

**MINUTES OF A REGULAR MEETING
OF THE
FRIEDMAN MEMORIAL AIRPORT AUTHORITY
March 4, 2025
5:30 P.M.**

IN ATTENDANCE:

BOARD MEMBERS:

Board Chair – Martha Burke, Vice Chair – Muffy Davis, Secretary – Angenie McCleary, Board Members – Jacob Greenberg, Dustin Stone, Dale Bathum

FRIEDMAN MEMORIAL AIRPORT STAFF:

Interim Airport Director – Tim Burke, Deputy Director, Operations & Maintenance – Tim Burke, Deputy Director, Finance & Administration – Brian Blackburn, Security Manager – Steve Guthrie, Business Operations Coordinator – Eliana Wolper, 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 (0:24)

A motion to approve the agenda as presented.

MOTION: Made by Secretary McCleary to approve the agenda as presented. Seconded by Board Member Greenberg.

PASSED WITH BOARD CHAIR BURKE ABSTAINING

II. PUBLIC COMMENT (0:50)

Local resident Steven Daniels gave public comment regarding operations north of the airport. A copy of his comment is attached to these minutes.

III. APPROVE FMAA MEETING MINUTES (3:55)

A. February 6, 2024, Regular Meeting – Motion to Approve – Attachment #1 ACTION ITEM

Board Member Bathum requested an amendment to the minutes to correct a statement that was made by him but attributed to Board Member Stone. Vice Chair Davis noted a type in the minutes

MOTION: Made by Board Member Greenberg to approve the minutes as amended. Seconded by Vice Chair Davis.

PASSED WITH BOARD CHAIR BURKE ABSTAINING

IV. REPORTS (4:42)

A. Chair Report

Board Chair Burke welcomed Tim Burke as Interim Airport Director and stated her confidence in Tim.

B. Blaine County Report

Vice Chair Davis and Secretary McCleary echoed Board Chair Burke’s welcoming of Tim Burke.

C. City of Hailey Report

No report given.

D. Fly Sun Valley Report

No report given.

Board Chair Burke commented that the summer flight schedule was great news.

E. Airport Team Reports (see PowerPoint Presentation) (6:03)

Interim Airport Director Burke thanked the board for their trust and confidence in him in the interim position. Interim Airport Director Burke expressed thanks to previous Airport Director Pomeroy describing the extensive improvements to efficiency, reliability, and professionalism at Friedman Memorial Airport. He reported on the Idaho Airport Managers Association meeting in Boise including changes the Legislative Committee is working on for Idaho airports. The airport has an RFQ open until end of March for On-Call Airport Planning services, the board will be contacted for formation of the selection committee. There is a Request for Proposals for new parking lot equipment that will be published shortly.

Interim Airport Director Burke requested that the May FMAA Board meeting be moved from May 6, 2025 to May 13, 2025. The Board agreed to move the meeting.

In his role as Director of Operations, Tim Burke reported that the FAA would be onsite this week for the annual inspection and that he anticipates the inspection will go well.

Interim Airport Director Burke reported that January had record breaking enplanements with an increase of 6.6%. This is due to increased seat capacity. There was a 31% increase in operations which is likely because of an increase in sunny days and a better winter season for skiing.

Board Member Bathum asked if the airport expects a large increase in traffic due to the Alpine Skiing World Cup. Interim Director Burke reported that the expected traffic is expected to be similar to a busy holiday weekend. Many of the ski teams are flying into Salt Lake City and Boise due to baggage and weight restrictions at Sun Valley.

V. AIRPORT STAFF BRIEF

A. Noise Complaints in February (**See Attachment #2**)

B. Profit & Loss, ATCT Traffic Operations Count and Enplanement Data (**See Attachment #3-#5**)

C. Review Correspondence

VI. ACTION ITEMS (16:56)

A. NEW BUSINESS

1. Appointment of FMAA Board Officers – **ACTION ITEM**

Airport Legal Council Jim Laski reminded the board of the election guidelines in the bylaws. The Board needs to elect new Chair, Vice Chair, Secretary, and Treasurer positions. He noted that the current Board Members acting in those positions are willing to continue in their roles.

MOTION: *Made by Board Member Greenberg to nominate the current slate of officers for continued positions. Seconded by Secretary McCleary.*

PASSED WITH BOARD CHAIR BURKE ABSTAINING

2. Surplus Property Disposal-Consideration of Approval – **Attachment #6 ACTION ITEM**

Interim Airport Director Burke presented a 2012 Wasau Runway Plow blade for surplus property disposal. As with prior surplus items, the disposal will be via donation to Idaho Falls Airport. This is the preferred disposal method given that this is a unique piece of heavy equipment that is primarily useful to other airports. This also means that equipment purchased with FAA funds does not require payment back to the FAA for disposal of the equipment.

MOTION: *Made by Secretary McCleary to declare 2012 Wasau Runway Plow as surplus property and approve for donation to Idaho Falls Regional Airport. Seconded by Board Member Greenberg.*

PASSED WITH BOARD CHAIR BURKE ABSTAINING

3. SRE Equipment Acquisition – Consideration of Award – **Attachment #7 - #8 ACTION ITEM**

Interim Airport Director Burke explained that the airport is continuing to modernize and enhance the airport snow removal fleet. Staff is requesting a new snowblower to replace a 2010 blower. The new blower is capable of moving 7,500 tons of snow per hour and can help the Operations staff clear runways and taxiways quickly. The new blower will be a backup for other blowers in the fleet. This unit is in the 2026 budget and will not be delivered for 16 months. The purchase will use local funds and be done through the Sourcewell purchasing agreement.

Board Chair Burke asked if completing this agreement locks-in the purchase price. Interim Director Burke stated that yes, this will be a contracted purchase price that will not change.

MOTION: *Made by Vice Chair Davis to approve the motion of award to M-B companies in the amount of \$902,729.53. Seconded by Secretary McCleary.*

PASSED WITH BOARD CHAIR BURKE ABSTAINING

4. Ardurra Task Order 25-02 – Consideration of Approval – **Attachment #9 ACTION ITEM**

Interim Airport Director Burke stated that this task order is for design and construction oversight of a 900 square foot General Aviation Pilot's Lounge. It will include coffee, vending, couches, restrooms, and flight planning facilities. The expected timeline is to bid the project in Summer 2025, begin construction Fall 2025, and completion by early Summer 2026. The lift station component is necessary to be able to connect to city sewer.

An Independent Fee Estimate, as required by the FAA, was completed with Evecio with Ardurra proposing a lower fee. This project will be 95% funded by FAA BIL funding. The expense is budgeted.

Board Chair Burke congratulated the board on getting this project started.

Board Member Greenberg clarified that this price does not include actual construction costs. Interim Director Burke and Nathan Cuvala of Ardurra confirmed that this does not include construction costs but does include engineering, planning, design, and construction oversight costs. Nathan Cuvala stated that construction cost estimates will be available soon and that the architectural design fee in this covers all architectural design services.

Board Chair Burke asked if this is subject to city design review and Nathan Cuvala confirmed that it does.

Board Member Stone asked if there are any materials with additional costs. Nathan Cuvala stated that time and materials include travel costs and reimbursable material costs. This line item may be more or less expensive once the project is completed based on actual duration of the project.

MOTION: *Made by Board Member Greenberg to approve Ardurra Task Order 25-02 in the amount of \$365,931.23. Seconded by Vice Chair Davis.*

PASSED WITH BOARD CHAIR BURKE ABSTAINING

B. CONTINUING BUSINESS

1. None

VII. UPDATES AND DISCUSSION

A. NEW BUSINESS

1. None

B. CONTINUING BUSINESS

(33:30)

1. Miscellaneous

- i. Air Traffic Control Replacement Project – Update and Discussion – **Attachment #10**

Interim Airport Director Burke described the two different virtual siting projects that have occurred in the project to move the Air Traffic Control Tower. There are two sites, one closer to the runway and one further from the runway. Site 1 is an 85ft tower and is estimated to cost \$10m. Site 2 is 120ft tall and estimated to cost \$20m to \$30m.

The Board discussed FAA acceptance of both sites, potential future Modifications of Standards, reasoning behind FAA preference for Site 2, environmental costs, the reason for the height and cost differences between the two proposed tower sites, and negotiations with the FAA in this process.

The Board concurred with Staff to go ahead with a recommendation to the FAA stating FMAA preference for Tower Site 1.

2. Construction and Capital Projects

- i. None

3. Airport Planning Projects

- i. None


VIII. PUBLIC COMMENT

(48:37)

None

IX. ADJOURNMENT

The March 4, 2025, Regular Meeting of the Friedman Memorial Airport Authority was adjourned at 06:20 p.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.*