

**MINUTES OF A REGULAR MEETING
OF THE
FRIEDMAN MEMORIAL AIRPORT AUTHORITY
June 3, 2025
5:30 P.M.**

IN ATTENDANCE:

BOARD MEMBERS:

Board Chair – Martha Burke, Secretary – Angenie McCleary, Board Members – Dustin Stone, Jacob Greenberg, Dale Bathum, Lindsay Mollineaux

FRIEDMAN MEMORIAL AIRPORT STAFF:

Airport Director – Tim Burke, Deputy Director, Operations & Maintenance – Tim Burke, Deputy Director, Finance & Administration – Brian Blackburn, Administrative Coordinator II – Janice Hicks, Business Operations Coordinator – Eliana Wolper.

CONSULTANTS:

Mead & Hunt – Brad Rolf, Lauren Rasmussen, CAJ Consulting – Chris Johnson

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

A motion to approve the agenda as presented.

MOTION: *Made by Board Member Greenberg to approve the agenda as presented. Seconded by Board Member Stone.*

**PASSED UNANIMOUSLY
0:48**

II. PUBLIC COMMENT

None.

1:04

III. APPROVE FMAA MEETING MINUTES

A. May 7, 2024, Regular Meeting – Motion to Approve – **Attachment #1 ACTION ITEM**

MOTION: *Made by Secretary McCleary to approve the minutes as presented. Seconded by Board Member Stone.*

**PASSED UNANIMOUSLY
2:00**

IV. REPORTS

A. Chair Report

No report given.

B. Blaine County Report

No report given.

C. City of Hailey Report

Board Member Greenberg reported that a new thrift store to benefit Senior Connection is being opened in downtown Hailey and would welcome donations.

D. Fly Sun Valley Report

No report given.

E. Airport Team Reports (see Power Point Presentation)

Airport Director Burke reported that Far and Wise is hosting an aviation career day conference at the airport for the third year in a row. The event will occur on June 26th. Recruitment is underway for the Deputy Director of Airport Operations position. The job has been posted on industry websites and will close on June 13th. Airport Director Burke reported that a job offer has been extended for the 8th Operations Specialist position. Airport Director Burke reported that the airport is undertaking a routine pay analysis and some of the complications with finding comparable positions for airport operations staff to compare pay to.

Burke reported on a recent Congressional delegation visit from the state of Idaho. The airport, as a whole, employs 200 people and the delegation recognizes the airport as an economic engine. Staff is monitoring legislation related to the FAA Reauthorization Bill as it concerns ADS-B data. The airport uses this data to plan snow removal, invoice landing fees, and keep the airport safe. The commercial service airports in Idaho sent a joint letter to the FAA to express their concerns. The Board discussed how billing would occur without ADS-B data, the potential for the FAA to withhold registry data, and the likelihood of a full ban.

Burke reported that the FMAA meeting in August will need to be changed. A new date will be identified at the July meeting.

Passenger enplanements were up 9.2% over April 2024 and 12% over 2024. Operations were also up, 0.5% for April 2024 and 13% over 2024.

23:45

V. AIRPORT STAFF BRIEF

- A. Noise Complaints in May. (See **Attachment #2**)
- B. Profit & Loss, ATCT Traffic Operations Count and Enplanement Data (**See Attachment #3-#5**)
- C. Review Correspondence

VI. ACTION ITEMS

A. NEW BUSINESS

- 1. None

B. CONTINUING BUSINESS

- 1. PARCS RFP Committee Recommendation – **Attachment #6 ACTION ITEM**

Airport Director Burke outlined the selection process that went in to choosing a new PARCS provider. The airport received two proposals, the selection committee did due diligence, reference checks, and has extensive discussion. Chris Johnson explained the benefits he saw of the winning proposal. Staff recommended DGM Systems. Costs of the project were explained to the Board (please see Powerpoint or Packet for specifics). The Board discussed benefits for different vehicle types, timing of the project, and lifespan of the project.

MOTION: ***Made by Board Member Stone to select DGM Systems to provider and install new PARCS equipment at Friedman Memorial Airport. Seconded by Secretary McCleary.***
PASSED UNANIMOUSLY

VII. UPDATES AND DISCUSSION

A. NEW BUSINESS

1. First Review – Fiscal Year 2026 DRAFT Budget – Discussion – **Attachment #7**

Airport Deputy Director of Finance and Administration Blackburn gave an update on the first draft of the 2026 Fiscal Year. A conservative budget approach was used to prepare the budget. Discussed what tools were used to create the budget, trend analysis and using actual numbers where possible. The Board discussed various aspects of the budget including large jumps between 2025 and 2026 and explanations for any major changes. Please see meeting recording and packet for details.

2. DarkSky International – Certification for Airports – Options for SUN – Discussion

Airport Director Burke reported that Jackson Hole Airport was the first airport in the world to receive DarkSky certification. He invited Board discussion about Friedman Memorial Airport pursuing DarkSky certification through a process that involves a full lighting inventory and audit and implementation of recommendations to be DarkSky compliant. The process would take place over multiple years. The Board discussed the Central Idaho Dark Sky Reserve and the City of Hailey’s Dark Sky Ordinance. The Board was supportive of beginning the process of certification through the lighting inventory and audit.

3. Noise Abatement Program – Update to curfew violation procedures – **Attachment #8**

Airport Director Burke showed the Board the new educational outreach happening in response to noise abatement violations. This outreach is now mostly automated and is a collaborative effort between Airport Operations and Airport Administration. The Board discussed the importance of Voluntary Noise Abatement and their appreciation for the efforts of staff. Burke reiterated that the best option we have for compliance is education and outreach.

1:25

B. CONTINUING BUSINESS

1. Miscellaneous

i. Clay Lacy Aviation FBO – Update – Attachment #9

Airport Director Burke reported that the new FBO process is moving ahead and is currently undergoing environmental review. The proposed development is shifting further from runway center line. This will bring the new facility into compliance with modern FAA design standards. Burke discussed the ongoing process to relocate the Automated Weather Observation System and that the lease will be signed once that process is completed. The Board discussed the

requirements for the AWOS including being 20 feet above the nearest structure and 500 feet away from the nearest structure.

1:32

2. Construction and Capital Projects

i. GA Pilot Lounge – Update

Airport Director Burke reported that the GA Pilot Lounge project is moving ahead. The airport is waiting for DEQ approval of the sewer lift station specifications after they asked some technical questions related to peak flowage times and storm water mitigation. Approval is anticipated in the coming weeks.

1:34

3. Airport Planning Projects

i. Airport Infrastructure and Optimization Study – Update – **Attachment #10**

Airport Director Burke provided an update on the Airport Infrastructure and Optimization Study. He shared that Board Chair Burke, Secretary McCleary, Board Members Greenberg and Bathum, and himself would be serving on a Study Advisory Committee that will meet throughout the course of the study to guide and advise the consultants and review findings. There will be five SAC meetings throughout the year.

1:36

VIII. PUBLIC COMMENT

John Strauss reported that the flight school's TSA audit was successfully completed. He thanked Dale for volunteering for the Study Advisory Committee and stated how happy the local pilot community is about the addition of the GA Pilot Lounge. He requested updates on the 100LL self-service fuel pump and the relocation of the airport Air Traffic Control tower.

1:38

IX. EXECUTIVE SESSION

I.C. §74-206(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or individual agent, or public school student.

I.C. §74-206(e) To consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations

MOTION: Made by Board Member Greenberg to enter into executive session Pursuant to I.C. §74-206(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or individual agent, or public school student and I.C. §74-206(e) To consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations. Seconded by Board Member Stone.

PASSED UNANIMOUSLY

1:39

X. ADJOURNMENT

The June 3, 2025, Regular Meeting of the Friedman Memorial Airport Authority was adjourned at 8:05 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.*