

**MINUTES OF A REGULAR MEETING
OF THE
FRIEDMAN MEMORIAL AIRPORT AUTHORITY
December 8, 2020
5:30 P.M.**

IN ATTENDANCE:

BOARD MEMBERS: Chairman – Jacob Greenberg, Vice-Chairman – Don Keirn, Treasurer - Ron Fairfax, Board Members - Angenie McCleary, Patrick Cooley, Dick Fosbury, Martha Burke

FRIEDMAN MEMORIAL AIRPORT STAFF: Airport Manager – Chris Pomeroy, Airport Security Coordinator – Steve Guthrie, Finance & Administration Manager – Brent Davis, Airport Operations Manager – Tim Burke, Airport Business Coordinator – Sarah Funk, Airport Administrative Coordinators – Sue Heaphy & Jenna Elliott

CONSULTANTS: Studio 360 – Sarah Shepard

AIRPORT LEGAL COUNSEL: Lawson Laski Clark, PLLC – Jim Laski

CALL TO ORDER:

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

I. APPROVE AGENDA

The agenda was approved as presented

MOTION: *Made by Board Member Fosbury to approve the agenda as presented. Seconded by Board Member Burke.*

PASSED UNANIMOUSLY

II. PUBLIC COMMENT

City of Hailey Council Member, Sam Linnet introduced himself he is looking forward to serving on FMA Board starting January 2021. The board welcomed Sam.

III. APPROVE FMAA MEETING MINUTES

A. November 17, 2020 Regular Meeting Minutes - **Attachment #1**

MOTION: *Made by Board Vice-Chairman Keirn to approve the board meeting minutes of the November 17, 2020 Regular Meeting. Seconded by Board Member Fosbury.*

PASSED UNANIMOUSLY

IV. RECOGNITION OF SERVICE

Board Chairman Greenberg thanked Fritz Haemmerle and Pat Cooley for their service to FMA and the Community in serving on the FMA Board. All other serving board members thanked them for their service on the Board.

Board Member Cooley reported he appreciates Airport Manager Pomeroy's professionalism and thanked both the Board members from City of Hailey and Blaine County. He stated at times there was public discourse between the City of Hailey and Blaine County but because there was mutual respect, they were able to effectively serve the people of the Wood River Valley, and it has been a pleasure for him to serve on the FMA Board.

V. REPORTS

A. Chairman Report

Chairman Greenberg reported he is happy with the direction that FMA is moving in terms of the new approach and agreed with Board Member Cooley on the increased relations and professionalism of the Board and FMA staff. Greenberg reported he travelled on a commercial flight and found the airports and airlines doing an outstanding job enforcing COVID protocols.

B. Blaine County Report

Chairman Greenberg reported the County continues to update the website and community on COVID.

C. City of Hailey Report

Board Member Burke thanked outgoing FMA Board Members Pat Cooley and Fritz Haemmerle for their outstanding service to the FMA Board and community.

D. Fly Sun Valley Alliance Report

Carol Waller reported the winter flight schedule starts December 17-19th. She mentioned there are a few flight changes and communication will continue between airlines/alliance and FMA management.

E. Airport Manager Report (see Power Point Presentation)

Airport Manager Pomeroy reported on airport activity. Enplanements were down in November 59% from last year. Operations were up slightly for the month of November from last year with a year-to-date operation at -2.7%.

Airport Manager Pomeroy reported the new approach is operational as of December 3, 2020.

Airport Manager Pomeroy reported he has been working with Blaine County Land Use Department as it relates to drafting an airport vicinity overlay district. This will address airspace protection and land use compatibility.

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

- Terminal Area Plan Update by consultant team Mead & Hunt
- Formal Audit findings and presentation

Board Member Fairfax requested a breakdown of passenger numbers, in addition to the enplanement and operations numbers currently being reported. Airport Manager Pomeroy agreed the passenger numbers would be valuable for planning. He will reach out to Carol Waller at Fly Sun Valley Alliance for reporting numbers and relay those numbers to the Board.

VI. AIRPORT STAFF BRIEF

- A. Noise Complaints in November - None
- B. Profit & Loss, ATCT Traffic Operations Count and Enplanement Data (See **Attachment #2-#4**)
- C. Airport Commercial Flight Interruptions (unofficial)
- D. Review Correspondence

VII. ACTION ITEMS

- A. NEW BUSINESS (See Brief & Power Point)
 - 1. Short Term Extension to Joint Powers Agreement- **Attachment #5 ACTION ITEM**
 Airport Legal Counsel Jim Laski reported he has prepared a short-term extension to the Joint Powers Agreement. He is currently working on a re-draft and should get this to the City and Blaine County so they can continue to work on agreement. He is proposing an extension to April 15, 2021.
 Jim Laski confirmed Joint Power Agreements needs to be approved by both the City of Hailey and Blaine County.
 Board Chairman Greenberg is in favor of extension; Board members agreed.
 - 2. Reappointment of Independent Board Member Position – Consideration of Approval- **ACTION ITEM**
 Board Chairman Greenberg recommended re-appointing Ron Fairfax as the Independent Board Member. Board Members Burke and McCleary agreed with Chairman Greenberg in reappointing Board Member Fairfax.
MOTION: Made by Board Member Fosbury to reappoint Ron Fairfax as the Independent Board Member Position until December 31, 2022. Seconded by Board Member McCleary.

PASSED UNANIMOUSLY

Roll Call Vote:	Yes
Board Member Burke	Yes
Board Chairman Greenberg	Yes

Board Vice-Chairman Keirn	Yes
Board Member Fosbury	Yes
Board Member McCleary	Yes
Board Member Cooley	Yes

PASSED UNANIMOUSLY

3. Revisions to Transient Tie-Down Fees – Consideration of Approval –
Attachment #6 ACTION ITEM

Airport Manager Pomeroy reported there was a significant demand for transient tie-downs this past summer. He has been working with FMA staff to address this issue and they have a proposal for the board to consider.

Airport Administrative Coordinator Jenna Elliott outlined the proposed revisions for the tie-down space allotment and fee structure. To better utilize the tie-down spaces available, she proposed allocating a block of 12 spaces on the Section 2 Apron specifically designated for transient parking and increasing the 6-month lease space availability from 1 to 6 spaces.

She stated the West Hangar Apron spaces have been under-utilized due to the lack of interest in paying an increased lease fee for lights and power. For this reason, it was proposed that there be no rate difference based on location of the tiedown space, aside from an annual power surcharge for the 4 spaces that include power outlets.

Jenna Elliott detailed some proposed changes to the current rates and charges schedule to include a wider range of aircraft and the addition of the power surcharge. She illustrated how the proposed changes would potentially result in an increase of net revenue but reiterated the primary goal of the changes were centered on the idea of better utilization of the spaces available.

MOTION: Made by Board Member Burke to approve the tie-down rate revisions as proposed. Seconded by Board Member Cooley.

PASSED UNANIMOUSLY

B. CONTINUING BUSINESS

1. None

VIII. DISCUSSION AND UPDATES

A. NEW BUSINESS

1. Fiscal Year 2020 Audit Update

Airport Finance & Administration Manager Brent Davis reported the initial audit review went very well and there is no sign of any findings. A report will be provided at the next board meeting.

B. CONTINUING BUSINESS

1. Miscellaneous
 - i. None
2. Construction and Capital Projects
 - i. None
3. Airport Planning Projects

- i. Environmental Assessment (Land Acquisition) – Update

Airport Manager Pomeroy reported the following has been completed:

- Project Description
- Purpose and need, and project alternatives
- Identification of affected environment and potential environmental consequences.
- A field visit was conducted on September 28-30th.
- Draft deliverables submitted

Airport Manager Pomeroy mentioned agency coordination between the FAA and State Historical Preservation office regarding the cultural resource coordination.

ii. Terminal Area Plan - Update

Airport Manager Pomeroy reported the following has been completed.

- First round of tenant interviews was conducted week of November 9th.
- Completed enplanement and passenger profile.
- Tenant Interviews where held week of November 9th.

Next steps in process

- Staff review – draft deliverables, inventory & capacity analysis
- Consultant update to Board in January

IX. PUBLIC COMMENT

No public comment

X. EXECUTIVE SESSION

MOTION: *Made by Board Member Burke to enter 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 Fosbury.*


Roll Call Vote:

Board Member Fairfax	Yes
Board Vice Chairman Keirn	Yes
Board Member Cooley	Yes
Board Member Fosbury	Yes
Board Member Burke	Yes
Board Member McCleary	Yes
Board Chairman Greenberg	Yes

PASSED UNANIMOUSLY

XI. ADJOURNMENT

The December 8, 2020 Regular Meeting of the Friedman Memorial Airport Authority was adjourned at approximately 6:29 p.m.

DocuSigned by:

 Angenie McCleary, Secretary
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* *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.*