

**MINUTES OF A REGULAR MEETING
OF THE
FRIEDMAN MEMORIAL AIRPORT AUTHORITY
February 6, 2024
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, Lindsay Mollineaux, Treasurer – Ron Fairfax

FRIEDMAN MEMORIAL AIRPORT STAFF:

Airport Director – Chris Pomeroy, 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, Kaplan Kirsch & Rockwell LLP – Peter Kirsch

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

I. APPROVE AGENDA (0:40)

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 (1:00)

None

III. APPROVE FMAA MEETING MINUTES (1:30)

- A. January 2, 2024, Regular Meeting – Motion to Approve – **Attachment #1 ACTION ITEM**
- B. January 25, 2024. **Special Meeting**– Motion to Approve – **Attachment #2 ACTION ITEM**

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

PASSED UNANIMOUSLY

IV. REPORTS (2:42)

- A. Chair Report

Board Chair Burke complimented the airport operations crew for their hard work.

- B. Blaine County Report

No report given.

- C. City of Hailey Report

No report given.

D. Fly Sun Valley Report

Carol Waller reiterated Fly Sun Valley Alliance has implemented a community air service survey seeking input from the local community requesting feedback on current service as well as potential requests for additional services/destinations in the future. They are currently working on summer schedules.

E. Airport Team Reports (see PowerPoint Presentation) (6:41)

Deputy Director of Operations & Maintenance Burke stated the operations department is saving on diesel with the lack of snowfall this year, however still spending money on deice fluid due to the warmer temperatures.

Airport Director Pomeroy announced that Brian Blackburn has been brought on as the new Deputy Director of Finance and Administration and is a welcome addition to the team.

Airport Director Pomeroy reported December passenger enplanements were down 2.8% from 2022. Year-to-date enplanements were up 8.7% versus 2022. There were 111,387 enplanements for 2023 which is a record. Enplanements were 102,494 and 95,801 for 2022 and 2021 respectively.

Operations for January were down 6% from January 2023.

Airport Director Pomeroy stated in partnership with TSA, the airport would be hosting a pre-check event the first week of March. It will be held in the terminal. This has been advertised in the newspaper and social media. He stated over 50% of the airport's passengers have TSA pre-check.

Airport Director Pomeroy mentioned the airport received an energy audit from Idaho Power. This was a result of the climate action strategy. Friedman Memorial is one of the few airports in the country that has completed a climate action strategy proactively. From the report-items such as LED lighting, updated HVAC equipment and energy savings measures were a few of the things mentioned.

Last week, Airport Director Pomeroy attended the annual US Contract Tower Association policy board meeting in Florida. He is the Vice Chair within the Association. He stated every 5-7 years the FAA puts out a request for bid for the 262 contract towers that are currently being operated by contract air traffic control vendors. Those contracts are currently up for bid and on February 22, 2024, proposals are due back to the FAA. He also mentioned the system overall is facing staffing shortages across the system.

V. AIRPORT STAFF BRIEF

- A. Noise Complaints in January.
- B. Profit & Loss, ATCT Traffic Operations Count and Enplanement Data **(See Attachment #3-#5)**
- C. Airport Commercial Flight Interruptions (unofficial)
- D. Review Correspondence

VI. ACTION ITEMS

- A. NEW BUSINESS

1. None

B. CONTINUING BUSINESS

1. None

VII. UPDATES AND DISCUSSION

A. NEW BUSINESS

1. None

B. CONTINUING BUSINESS

(19:33)

1. Miscellaneous

- i. Future Aeronautical Development RFP - Update

Airport Director Pomeroy stated the proposals were due January 31, 2024, and 4 were received.

Peter Kirsch stated the committee is going to engage in a vigorous review of the proposals and make recommendations to the board in March. He stated because the proposals include proprietary information, the names will not be made public until the end of the process. Also, it's important to remind the board they are still operating under a cone of silence. Any inquiries that the board receives should be directed to Becca Lynn for record-keeping purposes.

Board Member Linnet inquired as to whether general discussions around airport policy would need to stay within the cone of silence. Peter Kirsch's response was that matters which are likely to be relevant to the committee's discussion would need to be part of the formal process.

Airport Director Pomeroy reiterated that the schedule posted is a tentative schedule and the airport has a responsibility to keep the process moving along. He said one of the goals is to be as transparent as possible.

- ii. Ranch Management RFP – Update

Airport Director Pomeroy stated proposals were due December 14, 2023. Two proposals were received. February 7th is the first committee meeting regarding this RFP and the committee is hoping to have a recommendation to the board during the next regularly scheduled meeting.

2. Construction and Capital Projects

- i. None

3. Airport Planning Projects

- i. None

VIII. PUBLIC COMMENT

(27:59)

None

IX. ADJOURNMENT

The February 6, 2024, Regular Meeting of the Friedman Memorial Airport Authority was adjourned at 05:58 p.m.

DocuSigned by:

A handwritten signature in black ink that reads "Angenie McCleary". The signature is written in a cursive style and is positioned above a horizontal line.

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Angenie McCleary, Secretary

* *Additional resources/materials that should be reviewed with these meeting minutes include but are not limited to the Friedman Memorial Airport Authority Board Packet briefing, the PowerPoint presentation prepared for this meeting and any referenced attachments.*