

***MINUTES OF A REGULAR MEETING  
OF THE  
FRIEDMAN MEMORIAL AIRPORT AUTHORITY***  
September 2, 2025  
5:30 P.M.

**IN ATTENDANCE:**

**BOARD MEMBERS:**

Board Chair – Martha Burke, Vice Chair – Muffy Davis, Secretary – Angenie McCleary, Board Members – Dale Bathum, Jacob Greenberg, Lindsay Mollineaux, Dustin Stone, Treasurer – Ron Fairfax

**FRIEDMAN MEMORIAL AIRPORT STAFF:**

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

**CONSULTANTS:**

Nathan Culvala- Adurra, Brad Rolf, Lauren Rasmussen – Mead & Hunt

**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 Vice-Chair Davis.*

**PASSED UNANIMOUSLY**

1:28

**II. PUBLIC COMMENT**

None.

1:55

**III. APPROVE FMAA MEETING MINUTES**

A. July 29, 2025 Regular Meeting – Motion to Approve – **Attachment #1 ACTION ITEM**

Vice-Chair Davis noted a spelling mistake that needed to be corrected in the Minutes.

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

**PASSED UNANIMOUSLY**

2:28

**IV. 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

No report given.

E. Airport Team Reports

Airport Director Burke reported that the airport will be installing a temporary trailer in the parking lot to accommodate American Airline's office needs. The trailer will go in front of the Hailey Planning and Zoning committee on October 6<sup>th</sup> for local approval.

ARFF staff will be completing Airport Rescue Firefighting training in Helena, MT in October.

Airport Director Burke thanked staff for their ongoing efforts to support the projects at the airport and daily operations. He noted that with the increase in the airline operating schedule, the airport does not need to increase staff but is seeing increased costs for janitorial services and utilities. The Board discussed the passenger experience as the airport approaches capacity.

Airport Director Burke reported that passenger enplanements are up 18.3% to 2024 and 14.6% year-to-date. Operations for August are down 12.9% to 2024 and up 8.5% year-to-date.

7:54

**V. AIRPORT STAFF BRIEF**

A. Noise Complaints as of August 28 **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. None.

**VII. UPDATES AND DISCUSSION**

A. NEW BUSINESS

1. None.

8:26

B. CONTINUING BUSINESS

1. Miscellaneous

i. PARCs Installation – Update

Airport Director Burke announced that installation of the PARCs equipment is scheduled for October 6<sup>th</sup> and 7<sup>th</sup>. Airport Staff will travel to Portland, OR to receive training on using and maintaining the new equipment.

The old equipment will stay in place for a few weeks as a transition so that the public who is parked in the lot prior to the installation will still be able to exit using their old ticket. Staff will be on site and available to help with the transition.

ii. Meet the Fleet – Reminder

Airport Director Burke reported that the annual Meet-the-Fleet event will be held on September 20<sup>th</sup>. The event will feature airport equipment, police cars, fire trucks, ambulances, and helicopters from St. Luke's and Life Flight. Hailey Fire Department will host their annual Chili Cook Off and food will be available, provided by the Kiwanis Club.

14:46

2. Construction and Capital Projects

i. General Aviation Development – Update

Airport Director Burke reported that the Environmental Re-Evaluation (EA) has been completed in accordance with NEPA requirements for the new GA development. The reevaluation was required due to a shift in the taxiway to meet full FAA airport design standards. FAA approval for the EA was received on August 19<sup>th</sup>.

Burke reported that the next step for this project is the relocation of the AWOS, the automated weather system.

ii. Air Traffic Control Tower Relocation – Update

Airport Director Burke reported that FAA provided written concurrence for the new Air Traffic Control Tower on August 13<sup>th</sup>. The new location meets full FAA design standards. The next steps of the project include tower design, which is anticipated to take 12 months to complete.

18:42

3. Airport Planning Projects

i. Airport Infrastructure and Optimization Study

Airport Director Burke gave an update regarding the new Airport Planning Study being completed at the request of the FAA. The initial 3 chapters have been completed and will be available on the website for public review in their draft form. Lauren Rasmussen from Mead & Hunt provided additional details (see slideshow for information).

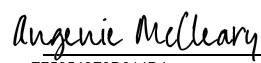
### **VIII. PUBLIC COMMENT**

John Strauss of Blaine County gave public comment encouraging attendance at the Meet the Fleet event.

**35:20**

### **IX. ADJOURNMENT (6:15pm)**

The September 2, 2025, Regular Meeting of the Friedman Memorial Airport Authority was adjourned at 6:15p.m.

Signed by:  
  
E759543F3D014D4... 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.