

**MINUTES OF A REGULAR MEETING
OF THE
FRIEDMAN MEMORIAL AIRPORT AUTHORITY***
May 7, 2019
5:30 P.M.

IN ATTENDANCE:

BOARD MEMBERS: Chairman – Jacob Greenberg, Vice-Chairman – Don Keirn, Ron Fairfax – Treasurer, Angenie McCleary – Secretary, Board - Fritz Haemmerle, Pat Cooley and Dick Fosbury
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; Airport Administrative Coordinators – Sue Heaphy & Jenna Elliott
CONSULTANTS: T-O Engineers –Nathan Cuvala; Centerlyne – Sarah Shepard, Candace Crew
AIRPORT TENANTS/PUBLIC: Atlantic Aviation – Brian Blackburn
AIRPORT LEGAL COUNSEL: Lawson Laski Clark & Pogue, PLLC – Jim Laski
PRESS: Idaho Mountain Express – Alejandra Buitrago

CALL TO ORDER: The meeting was called to order at 5:30p.m. by Chairman Greenberg.

I. APPROVE AGENDA The agenda was approved as presented.

II. PUBLIC COMMENT No public comment was made.

**III. APPROVE FMAA
MEETING MINUTES**

A. April 9, 2019 Regular Meeting Minutes

MOTION: *Made by Board Member McCleary to approve the April 9, 2019 Regular Meeting Minutes. Seconded by Board Member Fosbury.*

PASSED UNANIMOUSLY

B. April 23, 2019 Special Meeting Minutes

MOTION: *Made by Vice-Chairman Keirn to approve the April 23, 2019 Special Meeting Minutes. Seconded by Board Member Fairfax.*

PASSED UNANIMOUSLY

IV. REPORTS

- A. Chairman Report – FMA Manager Pomeroy has been busy with travel to DC twice this month working on various projects at airport.
- B. Blaine County Report
No report was given.
- C. City of Hailey Report
No report was given.
- D. Fly Sun Valley Alliance Report
No report was given.
- E. Treasurer’s Report
Treasurer Fairfax reported the budget outcome of last quarter went well, he explained

the air carrier budgeted income is less than actual due to ongoing airline negotiations. Once the contracts are completed, the new lease rates will be retroactive as of October, 2018. He also explained that FBO revenue less than budget and is directly related to the inclement weather in February. He also highlighted that snow removal and parking lot operation expenses have increased. Parking lot expenses will be evaluated during the upcoming budget process.

F. Airport Manager Report (see Power Point Presentation)

- Airport Manager Pomeroy welcomed Jenna Elliott to FMA Administrative Staff.
- Airport Manager Pomeroy and Chairman Greenberg traveled to Washington, DC on April 14-18. Airport Manager Pomeroy stated they had very productive meetings with FAA Airports and NextGen offices. They met with remote tower vendors and toured the Leesburg, VA airport, which is the first airport in the country with an operational remote tower.

Chairman Greenberg explained many features and benefits of the remote tower facility. Airport Manager Pomeroy discussed the three different vendors they met with and some of the differences between the remote tower vendors.

Airport Manager Pomeroy noted with the tower relocation is scheduled to be completed by 2023 and the primary focus and concern is to find the right solution for the airport. The Board stated their agreement with Airport Manager Pomeroy's assessment and expressed their appreciation of his efforts.

John Strauss, on behalf of the pilot community, expressed his open-mindedness with change in technology and how it relates to the idea of the remote tower.

- Airport Manager Pomeroy is scheduled to travel to Washington DC next week for the AAAE Annual Contract Airport Association Policy Board Meeting.
- Airport Manager Pomeroy indicated he has been working with the City to install a directional sign to assist with better identifying Airport entrance within the next 4-5 weeks.
- Airport Manager Pomeroy reported the summer season will be busy in the morning hours with the air service schedule. The Annual Part 139 safety inspection is scheduled for June 5-7th and the annual "fly-in" event will be held July 9-15th.
- Airport Manager Pomeroy stated a TSA PreCheck enrollment Center at the airport is scheduled for June 24, 2019. The cost will be \$85. Additional information will go out to the public in a joint effort from TSA and SUN.

Airport Manager Pomeroy gave his thanks to Steve Guthrie, FMA Airport Security Coordinator and Skywest in their combined efforts with the TSA security inspection. Pomeroy reported that TSA stated SUN is a model airport and this is due to the joint efforts Guthrie coordinates with TSA, Security, and air carrier staff.

- On the Horizon: ARFF Equipment Bid Award, Employee Handbook Discussion, Update on EA, and Preliminary fiscal year 2020 budget.

V. AIRPORT STAFF BRIEF

- A. Noise Complaints (See Brief)
- B. Profit & Loss, ATCT Traffic Operations Count and Enplanement Data (See Attachment #3-#5)
- C. Airport Commercial Flight Interruptions (See Brief)
- D. Review Correspondence (See Brief)

VI. ACTION ITEMS

- A. NEW BUSINESS (See Brief & Power Point)
 - 1. None
- B. CONTINUING BUSINESS
 - 1. None

VII. DISCUSSION AND UPDATES

A. NEW BUSINESS

1. ARFF Equipment Acquisition

Airport Manager Pomeroy reported the bids were publicly opened on May 23, 2019 for a new Aircraft Rescue Fire Fighting (ARFF) vehicle. The new vehicle will replace the current ARFF vehicle that is over sixteen years old. Airport Manager Pomeroy asked the board to be prepared in the June meeting to approve the Engineer's Recommendation of Award after all the bid documents have been reviewed.

Board Member Fosbury asked about the process of disposal of old vehicle. Airport Manager Pomeroy responded outdated equipment will go into standby status or is disposed of in a public auction or can be donated to another public airport.

B. CONTINUING BUSINESS

1. Construction and Capital Project

i. Terminal Improvements

Airport Manager Pomeroy stated this project continues to be dependent upon FAA proposal acceptance and funding. As of the Board meeting, the FAA has not announced the successful candidates.

ii. Air Carrier Apron and Parking Lot Projects

Airport Manager Pomeroy reported the work to complete the landscaping in the parking lot, the markings on the air carrier apron, and warranty issues are scheduled to be completed by June 7th.

2. Airport Planning Projects

i. Environmental Assessment for Runway Protection Zone and Obstruction Removal

Airport Manager Pomeroy reported the Public Hearing for the Environmental Assessment (EA) for Runway Protection Zone and Obstruction Removal was held on April 23, 2019. There were five comments total made at the Public Hearing. The public comment period is scheduled to close on May 3, 2019. After the public comment period is closed, the FAA will evaluate all the comments received and issue their final EA determination.

ii. Instrument Approach Development

Airport Manager Pomeroy reported the instrument approach development is in the simulator validation stage with Skywest Airlines. This portion of the approach development is anticipated to take 2-3 months. He stated he anticipates the consultant to be able to provide the Board with progress report in the next few months.

3. Miscellaneous

- i. Airport Legal Counsel Laski commented the Joint Powers Agreement between the City and the County expires on December 31, 2020. He would like the Board to consider reviewing this item on the monthly agenda as it will require action from both the City and the County.

VIII. PUBLIC COMMENT

No public comment was made.

**IX. EXECUTIVE SESSION – MOTION:
I.C. §74-206 (1)(b), (1)(c),
and (1)(f)**

Made by Secretary McCleary to enter into Executive Session pursuant to Idaho Code I.C. §74-206 (1)(b) Evaluation of Employee Matters, (1)(c) To acquire an interest in real property which is not owned by a public agency, and (1)(f) To communicate with legal counsel to discuss legal ramifications for controversy imminently likely to be litigated. Seconded by Board Member Fosbury.

Roll Call Vote:

Chairman Greenberg	Yes
Vice-Chairman Keirn	Yes
Secretary McCleary	Yes
Treasurer Fairfax	Yes
Board Member Cooley	Yes
Board Member Fosbury	Yes
Board Member Haemmerle	Yes

X. ADJOURNMENT

The May 7, 2019 Regular Meeting of the Friedman Memorial Airport Authority was adjourned at approximately 6:22 p.m.


Argenie McCleary, 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.*