

**MINUTES OF A REGULAR MEETING
OF THE
FRIEDMAN MEMORIAL AIRPORT AUTHORITY***
August 4, 2020
5:30 P.M.

IN ATTENDANCE: **BOARD MEMBERS:** Chairman - Jacob Greenberg, Vice-Chairman – Don Keirn, Treasurer - Ron Fairfax, Board Members - Fritz Haemmerle, Angenie McCleary, Patrick Cooley, and Dick Fosbury
FRIEDMAN MEMORIAL AIRPORT STAFF: Airport Manager – Chris Pomeroy, Airport Security Coordinator – Steve Guthrie, Airport Business Operations Coordinator – Sarah Funk; Airport Administrative Coordinators – Sue Heaphy & Jenna Elliott
CONSULTANTS: T-O Engineers –Nathan Cuvala, Studio 360 – Sarah Shepard, Mead & Hunt – Brad Rolf & Morgan Turner, Fly Sun Valley Alliance – Carol Waller
AIRPORT LEGAL COUNSEL: Lawson Laski Clark, PLLC – Jim Laski

CALL TO ORDER: The meeting was called to order at 5:38 p.m. by Chairman Greenberg

I. APPROVE AGENDA The agenda was approved as presented.
MOTION: *Made by Board Vice-Chairman Keirn to approve the agenda. Seconded by Board Member Cooley.*
PASSED UNANIMOUSLY

II. PUBLIC COMMENT *No Public Comment*

III. PUBLIC HEARING

A. FY'21 Budget – Motion to Approve – **Attachment #1-2 ACTION ITEM**
Board Treasurer Fairfax noted the budget number to be approved is not correct. He suggested that the amount to be approved should be the revenue only and should not include expenses. Jim Laski, Airport Attorney indicated that the board should accept the budget in its entirety, not the just the revenue. General discussion regarding the guidance, laws, and requirements of accepting the annual budget followed. Board Member Haemmerle was concerned about accepting a deficit and the availability for the CARES Act Grant. Airport Manager Pomeroy assured the Board that The CARES Act grant has been offered and accepted and will help cover the budget deficit.
It was concluded that the motion needed to be amended to include the net revenue and the total net profit/loss. Airport Manager Pomeroy motion was amended to approve \$6,331,936.77 and a deficit of (\$2,474,084.27).

PUBLIC COMMENT *No Public Comment*
MOTION: *Made by Board Treasurer Fairfax to approve the proposed FMAA FY '21 Budget in the amount of \$6,331,936.77 Seconded by Board Member McCleary.*
PASSED UNANIMOUSLY

IV. APPROVE FMAA MEETING MINUTES

A. July 7, 2020 Regular Meeting – Motion to Approve - **Attachment #3 ACTION ITEM**
MOTION: *Made by Board Vice-Chairman Keirn to approve the board meeting minutes of the July 7, 2020 Regular Meeting. Seconded by Board Member Cooley.*
PASSED UNANIMOUSLY

V. REPORTS

A. Chairman Report
Board Chairman Greenberg reported the ongoing work regarding COVID-19 testing, implications, and protective protocols regarding staff.

B. Blaine County Report

Board Member McCleary mentioned the governor is shifting planning to the local health boards to make decisions regarding COVID-19. They are working together with Board of Health to establish a Response Plan the only potential indirect impact to the airport might be if a 14-day quarantine was required for travelers coming into the county through FMA if it reaches this phase under the plan. Continued public education on Blaine County COVID-19 policies is recommended.

Board Member Fosbury reported the importance of communicating the COVID-19 Mitigation policy to the community. Discussion followed regarding the policies in place at the airport.

Airport Manager Pomeroy reported that the airport has a comprehensive Standard Operating Procedure/COVID-19 and Infectious Disease Manual that continues to be updated as the CDC releases new guidance.

C. City of Hailey Report

No report was given.

D. Fly Sun Valley Alliance Report

Carol Waller reported that FSVA is working toward a winter schedule and that revenues and capacity will be down due to COVID-19. It is expected that the winter schedule will be released in the next few months.

E. Airport Manager Report (see Power Point Presentation)

Airport Manager Pomeroy reported unofficially that the July passenger enplanements are down 74% from last year. Airport operations were down 21% in July mostly due the cancelled fly-in event. Year-to-date, the airport is down 9% for overall operations. He also stated there has been an increase in northern operations due to a shift in the wind pattern this season and the airport is seeing an uptick of recreational flyers. Continued public education on the noise abatement program is ongoing.

Airport Manger Pomeroy reported that there is new signage at the airport regarding the mask requirement within Blaine County and the City of Hailey. We are having excellent compliance from passengers.

Airport Manager Pomeroy reported the following is "On the Horizon:"

- Update on the instrument approach procedure development.

VI. AIRPORT STAFF BRIEF

- A. Noise Complaints July (See Brief)
- B. Profit & Loss, ATCT Traffic Operations Count and Enplanement Data (See **Attachment #2-#4**)
- C. Airport Commercial Flight Interruptions (See Brief)
- D. Review Correspondence

VII. ACTION ITEMS

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

VIII. DISCUSSION AND UPDATES

- A. NEW BUSINESS

1. Joint Powers Agreement – Consideration of Extension– Discussion

Jim Laski, Airport Attorney, reported that the Joint Powers Agreement expires at the end of this year and the sponsors need to decide if they want to extend it or make changes, as necessary. Board Member Haemmerle suggested forming an executive committee to review the Joint Powers Agreement. He stated his concerns regarding the airport boundary.

Board Chairman Greenberg suggested that the elected bodies nominate representatives to review the document, then come together with the changes echoing Board Member Haemmerle's suggestion. Once the document has been reviewed, it would be taken back to the corresponding elected bodies (City of Hailey City Counsel and Blaine County Commissioners), and finally the Board, for adoption. Jim Laski pointed out that the JPA is a sponsorship between Blaine County and the City of Hailey.

B. CONTINUING BUSINESS

1. Construction and Capital Project

- i. Parking Lot Improvement Project – Bid Opening – Update and Discussion
 Airport Manager Pomeroy reported one bid was received from Idaho Materials and Construction totaling \$871,068, which was negotiated down to \$809,020. The Engineer’s estimate was \$619,485. Based on the higher than expected bid price, staff and the engineer recommended rejecting the bid and considering a rebid of the project in the winter. Nathan Culava with T-O Engineers answered questions about the high bid price and lack of multiple bidders. He reported that the project is an anomaly because it is too big for the smaller contractors and too small for the larger contractors.

MOTION: *Made by Board Member Haemmerle to reject the bid for the parking lot project. Seconded by Board Member Fosbury.*

PASSED UNANIMOUSLY

2. Airport Planning Projects

- i. Land Acquisition Environmental Assessment (EA) – Project Kick-off
 Airport Manager Pomeroy reported the EA is underway for acquisition of approximately 385 acres of Eccles Flying Hat Ranch for approach protection and land use compatibility. Brad Rolf with Mead & Hunt presented a summary of the EA process which is required by the FAA due to the potential federal funding that will be used to acquire the land. Mr. Rolf noted there is a small 17-acre parcel that will be analyzed as part of the EA that could potentially be used for aeronautical development as outlined in the Airport Master Plan. If that development were to happen, there would need to be additional planning and only at the direction of the Board. He further discussed the public involvement as well as the FAA review and approval processes. Mr. Rolf noted this project is on a fast track, but the schedule could be impacted by potential unforeseen challenges during the study process. Board discussion followed.
 Board Member Fosbury questioned the boundaries on the county GIS regarding the acreage envelope. His concern was a potential area of land that lies within the city of Bellevue. Board Member Fosbury stated he would like to refrain from purchasing property within Bellevue City limits.
 Jim Laski, Airport Attorney, stated the draft appraisal shows land near the highway as part of the acquisition and the map shown in the presentation may be off a little. Airport Manager Pomeroy and Mr. Rolf stated they would confirm the boundary with the landowner.
- ii. Terminal Area Plan - Update
 Airport Manager Pomeroy reported there is no significant movement related to the Terminal Area Plan project at this time. The project consultant will be attending a meeting with the FAA this week regarding forecasting during the pandemic. This meeting may provide additional guidance for this project. The start date of the project is still to be determined.

3. Miscellaneous

- i. None

IX. PUBLIC COMMENT

No Public Comment

X. EXECUTIVE SESSION

MOTION: *Made by Board Member Haemmerle to enter into executive session pursuant to Idaho Code §74-206 paragraph (1),(b) Evaluation of employee matters; Idaho Code §74-206 (1),(c) to acquire an interest in real property which is not owned by a public agency, and Idaho Code §74-206 (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:

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

PASSED UNANIMOUSLY

XI. ADJOURNMENT

The August 4, 2020 Regular Meeting of the Friedman Memorial Airport Authority was adjourned at approximately 7:10 p.m.

DocuSigned by:

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Angenie 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.*