

**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.

DocuSigned by:

E759543F3D014D4... 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.