

**MINUTES OF A REGULAR MEETING
OF THE
FRIEDMAN MEMORIAL AIRPORT AUTHORITY
March 1, 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, Airport Administrative Coordinator – Anne Bjørke Mason
CONSULTANTS: T-O Engineers – Nathan Cuvala; Mead & Hunt – Brad Rolf; Ricondo & Associates – Bryan Elliott, Josh Francosky; Studio 360 – Sarah Shepard; C.A. Johnson Consulting – Chris Johnson
AIRPORT LEGAL COUNSEL: Lawson Laski Clark, PLLC – Jim Laski; Kaplan Kirsch & Rockwell, LLP – Peter Kirsch

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

I. APPROVE AGENDA (1:05) The agenda was approved as presented.
MOTION: *Made by Board Member Fosbury to approve the agenda as presented. Seconded by Board Member Pogue.*
PASSED UNANIMOUSLY

II. PUBLIC COMMENT
(1:39) No Public Comment

III. APPROVE FMAA MEETING MINUTES
(2:39) A. This Item was moved to the April Board Meeting

IV. REPORTS

(3:12) A. Chairman Report
Board Chair wished everyone a Happy Mardi Gras and Fat Tuesday. She announced City Administrator Heather Dawson has decided to step down and turn in her resignation. Heather has been an asset to this community for over 25 years and will be missed tremendously.

(4:15) B. Blaine County Report
On behalf of Blaine County, Board Member Fosbury expressed sincere appreciation for Heather Dawson’s work and contribution to the community over the years. He reported the Blaine County Commissioners met and discussed that the COVID-19 risk level has been reduced from critical to high as case numbers continue to drop. The Commissioners decided to continue the masking ordinance until further notice or until any action is warranted.

(6:16) C. City of Hailey Report
Board Member Linnet reported the masking ordinance for Hailey has not changed as of the time of the meeting. The council members were scheduled to have a meeting with South Central Public Health District and St. Luke’s the following day.

(7:35) D. Fly Sun Valley Alliance Report
Carol Waller reported they are working to get the summer schedule finalized.

(7:58) E. Airport Director’s Report (see PowerPoint Presentation)
Airport Director Pomeroy reported January 2022 Passenger Enplanements were up 83% over January 2021. February 2022 Operations were about 8% higher than February 2021 and 10% higher year-to-date than 2021. United and Delta had 11 landings in February that would have otherwise been diverted due to weather conditions had it not been for the new approach that was implemented.

Deputy Director Burke announced the addition of a new MB2 Multi-tasking Deicing truck/Snowplow to the fleet. This vehicle is 3 pieces of equipment combined into one, thus reducing our carbon footprint. Airport Director Pomeroy added this vehicle replaces the plow that was lost to a fire last year.

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.

Airport Director Pomeroy welcomed Anne Mason to our staff as Administrative Coordinator and welcomed Jennifer Lyman back as Sr. Administrative Coordinator. FMA is excited to have both of them as part of the administrative team.

Airport Director Pomeroy stated the In-house parking proposal, and the spring construction project update are on the horizon for the next board meeting.

V. AIRPORT STAFF BRIEF

- A. Noise Complaints in February
- B. Profit & Loss, ATCT Traffic Operations Count and Enplanement Data (See **Attachments #1 – #3**)
- C. Airport Commercial Flight Interruptions (unofficial)
- D. Review Correspondence

VI. ACTION ITEMS

- A. NEW BUSINESS
 - (16:30) 1. None
- B. CONTINUING BUSINESS
 - (16:35) 1. FMAA Board Officer (Treasurer) – **ACTION ITEM** – and Committee Appointments
Board Chair Burke stated she would like to defer this agenda item until the April meeting.
 - (17:10) 2. Airport Minimum Standards and Rules and Regulations – **ACTION ITEM – Attachments #4 – #5**
Airport Director Pomeroy stated a lot has happened since the February meeting. The committee and consultant team convened and discussed potential revisions and changes to address the public comment. The most substantial results of the conversations were the introduction of a new waiver and variance section and removing flight school requirements for FBOs. A couple of minor changes were made including addressing a comment received from the FAA referring to the FAA’s hangar use policy. He reported the revisions underwent committee review and a revised document was posted on the website, distributed to the Board, and stakeholders were notified on February 16th.
The meeting was opened for Public Hearing related to Minimum Standards.
Dale Batham asked where the document can be found showing the hangar use update. He was directed to section 5 on page 11 of the document, which can be found on the FMA website.
There was extensive discussion amongst the board members, staff, and consultants regarding the Minimum Standards document and the revisions made over the past month. Please refer to the audio recording for more detail.
MOTION: Made by Board Member McCleary to adopt the new set of Airport Minimum Standards for Commercial Aeronautical Activity as revised. Seconded by Board Member Fosbury
MOTION PASSED WITH ONE “NAY” (Board Member Strauss)

VII. DISCUSSION AND UPDATES

- A. NEW BUSINESS
 - 1. None
- B. CONTINUING BUSINESS
 - 1. Miscellaneous
 - (53:56) i. In-house Parking Operations – Update
Airport Director introduce Chris Johnson with C.A. Johnson Consulting to present an update on the In-house Parking Operations.

Chris Johnson gave a brief overview of the project. Bringing the operations in-house will address the continued staffing issues in the parking lot, it offers greater operational control, and provides cost efficiencies of over \$50,000 annually. This has been reviewed and discussed with the Finance Committee with the next step being an action item at the April meeting and a goal for transition being May 1st.

2. Construction and Capital Projects

(1:01:05)

- i. Upcoming Airport Closure and Pavement Rehabilitations Project – Update
Airport Director Pomeroy introduced Nathan Cuvala with T-O Engineers to give an update on the Runway Rehabilitation project since we are nearing the airport closure date of April 18th.

Nathan gave a thorough overview of the project focusing on the various aspects of the project and the quantity of work that is anticipated to be completed in the 30 days during the closure. Throughout the construction, there will be a temporary construction access set up from State Highway 75 with traffic control stopping traffic at various times to allow construction vehicles access to the airfield.

Nathan reiterated the project will be 100% FAA funded by three different AIP grants. The parking lots and access roads rehabilitation will be locally funded. For more details on the presentation, please refer to the audio recording and slides 32-42 of the PowerPoint presentation.

3. Airport Planning Projects

(1:17:06)

- i. Environmental Assessment (Land Acquisition) – Update

Airport Manager Pomeroy reported the FAA has completed the review and comment on each of the EA chapters and the consultant team has submitted the complete preliminary Draft EA to the FAA for legal sufficiency review. Public release of the draft document for review and comment is expected very quickly after FAA approval. Completion of the Environmental Assessment process, including a Finding of No Significant Impact by the FAA, will follow after the public comment period and is expected in Spring 2022.

(1:17:39)

- ii. Terminal Area Plan – Update.

Airport Manager Pomeroy stated the Consultant Team is working to address Airport Staff comments on Chapter 4, Financial Implementation Analysis. The Preferred Concept is still a 2-phase terminal renovation/expansion, and the project has been included as a design project in 2022 and with construction in 2024.

The Draft Final Report will be sent to Airport Staff next week along with a 4-page Executive Summary Brochure. Mead & Hunt will recommend a stakeholder outreach process to Airport Staff along with transmittal of the Draft Final Report and Executive Summary.

VIII. PUBLIC COMMENT

No Public Comment

(1:18:30)

IX. EXECUTIVE SESSION

No Executive Session was held

X. ADJOURNMENT

The March 1, 2022 Regular Meeting of the Friedman Memorial Airport Authority was adjourned at 6:50 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.