

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

**January 3, 2012
5:30 P.M.**

IN ATTENDANCE:

BOARD MEMBERS: Chairman –Tom Bowman, Vice-Chairman – Martha Burke, Board – Lawrence Schoen, Don Keirn, Ron Fairfax; Conference Call – Susan McBryant
FRIEDMAN MEMORIAL AIRPORT STAFF: Airport Manager – Rick Baird, Emergency/Operations Chief – Peter Kramer; Contracts/Finance Administrator – Lisa Emerick, ASC/Special Projects Coordinator/Executive Assistant – Steve Guthrie, Assistant Airport Security Coordinator/Office Administrator – Roberta Christensen, Administrative Assistant/IT Systems Maintenance Coordinator - April Dieter, Office Assistant – Cecilia Vega
AIRPORT LEGAL COUNSEL: Luboviski, Wygle, Fallowfield & Ritzau – Barry Luboviski;
CONSULTANTS: T-O Engineers – Dave Mitchell; Rexroat, Harberd & Associates – Laurie Harberd; Simmons & Clubb – Mary Kay Petersen, Brian Hodges
AIRPORT TENANTS/PUBLIC: Airport Hosts – Juan Martinez, Katie Pruett, Kevin Jensen; Enterprise – Scott Reese; Atlantic Aviation – Mike Rasch; Dick Fenton; FSVA – Carol Waller; Charles Matthiesen; BCPA – Jim Perkins; City of Bellevue – Craig Eckles; John Strauss; Bob Crosby; Nathan Rimmer; Eric Seder, Donna Serano, Steve Ritchie, Marc Reinemann; GE Aviation – Ken Shapero, Matt Vacanti
PRESS: Idaho Mountain Express – Kate Wutz

CALL TO ORDER:

The meeting was called to order at 5:32 p.m. by Chairman Bowman.

I. APPROVE AGENDA

The agenda was approved with the following changes:

III. NEW BUSINESS

A. B- Sustain Blaine Presentation Request

MOTION:

Made by Vice-Chairman Burke to move the Sustain Blaine Presentation Request agenda item after public comment. Secoded by Board Member Schoen.

PASSED UNANIMOUSLY

II. PUBLIC COMMENT

Airport Operations Chief Pete Kramer introduced Airport hosts Katie Pruett, Kevin Jensen and Juan Martinez to the Board and thanked them for doing an exceptional job helping in the terminal this holiday season.

III. NEW BUSINESS

A. B- Sustain Blaine Presentation Request

Sustain Blaine Executive Director Harry Griffith gave a presentation to the Board and proposed that the FMAA participate in a community-wide endeavor to acquire electronic, handheld polling devices for use in public meetings.

Board Member Schoen asked Mr. Griffith if there would be potential consequences if these polling devices were used as a regular feature in public meetings.

Mr. Griffith answered that the polling devices would not need to be used at every public meeting in Blaine County. He commented that Sustain Blaine views the polling devices as an enhancement rather than a necessity.

Board Member McBryant commented that she is neutral towards this project and would not oppose the Board's participation in it.

Chairman Bowman commented that the polling devices would give individuals the opportunity to include their opinion on an issue without the fear of public speaking. He suggested that Staff brief the Board on which line item this project could be financed from at the February Board meeting.

Attorney Lubovski commented that the Board would need to draft an agreement with Sustain Blaine as the Board cannot make contributions.

Board Member Fairfax agreed that the polling devices would give people the opportunity to include their opinions without having to voice them. He commented that he supports the idea of the Board helping the community to acquire polling devices for use in public meetings.

Vice-Chairman Burke commented that it is difficult to be the opposing voice against the majority and the polling devices would eliminate that difficulty. She also commented that the polling devices would mitigate the emotions that occasionally rise when public comments are made.

Board Member Keirn agreed with Vice-Chairman Burke and commented that the Board should allocate how much is contributed to the project by estimating how much the Board would utilize the polling devices.

Board Member Schoen commented that he would not want the Board to confuse the polling devices with the statistically significant scientific act of polling. He commented that he is not supportive of the Board's involvement in acquiring the polling devices.

Mr. Griffith commented that the question of whether or not the polling devices would produce statistically significant results depends on how the Board develops the audience and structures the questions in the poll.

Chairman Bowman directed Staff to draft an agreement, identify the line item that would be used to finance the project and provide the agreement for Board review and discussion at the February meeting.

IV. III. FMAA FINANCIAL STATEMENTS & OTHER FINANCIAL INFORMATION

Rexroat, Harberd & Associates CPA Laurie Harberd presented the Board with the FMAA Financial Statements for Fiscal Year 2011.

Simmons & Clubb Auditor, Mary Kay Peterson, presented the Board with the results of the Independent Audit Review for Fiscal Year 2011.

Board Member Fairfax commented that he found the financial statements and audit straightforward and uncomplicated compared to years and past and complimented Ms. Harberd and Ms. Peterson on their efforts.

Chairman Bowman commented that the positive results of the audit are a reflection on Staff. He thanked Ms. Harberd and Ms. Peterson for their efforts on the financial statements and audit.

MOTION:

Made by Board Member Fairfax to approve the draft

PASSED UNANIMOUSLY

V. UNFINISHED BUSINESS

A. Replacement Airport (See Brief)

1. City of Hailey Report

Board Member Burke reported that newly elected Mayor Haemmerle is proposing to hold a Hailey City Council regular meeting to discuss Airport-related topics on January 23, 2012.

2. Blaine County Report

No report was given.

3. Airport Manager Report (See Brief)

Airport Manager Baird briefed the Board on the Capital for a Day event with Idaho Governor Otter and Airport Staff that took place on December 21, 2011 in Sun Valley.

4. Alaska Airlines/Horizon Air Meeting (See Brief)

Airport Engineer Consultant Dave Mitchell briefed the Board regarding the meeting held with Horizon Airlines in December to discuss reliability at the Airport.

The Board asked Engineer Mitchell and Airport Manager Baird questions regarding the different types of approaches and back-up navigation that were discussed with Horizon Airlines.

5. GE Presentation – Required Navigation Procedure (RNP) Wide Area Augmentation System (WAAS) (See Brief)

GE Aviation Director of U.S. Programs, Ken Shapero and Matt Vacanti, gave the Board a presentation describing what a Required Navigation Procedure (RNP) Wide Area Augmentation System (WAAS) is and how that type of performance-based navigation system could be utilized at the Airport.

Board Member Schoen asked what the benefits are of utilizing a performance-based navigation rather than a ground-based navigation system.

Mr. Vacanti answered that an aircraft would be able to fly into an area with more accuracy and detect the navigational system from a further distance away using a performance-based navigation system.

Vice-Chairman Burke asked if the study GE Aviation is proposing to conduct would be AIP-eligible. She also asked if the larger private planes that utilize the Airport will be able to use the proposed navigational system as well.

Airport Manager Baird answered that Staff does not know whether the GE Aviation study will be AIP-eligible at this point. Mr. Vacanti answered that any navigational system developed will be built in a way to maximize the number of Airport users.

Board Member Schoen asked for what reason an airline would trade the cost of years of unreliable service with the cost of equipping aircraft with a new navigational system.

Mr. Shapero answered that Horizon has been working very diligently since 2006 to generate aircraft software that enables them to fly into newer and more difficult regions. The development of aircraft software is still a continuing evolution among many airlines.

Vice-Chairman Burke asked if the proposed GE Aviation study will trigger the FAA to conduct a Safety Management System (SMS) study at the Airport.

Airport Manager Baird answered that he is unsure whether the proposed GE Aviation study will trigger an SMS but it will most likely trigger an environmental review.

Board Member Fairfax commented that the Airport's history with the FAA in regard to researching new technology to improve reliability at the Airport is lengthy and unsuccessful. He asked how confident GE Aviation is in ensuring that they will be successful with the FAA.

Mr. Shapero answered that in conversations with the FAA, it has become clear that the FAA is aware that assistance is needed in developing new navigational technology. He commented that he believes the FAA is ready to find a way to improve and update navigational technology for the air transportation system.

The Board asked Mr. Shapero and Mr. Vacanti further technical questions regarding the proposed RNP/WAAS approach versus the unused RNP approach currently being provided at the Airport.

Chairman Bowman directed Staff to continue discussions with GE Aviation regarding the development of an RNP approach for the Airport. He commented that once GE Aviation and Staff have narrowed down the approach possibilities the Board will review and decide whether or not continued research is a cost effective venture.

Vice-Chairman Burke agreed that the Board should continue discussions with GE Aviation and suggested that Staff research whether or not this study would be AIP-eligible.

Airport Manager Baird briefed the Board that Staff will be presenting a draft report developed by GE Aviation to the FAA for review and comment.

Board Member Schoen commented that performance-based navigation (PBN) systems are the future of navigation, however, a decision cannot be made until the Board identifies a PBN system in the strategic framework of how the Board will proceed with the reliability project overall.

Board Member McBryant commented that she is encouraged by GE Aviation's presentation and is anxious to review the draft report that will indicate Staff's findings.

Board Member McBryant excused herself from the meeting.

6. Airport Communication & Outreach Facilitator (See Brief)

Airport Manager Baird briefed the Board on the Airport Communication & Outreach Facilitator project status. Attorney Luboviski briefed the Board on edits made to the Agreement that will allow Candice Pate to provide Strategic Communications & Marketing services to the Board.

Board Member Keirn asked if the Agreement should include a stipulation to not exceed a certain amount in strategic communications and marketing service costs.

Airport Manager Baird answered that it would not be necessary to put such a stipulation in the Agreement as Ms. Pate will be completing work as the Board directs. He commented that the expense for this service will not have a significant effect on the Airport budget.

MOTION: *Made by Board Member Schoen to approve the Letter of Agreement as proposed to be amended by Attorney Luboviski and Authorize the Chair to execute the document. Seconded by Vice-Chairman Burke.*

PASSED UNANIMOUSLY

7. Airport Redevelopment Plan and Feasibility Analysis Update

VI. ✕. NEW BUSINESS (cont.)

B. A. Sun Commercial Passenger Survey Results (FSVA)

Fly Sun Valley Alliance Director, Carol Waller, presented the Board with a briefing on the activities and projects of the Fly Sun Valley Alliance team for 2011.

Chairman Bowman asked why FSVA does not encourage Horizon to distribute free passes to ensure full flight capacity rather than having the community pay for the empty seats.

Ms. Waller answered that she does not know of any community or entity that has an MRG contract with an airline in which the airlines will fill empty seats even when the seat has been paid for.

Board Member Schoen asked what the significance is of studying the age demographics of the visitors to the Wood River Valley.

Ms. Waller answered that it is important to recruit a younger generation to visit the Valley for sustainability purposes. She commented Sun Valley is doing product development to encourage a younger generation to visit the area.

~~B. Sustain Blaine Presentation Request~~

VII. ✕. VI. APPROVE FMAA MEETING MINUTES

A. December 6, 2011 Regular Meeting (See Brief)

The December 6, 2011 Friedman Memorial Airport Authority Meeting Minutes were

approved with the following change:

VI. ~~V.~~ UNFINISHED BUSINESS

A. Replacement Airport

Board Member Schoen added that Chairman Bowman has drafted a response letter to the City of Bellevue. He suggested that the FMAA also draft a letter to Bellevue assuring them that the relocation of the runway to the south, **adjacent to the city**, is no longer an option and emphasize that safety is the FMAA's highest priority.

MOTION:

Made by Vice-Chairman Burke to approve the December 6, 2011 Friedman Memorial Airport Authority Meeting Minutes as amended. Seconded by Board Member Keirn.

PASSED UNANIMOUSLY

VIII. ~~VII.~~ AIRPORT STAFF BRIEF

- A. Noise Complaints**
- B. Parking Lot Update**
- C. Profit & Loss, ATCT Traffic Operations Count and Enplanement Data (See Brief)**
- D. Review Correspondence (See Brief)**
- E. Fly Sun Valley Alliance Update (See Brief)**
- F. Airport Weather Interruptions**
- G. TSA Request for Break Room/Training Facility Update**
- H. Airport / FSVA Marketing / Alliance Meeting**

IX. ~~VIII.~~ PUBLIC COMMENT

John Strauss suggested the Board hold a workshop to discuss RNP and WAAS approach options.

X. ~~IX.~~ ADJOURNMENT

The January 3, 2012 Regular Meeting of the Friedman Memorial Airport Authority was adjourned at approximately 8:43 p.m.

Susan McBryant, 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.*