

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

PLEASE TAKE NOTICE that a regular meeting of the Friedman Memorial Airport Authority shall be held Tuesday, November 5, 2013 at 5:30 p.m. at the **old Blaine County Courthouse Meeting Room**, Hailey, Idaho. The proposed agenda for the meeting is as follows:

**AGENDA
November 5, 2013**

- I. APPROVE AGENDA**
 - II. PUBLIC COMMENT (10 Minutes Allotted)**
 - III. APPROVE FRIEDMAN MEMORIAL AIRPORT AUTHORITY MEETING MINUTES OF:**
 - A. October 1, 2013 Regular Meeting – Attachment #1 ACTION
 - IV. REPORTS**
 - A. Chairman Report DISCUSSION
 - B. Blaine County Report DISCUSSION
 - C. City of Hailey Report DISCUSSION
 - D. Airport Manager Report DISCUSSION
 - E. Communication Director Report DISCUSSION
 - V. AIRPORT STAFF BRIEF (5 Minutes Allotted)**
 - A. Noise Complaints
 - B. Parking Lot Update
 - C. Profit & Loss, ATCT Traffic Operations Count and Enplanement Data – Attachments #2 - #4
 - D. Review Correspondence – Attachment #5
 - E. Fly Sun Valley Alliance Update – Attachments #6, #7
 - F. Airport Weather Interruptions
 - G. Administrative Brief
 - 1. PFC Project Status
 - a. PFC 12-08-C-00-SUN
 - b. New PFC Application – Attachment #8
 - 2. AIP Project Status
 - H. Security Brief
 - 1. PFC No. 12-08-C-00-SUN Security Improvement Project
 - 2. FMA TSA
 - 3. FMA Insurance
 - I. Hailey ATCT Funding Update – Attachment #9
 - VI. UNFINISHED BUSINESS**
 - A. Airport Solutions
 - 1. Existing Site
 - a. Plan to Meet 2015 Congressional Safety Area Requirement DISCUSS/DIRECT/ACTION
 - i. Modifications of Standards
 - ii. Formulation – Attachment #10
 - iii. Phase 1 Construction Project
 - iv. Phase 2 Construction Project – Attachment #11
 - v. Architectural Projects
 - b. RFQ – On-call Planning Services DISCUSS/DIRECT/ACTION
 - c. Retain/Improve/Develop Air Service DISCUSS/DIRECT/ACTION
 - i. Fly Sun Valley Alliance Report
 - ii. Small Community Air Service Development Program Grant
 - 2. Airport Relocation DISCUSS/DIRECT
 - a. EIS Termination
 - 3. Site Selection/Master Plan DISCUSS/DIRECT
 - B. Request for Information – Legal Services DISCUSS/DIRECT/ACTION
- VII. NEW BUSINESS**
- VIII. PUBLIC COMMENT**
- IX. EXECUTIVE SESSION – I.C. §67- 2345 (1)(f)**
- X. ADJOURNMENT**

III. APPROVE FRIEDMAN MEMORIAL AIRPORT AUTHORITY MEETING MINUTES

A. October 1, 2013 Regular Meeting – Attachment #1

BOARD ACTION: 1. Action

IV. REPORTS

A. Chairman Report

This item is on the agenda to permit a Chairman report if appropriate.

BOARD ACTION: 1. Discussion

B. Blaine County Report

This item is on the agenda to permit a County report if appropriate.

BOARD ACTION: 1. Discussion

C. City of Hailey Report

This item is on the agenda to permit a City report if appropriate.

BOARD ACTION: 1. Discussion

D. Airport Manager Report

This item is on the agenda to permit an Airport Manager report if appropriate.

BOARD ACTION: 1. Discussion

E. Communications Director Report

This item is on the agenda to permit a Communications Director report if appropriate.

BOARD ACTION: 1. Discussion

V. AIRPORT STAFF BRIEF

A. Noise Complaints:

LOCATION	DATE	TIME	AIRCRAFT TYPE	INCIDENT DESCRIPTION	ACTION TAKEN
Lwr Brdfrd	9/27	3:15 am	Twin Turbine	After hours operation	This was a LifeFlight operation. Caller was notified by the Ops Chief.

Chantrelle	9/27	3:15 am	Twin Turbine	After hours operation	This was a LifeFlight operation. Caller was notified by the Ops Chief.
Chantrelle	9/27	3:15 am	Twin Turbine	After hours operation	This was a LifeFlight operation. Caller was notified by the Ops Chief.
Woodside	9/29	2:10 am	Twin Turbine	After hours operation	This was a LifeFlight operation. Caller was notified by the Ops Chief
Lwr Brdfrd	9/29	2:10 am	Twin Turbine	After hours operation	This was a LifeFlight Operation. Caller was notified by the Ops Chief.
Sweetwater	10/10	1:15pm	Jets	Caller complained that she does not like all the jet traffic at FMA in the first 2 weeks of July.	Ops Chief returned the call and lft an unreturned msg.
Chantrelle	10/26	11:04am	Jet	Caller thought the aircraft approached FMA low and not from the east	Research did not reveal anything inappropriate about this operation. Ops Chief e-mailed caller.

B. Parking Lot Update

The Car Park Gross/Net Revenues

Month	FY 2011 Gross	FY 2011 Net	FY 2012 Gross	FY 2012 Net	FY 2013 Gross	FY 2013 Net
September	\$19,561.73	\$9,799.38	\$16,903.00	\$7,386.30	\$22,571.00	\$11,795.17

C. Profit & Loss, ATCT Traffic Operations Count and Enplanement Data - Attachments #2 - #4

Attachment #2 is Friedman Memorial Airport Profit & Loss Budget vs. Actual.
Attachment #3 is 2001 - 2012 ATCT Traffic Operations data comparison by month.
Attachment #4 is 2012 Enplanement, Deplanement and Seat Occupancy data. The following revenue and expense analysis is provided for Board information and review:

August 2012/2013

Total Non-Federal Revenue	August, 2013	\$187,416.53
Total Non-Federal Revenue	August, 2012	\$225,026.06
Total Non-Federal Revenue	FY '13 thru August	\$2,032,296.97
Total Non-Federal Revenue	FY '12 thru August	\$1,937,941.88
Total Non-Federal Expenses	August, 2013	\$142,646.78
Total Non-Federal Expenses	August, 2012	\$129,446.81
Total Non-Federal Expenses	FY '13 thru August	\$1,766,493.63
Total Non-Federal Expenses	FY '12 thru August	\$1,693,765.70

Net Income to include Federal Programs	FY '13 thru August	\$-128,970.35
Net Income to include Federal Programs	FY '12 thru August	\$-63,987.31

D. Review Correspondence - Attachment #5

Attachment #5 is information included for Board review.

E. Fly Sun Valley Alliance Update – Attachments #6, #7

Attachment #6 is the September 19, 2013 Fly Sun Valley Alliance Meeting Minutes.
Attachment #7 is the October 17, 2013 Fly Sun Valley Alliance Meeting Agenda.

F. Airport Weather Interruptions

	October, 2013	
<u>Airline</u>	<u>Flight Cancellations</u>	<u>Flight Diversions</u>
Horizon Air	N/A	N/A
SkyWest	0	0

G. Administrative Brief

1. PFC Project Status

a. PFC 12-08-C-00-SUN

Project Status Summary as of 9-30-13

Project No.	Project Description	PFC Approved Amount	PFC Actual Expense	Over/Under Contract	PFC Eligible Expense	Project Status
001	Purchase Snow Removal Equipment	\$300,000.00	\$326,773.00	\$26,773.00	\$300,000.00	Complete
002	Security Improvements	\$209,000.00	\$82,381.00	(\$126,519.00)	\$82,381.00	Active
003	Implementation & Admin Costs	\$18,500.00	\$17,722.00	(\$778.00)	\$17,772.00	Complete
Total		\$527,500.00	\$426,876.00	(\$100,524.00)	\$400,153.00	

PFC 12-08-C-00-SUN Collection Summary as of 9-30-13

PFC 12-08-C-00-SUN Accrued Expenditures	
SRE Equipment	\$300,000.00
Security Improvements	\$209,000.00
Implementation and Admin.	\$17,772.00
	\$526,772.00
Less: PFC 12-08-C-00 Collections as of 9-30-13	\$304,284.00
Total Remaining to Collect:	\$222,488.00

b. New PFC Application – Attachment #8

Airport Staff and Mr. John Anderson, T-O Engineers, held an Airline Consultation meeting to discuss the proposed PFC Application projects and justifications on October 9, 2013. Additional clarification and questions were

answered and no objections were presented from the airlines. Notice for Public Comment 14CFR 158.24 and Air Carrier Comment 14CFR 158.23 have been posted on the Friedman Memorial Airport website www.iflysun.com for a 30 day period. The proposed Application has been forwarded to Mr. Jason Garwood, FAA for preliminary review.

Attachment #8 is an update from Mr. John Anderson T-O Engineers explaining next steps in the Application process.

Project Description	AIP Grant Number	Project Cost	AIP Grant Amount (93.75%)	AIP Grant Match/PFC Funds	Project Status
RSA Formulation	AIP 038	\$710,000.00	\$665,625.00	\$44,375.00	Preliminary
Purchase SRE	Non-AIP	\$500,000.00	N/A	\$500,000.00	Preliminary
Master Plan	Non-AIP	\$550,000.00	N/A	\$550,000.00	Preliminary
Relocate South Taxilane	AIP 039	\$2,685,000.00	\$2,517,187.00	\$167,813.00	Preliminary
Safety and Standard Improvements 2013-2016	N/A	\$21,728,976.00	\$20,370,915.00	\$1,358,061.00	Preliminary
Runway Rehabilitation	Non-AIP	\$150,000.00	N/A	\$150,000.00	Preliminary
PFC Administration	Non-AIP	\$16,920.00	N/A	\$16,920.00	Preliminary
Total		\$26,340,896.00	\$23,553,727.00	\$2,787,169.00	

2. AIP Project Status

	Project Description	Grant Amount	Expenditures to Date	95% of Eligible Expenses	93.75% of Eligible Expenses	Grant Amount Remaining	Grant/ Project Status
Existing Airport							
37	Conduct 90-Day Airport Safety Area Standards Study	\$237,230.00	97,160.00	N/A	\$91,087.00	\$146,142.50	ACTIVE
38	RSA Project Formulation to bring airport into compliance with C-III standards.	\$691,860.00	582,413.78	N/A	\$546,012.00	\$163,988.00	ACTIVE
39	RSA Project Phase I & II	\$2,234,754.00	234,237.00		\$219,597.00	\$2,015,157.00	ACTIVE
Replacement Airport							
04	Conduct environmental study for replacement airport for Friedman Memorial Airport, Hailey, Idaho (Phase 4)	\$2,500,000.00	\$1,543,246.77	\$1,466,084.00	N/A	\$1,033,916.00	ACTIVE

H. Security Brief

1. PFC No. 12-08-C-00-SUN Security Improvement Project

Recent security improvements/enhancements have been implemented throughout the FMA passenger terminal and SIDA, to include ongoing improvements currently taking place on the Airport Operations Area (AOA), due for completion by mid-December, 2013. The security improvements/enhancements align with the approved PFC No. 12-08-C-00-SUN, to include the following:

- Electronic Vehicle Gates: Work in progress, estimated for completion by mid-December, 2013.
- Wireless Infrastructure Improvements: This enhancement has improved the WLAN reliability, integrity, increased data transmission rates and has improved overall network functionality. Project completed
- Access Control Improvements: Elements of these improvements, include, additional electronic access control, audio alarms, visual strobes, and monitoring. Project completed
- CCTV Improvements: Additional CCTV has been installed at strategic locations throughout the interior and exterior of the passenger terminal. Project completed

2. Friedman Memorial Airport - TSA

TSA compliance officers frequently perform random security inspections at FMA. These inspections include FMA security procedures, record assessments, access control (doors/gates), etc. FMA security has always been in full compliance and has passed random inspections on a regular basis. In addition Staff continues to manage the FMA Airport Security Program (ASP) document, which has recently required a number of amendments and modifications.

3. Friedman Memorial Airport - Insurance

Staff recently completed insurance renewal applications and has renewed FMA's General & Aviation Liability, Property & Inland Marine, Business Auto, Director and Officers Liability and health insurance policies for FY 2014. Staff and insurance broker, Ms. Linda Bernier (Starley-Leavitt Insurance agency) were able to acquire an approximate 50% savings on the Director and Officers Liability renewal.

Newly implemented Federal requirements related to the Affordable Care Act (ACA) have been carried out and submitted within established timelines. In addition Staff has successfully completed a Blue Cross of Idaho audit, stating that "Everything was found in compliance with underwriting guidelines".

I. Hailey ATCT Funding Update – Attachment #9

According to AAAE, FAA has assured key congressional leaders supportive of the Contract Tower Program that the extra resources provided in the recent enacted short-term federal government deal will allow FAA to keep contract towers open until January 15 and eliminate the need for FAA controller furlough until that time. AAAE also reports that after January 15 contract towers and controller furloughs are again an item of discussion. Attachment #9 is included for Board information and review.

VI. UNFINISHED BUSINESS

A. Airport Solutions

1. Existing Site

a. Plan to Meet 2015 Congressional Safety Area Requirement

i. Modifications of Standards

Due to the government shutdown, approval of the Modifications of Standards at FAA Northwest Mountain Region has been delayed. Staff and FAA personnel at the Helena Airports District Office anticipate final approval of the MOS's and Safety Risk Management documentation at any time.

ii. Formulation – Attachment #10

The Airport Manager and Dave Mitchell of T-O traveled to Helena October 22 to meet with staff of the FAA Idaho-Montana Airports District Office and present and discuss the phasing and funding plans, as well as the overall status of the formulation effort. In general, the meeting went well, though the FAA requested additional information regarding a few items. These include justification and additional detail on the terminal and the new Snow Removal Equipment/ARFF building. The consultant team is currently working to develop this information.

The additional item that the FAA questioned was the configuration of the parallel and connecting taxiways at the north end of the airport. The FAA has requested that the airport consider purchasing a small parcel of land to allow this area to be constructed to FAA standards (see Attachment #10). T-O and Staff are working to determine what the implications of this request are and will provide a full briefing at the meeting.

The final phases of the Formulation project are also continuing, including preparation of the final report. At the December meeting, the Board should expect to see a draft Airport Layout Plan and a draft Capital Improvement Program for the next five years.

iii. Phase 1 Construction Project

The Phase 1 Construction Project has gone extremely well, so far. Work began on October 1, 2013 and the contractor has completed a significant portion of this scheduled project phase. Work completed includes: overlay of the aircraft parking apron; relocation of Airport Way; fence relocations and modifications; and excavation and initial construction of a large portion of the new taxi lane pavement section. The total value of construction completed to date is approximately \$900,000. Staff and consultants feel that Knife River and all of their subcontractors have done an excellent job and have been a pleasure to work with.

In addition to work completed under Knife River's contract, Idaho Power has completed the relocation of power lines in the project area and the propane tank adjacent to the Air Traffic Control Tower has been removed and reinstalled underground.

Remaining tasks for this fall include completion of fence and gate elements, relocation of telephone by Century Link and various other minor tasks. Knife River plans to shut down construction on all other activities on November 1. Work will begin again in the April-May timeframe, with an exact start date to be coordinated this winter.

iv. Phase 2 Construction Project – Attachment #11

Phase 2 of the Runway Safety Area Improvements project is planned for April-June of 2014. This includes relocation of the south half of Taxiway B, removal of Taxiway A, Runway Safety Area grading, and associated tasks. This project is scheduled to begin April 28. In order to meet this schedule and the FAA's grant timing, the goal is to open bids by early March, which means that design must begin promptly. T-O Engineers has prepared a draft Scope of Work for the design, bidding and construction administration services associated with this project. This scope is included at Attachment #11, and Dave Mitchell of T-O will attend the meeting to present the scope and address any of the Board's questions.

v. Architectural Projects

It is imperative that design of modifications to the terminal and a new Snow Removal Equipment/ARFF building, as well as airport administrative offices begin soon, in order to begin construction on time in early Fall 2014. Scopes of work for these projects are under development, as well, but additional concept revisions are necessary before the scopes are finalized. Staff and consultants plan to present these scopes at the December meeting, in order to maintain the project development progress required to enable commencement of construction in Fall 2014.

Revision of the architectural concepts, especially for the SRE/ARFF building will take place during this month. Board input in these revisions is welcome. In order to have project scopes prepared and ready for Board presentation in December, Staff recommends a committee be established to provide input in November, that maximizes development efficiency and enables forward progress to remain on course.

BOARD ACTION: 1. Discuss/Direct/Action

b. RFQ – On-call Planning Services

Last month, the Airport Manager updated the Board on the selection process for on-call planning services. He reported that Ricondo & Associates, in

association with Gallatin Public Affairs and Mead & Hunt, Inc. submitted Statements of Qualifications.

Chairman Fairfax reported that while both firms were very well qualified to provide on-call planning services for the Airport, the Review Committee recommended that the Board select Mead & Hunt, Inc. based on their familiarity with the Airport and their experience in working with airports with topographical issues similar to FMA.

The Board discussed the Review Committee's recommendation and directed Staff to postpone the selection of a firm to perform on-call planning services for the Airport until November, so that all Board Members have an opportunity to review the Statements of Qualifications.

BOARD ACTION: 1. Discuss/Direct/Action

c. Retain/Improve/Develop Air Service

i. Fly Sun Valley Alliance Report

This item is on the agenda to permit a Fly Sun Valley Alliance report if appropriate.

BOARD ACTION: 1. Discuss/Direct/Action

ii. Small Community Air Service Development Program Grant

Airport Staff has not yet received the Grant Offer from the Department of Transportation. Evidently, the partial government shutdown has delayed getting grant offers to communities. The item is left on the agenda in case Board direction or action is necessary.

BOARD ACTION: 1. Discuss/Direct/Action

2. Airport Relocation

a. EIS Termination

As you know, Staff is waiting for FAA determination regarding documentation, if any, which is appropriate for transmittal to FMAA. Airport Staff has been told that FAA - Helena ADO Environmental Staff is in Seattle, meeting with FAA - NWMTN Region Environmental personnel the week of September 23rd to develop a plan which will move this item towards completion.

BOARD ACTION: 1. Discuss/Direct

3. Site Selection/Master Plan

During the March Board meeting, the Board concluded that following completion of project formulation for Alternative 6, or by October 1, 2013, it would be appropriate to resume formal discussion regarding a site selection process.

The 2004 Master Plan Update completed in June of 2004 was the last Master Planning process completed by FMAA. The Airport Alternatives Technical Analysis completed in January of 2013 set FMAA on a path to meet the December 31, 2015 runway safety area deadline created by the Lautenberg Runway Safety Act.

The Board authorized Staff to process a PFC application that includes \$550,000 to Master Plan. As you know, the PFC program is a reimbursement program.

Statements of Qualification for On-call Planning Services were received until September 26th.

It would appear that Master Planning to look at short, medium and long term goals for FMA is appropriate. The plan should look at the short, medium and long term future at the existing site, beginning with the implementation of Alternative 6. The Board may also consider how to study a future site for the airport within the context of this Master Plan.

The Board could include in a Master Plan chapter, a review of all scientific information that has been gathered during first, the Board's Airport Site Selection and Feasibility Study and second, during the EIS Purpose and Need/Alternatives working paper report.

BOARD ACTION: 1. Discuss/Direct

B. Request for Information – Legal Services

In the October Board meeting, Board Members Haemmerle, Keirn, and Schoen volunteered to serve on the Legal Services Selection Committee. They met on October 28th and reviewed the six submittals that were received and determined it would be appropriate for the FMAA to interview three of the candidates, in order to make an eventual selection. Staff will schedule a special meeting in mid-November to accommodate the interview and selection process.

BOARD ACTION: 1. Discuss/Direct/Action

VII. NEW BUSINESS

VIII. PUBLIC COMMENT

IX. EXECUTIVE SESSION - I.C. §67- 2345 (1)(f)

X. ADJOURNMENT

**MINUTES OF A REGULAR MEETING ATTACHMENT #1
OF THE
FRIEDMAN MEMORIAL AIRPORT AUTHORITY***

**October 1, 2013
5:30 P.M.**

IN ATTENDANCE:

BOARD MEMBERS: Chairman – Ron Fairfax, Vice-Chairman – Susan McBryant, Board – Lawrence Schoen, Angenie McCleary, Fritz Haemmerle, Don Keirn, Jacob Greenberg
FRIEDMAN MEMORIAL AIRPORT STAFF: Airport Manager – Rick Baird, 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: Luboviski, Wygle, Fallowfield & Ritzau – Barry Luboviski;
CONSULTANTS: T-O Engineers – Dave Mitchell, Todd Combs
AIRPORT TENANTS/PUBLIC: Mead & Hunt – Scott Cary; Ruscitto/Latham/Blanton – Nick Latham; BCPA – Jim Perkins; Enterprise – Justin Maddux; FSVA – Carol Waller, Eric Seder; SVBR – Bob Crosby; Glass Cockpit Aviation – John Strauss; Hailey ATCT – George White; Atlantic Aviation – Susan Harris; Evan Stelma, Donna Serrano, Julie Lawson, Marc Reinemann, Andrew Zea

CALL TO ORDER:

The meeting was called to order at 5:32 p.m. by Chairman Fairfax.

I. APPROVE AGENDA

Board Member Haemmerle asked the Board to consider tabling the Site Selection/Master Plan Study discussion until the November meeting as the Hailey City Council did not have the opportunity to discuss the matter.

The agenda was approved with the following changes:

VI. UNFINISHED BUSINESS

A. Airport Solutions

~~3. Site Selection/Master Plan~~

MOTION:

Made by Board Member Haemmerle to move Agenda Item 3. Site Selection/Master Plan discussion under Unfinished Business to the November Board Meeting. Seconded by Board Member Keirn.

PASSED UNANIMOUSLY

II. PUBLIC COMMENT

No public comment was made.

**III. APPROVE FMAA
MEETING MINUTES**

A. September 3, 2013 Regular Meeting (See Brief)

The September 3, 2013 Friedman Memorial Airport Authority Meeting Minutes were approved as presented:

MOTION:

Made by Board Member McCleary to approve the September 3, 2013 Friedman Memorial Airport Authority Regular Meeting Minutes as presented. Seconded by Board Member Haemmerle.

PASSED UNANIMOUSLY

IV. REPORTS

A. Chairman Report

No report was given.

B. Blaine County Report

Board Member Schoen commented that it is important for the community to recognize the significant efforts of and progress the Board and Staff have made towards airport and air service improvements, including helping to obtain the Small Community Air Service Development Grant. This grant to improve air service will benefit the local economy significantly.

C. City of Hailey Report

Board Member Haemmerle agreed with Board Member Schoen's comment and thanked Airport Staff for their significant efforts to improve air service. He also added that it is imperative to remind ourselves that the plan to relocate the Airport remains to be the ultimate solution.

D. Airport Manager Report

Airport Manager Baird reported that in October he will be providing an Airport Update to the City of Sun Valley as well as representing the Board as a panelist at the Blaine County Economic Summit.

Airport Manager Baird reported that on October 10 the Airport will be hosting a "Prepared for Takeoff" groundbreaking ceremony and invitations to this event will be going out within the next few days.

E. Communications Director Report

Airport Manager Baird reported that the Airport Tour was again successful in September, however a redirection is being considered for the Coffee Talks as they have not been as well-attended. He also reported that the "Check Sun Fares First" campaign has been launched.

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. Fly Sun Valley Alliance Update (See Brief)

F. Airport Weather Interruptions (See Brief)

G. Operations Brief (See Brief)

H. Administrative Brief (See Brief)

I. Auto Rental Concession Lease (See Brief)

Board Member McBryant asked if any of the auto rental concessionaires will be dual branding.

Airport Manager Baird answered that two of the concessionaires will be dual branding. This will result in a total of five auto rental brands represented at the Airport.

VI. UNFINISHED BUSINESS

A. Airport Solutions

1. Existing Site

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 Runway Safety Area (RSA) Improvements Formulation Project and Phase 1 of the RSA Improvements Construction Project.

The Board discussed technical aspects of Engineer Mitchell's presentation including AIP eligible versus non-AIP eligible projects and the process of using PFC funds to finance non-AIP eligible projects.

MOTION:

Made by Board Member McCleary to direct Staff to discuss the presented RSA Improvements Project funding plan with the FAA to meet 2015 safety area requirements. Seconded by Board Member Schoen.

PASSED UNANIMOUSLY

Board Member Schoen commented that it is important that the Board keep this project moving forward in order to meet the 2015 deadline for improvements.

Board Member Haemmerle commented that critics of the cost of a replacement airport fail to understand the significant amount of money it takes to keep the current Airport operational and complimented Staff for their work on the improvements project.

Board Member Schoen asked Engineer Mitchell to explain the purpose of the Modifications of Standards document.

Engineer Mitchell answered that the MOS document summarizes the findings of the safety risk management panel.

Engineer Mitchell presented the Board with four different schemes, developed by the architects of Ruscitto/Latham/Blanton, that plan the placement of the new SRE/ARFF Building and Admin offices on the reconfigured airfield.

Airport Manager Baird commented that Staff would prefer Scheme 1 as it combines the shop, ARFF, and administrative operations in the most efficient manner and it also does not require the demolition of the cold storage building.

The Board discussed technical aspects of the presented schemes and suggested other options regarding the placement of the buildings on the airfield.

b. RFQ – Engineer and Architect Services

Airport Manager Baird updated the Board on the selection process for engineer and architect services. He reported that T-O Engineers was the only firm to submit a Statement of Qualifications and the Review Committee is recommending that the Board select T-O Engineers to perform Airport engineering and architectural services for the next five years.

Board Member Fairfax commented that T-O Engineers has a reputation among other engineering firms as having served the Airport exceptionally well for the last 20 years which may be why no other firms submitted a proposal for engineering services.

The Board discussed the Chairman's comment and agreed that whoever would have applied to the Request for Qualifications (RFQ) would have had a fair evaluation and had been considered equally.

The Board agreed that T-O Engineers has served the Airport very well for several years and agreed to accept them as the Airport Engineer for the next five years.

MOTION: ***Made by Vice-Chairman McBryant to select T-O Engineers as the Friedman Memorial Airport Authority's engineering and architect service provider. Seconded by Board Member McCleary.***

PASSED UNANIMOUSLY

Attorney Lubovski commented that the FAA requires the Airport to select an airport engineer firm every five years however the Board does have the option of considering engineers on a project basis.

c. RFQ – On-call Planning Services

Airport Manager Baird updated the Board on the selection process for on-call planning services. He reported that Ricondo & Associates in association with Gallatin Public Affairs and Mead & Hunt, Inc. submitted Statements of Qualifications.

Chairman Fairfax reported that while both firms were very well qualified to provide on-call planning services for the Airport, the Review Committee is recommending that the Board select Mead & Hunt, Inc. based on their familiarity with the Airport and their experience in working with airports with similar topographical issues that Friedman Airport has.

The Board discussed the Review Committee's recommendation and directed Staff to postpone the selection of a firm to perform on-call planning services for the Airport until November so that all Board Members can review the Statements of Qualifications.

d. Retain/Improve/Develop Air Service

i. Fly Sun Valley Alliance Report

Fly Sun Valley Alliance Director Carol Waller thanked the Board for their actions to help improve air service over the last year, without which none of the current successes would have been possible.

ii. Small Community Air Service Development Program Grant

Airport Manager Baird briefed the Board that the Airport has been awarded a Small Community Air Service Development Grant (SCASDG) in the amount of \$500,000 and asked the Board to formally accept the grant award.

Chairman Fairfax commented that he was impressed with the number of letters the Airport received in support of the SCASDG and listed the names of those supporters.

The Board thanked Airport Staff and the FSVA for all work invested in the submittal of the SCASDG application and thanked the community for their support of the grant as well.

MOTION:

Made by Board Member Schoen to authorize Staff to pursue the acquisition of resolutions from the City of Hailey and Blaine County authorizing the execution and acceptance of the Small Community Air Service Development Grant offer according to U.S. Department of Transportation procedures. Seconded by Board Member Haemmerle.

PASSED UNANIMOUSLY

2. Airport Relocation

a. EIS Termination (See Brief)

Board Member Haemmerle asked why the EIS termination process is taking such a significant amount of time to complete.

Airport Manager Baird answered that it is an issue of timing and scheduling for the FAA at this point.

~~3. Site Selection/Master Plan~~

B. Hailey ATCT Funding Update (See Brief)

VII. NEW BUSINESS

A. Request for Information – Legal Services (See Brief)

Airport Manager Baird requested that the Board select a committee to review Legal Service Proposals once they have been submitted.

The Board selected Attorney Luboviski, and Board Members Schoen, Haemmerle, and Keirn to serve on the initial committee to review the legal proposals and select the final proposals to undergo review by the entire Board. The Board also directed Staff to schedule a discussion regarding the legal proposals under executive session in the November Board meeting.

VIII. PUBLIC COMMENT

No public comment was made.

IX. ADJOURNMENT

The October 1, 2013 Regular Meeting of the Friedman Memorial Airport Authority was adjourned at approximately 7:27 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.*

Friedman Memorial Airport

Profit & Loss Budget vs. Actual (Combined)

October 2012 through August 2013

Ordinary Income/Expense	Oct '12 - Aug 13	Budget	\$ Over Budget	% of Budget
Income				
4000-00 · AIRCARRIER				
4000-01 · Aircarrier - Lease Space	77,477.07	84,600.00	-7,122.93	91.6%
4000-02 · Aircarrier - Landing Fees	73,789.33	92,000.00	-18,210.67	80.2%
4000-03 · Aircarrier - Gate Fees	1,100.00	1,200.00	-100.00	91.7%
4000-04 · Aircarrier - Utility Fees	5,984.78	7,600.00	-1,615.22	78.7%
4010-05 · Aircarrier -'11 PFC Application	129,730.32	213,000.00	-83,269.68	60.9%
4010-06 · Aircarrier - '12 PFC App	65,506.97			
Total 4000-00 · AIRCARRIER	353,588.47	398,400.00	-44,811.53	88.8%
4020-00 · TERMINAL AUTO PARKING REVENUE				
4020-01 · Automobile Parking - Terminal	73,993.32	70,000.00	3,993.32	105.7%
Total 4020-00 · TERMINAL AUTO PARKING REVENUE	73,993.32	70,000.00	3,993.32	105.7%
4030-00 · AUTO RENTAL REVENUE				
4030-01 · Automobile Rental - Commission	305,927.19	325,000.00	-19,072.81	94.1%
4030-02 · Automobile Rental - Counter	7,502.56	7,300.00	202.56	102.8%
4030-03 · Automobile Rental - Auto Prkng	27,490.00	29,000.00	-1,510.00	94.8%
4030-04 · Automobile Rental - Utilities	269.28	500.00	-230.72	53.9%
4030-05 · Automobile Rental - Off. Airpt.	18,920.12	40,000.00	-21,079.88	47.3%
4030-00 · AUTO RENTAL REVENUE - Other	570.00			
Total 4030-00 · AUTO RENTAL REVENUE	360,679.15	401,800.00	-41,120.85	89.8%
4040-00 · TERMINAL CONCESSION REVENUE				
4040-01 · Terminal Shops - Commission	694.94	3,500.00	-2,805.06	19.9%
4040-02 · Terminal Shops - Lease Space	5,445.92	8,500.00	-3,054.08	64.1%
4040-03 · Terminal Shops - Utility Fees	433.43	600.00	-166.57	72.2%
4040-10 · Advertising - Commission	29,151.23	33,000.00	-3,848.77	88.3%
4040-12 · Terminal ATM	67.50			
Total 4040-00 · TERMINAL CONCESSION REVENUE	35,793.02	45,600.00	-9,806.98	78.5%
4050-00 · FBO REVENUE				
4050-01 · FBO - Lease Space	208,881.63	229,466.00	-20,584.37	91.0%
4050-02 · FBO - Tiedown Fees	218,893.64	230,000.00	-11,106.36	95.2%
4050-03 · FBO - Landing Fees - Trans.	196,469.55	215,000.00	-18,530.45	91.4%
4050-04 · FBO - Commission	17,174.45	20,000.00	-2,825.55	85.9%
Total 4050-00 · FBO REVENUE	641,419.27	694,466.00	-53,046.73	92.4%
4060-00 · FUEL FLOWAGE REVENUE				
4060-01 · Fuel Flowage - FBO	179,745.48	172,000.00	7,745.48	104.5%
Total 4060-00 · FUEL FLOWAGE REVENUE	179,745.48	172,000.00	7,745.48	104.5%
4070-00 · TRANSIENT LANDING FEES REVENUE				
4070-02 · Landing Fees - Non-Comm./Gov't	278.64	500.00	-221.36	55.7%
Total 4070-00 · TRANSIENT LANDING FEES REVENUE	278.64	500.00	-221.36	55.7%

ATTACHMENT #2

Friedman Memorial Airport
Profit & Loss Budget vs. Actual (Combined)

October 2012 through August 2013

	Oct '12 - Aug 13	Budget	\$ Over Budget	% of Budget
4080-00 · HANGARS REVENUE				
4080-01 · Land Lease - Hangar	462,738.25	493,707.00	-30,968.75	93.7%
4080-02 · Land Lease - Hangar/Trans. Fee	900.00			
4080-03 · Land Lease - Hangar/Utilities	1,072.17	1,400.00	-327.83	76.6%
4080-20 · Land Lease - Government Revenue	6,844.52	0.00	6,844.52	100.0%
Total 4080-00 · HANGARS REVENUE	471,554.94	495,107.00	-23,552.06	95.2%
4090-00 · TIEDOWN PERMIT FEES REVENUE				
4090-01 · Tiedown Permit Fees (FMA)	13,697.39	17,000.00	-3,302.61	80.6%
Total 4090-00 · TIEDOWN PERMIT FEES REVENUE	13,697.39	17,000.00	-3,302.61	80.6%
4100-00 · POSTAL CARRIERS REVENUE				
4100-01 · Postal Carriers - Landing Fees	8,049.74	8,500.00	-450.26	94.7%
4100-02 · Postal Carriers - Tiedown	2,970.00			
Total 4100-00 · POSTAL CARRIERS REVENUE	11,019.74	8,500.00	2,519.74	129.6%
4110-00 · MISCELLANEOUS REVENUE				
4110-01 · Misc. Revenue	35,501.04			
4110-06 · Misc. - Security-Prox. Cards	27,695.00	27,000.00	695.00	102.6%
4110-09 · Miscellaneous Expense Reimburse	-2,201.21			
Total 4110-00 · MISCELLANEOUS REVENUE	60,994.83	27,000.00	33,994.83	225.9%
4120-00 · GROUND TRANSP. PERMIT REVENUE				
4120-01 · Ground Transportation Permit	13,300.00	16,000.00	-2,700.00	83.1%
4120-02 · GTSP - Trip Fee	2,900.00	0.00	2,900.00	100.0%
Total 4120-00 · GROUND TRANSP. PERMIT REVENUE	16,200.00	16,000.00	200.00	101.3%
4400-00 · TSA				
4400-02 · Terminal Lease	8,090.07	0.00	8,090.07	100.0%
Total 4400-00 · TSA	8,090.07	0.00	8,090.07	100.0%
4500-00 · IDAHO STATE GRANT PROGRAM REV.				
4500-11 · SUN-11	0.00	0.00	0.00	0.0%
4500-13 · SUN-13	0.00	20,000.00	-20,000.00	0.0%
Total 4500-00 · IDAHO STATE GRANT PROGRAM REV.	0.00	20,000.00	-20,000.00	0.0%
4520-00 · INTEREST INCOME				
4520-05 · Interest Income - '11 PFC	201.67			
4520-06 · Interest Income - '12 PFC	8.98			
4600-00 · Interest Income - General	8,570.01	14,000.00	-5,429.99	61.2%
Total 4520-00 · INTEREST INCOME	8,780.66	14,000.00	-5,219.34	62.7%
4702-00 · AIP 02 New Airpt. EIS Phs. II				
4702-01 · AIP 02	0.00	100,000.00	-100,000.00	0.0%
Total 4702-00 · AIP 02 New Airpt. EIS Phs. II	0.00	100,000.00	-100,000.00	0.0%

Friedman Memorial Airport
Profit & Loss Budget vs. Actual (Combined)

October 2012 through August 2013

	Oct '12 - Aug 13	Budget	\$ Over Budget	% of Budget
4703-00 · AIP 03 FMA/FAA				
4703-01 · AIP 03	0.00	40,000.00	-40,000.00	0.0%
Total 4703-00 · AIP 03 FMA/FAA	0.00	40,000.00	-40,000.00	0.0%
4704-00 · AIP 04-New Arpt. EIS-Phs.III/IV				
4704-01 · AIP '04 - FAA	0.00	1,000,000.00	-1,000,000.00	0.0%
Total 4704-00 · AIP 04-New Arpt. EIS-Phs.III/IV	0.00	1,000,000.00	-1,000,000.00	0.0%
4705-00 · AIP 05-New Arpt. EIS-Phs.				
4705-01 · AIP '05 - FAA	0.00	500,000.00	-500,000.00	0.0%
Total 4705-00 · AIP 05-New Arpt. EIS-Phs.	0.00	500,000.00	-500,000.00	0.0%
4737-00 · AIP 37				
4737-01 · AIP '37 - FMA Altern. Analysis	32,772.00	525,000.00	-492,228.00	6.2%
Total 4737-00 · AIP 37	32,772.00	525,000.00	-492,228.00	6.2%
4738-00 · Existing Site Improvement				
4738-01 · AIP '38	0.00	750,000.00	-750,000.00	0.0%
4738-00 · Existing Site Improvement - Other	474,606.00			
Total 4738-00 · Existing Site Improvement	474,606.00	750,000.00	-275,394.00	63.3%
4739-00 · AIP 39 - Safety Area Proj. Imp.				
4739-01 · AIP '39 Project I	0.00	1,725,000.00	-1,725,000.00	0.0%
Total 4739-00 · AIP 39 - Safety Area Proj. Imp.	0.00	1,725,000.00	-1,725,000.00	0.0%
Total Income	2,743,212.98	7,020,373.00	-4,277,160.02	39.1%
Gross Profit	2,743,212.98	7,020,373.00	-4,277,160.02	39.1%
Expense				
EXPENDITURES				
"A" EXPENSES				
5000-01 · Salaries - Airport Manager	116,785.89	127,403.00	-10,617.11	91.7%
5010-00 · Salaries -Contracts/Finance Adm	77,862.34	82,500.00	-4,637.66	94.4%
5010-01 · Salaries - Office Assist.	155,005.50	163,812.58	-8,807.08	94.6%
5020-00 · Salaries - ARFF/OPS Chief	80,005.95	82,500.00	-2,494.05	97.0%
5030-00 · Salaries - ARFF/OPS Specialist	278,817.52	302,723.84	-23,906.32	92.1%
5040-00 · Salaries-ASC/Sp.Prjct./Ex. Assi	58,126.89	59,190.96	-1,064.07	98.2%
5050-00 · Salaries - Temp.	8,483.25	15,000.00	-6,516.75	56.6%
5050-02 · Salaries - Merit Increase	0.00	20,721.82	-20,721.82	0.0%
5060-01 · Overtime - General	0.00	2,000.00	-2,000.00	0.0%
5060-02 · Overtime - Snow Removal	5,648.88	10,000.00	-4,351.12	56.5%
5060-04 · OT - Security	0.00	2,500.00	-2,500.00	0.0%
5100-00 · Retirement	89,807.42	100,815.67	-11,008.25	89.1%
5110-00 · Social Security/Medicare	57,394.43	66,428.93	-9,034.50	86.4%
5120-00 · Life Insurance	1,828.86	2,000.00	-171.14	91.4%

Friedman Memorial Airport
Profit & Loss Budget vs. Actual (Combined)

October 2012 through August 2013

	Oct '12 - Aug 13	Budget	\$ Over Budget	% of Budget
5130-00 · Medical Insurance	132,550.35	155,000.00	-22,449.65	85.5%
5160-00 · Workman's Compensation	13,250.00	15,000.00	-1,750.00	88.3%
Total "A" EXPENSES	1,075,567.28	1,207,596.80	-132,029.52	89.1%
"B" EXPENDITURES				
"B" EXPENSES - ADMINISTRATIVE				
6000-00 · TRAVEL EXPENSE				
6000-01 · Travel	12,837.53	0.00	12,837.53	100.0%
6000-00 · TRAVEL EXPENSE - Other	0.00	15,000.00	-15,000.00	0.0%
Total 6000-00 · TRAVEL EXPENSE	12,837.53	15,000.00	-2,162.47	85.6%
6010-00 · SUPPLIES/EQUIPMENT EXPENSE				
6010-01 · Supplies - Office	9,051.70	13,500.00	-4,448.30	67.0%
6010-03 · Supplies - Computer	2,673.87			
Total 6010-00 · SUPPLIES/EQUIPMENT EXPENSE	11,725.57	13,500.00	-1,774.43	86.9%
6020-00 · INSURANCE				
6020-01 · Insurance - Liability	16,610.00	18,500.00	-1,890.00	89.8%
6020-02 · Insurance - Public Officials	13,925.00	13,600.00	325.00	102.4%
6020-03 · Insurance-Bldg/Unlic.Veh./Prop	30,393.00	29,600.00	793.00	102.7%
6020-04 · Insurance - Licensed Vehicles	5,700.00	5,900.00	-200.00	96.6%
6020-05 · Insurance - Crime	625.00	550.00	75.00	113.6%
Total 6020-00 · INSURANCE	67,253.00	68,150.00	-897.00	98.7%
6030-00 · UTILITIES				
6030-01 · Utilities - Gas/Terminal	5,628.66	13,000.00	-7,371.34	43.3%
6030-02 · Utilities - Gas/Maintenance	4,417.63	8,500.00	-4,082.37	52.0%
6030-03 · Utilities - Elect./Runway&PAPI	5,573.98	6,000.00	-426.02	92.9%
6030-04 · Utilities - Elec./Office/Maint.	11,281.39	9,000.00	2,281.39	125.3%
6030-05 · Utilities - Electric/Terminal	9,384.60	7,500.00	1,884.60	125.1%
6030-06 · Utilities - Telephone	11,141.39	17,000.00	-5,858.61	65.5%
6030-07 · Utilities - Water	624.48	1,200.00	-575.52	52.0%
6030-08 · Utilities - Garbage Removal	6,764.86	6,000.00	764.86	112.7%
6030-09 · Utilities - Sewer	1,696.24	1,500.00	196.24	113.1%
6030-10 · Utilities - Elec./Sewer	307.22	500.00	-192.78	61.4%
6030-11 · Utilities - Electric/Tower	4,504.36	4,000.00	504.36	112.6%
6030-12 · Utilities - Elec./Brdfrd.Hghl	415.88			
6030-15 · Utilities - Elec/AWOS	588.02	900.00	-311.98	65.3%
6030-16 · Utilities - Elec. Wind Cone	119.84	210.00	-90.16	57.1%
6030-17 · Utilities - Elec.- Rosenberg	59.20			
6040-01 · Service Provider - Weather	5,772.00	3,700.00	2,072.00	156.0%
6040-02 · Service Provider - Term. Music	789.18	1,000.00	-210.82	78.9%
6040-03 · Service Provider - Internet/ISP	4,950.00	7,500.00	-2,550.00	66.0%
6040-04 · Service Provider - AWOS NADN	0.00	2,000.00	-2,000.00	0.0%

Friedman Memorial Airport
Profit & Loss Budget vs. Actual (Combined)
October 2012 through August 2013

	Oct '12 - Aug 13	Budget	\$ Over Budget	% of Budget
6040-05 · Service Provider - ISP/Terminal	1,650.00	2,000.00	-350.00	82.5%
6040-06 · Service Provider - SSI Movement	0.00	8,035.00	-8,035.00	0.0%
Total 6030-00 · UTILITIES	75,668.93	99,545.00	-23,876.07	76.0%
6050-00 · PROFESSIONAL SERVICES				
6050-01 · Professional Services - Legal	18,763.35	27,500.00	-8,736.65	68.2%
6050-02 · Professional Services - Audit	24,924.43	25,000.00	-75.57	99.7%
6050-03 · Professional Services - Engineer	6,595.89	27,000.00	-20,404.11	24.4%
6050-04 · Professional Services - ARFF	0.00	2,000.00	-2,000.00	0.0%
6050-05 · Professional Services - Gen.	13,537.08			
6050-06 · Professional Services - Litigat	46,311.73			
6050-07 · Professional Services - Archite	53.00	1,000.00	-947.00	5.3%
6050-08 · Professional Services - Securit	300.00	4,000.00	-3,700.00	7.5%
6050-10 · Prof. Svcs.-IT/Comp. Support	10,267.00	12,000.00	-1,733.00	85.6%
6050-11 · Professional Services - Wildlif	0.00	2,000.00	-2,000.00	0.0%
6050-12 · Prof. Serv.- Planning Air Serv.	22,133.80	32,000.00	-9,866.20	69.2%
6050-13 · Prof. Serv.-Website Des.& Maint	0.00	6,500.00	-6,500.00	0.0%
6050-14 · Professional Services - EA	8,093.61			
6050-15 · Prof. Serv. - Public Outreach	0.00	0.00	0.00	0.0%
6050-00 · PROFESSIONAL SERVICES - Other	-90.00			
Total 6050-00 · PROFESSIONAL SERVICES	150,889.89	139,000.00	11,889.89	108.6%
6060-00 · MAINTENANCE-OFFICE EQUIPMENT				
6060-01 · Maint.-Office Equip./Gen.	0.00	10,000.00	-10,000.00	0.0%
6060-02 · Maintenance - Computer	1,504.00			
6060-04 · Maintenance - Copier	3,958.80			
6060-05 · Maintenance - Phone	1,330.20			
Total 6060-00 · MAINTENANCE-OFFICE EQUIPMENT	6,793.00	10,000.00	-3,207.00	67.9%
6070-00 · RENT/LEASE OFFICE EQUIPMENT				
6070-01 · Rent/Lease - Office Equip./Gen	0.00	1,500.00	-1,500.00	0.0%
6070-02 · Rent/Lease - Postage Meter	947.28	0.00	947.28	100.0%
6070-03 · Rent/Lease - Copier	0.00	4,000.00	-4,000.00	0.0%
Total 6070-00 · RENT/LEASE OFFICE EQUIPMENT	947.28	5,500.00	-4,552.72	17.2%
6080-00 · DUES/MEMBERSHIPS/PUBLICATIONS E				
6080-01 · Dues/Memberships/Publications	15,484.01	15,000.00	484.01	103.2%
6080-02 · Membership - Internet/Website	864.48			
6080-04 · Airport Marketing	1,334.76	15,000.00	-13,665.24	8.9%
Total 6080-00 · DUES/MEMBERSHIPS/PUBLICATIONS E	17,683.25	30,000.00	-12,316.75	58.9%
6090-00 · POSTAGE				
6090-01 · Postage/Courier Service	1,128.95	2,700.00	-1,571.05	41.8%
Total 6090-00 · POSTAGE	1,128.95	2,700.00	-1,571.05	41.8%

Friedman Memorial Airport
Profit & Loss Budget vs. Actual (Combined)

October 2012 through August 2013

	Oct '12 - Aug 13	Budget	\$ Over Budget	% of Budget
6100-00 · EDUCATION/TRAINING				
6100-01 · Education/Training - Admin.	4,206.00	30,000.00	-25,794.00	14.0%
6100-02 · Education/Training - OPS	844.00			
6100-03 · Education/Training - ARFF	8,425.89			
6100-05 · Education - Neighborl Flight	4,285.16			
Total 6100-00 · EDUCATION/TRAINING	17,761.05	30,000.00	-12,238.95	59.2%
6110-00 · CONTRACTS				
6110-01 · Contracts - General	1,165.00			
6110-02 · Contracts - FMAA	30,800.00	33,600.00	-2,800.00	91.7%
6110-03 · Contracts - SVA/Fee Collection	53,900.00	58,860.00	-4,960.00	91.6%
6110-04 · Contracts - COH LEO	3,740.00	15,000.00	-11,260.00	24.9%
6110-05 · Contracts - Janitorial	0.00	10,000.00	-10,000.00	0.0%
6110-06 · Electronic Filing System	12,650.00	13,800.00	-1,150.00	91.7%
6110-08 · Contracts - Eccles Tree Lights	30,000.00	30,000.00	0.00	100.0%
6110-09 · Contracts - Website	0.00	350.00	-350.00	0.0%
6110-10 · Online Email Server Access	804.74	2,000.00	-1,195.26	40.2%
6110-11 · Contracts -Security CMS	20,502.97	42,500.00	-21,997.03	48.2%
Total 6110-00 · CONTRACTS	153,562.71	206,110.00	-52,547.29	74.5%
6120-00 · PERMITS				
6120-01 · Permits - General	23.00	100.00	-77.00	23.0%
Total 6120-00 · PERMITS	23.00	100.00	-77.00	23.0%
6130-00 · MISCELLANEOUS EXPENSES				
6130-01 · Misc. - General	7,109.04	6,500.00	609.04	109.4%
6140-00 · Bank Fees	929.03	1,000.00	-70.97	92.9%
Total 6130-00 · MISCELLANEOUS EXPENSES	8,038.07	7,500.00	538.07	107.2%
Total "B" EXPENSES - ADMINISTRATIVE	524,312.23	627,105.00	-102,792.77	83.6%
"B" EXPENSES - OPERATIONAL				
6500-00 · SUPPLIES/EQUIPMENT-ARFF/OPERATI				
6500-01 · Supplies/Equipment - General	566.09	10,000.00	-9,433.91	5.7%
6500-02 · Supplies/Equipment - Tools	2,024.41			
6500-03 · Supplies/Equipment - Clothing	767.76			
6500-04 · Supplies/Equipment - Janitorial	12,268.03	15,000.00	-15,000.00	0.0%
6500-05 · Supplies/Equipment - Deice	0.00	5,000.00	-752.15	85.0%
6500-06 · Supplies/Equipment - ARFF	4,247.85			
Total 6500-00 · SUPPLIES/EQUIPMENT-ARFF/OPERATI	19,874.14	30,000.00	-10,125.86	66.2%
6510-00 · FUEL/LUBRICANTS				
6510-01 · Fuel/Lubricants - General	0.00	0.00	0.00	0.0%
6510-02 · Fuel	21,492.43	50,000.00	-28,507.57	43.0%
Total 6510-00 · FUEL/LUBRICANTS	21,492.43	50,000.00	-28,507.57	43.0%

Friedman Memorial Airport
Profit & Loss Budget vs. Actual (Combined)
October 2012 through August 2013

	Oct '12 - Aug 13	Budget	\$ Over Budget	% of Budget
6520-00 · VEHICLES/MAINTENANCE				
6520-01 · R/M Equipment - General	2,977.47	27,000.00	-24,022.53	11.0%
6520-02 · R/M Equip. '93 Schmidt Snow	681.50			
6520-04 · R/M Equip. '84 Chevy Plow Truck	392.90			
6520-08 · R/M Equip. - '96 Tiger Tractor	2,722.25			
6520-17 · R/M Equip. '01 Case 921 Ldr.	23.16			
6520-19 · R/M Equip. '02 Ford F-150 PU	2,436.89			
6520-23 · R/M Equip. - '97 Ford Exped.	12.03			
6520-24 · R/M Equip. - '01 Ford F-250	392.01			
6520-28 · R/M Equip.-Case 621 Loader	217.02			
6520-32 · R/M Equip. - '09 Mini Truck	161.40			
Total 6520-00 · VEHICLES/MAINTENANCE	10,016.63	27,000.00	-16,983.37	37.1%
6530-00 · ARFF MAINTENANCE				
6530-01 · ARFF Maint. General	0.00	5,000.00	-5,000.00	0.0%
6530-04 · ARFF Maint. - Radios	2,670.79			
6530-05 · ARFF Maint. - '03 E-One	1,216.14			
Total 6530-00 · ARFF MAINTENANCE	3,886.93	5,000.00	-1,113.07	77.7%
6540-00 · REPAIRS/MAINTENANCE - BUILDING				
6540-01 · R/M Bldg. - General	2,008.70	29,000.00	-26,991.30	6.9%
6540-02 · R/M Bldg. - Terminal	14,920.55			
6540-03 · R/M Bldg. - Shop	2,206.83			
6540-04 · R/M Bldg. - Cold Storage	298.80			
6540-05 · R/M Bldg. - Manager's Bldg.	572.68			
6540-07 · R/M Bldg. - Tower	9,824.11			
6540-08 · R/M Bldg. - Parking Booth	215.97			
Total 6540-00 · REPAIRS/MAINTENANCE - BUILDING	30,047.64	29,000.00	1,047.64	103.6%
6550-00 · REPAIRS/MAINTENANCE - AIRSIDE				
6550-01 · R/M - General	0.00	15,000.00	-15,000.00	0.0%
6550-02 · R/M - Airfield	3,617.33			
6550-04 · R/M - Lights	2,222.85			
6550-05 · R/M - Grounds	1,273.00			
Total 6550-00 · REPAIRS/MAINTENANCE - AIRSIDE	7,113.18	15,000.00	-7,886.82	47.4%
6560-00 · SECURITY EXPENSE				
6560-01 · Security	8,317.38	20,000.00	-11,682.62	41.6%
Total 6560-00 · SECURITY EXPENSE	8,317.38	20,000.00	-11,682.62	41.6%

Friedman Memorial Airport
Profit & Loss Budget vs. Actual (Combined)

October 2012 through August 2013

	Oct '12 - Aug 13	Budget	\$ Over Budget	% of Budget
6570-00 · REPAIRS/MAINT.-AERONAUTICAL EQU				
6570-01 · R/M Aeronautical Equip - NDB/DME	8,736.99	22,000.00	-13,263.01	39.7%
6570-02 · R/M Aeronautical Equip. - Tower	1,399.91			
6570-03 · R/M Aeronautical Equip.-Swt. Sys	2,400.00			
6570-04 · R/M Aeron. Equip. - AWOS/ATIS	11,400.00			
6570-05 · R/M Aero.Equip. Flying Hat Lgts	375.00			
Total 6570-00 · REPAIRS/MAINT.-AERONAUTICAL EQU	24,311.90	22,000.00	2,311.90	110.5%
Total "B" EXPENSES - OPERATIONAL	125,060.23	198,000.00	-72,939.77	63.2%
Total "B" EXPENDITURES	649,372.46	825,105.00	-175,732.54	78.7%
"C" EXPENSES				
7000-00 · MISC. CAPITAL EXPENDITURES				
7000-01 · Contingency	175.00	50,000.00	-49,825.00	0.4%
7000-04 · Office Equip.-Telephone	7,807.00			
7000-05 · Computer Equipment/Software	7,443.29	25,600.00	-18,156.71	29.1%
7000-06 · Asphalt Repair	12,640.00	12,700.00	-60.00	99.5%
7000-07 · Website Design	6,850.00			
7000-08 · ATC Equipment	0.00	6,600.00	-6,600.00	0.0%
7000-26 · Acquisition - Licensed Vehicles	13,650.00	43,000.00	-29,350.00	31.7%
7000-30 · Tires	0.00	13,500.00	-13,500.00	0.0%
7000-36 · Drivers Training Software	7,125.00			
7000-37 · Tractor Rake Attachment	0.00	0.00	0.00	0.0%
7000-38 · Snow Monitoring Telemetry Eq.	0.00	0.00	0.00	0.0%
7000-39 · Air Pass. Terminal - Int. Paint	0.00	0.00	0.00	0.0%
7000-40 · Weather Viewing Equipment	0.00	0.00	0.00	0.0%
Total 7000-00 · MISC. CAPITAL EXPENDITURES	55,690.29	151,400.00	-95,709.71	36.8%
7500-00 · IDAHO STATE GRANT PROGRAM				
7500-13 · ITD (SUN-13 ITD/FMA)	0.00	40,000.00	-40,000.00	0.0%
Total 7500-00 · IDAHO STATE GRANT PROGRAM	0.00	40,000.00	-40,000.00	0.0%
7502-00 · AIP 02 EXPENSE				
7502-01 · AIP '02 - New Arpt. EIS-Ph.II	0.00	105,264.00	-105,264.00	0.0%
Total 7502-00 · AIP 02 EXPENSE	0.00	105,264.00	-105,264.00	0.0%
7503-00 · AIP 03 EXPENSE				
7503-01 · AIP '03 - New Arpt. EIS-Ph. III	0.00	42,106.00	-42,106.00	0.0%
Total 7503-00 · AIP 03 EXPENSE	0.00	42,106.00	-42,106.00	0.0%
7504-00 · AIP 04 EXPENSE				
7504-01 · AIP '04-New Arpt.EIS-Phs.III/IV	0.00	1,052,632.00	-1,052,632.00	0.0%
Total 7504-00 · AIP 04 EXPENSE	0.00	1,052,632.00	-1,052,632.00	0.0%

Friedman Memorial Airport
Profit & Loss Budget vs. Actual (Combined)

October 2012 through August 2013

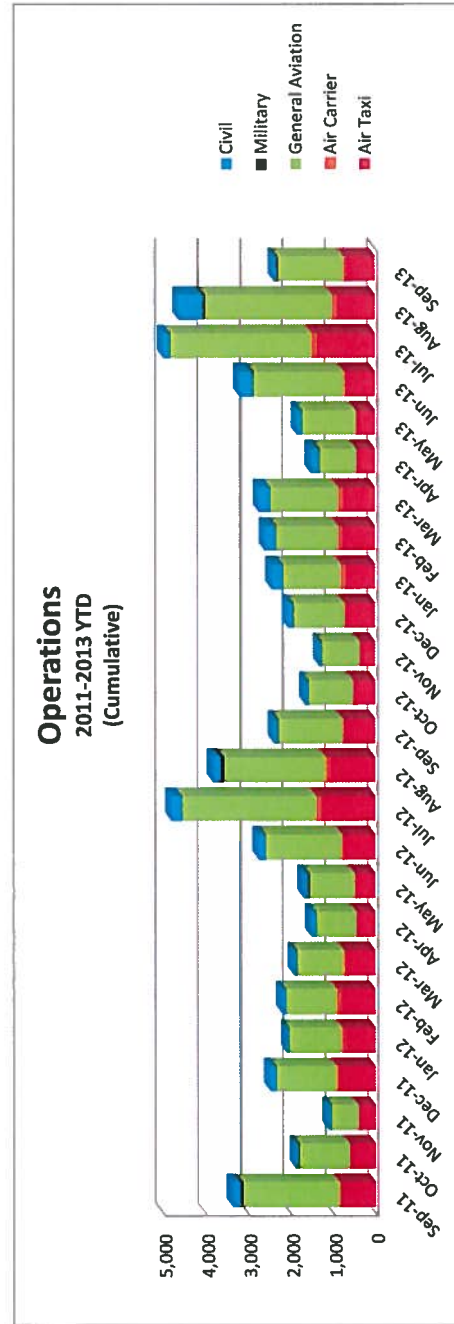
	Oct '12 - Aug 13	Budget	\$ Over Budget	% of Budget
7505-00 · AIP '05 EXPENSE				
7505-01 · AIP '05-New Arpt. EIS-Phs.	0.00	526,316.00	-526,316.00	0.0%
Total 7505-00 · AIP '05 EXPENSE	0.00	526,316.00	-526,316.00	0.0%
7537-00 · AIP '37 EXPENSE				
7537-01 · AIP '37 - FMA Altern. Analysis	36,362.00	552,632.00	-516,270.00	6.6%
7537-02 · AIP '37 - Non-Eligible	2,025.35			
Total 7537-00 · AIP '37 EXPENSE	38,387.35	552,632.00	-514,244.65	6.9%
7538-00 · Improvements to Existing Site				
7538-01 · AIP '38	506,247.30	789,474.00	-283,226.70	64.1%
7538-02 · AIP '38 - Non-Eligible	454.06			
Total 7538-00 · Improvements to Existing Site	506,701.36	789,474.00	-282,772.64	64.2%
7539-00 · AIP '39 EXPENSE - Imp. ALP				
7539-01 · AIP '39 - Eligible	140,347.89	1,818,947.00	-1,678,599.11	7.7%
Total 7539-00 · AIP '39 EXPENSE - Imp. ALP	140,347.89	1,818,947.00	-1,678,599.11	7.7%
7540-00 · AIP '40 EXPENSE - Safety Area				
7540-01 · AIP '40 Eligible	0.00	0.00	0.00	0.0%
Total 7540-00 · AIP '40 EXPENSE - Safety Area	0.00	0.00	0.00	0.0%
8000-00 · Replacement Airport				
8000-02 · Project Manager	0.00	10,000.00	-10,000.00	0.0%
8000-03 · Financial	0.00	10,000.00	-10,000.00	0.0%
8000-04 · Public Outreach	24,549.52	60,000.00	-35,450.48	40.9%
8000-05 · Current Site Master Plan	0.00	10,000.00	-10,000.00	0.0%
8000-06 · Legal	6,440.00			
8000-07 · General	1,753.60	50,000.00	-48,246.40	3.5%
Total 8000-00 · Replacement Airport	32,743.12	140,000.00	-107,256.88	23.4%
9000-00 · PFC EXPENSE				
9000-03 · PFC '12				
9000-04 · PFC '12 - SRE Equipment	0.00	0.00	0.00	0.0%
9000-05 · PFC '12 - Admin Expense	0.00	0.00	0.00	0.0%
9000-06 · PFC '12 - Security Improvements	58,518.13			
9000-03 · PFC '12 - Other	314,855.45	209,000.00	105,855.45	150.6%
Total 9000-03 · PFC '12	373,373.58	209,000.00	164,373.58	178.6%
Total 9000-00 · PFC EXPENSE	373,373.58	209,000.00	164,373.58	178.6%
Total "C" EXPENSES	1,147,243.59	5,427,771.00	-4,280,527.41	21.1%
Total EXPENDITURES	2,872,183.33	7,460,472.80	-4,588,289.47	38.5%
Total Expense	2,872,183.33	7,460,472.80	-4,588,289.47	38.5%

Friedman Memorial Airport
Profit & Loss Budget vs. Actual (Combined)
October 2012 through August 2013

	Oct '12 - Aug 13	Budget	\$ Over Budget	% of Budget
Net Ordinary Income	-128,970.35	-440,099.80	311,129.45	29.3%
Net Income	-128,970.35	-440,099.80	311,129.45	29.3%

ATCT Traffic Operations Record																
Month	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	
January	3,622	3,893	3,912	2,600	3,028	2,787	4,547	2,520	2,070	2,379	2,408	2,098	2,454			
February	4,027	4,498	3,073	3,122	3,789	3,597	3,548	2,857	2,244	2,647	2,117	2,205	2,612			
March	4,952	5,126	3,086	4,097	3,618	2,918	4,677	3,097	2,145	2,709	1,813	1,921	2,753			
April	2,494	3,649	2,213	2,840	2,462	2,047	2,581	2,113	1,724	1,735	1,604	1,513	1,509			
May	3,905	4,184	2,654	3,282	2,729	2,134	1,579	2,293	2,280	1,891	1,533	1,693	1,852			
June	4,787	5,039	4,737	4,438	3,674	3,656	5,181	3,334	2,503	3,019	2,898	2,761	3,203			
July	6,359	8,796	6,117	5,910	5,424	5,931	7,398	4,704	4,551	5,005	5,004	4,810	5,345			
August	6,479	6,917	5,513	5,707	5,722	6,087	8,196	4,570	4,488	4,705	4,326	3,823	4,644			
September	3,871	4,636	4,162	4,124	4,609	3,760	4,311	2,696	3,376	3,128	3,359	2,396	2,403			
October	3,879	3,656	3,426	2,936	3,570	3,339	3,103	2,134	2,145	2,012	1,886	1,658	0			
November	3,082	2,698	2,599	2,749	2,260	2,912	2,892	1,670	1,901	1,309	1,114	1,325	0			
December	3,401	2,805	3,247	3,227	2,722	3,834	2,699	1,848	2,272	1,811	2,493	2,066	0			
Totals	50,858	55,897	44,739	45,032	43,607	43,002	50,712	33,836	31,699	32,350	30,555	28,269	26,775			

ATCT Operations Change (current month vs. same month last year)			
	2013	2012	% Change
Air Taxi	668	722	-7%
Air Carrier	85	64	33%
General Aviation	1,554	1,506	3%
Military	14	14	0%
Civil	82	90	-9%
Total	2403	2396	0.29%



Friedman Memorial Airport

September 2013

2013 Seat Occupancy

Month	Alaska Airlines				SkyWest Airlines				Annual Seat Occupancy Totals Year-to-Year Comparison				Annual Seat Occupancy Percentages Year-to-Year Comparison			
	Departure Flights	Seats Available*	Seats Occupied	Percent Occupied	Departure Flights	Seats Available	Seats Occupied	Percent Occupied	Total Seats Occupied Y-T-D	Total Seats Occupied Prior Y-T-D	Y-T-Y % Change	Current Y-T-D % Occupied	Prior Y-T-D % Occupied	Y-T-Y % Change		
Jan-13	59	4,484	3,150	70%	107	3,210	2,113	66%	5,263	5,327	-1%	68.40%	70.07%	-2%		
Feb-13	55	4,180	3,374	81%	116	3,480	2,366	68%	11,003	10,431	5%	71.66%	71.95%	0%		
Mar-13	59	4,484	3,717	83%	140	4,200	3,185	76%	17,905	15,944	12%	74.49%	73.12%	2%		
Apr-13	0	0	0	0%	98	2,940	2,114	72%	20,019	18,095	11%	74.20%	73.84%	0%		
May-13	0	0	0	0%	92	2,742	1,925	70%	21,944	20,069	9.3%	73.84%	73.69%	0%		
Jun-13	27	1,836	1,173	64%	167	5,010	2,847	57%	25,964	24,053	7.9%	71.01%	71.43%	-1%		
Jul-13	61	4,148	3,405	82%	211	6,330	4,014	63%	33,383	31,278	7%	70.96%	72.05%	-2%		
Aug-13	56	3,808	2,608	68%	185	5,550	3,062	55%	39,053	38,610	1%	69.24%	73.47%	-6%		
Sep-13	41	2,788	1,832	66%	152	4,560	3,214	70%	44,099	43,399	2%	69.17%	73.99%	-7%		
Totals	358	25,728	19,259	75%	1,268	38,022	24,840	65%								

Total of 68 Seats Available on aircraft for summer months

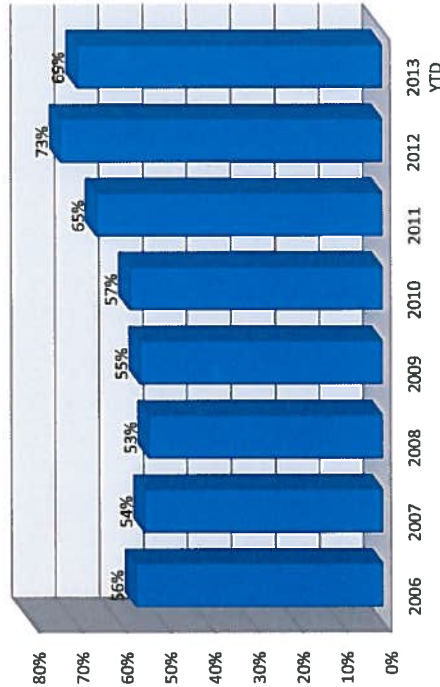
Total of 76 Seats Available on aircraft for winter months

Total of 30 Seats Available on aircraft

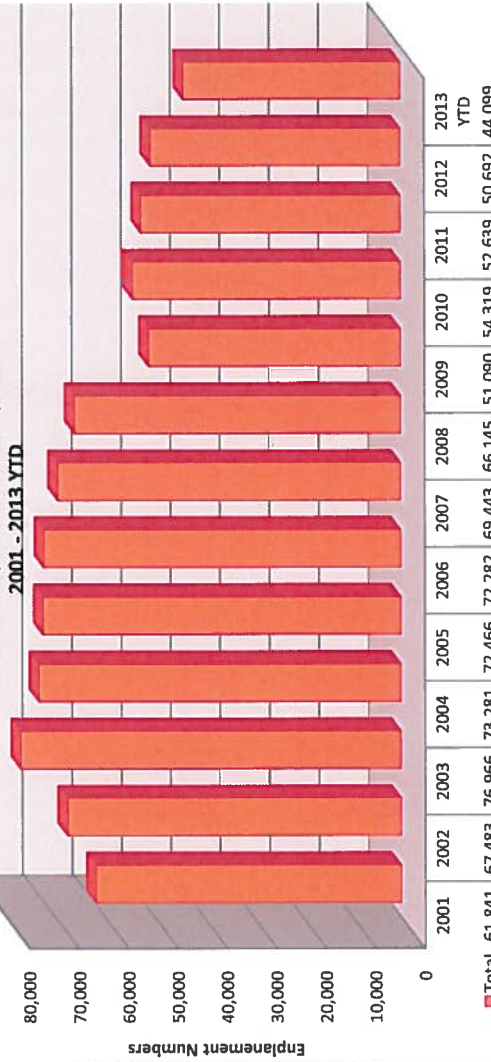
Legend: Y-T-D = Year-to-Date
Y-T-Y = Year-To-Year

*Seats are capped at 68 during some periods in the summer due to weight and balance requirements and other times of the year seats may be capped due to environmental conditions

Historical Seat Occupancy Comparison
2001-2013 YTD



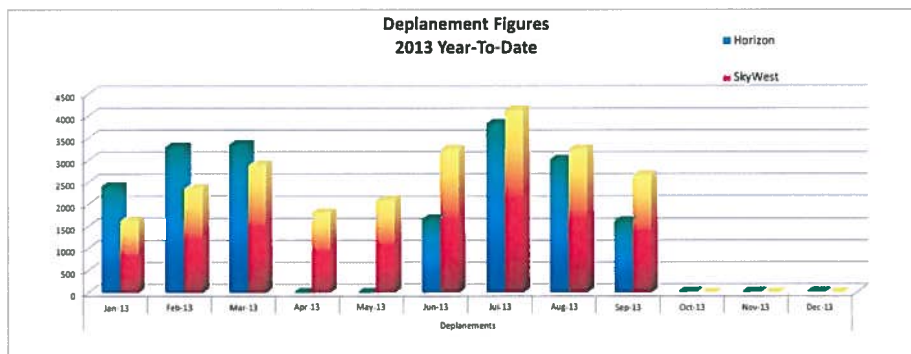
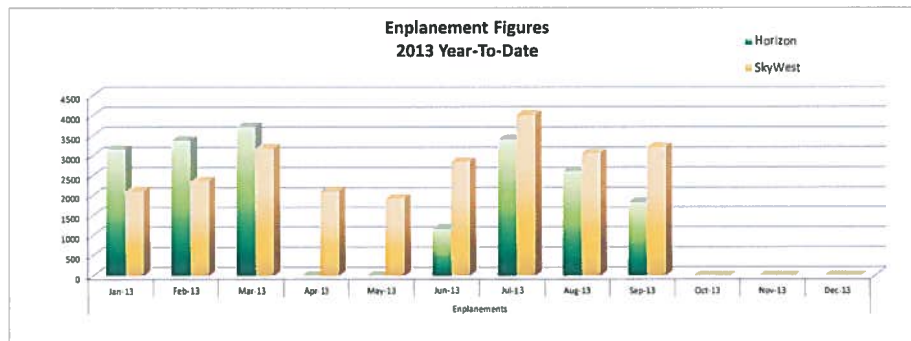
Historical Enplanment Comparison
2001 - 2013 YTD



Friedman Memorial Airport
September 2013

2013 Enplanements													
Date	Alaska Airlines					SkyWest					Current Y-T-D	Prior Y-T-D	Y-T-Y % Change
	Revenue	Non-Revenue	Total	Prior Year Month	M-T-M % Change	Revenue	Non-Revenue	Total	Prior Year Month	M-T-M % Change			
Jan-13	3,079	71	3,150	2,932	7%	2,047	66	2,113	2,395	-12%	5,263	5,327	-1.2%
Feb-13	3,307	67	3,374	2,839	19%	2,307	59	2,366	2,265	4%	11,003	10,431	5.5%
Mar-13	3,630	87	3,717	2,686	38%	3,114	71	3,185	2,827	13%	17,905	15,944	12.3%
Apr-13	0	0	0	0	0%	2,018	96	2,114	2,151	-2%	20,019	18,095	10.6%
May-13	0	0	0	0	0%	1,835	90	1,925	1,974	-2%	21,944	20,069	9.3%
Jun-13	1,132	41	1,173	1,426	-18%	2,742	105	2,847	2,558	11%	25,964	24,053	7.9%
Jul-13	3,331	74	3,405	3,563	-4%	3,893	121	4,014	3,662	10%	33,383	31,278	6.7%
Aug-13	2,545	63	2,608	3,348	-22%	2,968	94	3,062	3,984	-23%	39,053	38,610	1.1%
Sep-13	1,777	55	1,832	1,613	14%	3,086	128	3,214	3,176	1%	44,099	43,399	1.6%
Totals	18,801	458	19,259	18,407	5%	24,010	830	24,840	24,992	-1%			
Legend for Chart: Y-T-D = Year-To-Date Y-T-Y = Year-To-Year													

2013 Deplanements													
Date	Alaska Airlines					SkyWest					Current Y-T-D	Prior Y-T-D	Y-T-Y % Change
	Revenue	Non-Revenue	Total	Prior Year Month	M-T-M % Change	Revenue	Non-Revenue	Total	Prior Year Month	M-T-M % Change			
Jan-13	2,320	78	2,398	2,259	6%	1,575	57	1,632	1,679	-3%	4,030	3,938	2.3%
Feb-13	3,226	68	3,294	3,061	8%	2,300	60	2,360	2,260	4%	9,684	9,259	4.6%
Mar-13	3,268	87	3,355	2,506	34%	2,807	84	2,891	2,404	20%	15,930	14,169	12.4%
Apr-13	0	0	0	0	0%	1,739	67	1,806	1,891	-4%	17,736	16,060	10.4%
May-13	0	0	0	0	0%	2,005	81	2,086	2,057	1%	19,822	18,117	9.4%
Jun-13	1,608	54	1,662	1,854	-10%	3,129	113	3,242	2,739	18%	24,726	22,710	8.9%
Jul-13	3,735	84	3,819	3,911	-2%	3,994	143	4,137	3,819	8%	32,682	30,440	7.4%
Aug-13	2,941	72	3,013	3,700	-19%	3,154	96	3,250	3,550	-8%	38,945	37,690	3.3%
Sep-13	1,560	51	1,611	1,236	30%	2,568	97	2,665	2,663	0%	43,221	41,589	3.9%
Totals	18,658	494	19,152	18,527	3%	23,271	798	24,069	23,062	4%			
Legend for Chart: Y-T-D = Year-To-Date Y-T-Y = Year-To-Year													



Rick Baird

From: Pam&Ed Jenkins <pam.ed.jenkins@gmail.com>
Sent: Tuesday, October 01, 2013 5:58 AM
To: Rick Baird; fafairfax@aol.com; fxh@haemlaw.com
Subject: Fwd: Santa Monica airport

We will not be able to attend tonight's meeting, but you need to know that we are all aware that this crash was just ONE flight from Friedman. Please take the time to review the entire article. Thank you.

Ed & Pam Jenkins
 Chantrelle Subdivision

----- Forwarded message -----

From: Evan Stelma <elstelma@svskylan.net>
Date: Mon, Sep 30, 2013 at 7:32 PM
Subject: Fwd: Santa Monica airport
To: "djserrano@cox.net" <djserrano@cox.net>, "jecamelot@gmail.com" <jecamelot@gmail.com>, "bonniel8n@gmail.com" <bonniel8n@gmail.com>, "SherylSchowengerdt@gmail.com" <SherylSchowengerdt@gmail.com>, "blassman@wrfr.com" <blassman@wrfr.com>, "Felicity.Roberts@hotmail.com" <Felicity.Roberts@hotmail.com>, "Pam.ed.jenkins@gmail.com" <Pam.ed.jenkins@gmail.com>

Sent from my Verizon Wireless 4G LTE Smartphone

----- Original message -----

From: John Hecht <jhecht@cruxpointpress.com>
Date: 09/30/2013 6:04 PM (GMT-07:00)
To: Evan Stelma <elstelma@svskylan.net>
Subject: Santa Monica airport

Santa Monica plane crash: Some say airport should ban jets or close

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Investigators study the tail section of a twin-engine Cessna jet that crashed into a hangar at Santa Monica Airport. (Don Bartletti / Los Angeles Times / September 30, 2013)

By Matt Stevens

September 30, 2013 4:20 p.m.

The jet crash that set a hangar ablaze late Sunday and is presumed to have killed at least two passengers is adding fuel to some longstanding calls to severely reduce activity at the Santa Monica Airport or close it altogether.

Fire officials said the crash occurred when a twin-engine Cessna Citation veered off the right side of the runway and slammed into a nearby storage hangar.

Both the hangar and the jet burst into flames and the hangar collapsed, officials said, adding that the crash was not survivable.

Mark Benjamin, 63, and his son, Luke, 28, were believed killed when the jet crashed. Coroner's officials [had yet to retrieve](#) bodies from the charred wreckage of the crash Monday morning as crews worked to secure the site.

Van McKenny, an investigator at the National Transportation Safety Board, told reporters Monday that crews "absolutely plan" on being able to access the fuselage and any victims inside once the site is secured tonight.

The accident has set off a chorus of concerns from residents who live near the airport, Santa Monica city officials and politicians across Southern California. Debate about the safety, environmental impact and noise issues at the airport have long raged in the seaside town.

Los Angeles Councilman Mike Bonin, whose district includes the Westside, rattled off a long list of plane crashes involving Santa Monica Airport dating to when his predecessor Bill Rosendahl was running for office in 2004.

"I have long thought that the airport should be shut down, and I feel the same way today," Bonin said. "The airport is a proven danger to nearby residents both from the risk of crashes and from growing evidence of pollution and emissions from the jet fuel. Sadly, this is déjà vu all over again."

David Goddard, chairman of the Santa Monica Airport Commission, stopped short of calling for full closure of the airport because he said current agreements may force the city to operate the airport in perpetuity. But he said he hopes the crash serves as "a wakeup call."

"When a tragedy like this happens, we don't want to emotionally react to it and do something contrary to our agreements that is just going to end up in more litigation," Goddard said. "We want to take a reasonable, measured approach to reduce the operations."

The City Council has already implemented landing fees, he said, adding that he hopes officials will now consider adopting a rule that would reduce operations even further.

In a statement, Santa Monica Deputy City Manager Kate Vernez said the city is "in the process of evaluating potential options for the airport's future" as a settlement agreement with the FAA winds toward its expiration in 2015.

"City Council has directed staff to return to council in March of 2014," the statement said. "Options likely to be discussed then range from operational restrictions or reductions to partial or full closure. However, any decisions about the future of the airport will eventually be made within the context of a complex jurisdictional and legal context."

State Sen. Ted Lieu (D-Torrance) said the city should not renew its lease with the FAA in 2015 and, in effect, ban jets from using the airport.

“It was never designed for jet planes,” Lieu said. “It started as an airport for propeller planes.” Sunday’s crash, he added, “shows the potential dangers.”

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Rick Baird

From: Barbara Cook <barbara.cook@aaae.org>
Sent: Friday, October 11, 2013 4:00 PM
To: Rick Baird
Subject: Airport Report Today, October 14, 2013



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AMERICAN ASSOCIATION OF AIRPORT EXECUTIVES
2013



OCTOBER 14,

TOP STORIES IN THIS ISSUE

VOL. IV, NUMBER 81

AAAE, ACI-NA Join Rally To End Government Shutdown	Frontier To Expand Denver, Trenton Services
Lawmakers Examine Shutdown Effect On Transportation	Passenger Group Calls For Waiver Of Change Fees
Houston Airport Bond Rating Affirmed	NW Chapter-AAAE Holds Conference, Exposition
Rating Raised On Grand Fords, N.D., Airport Bonds	NASAO Presents Awards At Annual Convention
Rating Outlook For Airports Seen To Remain Stable	ANTN Dicast Offers Part 139 Training
Charleston Airport Orders Gate Equipment	Did You Know

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AAAE, ACI-NA Join Rally To End Government Shutdown

AAAE Gov President Todd Hauptli on Oct. 10 joined aviation industry leaders on the grounds of the U.S. Capitol for a "Rally to End the Government Shutdown" organized by the National Air Traffic Controllers Association.

In his remarks, which were delivered on behalf of AAAE and ACI-NA, Hauptli called for an end to the current budget impasse; elimination of sequestration; prevention of the diversion of AIP funds for FAA operations; and an increase in the federal cap on local PFCs.

AAAE and ACI-NA issued a statement that said, in part, "In the summer of 2011, the FAA shut down for two weeks. The result? Employee furloughs, the suspension of airport construction grants and the loss of hundreds of millions of dollars that would have been used to fund airport and aviation system infrastructure upgrades.

"Earlier this year, sequestration cuts at FAA led to more furloughs and system disruptions, threatened the closure of critical air traffic control facilities, and ultimately

FEATURED MEETING

**25th Annual AAAE/Southeast Chapter
AAAE Airport Finance & Administration
Conference**
January 26 - 29, 2014 | Orlando, FL

UPCOMING EVENTS

**AAAE/SW Chapter AAAE Accreditation
Final Interview Workshop**
October 19, 2013 | Nashville, TN
**AAAE/ABS Essentials of Airport
Business Management Workshop**
October 19 - 20, 2013 | Nashville, TN
**F. Russell Hoyt National Airports
Conference**
October 20 - 22, 2013 | Nashville, TN
Regional ACE Security Training Course
October 22 - 25, 2013 | Chicago, IL
**AAAE Regional Basic ASOS School
Onsite**

led to the diversion of a quarter billion dollars in airport construction grants to fund FAA operations.

"Those investments are gone forever, and already some in Washington have called for using AIP funds again in the months ahead to mitigate against the impacts of yet another anticipated crisis that will result if sequestration remains in place.

"Enough is enough. Airports and our aviation system have bent under the continuous strain of these repeated crises, and we are on the verge of breaking.

"Airport officials are left to wonder if there will be adequate federal staffing to handle air traffic, man screening checkpoints, and process arriving international passengers. They lack the certainty they need to plan, finance, and undertake the infrastructure development needed to meet current and future demand."

October 23 - 24, 2013 | Hebron, KY
14th Annual AAEE Airport Customer Service/Volunteer Ambassador Conference
October 27 - 29, 2013 | New Orleans, LA
AAEE Basic Airport Safety and Operations Specialist (ASOS) School
October 28 - 30, 2013 | Oklahoma City, OK
USTDA U.S.-India Aviation Summit
October 29 - 31, 2013 | Washington, DC
29th Annual AAEE Basics of Airport Law Workshop and 2013 Legal Update
November 3 - 5, 2013 | Denver, CO
AAEE Runway Safety Summit
November 4 - 6, 2013 | Savannah, GA

Lawmakers Examine Shutdown Effect On Transportation

The Senate Commerce Committee on Friday heard testimony on the impact on transportation of the federal government shutdown.

Lawmakers heard from a panel of witnesses, including National Transportation Safety Board (NTSB) Chairman Deborah Hersman and Aerospace Industries President and CEO Marion Blakey.

FAA has furloughed approximately 15,000 employees and DOT has furloughed 18,000 staffers out of 55,000.

Hersman told committee members that her agency provided furlough notifications to 383 of 405 employees. All five NTSB board members are exempt from the furlough. Hersman said that, during the shutdown, the agency contingency plan provides that all activities would be halted, except those necessary to prevent imminent threats to the safety of human life or the protection of property. In the 10 days since the shutdown began, a number of accidents have occurred in which NTSB has not sent an investigator or investigative team, Hersman said. NTSB also postponed an investigative hearing scheduled for Nov. 6-7 on the crash of the Asiana 777 at San Francisco International that occurred in July.

In her testimony, Blakey, a former FAA administrator, highlighted the negative effect of the shutdown on the global position of FAA stating, "Globally, the FAA is recognized as the gold standard for aviation safety. The FAA has gained this recognition through leadership in international activities, collaboration with our international partners, and the initiation of important global safety initiatives. The shutdown and budget cuts are inhibiting the FAA's ability to take the lead on ongoing international efforts to streamline aircraft certification requirements and harmonize the application of aviation rules. The FAA's inability to influence global aviation regulations and policy will have a lasting impact on our industry."

Houston Airport Bond Rating Affirmed

Fitch has affirmed the city of Houston's outstanding \$323.5 million airport system special facilities revenue bonds series 2001 at B.

INFRASTRUCTURE & ENVIRONMENT

At Airports, a Sudden Shift in Who's Handling Some Security

Some security responsibilities are being shifted away from the federal government and to airports themselves. Critics say the change could cost airports more than \$200 million a year.

BY RYAN HOLEYWELL | OCTOBER 21, 2013



Starting in January, it will become airports' responsibility -- instead of the Transportation Security Administration's -- to guard exit lanes. *AP/Erik S. Lesser*

A Transportation Security Administration plan to shift a long-held security responsibility away from the federal government and to airports themselves could cost the facilities more than \$200 million a year.

Since its inception more than a decade ago, TSA has maintained personnel at some airport exit lanes -- the zones or hallways that arriving passengers pass through as they exit a terminal. The goal is to ensure that no unauthorized people use those exit lanes to enter the terminal without passing through proper screening.

But TSA recently started notifying airports that, starting in January, it will become their responsibility to guard those exit lanes -- and pay for the work. The move will affect about 350 exit lanes at 145 airports, including heavily-trafficked facilities in Chicago, Atlanta and Memphis, says Joel Bacon, vice president of legislative affairs at the American Association of Airport Executives.

It's a significant shift, given the importance of exit lane security. A 2010 incident at the Newark airport showed just how seriously exit lane breaches are taken. When a man walked the wrong way through an exit lane, officials grounded flights and shut down the terminal for hours. Passengers were stranded, and thousands had to be re-screened, including many who had already boarded airplanes. The incident garnered scrutiny from Congress and was an embarrassment to TSA.

TSA officials say the shift in responsibility is a smart one for the agency, allowing it to more efficiently target its resources toward high-risk passengers. The Department of Homeland Security estimates in its 2014 budget that the move will save \$88.1 million annually and result in a decrease in nearly 1,500 full-time equivalent workers.

But airport officials and the associations representing them say the decision is a sudden one that could have huge budgetary and operational impacts for airports that aren't ready to take on the new responsibilities. They estimate that the cost of adding new exit-lane personnel will collectively cost them more than \$200 million annually.

This appears in our free, monthly Infrastructure e-newsletter. Not already a subscriber? Click here.

Bacon said airport associations only learned about the shift from TSA this spring, and this month, some airports began receiving letters formally describing the plans. Airports will have to oversee the exit lanes using private security, local law enforcement or perhaps technological solutions such as remote video monitors. Their plans must be approved by TSA.

While they can file a petition to appeal the move, TSA has made it clear that the policy isn't going to change. "They have no choice in the matter," says David Castelveter, a spokesman for TSA. Airports are currently mulling whether to file a federal lawsuit to challenge the plan.

Historically, security screening was the responsibility of airlines, whose work was overseen by the Federal Aviation Administration. But after the Sept. 11 attacks, the feds took over the responsibility through the TSA. Bacon says it's a big deal for that responsibility to now go to airports, since they haven't had it before.

Airport officials also say that with the change coming in January -- the middle of the fiscal year -- finding flexibility in their budget will be difficult. They also emphasize that it's unlikely they can implement a safe technological solution as quickly as they would need to comply with the deadline. And even if they could, the investment would be risky because TSA has never released national standards indicating what such a system would look like.

Moreover, airports and airlines alike agree that airports will pay for the added security costs by hiking up the fees they charge airlines. Airlines, in turn, will pass that cost on to customers. That's why the airline industry also opposes the move. Lawrence Krauter, director of the airport in Spokane, Wash., says the move will cost his airport \$300,000 annually, which will be levied on the airlines. "We don't have \$300,000 in the budget," Krauter says. "The airlines aren't happy. It will increase their rental fees in the building. I can't wait to have that discussion," he said sarcastically.

Bacon says the shift raises a slew of operational issues too, since pilots, flight attendants, law enforcement officers and other personnel called "Known Crew Members" may enter the terminal through the exit lanes in some cases. Yet airports don't have screening authority. (Interestingly, Castelveter adamantly insists crew members don't enter terminals via exit lanes, while Bacon just as adamantly insists they do).

Despite opposition from airports and airlines, TSA says it's not abdicating any responsibility at all. Its argument relies on a semantic distinction. The process of "access control" -- making sure that particular parts of the airport are locked and only certain individuals have the key or access -- falls on the airports, not TSA. The feds say manning exit lanes is an access control issue, not a security issue, making it squarely the airports' job. "TSA inherited the exit lanes and has now determined that the time has come that all the responsibility can go back to the airports or the airlines," Castelveter says.

Moreover, they say the shift isn't all that new. Among the airports where TSA has a presence, only about a third would be impacted by the shift. Two-thirds of airports already oversee their own exit lanes. The exit lanes that TSA currently mans tend to be those that are "co-located" with a security checkpoint, and when the exit lanes are more clearly separated, airports generally oversee them. TSA argues that if two-thirds of airports have figured out how to man exit lanes, the other third should have no problem. But airport officials don't buy that reasoning. If the exit lanes aren't TSA's responsibility, they argue, then the agency wouldn't have been manning them for more than a decade.

Airport officials are also highly critical of the process by which TSA is making the shift. Rather than doing it through federal legislation or the typical rulemaking process federal agencies follow, it's being made within individual airports' security plans. Krauter, of Spokane, says that's no accident and had allowed the process to go forward quickly and quietly, since airports can't share those documents with the public. Indeed, the issue has garnered hardly any media coverage at all. He worries whether the impact will have serious implications on safety. "Whenever you take responsibility and start divvying it up, the opportunity for errors increases," Krauter says. "That's a real concern."

Must Reads: [links to planning and infrastructure stories you might have missed](#)

The newly redesigned map of Boston's "T" was developed by a Russian consultant, who worked for free and has never set foot in the United States. The Boston Globe tracked him down and [interviewed](#) him.

Two big transportation strikes went down last week. Longshoremen in Baltimore [stopped working](#) Wednesday, but they won't tell the press the details of their contract dispute. Transit workers in the Bay Area [began their strike](#) late Thursday. BART officials offered a 12 percent pay raise over four years, but union workers want 15.88 percent.

Ohio and Kentucky officials have [narrowed down](#) the options for a long-awaited bridge connecting Cincinnati and Northern Kentucky.

An advisory panel says airline passenger should be [able to use electronics](#) when planes are below 10,000 feet, though cell phone calls would still be prohibited.

Now that he's out of office, former Transportation Secretary Ray LaHood is speaking a little more freely. [WAMU reports](#) that the former secretary is calling for a 10 cent increase to the 18.4-cent-per-gallon gas tax.

[Slate](#) highlights the fascinating, stealthy portraits a Dutch photographer took of New York subway conductors.

For three years, the Iowa DOT has been [trying to figure out](#) why motorists keep driving on the wrong side of a 20-mile stretch of highway.

It's familiar to hear criticism that the U.S. can't build things as quickly as China can. Here's a [reminder](#) why that may not always be a bad thing.



Ryan Holeywell | Staff Writer

rholeywell@governing.com [@ryanholeywell](https://twitter.com/ryanholeywell)

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Rick Baird

From: Brad Van Dam <brad.vandam@aaae.org>
Sent: Monday, October 28, 2013 10:50 AM
To: Rick Baird
Subject: Airport Alert: Airport and Travel Groups Urge Congress to Protect AIP Funding; Raise PFC Cap



Airport and Travel Groups Urge Congress to Protect AIP Funding; Raise PFC Cap

October 28, 2013

AAAE and ACI-NA today sent [letters](#) to key Congressional leaders urging them to protect AIP funding, raise the PFC cap, and require TSA to staff exit lanes. The U.S. Travel Association, the Airport Consultants Council, and the California Airports Council cosigned the letters that outline a list of airport priorities for lawmakers to consider during ongoing budget negotiations.

Congress recently passed legislation to temporarily fund the government through January 15, 2014 and to lift the debt limit through February 7, 2014. The agreement also calls for a bipartisan and bicameral group of lawmakers to come up with a long-term budget agreement by December 13th. That will not be an easy task, and there is a strong chance the across-the-board cuts called for in sequestration will remain in place.

Although AIP funding is technically immune from sequestration, Congress diverted \$253 million from the airport infrastructure account earlier this year to end controller furloughs and to keep 149 contract towers open as part of the first round of cuts in Fiscal Year 2013. The airport groups along with the U.S. Travel Association are urging Congress not to go down that path again in Fiscal Year 2014.

"We strongly believe that air traffic controllers should not be furloughed and that contract towers should not be shut down because of sequestration," the groups wrote. "But keeping our aviation system running at full capacity should also not be done at the expense of investing in airport infrastructure projects."

The airport and travel groups pointed out that reducing AIP funding underscores the need for

Congress to raise the federal cap on local PFCs. "At a time when there is enormous pressure to reduce discretionary spending, raising the PFC cap would provide airports with the self-help they need to finance critical infrastructure projects without relying on scarce federal funds," they wrote.

The groups also repeated their calls for Congress to require TSA to staff exit lanes. They pointed out that the agency's plans to shift responsibility to airports represent a "significant policy change, which is being undertaken strictly for the agency's budget convenience without the benefit of a comment and review process in violation of the Administrative Procedures Act, raises significant security and operational concerns."

Signers of the letter also continued to press for permanent relief from the Alternative Minimum Tax and for an additional 3,500 U.S. Customs and Border Protection officers to process passengers at international airports. The groups highlighted how long wait times are discouraging international passengers from traveling to the United States and costing our economy billions of dollars in lost revenue and hundreds of thousands of lost jobs every year.

We'll continue to work with the other airport and travel groups as we press for these airport priorities in the months ahead.



[Todd Hauptli](#), President, AAAE Gov
[Joel Bacon](#), Vice President
[Brad Van Dam](#), Vice President
[Gwen Papineau Basaria](#), Director



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Article



Aviation Orgs Push To Protect Contract Tower Program

By Kerry Lynch kerry.lynch@aviationweek.com

Source: AWIN First

[Email](#) [Print](#) Share:

2

text size **AA**

October 28, 2013

Credit: FAA

Eyeing difficult budget negotiations and the prospect of more sequestration cuts, a dozen aviation organizations are urging lawmakers to ensure that the contract tower program receives adequate funding and is shielded from potential dismantling.

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The organizations, representing airports, local communities, business aviation, airlines and other interests, wrote the House and Senate Appropriations Committees endorsing language that dedicates \$140 million in funding to the contract tower program.

The language is already included in the fiscal 2014 transportation funding bill, H.R.2610, and both House and Senate lawmakers have strongly endorsed the contract tower program. But the organizations are wary that the funding will become vulnerable to budget cuts.

"The inclusion of this important language as part of final legislation funding the FAA for FY 2014, in whatever form that may be, is absolutely critical to ensuring that operations continue throughout the fiscal year at the 251 FAA contract towers across the country," the organizations say.

They pointed to FAA's proposal earlier this year to eliminate funding for 149 contract towers, and say "it is clear that the program is on the FAA's target list for FY 2014 as sequestration looms in the background."

The proposed tower cuts last spring went further than other proposed FAA sequestration cuts, the groups say, adding that the congressional language in H.R.2610 will ensure the program is treated "equitably and fairly" and "it will provide certainty to local communities and protect this important and long-standing aviation safety program from being targeted for disproportionate cuts or elimination of service at certain airports."

The organizations also urged the lawmakers to convey that the agency should not take action to phase out funding while the 2014 budget is still being debated.

Signing the Oct. 28 letter to the lawmakers were top executives from the U.S. Contract Tower Association/American Association of Airport Executives, The U.S. Conference of Mayors, National Air Transportation Association, National Business Aviation Association, National Association of State Aviation Officials, Airports Council International – NA, Air Carrier Association of America, Air Traffic Control Association, Regional Airline Association, Cargo Airline Association, Regional Air Cargo Carriers Association and General Aviation Airport Coalition.

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Rick Baird

From: Barbara Cook <barbara.cook@aaae.org>
Sent: Tuesday, October 29, 2013 4:50 PM
To: Rick Baird
Subject: Airport Report Today, October 30, 2013




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**DELIVERING THE NEWS YOU NEED**

**AMERICAN ASSOCIATION OF AIRPORT EXECUTIVES**

**OCTOBER 30, 2013**

TOP STORIES IN THIS ISSUEVOL. IV, NUMBER 86

AAAE, ACI-NA Press For Action On Airport Priorities	United Employees Ratify New Contracts
Groups Seek Funding For FAA Contract Towers	AAAE's National Airports Conference Held In Nashville
House Panel Discusses Exit Lane Policy	Republic Of Mauritius Seeks Airport Consultant
JetBlue Posts Profit For Third Quarter	ANTN Dicast Offers Part 139 Training
Alaska Air Upgrades NextGen 737 Fleet	Did You Know
U.S. Airline Passenger Traffic Steady In July	

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AAEE, ACI-NA Press For Action On Airport Priorities

AAAE and ACI-NA this week sent letters to key congressional leaders, urging them to protect AIP funding, raise the PFC cap, and require TSA to staff exit lanes.

The U.S. Travel Association, the Airport Consultants Council, and the California Airports Council cosigned the letters, which outline a list of airport priorities for lawmakers to consider during ongoing budget negotiations.

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FEATURED MEETING

28th Annual Aviation Issues Conference
January 7 - 10, 2014 | Kohala Coast, HI

UPCOMING EVENTS

13th Annual AAEE/TSA/DHS Aviation Security Summit
November 5 - 6, 2013 | Arlington, VA
AAAE Airport Security Coordinator (ASC) Training School
November 7, 2013 | Alexandria, VA
AAAE/South Central Chapter AAEE Loretta Scott, A.A.E. Accreditation/Certification Academy
November 10 - 16, 2013 | Dallas, TX
AAAE/CDA Airports Going Green Conference
November 12 - 14, 2013 | Chicago, IL
AAAE Advanced Airport Safety and Operations Specialist (ASOS) School

fiscal year 2013. The airport groups, along with the U.S. Travel Association, are urging Congress not to repeat that action in fiscal year 2014.

"We strongly believe that air traffic controllers should not be furloughed and that contract towers should not be shut down because of sequestration," the groups wrote. "But keeping our aviation system running at full capacity should also not be done at the expense of investing in airport infrastructure projects."

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Signers of the letter also continued to press for permanent relief from the Alternative Minimum Tax and for an additional 3,500 U.S. Customs and Border Protection officers to process passengers at international airports. The groups pointed out that long wait times are discouraging international passengers from traveling to this country and costing the U.S. economy billions of dollars in lost revenue and hundreds of thousands of lost jobs every year.

November 13 - 14, 2013 | Alexandria, VA
Regional Basic ASOS - FXE
November 13 - 14, 2013 | Ft. Lauderdale, FL

2013 AAAE Human Capital Strategies Conference

November 17 - 19, 2013 | Baltimore, MD

AAAE Airport Law Enforcement Officers (LEO) Training School

December 3 - 5, 2013 | Alexandria, VA

AAAE Military/Civilian Joint Use Issues Conference

December 15 - 17, 2013 | San Antonio, TX

28th Annual Aviation Issues Conference
January 7 - 10, 2014 | Kohala Coast, HI

Groups Seek Funding For FAA Contract Towers

The U.S. Contract Tower Association (USCTA) — an affiliate of AAAE — and 11 other organizations have written to leaders of the House and Senate appropriations committees to urge them to support funding FAA's Contract Tower Program in the fiscal 2014 budget.

The organizations requested that lawmakers include the following language from the House bill (H.R. 2610) that dedicates funding for the FAA Contract Tower Program:

"Provided further, that of the funds appropriated under this heading, not less than \$140,000,000 shall be for the contract tower program, of which \$10,350,000 is for the contract tower cost share program."

"The inclusion of this important language as part of final legislation funding FAA for fiscal year 2014, in whatever form that may be, is absolutely critical to ensuring that operations continue throughout the fiscal year at the 251 FAA contract towers across the country," the organizations said.

Organizations signing the letters, in addition to USCTA, were: U.S. Conference of Mayors, National Air Transportation Association, National Business Aviation Association, National Association of State Aviation Officials, ACI-NA, Air Carrier Association of America, Air Traffic Control Association, Regional Airline Association, Cargo Airline Association, Regional Air Cargo Carriers Association and General Aviation Airport Coalition.



House Panel Discusses Exit Lane Policy

The House Homeland Security Committee on Tuesday approved several bills, including measures to codify the Aviation Security Advisory Committee (ASAC) into permanent law and to reform TSA's acquisition process.

During the committee meeting, lawmakers also discussed airport exit lane staffing. Rep. Steve Horsford (D-Nev.) offered an amendment to the ASAC legislation aimed at bringing further attention to the exit lane issue. The amendment, which was approved unanimously, called for creation of a subcommittee that would review and make recommendations concerning TSA's exit lane policy.

AAAE, ACI-NA, A4A, and the Regional Airline Association this week sent a joint letter to Horsford that voiced support for the amendment. While certainly helpful in highlighting the issue and potentially resulting in industry recommendations to TSA on exit lane staffing, the amendment would not prohibit TSA from requiring airports to assume those duties and expenses on Jan. 1.

The committee also approved H.R.1095, which directs TSA to transfer unclaimed money recovered at airport security checkpoints to nonprofit organizations that "provide places of rest and recuperation at airports for members of the Armed Forces and their families."

JetBlue Posts Profit For Third Quarter

JetBlue on Tuesday reported a \$71 million profit for the third quarter, up from \$45 million in the same period in 2012.

Carrier CEO Dave Barger commented, "We are pleased to report our highest ever quarterly earnings and our fourteenth consecutive quarter of profitability. These results reflect the success of our network strategy in high value geography and our focus on offering customers a differentiated product while maintaining competitive costs."

"We remain focused on strengthening the balance sheet," said carrier CFO Mark Powers. "We believe strong cash from operations will allow us to continue to grow sustainably as we increase our asset base and continue paying down debt, enhancing long term shareholder value."

Separately, the carrier announced changes in its fleet plan, including:

- Deferral of 24 Embraer 190 aircraft from 2014-2018 to 2020-2022, reducing capital expenditures over the near term
- Conversion of 18 A320 positions to A321s, better matching capacity with growing network demand in key markets while reducing unit costs
- An incremental order for 15 A321ceo and 20 A321neo aircraft, providing increased fleet flexibility and offering up to 15 percent in fuel burn savings



FLY SUN VALLEY ALLIANCE BOARD MEETING MINUTES

Thursday, September 19, 2013 8:00am, Friedman Memorial Airport

Board Members Present: Eric Seder, Dick Fenton, Jack Sibbach, Tim Silva, Maurice Charlat, Arlene Schieven, Peter Scheurmier, Rick Baird, Martha Burke, Staff: Carol Waller.

Board Members Absent: Wally Huffman, Deb Fox, Patrick Buchanan, Lisa Horowitz, Michelle Griffith, Jacob Greenberg

TOPIC DISCUSSED:

Consent Items:

- August Minutes: Jack moved to approve, Peter seconded VOTE: All in favor
- August FY13 YTD Financials & Payables: Maurice moved to approve, Jack seconded VOTE: All in favor
- FY14 Budget: Peter moved to approve, Jack seconded VOTE: All in favor

Reports:

Funding

- **FSVA City/County Updates:** Carol is working on FY14 contracts with Ketchum/Sun Valley/Blaine County.
- **1% LOT Update:**
 - Hailey city council voted to put 1% (rental cars and lodging only) back on Nov 5, 2013 ballot
 - New Hailey citizen's campaign committee – Keep Hailey Vibrant – has been created and is beginning outreach.
 - Ketchum Tourism & Jobs campaign is underway
 - Volunteers and campaign contributions still needed for both campaigns

Programs/Fundraising

- **Realtors for Air:** 15 offices have signed on as 100% offices. FSVA is providing greater ongoing recognition for 100% offices through ads, posters, etc.
- **2013.14 Air Support Business Ski Pass Program:** Over \$50K in sales YTD, early discount deadline is Sept. 30

Air Service Initiatives/Research/Promotions:

New SFO-SUN flight: Round of thanks expressed to all the partners who worked together to make this happen and to SVC for their critical support. First regional jet at SUN and first new airline to serve SUN in over 25 years – VERY EXCITING!

Airline Bookings:

- Summer 2013 booking report YTD was reviewed. August took a hit due to fires, do not have results yet. September bookings lower than last year. All flights for winter getting strong holiday bookings including SFO

USDOT SCASDP Grant: Expect grant awards to be made in Oct or November.

\

SUN Airport Update:

- FMAA will be starting on Phase I of SMS within 2 weeks; spring closure will be April 28-May 22 (noon).
- FMAA expects update from FAA on reliability enhancement options to review at Board meeting in October
- FMAA has launched a local Fly SUN marketing campaign next week, will be hosting a "Take Off" Party on Oct 10

Research:

- Summer survey collection will run through Sept. Over 500 surveys already collected.

Air Service Marketing Update: SVC and SVMA have winter marketing planning underway, major effort will start in November. SVC is currently implementing launch marketing of new SFO service through multiple channels.

Monthly Directors Report: Provided for review.

Respectfully Submitted, Carol Waller, FSVA Director

SUN Seasonal Capacity Changes

Time Period		LAX	SEA	SLC	Total	Time Period		LAX	SEA	SFO	SLC	Total	Seat Change	% change
Winter	Dec-12	1,368	1,368	3,870	6,606	Dec-13	1,368	1,368	1,320	4,200	8,256	1,650	25	
	Jan-13	2,356	2,356	3,900	8,612		2,356	2,356	2,046	4,215	10,973	2,361	27	
	Feb-13	2,128	2,128	3,810	8,066		2,128	2,128	1,848	4,615	10,719	2,653	33	
	Mar-13	2,356	2,356	4,650	9,362		2,356	2,356	1,980	6,045	12,737	3,375	36	
	Total	8,208	8,208	16,230	32,646		8,208	8,208	7,194	19,075	42,685	10,039	31	
Spring	Apr-13			3,120	3,120	Apr-14	456	456		5,395	6,307	3,187	102	
	May-13			2,790	2,790	May-14				1,885	1,885	(905)	(32)	
	Total	0	0	5,910	5,910	Total	456	456	0	7,280	8,192	2,282	39	
Summer	Jun-13	760	1,292	5,040	7,092	Jun-14	1,368	1,368		5,850	8,586	1,494	21	
	Jul-13	2,356	2,356	6,390	11,102	Jul-14	2,356	2,356	1,980	6,045	12,737	1,635	15	
	Aug-13	2,356	2,356	6,450	11,162	Aug-14	2,356	2,356	2,046	6,045	12,803	1,641	15	
	Sep-13	1,672	1,672	4,680	8,024	Sep-14	1,596	2,280		5,850	9,726	1,702	21	
	Total	7,144	7,676	22,560	37,380	Total	7,676	8,360	4,026	23,790	43,852	6,472	17	
Fall	Oct-13			3,720	3,720	Oct-14		684		6,045	6,729	3,009	81	
	Nov-13			2,760	2,760	Nov-14				5,850	5,850	3,090	112	
	Total	0	0	6,480	6,480	Total	0	684	0	11,895	12,579	6,099	94	
12 months		15,352	15,884	51,180	82,416	12 months		16,340	17,708	11,220	62,040	107,308	24,892	30

YOUR LAZY PARTS WILL HATE US

With 3400' of relentless fall line bowls, glades, bumps and groomers, your quads will beg for a lift line.
That's about the only thing Sun Valley doesn't have. Come ski more vert before lunch
than most people pack into their entire vacation.

90 Minutes to FREE Skiing
Day of arrival, with **SEA-SUN** boarding pass.

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www.visitidaho.org



Monthly Report September 2013

1. AIR SERVICE

AIR SERVICE RETENTION, IMPROVEMENT, DEVELOPMENT

- Received/reviewed Alaska Airlines advance booking reports and projections for YTD summer 2013
- Successfully completed negotiations with Alaska Airlines for new annual 2013.14 contract for expanded service
- Received/reviewed United booking reports, followed up with United Vacations re: ski packaging with local lodging properties, other air service questions from public, etc. Continued promotion coordination of new service.
- Ongoing communication/work with airlines, M&H consultant, FMA, other partners
- Attended various meetings/sent correspondence on air service with local officials, FMAA, local business, etc.
- Provided information via FSVA Enews and ongoing social media postings; updated website content as needed
- Provide air service stats and data to *Idaho Mountain Express* for special Economic Section on 9/26
- Made presentation to Park City, UT "CityTour" group of community leaders, helped host group in area

2. FUNDING

REALTORS FOR AIR PROGRAM

Continued implementation of RFA FY14 which included: new materials, recognition ads, meetings, tracking of commitments and benefits follow-up, etc. **Have 15 offices, 185 realtors committed as 100% offices as of Aug 31.**

BUSINESS SUPPORT SKI PASS PROGRAM 2013.14

Continued marketing outreach to businesses via EDM, social media, etc Results: **\$3___ in passes sold through Sept 30.**
1% LOT: Served as information resource to campaign teams.. Attended Hailey City Council meeting to put on ballot.

▪ **BOARD/ADMIN BUSINESS**

- Developed/compiled/distributed all materials for monthly Board Packets; prepared minutes from meeting(s) Prepared Monthly Report. Reviewed Financials, approved invoices/signed & processed checks, reviewed payables list, presented to Board for review/approval. Made deposits as needed.
- Prepared FY14 Budget for Board review/approval, met with accountant to set up new budget and statement formats
- Followed up on FY14 budget presentations for public funding partners; revised FY14 contracts for service/scope of work/performance metrics for all public partners.
- Coordinated JPA update and collecting of signatures from all parties, met as needed.
- Set up/prepped for information meetings with city council candidates to update on FSVA, air service and airport.

4. RESEARCH/OTHER

- Continued to managed summer air passenger survey implementation, coordination with survey and RRC Associates
- Continued work on compiling/tracking relevant comparative data and information of air service

KEY PERFORMANCE METRICS PROGRESS

1. Retain **24,000** current seats on non-stop service from SEA and LAX in winter 2012/13 and summer 2013.
Exceeded: Winter 2012/13 contract successfully negotiated and completed – extended service to March 31, 1064 more seats. Summer 2013 negotiations completed – expanded schedule to September 22.
2. Reduce 2012-13 winter & summer MRG payout for contracted service **by 20%, (\$150,000)** through combination of negotiated MRG cap, modification of schedule, and yield pricing mgmt, assuming the cost per trip identified by airline remains constant with prior year.
Exceeded: Negotiated lower MRG cap for winter 2012-13 contract, reduced MRG payout by over 30%; Negotiated better schedule and contract terms for summer 2013 MRG contract.
3. Conduct **1500 air passenger surveys** in 2012-13 at SUN (in conjunction with professional research firm) and work with FMA and consultants on other research to utilize in decision-making to improve air service and enplanements.
In progress; 500 winter surveys completed –summer surveys being done June - September.
4. Raise at least **\$150,000** in private sector funds for air service support program by 9/30/13.
Exceeded: Raised/received **\$252,576** in private sector funds ytd thru 8/31/13.



FLY SUN VALLEY ALLIANCE BOARD OF DIRECTORS MEETING

Thursday, October 17, 8:00am – 10:00am

LUPINE ROOM - SUN VALLEY INN

AGENDA:

1. Consent Items:

- Approval of September Meeting Minutes (*attached*)
- Approval of September Year-End financials & Oct payables (*attached*)

2. Program Reports: Funding

- FY14 Budget update – city/county contracts in process
- Meetings with city council candidates; update for state representatives on Oct 22
- Realtors for Air: collecting commitments for FY14; **\$46,250 committed to date**, 100% offices=15
- Air Support Business Ski Pass program: **\$152,894 sold YTD!** Budget was \$140K, last year was \$137K
- 1% LOT update
 - Ketchum Tourism & Jobs campaign
 - Keep Hailey Vibrant campaign

3. Air Service Initiatives/Research/Promotion

- **\$500k USDOT SCASDP GRANT SECURED!**
- Advance Booking report summary for AS and UA flights (*attached*)
- 2014 seat capacity increase by market (*attached*)
- Summer 2013 AS YTD Final Booking & MRG Report
- Air Service Marketing Update – Jack & Arlene (*SVMA ad example attached*)
- Airport update – Rick
- Research: Summer/Fall SUN Air Pax surveys –570 surveys completed, final report due in Nov
- Other

Other attachments:

- September FSVA Report
- 2013 YTD SUN Enplanement & Seat Occupancy Report

REMINDER! Board Bios & photos - now on website [HERE](#), some still needed!

October 30, 2013

TO: Rick Baird,
Airport Manager

FROM: John Anderson
Airport Advisor

SUBJECT: PFC Update
KSUN PFC Application

The PFC application for Friedman Memorial Airport, SUN, is progressing in a timely manner.

The notification to air carriers was sent out and the air carrier consultation meeting was held on October 9, 2011. While no air carriers attended, Alaska called to ask some questions about the application. Air carrier comments will be accepted until Friday November 8.

Notification to the public was made via the airport website and the comment period for the public runs until Monday November 18.

After talking again to Jason Garwood, Helena ADO PFC specialist, I believe we should submit a DRAFT application early in the week of November 11. This will give Jason/FAA a chance to review the application in greater detail and make comments about anything that they feel should be changed or strengthened. Jason has made a preliminary review and so far has no comments. Following is a listing of items we should submit with the DRAFT application:

- ✓ DRAFT 5500-1 Exhibit H
- ✓ Copies of the notice to air carriers and notice to the public
- ✓ Comments from Air Carriers, if any
- ✓ Comments from the Public, if any
- ✓ Response to any negative comments.
- ✓ Updated ALP showing these projects which was recently sent to the Helena ADO for their approval
- ✓ Environmental checklist for these projects
- ✓ If the Runway Rehabilitation project wasn't included in the environmental checklist, we may need to accomplish this and submit it.
- ✓ A 7460 should be submitted 60 to 90 days before any of these projects begin. In the case of the Safety and Standards Improvements project we may need to submit multiple 7460's.
- ✓ We need to review the CIP to assure that these projects are reflected.

Jason said that he preferred the DRAFT 5500-1 after the air carrier comment period is up so that they don't have to start running the clock. Once we work out any issues they have



with the DRAFT submission, we will submit the official 5500-1 Exhibit H. Since we will be using the streamlined method, Jason assures me that there is no notice to the federal register, therefore eliminating a 120 day comment period. The FAA should concur with the notice of intent within 30 days of submission.

If FAA approves the application before the end of December, the PFC project number will be 13-09-C-00-SUN. If it approves the application after the first of January the number will reflect 14 instead of 13.

October 28, 2013

ATTACHMENT #9

The Honorable Harold Rogers
Chairman
House Appropriations Committee
2406 RHOB
U.S. House of Representatives
Washington, DC 20515

Same letter sent to Representatives Latham,
Lowey and Pastor, and Senators Mikulski, Murray,
Shelby and Collins

Dear Chairman Rogers:

As you continue negotiations on the fiscal year 2014 Transportation, HUD, and Related Agencies Appropriations bill, the organizations listed below urge your support for inclusion of the following language from the House bill (H.R. 2610) that dedicates funding for the Contract Tower Program:

Provided further, That of the funds appropriated under this heading, not less than \$140,000,000 shall be for the contract tower program, of which \$10,350,000 is for the contract tower cost share program:

The inclusion of this important language as part of final legislation funding the Federal Aviation Administration (FAA) for FY 2014, in whatever form that may be, is absolutely critical to ensuring that operations continue throughout the fiscal year at the 251 FAA contract towers across the country.

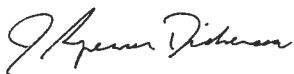
As you will recall, FAA earlier this year in the face of sequestration proposed to eliminate funding for 149 towers in the program, a disproportional cut that went far beyond the reductions of most areas in the agency's budget. While Congress ultimately developed a plan for averting those cuts, it is clear that the program is once again on the FAA's target list for FY 2014 as sequestration looms in the background.

The House bill language cited above will ensure that the Contract Tower Program is treated equitably and fairly as FAA manages the budgetary constraints of sequestration. It will provide certainty to local communities and protect this important and long-standing aviation safety program from being targeted for disproportionate cuts or elimination of service at certain airports.

Until Congress has enacted fiscal year 2014 funding legislation, we urge you to convey to the FAA Administrator that the agency should not take any actions that phase out funding for contract towers or reduce service at airports participating in the program. The Contract Tower Program enjoys widespread bipartisan support in both the House and Senate, and contract towers have played an integral role for the past 30 years in the FAA's efforts to manage the safety and efficiency of our nation's complex airspace.

Thank you for your support for this cost-effective and essential safety program. We look forward to working with you to ensure its future success.

Sincerely,



J. Spencer Dickerson
Executive Director, U.S. Contract Tower Association
An affiliate organization of the American Association
of Airport Executives



Scott Smith
Mayor of Mesa, Arizona
President of The U.S. Conference of Mayors

(continued on next page)

Letter to Chairman Rogers

Page 2

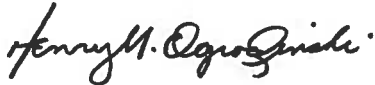
October 28, 2013



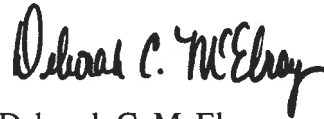
Thomas L. Hendricks
CEO and President
National Air Transportation Association



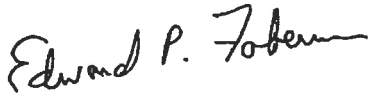
Ed Bolen
President & CEO
National Business Aviation Association



Henry M. Ogrodzinski
President
National Association of State Aviation Officials



Deborah C. McElroy
Interim President
Airports Council International - NA



Edward P. Faberman
Executive Director
Air Carrier Association of America



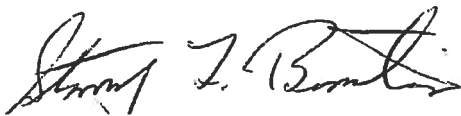
Pete Dumont
President
Air Traffic Control Association



Roger Cohen
President
Regional Airline Association



Stephen A. Alterman
President
Cargo Airline Association



Stanley Bernstein
President
Regional Air Cargo Carriers Association



Jennifer Imo
Executive Director
General Aviation Airport Coalition

Rick Baird

From: Steve.Engebrecht@faa.gov
Sent: Monday, October 28, 2013 10:14 AM
To: Rick Baird
Cc: dmitchell@to-engineers.com; Dave.Stelling@faa.gov; Paul.Johnson@faa.gov
Subject: Friedman Memorial Airport Runway Safety Area Improvements
Attachments: RSA BUDGET EXHIBIT 10-16-2013.pdf

Rick-

Thanks for coming to Helena to update us on the runway safety area improvements project. We look forward to continue working closely with you to get these important improvements completed.

Per our discussion, we are concerned about the current plan to angle the north end of the new parallel taxiway towards the runway as shown on the attached drawing. We understand the layout is shown this way in order to keep the new taxiway on existing airport property.

As you are aware the standard runway to taxiway separation for your airport is 400'. Due to site constraints a Modification of Standards (MOS) has been prepared to allow the separation to be reduced to 320'. Also, as you are aware, keeping portions of taxiing aircraft out of the Runway Safety Area (RSA) was a significant consideration during review of the MOS. Given the proposed layout, keeping portions of aircraft outside of the RSA would require the runway holding position marking to be located in a non-typical location on the angle portion of taxiway.

Until a couple of years ago, we had an exact layout at one of our airports in Montana. At that location, the holding position marking was relocated to the beginning of the angled section of taxiway to keep taxiing aircraft out of the RSA prior to ATCT clearance. Immediately following the relocation of the holding position marking the airport experienced a significant number of pilot deviations due to aircraft taxiing beyond the holding position without first contacting ATCT. These issues resulted in a significant reconstruction project to remove and re-align the angled segment of taxiway, so that the holding position marking could be in its typical location. There have been no pilot deviations at the relocated hold line since this project was completed.

Given the following concerns, FAA concurrence with the angled section of taxiway is not likely.

- The proposed layout does not fully meet the MOS.
- Runway to taxiway centerline separation is already less than standard, and will be further reduced with this layout.
- Per recent experience with an exact layout, the holding position marking at a non-typical location will result in increased pilot deviations, contrary to our nation-wide goal of reducing runway incursions.

It appears a small property acquisition would allow you to eliminate the angled section of taxiway. We recommend that you acquire the property needed to keep the runway to taxiway centerline separation at 320' per the existing MOS.

Steve L. Engebrecht, P.E.
Civil Engineer
Helena Airports District Office

steve.engebrecht@faa.gov
PH (406) 449-5279
FAX (406) 449-5274



WORK ORDER 14-01

EXHIBIT A – Scope of Work

Friedman Memorial Airport (SUN)

Hailey, Idaho

RSA Improvements - Phase 2

Relocate/Extend Taxiway B and Runway Safety Area Grading

This Work Order 14-01 shall be attached to, made a part of, and incorporated by reference into the above Agreement. Proposed project work is to include the following generally described physical improvements to Airport Facilities:

1. Relocate the south half of Taxiway B from a separation of 250 feet to 320 feet. This will require reconstruction of apron areas, relocation of the airport's Automated Weather Observation System and various other improvements.
2. Extend Taxiway B to the south end of Runway 13-31. This will require extensive modifications to the airport's storm drainage system.
3. Remove the south half of Taxiway A.
4. Grade the south half of the Runway Safety Area (RSA). On the west side of the runway, the RSA grades exceed FAA standards and will be re-graded. On the east side of the runway, the grades are flatter than FAA standards and will be graded to improve drainage.

INTRODUCTION:

The Friedman Memorial Airport is located in Hailey, Idaho. This airport serves the Wood River Valley region of Idaho, including the Sun Valley resort area. The Airport is currently served by two commercial service air carriers (SkyWest and Horizon Air), with service by United scheduled to begin in December 2013. A large number of corporate jets and other general aviation aircraft also use the airfield for business, recreation and travel to and from the large number of second homes in the area. The Friedman Memorial Airport Authority (FMAA) governs and manages the airport under a joint powers agreement between the City of Hailey and Blaine County, who co-sponsor the airport.

The airport does not meet current FAA design standards in several critical areas. Traffic by aircraft such as the Bombardier Q400, operated by Horizon Air, and several models of large GA aircraft (e.g., Gulfstream G-V and Bombardier Global Express) dictates that the Runway Design Code for the airport is C-III. Due to the geometry and spatial limitations of the existing site, the airport does not meet standards for many criteria, most critically the Runway Safety Area (RSA).

Until recently, the planned solution was to relocate the airport to a new site south of the existing airport and away from the valley cities. The FAA was conducting an Environmental Impact Statement (EIS) study for a new location until the decision was made to suspend the study in August 2011, due to financial and environmental concerns with the final two sites under consideration.



FMAA recently completed a Technical Analysis of available alternatives for improving the airport to meet standards where practical and to identify required Modifications of Standards, where standards cannot be met. This analysis identified seven alternative airport configurations and the costs and possible environmental impacts associated with each. Upon review of the Analysis, the conclusion of the community and the FAA was that Alternative 6 would be pursued, with additional future planning to consider elements of Alternative 7 that are necessary to accommodate airport uses displaced by construction of Alternative 6. A graphic of Alternative 6 is attached.

Alternative 6 identifies projects within the existing perimeter fence at SUN that will accomplish the following:

1. Full compliance with C-III RSA dimensions.
2. Minimum runway to parallel taxiway separation of 320'.
3. All aircraft parking outside of the Runway OFA.

In order to accomplish this, a large amount of construction must be done, including relocation and extension of the primary parallel taxiway on the west side of Runway 13/31 (Taxiway B), removal of a secondary parallel taxiway on the east side of the runway (Taxiway A), relocation of multiple hangars and various other improvements. All of these improvements must be completed prior to December 31, 2015. By Congressional mandate, all commercial service airports must have compliant Runway Safety Areas by that date.

Following the selection, the airport proceeded with a Formulation Study to refine Alternative 6 and determine how the proposed projects would be completed. This study is nearing completion at this time, but analysis relative to this proposed project has been completed and is available to assist with the design.

Additional phases are planned for later in FY 2014 and FY 2015.

PROJECT APPROACH:

This project includes construction of the second phase of major airfield improvements identified in Alternative 6. In order to provide a compliant RSA, Taxiway B must be relocated 70 feet to the west and Taxiway A must be removed. Without Taxiway A, access to the south end of Runway 13-31 must be provided by extending Taxiway B to that end of the runway.

The relocation of this portion of Taxiway B will require several challenging elements. The northernmost portion of the taxiway included in this project is constructed on a fairly steep grade. Significant earthwork will be necessary to construct the taxiway and associated Taxiway Safety Area, especially between the taxiway and the existing t-hangars. The remainder of the taxiway between the bottom of that grade and the beginning of the proposed extension is contiguous with apron areas. In these areas, the profile of the taxiway will be raised and the taxiway section graded with a "shed section" that drains away from the runway. This is necessary, due to the grading requirements of the RSA. Portions of the aprons will need to be reconstructed, as well, in order to grade all of the pavements to drain.

The taxiway relocation will also include construction/relocation of connecting taxiways, as shown on the attached exhibit. Two of the connecting taxiways will be designed for smaller aircraft only, as the longitudinal grade of these taxiways will be too steep for larger aircraft.

In order to extend Taxiway B, the airport's Automated Weather Observation System (AWOS) must be relocated and the airport's stormwater system must be reconfigured. The AWOS is non-federal



equipment, but coordination with the FAA's non-federal facilities coordinator will be necessary regarding the proposed site for the AWOS. Currently, all of the storm drainage from the airfield is disposed of in a series of swales in the southwest corner of the airport, where the taxiway extension will be constructed. As this will reduce capacity of the swales, a general analysis of the overall storm drainage system was completed during the project formulation study. This analysis will be further refined and the appropriate changes to the storm drainage system designed to ensure proper disposal of the storm drainage.

In addition to removing Taxiway A and relocating Taxiway B, grading improvements are necessary so that the RSA will meet FAA standards. FAA grading standards in the RSA permit grades of 1% to 3% for airports with aircraft traffic like this airport's. The airport has an approved Modification of Standards that permits grading flatter than standards. On the west side of the runway, existing grades between the runway and Taxiway B are as high as 5%, and this area will be re-graded to meet standards. On the east side of the runway, some areas are actually higher than the runway, and, after Taxiway A is removed, these areas will be graded to improve drainage away from the runway and meet the minimum grading standards to the extent possible. Material cut on the east side will be used to fill the west side. Limited area is available on the airport to dispose of excess cut, therefore the design will carefully consider excavation disposal.

The proposed project improvements are shown on the attached exhibit.

One of the primary challenges in the design and construction of this project is construction phasing. All work within the Runway Safety Area will be completed with the airport closed. Some phases of the work will be completed when the runway is open, however, and significant analysis will be necessary to determine the phasing details.

It is anticipated that AIP will fund 93.75% of eligible project costs. (Match for small hub and non-hub airports in Idaho is 93.75%.) Friedman Memorial Airport will provide all other required funds. The estimated total construction budget for the work items is approximately \$6.7 million.

Professional services to be provided shall include all phases of the project, including design, bidding construction, closeout and grant administration.

Design professional services to be provided shall include incidental planning, civil design, grant administration, preliminary design, final design, and the overall coordination of all phases of the project with the Owner and the FAA. Design Services and associated expenses (Phases 1-4 below) will be provided on a lump sum basis. Basic planning for this design was completed under the Formulation Study mentioned above.

Construction Services provided under this Work Order will include bidding, construction, closeout and additional services necessary to complete the project. Construction services and associated expenses (Phases 5-8 below) will be provided on a time and materials basis.

Professional services anticipated include services necessary to accomplish the following:

- Contract Administration
- Planning and Formulation
- Preliminary Design
- Final Design
- Project bidding assistance and administration
- Grant administration
- Construction inspection
- Closeout
- Coordination of all phases of the Project with the Owner and the FAA.



CONTRACTS AND BIDDING:

The bidding and construction documents will be structured with one bid schedule and at least four phases, as described below:

1. RSA Grading/Taxiway Relocation (airport completely closed)
2. Taxiway B Relocation, North Section (partial closure)
3. Taxiway B Relocation and Extension (partial closure)
4. Final Markings (partial closure)

After bids are opened, Engineer and Owner will discuss possible award options. If adequate funds are available from all sources, all work will be awarded. Award of all elements may not be possible. This Work Order does not include any services related to repackaging or re-bidding work elements at a later date. If such services are necessary, they will be added by amendment or considered an additional service to this agreement.

It is anticipated that the project will be completed during the spring and summer of 2014. The project will be funded primarily with discretionary funds. The planned airport closure is scheduled for April and May of 2014. Funding with discretionary and this planned closure both drive bidding early in 2014.

AVAILABLE INFORMATION:

- Previous Airport Layout Plan (ALP) drawings, most recently updated by T-O Engineers in 2010.
- Design, construction and as-constructed drawings, survey data and geotechnical information from AIP 3-16-0016-007 through '036 projects, prepared by Toothman-Orton Engineering Co. (now T-O Engineers).
- 2012 Technical Analysis, prepared by T-O Engineers.
- Analysis completed under a separate Project Formulation effort.



SCOPE OF PROFESSIONAL SERVICES

PHASE 1 - ADMINISTRATION

During the course of the Project the following general administrative services shall be provided.

- 1.1 Coordinate with Owner to evaluate scope, budget and approach to project. Travel to and meet with the Airport to discuss the project scope and approach.
- 1.2 Prepare a Work Order specifically addressing this project. The Work Order shall include a detailed Scope of Professional Services narrative. Review the Scope with Owner and FAA and modify as necessary, based on comments received. The Work Order shall also include a detailed cost proposal based on estimates of professional service man hours, hourly rates and lump sum costs required to accomplish the design development and construction administration of the work.
- 1.3 Provide Scope of Work and blank cost proposal spreadsheet to Owner for use in obtaining an Independent Fee Estimator for review. One teleconference is anticipated to describe and discuss the project scope.
- 1.4 Advise and coordinate with Owner and FAA through the Phase 1 tasks.
- 1.5 Project management and administration to include monthly cost accounting and budget analysis, invoicing and monitoring of project progress.

PHASE 2 – PRELIMINARY (35%) DESIGN

The following Consultant tasks shall be considered planning and formulation relative to this project:

- 2.1 Prepare for and participate in a pre-design conference with FAA personnel and the Owner. This conference shall be conducted according to current guidance from the FAA Northwest Mountain Region. The conference will take place via conference call. After the meeting, prepare notes to document what was discussed.
- 2.2 Utilize topographic survey gathered in May of 2013 to design the project. Engineer shall analyze the data and prepare base drawings and digital terrain models for use in the analysis and design. Base drawings shall include all topographic information plus known underground utilities, structures, NAVAIDs, etc.
- 2.3 Determine geotechnical information required to design the project and prepare a scope of geotechnical services. Geotechnical services will include investigation for all future phases of the project, including the north half of Taxiway B, new terminal aircraft parking, terminal building additions and new snow removal equipment maintenance building. A qualified geotechnical subconsultant will collect the required data for the project (see Phase 8). After data has been collected, Engineer shall analyze and summarize the data for use in subsequent phases of this project, as well as future phases of the RSA improvement effort.
- 2.4 Refine the taxiway and grading geometry prepared during the previous project formulation effort. This will consist of checking the proposed horizontal geometry, profiles and connections to existing runway and apron pavements.



- 2.5 Develop a preliminary Construction Safety and Phasing Plan (CSPP). This CSPP shall clearly describe the different construction phases and aircraft operations during each phase. The preliminary CSPP shall be submitted to FAA for review and comment as early in the project development process as possible.
- 2.6 Identify utilities that must be relocated and coordinate with various public utilities responsible. It is anticipated that this will include only underground power. Water and sewer lines are located adjacent to the proposed Taxiway B extension, and coordination with the City of Hailey to ensure no impact on these utilities will be necessary. Coordination with Idaho Power and City of Hailey is included in Phase 8.
- 2.7 Prepare a preliminary surface and subsurface drainage design for disposal of storm drainage from the project areas and modifications to the existing storm drainage system. It is assumed the existing storm drainage system will be modified to remove storm water from the area adjacent to pavements and transported to swales for pretreatment in grassy swales and disposal in drywells.
- 2.8 Based on aircraft traffic on the airport, design a recommended pavement section. Design analysis shall be based on the current version of FAA AC 150/5320-6 as well as other FAA design procedures considered to be applicable, i.e., layered elastic design. Prepare a report for inclusion in the Engineer's Design Report. Prepare a separate pavement design for the two connecting taxiways that will be designed for small aircraft only.
- 2.9 Develop a draft table of contents for bid and contract documents and technical specifications, which will identify appropriate sections necessary for completion of the project.
- 2.10 Prepare preliminary drawings for the project, which will be limited to: Cover Sheet; Construction Layout Plan; Safety and Phasing Sheets, Plan and Profile Sheets and Grading and Drainage Sheets (estimated 12 sheets, total).
- 2.11 Prepare preliminary opinions of construction cost and construction time required to complete construction of the various elements of the project.
- 2.12 Meet with Owner to discuss preliminary design, including review of preliminary plans. This meeting is anticipated to take place at the airport, with three members of the project team in attendance.
- 2.13 Coordinate with the Owner and FAA during this phase of the project. This will include one meeting in Hailey with the Airport Staff to discuss the preliminary design drawings and refine the project approach, schedule, phasing and budget.
- 2.14 Coordinate internally with T-O staff during this phase of the project to discuss key aspects of the design.

PHASE 3 – 65% DESIGN



The preliminary design services shall commence upon completion of Phase 2 tasks. Preliminary design phase services shall include:

- 3.1 Finalize grading design for the project area.
- 3.2 Finalize surface and subsurface drainage design for disposal of storm drainage from the project areas. Prepare a report for inclusion in the Engineer's Design Report.
- 3.3 Develop an erosion and sediment control plan for the project, to be included in the bidding and construction drawings. This plan shall apply approved Best Management Practices for the State of Idaho.
- 3.4 Develop a pavement marking plan.
- 3.5 Design airfield lighting modifications required for the project. This will include removal of taxiway lights and signs on Taxiway A and reconfiguring the lighting circuit on that side of the runway, along with removal and reinstallation of lights on the west side of the runway for Taxiway B and the associated connecting taxiways. With the assistance of a qualified subconsultant, verify that no changes to the lighting circuit will be necessary due to the changes to the system (the project will result in a net loss of total fixtures and signs). Prepare a preliminary lighting and signage plan.
- 3.6 Prepare preliminary construction specifications and bid documents. Specifications shall be based on the current version of FAA AC 150/5370-10 and current regional notices. Bid documents shall include Notice Inviting Bids, Bid Schedules, Agreement, forms and other contract documents and "boiler plate" items necessary to solicit bids and execute contracts following award.
- 3.7 Prepare a preliminary design and construction plan set to a completion level of approximately 65%. The anticipated number of sheets in this submittal is 40 sheets. Submit two sets to Owner for review and comment. Meet with Owner to review the plans and obtain additional direction for completion of the design and construction plans. This meeting will be held in Hailey with three members of the project team in attendance.
- 3.8 Revise preliminary cost estimates, based on preliminary design.
- 3.9 Coordinate internally with T-O staff during this phase of the project to discuss key aspects of the design.
- 3.10 Coordinate with the Owner and FAA during this phase of the project.
- 3.11 Travel time required for Phase 3 tasks. Anticipate 1 round trip with two members of the project team.

PHASE 4 - FINAL DESIGN

The Final Design phase shall include the preparation of detailed construction plans and specifications, required design report, cost estimates, bid and contract documents suitable for obtaining competitive bids for construction of improvements. Final Design Services shall include the following work tasks:

- 4.1 Revise design to reflect comments from Owner at 65% design review phase.
- 4.2 Prepare 95% design and construction plans. Total number of sheets is anticipated to be 42.
- 4.3 Prepare 95% construction specifications and bid documents based on the current version of FAA AC 150/5370-10 "Standards for Specifying Construction on Airports", including regional Notices published by the FAA Seattle Airports Districts Office.
- 4.4 Prepare a final engineer's opinion of probable construct cost, based on the final design.



- 4.5 Prepare a stand-alone Construction Safety and Project Phasing plan for submittal to the FAA for review.
- 4.6 Prepare the Engineer's Design Report including plan review checklists in conformance with FAA guidelines and submit with plans and specifications for FAA review.
- 4.7 Submit 95% design drawings specifications and design report Owner and FAA for final review and comment. An on-site design review meeting with airport staff will be held at the airport in Hailey, with four members of the design team in attendance. Review comments from the FAA will be received by telephone or electronically.
- 4.8 Revise drawings and specifications based on final review comments and prepare 100% (bid set) documents. Submit up to three complete sets of final documents to Owner and one set of final documents to the FAA.
- 4.9 Coordinate internally with T-O staff during this phase of the project to discuss key aspects of the design.
- 4.10 Coordinate with the Owner and FAA during this phase of the project.

PHASE 5 - BIDDING

Assist the Owner in the competitive sealed bid and contractor selection process. Prepare and process contract award and construction agreement documents for the Owner. Bidding phase services shall include the following tasks:

- 5.1 Administer the public bid advertisement process including bid document reproduction and distribution of documents to plan rooms, contractors and suppliers. Prepare advertisement(s) for the project and submit to appropriate newspaper(s) for publication. Maintain a "bidders list" and distribute plans as requested. Assist Owner in promoting bidder interest in an appropriate geographic area for project work tasks.
- 5.2 Prepare a detailed Pre-Bid Conference agenda and conduct a Pre-Bid Conference to familiarize bidders and interested parties with the construction project scope and requirements. Prepare and issue minutes of the conference after the meeting. The meeting will be held at the Airport. It is assumed the Project Manager and one additional staff member will attend the Pre-Bid Conference.
- 5.3 Respond to questions that arise during the Contractors' bid preparation process. Issue addenda or other clarifications as required.
- 5.4 Assist the Owner in preparation for the project Bid Opening as required, including preparation of a Project Bid Summary form. It is anticipated that the Consultant will attend and conduct the Bid Opening in Hailey. After opening bids, Consultant will take copies back to Boise office, to evaluate the qualifications of bidders and responsiveness to bidding criteria, including compliance with Buy American requirements.
- 5.5 Prepare a detailed Bid Tabulation documenting bid results and submit to Owner and FAA.
- 5.6 Assist the Owner with review and analysis of bids received, in accordance with Program Guidance Letter 12-03. Provide Engineer's recommendation of award letter to Owner.



- 5.7 Prepare and distribute Notice of Award, Construction Agreement and other contract documents. Review Construction Agreement, bonds and insurance documents submitted by Contractor, and assist Owner and Contractor in processing documents for the project.
- 5.8 Coordinate with FAA and Owner throughout the bid and award process. Submit bid documentation including copies of all executed contract documents as required by the FAA.
- 5.9 Travel time for Consultant personnel associated with tasks listed in Phase 5. Anticipate 2 round trips.

PHASE 6 - CONSTRUCTION

During the construction phase, the Consultant shall administer all aspects of the construction contract over which the Consultant can be expected to have realistic control in order to assist the Owner in monitoring and documenting the construction process for design compliance, quality assurance, and cost control. Time for construction phase services assumes completion of the project on a very aggressive schedule, in order to limit closure times and associated impact on operations and safety. Permitted work hours for this project will be 7 days per week at 14 hours per day on weekdays and 12 hours per day on weekends. Due to the size of the project and aggressiveness of the schedule, multiple field representatives will be required at all times. Any construction time overruns beyond the assumptions stated here may require additional Consultant time and associated fees. These additional fees will be negotiated by addendum to this Work Order. Construction phase services shall more specifically include the following work tasks:

- 6.1 Provide pre-construction coordination; prepare a detailed Pre-Construction Conference agenda and displays; conduct a Pre-Construction Conference on behalf of the Owner in Hailey, and prepare and issue minutes of the Pre-Construction Conference; advise the FAA of Pre-Construction Conference dates and include FAA items in conference agenda. Complete FAA Pre-Construction conference checklist.
- 6.2 Prepare a construction management plan for the project, in accordance with FAA guidance.
- 6.3 Review, comment, and process Contractors' material submittals (including review of compliance with Buy American requirements), particularly Work Schedule, Operational Safety Plan, and Quality Control Plan. Assist Contractor as required, clarifying specification and documenting submittal requirements. Coordinate construction activity schedule with Owner.
- 6.4 Provide at least two experienced Resident Project Representative at all times during construction to monitor and document construction activities, conformance with schedules, plans and specifications; review and document construction quantities; document significant conversations, situations, events or changed conditions; document input or visits from local authorities and officials; prepare and submit routine inspection reports; and maintain a project diary. During paving operations, an additional experienced staff member will also be onsite.
- 6.5 Organize and conduct two weekly construction meetings with Owner, Contractor and others as appropriate. Contractor's schedule review and work progress will be discussed at all meetings. The Resident Project Representative will hold these meetings on or near the construction site at



the airport. Project Manager will also attend all meetings. Anticipate 18 total meetings during project duration.

- 6.6 Provide office administration support and assistance to the Resident Project Representatives with senior design, management or other personnel as field activities may require.
- 6.7 Review and approve Contractor monthly Pay Requests. Submit approved pay requests to the Owner for approval and payment.
- 6.8 Monitor and coordinate Contractor Quality Control Program pursuant to current FAA specifications for Quality Control and Quality Assurance. This will include all required Quality Assurance testing, to be performed by a qualified testing laboratory.
- 6.9 Conduct Substantial Completion and Final Completion Inspections with the Owner and Contractor. Advise and coordinate with FAA of inspection dates. Produce substantial and final completion inspection certificates and document "punch list" items. It is anticipated that senior design or management personnel will attend either the Substantial Completion or Final Inspection at the Airport.
- 6.10 Assist Owner with review of Contractor Wage and EEO documentation review.
- 6.11 Prepare, negotiate and process Contract Change Orders/Supplemental Agreements, as required. Man-hour estimates and costs are to be based on normal construction events as experienced by the Consultant for projects of this type and size.
- 6.12 Coordinate with Owner and FAA throughout the construction process. Submit required construction documentation, including weekly activity report forms, mix designs, change orders, etc. Coordinate with Owner and FAA verbally concerning change orders, as required.
- 6.13 Travel time for Consultant personnel associated with tasks listed in Phase 6.

PHASE 7 – CLOSEOUT/DOCUMENTATION

Phase 7 shall consist of project closeout and documentation services. Operational phase services shall include the following tasks:

- 7.1 Prepare As-Constructed Revisions to Design and Construction Drawings for project improvements. Provide Owner with copies of Record Drawings, including two electronic copies (PDF) – one for Owner and one to be submitted to the FAA.
- 7.2 Prepare an As-Constructed Airport Layout Plan (ALP) to document improvements, if necessary. A current effort to update the ALP is under way and, if timing allows for as-constructed improvements from this project to be included in that update, this task will not be necessary.
- 7.3 Document the Project work and accomplishments in a Final Construction Report in accordance with FAA guidelines.



- 7.4 Coordinate with Contractors on Owner's behalf to obtain lien releases from subcontractors and Prime Contractor in preparation to making final payment. Coordinate with Contractors, Owner and the Idaho State Tax Commission to obtain a tax release prior to releasing any retainage.
- 7.5 Assist Owner with overall budget status analysis and reports, closeout documentation review, and coordination with the FAA, as requested by the Owner. Assist in preparation of required project certifications.

PHASE 8 – ADDITIONAL SERVICES

Consultant shall provide the following services as "Additional Services":

- 8.1 Assist the Owner with Grant Administration tasks.
 - 8.1.1 Prepare a Grant Application for submittal to FAA. Update the Grant Application for FAA-AIP funding assistance based on project bid results. Assist Owner in coordination of Grant Application submittal and process.
 - 8.1.2 Assist the Owner to prepare and process required certifications for submittal to the FAA.
 - 8.1.3 Provide periodic project budget updates to Owner during prosecution of the work.
- 8.2 Assist the Owner with Disadvantaged Business Enterprise (DBE) reporting. Goals are not necessary for this project, as the airport completed three-year goals in 2013. DBE services to be provided shall include annual reporting for FY 2014 only.
- 8.3 Provide geotechnical services required for the project. These services are anticipated to be performed by a qualified subconsultant and will include services in the following areas:
 - 8.3.1 Design: Collect geotechnical information necessary to design the project and future phases of the RSA Improvements effort. Consultant's services for this task will include coordination with the Owner and subconsultant during the course of the data collection, along with escorting the subconsultant on site during collection of samples. Geotechnical investigation is described in the attached exhibit.
 - 8.3.2 Construction: Provide testing necessary for quality assurance testing during construction. Consultant's services will include coordination with the subconsultant to ensure that appropriate testing is completed.
- 8.4 Utility Coordination: Coordinate with Idaho Power regarding relocation of power lines and transformer in the area of the Taxiway B extension. Idaho Power will design and complete this work under a separate agreement with the airport. Coordinate with City of Hailey to verify no impact to existing water and sewer lines adjacent to the Taxiway B extension section.
- 8.5 Environmental Coordination: Coordinate environmental clearance for the project with the FAA. It is assumed that this project will be categorically excluded from further environmental study. Prepare and submit the FAA Northwest Mountain Region's Categorical Exclusion Checklist. This checklist will address not only this project, but also future phases of the RSA Improvements.
- 8.6 Coordinate with FAA's non-federal facilities coordinator regarding the relocation of the airport's AWOS. There is no site on the airport that meets all FAA criteria for AWOS siting, therefore this coordination will include discussions with the FAA's coordinator regarding the proposed site.



- Preparation of graphics, email and telephone communication and one on-site meeting are anticipated.
- 8.7 Coordinate with electrical subconsultant to assist with calculations of airfield lighting loads and verification of airfield lighting layout and design.
 - 8.8 Coordinate with FAA Technical Operations regarding FAA-owned PAPI units on the airport. The PAPI units will not be affected by the project, but relocation of the power supply to these units may be necessary. The requirement for a reimbursable agreement related to the PAPIs is not anticipated.
 - 8.9 Assist and coordinate with independent auditors in locating appropriate documents for performing A-133 annual audit. In addition to finding appropriate project files, answer questions concerning Contractors wage rates and interview forms as required.
 - 8.10 Assist the owner in coordinating the relocation of multiple underground utilities within the project limits. Work effort will include coordination with Idaho Power, City of Hailey, Intermountain Gas and Qwest Communications. It is anticipated that the Airport will contract directly with Idaho Power and Qwest Communications to relocate their services prior to the construction.
 - 8.11 Assist the Owner with preparation of a Notice of Intent to be filed for the project Storm Water Pollution Prevention Plan (SWPPP). The Contractor will be responsible to file a separate Notice of Intent and comply with the SWPPP as shown in the plans. Consultant shall monitor the Contractor's performance of these tasks throughout construction.
 - 8.12 Prepare for and participate in a Safety Risk Management panel to evaluate the safety of the proposed construction project. Preparation will include graphics (in PowerPoint and/or mounted on display boards) and a narrative description of the project. Participation will include travel to and from Hailey by Principal or Project Manager and participation in the panel as an observer.



PROJECT SCHEDULE

The following dates summarize the target completion of significant project tasks.

ACTIVITY	COMPLETION
Scope of Work Approval	November 5, 2013
Complete Independent Fee Estimate Review	December 3, 2013
Work Order Negotiation Complete	December 3, 2013
Initiate Design	December 2013
Preliminary Design – Complete	December 31, 2014
65% Design Complete	January 15, 2014
95% Design Complete	January 31, 2014
Final Design Complete/Advertise for Bids	February 12, 2014
Bid Opening	March 14, 2014
Award Project	April 1, 2014
Begin Phase 1 (Airport Closed)	April 28, 2014
Phase 1 Complete	May 22, 2014
Construction Complete	June 30, 2014
Closeout	September 2014

Dates are subject to change, based on grant timing, weather and the needs of the Owner.