



# Friedman Memorial Airport Authority

## Regular Board Meeting

May 13, 2025





# Approve Agenda



# Public Comment

(10 Minutes)

# Executive Session

I.C. §74-206 (1),(a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need.

Action: Business resulting from Executive Session



# Approval of Meeting Minutes

April 1, 2025 Regular Meeting



# Reports

# Reports

- ▶ Chair Report
- ▶ Blaine County Report
- ▶ City of Hailey Report
- ▶ Fly Sun Valley Alliance Report
- ▶ Staff Team Report



# Airport Staff Brief





# Team Updates

- ▶ Deputy Director of Admin/Finance
- ▶ Airport Security Manager
- ▶ Deputy Director of Operations
- ▶ Airport Director

# Idaho Airport Management Association (IAMA) Conference April 14 & 15, 2025

- ▶ Round Table Discussion: Idaho Airport Security Coordinators/Security Managers/Airport Directors
  - SUN – BOI – PIH – TWF – IDA
  - Mr. James Spies – TSA, Newly Appointed Federal Security Director (FSD)
  - Mr. John Freer – TSA, Assistant Federal Security Director – Inspections
  - Mr. Jesse Horne – TSA, Assistant Federal Security Director – Law Enforcement
- ▶ Discussion Topics
  - TSA Compliance Matters
  - STAR Card Implementation
  - Cyber Security
  - Drones – Unmanned Aircraft Systems (UAF)



From left: SUN, BOI, TWF, IDA, PIH, Security Consultant

# Information Technology (IT) Update

- ▶ IT accomplishments based on CISA Recommendations and best practice measures
  - IT Infrastructure Improvements
  - IT Reliant System Updates
  - IT Future Capital Needs

# Information Technology (IT) Update – Infrastructure Improvements

- IT Inventory: 100% complete
- Subnet structure has been created and implemented, segmented VPNs
- 100% Hardware refresh (5-year turn)
- Terminal Wi-Fi Network & hardware updated
- External Wi-Fi Network & hardware updated
- On-Site Network Administrator (Contracted)
- Microtech Systems – Third Party Vendor
  - Off premises daily backups
  - Systems Continuity (Data Replication) –Able to provide uninterrupted critical services during and after a disruption to normal operations
  - Critical System Monitoring: Servers, Switches, Firewalls, Workstations, Emails



# Information Technology (IT) Update – Reliant System Updates

- Security Improvements
  - CCTV Software Upgrade
  - CCTV Replacement/Upgrades
  - Access Control System Upgrades/Maintenance
  - Identity Management System Upgrades/Maintenance
- New Public Address System Implementation
  - Browser Based Software
  - User Friendly User Interface (UI)
  - Automated Messaging
  - Emergency Broadcast – English / Spanish
  - Air Carrier Enhanced Announcements

# Information Technology (IT) Update – Future Capital Needs

- Fiber Connectivity
- End of life IT Refresh (5–year replacements coming soon)
- Network Architecture Documentation
- Standard Operating Procedures (SOPs)
- DHS/TSA Future Expectations
  - Cyber Security Planning Documentation
  - Staff Training (Tabletop exercises)

# Thank You Teresa!

- ▶ Ms. Teresa McGoffin, IT Consultant
  - 40+ years of IT experience
  - Retired Blaine County School District IT Director/Network Administrator
  - Three years as Friedman Memorial Airport Contracted IT Consultant (Part-time)
  - Responsible for 99.9% of completed IT initiatives at the Airport

A respected and well-liked member of the Airport work family!



# Airport Activity Status

- ▶ Passenger Enplanements
  - +17.7% over March 2024
- ▶ Operations (unofficial)
  - +24.2% from March 2024
  - -4.0% from April 2024



# Airport Staff Brief Questions?



# Action

New Business  
None



# Continuing Business

# On-Call Planning Services RFQ

- ▶ Proposals were due March 31<sup>st</sup>
- ▶ One (1) proposal received
  - Mead & Hunt
- ▶ SOQ provided to Selection Committee
- ▶ **ACTION REQUESTED:** Motion to reselect Mead and Hunt to provide on-call planning services at the airport for a new five (5) year period.



# Updates and Discussion

## New Business

# Airport Operations / Aircraft Rescue Firefighting Schedule and Staffing

- ▶ Airports Ops/ARFF department presently made up of 7 FTE employees + Deputy Director of Airport Operations and Maintenance
  - Airport Ops is “wearer of many different hats” – performs a wide variety of essential duties including:
    - FAA airfield compliance
    - ARFF / emergency response
    - Snow removal
    - Broad security oversight
    - MX of fleet, building, airfield, and infrastructure facilities
- ▶ Airport Ops strives to staff at “dual coverage” on day shift and night shift.
  - Historically Deputy Director of Ops/MX integrated into the schedule. This introduces challenges when balancing high-level management tasks and day-to-day Ops coverage
- ▶ Looking ahead towards a significant slate of projects (new FBO, GA pilot lounge, ATCT replacement, planning study) – workload for senior management only increasing
  - Important to segregate day-to-day operational coverage from senior management responsibilities
- ▶ 8<sup>th</sup> FTE Airport Ops/ARFF position currently programmed into FY2026 budget
  - Airport staff looking for Board support to start recruitment process now for that position with a start date as early as June
  - Allow new employee to get fully trained, ARFF-certified, and prepared for winter prior to October
  - Financially feasible – both Finance Director & Finance committee briefed and supportive of topic

# Airport Operations / ARFF

Proposed 8-Man Ops/ARFF Scheduling Matrix							
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Schedule 1	Day	Day	Day	Day			
Schedule 2	Day	Day	Day	Day			
Schedule 3				Day	Day	Day	Day
Schedule 4				Day	Day	Day	Day
Schedule 5	Night	Night	Night	Night			
Schedule 6	Night	Night	Night	Night			
Schedule 7				Night	Night	Night	Night
Schedule 8				Night	Night	Night	Night



# Collection of Overnight Parking Fees

- ▶ Currently contracted with Atlantic Aviation for collection of overnight parking fees
  - ▶ Some “holes” in the system include the challenge of collecting fees from users that do not utilize Atlantic Aviation (GA Transient Pilots utilizing our BlueDiamond system)
- ▶ Staff is evaluating modern solutions to automate and improve efficiency
  - Turn-key solution that will streamline both billing and auditing
  - 99.6% collection success rate
  - Highly Transparent, efficient financial process
- ▶ Potential ADS-B limitations
  - Staff is committed to identifying a resilient solution

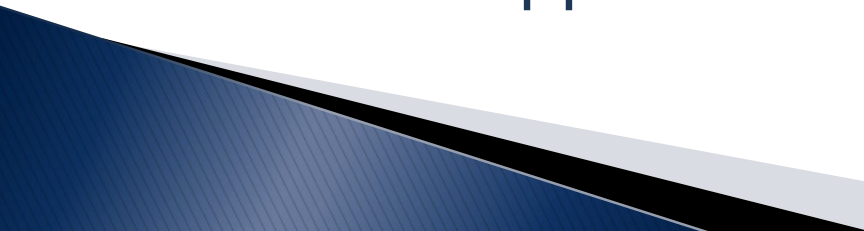


# Updates and Discussion

## Continuing Business

## Miscellaneous

# Parking Lot (PARCS) RFP update

- ▶ Two impressive proposals received
  - ▶ PARCS review committee has had an opportunity to meet with each vendor for a site tour and Q&A session
  - ▶ Team is committed to ensuring best and most appropriate decision is being made for this critical investment in infrastructure.
  - ▶ Committee requests more time to conduct research and reference checks prior to final recommendation
  - ▶ Tenacity and attention to detail is commendable and we support their request for more time
- 

# Airport Rules and Regulations

- ▶ Federally funded airports that receive Grants through the FAA AIP program must comply with a set of federal grant assurances
- ▶ Robust rules and regulations help ensure
  - Safety/Security
  - Compliance with federal regulations
  - Consistency and Fairness – Level playing field for all
  - Legal Protection
  - Community Trust and reputation
- ▶ Difference between Rules and Regulations vs Minimum Standards
  - Rules and Regulations apply to all and are focused on safety and operational conduct
  - Minimum Standards apply specifically to commercial aeronautical services providers (FBOs, MX shops, flight schools, etc)
    - Focused on ensuring eligibility requirements for conduction business
    - Ensures quality, consistency and fairness
    - Prevents “fly by night” operations



# Construction and Capital Projects



# GA Pilot's Lounge – Update

- ▶ Design Review approved by Hailey P&Z – May 5<sup>th</sup> with no restrictions or conditions of approval
  - ▶ Valuable comments provided by a few community members will be considered and explored
    - ▶ Tenant vehicle parking at the facility to avoid walking from hangars
    - ▶ Availability / ease of access for transient GA pilots
- ▶ Next steps: Fine tune design details and prepare bid documents with anticipated bid opening in early July
- ▶ Construction expected to begin in the fall
- ▶ Springtime or early summer completion

# GA Pilot's Lounge – Update

## ➤ Exterior Views

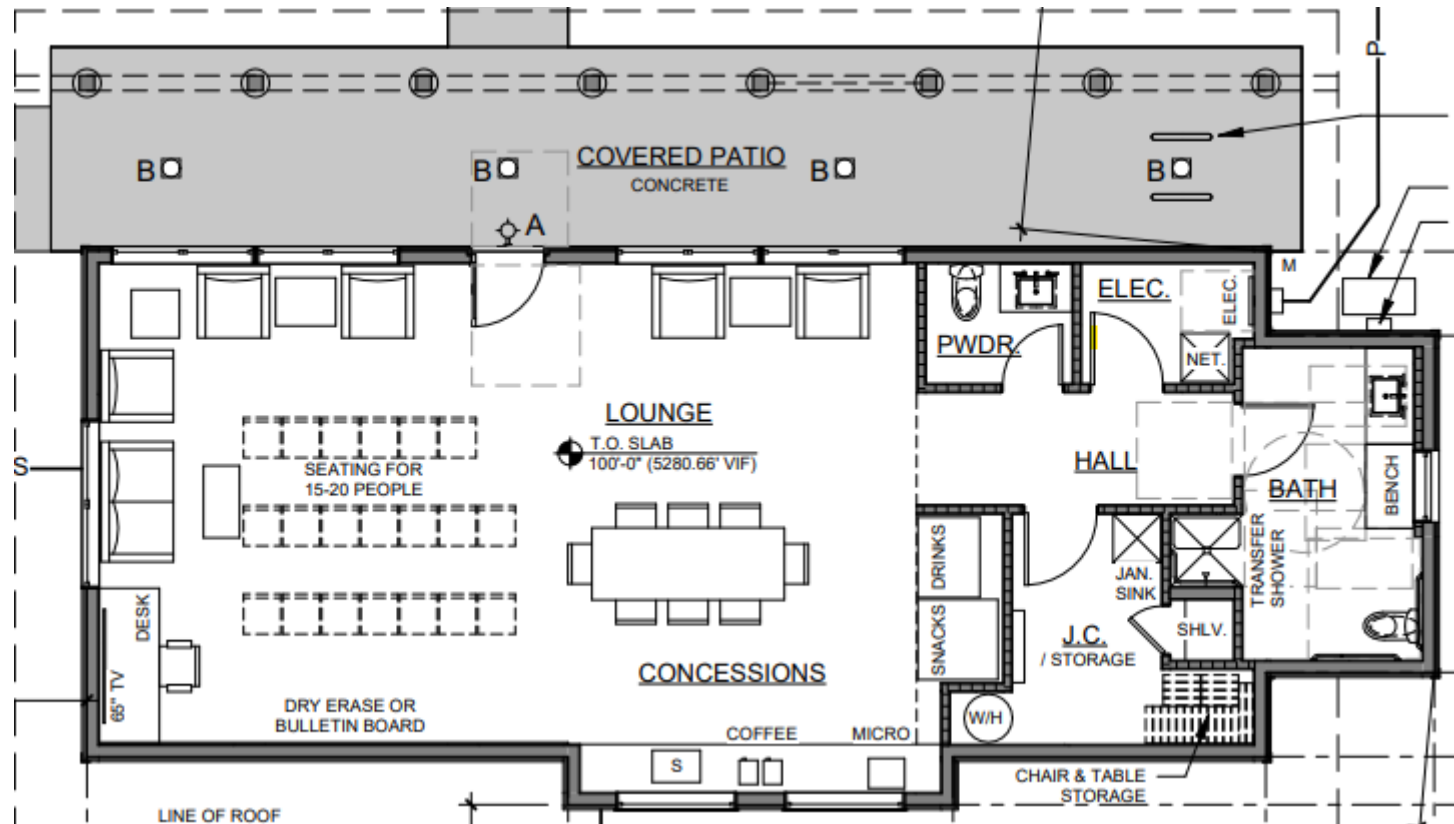


PERSPECTIVE FROM NORTHEAST



PERSPECTIVE FROM SOUTHEAST

# GA Pilot's Lounge – Update







# Airport Planning Projects



# Airport Infrastructure and Optimization Study

- ▶ Staff is recommending Board consideration of establishing a Study Advisory Committee (SAC)
  - Review and provided guidance, historical perspective to the study
  - Review chapters as they are created
  - Act as a “guiding light” for Airport Staff and the consulting team
- ▶ Seeking Board discussion



# Public Comment



Thank You!

