

**MINUTES OF A REGULAR MEETING
OF THE
FRIEDMAN MEMORIAL AIRPORT AUTHORITY
February 3, 2026
5:30 P.M.**

IN ATTENDANCE:

BOARD MEMBERS:

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

FRIEDMAN MEMORIAL AIRPORT STAFF:

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

AIRPORT LEGAL COUNSEL:

Kaplan Kirsch & Rockwell LLP – Peter Kirsch

CALL TO ORDER: The meeting was called to order at 5:30 p.m. by Board Chair Burke

I. APPROVE AGENDA (2:25)

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

PASSED UNANIMOUSLY

II. PUBLIC COMMENT (2:50)

None

III. APPROVE FMAA MEETING MINUTES (3:16)

A. January 6, 2026, Regular Meeting – Motion to Approve – **Attachment #1 ACTION ITEM**

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

PASSED UNANIMOUSLY

IV. REPORTS (3:55)

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 (see PowerPoint Presentation)

(4:29)

Deputy Director of Finance and Administration Brian Blackburn gave a report to follow up on insurance and accounts. We are compliant with investments via the local government investment pool. Our operational account has a sweep account that purchases securities through a repurchase agreement that redeposits it the next day. The PFC account stays below the FDIC threshold. The CFC account does not have insurance but it is isolated and managed to protect it and other accounts.

Deputy Director of Operations and Maintenance reported that the FAA Part 139 inspection is coming up in April. He stated that the team is doing a great job with maintaining compliance and they expect a clean inspection. There was discussion about the inspection process.

Airport Director Burke acknowledged the professional accomplishments of Max Russel, who completed his EMT certification, and Landon Kramer, who completed the check rides for both airfield operations and ARFF duties. He highlighted the rigorous nature of the training program at the airport. Airport Director Burke also acknowledged Janice Hicks, who is taking multiple online training courses for computer skills and AAEE training.

Airport Director Burke reported that Congress has passed a partial federal funding bill but was not able to fund the Department of Homeland Security, which includes TSA staff. This funding was only extended through February 13th, 2026.

Airport Director Burke requested that the Board consider moving the May 5th Board Meeting to May 12th. The Board discussed and thought that May 12th would be workable but would follow up at the next meeting.

Airport Director Burke reported that the airport will be hosting an intern this upcoming summer. He shared that he got his start through an internship and that Deputy Director of Operations and Maintenance also started his career with an internship. Staff is going to analyze funding based on the fact that the snow removal budget was not utilized this winter to potentially pay the individual who is doing the internship.

Airport Director Burke shared an updated photo of the GA pilot's lounge (see powerpoint). Ribbon Cutting is still on track for the spring. There was discussion of who will maintain the janitorial services required for the building and that it will be built into the budget for next year.

Airport Director Burke reported on airport activity and enplanement statistics (see powerpoint and packet). He noted that we will likely see an increase in operations from the presence of two air ambulance helicopter operations that are operating out of the airport. The Board discussed the changes in operations and enplanements from larger commercial aircraft and more occupancy on commercial flights.

V. AIRPORT STAFF BRIEF

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

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

C. Review Correspondence

None

VI. ACTION ITEMS

A. NEW BUSINESS

(23:24)

1. ATCT Relocation – Woolpert Task Order – Consideration of Approval – **Attachment #6 - #7 ACTION ITEM**

Airport Director Burke stated that this action item is related to the Air Traffic Control Tower relocation, as previously discussed. Woolpert was selected in June 2024 for work on the ATCT. In October 2025 this project was submitted to and approved by the FAA. An Independent Fee Estimate was completed with the IFE coming in higher than the Woolpert Fee estimate. Staff determined the proposal to be fair, reasonable, and justified. Staff will work with the FAA for final approval prior to entering a work order with Woolpert in the amount of \$2,060,651.10.

MOTION: *Made by Board Member Stone to approve the Woolpert fee estimate for Air Traffic Control Tower (ATCT) relocation design and bidding services in the amount of \$2,060,651.10, pending FAA concurrence, and authorize staff to enter into the Work Order upon receipt of FAA concurrence. Motion seconded by Board Member Greenberg.*

PASSED UNANIMOUSLY

2. Turo P2P Car Sharing Services Contract – Consideration of Approval – **Attachment #8 ACTION ITEM**

Airport Director Burke introduced Turo, a peer-to-peer car sharing service, which is currently operating on the airport. Based on Idaho state law, Turo is not considered a rental car company. Currently, Turo is not charged fees for utilizing the airport. Staff worked closely with Rental Car tenants to bring this to the Board. A formal contract with Turo will allow a 10% fee on gross receipts. Additionally, they will pay published rates for parking lot usage.

The Board discussed the City of Hailey and LOT collected on rental cars that are heavily utilized in the City of Hailey budget. There was also discussion about undermining Mountain Rides van service and other transportation concessionaires. Given that Turo is already operating on the airport, the goal is to hold the company to similar standards as Rental concessionaires and transportation companies. The Board decided to see if the app can impose a City of Hailey tax on every reservation.

John Strauss, Glass Cockpit Aviation, shared a public comment that multiple customers have banned him from using Turo. There have been previous issues with customer service and insurance coverage issues. He also shared that taxes are added to each reservation.

MOTION: *Made by Board Member Stone to direct Airport staff and legal counsel, with support of our RAC partners, to enter into contract negotiations with Turo. Motion seconded by Board Member Greenberg.*

PASSED UNANIMOUSLY

B. CONTINUING BUSINESS

1. None

Board Member Stone inquired about the status of metal covers for the parking lot system. Airport Director Burke stated that the covers have been fabricated and are currently being powder coated.

VII. UPDATES AND DISCUSSION

A. NEW BUSINESS

(47:15)

1. Employee Handbook Updates – Discussion

Airport Director Burke stated that the employee handbook was updated in February 2020. Since then there have been several changes to caps on PTO depending on seniority, newly federal recognized holidays, and updates to conduct expectations related to social media and cybersecurity. Airport staff are working with Human Resources to update the handbook and then it will be reviewed by legal counsel. A final updated handbook will be brought to the Board for approval.

2. Economic Impact Study – Discussion

Airport Director Burke reported that Staff is seeking the Board's discussion regarding including a SUN specific economic impact study in the FY27 budget. The ITD Division of Aeronautics conducted a regional economic impact study in 2019. The Board discussed the price of the study, other sources of economic impact information, different levels of specificity in the study, and the potential value of the study as a tool of the Board for public communication.

3. Hidden Disabilities Sunflower Program – Discussion

Airport Director Burke stated that Senator Ron Taylor brought this program to the airport's attention. The program is an internationally recognized program to support travelers with non-visible disabilities. The travelers wear a small item, such as a lanyard or necklace, with a sunflower so that trained staff can recognize that an individual might need additional assistance and accommodation. All staff in the terminal building as well as all airport staff will be trained in the program. The Board expressed support for implementing the program.

B. CONTINUING BUSINESS

(1:11:56)

1. None

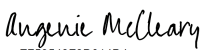
VIII. PUBLIC COMMENT

(1:12:00)

None.

IX. ADJOURNMENT

The February 3, 2026, Regular Meeting of the Friedman Memorial Airport Authority was adjourned at 6:40 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.