

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

**IN ATTENDANCE:**

**BOARD MEMBERS:**

Board Chair – Martha Burke, Board Vice-Chair – Dick Fosbury, Board Members – Muffy Davis, Sam Linnet, Angenie McCleary, Rich Pogue, John Strauss

**FRIEDMAN MEMORIAL AIRPORT STAFF:**

Airport Director – Chris Pomeroy, Deputy Director, Finance & Administration – Jenna Elliott, Deputy Director, Operations & Maintenance – Tim Burke, Security Manager – Steve Guthrie, Sr. Airport Administrative Coordinator – Jennifer Lyman, Airport Administrative Coordinator – Anne Bjørke Mason

**CONSULTANTS:**

T-O Engineers – Nathan Cuvala; Mead & Hunt – Brad Rolf; Studio 360 – Sarah Shepard; C.A. Johnson Consulting – Chris Johnson

**AIRPORT LEGAL COUNSEL:**

Lawson Laski Clark, PLLC – Jim Laski

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

**I. APPROVE AGENDA (00:20)**

The agenda was approved as presented.

**MOTION: Made by Board Vice-Chair Fosbury to approve the agenda as presented. Seconded by Board Member Pogue.**

**PASSED UNANIMOUSLY**

**II. PUBLIC COMMENT (00:52)**

No Public Comment

**III. APPROVE FMAA MEETING MINUTES (01:20)**

A. February 1, 2022 Regular Board Meeting (See Attachment #1)

**MOTION: Made by Board Vice-Chair Fosbury to approve the minutes. Seconded by Board Member Linnet.**

**PASSED UNANIMOUSLY**

B. March 1, 2022 Regular Board Meeting (See Attachment #2)

**MOTION: Made by Board Vice-Chair Fosbury to approve the minutes. Seconded by Board Member Linnet.**

**PASSED UNANIMOUSLY**

**IV. REPORTS**

A. Chair Report (03:00)

No report given

B. Blaine County Report (03:15)

Vice-Chair Fosbury reported the County Commissioners discussed the COVID-19 status at their last Commissioner's meeting. He is pleased to report the risk level is currently low in Blaine County.

## C. City of Hailey Report (03:52)

No report was given

## D. Fly Sun Valley Report (04:06)

Carol Waller reported the summer flight schedule has been published and LAX and ORD flights have been extended through the summer. She stated we are in a good position right now despite airlines having challenges throughout the rest of the country.

Vice-Chair Fosbury thanked Carol Waller and Fly Sun Valley Alliance for their work and stated Twin Falls airport is experiencing a reduction in flights and FMA is very fortunate to have the air carriers it has.

Airport Director Pomeroy added the Idaho Airport Advisory Board is concerned about how the pilot shortage is affecting air service at the smaller communities. He reiterated FMA is very fortunate to have the service it has right now.

## E. Airport Director's Report (09:17)

Airport Director Pomeroy reported February 2022 Passenger Enplanements were up 46% over February 2021. March 2022 Operations were about 5% lower than March 2021 but about 4% higher year-to-date than 2021 year-to-date. United and Delta had 12 landings in March that would have otherwise been diverted due to weather conditions had it not been for the new approach that was implemented in December 2020. The total number of flights "saved" for Winter of 2021/2022 is 96 and almost 180 flights since the new approach implementation, which equates to approximately 10,000 passengers who were able to land at SUN who otherwise would have been diverted.

Airport Director Pomeroy reported Horizon will be replacing the Q400 with the E-175 as their air service aircraft starting in September 2022.

Airport Director Pomeroy reiterated the airport will be closed for rehabilitation of Runway 13-31, Taxiway B and aprons from April 18, 2022 to May 17, 2022.

**V. AIRPORT STAFF BRIEF**

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

**VI. ACTION ITEMS**

## A. NEW BUSINESS

1. Parking Lot Rehabilitation – Consideration of Change Order with Western Construction (See Attachment #6) (16:46)

Airport Director Pomeroy introduced Nathan Cuvala with T-O Engineers to discuss the Western Construction Change Order in consideration.

Nathan Cuvala explained there is a Change Order with Western Construction to add rehabilitation of existing upper and lower parking lots and access roads outside of the fence. The work will be completed during the airport closure in April/May and includes repaving the majority of the upper parking lot along with crack seal, fog seal and remark of all remaining existing parking lots and access roads. He reiterated this work is not eligible for AIP funding, but the expenses have already been budgeted for FY 2022.

**MOTION:** *Made by Board Vice-Chair Fosbury to approve the Change Order with Western Construction in the amount of \$374,425 for the parking lot rehabilitation work specified. Seconded by Board Member Pogue.*

**PASSED UNANIMOUSLY**

2. New Parking Lot – Consideration of Recommendation of Bid Award (See Attachment #7)  
(24:32)

Nathan Cuvala reported only one bid was received from Idaho Materials & Construction (IMC) for the new lower parking lot project in the amount of \$915,395. The “as read” bid amount was \$925,615, but after review and the correction of some math errors, the actual bid came to \$915,395. He stated the landscaping, irrigation, and seeding bid amount was significantly higher than the engineer’s estimate. It is the engineer’s recommendation to award the project to IMC with the exception of the bid items for landscaping, irrigation, and seeding, and procuring these items separately on a schedule that will allow a local contractor to complete the work at a reduced cost. He reiterated this work is not eligible for AIP funding, but the expenses have already been budgeted for FY 2022.

**MOTION:** *Made by Board Vice-Chair Fosbury to approve the Recommendation of Award to IMC in the amount of \$751,395 (bid price minus the landscaping and seeding items) for the new lower lot project. Seconded by Board Member Linnet.*

**PASSED UNANIMOUSLY**

## B. CONTINUING BUSINESS

1. In-house Parking Operations (30:28)

Airport Director Pomeroy introduced Chris Johnson with C.A. Johnson Consulting to discuss the recommended assumption of parking lot management functions to internal control from the current management agreement with The Car Park.

Chris Johnson reported Deputy Director Burke and Airport Operations Supervisor Nick Carnes have been testing out the implementation of parking lot management functions over the past few weeks and it has gone very smoothly. He stated the vendor agreement with The Car Park has been finalized and they have agreed to step back from the primary role as of May 1<sup>st</sup>. FMA Staff and Operations is ready to put that agreement in place and move forward with assuming the parking lot management functions.

Board Member McCleary inquired whether the current Car Park employees at FMA will retain their positions. Chris Johnson assured the Board that all current Car Park employees at FMA will retain their positions and become FMA Airport Operations employees.

**MOTION:** *Made by Board Member Strauss to approve FMA taking over in-house parking lot management functions. Seconded by Board Vice-Chair Fosbury.*

**PASSED UNANIMOUSLY**

## VII. DISCUSSION AND UPDATES

### A. NEW BUSINESS

1. None

### B. CONTINUING BUSINESS

1. Miscellaneous

- i. None

2. Construction and Capital Projects

- i. Upcoming Airport Closure and Pavement Rehabilitation Project (35:40)

Airport Director Pomeroy reported the airport is still scheduled to be closed from April 18<sup>th</sup> through May 17<sup>th</sup> and he is hopeful weather will not be an issue. He asked Nathan Cuvala if he had any update to provide to the Board.

Nathan Cuvala agreed that even though rain is needed in the Valley, it is not desirable during construction. He asked for patience from the community as there will be temporary traffic control on highway 75 to allow airport access for trucks and equipment.

3. Airport Planning Projects

i. Environmental Assessment (Land Acquisition) (39:52)

Airport Director Pomeroy was happy to report the EA document was forwarded to the FAA legal department and Staff hopes to hear back in the next few weeks. He introduced Brad Rolf with Mead & Hunt to discuss the next steps in the project.

Brad Rolf stated part of the legal process is the opportunity for public comment before the FAA makes a decision. He reported it is anticipated there will be 30 days for public comment once the FAA has completed the legal review. Once those comments are received, the FAA will review them and prepare responses, then a Finding of No Significant Impact is expected.

ii. Terminal Area Plan (46:38)

Airport Director Pomeroy reported Staff is still working with Mead & Hunt to develop a stakeholder outreach process to present the final report and discuss next steps.

VIII. PUBLIC COMMENT (47:42)

IX. EXECUTIVE SESSION (48:05)

**MOTION:** *Made by Board Member McCleary to enter into executive session pursuant to Idaho Code §74-206 paragraph 1(c) to acquire an interest in real property which is not owned by a public agency. Seconded by Board Member Strauss.*

**Roll Call Vote:**  
 Board Member McCleary Yes  
 Board Member Pogue Yes  
 Board Vice-Chair Fosbury Yes  
 Board Member Davis Yes  
 Board Member Strauss Yes  
 Board Member Linnet Yes

**PASSED UNANIMOUSLY**

X. ACTION ITEMS, CONT.

B. CONTINUING BUSINESS, CONT.

2. Earnest Money Commitment with Flying Hat Ranch, LLC (51:00)

**MOTION:** *Made by Board Vice-Chair Fosbury to authorize Airport Director Pomeroy and legal counsel to enter into negotiations with the landowner of Flying Hat Ranch, LLC for the acquisition including a \$1.5 million earnest money deposit. Seconded by Board Member Pogue.*

**Roll Call Vote:**  
 Board Member McCleary Yes  
 Board Member Pogue Yes  
 Board Vice-Chair Fosbury Yes

|                             |            |
|-----------------------------|------------|
| <b>Board Member Davis</b>   | <b>Yes</b> |
| <b>Board Member Strauss</b> | <b>Yes</b> |
| <b>Board Member Linnet</b>  | <b>Yes</b> |

**PASSED UNANIMOUSLY**

**XI. ADJOURNMENT**

The April 5, 2022 Regular Meeting of the Friedman Memorial Airport Authority was adjourned at 6:48 p.m.

DocuSigned by:

*Angenie McCleary*

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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.*