~IV.~~ APPROVE FMAA MEETING MINUTES**

#### **A. August 7, 2012 Regular Meeting (See Brief)**

The August 7, 2012 Friedman Memorial Airport Authority Meeting Minutes were approved as presented.

**MOTION:** *Made by Vice-Chairman Burke to approve the August 7, 2012 Friedman Memorial Airport Authority Regular Meeting Minutes as presented. Seconded by Board Member Fairfax.*

**PASSED UNANIMOUSLY**

### **VI. ~~V.~~ NEW BUSINESS**

#### **A. Mountain West Bank**

Airport Manager Baird requested that the Board approve the opening of an account at Mountain West Bank for the new PFC Application 12-08-C-00-SUN.

**MOTION:** *Made by Vice-Chairman Burke to open an account at Mountain West Bank for the new PFC Application 12-08-C-00-SUN. Seconded by Board Member McBryant.*

**PASSED UNANIMOUSLY**

**B. Surplus Property Disposal (See Brief)**

Airport Manager Baird requested that the Board declare the list of surplus items provided by Staff as surplus and approve the disposal of the surplus property via a bid sale.

**MOTION:** *Made by Vice-Chairman Burke to declare the list of surplus items provided by Staff as surplus and approve the disposal of the Surplus Property through a closed bid sale to be conducted in October. Seconded by Board Member McBryant.*

**PASSED UNANIMOUSLY**

**C. iflysun.com (See Brief)**

Airport Manager Baird requested that the Board make a motion to allow Staff to proceed with the combined website development using the domain name [www.iflysun.com](http://www.iflysun.com).

The Board asked questions pertaining to the process of web forwarding in order to ensure a user-friendly transition from the two current sites to the new site once it becomes live.

**MOTION:** *Made by Board Member Schoen to approve Staff's request to proceed with the combined website development using the domain name of iflysun.com. Seconded by Vice-Chairman Burke.*

**PASSED UNANIMOUSLY**

**VII. VI. AIRPORT STAFF BRIEF (Cont.)**

**B. A. Noise Complaints**

**C. B. Parking Lot Update**

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

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

**F. E. Fly Sun Valley Alliance Update (See Brief)**

**G. F. Airport Weather Interruptions**

**H. G. Operations Brief**

**I. H. Administrative Brief**

**I. Employee of the Quarter (See Brief)**

**VIII. VII. PUBLIC COMMENT**

Airport Manager Baird commented that tonight may be T-O Engineer Chuck Sundby's last official FMAA meeting that he will attend as he moves on to retirement.

Chuck Sundby commented that the last 15 years has been an incredible professional experience, working for the community, Airport Manager Baird and the Board, and thanked the Board for giving him the opportunity to be a part of the Friedman Memorial Airport team.

**IX. VIII. EXECUTIVE SESSION – I.C. §67-2345**

**MOTION:**

**Made by Vice-Chairman Burke to enter Executive Session under *federal Idaho* code I.C. §67-2345 (1)(d). Seconded by Board Member McBryant.**

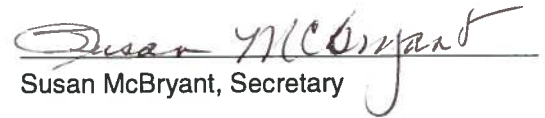
**ROLL CALL VOTE:**

<b>Board Member Fairfax</b>	<b>YES</b>
<b>Board Member Schoen</b>	<b>YES</b>
<b>Board Member McBryant</b>	<b>YES</b>
<b>Chairman Bowman</b>	<b>YES</b>
<b>Vice-Chairman Burke</b>	<b>YES</b>
<b>Board Member McCleary</b>	<b>YES</b>

**PASSED UNANIMOUSLY**

**X. IX. ADJOURNMENT**

The September 4, 2012 Regular Meeting of the Friedman Memorial Airport Authority was adjourned at approximately 7:20 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.