

**MINUTES OF A REGULAR MEETING
OF THE
FRIEDMAN MEMORIAL AIRPORT AUTHORITY
November 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 and Treasurer – Ron Fairfax

FRIEDMAN MEMORIAL AIRPORT STAFF:

Airport Director – Tim Burke, Deputy Director, Finance & Administration – Brian Blackburn, Deputy Director, Operations and Maintenance – Alex Everman, Security Manager – Steve Guthrie, Administrative Coordinator II – Janice Hicks, Business Operations Coordinator – Eliana Wolper.

CONSULTANTS:

Nathan Culvala - Ardurra and Brent Davis - BD Consulting.

AIRPORT LEGAL COUNSEL:

Lawson Laski Clark PLLC - Jim Laski.

CALL TO ORDER: The meeting was called to order at 5:31 p.m. by Board Chair Burke

I. APPROVE AGENDA

A motion to approve the agenda as presented.

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

**MOTION PASSED UNANIMOUSLY
2:05**

II. PUBLIC COMMENT

None.

2:20

III. APPROVE FMAA MEETING MINUTES

A. October 7, 2025, Regular Meeting – Motion to Approve – **Attachment #1 ACTION ITEM**

MOTION: *Made by Secretary McCleary to approve the minutes as amended via email. Seconded by Board Member Green.*

**MOTION PASSED UNANIMOUSLY
3:00**

IV. REPORTS

A. Chair Report

No report given.

B. Blaine County Report

No report given.

C. City of Hailey Report

Board Member Dale Bathum reported on his airport board training with AAAE and the University of North Dakota. He recommended the training to the rest of the Board. The training included roles and responsibilities, federal and state grants, and federal grant assurances.

D. Fly Sun Valley Report

No report given.

E. Airport Team Reports (see Power Point Presentation)

Airport Director Burke reported that Deputy Director of Finance and Administration Brian Blackburn was attending AAAE Certified Member training. Director Burke gave a financial update regarding some end of year changes to the revenue and expense reporting in the budget reconciliation process that is ongoing. Consultant Brent Davis gave additional context for budget reconciliation and reminded the board that this is preliminary.

Director Burke reported that Security Manager Nick Carnes is back from his health leave. The Staff is excited to welcome him back.

Director Burke reported about the impacts of the ongoing federal government shutdown. At the time of the meeting, the airport has not experienced noticeable delays. The SUN air traffic control tower is a federal contract tower which means that local controllers are being paid through the shutdown by Serco, the company that contracts with the federal government. Director Burke thanked the officers from the TSA who are continuing to show up to work while not being paid during the shutdown. Airport Staff provided breakfast deliveries and grocery store gift cards to the local TSA officers as a token of appreciation.

Director Burke reported that the new APRT system is in contract negotiations with the provider. There are some delays in FAA paperwork processing and approval due to the government shutdown. Uavionix will visit the airport for a site visit to assess the best location for maximum reception.

Director Burke reported that the new loaders approved by the Board have been delivered. The new dump truck will be delivered in a few months.

Director Burke gave advance notice of a potential RFP for a new airport website. The RFP will likely privilege local website designers.

Director Burke reported that passenger enplanements were up 21.6% compared to September 2024 and up 16% year-to-date. Operations were up 3.7% for October and up 8.4% year-to-date. He noted that the airport is not getting busier compared to long-term historical data.

V. AIRPORT STAFF BRIEF

- A. Noise Complaints in October **(See Attachment #2)**
- B. Profit & Loss, ATCT Traffic Operations Count and Enplanement Data **(See Attachment #3-#5)**
- C. Review Correspondence **(See Attachment #6)**

VI. ACTION ITEMS

A. NEW BUSINESS

- 1. None.

B. CONTINUING BUSINESS

- 1. None.

22:10

VII. UPDATES AND DISCUSSION

A. NEW BUSINESS

- 1. On-Airport Rental Car Concessions Contract – Update and Discussion

Airport Director Burke reported that current rental car contracts are due to expire September 30, 2026. Staff anticipates changes to the upcoming selection process and contracts including modernizing selection process and allowing different types of providers. Current contracts grant each concessionaire a rental counter, block parking area, and a secondary parking area. These contracts prohibit the airport from considering additional concessionaires beyond the three that operate in the terminal. This does not allow for peer-to-peer rental, such as Turo. Changes may include an increase in the Minimum Annual Guarantee (MAG), which is currently \$80,000. Changes are expected to raise the bar for the quality of operators and maintain competitive balance amongst concessionaires.

Any changes and new processes will be presented to the Board for approval.

The Board discussed potential changes, comparisons to other airports, off-airport rental car providers, and Clay Lacy Aviation's future rental car provider. Staff is meeting with potential consultants to assist with the new contract process and will update the Board.

B. CONTINUING BUSINESS

- 1. Miscellaneous

- i. Budd-Order Act (Pilot/Aircraft Privacy Act) – Update

The Budd-Order Act (Pilot/Aircraft Privacy Act) spearheaded by AOPA did not reach the Senate floor. The act would have limited the usage of ADS-B for billing by airports. Staff spearheaded an effort with every commercial service airport in Idaho to write to our congressional delegation to oppose

the bill. Airport Director Burke and Staff will continue monitoring legislation of this type and maintain vigilance.

2. Construction and Capital Projects

i. GA Pilot Lounge – Update

Progress continues of the new GA pilot lounge. Grading and excavation work has begun and the foundation should be poured within the new two weeks. Staff will continue to provide updates. Ribbon cutting is still on track for the spring.

ii. Air Traffic Control Tower Relocation – Update

Airport Staff met with the ATC Relocation project management team from Woolpert Aviation on October 23rd. This allowed the design team to visit the existing terminal, interview controllers, evaluate logistics for moving equipment, and visit the new building site. Staff and Chair Burke were briefed on potential design elements for the new tower. A series of design concepts will be developed and presented to the Board for review and coordinated with the City of Hailey Community Development department. Next steps will include preparation of a scope of work, preparation of a consulting cost estimate, and development of an Independent Fee Estimate (IFE) in accordance with FAA requirements.

3. Airport Planning Projects

i. Airport Infrastructure and Optimization Study – Update

Airport Director Burke reported that Airport Infrastructure and Optimization Study is continuing to advance in accordance with FAA Guidance. The Study Advisory Committee met with the planning team of October 17th to review preliminary design concepts and potential alternatives that could reflect the FAA's vision for compliance at the airport. The next phase will evaluate partial compliance alternatives. These have not been refined and are preliminary in nature.

48:19

VIII. PUBLIC COMMENT

Dakota Dayton of Hertz Car Rental gave comment regarding the rental car concession contract (**See meeting recording**).

50:57

IX. ADJOURNMENT (6:21pm)

November 4, 2025, Regular Meeting of the Friedman Memorial Airport Authority was adjourned at 6:21p.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.*