

**MINUTES OF A REGULAR MEETING  
OF THE  
FRIEDMAN MEMORIAL AIRPORT AUTHORITY  
March 7, 2023  
5:30 P.M.**

**IN ATTENDANCE:**

**BOARD MEMBERS:**

Board Chair – Martha Burke, Secretary – Angenie McCleary, Board Members - Muffy Davis, John Strauss, Sam Linnet, Jacob Greenberg, 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, Business Operations Coordinator – Becca Lynn, Administrative Coordinator II – Janice Hicks

**AIRPORT LEGAL COUNSEL:**

Lawson Laski Clark, PLLC – Jim Laski

**CALL TO ORDER:** The meeting was called to order at 5:33 p.m. by Board Chair Burke

**I. APPROVE AGENDA (00:44)**

A motion to approve the agenda was presented.

**MOTION: Made by Board Member Greenberg to approve the agenda as presented. Seconded by Board Member Davis.**

**PASSED UNANIMOUSLY**

**II. PUBLIC COMMENT (1:00)**

None

**III. APPROVE FMAA MEETING MINUTES (1:24)**

A. February 7, 2023, Regular Meeting – Motion to Approve – **Attachment #1 ACTION ITEM**

**MOTION: Made by Board Member Strauss to approve minutes. Seconded by Board Member Davis.**

**PASSED UNANIMOUSLY**

**IV. REPORTS (1:50)**

A. Chair Report

Board Chair Burke expressed her gratitude for the FMA operations staff and their efforts with winter conditions.

B. Blaine County Report

No report given.

C. City of Hailey Report

Board Member Linnet stated the City of Hailey had started their comprehensive plan. They do not have a consultant yet, but that is in process.

- D. Fly Sun Valley Report (3:15)

No report given.

- E. Airport Director’s Report (see PowerPoint Presentation) (3:28)

Airport Director Pomeroy reported January Passenger Enplanements were up 1% from January 2022 and February Enplanements were up 7% from February 2022. Year-to-date enplanements were up 4% versus 2022.

Operations data for February was unavailable and will be reported at the April Board Meeting.

The fiscal year 2024 budget cycle is soon to be underway.

The annual TSA Security Audit is set for April 12<sup>th</sup>, 2023.

Airport Director Pomeroy stated he has a Washington DC trip coming up in connection with his NWAAAE/AAAE duties and will also have some visits with congressional delegations.

Deputy Director of Operations Burke described the triennial emergency response drill planning is underway and being planned for September 26, 2023.

**V. AIRPORT STAFF BRIEF**

- A. Noise Complaints in February
- B. Profit & Loss, ATCT Traffic Operations Count and Enplanement Data (**See Attachment #2-#4**)
- C. Airport Commercial Flight Interruptions (unofficial)
- D. Review Correspondence - **Attachment #5**

**VI. ACTION ITEMS**

- A. NEW BUSINESS (12:25)

- 1. Idaho Airport Aid Program Grant Offer - Consideration of Recommendation of Acceptance- **Attachment #6 – #7 ACTION ITEM ACTION ITEM**

Deputy Director, Finance & Administration Elliott presented information regarding the Idaho Transportation Department Division of Aeronautics announcing a grant to airports under the Idaho Airport Aid Program to assist in financing improvements to airports during State fiscal year 2023. SUN’s grant amount is \$15,000.

The \$15,000 of grant funds will be forthcoming upon acceptance of the grant agreement (**Attachments #6 - #7**), which will be used to help reimburse SUN for the land purchased in September of 2022.

**ACTION: Recommend acceptance of the ITD Division of Aeronautics Grant Offer 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.**

**MOTION: Made by Board Member Linnet to approve acceptance. Seconded by Board Member Strauss.**

**PASSED UNANIMOUSLY**

- B. CONTINUING BUSINESS (16:15)

- 1. None

**VII. DISCUSSION AND UPDATES****A. NEW BUSINESS (16:23)****1. Review of Voluntary Noise Abatement Program – Update and Discussion**

Airport Director Pomeroy stated our voluntary noise abatement program continues to be an effective tool in reducing some noise impacts on the community. After review and recent feedback, staff believes a few minor revisions to the written descriptions of a few elements of the program are warranted to reduce confusion. This is mainly applicable to the preferred noise abatement hours in the morning. Staff would like to suggest that the wording being changed to promote the preferred operations hours being 0700- 2300 (local time) and removing reference to the 0600 timeframe. He stated we locally have a high percentage of compliance.

**2. Spring/Summer Construction – Update and Discussion (22:22)**

Airport Director Pomeroy stated as the final phase of the runway, taxiway, and apron project, from last spring, we are planning to apply final markings to the runway and reapply markings on the taxiway this late spring/early summer.

The final runway markings were not completed last fall due to a shortage of white paint. Permanent runway markings will be applied to the entire runway as part of this work.

Permanent taxiway markings were applied in the fall, however, the markings did not bond properly to the new seal coat in multiple areas of the taxiways. These markings will need to be partially removed and replaced.

Staff is tentatively planning for this work to take place in early June and will be completed over approximately five days. Additional information will be provided to the Board and airport users in the near future as the project planning continues to evolve.

**B. CONTINUING BUSINESS****1. Miscellaneous (24:37)****i. Future Aeronautical Development – Update and Discussion**

Airport Director Pomeroy stated the last RFP committee meeting was held Feb 1<sup>st</sup>. The committee discussed various ideas and elements to consider in a new draft document. A revised draft based on that meeting was provided to the committee toward the end of the week February 27. Due to timing, the committee was unable to meet to discuss the new draft before this Board meeting. A committee meeting to review a revised draft is expected in the next few weeks. No substantial discussion of the process is anticipated at this meeting.

**ii. Air Traffic Control Replacement Project – Update**

Airport Director Pomeroy stated a final Reimbursable Agreement has been agreed to with the FAA for the formal site selection phase of the project. The cost of the work effort is approximately \$86,000.

The cost for this site selection study was budgeted in the current FY2023 budget. Based on the Board's current contract/purchasing policy, approval of this expense resides with Airport Board Chair. Once signed, the airport will be entered into the queue by the FAA to start the study. At this point, the schedule appears to be anywhere between October 2023 to January 2024.

2. Construction and Capital Projects

i. None

3. Airport Planning Projects

i. None

**VIII. PUBLIC COMMENT**

(28:35)

None

**IX. EXECUTIVE SESSION I.C. §74-206 (1),(f) To communicate with legal counsel regarding legal ramifications for controversies imminently likely to be litigated**

**MOTION:** *Made by Board Member Greenberg to enter into executive session pursuant to I.C. §74-206 (1), (f) to communicate with legal counsel regarding legal ramifications for controversies imminently likely to be litigated. Seconded by Board Member Davis.*

**PASSED UNANIMOUSLY**

**X. Adjournment**

(29:30)

The March 7, 2023, Regular Meeting of the Friedman Memorial Airport Authority was adjourned at 6:05 p.m.

DocuSigned by:  
  
E759543F3D01A 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.*