

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

**December 5, 2017  
5:30 P.M.**

**IN ATTENDANCE:**

**BOARD MEMBERS:** Chairman – Don Keirn, Vice-Chairman – Jacob Greenberg, Secretary - Lawrence Schoen, Treasurer – Ron Fairfax, Board - Fritz Haemmerle, Angenie McCleary, Pat Cooley  
**FRIEDMAN MEMORIAL AIRPORT STAFF:** Airport Manager – Chris Pomeroy, Contracts/Finance Administrator – Lisa Emerick, ASC/Special Projects Coordinator/Executive Assistant – Steve Guthrie, Airport Operations Manager – Todd Emerick; Administrative Assistant/Alternate Security Coordinator – Roberta Christensen, Administrative Assistant – Cecilia Vega; Administrative Assistant/IT Systems Coordinator – April Matlock  
**CONSULTANTS:** T-O Engineers – Dave Mitchell, Joe Guenther; Centerlyne – Candace Crew, Sarah Shepard  
**AIRPORT TENANTS/PUBLIC:** Atlantic Aviation – Brian Blackburn; Comp Plan – Len Harlig; FHR – Marc Reinemann; GCA – John Strauss;  
**AIRPORT LEGAL COUNSEL:** Lawson Laski Clark & Pogue, PLLC – Jim Laski  
**PRESS:** Idaho Mountain Express – Joshua Murdock

**CALL TO ORDER:**

The meeting was called to order at 5:31 p.m. by Chairman Keirn.

**I. APPROVE AGENDA**

The agenda was approved as presented.

**II. PUBLIC COMMENT**

Mr. Len Harlig thanked the Board and Staff for installing the parking lot wayfinding signage.

**III. APPROVE FMAA  
MEETING MINUTES**

**A. November 7, 2017 Regular Meeting (See Brief)**

The November 7, 2017 Friedman Memorial Airport Authority Meeting Minutes were approved as presented.

***MOTION:***

***Made by McCleary to approve the November 7, 2017 Friedman Memorial Airport Authority Regular Meeting Minutes as presented. Seconded by Vice-Chairman Greenberg.***

***PASSED***

***BOARD MEMBER HAEMMERLE ABSTAINED***

**IV. REPORTS**

**A. Chairman Report**

No report was given.

**B. Blaine County Report**

No report was given.

**C. City of Hailey Report**

No report was given.

**D. Fly Sun Valley Alliance Report**

Ms. Carol Waller, FSVA Director, invited the Board to the December 23<sup>rd</sup> Chicago Flight Inauguration Reception and commented that coordinating efforts between FMAA Staff, FSVA, and the Chambers are taking place to ensure a successful event. Ms. Waller reported that bookings for the winter are solid. Diversion bussing has begun, and communication procedures for disseminating diversion program information have improved.

Board Member Fairfax lamented that he will not be on the first outbound flight to Chicago.

**E. Airport Manager Report (See Power Point Presentation)**

Airport Finance/Contracts Administrator Emerick briefed the Board on the status of the audit.

Airport Manager Pomeroy thanked the Administrative Staff for their hard work in preparing for the audit.

Airport Manager Pomeroy reported on the following.

- A scope of work has been received from Hughes Aerospace for the Instrument Approach Improvements project at an estimated 9-12-month completion time and a cost of \$193,000. Airport Manager Pomeroy is currently discussing options moving forward with stakeholders/users.
- Airport Manager Pomeroy briefed the Board on the success of the Sun Airport Art Committee (SAAC) reception that took place on Thursday, November 30<sup>th</sup>
- Airport Manager Pomeroy is researching options for replacement of the Air Traffic Control Tower (ATCT) and he will provide a document for the Board's review that contains alternatives and estimated costs.
- Coordination efforts are in place with Airport users regarding new winter airspace procedures that will be implemented by the FAA Air Route Traffic Control Center (ZLC) in Salt Lake City from December 20<sup>th</sup> to January 8<sup>th</sup> and on an as-needed basis for holiday weekends.
- The Inaugural Flight Reception for the non-stop Chicago route will take place on December 23<sup>rd</sup> at the passenger terminal main lobby.
- Airport Manager briefed the Board on anticipated presentations scheduled for the January meeting including, the accountant/auditor presentation of the Financial Statement and Audit for the year ended September 30, 2017, the Rates & Charges Analysis completed by Ricondo & Associates, and the first public reading of the revised Ground Transportation Service Provider (GTSP) Regulation 94-1.

Board Member Fairfax congratulated everyone involved in the SAAC reception and artwork rotation and encouraged the Board to peruse the new artwork.

Board Member Schoen also thanked everyone involved in the SAAC artist rotation and reception. He also inquired why it was necessary to have three readings for the revised GTSP Regulation 94-1.

Airport Attorney Laski responded that a previous FMAA Board created a regulation that requires three public readings in order to adopt a new regulation.

Board Member Schoen recommended that a revision of the Board regulations to modify the readings requirement be added to the January Agenda.

## V. AIRPORT STAFF BRIEF

### A. Noise Complaints (See Brief)

Board Member Fairfax asked if it was possible to allow commercial airlines to depart to the North rather than stage on the taxiway or ramp area at the north end of the runway to wait for favorable wind conditions. This could relieve some of the negative impact on nearby residents.

Airport Manager Pomeroy responded that Delta Airline's operational specification do not allow departures to the North.

### B. Profit & Loss, Budget Performance Summary, ATCT Traffic Operations Count and Enplanement Data (See Brief)

### C. Airport Commercial Flight Interruptions (See Brief)

### D. Review Correspondence (See Brief)

## VI. NEW BUSINESS

### A. ACTION AND Public Comment

#### a. Consideration of acceptance of ITD Aeronautics FY 2018 Idaho Airport Aid Program Grant (See Brief & PPT)

Airport Manager Pomeroy briefed the Board on the receipt of an ITD Aeronautics Grant offer of \$25,000 for FY '18 and requested that the Board consider approving execution and acceptance of the grant.

#### **MOTION:**

***Made by Vice Chairman Greenberg to allow execution of the FY '18 ITD Aeronautics Grant Offer by the Chairman as well as the Blaine County Commissioners and City of Hailey as co-sponsors. Seconded by Board Member Fairfax.***

**PASSED UNANIMOUSLY**

#### b. Consideration of date change of January FMAA meeting from January 2, 2018 to January 9, 2018 (See Brief & PPT)

Airport Manager Pomeroy asked the Board to consider a date change for the January meeting to accommodate the consultants travel schedule for the Board presentations.

The Board agreed to reschedule the January 2, 2018 Board Meeting to January 9, 2018 and directed Staff to make the proper notifications.

### B. Updates and Discussion

#### a. NONE

## VII. CONTINUING BUSINESS

### A. Construction and Capital Projects

#### a. ACTION and Public Comment

##### i. NONE

**b. Updates and Discussion**

**i. Runway Pavement Maintenance (See Brief & PPT)**

Airport Manager Pomeroy updated the Board on the Runway Pavement Maintenance project and commented that the Airport will be closed on June 5<sup>th</sup> from 8:15 a.m. to 9:00 p.m. and June 6<sup>th</sup> from 8:15 a.m. to 5 p.m. He noted that this schedule will have minimal impacts to the airlines as it will allow the Delta flight to arrive in the evening and depart the following morning.

**ii. Terminal Air Carrier Apron and Parking Lot Improvements (See Brief & PPT)**

Airport Manager Pomeroy briefed the Board on the status of the Terminal Air Carrier Apron and Parking Lot Improvements project.

Board Member Fairfax asked if replacement of the parking lot gates and ticketing equipment is still scheduled for completion this fall.

Airport Manager Pomeroy responded that Staff has not received a cost estimate or delivery date from the equipment manufacturer, Amano, who is working with The Car Park on the proposed equipment, and does not anticipate installation by the winter season.

**B. Airport Planning Projects (See Power Point Presentation)**

**a. ACTION and Public Comment**

**i. NONE**

**b. Updates and Discussion**

**i. Environmental Assessment for Runway Protection Zone and Obstruction Removal (See Brief & PPT)**

Airport Manager Pomeroy informed the Board that he will not be requesting approval of Environmental Assessment Draft Chapters 1 – 4 at this meeting as the comments received from the FAA are still being reviewed and will instead seek approval of the revised Chapters at the January or February Board Meeting.

T-O Engineer Environmental Project Manager, Joe Guenther briefed the Board on the progress of the EA.

Vice Chairman Greenberg asked if the analysis of historic places near the Airport had miss-identified the Pound Homer residence as that of Ezra Pound. He also inquired about the ranking system for the Whitebark Pine species that are listed as numbers 1 and 3 in the table.

Airport Consultant Guenther responded that the Pound Homer residence was miss-identified as the Pound Homer house and should be identified as the Ezra Pound house. He also commented that the species ranking system is specific to Blaine County; the County has both highly protected and unprotected species of plants and animals; and, highly protected species do not occur on the project site.

Airport Manager Pomeroy expressed his frustration with the unanticipated FAA legal review that has resulted in a delay for the project; however, he assured the Board that the FAA is aware that this project needs to be completed as soon as possible.

ii. **Airport Noise Modeling - New Noise Modeling Results from Landrum & Brown (See Brief & PPT)**

Airport Manager Pomeroy briefed the Board on the results of the Airport Noise Modeling study conducted by Landrum & Brown.

The Board discussed technical aspects of the noise modeling report including clarification of impacts at the detailed grid point locations (G1 and G2), federal noise thresholds, and developing a list of mitigation options available to the Board.

Airport Manager Pomeroy was asked about potential mitigation options available to the Board and responded that he is unsure of the best options moving forward as options are limited in our constrained environment.

Airport Manager Pomeroy recommended to the Board that he contact Landrum & Brown to ask for their guidance and input based on their extensive experience as airport noise specialists relative to similar situations at other airports.

The Board concurred with Airport Manager Pomeroy's recommendations.

**C. Misc.**

**a. ACTION and Public Comment**

**i. Consideration of acceptance of Parking Lot Management Agreement with The Car Park (See Brief & PPT)**

Airport Manager Pomeroy informed the Board that comments and a redline version of the Parking Lot Management Agreement had been received from The Car Park and have been reviewed by Legal Counsel as well as the Board Finance/Lease Committee. Airport Manager Pomeroy requested that the Board consider approval of the Management Agreement pending minor revisions that need to be made by Legal Counsel, as well as negotiation of the Schedule of Fees.

**MOTION:** *Made by Board Member Schoen to approve the Parking Lot Management Agreement contingent upon Legal Counsel review, minor revisions and fee negotiations. Seconded by Vice Chairman Greenberg.*

**PASSED UNANIMOUSLY**

**b. Updates and Discussion**

**i. FMAA Amended Regulation 94-1 regarding Ground Transportation Service Providers at the Airport (See Brief & PPT)**

Airport Manager Pomeroy briefed the Board on the status of the Draft Amended GTSP Regulation 94-1 that was presented to the Board at the November meeting.

Chairman Keirn asked if Airport Staff examined the mechanical condition of the cars as well as the tires as specified in the Regulation.

Airport Manager Pomeroy responded that Staff does ensure the vehicles operate as specified in the Regulations.

Board Member Schoen asked how Transportation Network Companies (TNCs) are identified and expressed his disappointment in the Airport's inability to regulate such entities like other taxi and limousine services.

Airport Attorney Laski responded that the Airport may be able to identify TNC operators by offering preferential parking at the Airport in exchange for identifying themselves with an Airport-issued sticker. He commented that while this may provide a temporary solution, lobbying the state legislature to modify the statute to exclude airports from the prohibition against local jurisdictions regulating TNCs is a long-term solution.

Vice Chairman Greenberg asked how the Airport benefits from being able to identify TNC operators and if having them operate at the Airport without regulation is a security issue. He also requested that Airport Attorney Laski send him the proposed language revision to allow the County Commissioners to send the corresponding language to the Idaho State legislative representatives.

Airport Attorney Laski responded that having the ability to identify TNCs would prevent local taxi companies from operating as TNCs to avoid Airport Regulations.

Airport Manager Pomeroy suggested that lobbying efforts be initiated with other airports in the state.

Chairman Keirn directed the Airport Manager to provide the Board with a refined copy of the regulation.

**ii. Communications Request for Proposals (RFP) (See Brief & PPT)**

Board Member Schoen briefed the Board on the status of the Communications RFP and the RFP Committee's review of the document. He reported that Airport Manager Pomeroy is currently producing a template for a communications plan and scope of services that will be presented to the Board for review.

Vice Chairman Greenberg asked Board Member Schoen if the Fly Sun Valley Alliance is responsible for marketing outside the area while the Airport is responsible for local marketing.

Board Member Schoen responded that in the current RFP, the Board's priority is the local market.

Board Member Cooley commented that marketing has different aspects and that local advertising efforts to reintroduce or rebrand the Airport to the community are important.

Airport Manager Pomeroy commented that promoting the Airport within the community in addition to general marketing is the current goal.

Board Member McCleary asked what the process is for obtaining RFPs and what the anticipated timeline is. She also asked if the Communications Contracts typically have a term of one year.

Airport Manager Pomeroy responded that this engagement would be treated as a professional service contract and RFPs would hopefully be obtained from various entities. He answered that the selection would be based on received proposals and the contract would likely be for a term of 3 years.

**VIII. PUBLIC COMMENT**

No public comment was made.

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

**MOTION:**

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

**ROLL CALL VOTE:**

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

***PASSED UNANIMOUSLY***

**X. ADJOURNMENT**

The December 5, 2017 Regular Meeting of the Friedman Memorial Airport Authority was adjourned at approximately 7:25 p.m.

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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.

