

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

PLEASE TAKE NOTICE that a regular meeting of the Friedman Memorial Airport Authority shall be held Tuesday, August 1, 2023 at 5:30 p.m. at the Old Blaine County Courthouse Meeting Room Hailey, Idaho.

This meeting is open to the public and attendees are able to attend in person or by web access. Web access instructions below:

Please join the meeting from your computer, tablet, or smartphone.

<https://www.microsoft.com/en-us/microsoft-teams/join-a-meeting>

Meeting ID: 241 310 773 002

Meeting Passcode: TSKRDd

You can also dial in using your phone.

United States: 1 (208) 996-1013

Dial In Conference ID: 436 433 38#

The proposed Agenda for the meeting is as follows:

**AGENDA
August 1, 2023**

- I. APPROVE AGENDA – ACTION ITEM**
- II. PUBLIC COMMENT (10 Minutes Allotted)**
- III. PUBLIC HEARING – ACTION ITEM**
 - A. FY 2024 Budget – Motion to Approve – **Attachment #1 - #2 ACTION ITEM**
- IV. FRIEDMAN MEMORIAL AIRPORT AUTHORITY MEETING MINUTES OF:**
 - A. July 11, 2023 Regular Meeting – Motion to Approve – **Attachment #3 ACTION ITEM**
- V. REPORTS**
 - A. Chair Report
 - B. Blaine County Report
 - C. City of Hailey Report
 - D. Fly Sun Valley Alliance Report
 - E. Staff Team Report
- VI. AIRPORT STAFF BRIEF (5 Minutes Allotted)**
 - A. Noise Complaints in July
 - B. Profit & Loss, ATCT Traffic Operations Count and Enplanement Data – **Attachment #4 – #6**
 - C. Airport Commercial Flight Interruptions (unofficial)
 - D. Review Correspondence
- VII. ACTION ITEMS (a vote may occur but is not required to be taken)**
 - A. NEW BUSINESS
 - 1. None
 - B. CONTINUING BUSINESS
 - 1. Future Aeronautical Development RFP – Discussion and Consideration of Acceptance – **ACTION ITEM Attachment #7 - #8**
- VIII. UPDATES AND DISCUSSION**
 - A. NEW BUSINESS
 - 1. Ranch Management RFP – Discussion – **Attachment #9**
 - B. CONTINUING BUSINESS
 - 1. Miscellaneous
 - i. None
 - 2. Construction and Capital Projects
 - i. None
 - 3. Airport Planning Projects
 - i. None
- IX. PUBLIC COMMENT**
- X. ADJOURNMENT**

FMAA Meeting Brief 08-01-23

III. PUBLIC HEARING – ACTION ITEM:

A. FY 2024 Budget – Motion to Approve – **Attachment #1 - #2 ACTION ITEM**

Attachment #1 is the proposed FY 2024 Budget Worksheet (Combined), which incorporates all revisions presented by Staff and discussed during the June and July FMAA regular meetings. There have been no changes to the proposed budget since what was presented at the July meeting.

As stated in the Joint Powers Agreement, the Board is required to hold a public hearing as part of the budget adoption process. **Attachment #2** is the Public Hearing Notice that was published in the Mountain Express newspaper on July 19, 2023 and July 26, 2023.

ACTION REQUESTED: Motion to approve the proposed Friedman Memorial Airport Expenditure Budget for FY 2024 in the amount of \$10,933,887.

IV. FRIEDMAN MEMORIAL AIRPORT AUTHORITY MEETING MINUTES OF:

A. July 11, 2023 Regular Meeting – Motion to Approve – **Attachment #3 ACTION ITEM**

V. REPORTS

A. Chair Report

This item is on the agenda to permit a Chair report if appropriate.

B. Blaine County Report

This item is on the agenda to permit a County report if appropriate.

C. City of Hailey Report

This item is on the agenda to permit a City report if appropriate.

D. Fly Sun Valley Alliance Report

This item is on the agenda to permit a report if appropriate.

E. Staff Team Report

This item is on the agenda to permit an Staff Team's report if appropriate.

FMAA Meeting Brief 08-01-23

VI. AIRPORT STAFF BRIEF – (5 Minutes Allotted)

A. Noise Complaints in July

LOCATION	DATE	TIME	AIRCRAFT TYPE	INCIDENT	ACTION/RESPONSE
Della View Neighborhood, Hailey	7/6/2023	1:38AM	KingAir 200 – Air St. Luke's	Resident called to comment on late night operation. Operation was conducted by Air St. Luke's as an air ambulance flight.	Airport Director called resident back to explain circumstances.
Bellevue	7/7/2023	10:02AM	Small GA	Resident sent message to state there was a loud, low flying propeller aircraft over Lower Broadford. Resident states pilot had no regard for the concerns of locals.	Deputy Director-Ops reviewed radar flight tracks data and did not observe anything unordinary flight activity or any that violated FAA flight regulations. No call back requested.
Unknown	7/13/2023	1:47AM	Helicopter	Hailey resident left voicemail to comment on late-night helicopter operations. She stated she doesn't believe Allen and Company attendees should be disturbing the community with helicopters.	Airport Director investigated flight incident, including talking directly to Air St. Lukes dispatch and determined the helicopter operation was an air ambulance to/from the hospital. The airport was never used for such an operation. Director called back resident and left a message.

B. Profit & Loss, ATCT Traffic Operations Count and Enplanement Data - **Attachments #4 - #6**

Attachment #4 is Friedman Memorial Airport Profit & Loss Budget vs. Actual (unaudited)

Attachment #5 is ATCT Traffic Operations Record comparison by month

Attachment #6 is Enplanements, Deplanements and Seat Occupancy data

The following revenue and expense analysis is provided for Board information and review:

June 2023

Total Non-Federal Revenue	June, 2023	\$704,078
Total Non-Federal Revenue	June, 2022	\$327,992
Total Non-Federal Revenue	FY '23 thru June	\$5,615,303
Total Non-Federal Revenue	FY '22 thru June	\$5,425,317
Total Non-Federal Expenses	June, 2023	\$277,830
Total Non-Federal Expenses	June, 2022	\$259,110
Total Non-Federal Expenses	FY '23 thru June	\$3,574,689
Total Non-Federal Expenses	FY '22 thru June	\$2,762,044
Net Income excluding Federal Programs	FY '23 thru June	\$2,040,614
Net Income excluding Federal Programs	FY '22 thru June	\$2,663,273
Net Income to include Federal Programs	FY '23 thru June	\$239,680
Net Income to include Federal Programs	FY '22 thru June	\$634,660

FMAA Meeting Brief 08-01-23

C. Airport Commercial Inbound Flight Interruptions (unofficial):

AIRLINE	FLIGHT CANCELLATIONS	FLIGHT DIVERSIONS
	July 2023	July 2023
Alaska Airlines	0	0
Delta	0	1
United	2	0

D. Review Correspondence

VII. ACTION ITEMS (a vote may occur but is not required to be taken)

A. NEW BUSINESS

1. None

B. CONTINUING BUSINESS

1. Future Aeronautical Development RFP – Discussion and Consideration of Acceptance – **ACTION ITEM Attachment #7 - #8**

A draft RFP for initial review by the full Board and public was introduced at the June meeting and is included as **Attachment #7**. No material changes (minor grammatical changes only) were made to the draft RFP since the last meeting.

Attachment #8 includes a communication from Atlantic Aviation that was delivered as public comment at the July meeting. Per the discussion by the Board at the last meeting, airport legal counsel will attend the meeting to assist the Board with a response.

This agenda item is once again for the Board to have additional discussion about the draft RFP as deemed appropriate and allow for any additional public comment.

VIII. DISCUSSION AND UPDATES

A. NEW BUSINESS

1. Ranch Management RFP – Discussion – **Attachment #9**

As discussed at the last couple of meetings, and based on Board direction, Staff has developed a DRAFT Ranch Management RFP for ranch management activities beginning spring of 2024.

The first DRAFT RFP is attached as **Attachment #9**. Staff looks forward to Board discussion regarding the RFP at the meeting.

B. CONTINUING BUSINESS

1. Miscellaneous
 - i. None

FMAA Meeting Brief 08-01-23

2. Construction and Capital Projects

- i. None

3. Airport Planning Projects

- i. None

IX. PUBLIC COMMENT

X. ADJOURNMENT



FRIEDMAN MEMORIAL AIRPORT
PROPOSED FY 2024 BUDGET BUILD
DRAFT

VERSION: Created 07.06.2023

	FY 2021	FY 2022	FY 2023	FY 2024
	Year End	Year End	2023 Budget	Proposed Budget
REVENUE				
1 4000-00 · AIRCARRIER				
2 4000-01 · Aircarrier - Lease Space	\$ 174,943	\$ 338,995	\$ 474,004	\$ 514,451
3 4000-02 · Aircarrier - Landing Fees	\$ 259,836	\$ 240,453	\$ 260,000	\$ 263,900
5 4000-04 · Aircarrier - Utility Fees	\$ 360	\$ 360	\$ 360	\$ 360
6 4010-07 · Aircarrier - '14 PFC Application	\$ 301,034	\$ 389,384	\$ 447,780	\$ 459,647
7 Total 4000-00 · AIRCARRIER	\$ 736,173	\$ 969,193	\$ 1,182,144	\$ 1,238,358
9 4020-00 · TERMINAL AUTO PARKING REVENUE				
10 4020-01 · Automobile Parking - Terminal	\$ 407,517	\$ 631,198	\$ 576,250	\$ 674,400
11 4020-02 · Automobile Parking - Passes	\$ -	\$ 715	\$ 250	\$ 600
12 Total 4020-00 · TERMINAL AUTO PARKING REVENUE	\$ 407,517	\$ 631,913	\$ 576,500	\$ 675,000
14 4030-00 · AUTO RENTAL REVENUE				
15 4030-01 · Automobile Rental - Commission	\$ 703,184	\$ 828,964	\$ 654,000	\$ 899,000
16 4030-02 · Automobile Rental - Counter	\$ 29,546	\$ 30,600	\$ 29,000	\$ 29,000
17 4030-03 · Automobile Rental - Auto Prkng	\$ 64,857	\$ 102,165	\$ 65,000	\$ 70,000
18 4030-04 · Automobile Rental - Utilities	\$ 1,959	\$ 1,918	\$ 2,000	\$ 2,000
19 4030-00 · Automobile Rental - Other	\$ -	\$ 3,202	\$ -	\$ -
20 Total 4030-00 · AUTO RENTAL REVENUE	\$ 799,547	\$ 966,849	\$ 750,000	\$ 1,000,000
22 4040-00 · TERMINAL CONCESSION REVENUE				
23 4040-01 · Terminal Shops - Commission	\$ 11,953	\$ 17,414	\$ 12,000	\$ 43,950
24 4040-03 · Terminal Shops - Utility Fees	\$ 1,959	\$ 1,918	\$ 2,000	\$ 2,000
25 4040-10 · Advertising - Commission	\$ 45,022	\$ 36,154	\$ 45,000	\$ 45,000
26 4040-11 · Vending Machines - Commission	\$ 6,441	\$ 6,919	\$ 7,350	\$ 7,350
27 4040-12 · Terminal ATM	\$ 900	\$ 500	\$ 600	\$ 600
28 Total 4040-00 · TERMINAL CONCESSION REVENUE	\$ 66,275	\$ 62,905	\$ 66,950	\$ 98,900
30 4050-00 · FBO REVENUE				
31 4050-01 · FBO - Lease Space	\$ 163,966	\$ 173,900	\$ 168,998	\$ 171,533
32 4050-02 · FBO - Overnight Parking Fees	\$ 413,066	\$ 380,742	\$ 417,000	\$ 423,255
34 4050-04 · FBO - Commission	\$ 32,519	\$ 41,740	\$ 34,002	\$ 34,512
35 4050-07 · FBO - Misc.	\$ -	\$ 150	\$ -	\$ -
36 Total 4050-00 · FBO REVENUE	\$ 609,551	\$ 596,533	\$ 620,000	\$ 629,300
38 4060-00 · FUEL FLOWAGE REVENUE				
39 4060-01 · Fuel Flowage - FBO	\$ 430,541	\$ 445,112	\$ 440,000	\$ 446,600
40 Total 4060-00 · FUEL FLOWAGE REVENUE	\$ 430,541	\$ 445,112	\$ 440,000	\$ 446,600
42 4070-00 · TRANSIENT LANDING FEES REVENUE				
44 4070-02 · Landing Fees - Non-Comm./Gov't	\$ 653,799	\$ 627,065	\$ 669,500	\$ 577,535
45 Total 4070-00 · TRANSIENT LANDING FEES REVENUE	\$ 653,799	\$ 627,065	\$ 669,500	\$ 577,535
47 4080-00 · HANGAR REVENUE				
48 4080-01 · Hangar - Land Lease	\$ 639,276	\$ 673,999	\$ 658,837	\$ 668,720
49 4080-02 · Hangar/Trans. Fee - Land Lease	\$ 132,795	\$ 52,995	\$ 23,345	\$ 23,325
50 4080-03 · Hangar/Utilities (E8, 11, 24)	\$ 700	\$ 673	\$ -	\$ -
51 4080-05 · Hangar Rental - FMA Owned	\$ 32,818	\$ 33,698	\$ 33,454	\$ 33,956
52 Total 4080-00 · HANGAR REVENUE	\$ 805,589	\$ 761,364	\$ 715,636	\$ 726,000
54 4090-00 · TIEDOWN PERMIT FEES REVENUE				
55 4090-01 · Tiedown Permit Fees (FMA)	\$ 33,243	\$ 31,520	\$ 31,465	\$ 37,000
56 Total 4090-00 · TIEDOWN PERMIT FEES REVENUE	\$ 33,243	\$ 31,520	\$ 31,465	\$ 37,000



FRIEDMAN MEMORIAL AIRPORT
PROPOSED FY 2024 BUDGET BUILD
DRAFT

VERSION: Created 07.06.2023

	FY 2021	FY 2022	FY 2023	FY 2024
	Year End	Year End	2023 Budget	Proposed Budget
58 4100-00 · POSTAL CARGO REVENUE				
59 4100-01 · Cargo Carriers - Landing Fees	\$ -	\$ -	\$ -	\$ -
60 4100-02 · Postal Cargo - Tiedown	\$ 5,472	\$ 5,016	\$ 5,500	\$ 5,500
61 Total 4100-00 · POSTAL CARGO REVENUE	\$ 5,472	\$ 5,016	\$ 5,500	\$ 5,500
63 4110-00 · MISCELLANEOUS REVENUE				
64 4110-01 · Misc. Revenue	\$ 16,856	\$ 357	\$ 5,000	\$ 2,000
65 4110-05 · Misc. Incident/Accident	\$ -	\$ -	\$ -	\$ -
66 4110-09 · Misc. Expense Reimbursement	\$ 40	\$ 2,382	\$ -	\$ -
67 Total 4110-00 · MISCELLANEOUS REVENUE	\$ 16,896	\$ 2,739	\$ 5,000	\$ 2,000
69 4120-00 · GROUND TRANSP. PERMIT REVENUE				
70 4120-01 · Ground Transportation Permit	\$ 19,150	\$ 24,302	\$ 24,000	\$ 24,000
71 4120-02 · GTSP - Trip Fee	\$ 3,380	\$ 4,820	\$ 5,000	\$ 5,000
72 Total 4120-00 · GROUND TRANSP. PERMIT REVENUE	\$ 22,530	\$ 29,122	\$ 29,000	\$ 29,000
74 4400-00 · TSA/SECURITY				
75 4400-02 · Terminal Lease	\$ 41,910	\$ 30,594	\$ 41,910	\$ 42,425
76 4400-03 · Security Prox. Cards	\$ 33,540	\$ 32,360	\$ 33,540	\$ 33,540
77 Total 4400-00 · TSA/SECURITY	\$ 75,450	\$ 62,954	\$ 75,450	\$ 75,965
79 4450-00 · RANCH REVENUE				
80 4450-01 · Ranch House Rent	\$ -	\$ -	\$ -	\$ 7,200
81 4450-02 · Ranch Lease	\$ -	\$ -	\$ -	\$ 36,000
83 Total 4450-00 · RANCH REVENUE	\$ -	\$ -	\$ -	\$ 43,200
85 4500-00 · IDAHO STATE GRANT PROGRAM REV.				
88 4500-20 · SUN-20	\$ -	\$ -	\$ -	\$ -
89 4500-21 · SUN-21	\$ -	\$ -	\$ -	\$ -
90 4500-22 · SUN-22	\$ -	\$ 200,000	\$ -	\$ -
91 4500-23 · SUN-23	\$ -	\$ -	\$ -	\$ -
92 4500-24 · SUN-24	\$ -	\$ -	\$ -	\$ -
93 Total 4500-00 · IDAHO STATE GRANT PROGRAM REV.	\$ -	\$ 200,000	\$ -	\$ -
100 4520-00 · INTEREST REVENUE				
101 4520-01 · Interest Revenue - General	\$ 11,719	\$ 24,464	\$ 15,000	\$ 50,000
102 4520-07 · Interest Revenue - '14 PFC	\$ 32	\$ 29	\$ -	\$ -
103 4520-12 · Interest Revenue - CFC	\$ -	\$ -	\$ -	\$ -
104 Total 4520-00 · INTEREST REVENUE	\$ 11,750	\$ 24,493	\$ 15,000	\$ 50,000
106 4600-00 · CORONAVIRUS RELIEF GRANTS OPERATIONAL				
107 4600-01 · Coronavirus Relief Grants Operational	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 3,686,743
108 Total 4600-00 · CORONAVIRUS RELIEF GRANTS OPERATIONAL	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 3,686,743
110 TOTAL REVENUE	\$ 6,674,333	\$ 7,416,777	\$ 7,182,145	\$ 9,321,101
112 "A" EXPENSES				
114 5000-00 · A EXPENDITURES				
115 5000-01 · Salaries - Airport Director	\$ 158,371	\$ 166,290	\$ 166,290	\$ 174,604
116 5010-00 · Salaries - Deputy Director F&A	\$ 103,500	\$ 113,614	\$ 101,048	\$ 118,097
117 5010-01 · Salaries - Admin Coordinator	\$ 124,292	\$ 39,429	\$ 122,200	\$ 71,400
119 5010-03 · Salaries - Sr. Admin Coordinator	\$ 31,094	\$ 55,037	\$ 69,000	\$ -
120 5010-04 · Salaries - Business Operations Coordinator	\$ -	\$ -	\$ -	\$ 75,000
121 5020-00 · Salaries - Deputy Director O&M	\$ 99,677	\$ 121,621	\$ 127,200	\$ 140,872
122 5030-00 · Salaries - ARFF/OPS Specialist	\$ 492,628	\$ 547,021	\$ 547,618	\$ 579,488
124 5030-01 · Salaries - Parking Specialists	\$ -	\$ 28,526	\$ 107,000	\$ 120,120
125 5040-00 · Salaries- Security Manager	\$ 94,190	\$ 96,146	\$ 96,146	\$ 100,954



FRIEDMAN MEMORIAL AIRPORT
PROPOSED FY 2024 BUDGET BUILD
DRAFT

VERSION: Created 07.06.2023

		FY 2021	FY 2022	FY 2023	FY 2024
		Year End	Year End	2023 Budget	Proposed Budget
126	5050-00 · Salaries - Seasonal Snow Removal	\$ 64,186	\$ 41,461	\$ 70,000	\$ 76,000
127	5050-01 · Salaries - Seasonal - Arpt. Host	\$ 3,923	\$ -	\$ 5,000	\$ 5,000
128	5050-02 · Salaries - Salary Adjustment/Merit	\$ -	\$ -	\$ 84,975	\$ 118,127
129	5050-03 · Salaries - One Time Pay	\$ 12,550	\$ 3,000	\$ 5,000	\$ 5,000
130	5050-04 · Salaries - ARFF Coverage	\$ 1,420	\$ 1,320	\$ 9,600	\$ 9,600
131	5060-01 · Overtime - General	\$ -	\$ -	\$ 2,000	\$ 2,000
132	5060-02 · Overtime - Snow Removal	\$ 18,267	\$ 19,891	\$ 45,000	\$ 45,000
134	5070-05 · Compensated Absences Accrued	\$ (40,735)	\$ 20,773	\$ -	\$ -
135	5100-00 · Retirement	\$ 147,829	\$ 137,186	\$ 169,298	\$ 171,178
136	5110-00 · Social Security/Medicare	\$ 87,892	\$ 90,161	\$ 119,249	\$ 121,120
137	5120-00 · Life Insurance	\$ -	\$ -	\$ 2,000	\$ 2,000
138	5130-00 · Medical Insurance	\$ 223,236	\$ 232,393	\$ 255,000	\$ 282,000
139	5160-00 · Workman's Compensation	\$ 18,625	\$ 18,960	\$ 20,000	\$ 23,000
140	5170-00 · Unemployment Claims	\$ -	\$ -	\$ -	\$ -
141	5180-00 · Prior year p/r/ corrections	\$ (7,564)	\$ -	\$ -	\$ -
142	TOTAL "A" EXPENDITURES	\$ 1,633,382	\$ 1,732,829	\$ 2,123,624	\$ 2,240,559
144	"B" EXPENSES - ADMINISTRATIVE				
146	6000-00 · TRAVEL EXPENSE				
147	6000-01 · Travel - Conference/Project Expenses	\$ 1,658	\$ 15,181	\$ 40,000	\$ 40,000
148	Total 6000-00 · TRAVEL EXPENSE	\$ 1,658	\$ 15,181	\$ 40,000	\$ 40,000
150	6010-00 · SUPPLIES/EQUIPMENT EXPENSE				
151	6010-01 · Supplies/Equipment - Office	\$ 5,947	\$ 8,121	\$ 8,000	\$ 8,000
152	6010-02 · Supplies/Equipment - Parking	\$ 184	\$ 1,607	\$ 1,000	\$ 1,000
153	6010-03 · Supplies/Equipment - Computer	\$ 7,651	\$ 13,248	\$ 25,000	\$ 40,000
154	Total 6010-00 · SUPPLIES/EQUIPMENT EXPENSE	\$ 13,782	\$ 22,976	\$ 34,000	\$ 49,000
156	6020-00 · INSURANCE				
157	6020-01 · Insurance - Liability	\$ 53,124	\$ 52,409	\$ 55,100	\$ 64,000
160	Total 6020-00 · INSURANCE	\$ 53,124	\$ 52,409	\$ 55,100	\$ 64,000
162	6030-00 · UTILITIES				
163	6030-01 · Utilities - Gas/Terminal	\$ 12,925	\$ 9,105	\$ 14,000	\$ 23,000
164	6030-02 · Utilities - Gas/AOB & Cold Storage	\$ 5,232	\$ 6,104	\$ 5,500	\$ 8,200
165	6030-03 · Utilities - Elec./Runway&PAPI	\$ 5,860	\$ 6,406	\$ 6,000	\$ 5,200
166	6030-04 · Utilities - Elec./AOB & Cold Storage	\$ 8,325	\$ 9,168	\$ 8,100	\$ 11,100
167	6030-05 · Utilities - Electric/Terminal	\$ 49,528	\$ 51,163	\$ 56,000	\$ 75,000
168	6030-06 · Utilities - Telephone	\$ 16,123	\$ 16,735	\$ 17,200	\$ 18,750
169	6030-07 · Utilities - Water	\$ 9,860	\$ 5,982	\$ 11,000	\$ 11,000
170	6030-08 · Utilities - Garbage Removal	\$ 13,912	\$ 15,747	\$ 14,500	\$ 14,500
171	6030-09 · Utilities - Sewer	\$ 5,112	\$ 4,884	\$ 4,800	\$ 5,500
172	6030-11 · Utilities - Electric/Tower	\$ 7,399	\$ 5,657	\$ 7,000	\$ 7,000
173	6030-12 · Utilities - Elec./Brdfrd. Hghl	\$ 452	\$ 695	\$ 500	\$ 1,200
174	6030-13 · Utilities - Elec. - Exit Booth	\$ 1,413	\$ 1,424	\$ 2,200	\$ 2,200
175	6030-15 · Utilities - Elec/AWOS	\$ 3,484	\$ 2,917	\$ 3,800	\$ 3,800
176	6030-16 · Utilities - Elec. Wind Cone	\$ 134	\$ 92	\$ 150	\$ 100
177	6030-17 · Utilities - Elec./Gas - Hangar	\$ 3,031	\$ 4,752	\$ 5,000	\$ 7,000
178	6030-18 · Utilities - Lubricant Waste Disposal	\$ 292	\$ -	\$ 300	\$ 300
179	6030-20 · Utilities - GGWD Fees	\$ -	\$ 3,015	\$ -	\$ -
180	6030-20 · Utilities - Eccles Ranch	\$ -	\$ -	\$ -	\$ 35,000
181	Total 6030-00 · UTILITIES	\$ 143,079	\$ 143,847	\$ 156,050	\$ 228,850



FRIEDMAN MEMORIAL AIRPORT
PROPOSED FY 2024 BUDGET BUILD
DRAFT

VERSION: Created 07.06.2023

		FY 2021	FY 2022	FY 2023	FY 2024
		Year End	Year End	2023 Budget	Proposed Budget
183	6040-00 · SERVICE PROVIDER				
184	6040-01 · Service Provider - General	\$ 238	\$ -	\$ -	\$ -
185	6040-02 · Service Provider - Term. Services	\$ 6,505	\$ 6,845	\$ 8,900	\$ 7,000
186	6040-03 · Service Provider - AOB Services	\$ 51,231	\$ 53,058	\$ 52,000	\$ 66,000
187	6040-04 · Service Provider - Operations	\$ 15,941	\$ 14,240	\$ 16,000	\$ 20,000
188	6040-13 · Service Provider - Parking		\$ 2,754	\$ 8,100	\$ 56,500
189	Total 6040-00 · SERVICE PROVIDER	\$ 73,915	\$ 76,897	\$ 85,000	\$ 149,500
191	6050-00 · PROFESSIONAL SERVICES				
192	6050-01 · Professional Services - Legal	\$ 88,406	\$ 74,355	\$ 100,000	\$ 100,000
193	6050-02 · Professional Services - Audit/Finance	\$ 59,888	\$ 82,237	\$ 93,200	\$ 127,000
194	6050-03 · Professional Services - Engineer	\$ 7,441	\$ 36,897	\$ 26,500	\$ 36,500
195	6050-04 · Professional Services - Human Resources	\$ 6,004	\$ 11,608	\$ 15,000	\$ 15,000
196	6050-05 · Professional Services - Gen.	\$ 198,250	\$ 31,845	\$ 20,000	\$ 25,000
198	6050-10 · Prof. Svcs.-IT/Comp. Support	\$ 38,567	\$ 93,271	\$ 132,000	\$ 170,000
199	6050-12 · Prof. Serv.-Planning - Air Service	\$ 6,813	\$ 1,025	\$ 8,000	\$ 8,000
200	6050-13 · Prof. Serv.-Website Hosting	\$ 9,292	\$ 1,190	\$ 10,000	\$ 1,200
201	6050-15 · Professional Services - Web Maint/Outreach	\$ 14,485	\$ 32,520	\$ 25,000	\$ 30,000
202	6050-17 · Professional Services - Airspace Consulting	\$ 24,963	\$ 19,585	\$ 35,000	\$ 35,000
203	6050-18 · Professional Services - Approach Maintenance & Misc. Service	\$ 781	\$ 4,465	\$ 35,000	\$ 35,000
204	6050-19 · Professional Services - ATCT Relocation	\$ 14,738	\$ 23,584	\$ 60,000	\$ 30,000
205	6050-20 · Professional Services - New Approach	\$ -	\$ 65,000	\$ -	\$ -
206	6050-00 · Professional Services - Other	\$ -	\$ 12,303	\$ 35,000	\$ 35,000
207	Total 6050-00 · PROFESSIONAL SERVICES	\$ 469,627	\$ 489,885	\$ 594,700	\$ 647,700
209	6060-00 · MAINTENANCE-OFFICE EQUIPMENT				
210	6060-01 · Maint.-Office Equip./Gen.	\$ 17	\$ -	\$ -	\$ -
211	6060-04 · Maintenance - Copier	\$ 1,553	\$ 1,534	\$ 2,000	\$ 2,000
212	6060-05 · Maintenance - Phone	\$ 1,215	\$ 1,215	\$ 1,215	\$ 1,287
213	Total 6060-00 · MAINTENANCE-OFFICE EQUIPMENT	\$ 2,785	\$ 2,749	\$ 3,215	\$ 3,287
215	6070-00 · RENT/LEASE OFFICE EQUIPMENT				
216	6070-02 · Rent/Lease - Postage Meter	\$ 1,171	\$ 1,171	\$ 1,171	\$ 1,500
217	Total 6070-00 · RENT/LEASE OFFICE EQUIPMENT	\$ 1,171	\$ 1,171	\$ 1,171	\$ 1,500
219	6080-00 · DUES/MEMBERSHIPS				
220	6080-01 · Dues/Memberships	\$ 6,671	\$ 6,452	\$ 6,000	\$ 6,200
221	6080-04 · Publications	\$ 4,786	\$ 6,353	\$ 3,500	\$ -
222	6080-07 · Cove Canal Association Dues - Ranch	\$ -	\$ -	\$ -	\$ 3,200
223	Total 6080-00 · DUES/MEMBERSHIPS	\$ 11,457	\$ 12,805	\$ 9,500	\$ 9,400
225	6090-00 · POSTAGE				
226	6090-01 · Postage/Courier Service	\$ 1,186	\$ 1,468	\$ 1,000	\$ 1,000
228	Total 6090-00 · POSTAGE	\$ 1,186	\$ 1,468	\$ 1,000	\$ 1,000
230	6100-00 · EDUCATION/TRAINING				
231	6100-01 · Education/Training - Admin.	\$ 3,084	\$ 1,684	\$ 10,000	\$ 10,000
232	6100-02 · Education/Training - OPS	\$ 3,569	\$ 11,789	\$ 14,000	\$ 14,000
233	6100-03 · Education/Training - ARFF	\$ 17,549	\$ 28,022	\$ 20,000	\$ 20,000
234	6100-04 · Education/Training - Trienn. Drill	\$ 754	\$ -	\$ 4,000	\$ -
235	6100-06 · Education - Security	\$ 515	\$ 251	\$ 2,500	\$ 3,000
237	Total 6100-00 · EDUCATION/TRAINING	\$ 25,471	\$ 41,746	\$ 50,500	\$ 47,000



FRIEDMAN MEMORIAL AIRPORT
PROPOSED FY 2024 BUDGET BUILD
DRAFT

VERSION: Created 07.06.2023

		FY 2021	FY 2022	FY 2023	FY 2024
		Year End	Year End	2023 Budget	Proposed Budget
239	6101-00 · PUBLIC OUTREACH/ADS/COMMUNICATIONS				
240	6101-01 · Advertising/Social Media/Sponsorships	\$ 27,318	\$ 28,249	\$ 35,000	\$ 35,000
241	6101-02 · Public Outr/Comm - Noise Abatement	\$ -	\$ -	\$ 500	\$ 500
242	6101-03 · Public Outr/Comm - SAAC	\$ 5,242	\$ 14,824	\$ 10,000	\$ 10,000
243	Total 6101-00 · PUBLIC OUTREACH/COMMUNICATIONS	\$ 32,560	\$ 43,073	\$ 45,500	\$ 45,500
245	6110-00 · CONTRACTS				
246	6110-02 · Contracts - FMAA	\$ 38,500	\$ 41,500	\$ 42,000	\$ 84,000
249	6110-16 · Contracts - Prkg Mngt Fee/Ops	\$ 206,063	\$ 100,975	\$ 50,000	\$ 50,000
250	6110-17 · Contracts - Landing Fee Equipment Maintenance	\$ -	\$ 15,528	\$ 16,000	\$ 16,800
251	6110-18 · Contracts - Vector Commissions	\$ 84,795	\$ 81,518	\$ 100,000	\$ 90,000
252	Total 6110-00 · CONTRACTS	\$ 329,359	\$ 239,522	\$ 208,000	\$ 240,800
254	6130-00 · MISCELLANEOUS EXPENSES				
255	6130-01 · Misc. - General	\$ 303,393	\$ 13,523	\$ 15,000	\$ 15,000
256	6130-19 · COVID-19	\$ 25,018	\$ -	\$ -	\$ -
257	6140-00 · Bank Fees	\$ 20,704	\$ 33,694	\$ -	\$ -
258	6140-01 · Merchant Fees	\$ 363	\$ 448	\$ 22,000	\$ 600
260	Total 6130-00 · MISCELLANEOUS EXPENSES	\$ 349,478	\$ 47,664	\$ 37,000	\$ 15,600
266	TOTAL "B" ADMINISTRATIVE EXPENSES	\$ 1,508,652	\$ 1,191,392	\$ 1,320,736	\$ 1,543,137
268	"B" EXPENSES - OPERATIONS				
270	6500-00 · SUPPLIES/EQUIPMENT- OPERATIONS				
271	6500-01 · Supplies/Equipment - General	\$ 10,335	\$ 5,305	\$ 13,500	\$ 13,500
272	6500-02 · Supplies/Equipment - Tools	\$ 5,495	\$ 7,325	\$ 20,000	\$ 20,000
273	6500-03 · Supplies/Equipment - Clothing Ops	\$ 2,942	\$ 3,541	\$ 4,000	\$ 4,000
274	6500-04 · Supplies/Equipment - Janitorial	\$ 25,389	\$ 27,050	\$ 22,000	\$ 30,000
275	6500-07 · Supplies/Equipment - Clothing Parking Lot	\$ -	\$ -	\$ 2,000	\$ 2,000
276	Total 6500-00 · SUPPLIES/EQUIPMENT - OPERATIONS	\$ 44,160	\$ 43,220	\$ 61,500	\$ 69,500
278	6505-00 · EQUIP/VEHICLE-LEASE/RENTAL				
279	6505-01 · General	\$ 87,534	\$ 87,559	\$ 88,000	\$ 90,000
280	Total 6510-00 · EQUIP/VEHICLE-LEASE/RENTAL	\$ 87,534	\$ 87,559	\$ 88,000	\$ 90,000
282	6510-00 · FUEL/LUBRICANTS				
283	6510-01 · General	\$ 358	\$ 4,450	\$ -	\$ -
284	6510-02 · Fuel	\$ 39,640	\$ 42,967	\$ 50,000	\$ 75,000
285	6510-03 · Lubricants	\$ 4,155	\$ 2,638	\$ 8,000	\$ 10,000
286	Total 6510-00 · FUEL/LUBRICANTS	\$ 44,153	\$ 50,055	\$ 58,000	\$ 85,000
288	6520-00 · VEHICLES/MAINTENANCE				
289	6520-01 · R/M Equipment - General	\$ 22,340	\$ 18,834	\$ 50,000	\$ 75,000
290	6520-06 · R/M Equip. '85 Ford Dump	\$ 2,954	\$ 395	\$ 6,000	\$ 6,000
291	6520-08 · R/M Equip. - '96 Tiger Tractor	\$ 2,986	\$ -	\$ 1,000	\$ 1,000
292	6520-17 · R/M Equip. '01 Case 921 Ldr.	\$ 143	\$ -	\$ 500	\$ 1,500
293	6520-18 · R/M Equip. - '97 Chevy Blazer	\$ 118	\$ -	\$ -	\$ -
295	6520-20 · R/M Equip. - '02 Kodiak Blower	\$ 5,267	\$ -	\$ 750	\$ 1,500
296	6520-25 · R/M Equip. - '04 Batts De-Ice	\$ 101	\$ 2,795	\$ 500	\$ 1,000
297	6520-28 · R/M Equip. - '06 Case 621 Loader	\$ 35	\$ 121	\$ 1,000	\$ 1,500
298	6520-29 · R/M Equip. - '10 Wausau Broom/Plow	\$ 5,439	\$ 179	\$ 1,100	\$ 1,500
299	6520-30 · R/M Equip. - '05 Ford F-350	\$ 1,044	\$ -	\$ 500	\$ 1,500
300	6520-31 · R/M Equip. - '10 Oshkosh Blower	\$ 4,319	\$ 66	\$ 9,000	\$ 9,000
301	6520-32 · R/M Equip. - '09 Mini Truck	\$ 75	\$ 786	\$ 350	\$ 1,000
302	6520-34 · R/M Equip. - '12 Case 921F Loader	\$ 1,460	\$ -	\$ 1,000	\$ 1,500
303	6520-35 · R/M Equip. - '14 Ford Explorer	\$ 160	\$ -	\$ 500	\$ -



FRIEDMAN MEMORIAL AIRPORT
PROPOSED FY 2024 BUDGET BUILD
DRAFT

VERSION: Created 07.06.2023

		FY 2021	FY 2022	FY 2023	FY 2024
		Year End	Year End	2023 Budget	Proposed Budget
304	6520-36 · R/M Equip. - '10 Toyota Forklift	\$ 113	\$ 347	\$ 250	\$ 1,000
305	6520-37 · R/M Equip. - '15 Tool Cat	\$ 394	\$ -	\$ 3,000	\$ 5,000
306	6520-38 · R/M Equip. - '15 Wausau Broom	\$ 2,518	\$ 3,157	\$ 6,000	\$ 6,000
307	6520-39 · R/M Equip. - Boss Spreader	\$ 51	\$ 8,419	\$ 250	\$ 250
309	6520-40 · R/M Equip. - '17 Ford-350 Super Cab	\$ 1,544	\$ 5,326	\$ 1,000	\$ 1,500
310	6520-41 · R/M Equip. - '17 Kodiak Blower	\$ 79	\$ 415	\$ 1,500	\$ 1,500
311	6520-43 · R/M Equip. - '18 279D Skid Steer	\$ 3,240	\$ 726	\$ 4,500	\$ 1,500
312	6520-44 · R/M Equip. - '18 972M Loader	\$ -	\$ 1,076	\$ 1,000	\$ 1,500
313	6520-45 · R/M Equip. - '19 Oshkosh Broom	\$ 480	\$ -	\$ 6,000	\$ 6,000
314	6520-46 · R/M Equip. - '20 Chev. 1500 PU	\$ 3,666	\$ 2,787	\$ 1,900	\$ 1,500
315	6520-47 · R/M Equip. - '19 Cat 972M Loader	\$ 2,657	\$ 373	\$ 1,000	\$ 1,500
316	6520-48 · R/M Equip. - '18 New Holland Tractor	\$ 1,033	\$ -	\$ 1,000	\$ 1,500
317	6520-49 · R/M Equip. - '21 M-B SRE Combo	\$ 16,636	\$ 2,078	\$ 14,000	\$ 15,000
318	6520-50 · R/M Equip. - '22 MB Combo	\$ -	\$ 2,531	\$ 14,000	\$ 15,000
319	6520-51 · R/M Equip. - '22 MB Deice Truck	\$ -	\$ 212	\$ 3,000	\$ 5,000
320	6520-52 · R/M Equip. - '22 MB4 Blower	\$ -	\$ 72	\$ 2,000	\$ 5,000
321	6520-53 · R/M Equip. - '22 F-350	\$ -	\$ 286	\$ 3,500	\$ 1,500
322	6520-54 · R/M Equip. - '23 Expedition	\$ -	\$ -	\$ -	\$ 1,500
323	6520-55 · R/M Equip. - '23 Maverick	\$ -	\$ -	\$ -	\$ 1,500
324	6520-56 · R/M Equip. - Tour Van	\$ -	\$ -	\$ -	\$ 5,000
325	6520-57 · R/M Equip. - '24 F-350	\$ -	\$ -	\$ -	\$ 5,000
326	Total 6520-00 · VEHICLES/MAINTENANCE	\$ 78,853	\$ 50,980	\$ 136,100	\$ 185,250
328	6530-00 · ARFF MAINTENANCE				
329	6530-01 · ARFF Maint. General/Supplies	\$ 3,701	\$ 7,583	\$ 10,000	\$ 10,000
330	6530-03 · ARFF Maint. - '87 Oshkosh	\$ 302	\$ -	\$ -	\$ -
331	6530-04 · ARFF Maint. - Radios	\$ 3,496	\$ 6,595	\$ 6,000	\$ 10,000
332	6530-05 · ARFF Maint. - '03 E-One	\$ 22,464	\$ 2,422	\$ 2,500	\$ 2,500
333	6530-06 · ARFF Maint. - '20 Oshkosh Striker	\$ 2,210	\$ 1,944	\$ 1,000	\$ 2,500
334	Total 6530-00 · ARFF MAINTENANCE	\$ 32,173	\$ 18,544	\$ 19,500	\$ 25,000
336	6540-00 · REPAIRS/MAINTENANCE - BUILDING				
337	6540-01 · R/M Bldg. - General	\$ 928	\$ (13)	\$ 1,500	\$ 1,500
338	6540-02 · R/M Bldg. - Terminal	\$ 126,630	\$ 188,034	\$ 120,000	\$ 112,000
339	6540-03 · R/M Bldg. - Terminal Concession	\$ 2,551	\$ 4,146	\$ 6,000	\$ 6,000
340	6540-04 · R/M Bldg. - Cold Storage	\$ 630	\$ 966	\$ 1,500	\$ 1,500
341	6540-05 · R/M Bldg. - AOB/SHOP	\$ 23,360	\$ 18,103	\$ 29,300	\$ 40,200
342	6540-06 · R/M Bldg. - Hangars	\$ 1,035	\$ -	\$ 5,000	\$ 5,000
343	6540-07 · R/M Bldg. - Tower	\$ 9,557	\$ 7,125	\$ 7,000	\$ 10,000
344	6540-08 · R/M Bldg. - Parking Booth	\$ 120	\$ 403	\$ 1,000	\$ -
345	6540-10 · R/M Bldg. - Eccles Ranch	\$ -	\$ -	\$ -	\$ 15,000
346	Total 6540-00 · REPAIRS/MAINTENANCE - BUILDING	\$ 164,811	\$ 218,764	\$ 171,300	\$ 191,200
348	6550-00 · REPAIRS/MAINTENANCE - AIRSIDE				
349	6550-01 · R/M - General	\$ 4,961	\$ 15,354	\$ 8,000	\$ 8,000
350	6550-02 · R/M - Airfield/Runway	\$ 27,690	\$ 18,667	\$ 60,000	\$ 40,000
351	6550-03 · R/M - Airfield/Runway - Deice	\$ 109,067	\$ 93,069	\$ 120,000	\$ 120,000
352	6550-04 · R/M - Lights	\$ 12,409	\$ 14,097	\$ 15,000	\$ 25,000
353	Total 6550-00 · REPAIRS/MAINTENANCE - AIRSIDE	\$ 154,126	\$ 141,187	\$ 203,000	\$ 193,000
355	6551-00 · REPAIRS/MAINTENANCE - LANDSIDE				
356	6551-01 · RM - General	\$ 268	\$ 1,322	\$ 1,000	\$ 1,000
357	6551-02 · RM - Parking Lot	\$ 4,846	\$ 10,068	\$ 10,000	\$ 15,000
358	6551-03 · RM - Landscaping	\$ 6,468	\$ 8,369	\$ 10,000	\$ 15,000
359	6551-04 · RM - Ranch	\$ -	\$ -	\$ -	\$ 100,000
360	Total 6560-00 · REPAIRS/MAINTENANCE - LANDSIDE	\$ 11,582	\$ 19,759	\$ 21,000	\$ 131,000



FRIEDMAN MEMORIAL AIRPORT
PROPOSED FY 2024 BUDGET BUILD
DRAFT

VERSION: Created 07.06.2023

	FY 2021	FY 2022	FY 2023	FY 2024
	Year End	Year End	2023 Budget	Proposed Budget
361				
362	6560-00 · SECURITY EXPENSE			
363	6560-01 · Security - General	\$ 11,680	\$ 18,442	\$ 12,000
364	6560-02 · Security - Law Enforcement Officer(LEO)	\$ -	\$ 6,475	\$ 10,000
365	6560-03 · Security - Subscription License	\$ 59,961	\$ 56,873	\$ 62,565
366	6560-04 · Security - Perim./Access/CCTV	\$ 9,362	\$ 18,943	\$ 25,500
367	6560-05 · Security - Professional Services	\$ 20,364	\$ 16,800	\$ 19,000
368	6560-06 · Security - Prof. Services IT	\$ 4,147	\$ -	\$ -
369	6560-00 · Security - Other	\$ -	\$ -	\$ -
370	Total 6560-00 · SECURITY EXPENSE	\$ 105,514	\$ 117,533	\$ 129,065
371				
372	6570-00 · REPAIRS/MAINT.-AERONAUTICAL EQU			
373	6570-01 · R/M Aeronautical Equip - NDB/DME	\$ 10,651	\$ 8,602	\$ 10,000
374	6570-02 · R/M Aeronautical Equip. - Tower	\$ 5,360	\$ 5,664	\$ 8,000
375	6570-04 · R/M Aeron. Equip. - AWOS/ATIS	\$ 8,451	\$ 9,698	\$ 8,500
377	Total 6570-00 · REPAIRS/MAINT.-AERONAUTICAL EQU	\$ 24,462	\$ 23,964	\$ 26,500
378	TOTAL "B" OPERATIONAL EXPENSES	\$ 747,367	\$ 771,565	\$ 913,965
379	TOTAL "B" EXPENSES	\$ 2,256,019	\$ 1,959,671	\$ 2,234,701
380				
381	TOTAL "A+B" EXPENSES	\$ 3,889,401	\$ 3,671,517	\$ 4,358,325
382				
	OPERATIONAL NET POSITION	\$ 2,784,932	\$ 3,746,624	\$ 2,823,820
383				
384				
385	"C" REVENUE - CAPITAL BUDGET			
386	4753-01 · AIP '53 - Rehabilitate Runway Phase 2			\$ 25,000
387	4758-01 · AIP '58 - Rehabilitate Runway Phase 3			\$ 125,000
388	4800-00 · Current Year AIP			\$ 2,345,068
389	CFC Pass-through Revenue (account to be created)			\$ 250,000
390	Total "C" REVENUE			\$ 2,745,068
391				
392	"C" EXPENSES - CAPITAL BUDGET			
393	7001-00 · CAPITAL EXPENDITURES			
394	7001-0* · CONTINGENCY			\$ 1,000,000
395	7001-02 · Buildings and Improvements			\$ 694,740
396	7001-03 · Airfield & General Improvements			\$ -
397	7001-04 · Office Equipment			\$ 26,000
398	7001-05 · Maintenance Equipment /Vehicle			\$ 1,915,000
399	7001-06 · Assessments/Plans/Studies			\$ 1,060,000
400	7001-09 · Security Equipment			\$ 35,000
401	7001-10 · SRE Acquisition Non-AIP			\$ 1,100,000
402	7001-12 · Network Equipment			\$ 50,000
403	Total 7001-00 · CAPITAL EXPENDITURES			\$ 5,880,740
404				
405	8501-00 · CIP - General			
406	8501-01 · CIP - General - Other			\$ 150,000
407	Total 8501-00 · CAPITAL EXPENDITURES			\$ 150,000
408				
409	Total "C" EXPENSES			\$ 6,030,740
410				
411	TOTAL OPERATIONAL + CAPITAL REVENUE			\$ 12,066,169
412	TOTAL "A+B+C" EXPENSES			\$ 10,933,887
413	AIRPORT TOTAL NET POSITION (BUDGETED)			\$ 1,132,282

NOTICE OF PUBLIC HEARING

Public notice is hereby given that the Board of the Friedman Memorial Airport Authority of Blaine County, Idaho will be meeting on August 1, 2023, at the hour of 5:30 p.m. in the Old Blaine County Courthouse Meeting Room at Hailey, Idaho, for the purpose of considering and approving a final budget for the Friedman Memorial Airport Authority and making appropriations for Fiscal Year 2024.

This meeting is open to the public. Attendees may attend in person or via web access - Instructions below:

Please join the meeting from your computer, tablet, or smartphone.

<https://www.microsoft.com/en-us/microsoft-teams/join-a-meeting>

Meeting ID: 241 310 773 002

Meeting Passcode: TSKRDd

You can also dial in using your phone.

United States: 1 (208) 996-1013

Dial In Conference ID: 436 433 38#

At this time any person may appear and be heard upon any parts of said budget and the following table sets forth the amount of "Tax Revenue" and "Other Revenues" and the amount to be appropriated for "Salaries and Benefits" and "Other Expenses" for the coming fiscal year, the current fiscal year budget, and the amounts received and expended during each of the two previous completed fiscal years. The proposed budget may be examined prior to the Public Hearing at <http://www.iflysun.com> or at the Airport Management Office, Friedman Memorial Airport, 1616 Airport Circle, Hailey, Idaho.

Friedman Memorial Airport Proposed Budget For Fiscal Year Ending 9/30/24

	FY 2021 Actual	FY 2022 Actual	FY 2023 Approved Budget	FY 2024 Proposed Budget
Revenue				
Tax Revenue	\$ -	\$ -	\$ -	\$ -
Other Revenues	\$ 8,226,404	\$ 32,410,291	\$ 15,925,528	\$ 9,321,101
Total Revenue	\$ 8,226,404	\$ 32,410,291	\$ 15,925,528	\$ 9,321,101
Expenses				
Salaries & Benefits	\$ 1,633,382	\$ 1,732,829	\$ 2,123,624	\$ 2,240,559
Other Expenses	\$ 5,867,435	\$ 5,685,700	\$ 19,892,953	\$ 8,693,328
Total Expenses	\$ 7,500,817	\$ 7,418,529	\$ 22,016,577	\$ 10,933,887

Idaho Mtn. Express Legal:

Wednesday, July 19, 2023

Idaho Mtn. Express Legal:

Wednesday, July 26, 2023

**MINUTES OF A REGULAR MEETING
OF THE
FRIEDMAN MEMORIAL AIRPORT AUTHORITY
July 11, 2023
5:30 P.M.**

IN ATTENDANCE:

BOARD MEMBERS:

Board Chair – Martha Burke, Vice Chair – Muffy Davis, Secretary – Angenie McCleary, Board Members - John Strauss, Sam Linnet, Jacob Greenberg, Lindsay Mollineaux, 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 5:30 p.m. by Board Chair Burke

I. APPROVE AGENDA (0:00)

A motion to approve the agenda as presented.

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

PASSED UNANIMOUSLY

II. PUBLIC COMMENT (0:01)

Tim Johnson, representing Atlantic Aviation, presented and read a statement to the board which stated Atlantic Aviation desires to participate in the upcoming RFP process relating to aeronautical development. A copy of that statement is attached at the end of these minutes.

Jonathan Monschke, a private pilot in the valley and resident of Sun Valley, commented that the RFP looks logical in his opinion. However the property is developed, he hopes consideration is given to more hangar development for smaller planes.

III. APPROVE FMAA MEETING MINUTES (2:42)

A. June 6, 2023, Regular Meeting – Motion to Approve – **Attachment #1 ACTION ITEM**

MOTION: *Made by Board Member Greenberg to approve the minutes as presented.
Seconded by Board Member Linnet.*

PASSED UNANIMOUSLY

IV. REPORTS (3:12)

A. Chair Report

Board Chair Burke thanked the airport and all agencies for their participation in the 4th of July parade in Hailey.

B. Blaine County Report

Vice Chair Davis reported that earlier today, the commissioners passed the text and map amendments to the vicinity overlay district. The next step will be to take it to the City of Hailey.

C. City of Hailey Report

No report given.

D. Fly Sun Valley Report

No report given.

E. Airport Team Reports (see PowerPoint Presentation) (5:25)

Airport Director Pomeroy reported June passenger enplanements were up 3% from June 2022. Year-to-date enplanements were up 21% versus 2022.

Operations data for June were down 15% from June 2022. Overall operations were up 3% year-to-date from 2022.

Airport Director Pomeroy referenced the corporate fly-in which commenced today. He stated it's been a steady and smooth day so far. One of the benchmarks is ensuring that none of the commercial air carriers have misconnects due to the event; that has been the case thus far.

Deputy Director, Operations & Maintenance Burke thanked all involved for their participation in the aviation camp and making it a success. He also referenced the FAA completed their Part 139 annual inspection, which went very well. There are a couple of taxiway boundary markings that will be fixed but overall, it was successful.

Deputy Director, Finance & Administration Elliott stated the airline lease agreements are in progress, in which one airline's response is still outstanding. The next review is scheduled for some time in July. She is currently in Denver, attending training to become a "Certified Member" with the AAAE.

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 (12:05)

1. None

B. CONTINUING BUSINESS (12:11)

1. None

VII. DISCUSSION AND UPDATES

A. NEW BUSINESS

(12:17)

1. Second Review – Fiscal Year 2024 DRAFT Budget – Discussion – **Attachment #5**

Deputy Director, Finance & Administration Elliott stated the projections for the budget will lean financially conservative. The activity is leveling off to more normal levels after the record year last year. CPI is used for annual increases when applicable for contracts.

The finance committee reviews initially happened in person on April 26th and May 31st, with an email review on July 6th. The amendments since the last meeting are the following: revenues added of \$36,000 for the land lease/grazing of cattle, increased operational expenses of \$34,400 for salary, and \$10,000 in Engineering Professional Services. The decreased operational expenses are \$30,000 for ATCT relocation, R/M Terminal \$20,000, R/M Airfield/Runway \$20,000, and security/law enforcement of \$2,000.

There was a capital revenue increase of CFC pass-through of \$40,000 and capital expenses added are \$150,000 for an ATCT Environment Study and \$60,000 for the AGIS study.

For final positions, refer to PowerPoint slide 18. The next steps of the budget hearing are to post notice of the hearing outside the administration building on 7/12 and publish the hearing notice in the newspaper on 7/19 and 7/26. The budget hearing is scheduled for 8/1 at 5:30pm.

B. CONTINUING BUSINESS

1. Miscellaneous

(19:18)

i. Ranch Management – Update and Discussion

Airport Director Pomeroy stated the airport wants to be positioned and ready for the ranching season next spring with a longer-term ranch management structure for the newly acquired ranch property. He would like to work with staff to come up with a draft RFP with various ranch management goals for a discussion at the next board meeting.

He stated there are a couple of ranches in Colorado in the same position and are putting together RFPs, which we may be able to model. He would like to develop some strategies moving forward on how the airport can be good stewards of the land in terms of resiliency, sustainability, and financial return for the airport to offset the cost of running the ranch.

Some of the initial goals are as follows: derive a competitive financial return for the airport, protect and enhance natural values through sound stewardship, preserve and protect the historical values of the ranch and its structures, implement soil conservation practices that maintain and improve the health of soil resources, put the airport's water rights to full beneficial use while encouraging and implementing applicable ranch-wide water conservation strategies, maintain and improve habitat for the dual benefit of livestock and wildlife, reduce occurrences of noxious weeds and invasive species, decrease wildfire hazards, and protect the ranch's natural and cultural resources through education and the implementation of best practices.

He reiterated, in the environmental assessment, approach protection and land use compatibility components were defined and the property must maintain open space and with no further development than what exists today. He also stated the FAA will not cover any expenses of running the ranch, as those remain operational expenses of the

airport. The Corona Virus Relief & Cares Funds that were received are the exception and do allow for reimbursement of operational and maintenance expenses.

His hope is to have an RFP ready for release to the public by October in order to have a potential new manager in place by March of 2024.

ii. Future Aeronautical Development – Update and Discussion – **Attachment #6** (28:45)

Airport Director Pomeroy stated there isn't anything new to present to the board. This is essentially an opportunity for public comment. The 1st public draft was in last month's packet as well as this month.

Board Member Greenberg stated the current question brought up earlier from Atlantic Aviation is the RFP states that Atlantic Aviation is not eligible to participate in this process.

Board Chair Burke stated the service that Atlantic Aviation has provided has made this airport successful, therefore she doesn't want to be discouraging but also realizes we are limited by guidelines we must follow.

Carlton Green, a general aviation pilot stated he's been here for 25 years and has been a tenant of the airport. He touched on the historical perspective in which there were some tiedown spaces that have been moved from the east side to the west. The number of available tiedown spaces has been reduced. Since then, Atlantic Aviation has built their facility, the terminal has been expanded to accommodate more commercial traffic, airport operations has a new facility, the air traffic control tower is in process of being moved and the parking lot has been expanded. He stated the general aviation pilots have received nothing in way of additional services. He is not promoting "work force hangars". He is not in favor of another FBO since they already serve the current clientele. What he would like to see is hangar development to accommodate the demand.

Board Member Strauss reiterated that on page 3 of the RFP, it states approximately 22,600 sq feet of hangar space and 181,300 square feet of aircraft parking was lost in the prior improvements at the airport. He stated everyone's goal should be to make the best use of the property available, pursuant to the RFP.

Kyle Schultz, Senior Vice President of the Mountain Region for Atlantic Aviation, seconded what Mr. Green stated earlier and that the attorneys will need to work out whether Atlantic can participate. They want to participate because they feel they're the only group that can answer the question to the local GA service. He stated, if another FBO comes in, they would have to duplicate every effort that Atlantic has already completed and this would double the carbon footprint on the airport property. Atlantic Aviation wants to invest in the local community and they have the ability to do so. Once the attorneys have worked it out, he asked Atlantic Aviation be allowed to participate and put their ideas in front of the board.

2. Construction and Capital Projects

- i. None

3. Airport Planning Projects

- i. None

VIII. PUBLIC COMMENT

None.

IX. Adjournment

The July 11, 2023, Regular Meeting of the Friedman Memorial Airport Authority was adjourned at 6:16 p.m.

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.*



Comments to the City of Hailey and Blaine County Policy Representatives
RFP – Specific Directions under FAA Order 5190.6B

Madame Chair and fellow Board Members,

My name is Tim Johnson, I represent Atlantic Aviation as the VP, Airport Relations and Strategy, nationwide. I have been employed in General Aviation, Commercial and Military operations at a senior level for nearly 25-years. I have also served at executive level positions with top performing and the largest FBO operators in the industry.

Atlantic Aviation is enormously proud to be a valuable steward of the FBO at the Airport, a community partner, an environmentally minded organization with a dedication to investing in sustainable programs, operations and infrastructure, including electrification of GSE equipment and SAF fuel. We remain grateful for this responsibility and demonstrate that we have the experience, safety record, financial reliability, and desire to be a vital partner in the community and contribute to the overall economic impact locally.

Atlantic desires to participate in the upcoming RFP process at the Airport for Aeronautical Development. We are very well capitalized and have current plans for facilities development at the Airport which will drive new business, grow the employment base, add revenue and do so in a manner that is compliant with the Minimum Standards and FAA. These plans include, for example, building additional hangar space, exclusive use charter facilities, and airside/ landside access for new business as well as potential self-serve fueling services.

Atlantic understands that the City is discussing precluding our participation in the upcoming RFP process, but the rationale for doing so is predicated on Atlantic receiving an exclusive right; this argument has no merit. Under no circumstances could Atlantic's participation in the RFP process, or potential award of developable property at the airport, confer upon it an exclusive right at the Airport to provide aviation services as Atlantic is not, and would not, be in full control of all developable land at the airport or subsequent future phases under the master planning process.

Atlantic's intention is not to prevent FBO competition at the airport, as part of its participation, or award of any lease, in the RFP. An open and fair RFP is in the City's best interest. Either by RFP or unsolicited proposal for development - there is no exclusive right granted to anyone. There is, and has been, open and fair public processes available for all interested aviation businesses, nationwide.

A decision to exclude Atlantic also runs a serious risk of violating the FAA Grant Assurance Obligations – specifically Grant Assurance 22, Economic Nondiscrimination.

On behalf of Atlantic, thank you for the opportunity to share our interest with you today and we remain committed to be an integral employer, investor and community partner. Thank you for your time.

Friedman Memorial Airport
Profit & Loss Budget vs. Actual (COMBINED '23)

12:07 PM

07/27/2023

Accrual Basis

Ordinary Income/Expense

Income

4000-00 · AIRCARRIER

4000-01 · Aircarrier - Lease Space	185,582.77	474,004.00	-288,421.23	39.15%
4000-02 · Aircarrier - Landing Fees	182,047.46	260,000.00	-77,952.54	70.02%
4000-04 · Aircarrier - Utility Fees	270.00	360.00	-90.00	75.0%
4010-07 · Aircarrier - '14 PFC App	296,647.21	447,780.00	-151,132.79	66.25%

Total 4000-00 · AIRCARRIER

664,547.44	1,182,144.00	-517,596.56	56.22%
------------	--------------	-------------	--------

4020-00 · TERMINAL AUTO PARKING REVENUE

4020-01 · Automobile Parking - Terminal	621,611.33	576,250.00	45,361.33	107.87%
4020-02 · Automobile Parking - Passes	1,020.00	250.00	770.00	408.0%

Total 4020-00 · TERMINAL AUTO PARKING REVENUE

622,631.33	576,500.00	46,131.33	108.0%
------------	------------	-----------	--------

4030-00 · AUTO RENTAL REVENUE

4030-01 · Automobile Rental - Commission	523,105.40	654,000.00	-130,894.60	79.99%
4030-02 · Automobile Rental - Lease Space	24,878.88	29,000.00	-4,121.12	85.79%
4030-03 · Automobile Rental - Auto Prkng	62,709.30	65,000.00	-2,290.70	96.48%
4030-04 · Automobile Rental - Utilities	1,893.74	2,000.00	-106.26	94.69%

Total 4030-00 · AUTO RENTAL REVENUE

612,587.32	750,000.00	-137,412.68	81.68%
------------	------------	-------------	--------

4040-00 · TERMINAL CONCESSION REVENUE

4040-01 · Terminal Shops - Commission	17,402.68	12,000.00	5,402.68	145.02%
4040-03 · Terminal Shops - Utility Fees	1,893.57	2,000.00	-106.43	94.68%
4040-10 · Advertising - Commission	38,225.05	45,000.00	-6,774.95	84.95%
4040-11 · Vending Machines - Commission	6,202.59	7,350.00	-1,147.41	84.39%
4040-12 · Terminal ATM	450.00	600.00	-150.00	75.0%

Total 4040-00 · TERMINAL CONCESSION REVENUE

64,173.89	66,950.00	-2,776.11	95.85%
-----------	-----------	-----------	--------

4050-00 · FBO REVENUE

4050-01 · FBO - Lease Space	140,951.79	168,998.00	-28,046.21	83.4%
4050-02 · FBO - Overnight Parking Fees	128,513.25	417,000.00	-288,486.75	30.82%
4050-04 · FBO - Commission	29,643.99	34,002.00	-4,358.01	87.18%

Total 4050-00 · FBO REVENUE

299,109.03	620,000.00	-320,890.97	48.24%
------------	------------	-------------	--------

4060-00 · FUEL FLOWAGE REVENUE

4060-01 · Fuel Flowage - FBO	294,116.64	440,000.00	-145,883.36	66.85%
------------------------------	------------	------------	-------------	--------

Total 4060-00 · FUEL FLOWAGE REVENUE

294,116.64	440,000.00	-145,883.36	66.85%
------------	------------	-------------	--------

4070-00 · TRANSIENT LANDING FEES REVENUE

4070-02 · Landing Fees - Non-Comm./Gov't	357,072.70	669,500.00	-312,427.30	53.33%
--	------------	------------	-------------	--------

Total 4070-00 · TRANSIENT LANDING FEES REVENUE

357,072.70	669,500.00	-312,427.30	53.33%
------------	------------	-------------	--------

4080-00 · HANGAR REVENUE

4080-01 · Land Lease - Hangar	544,910.16	658,837.00	-113,926.84	82.71%
4080-02 · Land Lease - Hangar/Trans. Fee	208,106.25	23,345.00	184,761.25	891.44%
4080-03 · Hangar/Utilities (E8,11,24)	1,268.89			
4080-05 · Land Lease - FMA Hangar Rentals	25,273.14	33,454.00	-8,180.86	75.55%

Total 4080-00 · HANGAR REVENUE

779,558.44	715,636.00	63,922.44	108.93%
------------	------------	-----------	---------

4090-00 · TIEDOWN PERMIT FEES REVENUE

4090-01 · Tiedown Permit Fees (FMA)	37,018.00	31,465.00	5,553.00	117.65%
-------------------------------------	-----------	-----------	----------	---------

Total 4090-00 · TIEDOWN PERMIT FEES REVENUE

37,018.00	31,465.00	5,553.00	117.65%
-----------	-----------	----------	---------

4100-00 · CARGO CARRIERS REVENUE

4100-02 · Cargo Carriers - Tiedown	5,472.00	5,500.00	-28.00	99.49%
------------------------------------	----------	----------	--------	--------

Total 4100-00 · CARGO CARRIERS REVENUE

5,472.00	5,500.00	-28.00	99.49%
----------	----------	--------	--------

4110-00 · MISCELLANEOUS REVENUE

4110-01 · Misc. Revenue	13,479.09	5,000.00	8,479.09	269.58%
-------------------------	-----------	----------	----------	---------

Total 4110-00 · MISCELLANEOUS REVENUE

13,479.09	5,000.00	8,479.09	269.58%
-----------	----------	----------	---------

4120-00 · GROUND TRANSP. PERMIT REVENUE

	Oct '22 - Jun 23	Budget	\$ Over Budget	% of Budget
4120-01 · Ground Transportation Permit	21,336.66	24,000.00	-2,663.34	88.9%
4120-02 · GTSP - Trip Fee	4,220.00	5,000.00	-780.00	84.4%
Total 4120-00 · GROUND TRANSP. PERMIT REVENUE	25,556.66	29,000.00	-3,443.34	88.13%
4400-00 · TSA/SECURITY				
4400-02 · Terminal Lease	31,818.78	41,910.00	-10,091.22	75.92%
4400-03 · Security Prox. Cards	32,400.00	33,540.00	-1,140.00	96.6%
Total 4400-00 · TSA/SECURITY	64,218.78	75,450.00	-11,231.22	85.11%
4450-00 · RANCH REVENUE				
4450-02 · Ranch Lease	4,500.00			
Total 4450-00 · RANCH REVENUE	4,500.00			
4520-00 · INTEREST REVENUE				
4520-01 · Interest Revenue - General	162,708.52	15,000.00	147,708.52	1,084.72%
4520-07 · Interest Revenue - '14 PFC	201.44			
4520-12 · Interest Revenue - CFC	153.13			
Total 4520-00 · INTEREST REVENUE	163,063.09	15,000.00	148,063.09	1,087.09%
4600-00 · Coronavirus Relief Grants Oper.				
4600-01 · Coronavirus Relief Grants Oper.	1,608,198.72	2,000,000.00	-391,801.28	80.41%
Total 4600-00 · Coronavirus Relief Grants Oper.	1,608,198.72	2,000,000.00	-391,801.28	80.41%
4749-00 · AIP '49 - Acq. SRE/Pavement Mai				
4749-01 · AIP '49 - Acq. SRE/Pavement Mai	8,258.03			
Total 4749-00 · AIP '49 - Acq. SRE/Pavement Mai	8,258.03			
4750-00 · Terminal Area Plan (TAP)				
4750-01 · Terminal Area Plan	-13,369.35			
Total 4750-00 · Terminal Area Plan (TAP)	-13,369.35			
4752-00 · CARES Act				
4752-01 · CARES Act	-1,290,206.63	3,905,383.00	-5,195,589.63	-33.04%
Total 4752-00 · CARES Act	-1,290,206.63	3,905,383.00	-5,195,589.63	-33.04%
4753-00 · AIP '53 - Rehabilitate Runway				
4753-01 · AIP '53 - Rehabilitate Runway	-84,602.36	65,000.00	-149,602.36	-130.16%
Total 4753-00 · AIP '53 - Rehabilitate Runway	-84,602.36	65,000.00	-149,602.36	-130.16%
4756-00 · AIP '56 - Rehab Runway Phase 2				
4756-01 · AIP '56 - Rehab Runway Phase 2	28,898.19			
Total 4756-00 · AIP '56 - Rehab Runway Phase 2	28,898.19			
4758-00 · AIP '58 - Rehab Runway Phase 3				
4758-01 · AIP '58 - Rehab Runway Phase 3	55,137.55	365,000.00	-309,862.45	15.11%
Total 4758-00 · AIP '58 - Rehab Runway Phase 3	55,137.55	365,000.00	-309,862.45	15.11%
4800-00 · Current Year AIP	0.00	4,198,000.00	-4,198,000.00	0.0%
4850-00 · CFC Pass-through Revenue	175,798.01	210,000.00	-34,201.99	83.71%
Total Income	4,495,216.57	15,925,528.00	-11,430,311.43	28.23%
Gross Profit	4,495,216.57	15,925,528.00	-11,430,311.43	28.23%
Expense				
5000 · EXPENDITURES				
5000-00 · "A" EXPENSES				
5000-01 · Salaries - Airport Director	130,953.24	166,290.00	-35,336.76	78.75%
5010-00 · Salaries - Deputy Director F&A	81,962.28	101,048.00	-19,085.72	81.11%
5010-01 · Salaries - Admin Coordinator	32,154.01	122,200.00	-90,045.99	26.31%
5010-03 · Salaries - Sr Admin Coordinator	0.00	69,000.00	-69,000.00	0.0%
5010-04 · Salaries - Business Ops Coord	51,845.94			
5020-00 · Salaries - Deputy Director O&M	100,170.00	127,200.00	-27,030.00	78.75%
5030-00 · Salaries - ARFF/OPS Specialist	434,031.45	547,618.00	-113,586.55	79.26%
5030-01 · Salaries - Parking Specialists	68,580.24	107,000.00	-38,419.76	64.09%
5040-00 · Salaries - Security Manager	75,715.39	96,146.00	-20,430.61	78.75%
5050-00 · Salaries- Seasonal-Snow Removal	37,814.25	70,000.00	-32,185.75	54.02%
5050-01 · Salaries - Seasonal - Arpt Host	2,707.25	5,000.00	-2,292.75	54.15%
5050-02 · Salaries - Merit Increase	21,250.00	84,975.00	-63,725.00	25.01%

	Oct '22 - Jun 23	Budget	\$ Over Budget	% of Budget
5050-03 · Salaries - One-time Pay	1,500.00	5,000.00	-3,500.00	30.0%
5050-04 · Salaries - ARFF Coverage	0.00	9,600.00	-9,600.00	0.0%
5060-01 · Overtime - General	6,582.17	2,000.00	4,582.17	329.11%
5060-02 · Overtime - Snow Removal	18,090.13	45,000.00	-26,909.87	40.2%
5100-00 · Retirement	114,967.15	169,298.00	-54,330.85	67.91%
5110-00 · Social Security/Medicare	77,496.05	119,249.00	-41,752.95	64.99%
5120-00 · Life Insurance	0.00	2,000.00	-2,000.00	0.0%
5130-00 · Medical Insurance	197,147.75	255,000.00	-57,852.25	77.31%
5160-00 · Workman's Compensation	22,898.00	20,000.00	2,898.00	114.49%
5170-00 · Unemployment Claims	405.70			
Total 5000-00 · "A" EXPENSES	1,476,271.00	2,123,624.00	-647,353.00	69.52%
6000 · "B" EXPENDITURES				
6000-0 · "B" EXPENSES - ADMINISTRATIVE				
6000-00 · TRAVEL EXPENSE				
6000-01 · Travel	20,666.86	40,000.00	-19,333.14	51.67%
Total 6000-00 · TRAVEL EXPENSE	20,666.86	40,000.00	-19,333.14	51.67%
6010-00 · SUPPLIES/EQUIPMENT EXPENSE				
6010-01 · Supplies/Equipment - Office	7,599.18	8,000.00	-400.82	94.99%
6010-02 · Supplies/Equipment - Parking	978.06	1,000.00	-21.94	97.81%
6010-03 · Supplies/Equipment - Computer	17,021.09	25,000.00	-7,978.91	68.08%
Total 6010-00 · SUPPLIES/EQUIPMENT EXPENSE	25,598.33	34,000.00	-8,401.67	75.29%
6020-00 · INSURANCE				
6020-01 · Insurance	55,029.00	55,100.00	-71.00	99.87%
Total 6020-00 · INSURANCE	55,029.00	55,100.00	-71.00	99.87%
6030-00 · UTILITIES				
6030-01 · Utilities - Gas/Terminal	13,290.23	14,000.00	-709.77	94.93%
6030-02 · Utilities - Gas/AOB & Cold Stor	6,098.00	5,500.00	598.00	110.87%
6030-03 · Utilities - Elect./Runway&PAPI	3,886.57	6,000.00	-2,113.43	64.78%
6030-04 · Utilities - Elec./AOB & Cold St	8,022.18	8,100.00	-77.82	99.04%
6030-05 · Utilities - Electric/Terminal	55,508.56	56,000.00	-491.44	99.12%
6030-06 · Utilities - Telephone	15,516.12	17,200.00	-1,683.88	90.21%
6030-07 · Utilities - Water	6,193.31	11,000.00	-4,806.69	56.3%
6030-08 · Utilities - Garbage Removal	12,572.90	14,500.00	-1,927.10	86.71%
6030-09 · Utilities - Sewer	5,098.20	4,800.00	298.20	106.21%
6030-11 · Utilities - Electric/Tower	6,064.28	7,000.00	-935.72	86.63%
6030-12 · Utilities - Elec./Brdfrd.Hghl	764.45	500.00	264.45	152.89%
6030-13 · Utilities - Elec. Exit Booth	1,293.15	2,200.00	-906.85	58.78%
6030-15 · Utilities - Elec/AWOS	2,910.86	3,800.00	-889.14	76.6%
6030-16 · Utilities - Elec. Wind Cone	57.03	150.00	-92.97	38.02%
6030-17 · Utilities - Elec./Gas- Hangar	5,867.51	5,000.00	867.51	117.35%
6030-18 · Utilities - Lubricant Wst. Dspl	0.00	300.00	-300.00	0.0%
6030-20 · Utilities - Eccles Ranch	13,778.89			
Total 6030-00 · UTILITIES	156,922.24	156,050.00	872.24	100.56%
6040-00 · SERVICE PROVIDER				
6040-02 · Service Provider - Term. Serv.	5,665.65	8,900.00	-3,234.35	63.66%
6040-03 · Service Provider - AOB Services	39,680.85	52,000.00	-12,319.15	76.31%
6040-04 · Service Provider-Ops./Airfield	14,740.00	16,000.00	-1,260.00	92.13%
6040-13 · Service Provider-Parking Lot	7,073.00	8,100.00	-1,027.00	87.32%
Total 6040-00 · SERVICE PROVIDER	67,159.50	85,000.00	-17,840.50	79.01%
6050-00 · PROFESSIONAL SERVICES				
6050-01 · Professional Services - Legal	86,363.21	100,000.00	-13,636.79	86.36%
6050-02 · Professional Serv. - Audit/Fina	89,747.83	93,200.00	-3,452.17	96.3%
6050-03 · Professional Services - Enginee	23,077.35	26,500.00	-3,422.65	87.08%
6050-04 · Professional Services - HR	9,167.50	15,000.00	-5,832.50	61.12%
6050-05 · Professional Services - Gen.	11,287.50	20,000.00	-8,712.50	56.44%
6050-10 · Prof. Svcs.-IT/Comp. Support	101,407.10	132,000.00	-30,592.90	76.82%

	Oct '22 - Jun 23	Budget	\$ Over Budget	% of Budget
6050-12 · Prof. Serv.- Planning Air Serv.	410.00	8,000.00	-7,590.00	5.13%
6050-13 · Prof. Serv.-Website Hosting	689.00	10,000.00	-9,311.00	6.89%
6050-15 · Prof. Serv.-Web Maint-Outreach	12,084.93	25,000.00	-12,915.07	48.34%
6050-17 · Prof. Serv. - Airspace Consult.	0.00	35,000.00	-35,000.00	0.0%
6050-18 · Prof. Services - Approach Maint	3,535.00	35,000.00	-31,465.00	10.1%
6050-19 · Prof. Serv.-ATCT Relocation	5,280.00	60,000.00	-54,720.00	8.8%
6050-20 · Prof Services - New Approach	4,466.50	0.00	4,466.50	100.0%
6050-21 · Professional Services - Other	6,460.00	35,000.00	-28,540.00	18.46%
Total 6050-00 · PROFESSIONAL SERVICES	353,975.92	594,700.00	-240,724.08	59.52%
6060-00 · MAINTENANCE-OFFICE EQUIPMENT				
6060-04 · Maintenance - Copier	768.60	2,000.00	-1,231.40	38.43%
6060-05 · Maintenance - Phone	1,249.00	1,215.00	34.00	102.8%
Total 6060-00 · MAINTENANCE-OFFICE EQUIPMENT	2,017.60	3,215.00	-1,197.40	62.76%
6070-00 · RENT/LEASE OFFICE EQUIPMENT				
6070-02 · Rent/Lease - Postage Meter	877.95	1,171.00	-293.05	74.97%
Total 6070-00 · RENT/LEASE OFFICE EQUIPMENT	877.95	1,171.00	-293.05	74.97%
6080-00 · DUES/MEMBERSHIPS				
6080-01 · Dues/Memberships	7,069.00	6,000.00	1,069.00	117.82%
6080-04 · Publications	493.98	3,500.00	-3,006.02	14.11%
6080-07 · Cove Canal Assoc Dues - Ranch	2,085.72			
Total 6080-00 · DUES/MEMBERSHIPS	9,648.70	9,500.00	148.70	101.57%
6090-00 · POSTAGE				
6090-01 · Postage/Courier Service	736.84	1,000.00	-263.16	73.68%
Total 6090-00 · POSTAGE	736.84	1,000.00	-263.16	73.68%
6100-00 · EDUCATION/TRAINING				
6100-01 · Education/Training - Admin.	5,608.00	10,000.00	-4,392.00	56.08%
6100-02 · Education/Training - OPS	3,695.41	14,000.00	-10,304.59	26.4%
6100-03 · Education/Training - ARFF	1,317.90	20,000.00	-18,682.10	6.59%
6100-04 · Ed/Train. - ARFF Trienn. Drill	1,881.58	4,000.00	-2,118.42	47.04%
6100-06 · Education - Security	648.00	2,500.00	-1,852.00	25.92%
Total 6100-00 · EDUCATION/TRAINING	13,150.89	50,500.00	-37,349.11	26.04%
6101-00 · PUBLIC OUTREACH/ADS/COMMUNICATI				
6101-01 · Advertising/Social Media/Sponso	17,884.23	35,000.00	-17,115.77	51.1%
6101-02 · Public Outr/Comm - Noise Abatem	0.00	500.00	-500.00	0.0%
6101-03 · Public Outr/Comm - SAAC	10,699.82	10,000.00	699.82	107.0%
Total 6101-00 · PUBLIC OUTREACH/ADS/COMMUNICATI	28,584.05	45,500.00	-16,915.95	62.82%
6110-00 · CONTRACTS				
6110-02 · Contracts - FMAA	47,000.00	42,000.00	5,000.00	111.91%
6110-16 · Contracts - Prkg Mngt Fee/Ops	1,260.00	50,000.00	-48,740.00	2.52%
6110-17 · Contracts - Landing Fee Equip.	13,261.00	16,000.00	-2,739.00	82.88%
6110-18 · Contracts - Vector Commissions	46,419.43	100,000.00	-53,580.57	46.42%
Total 6110-00 · CONTRACTS	107,940.43	208,000.00	-100,059.57	51.89%
6130-00 · MISCELLANEOUS EXPENSES				
6130-01 · Misc. - General	525,309.99	15,000.00	510,309.99	3,502.07%
6140-01 · Merchant Fees	39,427.47	22,000.00	17,427.47	179.22%
Total 6130-00 · MISCELLANEOUS EXPENSES	564,737.46	37,000.00	527,737.46	1,526.32%
Total 6000-0 · "B" EXPENSES - ADMINISTRATIVE	1,407,045.77	1,320,736.00	86,309.77	106.54%
6001 · "B" EXPENSES - OPERATIONAL				
6500-00 · SUPPLIES/EQUIPMENT-OPERATIONS				
6500-01 · Supplies/Equipment - General	6,249.14	13,500.00	-7,250.86	46.29%
6500-02 · Supplies/Equipment - Tools	5,314.74	20,000.00	-14,685.26	26.57%
6500-03 · Supplies/Equipment-ClothingOps	1,984.87	4,000.00	-2,015.13	49.62%
6500-04 · Supplies/Equipment - Janitorial	31,005.64	22,000.00	9,005.64	140.94%
6500-07 · Supplies/Equipment-ClothingPark	300.32	2,000.00	-1,699.68	15.02%
Total 6500-00 · SUPPLIES/EQUIPMENT-OPERATIONS	44,854.71	61,500.00	-16,645.29	72.93%

	Oct '22 - Jun 23	Budget	\$ Over Budget	% of Budget
6505-00 · EQUIP/VEHICLE - LEASE/RENTAL				
6505-01 · Eq./Vehi Lease/Rental - General	87,942.10	88,000.00	-57.90	99.93%
Total 6505-00 · EQUIP/VEHICLE - LEASE/RENTAL	87,942.10	88,000.00	-57.90	99.93%
6510-00 · FUEL/LUBRICANTS				
6510-02 · Fuel	72,149.29	50,000.00	22,149.29	144.3%
6510-03 · Lubricants	5,052.63	8,000.00	-2,947.37	63.16%
Total 6510-00 · FUEL/LUBRICANTS	77,201.92	58,000.00	19,201.92	133.11%
6520-00 · VEHICLES/MAINTENANCE				
6520-01 · R/M Equipment - General	33,430.62	50,000.00	-16,569.38	66.86%
6520-06 · R/M Equip. - '85 Ford Dump	549.01	6,000.00	-5,450.99	9.15%
6520-08 · R/M Equip. - '96 Tiger Tractor	0.00	1,000.00	-1,000.00	0.0%
6520-17 · R/M Equip. '01 Case 921 Ldr.	0.00	500.00	-500.00	0.0%
6520-20 · R/M Equip. - '02 Kodiak Blower	392.90	750.00	-357.10	52.39%
6520-25 · R/M Equip. - '04 Batts De-Ice	0.00	500.00	-500.00	0.0%
6520-28 · R/M Equip.-'06 Case 621 Loader	3,404.87	1,000.00	2,404.87	340.49%
6520-29 · R/M Equip.- '10 Waus Broom/Plow	0.00	1,100.00	-1,100.00	0.0%
6520-30 · R/M Equip.-'05 Ford F-350	925.75	500.00	425.75	185.15%
6520-31 · R/M Equip. - '10 Oshkosh Blower	0.00	9,000.00	-9,000.00	0.0%
6520-32 · R/M Equip. - '09 Mini Truck	26.97	350.00	-323.03	7.71%
6520-34 · R/M Equip. - '12 Case 921F Load	0.00	1,000.00	-1,000.00	0.0%
6520-35 · R/M Equip. - '14 Ford Explorer	0.00	500.00	-500.00	0.0%
6520-36 · R/M Equip. - '10 Toyota Forklif	685.23	250.00	435.23	274.09%
6520-37 · R/M Equip. - '15 Tool Cat	4,844.42	3,000.00	1,844.42	161.48%
6520-38 · R/M Equip. - '15 Wausau Broom	1,850.32	6,000.00	-4,149.68	30.84%
6520-39 · R/M Equip. - Boss Spreader	0.00	250.00	-250.00	0.0%
6520-40 · R/M Equip. - '17 Ford-350 Super	23.76	1,000.00	-976.24	2.38%
6520-41 · R/M Equip. - '17 Kodiak Blower	618.27	1,500.00	-881.73	41.22%
6520-43 · R/M Equip. - '18 279D Skid St.	327.09	4,500.00	-4,172.91	7.27%
6520-44 · R/M Equip. - '18 Cat 972M Ldr	226.04	1,000.00	-773.96	22.6%
6520-45 · R/M Equip. - '19 Oshkosh Broom	383.50	6,000.00	-5,616.50	6.39%
6520-46 · R/M Equip. - '20 Chev. 1500 PU	4,697.54	1,900.00	2,797.54	247.24%
6520-47 · R/M Equip. - '19 Cat 972M Ldr	3,006.98	1,000.00	2,006.98	300.7%
6520-48 · R/M Equip.-'18 New Holland Trac	0.00	1,000.00	-1,000.00	0.0%
6520-49 · R/M Equip. - '21 MB Combo	16,343.45	14,000.00	2,343.45	116.74%
6520-50 · R/M Equip. - '22 MB Combo	16,827.35	14,000.00	2,827.35	120.2%
6520-51 · R/M Equip. - '22 MB Deice Truck	4,073.82	3,000.00	1,073.82	135.79%
6520-52 · R/M Equip. - '22 MB4 Blower	1,033.21	2,000.00	-966.79	51.66%
6520-53 · R/M Equip. - '22 F-350	2,433.99	3,500.00	-1,066.01	69.54%
6520-54 · R/M Equip. - '23 Expedition	5,348.96			
6520-55 · R/M Equip. - '23 Ford Maverick	1,172.32			
Total 6520-00 · VEHICLES/MAINTENANCE	102,626.37	136,100.00	-33,473.63	75.41%
6530-00 · ARFF MAINTENANCE				
6530-01 · ARFF Maint. Gen/Supplies	3,503.96	10,000.00	-6,496.04	35.04%
6530-04 · ARFF Maint. - Radios	1,134.96	6,000.00	-4,865.04	18.92%
6530-05 · ARFF MAint. - '03 E-One	37.50	2,500.00	-2,462.50	1.5%
6530-06 · ARFF Maint. - '20 Oshkosh Strik	0.00	1,000.00	-1,000.00	0.0%
Total 6530-00 · ARFF MAINTENANCE	4,676.42	19,500.00	-14,823.58	23.98%
6540-00 · REPAIRS/MAINTENANCE - BUILDING				
6540-01 · R/M Bldg. - General	377.33	1,500.00	-1,122.67	25.16%
6540-02 · R/M Bldg. - Terminal	117,210.65	120,000.00	-2,789.35	97.68%
6540-03 · R/M Bldg. - Terminal Concession	0.00	6,000.00	-6,000.00	0.0%
6540-04 · R/M Bldg. - Cold Storage	3,544.87	1,500.00	2,044.87	236.33%
6540-05 · R/M Bldg. - AOB/SHOP	20,094.10	29,300.00	-9,205.90	68.58%
6540-06 · R/M Bldg. - Hangars	27.98	5,000.00	-4,972.02	0.56%
6540-07 · R/M Bldg. - Tower	13,296.32	7,000.00	6,296.32	189.95%
6540-08 · R/M Bldg. - Parking Booth	0.00	1,000.00	-1,000.00	0.0%

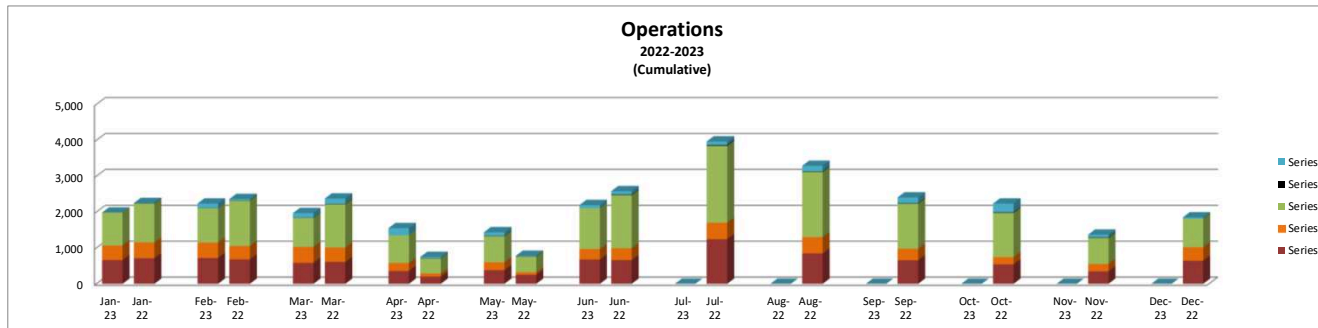
	Oct '22 - Jun 23	Budget	\$ Over Budget	% of Budget
6540-10 · R/M Bldg. - Ranch	1,236.60			
Total 6540-00 · REPAIRS/MAINTENANCE - BUILDING	155,787.85	171,300.00	-15,512.15	90.94%
6550-00 · REPAIRS/MAINTENANCE - AIRSIDE				
6550-01 · R/M - General	1,337.93	8,000.00	-6,662.07	16.72%
6550-02 · R/M - Airfield/Runway	11,850.46	60,000.00	-48,149.54	19.75%
6550-03 · R/M - Airfield/Runway - Deice	78,804.10	120,000.00	-41,195.90	65.67%
6550-04 · R/M - Lights	10,744.32	15,000.00	-4,255.68	71.63%
Total 6550-00 · REPAIRS/MAINTENANCE - AIRSIDE	102,736.81	203,000.00	-100,263.19	50.61%
6551-00 · REPAIRS/MAINTENANCE - LANDSIDE				
6551-01 · RM - General	199.99	1,000.00	-800.01	20.0%
6551-02 · R/M - Parking Lot	7,396.85	10,000.00	-2,603.15	73.97%
6551-03 · R/M - Landscaping	7,299.08	10,000.00	-2,700.92	72.99%
6551-04 · R/M - Ranch	5,416.12			
Total 6551-00 · REPAIRS/MAINTENANCE - LANDSIDE	20,312.04	21,000.00	-687.96	96.72%
6560-00 · SECURITY EXPENSE				
6560-01 · Security - General	12,910.02	12,000.00	910.02	107.58%
6560-02 · Security - Law Enf. Offi. (LEO)	3,572.66	10,000.00	-6,427.34	35.73%
6560-03 · Security - Subscription Licen.	46,384.48	62,565.00	-16,180.52	74.14%
6560-04 · Security - Perim./Access/CCTV	15,085.36	25,500.00	-10,414.64	59.16%
6560-05 · Security - Professional Serv.	1,312.50	19,000.00	-17,687.50	6.91%
Total 6560-00 · SECURITY EXPENSE	79,265.02	129,065.00	-49,799.98	61.42%
6570-00 · REPAIRS/MAINT.-AERONAUTICAL EQU				
6570-01 · R/M Aeronautical Equip - NDB/DME	6,387.60	10,000.00	-3,612.40	63.88%
6570-02 · R/M Aeronautical Equip. - Tower	3,193.80	8,000.00	-4,806.20	39.92%
6570-04 · R/M Aeron. Equip. - AWOS/ATIS	6,387.60	8,500.00	-2,112.40	75.15%
Total 6570-00 · REPAIRS/MAINT.-AERONAUTICAL EQU	15,969.00	26,500.00	-10,531.00	60.26%
Total 6001 · "B" EXPENSES - OPERATIONAL	691,372.24	913,965.00	-222,592.76	75.65%
Total 6000 · "B" EXPENDITURES	2,098,418.01	2,234,701.00	-136,282.99	93.9%
7000 · "C" EXPENSES				
7001-00 · CAPITAL EXPENDITURES				
7001-01 · Land	102.25			
7001-02 · Buildings and Improvements	112,115.59	15,468,952.00	-15,356,836.41	0.73%
7001-03 · Airfield & General Improvements	100,555.27	425,000.00	-324,444.73	23.66%
7001-04 · Office Equipment	6,092.88	12,000.00	-5,907.12	50.77%
7001-05 · Maintenance Equipment /Vehicle	80,148.00	80,000.00	148.00	100.19%
7001-06 · Assessments/Plans/Studies	0.00	75,000.00	-75,000.00	0.0%
7001-09 · Security Equipment	42,445.98	40,000.00	2,445.98	106.12%
7001-10 · SRE Aquisition Non-AIP	80,228.78	80,000.00	228.78	100.29%
7001-12 · Network Equipment	16,097.98	47,300.00	-31,202.02	34.03%
7001-99 · CONTINGENCY	0.00	1,000,000.00	-1,000,000.00	0.0%
Total 7001-00 · CAPITAL EXPENDITURES	437,786.73	17,228,252.00	-16,790,465.27	2.54%
7549-00 · AIP '49 - SRE Aqu., Pavement Ma				
7549-01 · AIP '49 - Eligible	10,555.95			
Total 7549-00 · AIP '49 - SRE Aqu., Pavement Ma	10,555.95			
7553-00 · AIP '53 - Rehab RW, TW & Apron				
7553-01 · AIP '53 - Eligible	66,989.48			
Total 7553-00 · AIP '53 - Rehab RW, TW & Apron	66,989.48			
7556-00 · AIP '56 - Rehab Runway Phase 2				
7556-01 · AIP '56 - Eligible	42,731.34			
Total 7556-00 · AIP '56 - Rehab Runway Phase 2	42,731.34			
7558-00 · AIP '58 - Rehab Runway Phase 3				
7558-01 · AIP '58 - Eligible	107,188.89			
Total 7558-00 · AIP '58 - Rehab Runway Phase 3	107,188.89			
7559-00 · AIP '59 - Acquire Land				
7559-01 · AIP '59 - Eligible	15,595.36			

	Oct '22 - Jun 23	Budget	\$ Over Budget	% of Budget
Total 7559-00 · AIP '59 - Acquire Land	15,595.36			
8500-00 · Capital Imp. Program (CIP)				
8501-00 · CIP - General				
8501-01 · General	0.00	430,000.00	-430,000.00	0.0%
Total 8501-00 · CIP - General	0.00	430,000.00	-430,000.00	0.0%
Total 8500-00 · Capital Imp. Program (CIP)	0.00	430,000.00	-430,000.00	0.0%
Total 7000 · "C" EXPENSES	680,847.75	17,658,252.00	-16,977,404.25	3.86%
Total 5000 · EXPENDITURES	4,255,536.76	22,016,577.00	-17,761,040.24	19.33%
Total Expense	4,255,536.76	22,016,577.00	-17,761,040.24	19.33%
Net Ordinary Income	239,679.81	-6,091,049.00	6,330,728.81	-3.94%
Net Income	239,679.81	-6,091,049.00	6,330,728.81	-3.94%

Friedman Memorial Airport
June 2023

Attachment 5

ATCT Traffic Operations Record																							
Month	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
January	3,622	3,893	3,912	2,600	3,028	2,787	4,547	2,520	2,070	2,379	2,408	2,098	2,454	2,128	2,249	1,842	1,665	2,019	2,172	1,987	2,001	2,250	1,986
February	4,027	4,498	3,073	3,122	3,789	3,597	3,548	2,857	2,244	2,647	2,117	2,205	2,612	1,417	2,268	2,533	1,629	1,914	1,187	2,253	2,185	2,362	2,237
March	4,952	5,126	3,086	4,097	3,618	2,918	4,677	3,097	2,145	2,709	1,813	1,921	2,753	1,924	2,023	1,917	1,895	1,860	2,016	1,480	2,512	2,376	1,971
April	2,494	3,649	2,213	2,840	2,462	2,047	2,581	2,113	1,724	1,735	1,604	1,513	1,509	1,210	1,337	1,380	1,426	1,257	1,116	616	1,590	748	1,551
May	3,905	4,184	2,654	3,282	2,729	2,134	1,579	2,293	2,280	1,891	1,533	1,693	1,852	555	668	1,501	1,802	1,442	1,174	1,127	1,894	779	1,437
June	4,787	5,039	4,737	4,438	3,674	3,656	5,181	3,334	2,503	3,019	2,898	2,761	3,203	2,164	2,387	2,475	2,502	2,552	2,292	2,069	2,931	2,580	2,193
July	6,359	8,796	6,117	5,910	5,424	5,931	7,398	4,704	4,551	5,005	5,004	4,810	5,345	4,345	4,159	4,562	4,573	5,033	4,266	3,356	4,005	3,965	0
August	6,479	6,917	5,513	5,707	5,722	6,087	8,196	4,570	4,488	4,705	4,326	3,823	4,644	3,114	2,932	3,719	3,873	3,175	3,260	2,859	3,289	3,286	0
September	3,871	4,636	4,162	4,124	4,609	3,760	4,311	2,696	3,376	3,128	3,359	2,396	2,403	2,237	2,292	2,379	2,036	2,224	2,235	2,692	2,884	2,408	0
October	3,879	3,656	3,426	2,936	3,570	3,339	3,103	2,134	2,145	2,012	1,886	1,658	1,874	1,760	1,789	1,377	1,939	1,670	1,571	2,212	2,128	2,236	0
November	3,082	2,698	2,599	2,749	2,260	2,912	2,892	1,670	1,901	1,309	1,114	1,325	1,475	908	1,229	1,314	1,135	1,392	1,328	1,365	1,665	1,370	0
December	3,401	2,805	3,247	3,227	2,722	3,834	2,699	1,848	2,272	1,811	2,493	2,066	2,016	1,545	1,482	1,717	2,217	2,033	1,960	2,051	2,018	1,851	0
Totals	50,858	55,897	44,739	45,032	43,607	43,002	50,712	33,836	31,699	32,350	30,555	28,269	32,140	23,307	24,815	26,716	26,692	26,571	24,577	24,067	29,102	26,211	11,375



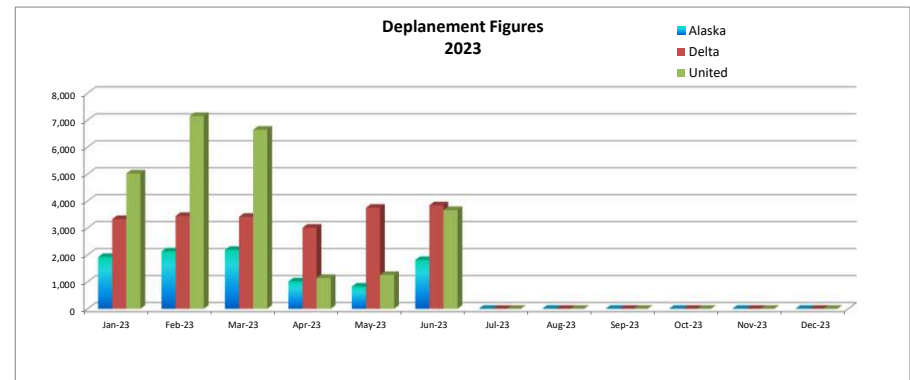
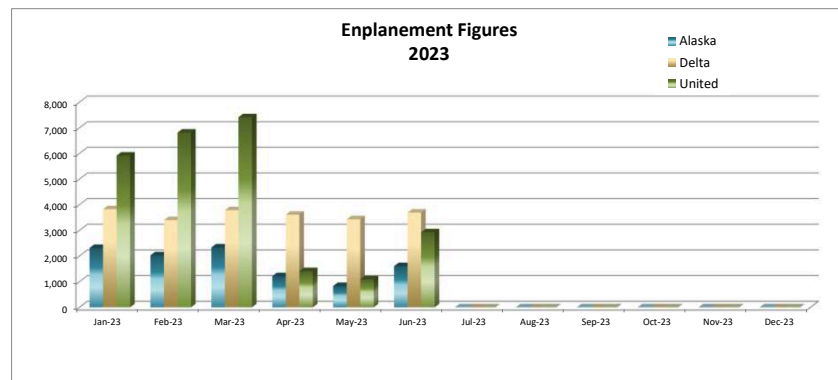
ATCT Operations Change (June 2023 vs. June 2022)			
	2023	2022	% Change
Air Taxi	676	663	2.0%
Air Carrier	294	328	-10.4%
General Aviation	1,137	1,481	-23.2%
Military	2	12	-83.3%
Civil	84	96	-12.5%
Total	2,193	2,580	-15.0%
YTD Total	11,375	11,095	2.5%

**Friedman Memorial Airport
June 2023**

Attachment 6

2023 Enplanements																		
Date	Alaska Airlines					Delta Airlines					United Airlines					Total Enp.	Prior Year Total Enp.	Total % Change
	Revenue	Non-Revenue	Total	Prior Year Month	Total % Change	Revenue	Non-Revenue	Total	Prior Year Month	Total % Change	Revenue	Non-Revenue	Total	Prior Year Month	Total % Change			
Jan-23	2,248	68	2,316	1,696	37%	3,782	43	3,825	4,836	-21%	5,856	63	5,919	5,413	9%	12,060	11,945	1.0%
Feb-23	1,959	70	2,029	1,793	13%	3,344	55	3,399	3,605	-6%	6,739	75	6,814	6,085	12%	12,242	11,483	6.6%
Mar-23	2,288	46	2,334	1,738	34%	3,720	66	3,786	3,897	-3%	7,304	109	7,413	6,761	10%	13,533	12,396	9.2%
Apr-23	1,166	47	1,213	309	293%	3,549	62	3,611	2,082	73%	1,360	51	1,411	268	426%	6,235	2,659	134.5%
May-23	784	49	833	296	181%	3,371	62	3,433	1,734	98%	1,068	26	1,094	0	100%	5,360	2,030	164.0%
Jun-23	1,533	73	1,606	1,208	33%	3,634	60	3,694	4,616	-20%	2,854	71	2,925	2,266	29%	8,225	8,090	1.7%
Totals	9,978	353	10,331	7,040	47%	21,400	348	21,748	20,770	5%	25,181	395	25,576	20,793	23%	57,655	48,603	18.6%

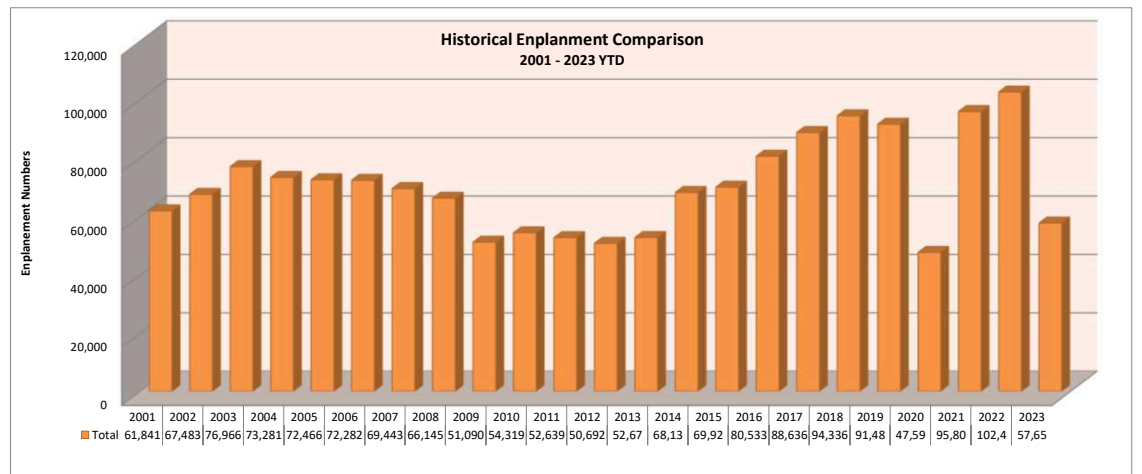
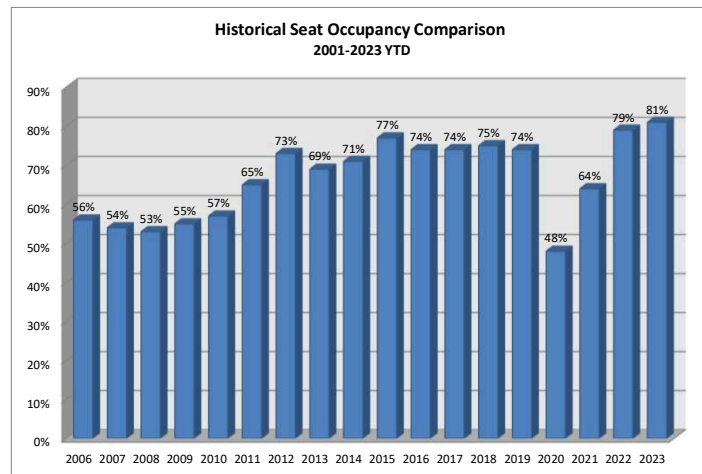
2023 Deplanements																		
Date	Alaska Airlines					Delta Airlines					United Airlines					Total Dep.	Prior Year Total Dep.	Total % Change
	Revenue	Non-Revenue	Total	Prior Year Month	Total % Change	Revenue	Non-Revenue	Total	Prior Year Month	Total % Change	Revenue	Non-Revenue	Total	Prior Year Month	Total % Change			
Jan-23	1,874	49	1,923	1,457	32%	3,278	52	3,330	4,188	-20%	4,950	70	5,020	4,589	9%	10,273	10,234	0.4%
Feb-23	2,079	49	2,128	1,937	10%	3,399	46	3,445	3,521	-2%	7,071	80	7,151	6,226	15%	12,724	11,684	8.9%
Mar-23	2,120	65	2,185	1,688	29%	3,367	45	3,412	3,590	-5%	6,532	110	6,642	5,816	14%	12,239	11,094	10.3%
Apr-23	973	43	1,016	252	100%	2,941	69	3,010	1,881	60%	1,098	45	1,143	214	434%	5,169	2,347	120.2%
May-23	793	32	825	277	198%	3,690	60	3,750	1,785	110%	1,198	58	1,256	0	100%	5,831	2,062	182.8%
Jun-23	1,722	89	1,811	1,326	37%	3,807	33	3,840	5,009	-23%	3,587	75	3,662	2,855	28%	9,313	9,190	1.3%
Totals	9,561	327	9,888	6,937	43%	20,482	305	20,787	19,974	4%	24,436	438	24,874	19,700	26%	55,549	46,611	19.2%



**Friedman Memorial Airport
June 2023**

2023 Seat Occupancy																		
Date	Alaska Airlines				Delta Airlines				United Airlines				Seat Occupancy Totals			Seat Occupancy Totals Prior Year Comparison		
	Departure Flights	Seats Available*	Seats Occupied	Percent Occupied	Departure Flights	Seats Available*	Seats Occupied	Percent Occupied	Departure Flights	Seats Available*	Seats Occupied	Percent Occupied	Total Seats Available	Total Seats Occupied	Total Percent Occupied	% Change Total Seats Available	% Change Total Seats Occupied	Change in Load Factor %
Jan-23	38	2,888	2,316	80%	59	4,136	3,825	92%	97	6,790	5,919	87%	13,814	12,060	87%	-11%	1%	10%
Feb-23	34	2,584	2,029	79%	57	3,990	3,399	85%	119	8,336	6,814	82%	14,910	12,242	82%	13%	7%	-5%
Mar-23	34	2,584	2,334	90%	61	4,270	3,786	89%	129	9,030	7,413	82%	15,884	13,533	85%	13%	9%	-3%
Apr-23	20	1,520	1,213	80%	61	4,270	3,611	85%	30	2,112	1,411	67%	7,902	6,235	79%	154%	134%	-6%
May-23	18	1,368	833	61%	62	4,340	3,433	79%	30	2,100	1,094	52%	7,808	5,360	69%	213%	164%	-12%
Jun-23	31	2,356	1,606	68%	60	4,200	3,694	88%	59	4,130	2,925	71%	10,686	8,225	77%	-6%	2%	6%
Totals	175	13,300	10,331	78%	360	25,206	21,748	86%	464	32,498	25,576	79%	71,004	57,655	81%	19%	19%	0%

Note: *Preliminary available seat calculations based on scheduled flights. Actual available seat calculations will be updated periodically when official DOT numbers are obtained.



Draft May 30, 2023

REQUEST FOR PROPOSALS

**to Enter into Contracts for Exclusive Right
to Negotiate Leases for**

**HANGAR DEVELOPMENT or FIXED BASE OPERATOR
at
FRIEDMAN MEMORIAL AIRPORT (SUN)**

Published Date: _____

Pre-Submittal Meeting: _____

(Participation is mandatory)

Deadline to Submit Questions: _____

Proposal Due Date: _____

Table of Contents

[to be inserted]

1. Introduction

As used in this RFP, the following terms have the following meaning.

SUN or Airport means the Friedman Memorial Airport
Authority means the Friedman Memorial Airport Authority
City means City of Hailey
County means Blaine County

All Proposers are alerted to read this RFP carefully and to note where information is required to be included in a Proposal and where information is optional. The Authority has carefully used the words “will” or “shall” or “must” to indicate where certain obligations, information or submittal provisions are mandatory. Other language such as “may” or “should” or “consider” is used where the provisions are optional.

2. Background and Summary

A. Overview

SUN is a publicly owned airport, jointly owned by the City of Hailey and Blaine County through the Friedman Memorial Airport Authority, a joint powers agency. The Airport is located in southcentral Idaho in the Wood River Valley and serves the Sun Valley resort and also provides critical transportation connectivity for residents of the greater Wood River Valley including Hailey, Bellevue, Ketchum, Sun Valley, and Carey.

The Airport is operated by the Authority. The Authority is comprised of three representatives appointed by the City of Hailey, three appointed by Blaine County, and a seventh member agreed upon by the six appointed members. The Airport Director provides the primary staff support to the Authority, managing and supervising airport personnel, and maintaining a safe, legal, efficient, and profitable operation.

The Airport encompasses approximately 594 acres and is located 5,320 feet above mean sea level. The FAA categorizes the Airport as a non-hub commercial service airport. SUN is also part of and classified by the Idaho Airport System Plan (IASP) as a Commercial Service Airport. According to the 2020 Economic Impact of Idaho Airports commissioned by the Idaho Transportation Department, Division of Aeronautics, SUN contributes nearly \$300 million annually to the local and state economy.

The Airport has one runway, Runway 13/31 which is 7,750 ft. x 100 ft. and one full length parallel taxiway, Taxiway Bravo, which is 50 ft. wide.

The Airport is surrounded by rising terrain to the north, east, and west. As a result, a majority of operations are opposite direction operations, meaning that most departures are southbound on Runway 13, while most arrivals are northbound on Runway 31. Not all operations are conducted in this fashion, as occasionally aircraft land from and depart to the north. All operations are coordinated by Air Traffic Control Tower (ATCT) personnel while the tower is open.

The Airport is currently served by three air carriers including Alaska, Delta and United Airlines. These three airlines currently provide non-stop flights to Chicago, Denver, Los Angeles, Seattle, San Francisco, and Salt Lake City. In addition to commercial service activity, the airport sees a significant amount of general aviation activity, including sophisticated, high-performance turboprop and jet aircraft.

In calendars years 2021 and 2022, airport operation and fuel flowage were as follow:

Airport Operations

CY 2021 = 29,102

CY 2022 = 26,211

AV Gas

CY 2021 = 50,476

CY 2022 = 42,081

Jet A

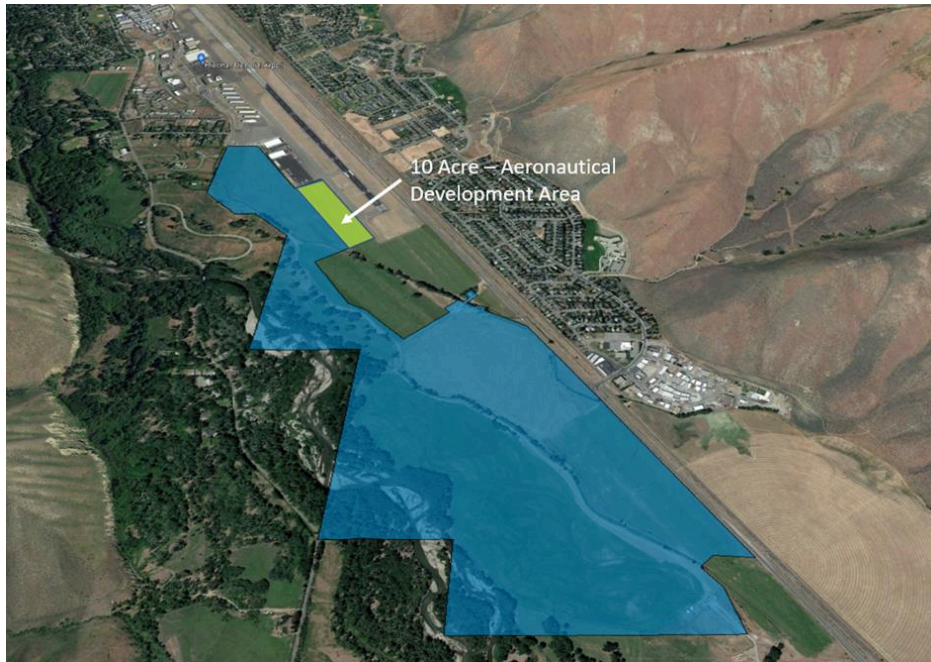
CY 2021 = 2,916,685

CY 2022 = 2,890,716

In September 2022, the Authority took possession of +/-386 acres of the Eccles Flying Hat Ranch west of Highway 75 and south of the Airport.

Prior to purchasing and acquiring the property, a critical step was the completion of an Environmental Assessment (EA) by the FAA. The transaction was approved based on a Finding of No Significant Impact – Record of Decisions (FONSI-ROD) issued by the FAA on July 27, 2022. This document was a predicate to FAA funding for the acquisition and sets forth important conditions that FAA imposed on the purchase.

As described in the EA, the primary purpose for most of the acquired property is approach/departure protection and land use compatibility as the property is located on the south end of the airport under the highly traversed approach and departures paths from the airport's only runway, Runway 13/31. This area is especially impacted by approach and departure overflights a majority of the take-offs from the airport are to the south (Runway 13) and a majority of landings at the airport are to the north (Runway 31).



For the past several years, growth in commercial aeronautical activity at the airport has been limited by a lack of space for new aeronautical development due to the airport's geographically constrained footprint in the south Wood River Valley. Available space for basic airport facilities including hangars and aircraft parking apron was further reduced as a result of projects to bring the airport facility into compliance with airport design standards from 2000-2005 and a major Runway Safety Area (RSA) compliance project from 2013-2015. The main focus of the RSA project was increasing the separation distance between Runway 13/31 and the airport's only parallel taxiway, Taxiway B. The increased runway/taxiway separation resulted in the need to remove then existing hangars and reduced the amount of available airport parking apron. Approximately 22,600 square feet (sf) of hangar space and 181,300 sf of aircraft parking was lost.

While a majority of the property was purchased and is intended to be preserved for the purpose of approach/departure protection and land use compatibility, the FAA's EA analyzed the potential use of 10 acres of the property to provide a site for new aeronautical development at SUN. The 10-acre parcel is located adjacent to and south of the current Fixed Base Operator (FBO) at the south end of the airport. The potential for this new aeronautical development is consistent with the current, Board-adopted airport master plan (2018) and is shown on the airport's current, FAA-approved Airport Layout Plan (ALP) and is the impetus behind this Request for Proposals.

Demand for hangars at SUN has far surpassed supply over the past 2-3 years. Development of new hangars remains a top request by airport users. While hangars of all sizes are in demand, "T hangar" type hangars of 1600-2500 sf (40 ft. x 40 ft. – 50 ft. x 50 ft.) in size are most requested but demand also exists for larger "box" hangars 10,000-12,000 sf (100 ft. x 100 ft. – 100 ft. x 120 ft.) in size. Both hangar sizes were considered as part of the conceptual alternatives developed as part of the minimum standards project. See Exhibits 3 and 4 below.

SUN users have also expressed interest in the establishment of a second FBO to increase competition. Currently SUN has one FBO on the field. Historically, lack of space on the airport has been the primary impediment to supporting a second FBO.

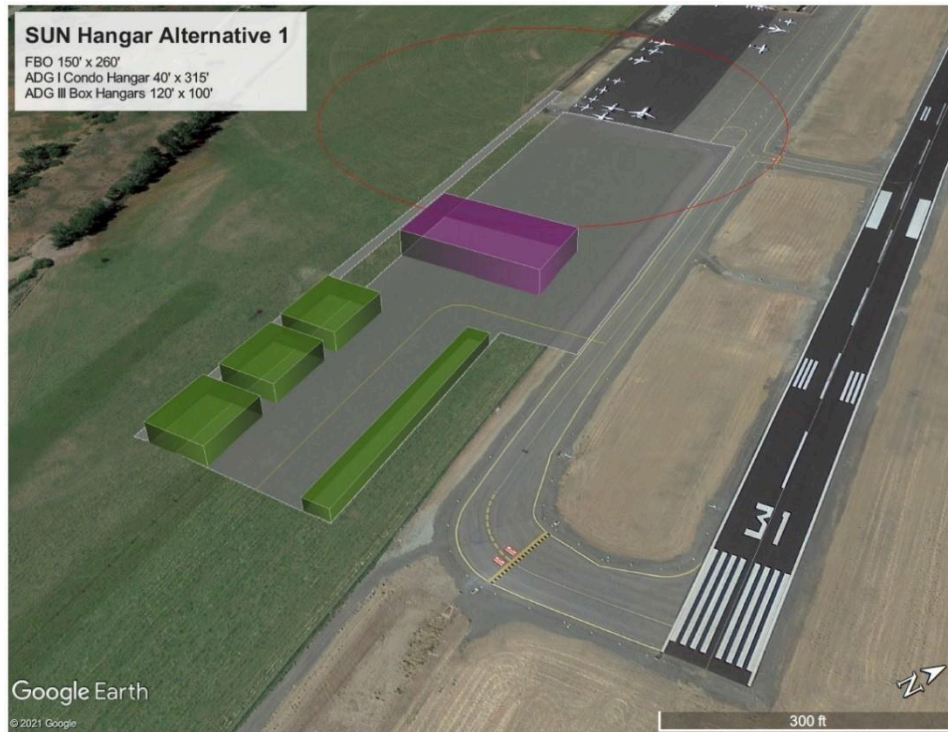
B. 2018 Airport Master Plan

The Authority initiated an Airport Master Plan Update in 2014. The planning process took several years. The new master plan was adopted by the Board and the ALP approved by the FAA in 2018. One of the elements discussed and included in the final master plan document was the inclusion of the new 10-acre aeronautical development area (the same site analyzed in the EA). The Authority decided that the primary purpose of this parcel would be to recover the hangar and apron space lost as a result of the 2005 and 2013-2015 RSA project as well as to provide additional space and ability to support some of the forecast increase in aviation demand identified in the master planning process. As discussed in the master plan, while the need for this space and facilities were identified and justified, future development was contingent upon future acquisition of the additional land, which was far from a certainty at the time the master plan was adopted.

C. Amended Minimum Standards for Commercial Aeronautical Activity (2022)

In 2021, the Authority initiated an update to its outdated Minimum Standards for Commercial Aeronautical activity, last updated in 1997. While the updating of the minimum standards was not undertaken because of the on-going land acquisition effort, the Authority was proactive in addressing the potential use of the new land. As a result, planning level conceptual alternatives were developed that address potential new hangar development, additional apron space, and the possibility of second FBO. Exhibits 3 and 4 present conceptual alternatives that were developed as part of the minimum standards project. *Proposers are not bound by these conceptual drawings; they are provided as illustrations of how either or both hangars and an FBO could be accommodated on the site.*

Exhibit 3 – Hangar/FBO Alternative 1



Source: 2022 Minimum Standards for Commercial Aeronautical Activity

Exhibit 4 – Hangar/FBO Alternative 2



Source: 2022 Minimum Standards for Commercial Aeronautical Activity

2018 Airport Master Plan versus Minimum Standards Conceptual Alternatives

While there is a difference in layout of space and proposed new facilities in the conceptual alternatives presented in the 2018 airport master plan and the 2022 minimum standards project, both are considered high level conceptual planning alternatives and are not intended to be binding land use plans for purposes of this RFP. Even at the highly conceptual level, the highest and best use of the available space is for hangars, aircraft parking, and a potential second FBO. Within those broad categories, actual space layout is expected to be refined by the Authority and/or by a potential developer.

D. Dual Path for New Airport Site

The Authority's adopted Airport Master Plan and FAA approved Airport Layout Plan (ALP), as the same may be amended or replaced, from time to time, represents the Authority's vision for long-term development of the Airport including the necessary facilities at the present Airport site. Proposers should note that the Airport Authority through the current Second Amended and Restated Joint Powers Agreement, maintains thresholds for considering a Replacement Airport under a "Dual Path Forward" approach which is focused on satisfying the operational requirements of existing and potential future airport users, whether at the existing Airport site or at a replacement site.

Proposers should be aware of the history of potential airport relocation to address FAA Modifications to Design Standards and/or other potential aviation demand-based needs unable to be accommodated at the existing airport site during the term of a potential lease with the Authority. While the likelihood, timing and details of any potential airport relocation are completely uncertain, Proposers should assume that any active business enterprise at the existing airport will be appropriately accommodated or compensated in the event of a relocation.

Please review the current Airport Master Plan and other documents regarding relocation posted on the Airport's website at www.iflysun.com.

3. RFP Process and Protocols

A. Procedures

Proposers must follow the procedures described below and may be disqualified from the procurement without further consideration if any of the following procedures are not followed:

After issuance of RFP but prior to the submission deadline for RFP:

- All contact between prospective respondents Authority Board or staff must be directed to the procurement contact designated in this RFP. Authority staff, elected officials, and consultants will refer all inquiries to the procurement contact.

- All requests for clarification, objections to the structure, content, or distribution of this solicitation, or any other inquiries, must be made in writing via e-mail to [insert] to the procurement contact, prior to the deadline for questions listed in Section 6.D. and the Authority shall answer the requests for clarifications, objections, and inquiries in writing via addenda to this solicitation.

After the submission deadline of the RFP but prior to issuance of a notice of intended award:

- All contact regarding the procurement between Proposers and the Authority, including any participants in the evaluation process who are not Authority employees, must be directed to the procurement contact designated in the solicitation. Authority staff, elected officials, and consultants will refer all inquiries to the procurement contact. Proposers may not contact any Authority staff or anyone involved in the selection process, except the designated procurement contact.

After review by the Authority's evaluation committee:

- The Authority will issue a notice of intended award to all respondents, which will include the basis for the Authority's selection.

Proposers may be disqualified from the procurement without further consideration if any of the following occur:

- Evidence of formal affiliation, ownership, common control or other legal, financial, or operational influence by the incumbent FBO;
- Evidence of collusion, directly or indirectly, among Proposers in regard to the amount, terms, or conditions of this RFP (with the exception of firms submitting a joint proposal as a team or joint venture);
- Failure to direct all questions/inquiries through the procurement contact identified in this RFP;
- Any attempt to improperly influence any Authority official and/or the evaluation committee;
- Existence of any lawsuit, unresolved contractual claim, or dispute between Proposer and the Authority and/or the City or the County;
- Evidence of incorrect, incomplete, or misleading information submitted as part of the proposal;

- Evidence of Proposers inability to successfully complete the responsibilities and obligations of the proposal; and
- Proposers prior default under any agreement which resulted in termination of such agreement.

B. Nondiscrimination

By submitting a proposal to this RFP, Proposer certifies that they will fully comply with all federal, State of Idaho, and local laws pertaining to nondiscrimination, and certifies that they will not discriminate against or grant preferential treatment to any party on the basis of race, sex, color, age, religion, sexual orientation, disability, ethnicity, or national origin in the performance of Authority contracts or agreements.

In addition, this RFP is subject to the requirements of the U.S. Department of Transportation's regulations, 49 CFR Part 23. The Proposer agrees that it will not discriminate against any business owner because of the owner's race, color, national origin, or sex in connection with the award or performance of any concession agreement, management contract, or subcontract, purchase or lease agreement, or other agreement covered by 49 CFR Part 23. The Proposer agrees to include the above statements in any subsequent concession agreement or contract covered by 49 CFR Part 23, that it enters and cause those businesses to similarly include the statements in further agreements.

4. Procurement

A. Request for Proposals

This Request for Proposals is for two facilities. ***Proposers may submit a proposal for one or both of the facilities.*** The Authority seeks proposals from Proposers that have demonstrated expertise in either or both new hangar development and/or operation of a full-service fixed base operation (FBO) facility to serve general aviation (GA) activities at the Airport. The selected Proposer(s) will be authorized and required to design, develop, finance, construct and operate one or both facilities at the Airport consistent with all applicable Authority rules, regulations, Minimum Standards, and applicable City of Hailey, Blaine County, State of Idaho and federal regulations. The selected Proposer(s) will be required to construct all components of the hangars or the FBO including the facilities and infrastructure necessary for its operation.

B. Proposer's Duty to Execute Lease Contract

Within thirty (30) days of the offer of award of the lease contract for the right to enter into lease negotiations to construct and operate either or both hangars and/or FBO facilities at the Airport, the successful Proposer(s) shall execute and return the lease contract(s) and all required documentation to the Authority. If the successful Proposer(s) is unable to execute the lease contract within this timeframe, the Authority reserves the right to revoke the award and offer

the lease contract to the next-highest ranked Proposer(s) or to terminate this procurement entirely.

C. Conditions of Approval

Proposers should be aware that any lease(s) for the site will include at least the following requirements and are strongly urged to address in their proposal how the Proposer will comply with these requirements.

- If the proposal is for use of only a portion of the property, the Proposer must demonstrate a willingness and readiness to coordinate its development with the user of the remainder of the site.
- While not required, if a Proposer contemplates both hangar and FBO development, the proposal should explain the organization structure of their team.
- Any development will comply with the Minimum Standards and Rules and Regulations (as amended from time to time).
- The Wood River Valley and the nearby communities are highly noise sensitive. Proposers should demonstrate an understanding of the Authority's voluntary noise abatement program and be prepared to explain how their operations will be consistent with that program.

D. Design Guidelines

All buildings proposed for development on the Airport should fit within the design aesthetic that characterizes the Wood River Valley and the natural environment. Proposers should indicate whether they are willing to make commitments such as sustainable construction and structures, LEED compliance, reduced carbon footprint, solar generation, etc; such commitments will be favorably considered. It is recommended that Proposers present conceptual layout drawings and/or renderings of their proposed development.

E. Other Considerations

The Authority will not favorably consider proposals which fail to demonstrate an understanding of the unique characteristics of this Airport and this community. While this Request for Proposals does not intend to provide an exhaustive or comprehensive list of issues that Proposers might consider in making such a demonstration, the following illustrate topics that Proposers may want to consider addressing in their proposals.

- Some Proposers may contemplate investments by the Authority in basic infrastructure including utilities, aircraft parking apron, access roads, and vehicle parking to support the proposal. Proposers may want to address whether any Authority investment is contemplated.

- This community values the Airport as a good neighbor and a respectful member of the community. Proposers may want to explain how their proposal would be consistent with, or enhance, this long-standing relationship.
- The Authority has a voluntary curfew on nighttime operations. While federal law prohibits enforcement of the curfew, the Authority is proud of, and the community expects, widespread respect for the underlying policies. Proposers may want to address their view on these policies and how their operations will respect the long-standing community expectations regarding nighttime operations.

F. Applicable Grant Assurances

For many decades, there has been a single FBO operating at the Airport. Until recently (as explained above), the site constraints of the Airport made it practically impossible for the Authority to accommodate a second FBO. The recent land acquisition described above now makes it possible to accommodate a second FBO.

The Authority is subject to the FAA Grant Assurances, including Grant Assurance 22 (Economic Non-Discrimination) and Grant Assurance 23 (Exclusive Rights), both of which pertain to FBO operations. The FAA has advised that airport sponsors can maintain compliance with these assurances by maintaining and implementing reasonable minimum standards and by negotiating in good faith for the lease of suitable space with those who are willing and qualified to provide commercial aeronautical products and services. That obligation has now ripened since the Authority now has sufficient property to accommodate a second FBO. Finally, while the FAA does not require airport sponsors to conduct a public solicitation such as this one prior to leasing airport property, the Authority has determined that this RFP process will contribute to compliance with the Authority's satisfaction of its Grant Assurance obligations.

5. Proposals

All proposals are required to follow the format and process specified below. Each Proposer shall provide detailed evidence of its competency, capability, and expertise to develop and operate commercial aeronautical facilities at the Airport consistent with the Authority's goals of providing safe, efficient, and environmentally responsible services and facilities that meet the community's and users' expectations. ***A Proposer who proposes to develop both hangars and an FBO may either submit one proposal for an integrated development or one proposal for each component, in which case the two proposals will be considered separately.*** Proposers who are proposing for both facilities must be clear whether they want the components to be considered only as an integrated whole or as separate components.

The Authority desires succinct proposals that address the specific content requirements. To facilitate the review of all submittals, each proposal shall meet the following format requirements.

- No more than 50 pages (not including the cover letter and appendix materials). Boilerplate or generic marketing materials should be referenced with citation to promotional materials available on the Proposer's website if necessary.
- Typewritten, with a minimum font size of 11 point for narrative text, on 8-1/2" X 11" sheet size (but folded 11" X 17" exhibits are acceptable).
- Submitted as (a) as a single PDF-format document (with each section bookmarked) and (b) 5 hard copies bound with tabbed dividers labeled by section.

Each proposal shall consist of the following elements in the prescribed order.

A. Cover Letter

The Cover Letter shall not exceed two (2) pages and shall include the following:

- The name, address, e-mail address, and telephone number of the primary contact person of the Proposer's business organization entity;
- A brief statement indicating Proposer's clear understanding of and commitment to the provision of services specified in this RFP;
- A statement as to whether Proposer and/or Proposer's partners, subcontractor(s), joint venture associates or any other individual or entity of Proposer's team (including any third parties Proposer intends to rely upon for financing) has *any potential conflicts* that may arise in the performance of the services requested in this RFP, performing the work, or operating the facility contemplated within this RFP;
- A statement that the signatory is an officer or principal of the Proposer and has the authority to submit the proposal on behalf of, and to bind, the Proposer;
- A statement that the Proposer has *no* affiliation, formal or informal, with the incumbent FBO, and a statement indicating the nature of any affiliation, formal or informal, with any other business operating at the Airport.
- An acknowledgement of receipt of amendments to the RFP (if any).

B. Qualifications

1. Identification of Proposed Team

The Proposer shall provide at least the following information in the section concerning the project team.

- (1) The name, address, telephone number and primary contact person of the business organization entity of the Proposer and the names and addresses of all management and supervisory personnel, all officers and directors (if a corporation) and all persons owning, holding and/or controlling any equity interest, voting rights or debt.
- (2) Description of the proposed team and reporting authorities contemplated for (1) completion of design, financing and construction of the new facility; and (2) operation of the newly constructed facility once it is open.
- (3) Identify the individuals who would serve as the key team members of Proposer's organization (including any sub-consultants), indicate their roles and responsibilities, and summarize the reasons why the key team members are particularly qualified to develop and operate this facility, with particular attention to work experience. The Authority desires, but does not specifically require, that the facility manager have a minimum of ten years of experience, which should include both hands-on experience and progressive project management experience. Also include a profile of the support staff members.
- (4) Any other information that Proposer deems relevant for evaluation of the team. In particular, Proposer is invited to describe any particular aspects of its organization which, by way of background, experience, unique qualifications, or other bases, sets its team apart from the competition. The Authority recognizes that a Proposer cannot guarantee the employment of any members of the team but would treat as a positive attribute any verifiable statements concerning the long-term availability of key team members. The experience of key team members is much more important than the experience of a company whose personnel will not be available for the facility at the Airport. Do not repeat information that appears elsewhere in the proposal.
- (5) Resumes or other relevant material may be included in an appropriately labeled appendix.

2. Demonstrated Experience

The proposal shall include a statement of the Proposer's past experience, including resumes of management and supervisory personnel who would be responsible for the proposed operation, together with business, financial and managerial references. Proposer shall also provide a description of its business organization and history, including a listing of all persons holding ownership, control, management, or supervisory interest. If specifically requested (by an appropriate notation in the text of the proposal), this information will be kept confidential by the Authority to the extent provided by law.

In this section, Proposers shall discuss and elaborate on their experience and qualifications to design, finance, construct, operate, maintain and repair the proposed facilities. The Proposer

should exercise care not to repeat information provided in earlier sections of the proposal. This section must include the following information.

- (1) List all facilities currently being operated by Proposer and a brief description of each. Specifically include fuel volumes and aircraft operations handled at each facility. Please indicate whether the applicable Airport in each instance has a Part 139 certificate and whether it is has a Transportation Security Administration- approved Airport Security Program.
- (2) Identify and explain Proposer's experience (including specific examples) working with airport operators and proprietors on compliance with airport regulations and operational activities (*e.g.*, cooperation with airport emergency plans; disaster exercise and events; disabled aircraft recovery; fueling standards; landing and fuel flowage fee collections; and accommodating major events within the region).
- (3) Identify and discuss its experience designing, financing, constructing and operating airport facilities. The focus should be on similar facilities at similar airports where the Proposer was engaged in the design, finance, construction and operation of the facility.

Recognizing that professionals change their firm affiliation during their careers, the experience of key personnel is more important than a particular company's collective experience.

3. Project Understanding and Unique Airport Attributes

Proposer must have reviewed the Minimum Standards and must assume that it will be required to prove compliance with those standards unless a specific and precise exception is called out and requested in this section. The text for any requested exception request shall be bolded.

In this section, Proposer is asked to respond to specific questions about its proposal that will help the Authority evaluate among proposals from comparable companies. Precise responses that demonstrate an understanding of the Airport and the Wood River Valley are especially important. There is no 'correct' answer and the Proposer's sensitive responses will be more important than boilerplate language that could be included in any proposal. Brevity is always preferred.

- (1) *Customer Satisfaction.* How does your project and service meet expected high level of customer service and professionalism and need for the Airport?
- (2) *Environmental and Sustainability.* Do you intend for your project to incorporate LEED compliant structures, solar power, measures to reduce your carbon footprint or other sustainability measures?
- (3) *Community Values.* It is important to the Authority and the community that all Airport tenants be members of our community. What measures (both in construction and in

operations) do you intend to implement to demonstrate that you are good neighbor, that you and your customers will comply with the voluntary noise abatement policies and procedures, and that, more generally, you will contribute to the community?

- (4) *Conflicts.* After decades without new commercial enterprises at the Airport, this project has the potential to create conflict with existing users and tenants. What has been your experience, and what do you intend to do to reduce the potential for conflict with existing enterprises at the Airport?

4. Financial Information

Proposer shall provide a brief narrative discussion of its financial responsibility and capability to fulfill the proposal. The narrative should discuss how its development/operational plan presents a strong business opportunity, especially in light of the particular nature of this community and the Airport.

The following information must be provided, either as part of the narrative or as an appendix.

- (1) Evidence of the Proposer's financial responsibility, from a bank or such other source that may be readily verified through normal banking channels.
- (2) A detailed pro forma cash flow and a profit and loss for the first five years of projected operations. The required financial pro forma must include, at a minimum, detailed projections of revenues by category, operating expenses by category, payments to the Authority, capital expenditures, financing costs (principal and interest) and return on equity. Assumptions for each projection should be disclosed, including traffic and operating assumptions, fuel sales and other revenue sources used to calculate the financial estimates.
- (3) Proposer's audited financial statements for the past three years, including balance sheets and income statements and a current (within sixty days) balance sheet, all compiled by a Certified Public Accountant. If Proposer is not able to provide an audited statement, the statements must be signed by a corporate officer attesting to the financial statement's accuracy. The most recent unaudited quarterly statement must also be included.
- (4) Proposer's Dunn and Bradstreet credit rating (including its D-U-N-S #) and any other credit ratings, if applicable.
- (5) Estimated total initial capital investment required to accomplish the proposed FBO facility at the Airport and anticipated additional capital investment required to maintain and upgrade facilities over the lease term included in the proposal.
- (6) All sources of capital must be identified. If third-party financing is contemplated

(whether it be individuals, related entities, banks or other institutions) a letter from each third party is required indicating it has been briefed regarding the proposal and believes it is feasible to provide financing for its portion of the proposed project. If the third-party providing financing is not an established Idaho, national or international financial institution, the Proposer should explain in detail how the third party will obtain funds to provide financing.

- (7) Data that demonstrates the Proposer's previous successful operation of an FBO with financial operating results for FBO facilities at least three other airports with comparable levels of corporate and general aviation activity and fuel sales volumes (separating commercial airline versus GA fuel). Such data may, but is not required to include (a) three years of financial operating results including detailed P&L statements; (b) three years of cash flow statements, which statements identify the categories of services provided, and detailed line item by line item fee structures for items similar to those expected to be imposed on FBO customers at the Airport.

The Authority may, at its discretion, request that a Proposer provide additional documentation and/or answer targeted questions about its financial capability and/or financial projections, for itself and/or any proposed third party or sub-lessee. The Authority may conduct its own research of the Proposer's financial condition.

The Authority is concerned to avoid accepting a Proposal in which the Proposer contemplates an immediate sale, assignment, or transfer of the lease. Proposers must include a statement that the Proposer agrees not to engage in any sale, assignment, or transfer that could result in an exclusive right, as that term has been interpreted by the FAA. While the Proposal need not contain any specific information about the Proposer's plans with regard to future sale, assignment, or transfer beyond such a statement, any commitments that the Proposer wishes to make regarding the terms and conditions of, timing for, or restrictions it proposes on sale, assignment, or transfer will be favorably regarded. If the Proposer proposes any profit or revenue share (either on a regular recurring basis or upon transfer of control of the enterprise), the Proposer should provide sufficient detail for the Authority to evaluate the financial implications of such a proposal.

The Proposer shall indicate its acceptance that the following fees are the *minimum* that will be acceptable in connection with a sale, assignment, or transfer of the lease:

Years 1-5 – no sale, assignment or transfer permitted
Years 6-10 – fee of 30% of gross sale/transfer price upon sale, assignment or transfer
Year 11 and subsequent years – fee of 10% of gross sale/transfer price upon sale, assignment or transfer.

5. Bonding and Insurance Capability

Proposer shall provide evidence in the form of a Bid Bond issued by a bonding company licensed in the State of Idaho, of Proposer's ability to supply a performance bond in the amount equal to ten (10) percent of the annual rental and/or fees established and agreed upon, for conducting the services to be provided (cash may be deposited in lieu of a performance bond).

6. References

Proposer shall provide letters of reference (preferably as an appendix to the proposal) including at least the following.

- (1) Proposer shall provide at least two letters of reference from separate airport governing authorities with knowledge of the Proposer's ability to design, construct, and operate an FBO facility. These references must include a description of the project and the subsequent services provided at that airport. Each letter must include a contact name, title, address, phone, and e-mail address for the individual signing the letter.
- (2) Proposer shall provide a statement from an Idaho bank or trust company or from a nationally recognized bank or trust company and readily verifiable through normal banking channels regarding Proposer's financial responsibility. The letter of reference must include a description of one or more development project(s) with which the financial institution is familiar. Also, the letter must include a contact name, title, address, phone, and e-mail address for the individual signing the letter.

Proposer should be aware that the Authority may request information from additional sources such as, for example, Proposer's clients, government agencies, and any other available sources while investigating Proposer's experience and qualifications. *Submission of a proposal constitutes consent to the Authority making such inquiries.* If the Proposer wants to limit such inquiries, the proposal must clearly indicate requested limitations on the Authority's contacts.

C. Technical Proposal

Proposers shall provide a narrative fully describing the proposed development plan(s). Proposer may identify more than one option for development, consistent with the available property and other site constraints. If the proposal includes multiple alternative development concepts, Proposer should explain the advantages and disadvantages of each and the bases upon which the Proposer will decide which alternative to pursue.

Proposers may, but are not required to, submit a set of Conceptual Development Site/Facility Plans, prepared by a licensed architect and engineer fully depicting the proposed development. If the Proposer identifies more than one alternative development plan, drawings for each

alternative should be provided. Drawings should depict structures, parking and landscaping at a scale sufficient for the Authority to understand the scope and nature of the Proposal.

The proposal should provide a general description of the planned facilities and operations for conducting and/or providing the proposed services and should outline a technical approach in sufficient detail to allow the Authority to understand the plan for development and operation of the proposed facilities. ***A Proposer who proposes to develop both hangars and an FBO may either submit one proposal for an integrated development or one proposal for each component, in which case the two proposals will be considered separately.*** At a minimum, this section must provide the following information.

- (1) Requested date for commencement of the activity and the proposed term of conducting the same and the proposed structure and amounts of rent and/or revenue to the Authority;
- (2) A comprehensive listing of all services proposed to be offered and the proposed schedule of fees and charges therefore (with commitment of the time period during which such fees and charges will be unchanged);
- (3) The size and location of the building(s) to be built and the proposed design and terms for the construction of any space and the ownership, leasing or sub-leasing thereof. An identification of any necessary or desirable capital improvements to be constructed in conjunction with the operation and Proposer's plan for financing the same;
- (4) The number, type, and basing of aircraft proposed to be provided (as applicable) and/or a detailed description of all equipment and facilities;
- (5) The number of persons proposed to be employed (including the names and qualifications of each person if known), whether the employees will be Airport-based (full-time, part-time and seasonal) or transient, and the certifications required, if any, for each Person to provide a proposed aeronautical activity;
- (6) The hours of proposed operation;
- (7) The types and limits of insurance coverage to be maintained;
- (8) A plan for compliance with the Authority's management, environmental and land-use requirements, policies, and goals.

In addition, Proposers are invited, but not required, to provide the following information.

- (9) Any anticipated problems presented by the development of FBO facilities at the Airport, as well as any specific suggestions for avoiding these problems.

- (10) Any specific or proprietary quality assurance/quality control measures that Proposer proposes to implement in design, construction or operation.
- (11) Any other information that the Proposer deems relevant, especially information that would distinguish the Proposer from its competitors.
- (12) If the proposal is for only hangars or only an FBO, how the Proposer will coordinate its development and operation with another user on the site.

D. Appendices

While brevity is appreciated, the Proposer may include any or all of the requested information in one or more appendices. Each appendix should be clearly labeled for easy reference.

E. Submission Instructions

All Proposals must be received by the Authority on [DATE], no later than [TIME].

Proposals not submitted in the manner described herein will be considered nonresponsive and subject to rejection. Proposals submitted after the specified due date and time in this RFP will be rejected as late and will not be accepted.

Proposals must be submitted as (a) as a single PDF-format document (with each section bookmarked) and (b) 5 hard bound copies with tabbed dividers labeled by section.

Proposers shall submit their Proposals to the following address:

Chris Pomeroy
address

6. Evaluation and Selection Process

A. Pre-Submittal Conference and Site Visit

The Authority will hold a **mandatory** pre-submittal conference on [DATE] at [TIME]. The conference will be held at:

[Address]

At the conference, Authority staff will be available to discuss the opportunity and will respond to questions regarding the RFP documents and the process. A site visit will be held immediately following the conference. ***Attendance at the pre-submittal conference is mandatory.***

B. Evaluation Process

An evaluation committee established by the Authority Board will evaluate the proposals in accordance with the evaluation criteria identified below. The panel may consist of members of the Board or others appointed by the Board.

Evaluation of proposals will be based primarily on the submission but the Authority reserves the right to conduct its own investigation of any or all Proposers and the content of any or all proposals. Information from such investigation will be considered as part of the evaluation.

Each proposal will be assessed against the following evaluation criteria.

Item	Criteria	Weighting Factor	Raw Score	Weighted Overall Score
1	Extent to which proposer commits to development that fits within the design aesthetic that characterizes the Wood River Valley and the natural environment; commits to incorporate sustainable construction and structures, be LEED compliant, reduce carbon footprint, utilize solar generation, and consider other sustainable practices as feasible.	6	(0-5)	(Max 30)
2	Quality, thoroughness and practicality of financial proposal; extent to which Authority financial contribution is contemplated.	6	(0-5)	(Max 30)
3	Proposer's financial responsibility and capability to construct the improvements and to initiate operations.	5	(0-5)	(Max 25)
4	Proposal demonstrates Proposer's commitment to the Valley's and Airport's community values including plans to comply with the voluntary noise abatement policies and procedures, and general contributions	5	(0-5)	(Max 25)

	to the community; design of facilities is consistent with esthetic of the Airport.			
5	Consistency of proposed facilities and operations with the Airport's Minimum Standards and Rules and Regulations (as amended) and other Authority/City/County requirements.	4	(0-5)	(Max 20)
6	Proposer's key personnel experience with design, finance, construction, operation, maintenance and repair of commercial aeronautical facilities.	3	(0-5)	(Max 15)
Raw Scoring: 5 – Outstanding 4 – Very Good 3 – Satisfactory 2 – Barely Acceptable 1 – Inadequate 0 – Unacceptable		Score:		Max 145

The Authority reserves the right not to award a lease if it determines, in its sole discretion, that no Proposer meets the requirements of this RFP.

C. Interview

Those Proposers who are judged by the Authority to have provided the best overall proposals may be invited to make a presentation to the Authority and respond to questions about their proposal. The Authority reserves the right to forego the interview process if it determines that one of the Proposers clearly affords the Authority the best combination of qualifications and business arrangement/value. If, at the discretion of the Authority, interviews are held, they are expected to be held within thirty (30) days of the RFP submittal due date. Each Proposer will structure their presentation as follows:

- Summary and overview of Proposer's development plan and services to be provided to the general aviation market at the Airport (25 minutes)
- Questions and answers from the Authority's evaluation committee (75 minutes)
- Proposer's concluding statement (10 minutes)

D. Anticipated Schedule

Stated below is the anticipated general benchmark schedule for this procurement process. However, the Authority reserves the right to modify, change, or amend these dates and to change or suspend the process at its sole discretion. The dates are merely target dates provided as a planning tool to allow Proposers a general understanding of the overall project schedule objectives.

	RFP Issued
	Mandatory Pre-Submittal Conference and Site Visit
	Deadline for Submitting Questions
	Responses to Questions
	Submittal Deadline
	Short-listed Proposers selected
	Interviews
	Final Selection

1. Process for Submitting Questions

The Authority will accept only written questions about the RFP process. All questions/ correspondence shall be e-mailed to [name and email address]. Answers to any questions posed in writing to the Authority no later than [redacted] will be provided in writing to attendees at the pre-submittal conference and will also be on the Authority website. The Authority will respond informally to any questions asked at the pre-submittal conference, but will provide formal written responses on the Authority website to the extent that any responses are relevant to the preparation of proposals.

No questions will be accepted after [redacted]. The Authority will post responses to written questions as indicated above. The Authority will endeavor to post responses as soon as possible but will post responses to all questions received by the deadline no later than [redacted].

2. Other Communications

Proposer(s) who conduct or arrange for any communication not provided for in this RFP with any Authority officials or employees, or with any member of the evaluation committee, may be disqualified.

7. General Information

A. Authority's Reservation of Rights

Issuance of this RFP and receipt of proposals does not commit the Authority to select any Proposer for a short-list or to enter into any lease. The Authority reserves the right to accept or

reject any and all responses received for its convenience or if in the best interest of the Authority. The Authority also reserves the right to waive any informality or irregularity in any submittal.

Any and all agreements arising out of a proposal submitted hereunder (including any negotiations that follow) shall not be binding on the Authority unless duly approved and executed by the Authority Board, in accordance with applicable laws.

B. Representation of Due Diligence

The submission of a proposal shall be deemed a representation and certification by the Proposer that it has investigated all relevant conditions, facts, circumstances, procedures, requirements and aspects associated with this RFP and that Proposer has read and understood the RFP, attended the mandatory pre-submittal conference, and participated in the site tour of the Airport.

Each Proposer is responsible for a thorough review of the RFP to ensure possession of all necessary documents. All RFP and related documents may be downloaded from the Authority website.

Upon submittal of a proposal, it will be presumed that the Proposer has read and is familiar with all of the RFP documents. After receipt of a proposal, the Authority will not entertain any request for modification of the proposal and no claim for adjustment of any provisions of the RFP shall be honored, regardless of any claim by a Proposer that it was not fully informed as to any fact or condition.

C. Protest Procedures

If any Proposer objects to the final selection and award, such proposer shall respond in writing to the Authority withing seven (7) calendar days of the date of the transmittal of the notice of award setting forth in such response the setting forth the express reason or reasons that the award decision of the Board s in error. Thereafter, prior to finalizing any agreement with the prevailing proposer, the Board shall review its decision and determine whether to affirm the prior award, choose to reassess the proposals, or choose to commence a new RFP process setting forth the reason or reasons therefore. After completion of the review process, the Authority may proceed as it deems to be in the best public interest.

D. Confidentiality

All submission materials will be held in confidence by Authority until the evaluation and selection process is completed by the evaluation committee. All submission material are subject to disclosure pursuant to the Freedom of Information Act 5. U.S.C. §552 and Idaho Code §74-102. Any material a proposer wishes to be withheld from disclosure as a trade secret should be clearly marked as such.

E. Indemnity and Costs

The Proposer agrees to defend, indemnify and hold harmless the Authority and its Board, the County and the City, and their respective officers, officials, directors, employees, agents, and volunteers for any claims of copyright, patent or trademark infringement arising out of, caused directly or indirectly by the acts or omissions of the Proposer in relation to this RFP and the proposal.

Each party responding to this RFP shall bear all of its own costs and expenses, direct and indirect, associated with or related to any action taken in response to this RFP and the Authority shall not be responsible in any manner for such costs and expenses. Proposals and any materials submitted therewith shall become the property of the Authority upon receipt. The Authority shall have the right to copy, reproduce, or otherwise dispose of such documents in any way that the Authority selects. The Authority shall be free to use as its own, without payment or any kind of liability, any idea, scheme, concept, technique, suggestion, layout, or plan received in response to this RFP, including any future RFP process, if conducted.

F. Insurance Requirement

Within fourteen calendar days of the award of the ultimate lease to the successful Proposer, said Proposer shall secure the types and amounts of insurance set forth in the lease agreement. However, Proposers do not need to provide proof of insurance with their proposals.

Remainder of Page Intentionally Blank



Comments to the City of Hailey and Blaine County Policy Representatives
RFP – Specific Directions under FAA Order 5190.6B

Madame Chair and fellow Board Members,

My name is Tim Johnson, I represent Atlantic Aviation as the VP, Airport Relations and Strategy, nationwide. I have been employed in General Aviation, Commercial and Military operations at a senior level for nearly 25-years. I have also served at executive level positions with top performing and the largest FBO operators in the industry.

Atlantic Aviation is enormously proud to be a valuable steward of the FBO at the Airport, a community partner, an environmentally minded organization with a dedication to investing in sustainable programs, operations and infrastructure, including electrification of GSE equipment and SAF fuel. We remain grateful for this responsibility and demonstrate that we have the experience, safety record, financial reliability, and desire to be a vital partner in the community and contribute to the overall economic impact locally.

Atlantic desires to participate in the upcoming RFP process at the Airport for Aeronautical Development. We are very well capitalized and have current plans for facilities development at the Airport which will drive new business, grow the employment base, add revenue and do so in a manner that is compliant with the Minimum Standards and FAA. These plans include, for example, building additional hangar space, exclusive use charter facilities, and airside/ landside access for new business as well as potential self-serve fueling services.

Atlantic understands that the City is discussing precluding our participation in the upcoming RFP process, but the rationale for doing so is predicated on Atlantic receiving an exclusive right; this argument has no merit. Under no circumstances could Atlantic's participation in the RFP process, or potential award of developable property at the airport, confer upon it an exclusive right at the Airport to provide aviation services as Atlantic is not, and would not, be in full control of all developable land at the airport or subsequent future phases under the master planning process.

Atlantic's intention is not to prevent FBO competition at the airport, as part of its participation, or award of any lease, in the RFP. An open and fair RFP is in the City's best interest. Either by RFP or unsolicited proposal for development - there is no exclusive right granted to anyone. There is, and has been, open and fair public processes available for all interested aviation businesses, nationwide.

A decision to exclude Atlantic also runs a serious risk of violating the FAA Grant Assurance Obligations – specifically Grant Assurance 22, Economic Nondiscrimination.

On behalf of Atlantic, thank you for the opportunity to share our interest with you today and we remain committed to be an integral employer, investor and community partner. Thank you for your time.



Friedman Memorial Airport Authority: Request for Proposals

Ranch Management – Flying Hat Ranch
DATE TBD, 2023

DRAFT V3 7/25/2013

1. Overview

The Freidman Memorial Airport Authority (referred to herein as “the Authority” or “FMAA”) is seeking proposals from qualified and experienced agricultural operators to lease, manage, and maintain the approximate 451 acres of the Flying Hat Ranch (“the Ranch”). The Ranch is shown with blue shading in **Figure 1** below.

Figure 1 – Flying Hat Ranch



Source: Google Earth/FMAA

In 2018, an approximate 65-acre portion of the Ranch was acquired by the Authority for Runway Protection Zone and obstruction removal (trees). In September of 2022, an additional approximate 386 acres of the Ranch was acquired by the Authority for the further purpose of protecting the airport’s approach and departure surfaces from development of incompatible land uses including structures, towers, or vegetation that would potentially penetrate these surfaces and be an obstruction to aircraft operations. Airport ownership of this property also prevents future development of noise sensitive land uses.

Of the approximate 386 acres of the Ranch purchase in 2022, an approximate 10.4 acres of land immediately adjacent to Taxiway B at the south end of the Airport, has been identified for construction of aircraft parking apron and aircraft hangars. This area is highlighted in yellow in **Figure 1**. Timing of this potential development is uncertain at this time; however proposers should expect to include this

land as part of the proposed agricultural operations until such time the land is removed from agricultural land inventory to accommodate the aeronautical activity.

Per the Purpose and Need and associated Finding of No Significant Impact from the Federal Aviation Administration's Environmental Assessments associated with the property acquisition, except for the approximate 10.4 acres, the Authority is to continue to operate this land for agricultural purposes ensuring protection of the airport's Runway Protection Zone and approach and departure surfaces, and the airport from future incompatible and noise sensitive land uses.

Lastly, the Ranch features various historical structures, including a farmhouse, two barns, and several other outbuildings. All structures will remain on the property, to either continue their use for agricultural purposes or be used for Airport purposes.

2. Ranch Management Goal and Outcomes

The Authority's overall goal for the Ranch is to apply resilient and sustainable land management practices with the following desired outcomes:

- A. Protect the Ranch's natural and cultural resources through education and the implementation of best practices.
- B. Put the Authority's water rights to full beneficial use while encouraging and implementing applicable ranch-wide water conservation strategies.
- C. Implement soil conservation practices that maintain and improve the health of soil resources.
- D. Reduce occurrences of noxious weeds and invasive species.
- E. Protect and enhance the natural values of the Ranch through sound stewardship.
- F. Preservation and protection of the historical values of the ranch and its structures including potential partnerships with conservation organizations to preserve and protect these assets.
- G. Maintain and improve habitat for the dual benefit of livestock and wildlife while reducing potential for wildfire hazards that may impact aviation safety.
- H. Derive a competitive financial return for the Authority.

The successful proposer will possess proven operational and financial capacity to manage an integrated, resilient and sustainable ranch. The lessee will also possess proven capacity for working and communicating effectively with partners and will demonstrate openness to integrating and improving innovative ranch management techniques and education into their operational plans.

3. Submission Information

Sealed proposals will be accepted until **Thursday DATE TBD, 6 pm**. Any proposal received after that time will not be considered. Proposals must be submitted by mail or hand delivered to:

Friedman Memorial Airport
1616 Airport Circle
Hailey, ID 83333

Faxed or emailed proposals will not be accepted. Interested parties shall submit their proposals in hardcopy and in PDF Format on a flash drive. Proposals must be typed and legible. Proposals must be

submitted in a sealed envelope and clearly identified on the envelope as “Flying Hat Ranch Management Proposal”.

4. Questions

Procedural and technical questions are to be submitted in writing/email to Nick Carnes at Nick@iflysun.com.

Questions will be accepted until **TBD** at 6PM MT. Interested parties may not contact any other Airport Staff or Airport Officials on this matter.

5. Requirements

The selected party will enter into a negotiated lease agreement with the Authority for an initial term ending **TBD**. The Authority has the following requirements for said agreement.

- A. The Ranch must be managed by the selected party. No part of the agricultural operation may be sublet without the expressed approval by the Authority.
- B. Selected party must fix and maintain fences, ditches, and irrigation structures on the Ranch.
- C. Selected party must accept the Ranch “as is, where is” and indemnify, defend, and hold harmless the Authority for any and all claims, liabilities, losses, demands, damages, expenses due to or arising out of any use by the selected party. The selected party will be required to carry both comprehensive automobile and vehicle liability insurance and broad form comprehensive general liability insurance.
- D. Selected party must coordinate with and receive approval from the Authority regarding desired major capital improvements, upgrades, and other projects on the Ranch.
- E. The Authority intends to develop approximately 10.4 acres of ranch property for aeronautical purposes as specified above during the term of the lease. The Authority will coordinate with the selected party accordingly and as appropriate.
- F. The Authority has the authority to access the property at any time and will coordinate such access to the extent possible.
- G. Selected party may not live on the property unless an appropriate arrangement is made with the Authority.

6. Contents of Proposal:

Interested parties must submit a formal proposal, not to exceed 20 pages, that includes the following information:

- A. Cover letter, including name, daytime phone number, and email address for the primary point of contact.
- B. A description of the proposer’s agricultural background.
- C. A description of the proposed management and operation of the Ranch to meet the goal and outcomes specified in page 2, Section 2. Provide as much detail as possible.
- D. If currently involved in other agricultural enterprises, briefly describe the operation(s) and include general locations and include a statement as to how the Ranch will fit in with the

rest of the proposer's operation.

E. Include three references or letters of reference (do not count toward 20-page maximum).

Selection Process

The process for selection and award of the ranch management lease agreement will consist of four steps and be organized as follows:

Step 1: Review and scoring by Authority appointed selection committee of submitted proposals

Step 2: Interviews (if deemed necessary)

Step 3: Selection of successful proposer and initiation of negotiations of ranch management lease agreement

Step 4: Authority approval of management lease agreement

Anticipated Timeline

Dates are approximate and are subject to change.

Step 1	TBD:2023	Request for Proposals issued
	TBD:2023	Questions may be presented prior to 6PM on this date
	TBD:2023	Sealed Proposals due at 6PM, Mountain Time.
	TBD:2023	Notifications of Interviews (if deemed necessary)
Step 2	TBD:2023	Interviews conducted
Step 3	TBD:2023	Authority notifies successful proposer/begin lease agreement negotiations
Step 4	TBD:2024	Ranch management lease agreement executed

Step 1: Review of Proposals

Following an initial screening of the proposals, the selection committee will rank proposals based on the highest to lowest score. The following selection criteria will be the basis for ranking proposals:

Criteria Points

Experience, reputation, and competence of proposer	25 points
Familiarity with the airport and community	15 Points
Approach to agricultural operations including sustainability and resiliency	40 Points
Financial capability and plan of proposer	20 Points

Total

100 Points

Step Two: Interviews (if deemed necessary)

1. Interviews may be conducted by the selection committee for the purpose of assisting the committee in ensuring the most qualified proposer is selected.
2. Key personnel from interested party are required to be present and participate in the interview.
3. Respondents are asked to give a presentation on their organization and proposal. The selection committee may then ask any follow-up questions they have of the proposer.

Step Three: Selection of Successful Proposer and Negotiation of Ranch Management Lease Agreement

After the successful respondent is selected, the Authority will negotiate a ranch management lease agreement.

Step Four: Authority Approval of Ranch Management Lease Agreement

1. It is expected the Authority will formally select the successful proposer based on a recommendation of the selection committee at a regularly scheduled Airport Board meeting to be determined by the Board Chair. All proposers are encouraged to attend the Airport Board meetings to hear discussion of the selection process.
2. The Authority reserves the right to undertake or award supplemental or successor agreements for work related to this agreement.
3. This solicitation shall not be binding upon the Authority and respondent, and no services shall be performed under the terms of the proposal or the ranch management agreement until agreement has been approved by the Authority.

Selection and Contracting Provisions

Notifications

The Authority will provide timely notifications in writing (letters and/or emails) of the following actions to individuals or firms responding to the Request for Proposal as follows:

1. Selection of short-listed respondents for interviews (if deemed necessary).
2. Interested Parties not short-listed.
3. Selection of recommended individual or firm; and Authority approval.

Right to Reject

The Authority reserves the right to waive informalities in the proposals or fees and to reject any and all proposals and re-advertise this solicitation at any time prior to Authority approval of the recommended propose and the negotiated ranch management lease agreement if doing so would be in the Authority's best interest, as determined by the Authority in its sole discretion. The Authority reserves the right to award this solicitation to the individual or firm that best fits the requirements outlined in the request for proposals.

The Authority reserves the right to waive any informality in any submittal and/or reject all proposals, and to accept the proposal that is in the best interest of the Authority. The Authority further reserves the right to:

1. Negotiate a final ranch management lease agreement that is in the best interests of the Authority; and
2. Request any additional information the Authority deems reasonably necessary to allow the Authority to evaluate, rank and select the most qualified respondent to perform the services described in this solicitation.

If the Authority and the selected respondent cannot agree on the contract, the negotiations will be terminated, and the Authority reserves the right to begin negotiations with the next highest ranked respondent.

Procedure Requirements

1. Any individual or firm failing to submit information in accordance with the procedures set forth herein may be considered non-responsive.
2. All costs incurred by individuals or firms choosing to participate in this process shall be borne by the proposing individual or firm.
3. All proposals submitted regarding this solicitation are the property of the Authority and will only be returned to the individual or firms if requested in writing to the Authority at the sole discretion of the Authority.
4. Late submittals shall not be accepted. It is the responsibility of the individual or firms to ensure that the proposal arrives at the Airport Operations Building, prior to the date and time stated in this solicitation.

Conflicts of Interest

Any conflicts of interest whether real or perceived by the individual or firm submitting a proposal should be fully disclosed and explained within the proposal.