

**MINUTES OF A REGULAR MEETING  
OF THE  
FRIEDMAN MEMORIAL AIRPORT AUTHORITY  
July 12th, 2022  
5:30 P.M.**

**IN ATTENDANCE:**

**BOARD MEMBERS:**

Board Chair – Martha Burke, Board Vice-Chair – Dick Fosbury, Board Members – Muffy Davis, Sam Linnet, John Strauss, Treasurer – Ron Fairfax

**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; C.A. Johnson Consulting – Chris Johnson; Raytheon – Maxime Valencik; Studio 360 – Sarah Shepard

**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 (00:07)**

Board Chair Burke requested an amendment to the agenda so New Business Action Items are moved to the beginning of the meeting prior to the Public Comment.

The agenda was approved as amended.

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

**PASSED UNANIMOUSLY**

**II. PUBLIC COMMENT (07:30)**

Legal Counsel, Jim Laski, conveyed he received a text inquiry as to why there is no recycling at the airport. Board Chair Burke asked if FMAA can partner with the Environmental Resource Center (ERC). Airport Director Pomeroy stated that is possible.

**III. APPROVE FMAA MEETING MINUTES (08:44)**

A. June 14, 2022 Regular Board Meeting – Motion to Approve – Attachment #1 ACTION ITEM

Approval of the June 14, 2022 Regular Board Meeting minutes was postponed until the August meeting.

**IV. REPORTS**

A. Chair Report (09:13)

Board Chair Burke reported it was nice to see the new FMA equipment in the City of Hailey July 4<sup>th</sup> parade and thanked FMA staff for participating in the event.

B. Blaine County Report (10:05)

No report given.

C. City of Hailey Report (10:43)

No report was given

D. Fly Sun Valley Report (10:45)

Carol Waller reported they continue to monitor the flight bookings and they anticipate a good summer. Additionally, she stated they are continuing to work on finalizing the winter flight schedule.

E. Airport Director's Report (see PowerPoint Presentation) (11:30)

Airport Director Pomeroy reported June 2022 Passenger Enplanements were down 8% from June 2021, however, 2022 year-to-date Passenger Enplanements were up 17% from 2021. June 2022 Operations were down 12% from 2021 and down 15% year-to-date from 2021.

Airport Director Pomeroy reported the total operations for the 4<sup>th</sup> of July holiday weekend and the annual Fly-In event was 1,848, which is just a little under the 1,869 total for 2021. The event went very smoothly and was successful in coordination and planning. He reiterated it could not have been done without the wonderful partnership with the FAA (Salt Lake Center), SUN Tower, Atlantic Aviation, and airport staff.

Airport Director Pomeroy mentioned the annual TSA Comprehensive Security Inspection resulted in no findings and FMA passed with flying colors. He commended Security Manager, Steve Guthrie, on his excellent work.

Airport Director Pomeroy stated the Fiscal Year 2023 Proposed Budget public hearing is on the horizon for the August meeting.

There was brief discussion amongst the Board regarding the annual Fly-In event and all the coordination that goes into making it such a safe and successful event. The Board expressed their gratitude and appreciation for all involved.

**V. AIRPORT STAFF BRIEF**

- A. Noise Complaints in June
- B. Profit & Loss, ATCT Traffic Operations Count and Enplanement Data (See Attachment #2-#4)
- C. Airport Commercial Flight Interruptions (unofficial)
- D. Review Correspondence

**VI. ACTION ITEMS**

**A. NEW BUSINESS**

1. Runway Rehabilitation Project – Consideration of Change Order with Western Construction – Attachment #5 ACTION ITEM (1:00)

Airport Director Pomeroy reported that as part of the existing contract with Western Construction, a Change Order was negotiated during the runway project to perform additional work to their contract by extending unit pricing for similar bid items. This work included rapid cure seal coating, edge drain removal, adding barbed wire on security fence and grinding apron/taxiway asphalt-concrete. The total value of the change order is \$308,458.53 with the work being eligible for AIP funding under AIP project number 3-16-0016-053 and is accounted for in the current fiscal year budget. Airport Director Pomeroy stated T-O Engineers consultant, Nathan Cuvala, was at the meeting and was available to answer questions.

Board Vice-Chair voiced his support for approving this change order.

**MOTION: Made by Board Member Davis to approve the Change Order with Western Construction in the amount of \$308,458.53. Seconded by Board Member Strauss.**

**PASSED UNANIMOUSLY**

2. ITD Division of Aeronautics Grant Offer – Consideration of Recommendation of Acceptance – Attachment #6 – #7 ACTION ITEM (4:37)

Airport Director Pomeroy reported that the ITD has extended a grant offer to FMA in the amount of \$200,000 as part of the Idaho Airport Aid Program. FMA would like to accept the grant and apply it toward the recently purchased multi-task snow removal equipment, which was funded with local funds. He requested the Board recommend acceptance of the offer by the City of Hailey and Blaine County as airport co-sponsors.

**MOTION: Made by Board Vice-Chair Fosbury to recommend acceptance of the ITD Division of Aeronautics Grant Offer in the amount of \$200,000 by the City of Hailey and Blaine County as airport co-sponsors. The action will further direct Staff and Legal Counsel to develop the appropriate City and County Resolutions to support acceptance of the ITD Division of Aeronautics Grant Offer. Seconded by Board Member Davis.**

**PASSED UNANIMOUSLY**

B. CONTINUING BUSINESS

1. None

**VII. DISCUSSION AND UPDATES**

A. NEW BUSINESS

1. None

B. CONTINUING BUSINESS

1. Miscellaneous

- i. Fiscal Year 2023 DRAFT Budget – Update – Attachment #8 (17:53)

While referring to PowerPoint slides 21-26, Deputy Director, Finance & Administration, Jenna Elliott, gave an update on the Fiscal Year 2023 DRAFT Budget, focusing on the changes since the discussion at the June Board Meeting. She reported the County Clerk was notified prior to April 30th of the Budget Hearing and the Notice would be posted outside the administration building at FMA on July 15th and published in the Mountain Express on July 20th and 27th. The Budget Hearing will be August 2nd at 5:30 PM.

- ii. Parking Lot Fees – Discussion (23:17)

Airport Director Pomeroy reminded the Board about the parking lot fee discussion at the May meeting and introduced Chris Johnson with CA Johnson Consulting to present more detail on a recent utilization study. While referring to PowerPoint slides 28-32, Chris Johnson updated the Board with the findings of his analysis on users by duration of stay, current stall allocation, overall parking operations, and a regional rate review. Chris Johnson's proposal is an increase in the daily parking rate from \$12 to \$14 per day. No action was requested at the time of the meeting.

Board Chair Burke requested an analysis of increasing the daily parking rate to \$15 per day instead of the proposed \$14. Airport Director Pomeroy directed Chris Johnson to provide an analysis of the \$15 option and present it to the Board at the August meeting.

2. Construction and Capital Projects

i. New Parking Lot Project – Update (35:59)

Airport Director Pomeroy reported the south parking lot was paved, striped, and available for use prior to the busy 4<sup>th</sup> of July holiday weekend. He noted there is still remaining work that need to be completed, such as landscaping, light fixtures, and the ADA accessible ramp, however it is currently available for use.

Board Member Davis inquired about the total budget for the project. T-O Engineers consultant Nathan Cuvala confirmed the project bid amount and final budget amount with the exclusion of the irrigation aspect of the project.

3. Airport Planning Projects

i. Environmental Assessment (Land Acquisition) – Update (38:59)

Airport Director Pomeroy reported the Finding of No Significant Impact (FONSI) is anticipated from the FAA in the next week or two.

**VIII. PUBLIC COMMENT (40:27)**

No Public Comment

**IX. EXECUTIVE SESSION (40:40)**

No Executive Session needed

**X. ADJOURNMENT**

The July 12th, 2022 Regular Meeting of the Friedman Memorial Airport Authority was adjourned at 6:12 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.*