

**MINUTES OF A REGULAR MEETING  
OF THE  
FRIEDMAN MEMORIAL AIRPORT AUTHORITY  
August 13, 2024  
5:30 P.M.**

**IN ATTENDANCE:**

**BOARD MEMBERS:**

Board Chair – Martha Burke, Vice Chair – Muffy Davis, Secretary – Angenie McCleary, Board Members – Jacob Greenberg, John Strauss, Sam Linnet, Lindsay Mollineaux, Treasurer – Ron Fairfax

**FRIEDMAN MEMORIAL AIRPORT STAFF:**

Airport Director – Chris Pomeroy, Deputy Director, Operations & Maintenance – Tim Burke, Deputy Director, Finance & Administration – Brian Blackburn, Security Manager – Steve Guthrie, Administrative Coordinator II – Janice Hicks, Business Operations Coordinator – Ashley Cook.

**CONSULTANTS:**

Brent Davis-Financial Consultant

**AIRPORT LEGAL COUNSEL:**

Lawson Laski Clark PLLC – Jim Laski and Peter, 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**

A motion to approve the agenda as presented.

**MOTION:** *Made by Secretary McCleary to approve the agenda as presented. Seconded by Board Member Linnet. Strauss, Linnet, Secretary McCleary, Mollineaux, Vice Chair Davis, and Chair Burke all voted in favor. Greenberg offline so vote not heard.*

**MOTION PASSED  
0:58**

**II. PUBLIC COMMENT**

None.

**1:38**

**III. PUBLIC HEARING – ACTION ITEM**

A. FY 2025 – Motion to Approve – **Attachment #1 - #2 ACTION ITEM**

Brian Blackburn, Deputy Director of Finance & Administration, briefly described the finalized proposed budget and stated the numbers have not changed since the July meeting presentation.

**MOTION:** *Made by Secretary McCleary to approve the proposed Friedman Memorial Airport Expenditure Budget for FY 2025 in the amount of \$9,991,591. Seconded by Board Member Strauss. Strauss, Linnet, Secretary McCleary, Mollineaux, Vice Chair Davis, and Chair Burke all voted in favor. Greenberg offline so vote not heard.*

**MOTION PASSED  
9:40**

**IV. APPROVE FMAA MEETING MINUTES**

- A. July 2, 2024, Regular Meeting – Motion to Approve – **Attachment #3 ACTION ITEM**

**MOTION:** *Made by Vice Chair Davis to approve the minutes as presented. Seconded by Secretary McCleary.  
Strauss, Linnet, Secretary McCleary, Mollineaux, Vice Chair Davis, and Chair Burke all voted in favor. Greenberg offline so vote not heard.*

**MOTION PASSED**  
**10:52**

**V. REPORTS**

- A. Chair Report

No report given.

- B. Blaine County Report

No report given.

- C. City of Hailey Report

No report given.

- D. Fly Sun Valley Report

Carol Waller reported

**12:56**

- E. Airport Team Reports (see Power Point Presentation)

Deputy Director of Operations & Maintenance Tim Burke reminded everyone of the upcoming Meet the Fleet Event that is occurring on Saturday, September 28, 2024, from 11am-3pm.

Security Manager Steve Guthrie reported the TSA Annual Audit is complete and FMA had zero findings.

Airport Director Pomeroy reported for July 2024 FMA passenger enplanement as up 4.7% over July 2023 and keeps this to the target zone of around 12% year to date. Operationally down 4.6% July 2024 over July 2023. There was some negative impact due to smoke from wildfires. Overall, down 3.3% July 2024 vs July 2023.

**19:36**

**VI. AIRPORT STAFF BRIEF**

- A. Noise Complaints in May.

- B. Profit & Loss, ATCT Traffic Operations Count and Enplanement Data (**See Attachment #4-#8**)

- C. Airport Commercial Flight Interruptions (unofficial)

- D. Review Correspondence

## VII. ACTION ITEMS

### A. NEW BUSINESS

1. Consideration of Approval of Beer and Wine Sales by Terminal Concessionaire – **ACTION ITEM**

Airport Director Pomeroy asked the Board to consider the approval of beer and wine sales by the terminal concessionaire. This has been requested by customers directly and through passenger surveys. Roy Clark, owner of Freedom House Ministries DBA The Coffee House, explained the process and channels he has been through to be able to sell beer and wine. Clark explained the procedures that would be in place while selling beer and wine, and the plan regarding beer and wine sales in the terminal.

**MOTION: Made by Board Member Linnet to approve beer and wine sales by the concessionaire in the airport terminal. Seconded by Board Member Mollineaux.**

**PASSED UNANIMOUSLY  
25:35**

2. Surplus Property Disposal – **Attachment #9 ACTION ITEM**

Airport Director Pomeroy identified two items for surplus disposal. The items are one 2004 E-One Aircraft Rescue Firefighting (ARFF) truck and one 2005 Ford F-350 with a boss plow. The ARFF truck was used for over 20 years and was replaced three years ago. Director Pomeroy asked the Board to approve donating the ARFF truck to Yellowstone Airport. Director Pomeroy explained the process and reasoning for donating the truck to Yellowstone Airport and FAA regulations. Director Pomeroy stated the 2005 Ford F-350 is the oldest vehicle in the fleet and once disposed, vehicles of this sort will be 2018 or newer.

Board Member Mollineaux had clarified the F-350 was not purchased with FAA funds, therefore there are different disposal requirements. Mollineaux stated there might be interest from surrounding areas. A discussion was had about possibly donating the surplus F-350 to another public entity.

**MOTION: Made by Board Member Strauss to approve the property list and declare items on the list as surplus property and approve the donation of the 2004 E-One ARFF truck to Yellowstone Airport. Seconded by Board Member Linnet.**

**PASSED UNANIMOUSLY  
35:42**

3. Airport Improvement Program (AIP) Grant Offers – Consideration of Recommendation of Acceptance – **ACTION ITEM**

Airport Director Pomeroy presented Airport Improvement Plan (AIP) Grant offers AIP 061 and AIP 062. Pomeroy stated AIP 061 will be used for the pavement maintenance that was just completed, the installation of a new rotating beacon, and for the Title VI compliance plan. AIP 062 will be used for an obstruction survey for airspace around the airport.

**MOTION: Made by Board Member Mollineaux to recommend execution of the FAA Grant Offers of AIP 061 for airfield pavement maintenance, rotating beacon and Title VI compliance plan, and AIP 062 for an AGIS Obstruction Survey by the City of Hailey and Blaine County as airport co-sponsors. The action further directs staff and legal counsel to develop the appropriate City and County Resolutions to support acceptance of the FAA Grant Offers. Seconded by Vice Chair Davis.  
Strauss, Linnet, Greenberg, Mollineaux, Vice Chair Davis, and Chair Burke all voted in favor. Secretary McCleary out of the room when vote was taken so not heard.**

**MOTION PASSED 39:08**

B. CONTINUING BUSINESS

1. None.

**VIII. UPDATES AND DISCUSSION**

A. NEW BUSINESS

1. Request for Qualifications (RFQ) for Engineering Services - Discussion

Airport Director Pomeroy stated the five-year on-call engineering services contract is set to expire with Adurra, who used to be T-O Engineers. Pomeroy requested a new Request for Qualification process start, which is consistent with the FAA consultant process. The RFQ will be a competitive process. Any firm that is qualified is welcome to submit qualifications. Pomeroy hopes to have the RFQ published in late August/early September. Once submissions have been received, the appropriate selection process will be implemented as needed. The Board gave Director Pomeroy the approval to start the Request for Qualifications (RFQ) for Engineering Services process.

**41:32**

B. CONTINUING BUSINESS

1. Miscellaneous

- i. Future Aeronautical Development RFP – Update – **Attachment #10**

Airport Director Pomeroy reported on July 2, per the Boards direction, he and legal counsel have begun active negotiations with Clay Lacy. There was a discussion around the Cone of Silence and how long that remains in effect.

**45:31**

2. Construction and Capital Projects

- i. None

3. Airport Planning Projects

- i. None

**IX. PUBLIC COMMENT**

Public comment made by Hailey resident Suellen Wagner

**49:08**

**X. EXECUTIVE SESSION**

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

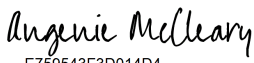
*MOTION: Made by Secretary McCleary to enter into executive session Pursuant to I.C. §74-206(1),(f) To communicate with legal counsel regarding legal ramifications for controversies imminently liked to be litigated. Seconded by Vice Chair Davis.*

**ROLL CALL VOTE TAKEN  
PASSED UNANIMOUSLY**

**50:02**

**XI. ADJOURNMENT (6:38pm)**

The August 13, 2024, Regular Meeting of the Friedman Memorial Airport Authority was adjourned at 6:38p.m.

Signed by:  
  
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Angenie McCleary, Secretary

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