

**MINUTES OF A REGULAR MEETING  
OF THE  
FRIEDMAN MEMORIAL AIRPORT AUTHORITY  
January 4, 2022  
5:30 P.M.**

**IN ATTENDANCE:** **BOARD MEMBERS:** Board Vice-Chair (Acting Chair) – Martha Burke, Board Members – Angenie McCleary, Dick Fosbury, Rich Pogue, John Strauss, Sam Linnet  
**FRIEDMAN MEMORIAL AIRPORT STAFF:** Airport Director – Chris Pomeroy, Deputy Director, Finance & Administration – Brent Davis, Deputy Director, Operations & Maintenance – Tim Burke, Security Manager – Steve Guthrie, Airport Sr. Administrative Coordinator – Jenna Elliott  
**CONSULTANTS:** Mead & Hunt – Brad Rolf; Harris CPAs – Troy Earl; Rexroat, Harberd & Associates – Laurie Harberd; William E. Payne & Associates - Bill Payne  
**AIRPORT LEGAL COUNSEL:** Lawson Laski Clark, PLLC – Jim Laski

**CALL TO ORDER:** The meeting was called to order at 5:30 p.m. by Acting Chair Burke

**I. APPROVE AGENDA**  
(0:25) The agenda was approved as presented.  
**MOTION: Made by Board Member McCleary to approve the agenda.  
Seconded by Board Member Strauss.**  
**PASSED UNANIMOUSLY**

**II. PUBLIC COMMENT**  
(0:59) No Public Comment

**III. APPROVE FMAA MEETING MINUTES**  
(1:30) A. December 7, 2021, Regular Meeting – Motion to Approve – **Attachment #1 ACTION ITEM**  
**MOTION: Made by Board Member McCleary to approve the agenda.  
Seconded by Board Member Strauss.**  
**PASSED UNANIMOUSLY**

**IV. REPORTS**

(2:15) A. Chairman Report  
No report given.

(2:20) B. Blaine County Report  
Board Member Fosbury reported Blaine County Commissioners discussed the rise in COVID-19 Cases and that the medical system is not overrun, however caution is being taken given the number of cases.  
Board Member McCleary welcomed new commissioner Muffy Davis and congratulated her.  
Board Member McCleary expressed appreciation for Board Chairman Greenberg’s service as his formal resignation from the Board is forthcoming.

(4:37) C. City of Hailey Report  
Vice-Chair Burke reiterated her appreciation for Board Chair Greenberg’s service to the Board and the greater community.

(5:22) D. Fly Sun Valley Alliance Report  
Carol Waller congratulated Commissioner Muffy Davis and welcomed her. Carol mentioned that diversions were down due to the new approach and the booking for the Winter remain strong. She reported that there is a passenger survey underway and work on the summer schedule will begin soon.

(7:07) E. Airport Director Report (see PowerPoint Presentation)  
Airport Director Pomeroy reported December 2021 Passenger Enplanements were up 33% from 2019. December 2021 Operations were down slightly -2% compared to December 2020 Operations and up 3% from December 2019. Calendar year-to-date operations for 2021 is 20% higher than 2020 and 18% higher than 2019.

(7:49) Airport Director Pomeroy advised we have had a very busy holiday season and reported that terminal operations went smoothly and the compliance with the mask ordinance was excellent. The Airport was noted as the example of compliance in a letter sent to all Airports in the State of Idaho. Director Pomeroy thanked the Operations staff for their hard work in keeping the Airport open for every plane that desired to land. While there were cancelations, none of them were due to runway conditions. The success of the new approach continues, as 50 United and Delta flights were able to land in the month of December that would not have landed without the new approach. In total, the number of saved landings since 12/03/2020 is now at 133.

(11:53) Airport Director Pomeroy reminded everyone that the airport will be closed for the rehabilitation of Runway 13-31, Taxiway B and aprons from April 18, 2022, to May 17, 2022.

## V. AIRPORT STAFF BRIEF

Noise Complaints in December – No noise complaints received.  
Profit & Loss, ATCT Traffic Operations Count and Enplanement Data (See **Attachment #2 – #4**)  
Airport Commercial Flight Interruptions (unofficial)  
Review Correspondence

## VI. ACTION ITEMS

### A. NEW BUSINESS

- (13:20) 1. Annual Audit of Acceptance of FMAA Financial Statements and Other Financial Information – **Attachment #5 ACTION ITEM**  
Deputy Director Davis thanked both Harris CPAs and Rexroat, Harberd & Associates for their work in completing the Audit and the professionalism with which they accomplished the task.  
Troy Earl with Harris CPAs then presented a summary of the audit, please see the PowerPoint for details. In summary, the Audit went smoothly with no findings and no suggested correcting journal entries.  
Laurie Harberd with Rexroat, Harberd & Associates then presented a summary of the Financial Statements with no noted issues or concerns. See the PowerPoint for details and the Packet for the Financial Statements (Page 20-62).

(37:22) **MOTION: Made by Board Member Fosbury to accept the audit and approve the draft financial statements and direct the staff and auditors to finalize for distribution to the appropriate government agencies as presented. Seconded by Board Member Pogue.**  
**PASSED UNANIMOUSLY**

### B. CONTINUING BUSINESS

- (38:20) 1. Air Traffic Control Tower Replacements – Consideration of Vendor Selection – **ACTION ITEM**  
Director Pomeroy reported that we have begun the next stage of our Control Tower Replacement efforts. This is the culmination of years of work and the recommendation is that we select Raytheon as the vendor partner to move forward. Request for proposals were due in July and virtual interviews were held on October 20<sup>th</sup>. The Selection Committee met on December 6<sup>th</sup> and presented their recommendation to the Board. Director Pomeroy and committee members mentioned several strengths of Raytheon that separated them from the other proposals.

(47:50) **MOTION: Made by Board Member Strauss to accept the recommendation of the selection committee of Raytheon as the remote tower vendor partner and to authorize initiation of the contract negotiations with the same entity. Seconded by Board Fosbury.**  
**PASSED UNANIMOUSLY**

**VII. DISCUSSION AND UPDATES**

**A. NEW BUSINESS**

(48:35)

**1. FMAA Board Officer Positions – Discussion**

Director Pomeroy mentioned that Chair Greenberg’s formal resignation from the Board is forthcoming and this is an opportunity to discuss Board officer positions. Jim Laski explained that whoever is appointed to be Chair would fulfill that role until February 2023. The Board agreed that the Chair would be a Hailey representative based on prior practice. Several Board members then expressed support for Martha to Chair the Board, and a vote will not occur until February as this item was not identified as an action item. Jim Laski advised that Vice Chair Burke would assume the Chair position until a formal vote is taken.

**B. CONTINUING BUSINESS**

(55:58)

**1. Miscellaneous**

**i. Airport Minimum Standards and Rules and Regulations – Update – Attachment #6**

Airport Director Pomeroy reported the project continues to move forward and we have completed two stakeholders meetings on December 14<sup>th</sup> and January 4<sup>th</sup>. Next steps are to consolidate comments received and work with the committee to address the comments, develop a draft, and submit it to the FAA for review. After which, we expect to bring this topic back to the Board in both February and March with the hope that final approval will occur in March.

(57:40)

**ii. In-House Parking Operations – Update**

Director Pomeroy mentioned the ongoing efforts to bring Parking in-house and given the holiday season, the transition plan is still in process. The item will come back to the board for action as we are not ready at this time.

(58:25)

**2. Construction and Capital Projects**

**i. None**

**3. Airport Planning Projects**

(58:32)

**i. Environmental Assessment (Land Acquisition) – Update**

Director Pomeroy reported that we are continuing to work with the FAA and our Consultant, Mead & Hunt, to finish the review of the EA with a hope that the document can be shared for comment by the end of the month.

(59:19)

**ii. Terminal Area Plan – Update**

Director Pomeroy reported that we are in the last phase of the Terminal Area Plan, Financial Analysis, is underway and we are working with both Ricondo and Mead & Hunt to finalize the Financial Analysis. The expectation is that we will be able to provide the Board greater detail during the February Board meeting.

**VIII. PUBLIC COMMENT**

(1:00:05)

No Public Comment

**IX. EXECUTIVE SESSION**


(1:00:20)

No Executive Session

**X. ADJOURNMENT**

(1:01:13)

The January 4, 2022, Regular Meeting of the Friedman Memorial Airport Authority adjourned at 6:31 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.