

**AGENDA ITEM SUMMARY**

DATE: 6/4/2012 DEPARTMENT: Legal

DEPT. HEAD SIGNATURE: \_\_\_\_\_

**SUBJECT:**

Friedman Memorial Airport Authority ("FMAA") Meeting

**AUTHORITY:**  ID Code \_\_\_\_\_  IAR \_\_\_\_\_  City Ordinance/Code \_\_\_\_\_  
(IFAPPLICABLE)

**BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:**

I just reviewed the FMAA agenda and packet for the FMAA meeting scheduled for June 4, 2012. I am attaching the agenda, the meeting brief and attachments #1 and #2. I believe there are two items of interest. First, under Unfinished Business (¶ III(A)(6)(a)), there will be a discussion about the Airport Layout Plan. The FMAA is being asked to provide input on a proposed scope of work (Attachment #1) to address interim safety improvements to the Friedman Memorial Airport. The proposed scope of work suggests that the study develop a "tiered approach." The first tier will evaluate improvements which can be done relatively quickly and inexpensively. The second tier will evaluate the more expensive improvements. The last tier will address improvements which "must be undertaken if funding or environmental concerns dictate that a new airport is no longer a possibility." I did not see a schedule or a cost estimate. It is contemplated that this scope of work would be approved at the July FMAA meeting.

Second, a decision is being sought on a proposed scope of services (Attachment #2) to help develop an Environmental Assessment which is apparently needed to allow commercial jet service into Friedman Memorial Airport. This scope of services contains a schedule and cost estimates. There are two cost estimates attached to the scope of services. I did not see an explanation for the different estimates. At the very least, I would suggest that our representatives obtain an explanation.

I did not see anything else on the agenda, the meeting brief or any attachment which I feel should be discussed during the City Council meeting. If you want access to the entire FMAA packet, please go to [www.flyfma.com](http://www.flyfma.com) and click onto FMAA Meetings & Agendas.

Ned

**FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:** Case# \_\_\_\_\_  
Budget Line Item # \_\_\_\_\_ YTD Line Item Balance \$ \_\_\_\_\_  
Estimated Hours Spent to Date: \_\_\_\_\_ Estimated Completion Date: \_\_\_\_\_  
Staff Contact: \_\_\_\_\_ Phone # \_\_\_\_\_  
Comments: \_\_\_\_\_

**ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:** (IFAPPLICABLE)  
\_\_\_\_ City Attorney      \_\_\_\_ Clerk / Finance Director      \_\_\_\_ Engineer      \_\_\_\_ Building  
\_\_\_\_ Library      \_\_\_\_ Planning      \_\_\_\_ Fire Dept.      \_\_\_\_  
\_\_\_\_ Safety Committee      \_\_\_\_ P & Z Commission      \_\_\_\_ Police      \_\_\_\_  
\_\_\_\_ Streets      \_\_\_\_ Public Works, Parks      \_\_\_\_ Mayor      \_\_\_\_

**RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:**

Review and discuss the agenda and meeting brief. If appropriate, direct FMAA representatives on action to be taken at the next FMAA meeting.

**FOLLOW-UP REMARKS:**

**NOTICE OF A REGULAR MEETING  
OF  
THE FRIEDMAN MEMORIAL AIRPORT AUTHORITY**

*PLEASE TAKE NOTICE that a regular meeting of the Friedman Memorial Airport Authority shall be held Tuesday, June 5, 2012 at 5:30 p.m. at the old Blaine County Courthouse Meeting Room, Hailey, Idaho. The proposed agenda for the meeting is as follows:*

**AGENDA  
June 5, 2012**

- I. APPROVE AGENDA**
- II. PUBLIC COMMENT (10 Minutes Allotted)**
- III. UNFINISHED BUSINESS**
  - A. Airport Solutions
    - 1. Chairman Report DISCUSSION
    - 2. Blaine County Report DISCUSSION
    - 3. City of Hailey Report DISCUSSION
    - 4. Airport Manager Report DISCUSSION
    - 5. Interim Communications Director Report
      - a. Communications Strategy DISCUSS/DIRECT/ACTION
      - b. Other Discussion DISCUSSION
    - 6. Existing Site
      - a. Airport Layout Plan – Planning Process  
Scope of Work – Attachment #1 DISCUSS/DIRECT
    - 7. Replacement Airport DISCUSS/DIRECT
    - 8. Retain/Improve/Develop Air Service
      - a. FSVA Report DISCUSS/DIRECT
      - b. First Time Schedule Commercial – Jet Service  
Environmental Assessment (EA) – Attachment #2 DISCUSS/DIRECT/ACTION
      - c. Small Community Air Service Development Program Grant-in-Aid DISCUSS/DIRECT
    - 9. Website Update DISCUSS/DIRECT
  - B. FY '13 Budget Process – Attachments #3 - #5 DISCUSS/DIRECT/ACTION
  - C. Election Timing of FMAA Officers DISCUSS/DIRECT
- IV. NEW BUSINESS**
  - A. Gifts, Refreshments & Retail Concession – Attachment #6 DISCUSS/DIRECT
- V. APPROVE FRIEDMAN MEMORIAL AIRPORT AUTHORITY MEETING MINUTES OF:**
  - A. May 1, 2012 Regular Meeting - Attachment #7 ACTION
- VI. AIRPORT STAFF BRIEF**
  - A. Noise Complaints
  - B. Parking Lot Update
  - C. Profit & Loss, ATCT Traffic Operations Count and Enplanement Data – Attachments #8 - #11
  - D. Review Correspondence – Attachment #12
  - E. Fly Sun Valley Alliance Update – Attachments #13, #14
  - F. Airport Weather Interruptions
  - G. License and Use Agreement Off-Airport Rental Car Operator
  - H. Employee of 1<sup>st</sup> Quarter, 2012 – Attachment #15
  - I. Law Enforcement Officer (LEO) Reimbursement Program
- VII. PUBLIC COMMENT**
- VIII. ADJOURNMENT**

FRIEDMAN MEMORIAL AIRPORT AUTHORITY MEETINGS ARE OPEN TO ALL INTERESTED PARTIES. SHOULD YOU DESIRE TO ATTEND A BOARD MEETING AND NEED A REASONABLE ACCOMMODATION TO DO SO, PLEASE CONTACT THE AIRPORT MANAGER'S OFFICE AT LEAST ONE WEEK IN ADVANCE BY CALLING 788-4956 OR WRITING TO P.O. BOX 929, HAILEY, IDAHO 83333.

**III. UNFINISHED BUSINESS**

**A. Airport Solutions**

**1. Chairman Report**

This item is on the agenda to permit a Chairman report if appropriate.

BOARD ACTION: 1. Discussion

**2. Blaine County Report**

This item is on the agenda to permit a County report if appropriate.

BOARD ACTION: 1. Discussion

**3. City of Hailey Report**

This item is on the agenda to permit a City report if appropriate.

BOARD ACTION: 1. Discussion

**4. Airport Manager Report**

This item is on the agenda to permit an Airport Manager's report if appropriate.

BOARD ACTION: 1. Discussion

**5. Interim Communications Director Report**

**a. Communications Strategy**

In the May FMAA meeting, Commissioner Bowman expressed concern about the workload for Airport Manager Rick Baird with regards to email correspondence with citizens. Interim Communications Director, Candice Pate, will present additional tactics aimed at upholding our goal of remaining open and transparent, while proactively communicating with the public in the most efficient way possible.

BOARD ACTION: 1. Discuss/Direct/Action

**b. Other Discussion**

BOARD ACTION: 1. Discussion

**6. Existing Site**

**a. Airport Layout Plan – Planning Process  
Scope of Work – Attachment #1**

Following the May FMAA meeting, Airport Manager and Dave Mitchell from T-O Engineers, participated in a conference call with FAA staff to discuss the outcome of that meeting and determine the next steps in development of a scope of work. During that call, FAA expressed that current policy is not supportive of stand-alone Airport Layout Plan updates. Instead, they would prefer that we title this study a "Planning Study", and that this study will consider Modifications of Standards for the Airport. An ALP will be a product of the study, but the focus of the planning effort will be on potential improvements to the Airport and where needed, preparation of documentation necessary to apply for Modifications of Standards.

A draft Scope of Work is included as Attachment #1. Airport Manager and Dave Mitchell from T-O will present the draft scope and request input from the Board in order to finalize the scope and proceed with negotiations in anticipation of the July FMAA meeting.

BOARD ACTION: 1. Discuss/Direct

**7. Replacement Airport**

As you know, the Airport Manager has reported previously that the FAA would wait until the Safety Management System process had been completed to begin discussions related to the suspended EIS and the community's ultimate solution to meet FAA design standards and future aviation needs at a replacement airport. As the Safety Management System meetings were winding towards conclusion the Airport Manager asked if it was time to begin discussing the community's ultimate solution. It quickly became apparent that the right managers were not in attendance and that an appropriate discussion would take place at a later date. This item is on the agenda as a place holder in case information related to a discussion with the FAA requires updating.

BOARD ACTION: 1. Discuss/Direct

**8. Retain/Improve/Develop Air Service**

**a. FSVA Report**

This item is on the agenda to permit a report if appropriate.

BOARD ACTION: 1. Discuss/Direct

**b. First Time Schedule Commercial – Jet Service  
Environmental Assessment (EA) – Attachment #2**

As discussed in the May Board meeting, an environmental assessment is necessary due to SkyWest's application for Operations Specifications approval at Friedman. Though commercial jet service has been provided at the airport in the past, the FAA has determined that an EA is required, due to the long time period since that service ended. Mead & Hunt and T-O Engineers have developed a Scope of Services and Fee for this effort (Attachment #2). Board review and approval of the scope and fee are requested, along with approval to enter into a contract with T-O Engineers, Inc. to complete this study. (Mead & Hunt, though responsible for the bulk of the project effort, will serve as a sub-consultant to T-O.)

BOARD ACTION: 1. Discuss/Direct/Action

**c. Small Community Air Service Development Program Grant-In-Aid**

The Department of Transportation has announced that it is soliciting proposals for the Small Community Air Service Development Program (SCASDP). SCASDP provides grant-in-aid financial assistance to small communities to improve their air service. The department has up to \$14 million available for grant awards, made available by the FAA Modernization and Reform Act of 2012. As you know this community led by the City of Hailey was awarded a similar grant several years ago. That SCASDP grant in fact initiated the LA to Hailey service to this community. The Friedman Memorial Airport, FSVA, Boise Airport, City of Boise and others are working to put together a public/private partnership that works to improve access to the Boise and Wood River Valley communities.

**9. Website Update**

As suggested in the March Board meeting by the Airport's Interim Communications Director, the process to merge the FMA website with the Replacement Airport website has been initiated. A proposal has been requested and received from Marketing By Design. Staff anticipates the review of the proposal to be completed and that a recommendation will be presented to the Board at the June meeting.

BOARD ACTION: 1. Discuss/Direct

**B. FY '13 Budget Process – Attachments #3 - #5**

Attached for your review are the preliminary FY '13 Budget Worksheets. The Friedman Memorial Airport Authority Rates and Charges Policy states, "Each year, during the Friedman Memorial Airport Authority budget process, which takes place from June through September, rates, fees, tolls or charges for the use or availability of the facilities of the Airport shall be established. In order to establish the appropriate amounts for said rates, fees, tolls and charges, the Authority shall first determine, as closely as possible, the specific causes of the operating costs. All

revenues generated by the Airport and any local taxes on aviation fuel will be expended by the Authority for the capital or operating costs of the Airport." In accordance with the policy, Staff has been working on a preliminary FY '13 Draft Budget for two months. More Staff analysis is yet to take place on the budget. Again, these budget worksheets are extremely preliminary and will require more assessment/fine tuning. A finished document-proposed budget will be presented for Board consideration in the July packet.

Staff has completed an exhaustive analysis of required operating and capitalization expenses for FY '13. This analysis has integrated all available research, information and responsible projection regarding next year's "cost-to-do-business", including specific causes of expense. This budget includes a projection of revenue and expense relative to continuation of the EIS, as well as a projection of revenue and expense relative to the ALP process.

The ever-changing crystal ball that reflects what may be the future of FMA, along with the ongoing turbulent national economy continues to challenge Staff in our effort to efficiently and responsibly develop a viable economic roadmap for the coming year. We are confident that our collective experience and grasp of the legitimate financial requirements and capabilities of FMA have led us to a product that the Board can trust and support.

The Preliminary FY '13 Budget Worksheets do not include revenue based on any Rates and Charges adjustments. While it is Staff opinion that a review of Rates & Charges is appropriate, to include consideration of some adjustments, the Board truly needs to provide that guidance.

Attachment #3 is Preliminary FY '13 Budget Worksheet (Operational). As you know, this worksheet is not the proposed budget; it is simply a tool to begin discussion of operational revenue and expense data without the distraction of federal grants. The 'A' Budget in these worksheets includes no cost of living compensation increases. They do include a line item with enough revenue to support a 3% discretionary merit option for hourly employees.

Attachment #4 is the Preliminary Budget Worksheet (Combined). The combined work sheet is the draft proposed budget for FY '13. It includes \$4,887,371.00 in AIP-eligible expenses for the EIS (\$1,726,318.00), existing airport ALP planning/implementation (\$2,608,421.00) and snow removal equipment acquisition (\$552,632.00). It also includes \$140,000.00 in non-AIP-eligible expenses for the EIS and existing site projects.

Attachment #5 is the existing Rates & Charges schedule. As the Board can see, Rates & Charges have not been adjusted in quite some time. As previously stated, Staff will await guidance from the Board regarding review and possible Rates & Charges adjustments. The budget affords the Board the opportunity to operate FMA on a daily basis as well as continuing the financial ability to maintain the continuity of efforts referenced earlier in this brief.

The Board can anticipate presentation of this budget, with any changes or refinements such as may be deemed necessary, in the July Board Brief. Copies of

the proposed budget and proposed rates and charges will be available at the Airport Manager's Office for public review. As per the Joint Powers Agreement, the Board is required to hold a public hearing on or before the first Tuesday in August and to approve the budget on or before August 15<sup>th</sup>.

- BOARD ACTION:
1. Provide guidance related to Rates & Charges adjustments
  2. Schedule a July Board meeting adequate to accommodate budget review and discussion.
  3. Discuss and direct Staff to establish Public Hearing for proposed FY '13 Budget

**C. Election Timing of FMAA Officers**

In the May meeting the Board requested this item be placed on the June agenda for discussion.

- BOARD ACTION:
1. Discuss/Direct

**IV. NEW BUSINESS**

**A. Gifts, Refreshments & Retail Concession – Attachment #6**

After just one month of operation, due to irreconcilable differences, the partners of Runway Café, LLC have dissolved their LLC, which effectively terminated their concession agreement with the Airport.

Attachment #6 is a Request for Proposals (RFP) for a gift shop/snack bar concession at the airport passenger terminal. Staff will review the proposals received with the Lease/Finance committee, conduct interviews and anticipates a recommendation during the July Board meeting.

- BOARD ACTION: 1. Discuss/Direct

**V. APPROVE FRIEDMAN MEMORIAL AIRPORT AUTHORITY MEETING MINUTES OF:**

**A. May 1, 2012 Regular Meeting – Attachment #7**

- BOARD ACTION: 1. Action

**VI. AIRPORT STAFF BRIEF**

**A. Noise Complaints:**

LOCATION	DATE	TIME	AIRCRAFT TYPE	INCIDENT DESCRIPTION	ACTION TAKEN
Chantrelle	5/3	8:26 am	Stage II Jet	Low/Loud approach	Research showed that the aircraft performed a perfectly normal approach to the airport, consistent with Noise Abatement procedures. Ops Chief spoke w/caller, who acknowledged having not actually seen the aircraft, only heard it.
Chantrelle	5/3	8:26 am	Stage II Jet	Low/Loud approach	Same event as above. Ops Chief spoke with caller, who claimed that the aircraft was so low, it had to climb to clear trees at Eccles Ranch. Various eye witnesses on the airport, to the operation, dispute the assertion.
3 <sup>rd</sup> Ave Hailey	5/8	12:30 pm	Sgl Engine	Low approach from the north.	Caller, a Chantrelle resident who was visiting a residence on 3 <sup>rd</sup> Ave-Hailey, stated that a "huge" airplane came in low enough that it frightened children. This operation was followed then by another similar aircraft operation. Research demonstrated that both aircraft, which were actually followed by two more aircraft (all single engine small aircraft) operated appropriately and within the guidelines of Noise Abatement. The aircraft were approaching the airport from the north because there was a wind out of the south in excess of 10kts.

**B. Parking Lot Update**

**The Car Park Gross/Net Revenues**

	<b>FY 2010 Gross</b>	<b>FY 2010 Net</b>	<b>FY 2011 Gross</b>	<b>FY 2011 Net</b>	<b>FY 2012 Gross</b>	<b>FY 2012 Net</b>
April	\$13,275.16	\$5,552.61	\$13,042.50	\$4,584.00	\$12,035.00	\$4,550.00

**C. Profit & Loss, ATCT Traffic Operations Count and Enplanement Data - Attachments #8 - #11**

Attachment #8 is Friedman Memorial Airport Profit & Loss through March 2012. Attachment #9 is air traffic control tower traffic operations data for April 2012. Attachment #10 is 2001 - 2012 air traffic control operations data comparison by month. Attachment #11 is 2008 - 2012 enplanement data including non-revenue passengers. The following revenue and expense analysis is provided for Board information and review:

<b>March 2011/2012</b>		
Total Non-Federal Revenue	March, 2012	\$135,226.65
Total Non-Federal Revenue	March, 2011	\$135,052.04
Total Non-Federal Revenue	FY '12 thru March	\$938,992.69
Total Non-Federal Revenue	FY '11 thru March	\$912,686.59
Total Non-Federal Expenses	March, 2012	\$141,739.83
Total Non-Federal Expenses	March, 2011	\$122,490.07
Total Non-Federal Expenses	FY '12 thru March	\$1,027,463.52
Total Non-Federal Expenses	FY '11 thru March	\$989,578.37
*Net Income to include Federal Programs	FY '12 thru March	\$-210,514.57
*Net Income to include Federal Programs	FY '11 thru March	\$-355,224.55

\*Difference in net income is related to federal transactions.

**D. Review Correspondence - Attachment #12**

Attachment #12 is information included for Board review.

**E. Fly Sun Valley Alliance Update – Attachments #13, #14**

Attachment #13 is the April 9, 2012 Fly Sun Valley Alliance Meeting Minutes. Attachment #14 is the May 14, 2012 Fly Sun Valley Alliance Meeting Agenda.

#### F. Airport Weather Interruptions for May, 2012

Airline	Flight Cancellations	Flight Diversions
Horizon Air **	N/A	N/A
SkyWest	1 (WX)	1 (WX)

Wx: Weather            Mech: Mechanical

Horizon Air suspended SUN service March 25. Service will resume June 3 to Seattle and June 22 to Los Angeles.

#### G. License and Use Agreement Off-Airport Rental Car Operator

Mr. Scott Reese, Enterprise Rent-A-Car, has indicated that the Off-Airport Rental Car License and Use Agreement has been signed and they are anticipating they will be ready to operate before the end of the month. Staff will have an update in the June Board meeting.

#### H. Employee of the 1<sup>st</sup> Quarter, 2012 – Attachment #15

Ms. Christine Keyes, The Car Park employee, was selected as the Friedman Memorial Airport Employee of the 1<sup>st</sup> Quarter, 2012. Customer service, knowledge of the airport, responsibility, flexibility and professionalism are among the qualities in the selection process. It is a pleasure to have a dedicated individual at the Airport to provide excellent customer service and who is courteous to our customers and employees. Christine is willing to work at The Car Park in a moment's notice if needed, even on her day off! These qualities have resulted in Christine's nomination and selection as Employee of the Quarter.

#### I. Law Enforcement Officer (LEO) Reimbursement Program

On 10/01/2007 the Friedman Memorial Airport Authority (FMAA) and the Transportation Security Administration (TSA) entered into a five year Cooperative Agreement (CA), number HSTS0208HSLR273 providing partial reimbursement for Law Enforcement Officer (LEO) services at the Friedman Memorial Airport. During this time FMAA has encountered a number of procedural challenges that have compromised the programs sustainability. The Friedman Memorial Airport's financial burden has escalated during the current Cooperative Agreement (CA) term, to include unexpected cuts to the reimbursement rate, delayed and or nonpayment for services. The original CA will expire on 09/30/2012, requiring Staff to reapply for future assistance. At this time there are three options to consider.

##### Option One:

TSA has recently posted Solicitation Number HSTS02-12-R-SLR349 that would give FMAA an opportunity to re-apply for partial reimbursement for LEO services. Staff is faced with a number of challenges related to this option to include the following. TSA has not provided the Friedman Memorial Airport with a "Not to Exceed" hourly reimbursement rate, making it very difficult to budget for future LEO services. Language within the Solicitation states that "TSA Will provide, based on the availability of funds, partial reimbursement to Participants to offset the cost of carry out aviation law enforcement (LE) responsibilities in support of TSA screening

activities." The possible lack of Federal assistance would impose significant budgetary issues for the Friedman Memorial Airport Authority. In addition the combined synopsis/solicitation number HSTS02-12-R-SLR349 submittal process and deadline of 06/08/2012 will prove challenging.

Option Two:

Due to the challenges as referenced above, the Friedman Memorial Airport Authority (FMAA) has requested relief as of October 1, 2012 from Law Enforcement Officer support as outlined within SD 1542-01-07M. TSA has indicated that they would support this option and would pursue program relief as requested.

Option Three:

Staff could pursue both options number one and two, possibly allowing time to plan and coordinate on behalf of LEO services at the Friedman Memorial Airport. TSA would continue to request program relief in parallel with the solicitation process as described above.

**VII. PUBLIC COMMENT**

**VIII. ADJOURNMENT**

## Friedman Memorial Airport (SUN)

Hailey, Idaho

### Airport Planning Study

### Draft Scope of Work

May 31, 2012

Sponsor: Friedman Memorial Airport Authority

Consultant: T-O Engineers, Inc. in association with Mead & Hunt, Inc. and Aviation, Inc.

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#### Introduction

The Friedman Memorial Airport is located in Hailey, Idaho. This airport serves the Wood River Valley region of Idaho, including the Sun Valley Resort area. The airport is served by two commercial service air carriers: SkyWest and Horizon Air. A large number of corporate jet and other general aviation aircraft also use the airfield for business, recreation and travel to and from the large number of second homes in the area.

The airport is located in a high mountain valley and is surrounded by severe terrain. Due to this terrain, precision instrument approaches are not available and inclement weather causes multiple delays and diversions. The airport also has a limited amount of property and is bounded on three sides by State Highway 75 and an existing light industrial development. Due primarily to this constrained environment, Federal Aviation Administration (FAA) design standards are not met at the existing site, and the community has been working for over 20 years to resolve this issue.

Until recently, the planned solution was to relocate the airport to a new site south of the existing airport and away from the valley cities. The Federal Aviation Administration (FAA) was conducting an Environmental Impact Statement (EIS) study for a new location until the decision was made to suspend the study in August 2011, due to financial and environmental concerns with the sites under consideration.

A relocated airport is still the ultimate solution, as it will provide airport infrastructure that will meet standards and provide a reliable all-weather airport. Locating a site and building a new airport is likely to take time, however, and the airport must make some improvements in order to survive and thrive at the existing airport site.

The purpose of this Planning Study is to develop a plan to meet standards wherever possible, provide an equivalent level of safety where standards can't be met and to improve reliability to the extent practical.

#### Project Understanding

Available data and public sentiment both indicate that air service is critical to the economy of the Wood River Valley region. The economy of this region is largely driven by tourism and the second home market, both of which rely on commercial and general aviation air service. The community's overarching goal is to retain, improve and develop air service (especially commercial service) at the existing site. The goal is to survive and thrive at the existing site and carry that momentum to a new site, where the airport can continue to grow in its role as a transportation hub and economic engine for the region.



Two main factors threaten the vitality of commercial service at the existing airport site:

1. The airport does not meet current FAA design standards. Traffic by aircraft such as the Bombardier Q400, operated by Horizon Air, and several models of large GA aircraft (e.g., Gulfstream G-V and Bombardier Global Express) indicates that the Airport Reference Code for the airport is C-III. Due to the geometry of the existing site, the airport does not meet standards for many criteria, most critically Runway Safety Area and Runway Object Free Area. Currently, operational restrictions allow the Q400 to operate at the airport, but these restrictions were intended as a temporary measure until the new airport was constructed. Additionally, SkyWest Airlines has recently requested permission from the FAA to operate the Canadair Regional Jet (CRJ) 700 at SUN. The CRJ700 is a C-II aircraft, and the airport does not meet C-II standards, either. Improvements toward meeting these standards must be made, in order to retain and improve air service. Commercial air service operations at an airport are subject to review and approval by the FAA, and these areas where standards are not met could stand in the way of that approval.
2. Reliability of the current airport is poor, especially during the winter months. Due to the severe terrain in the vicinity of the airport, visibility minimums are very high for a commercial airport. This means that, when clouds, fog or storms are in the vicinity of the airport, aircraft cannot safely land using existing published procedures. In turn, this requires commercial flights to either be cancelled or to divert to Twin Falls or Boise, where passengers are then bussed to the Wood River Valley. Available data indicates that these diversions and cancellations lead travelers to choose not to fly to the airport. Initial analysis indicates that existing instrument approach procedures could be improved, or that better approaches may be possible. Any improvement in minimums will have an associated improvement in reliability, which will improve air service at the airport.

The purpose of this Planning Study is to address the two areas described above: non-compliance with standards and reliability. This study differs from a traditional Airport Master Plan Update in the following primary ways:

First, the purpose of this study is not to accommodate future demand. The ultimate solution to the issues faced by the airport is a new airport, which will meet design standards while meeting current and future demand. The purpose of this planning study is to develop alternatives that will meet standards to the extent practical, while a new airport site is located and the environmental and development process for the new airport moves forward.

Second, this planning study will not include operational forecasts. The purpose of this study is to evaluate options to improve the airport to meet standards for the traffic that is currently using the airport, not to accommodate future demand, as described above. Forecasts prepared for the airport's most recent Master Plan Update and for the Environmental Impact Statement process are assumed to be adequate, along with current operational information.

Third, the planning study is constrained. As the ultimate solution for the issues faced by the airport is a new airport, improvements to the existing airport site will be limited to the minimum necessary to meet standards. Any improvements that require significant investment of funds or significant expansion of the airport property will only be pursued further if no other alternatives exist.



This planning study will focus on interim safety improvements at the existing airport site. These improvements are deemed interim, because the intent is to make these improvements with the understanding that the ultimate solution is a new airport. Due to the location and constraints of the existing site, full compliance with standards will not be feasible. Instead, this planning study will include preparation of calculations and documentation to request modifications of standards for certain elements of airfield design.

The ultimate goal of this study is to develop a "tiered approach" to improvements at the existing site. The first tier of improvements will include projects that can be done relatively quickly and inexpensively, with minimum impact to the immediate airport environment. These projects could be implemented, while the process of building a new airport moves forward. If, after the first tier projects are completed, it is evident that the new airport is still many years away, it may be necessary to move forward with the next tier of projects. Projects in this category will include improvements that require more significant investment and will impact the community and environment more severely. An example of this tier is a project that required acquisition of a large amount of property in order to relocate aircraft parking. The final tier of projects would be efforts that must be undertaken if funding or environmental concerns dictate that a new airport is no longer a possibility.

In addition to analyzing potential improvements to meet design standards, this study will also consider potential improvements to reliability that may be feasible for operations at the existing site. Currently, instrument capabilities at the airport are extremely limited, due to high minimums required by terrain adjacent to the airport. Due to these minimums, operations are often limited during winter months, resulting in many diversions and delays. Preliminary analysis completed in 2011 and early 2012 indicated that reliability improvements are potentially possible, and this study includes elements to investigate these alternatives further.

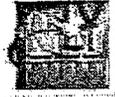
This planning study will ultimately result in approved Modifications of Standards, that will be used to develop a new Airport Layout Plan and Capital Improvement Program that will reflect the changes identified during the analysis.

## Background

The Friedman Memorial Airport Authority has been working for many years to improve their airport to meet standards and accommodate demand. The following section summarizes significant events that have led to the situation the Airport and community find themselves in today.

An Airport Site Selection and Feasibility Study was completed in 1990 in an attempt to accommodate the ever-increasing use of Friedman Memorial Airport by larger and more demanding aircraft. This study concluded that an alternative airport site existed along U.S. Highway 20, in the vicinity of the Moonstone Ranch. Limitations on FAA funds and a lack of community support at that time dictated that the airport remain at its current location. An airport Master Planning Process was initiated, which concluded with the publication of the 1994 Master Plan Update report. This document recommended a comprehensive improvement program aimed at compliance with Airport Reference Code B-III standards. While significant activity by C-II and D-II private aircraft existed at that time, the B-II standard was compatible with the current and foreseeable air carrier fleet.

A significant aspect of the 1994 plan was a preamble, which formed the basis of many planning decisions made since that time. This preamble says, in part (underline added for emphasis):



*"The Friedman Memorial Airport is critical to the success of our resort economy, yet it has an enormous impact on the adjacent community. The goals of this Master Plan are to eliminate as many of the safety deviations as possible while not expanding the impact on the adjacent community. We seek the highest quality and safest airport possible, within the physical limitations imposed by the geography and the human use of adjacent lands. As pressure for use reaches the physical limits of the facility, we need to look for alternatives away from the valley cities, rather than expansion at the present site."*

It has been reported that during this timeframe FMAA believed, incorrectly, that it had some ability to limit the size of aircraft which could use the airfield. Improvements associated with recommendations contained in this plan included a runway shift to the south, removal/relocation of hangars, relocation of parallel taxiways and relocation aircraft parking aprons. An Airport Layout Plan update was completed in 1998, which addressed the specifics of improvements construction and what deviations would be eliminated, improved or continue to exist. The principle of "no growth" established in the 1994 plan was adhered to in principle.

One of the assumptions of the 1994 Master Plan Update was that the Airport would be served by commercial carriers operating the BAe 146, a B-III aircraft. These operations never materialized. However, in 2001 Horizon Air commenced operation, with FAA approval, of the Bombardier Q400, an Airport Reference Code C-III aircraft. This operation commenced while the improvement program to meet B-III standards was still underway. The FAA directed FMAA at that time to complete planned improvements but to also commence a master planning process to evaluate compliance with C-III design standards.

This master planning process took place during the timeframe of 2002-2004, concluding with the 2004 Master Plan Update. The primary focus of that update was to identify and evaluate airport development alternatives that: remedied the design standard deviations associated with existing aviation demand; accommodate future aviation-related demand; respond to airport and community needs; and maximize revenue generating alternatives; all while remaining a good neighbor to surrounding communities. A series of alternatives were developed, and it was determined that significant expansion outside of the existing airport boundaries would be necessary in order to meet design standards. In addition to this requirement to depart from established planning parameters, estimated costs of these improvements were high and the impacts to the community would be significant.

The FMAA concluded that the scope of improvements was not socially and environmentally acceptable and that the improvements would not resolve all issues related to safety and reliability. The determination was made that achieving C-III compliance could best be accomplished at a new site. An Airport Layout Plan and Capital Improvement Program were developed that would focus on continued safety improvements and enhancements to benefit commercial service in the interim (up to 10 years). Proposed improvements were subsequently completed between 2005 and 2007.

While these improvements were being made, an Airport Site Selection and Feasibility Study was undertaken. The Study was completed in 2006 and included the evaluation of 16 alternate sites, three in detail. The Study concluded that all finalist sites were feasible but that Site 10, located closest to the resort community, along State Highway 75 and within Blaine County, was the preferred location. The FAA agreed to proceed with an Environmental Impact Statement (EIS) process, as requested by the Airport Authority.



During the period of 2007 to late Summer 2011, the FAA and their consultant team conducted an independent site evaluation process and assessed possible impacts to the environment. Key elements of this study effort include:

- As required by the National Environmental Policy Act, the study was conducted with an "arm's length" approach that limited community input on the process.
- 17 sites were independently evaluated for ability to meet standards, provide significant improvement to reliability and to accommodate future demand.
- Three finalist sites (all within Blaine County) were selected initially, which was narrowed to two in 2010:
  - Site 10A, located near the original Site 10 in southern Blaine County.
  - Site 12, located along US Highway 20 in western Blaine County, along the Blaine/Camas county line.
- During the EIS process, Western Sage Grouse habitat became a significant concern across the western U.S., leading to calls to list the species. In early 2011, Idaho Fish and Game and the U.S. Fish and Wildlife Service raised significant concerns over the possible impact on sage grouse habitat that would be caused by building an airport at Site 10A.
- Initial planning of the two finalist sites completed in Summer 2011 indicated total project costs for either site to be in excess of \$300 million.

In August 2011, the FAA suspended the EIS process due to concerns with project affordability and environmental issues. It was noted that this "pause" in the process would allow the FAA to enter into discussions with the community on affordability and possible reconsideration of basic assumptions leading to potential site evaluations. On September 13-14, 2011, Donna Taylor, then manager of the FAA Northwest Mountain Region Airports Division, visited the Wood River Valley to explain FAA's position and policies and to answer questions from the Friedman Memorial Airport Authority, elected officials and the public at several meetings and workshops. During the period from mid-September 2011 to March 2012, significant public discussion and technical analysis was conducted relative to airport reliability and possible improvements; value and economic impact of air service to the Wood River Valley; possible improvement options at the airport; passenger demand analysis; and the community's long range vision for aviation service.

This extensive process resulted in three general conclusions:

1. Continued and improved passenger service is extremely important to the community and provides major economic benefit.
2. The ultimate goal remains to build a new airport.
3. The community realizes construction of a new airport will take time, and is willing to make needed improvements to the existing site to retain air service and improve safety.

The Airport's sponsors, Blaine County and City of Hailey have developed policy positions derived from their assessment of community needs and goals. Each sponsor's policies are listed below and will serve as the guiding principles for this planning study and all recommendations.



### Blaine County Airport Project Guiding Principles

1. *Robust commercial and general aviation transportation service and infrastructure are vital to the economy of Blaine County.*
2. *Meeting federal design and safety standards in air and ground operations is paramount in planning for air service and related infrastructure.*
3. *Air service and infrastructure improvements are affordable and achievable.*
4. *Minimizing environmental impacts is a high priority in planning for and implementing air service and infrastructure improvements.*
5. *Air Service is an important and interconnected mode of transportation for Blaine County and the region.*
6. *A replacement airport south of Bellevue along State Highway 75 is the long term solution and objective.*
7. *Airport governance issues are addressed timely, including Amended Joint Powers Agreement implementation and further amendment as needed.*

### City of Hailey Airport Guiding Principles

1. *The City believes that an airport with commercial service is important to the Wood River Valley.*
2. *The City of Hailey remains committed to the 1994 Master Plan in the long term, which calls for relocation of an airport away from cities.*
3. *The City knows that relocation of the Friedman Memorial Airport may be a very long term process; however, in the meantime, to keep the relocation process moving, the City will request the Friedman Memorial Airport Authority ("FMAA") and the Federal Aviation Administration ("FAA") to restart the EIS process.*
4. *The City knows that the Friedman Memorial Airport may serve as the airport for the Wood River Valley for the short, medium and even long term while airport relocation is pursued.*
5. *The City will support the FMAA and FAA in developing an Airport Layout Plan ("ALP") from the Friedman Memorial Airport that addresses potential reliability improvements, as well as FAA design standard deficiencies. Until the ALP is developed and presented for consideration by the City, the City supports the present configuration and operation of Friedman Memorial Airport.*
6. *In reviewing reliability improvement issues and issues related to FAA design standard compliance, the City will balance any increased reliability with the potential for increased impacts to our citizens and the costs associated with improvements to reliability.*
7. *The City supports the Friedman Memorial Airport; however, that support cannot continue if airport operations and/or physical layout jeopardize the health, safety or quality of life for*



*Hailey citizens (e.g., northern approaches). Safety and quality of life should never be compromised in favor of any other guiding principle.*

8. *The joint governing authorities should develop concrete steps for a dual path approach: short term safety improvements and long term relocation.*

Since the adoption of these guiding principles by both sponsors, two other key events have taken place.

First, SkyWest Airlines requested operations specifications approval to operate the Canadair RJ 700 between Hailey and Salt Lake City, in place of the Embraer EMB120 that they currently operate. The role and viability of Regional Jets in the air carrier fleet serving the Wood River Valley has been considered for the last decade as airlines have been replacing their regional turboprop aircraft with 50-, 70-, and 90-passenger Regional Jets. With SkyWest's request, this has become reality for the airport. The CRJ700 is, like most Regional Jets, a C-II aircraft, which exceeds the current airfield's design. Market studies have indicated viable service opportunities via CRJ700 aircraft to both Denver and San Francisco, which would be of major benefit to community and be a major step toward improving air service. SkyWest's request and the viability of additional markets makes it clear that the CRJ700 is the likely aircraft to serve the Airport in the immediate future. These aircraft, along with the existing fleet of the Q400 and private jet aircraft must be considered in planning and analysis.

The second key event was triggered by SkyWest's request. This change of aircraft required modifications to the existing operational restrictions at the airport, which in turn required that a Safety Risk Management Panel be convened to analyze the safety risks of these changes. This panel took place at the airport on April 24 and 25, 2012. A formal Safety Risk Management assessment was done on the changes to the operational agreement between the tower and airport, and the result of that assessment was that these operational restrictions could be modified to accommodate the CRJ700. A separate Safety Case Analysis was also conducted, to consider the safety risks related to the non-standard conditions at the airport. This Safety Case Analysis identified several areas of deficiencies that will help to frame the initial analysis conducted under this Planning Study.

This Study will take into account the extensive efforts made in the past twenty-plus years at the airport, including the most recent events. The findings and guiding principles outlined above will be incorporated into the study process and recommendations.

### Project Approach

The approach to this project will be to move forward quickly with a number of tasks to summarize the current state of the airport and quantify areas of deficiencies. Four major areas of deficiencies have been identified during previous analysis and during a Safety Case Analysis that was conducted at the airport on April 25, 2012:

1. Runway Safety Area: The Runway Safety Area does not meet C-II or C-III design standards, due to the location of taxiways or portions of taxiways within the RSA on both sides of the runway.
2. Runway Object Free Area: The existing airport does not meet C-II or C-III design standards, due to the presence of the air traffic control tower, terminal aircraft parking, east perimeter fence and Highway 75, along with other objects.
3. Runway to Parallel Taxiway Parking Separation: Separation standards for runway centerline to parallel taxiway centerline are 300 feet for C-II and 400 feet for C-III. The current separation varies from 180 feet to 335 feet for the various segments of parallel taxiway.



4. Runway to Aircraft Parking Separation: By standards, the distance between runway centerline and aircraft parking should be 400 feet for C-II and 500 feet for C-III airports. Parking nearer than this exists in many locations at the airport.

These deficiencies will be analyzed in detail and alternatives will be developed to address them. Where no feasible solution exists, justification for Modifications of Standards will be developed. It is critical to note that FAA policy does not allow for Modifications of Standards for Runway Safety Areas. For the other areas of deficiencies, Modifications of Standards will be pursued.

The Modifications of Standards process can be time-consuming, as they must be approved at FAA headquarters. For this reason, identification of deficiencies and preparation of documentation and justification for any required Modifications will be critical early in the project. Approval of any requested modifications will be necessary before completion of the Airport Layout Plan and other documents. Work on some areas (such as the Terminal Area Plan) may begin earlier in the process, though, depending on the nature of alternatives proposed to correct deficiencies in that area.

Once approved Modifications of Standards have been received, an Airport Layout Plan, Capital Improvement Program and final narrative report will be developed. These documents will provide a plan and strategy the Airport can use to move forward and implement improvements.

Individual elements of the Study are described in detail below.

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## STUDY ELEMENTS

Note: Study elements presented in this draft Scope of Work are presented in general terms. The final Scope of Work will include additional detail, including planned deliverables and cost assumptions.

### Element 1: Study Design

This element will initiate activities for this Planning Study at Friedman Memorial Airport, particularly to develop the study workscope, fee estimate, Professional Services Agreement, contract negotiation and project schedule.

A detailed scope of services and project schedule are important to guide the project through subsequent phases. Design of the study includes development of a comprehensive scope of services, definition of effort necessary to accomplish the work scope and the preparation of a realistic work effort and cost estimates for completing the work. It also serves to organize the project team, which includes the Consultant Team, Airport Management, and the FAA.

### Element 2: Project Management

This element will provide appropriate direction and management for the development of this Planning Study as each assignment is undertaken and completed. Constant management will be required throughout the project, including management of the project team; internal and external communication; quality control; grant administration and budget tracking.



## 2.1 Project Management

This element is an on-going process throughout the project that includes developing an internal structure for the project processes and communication with the project team. Project management duties include:

- Defining roles and responsibilities for team members.
- Developing a project plan and schedule.
- Developing a project strategy and modifying, as required.
- Initiating project activities in sequence, to maximize efficiency and effectiveness.
- Monitoring progress and making required adjustments.

## 2.2 Internal Communication

This element includes regular formal communication throughout the project to discuss progress, challenges and other issues related to the progress of the work. This formal communication is anticipated to include the following:

- Bi-weekly teleconferences of project managers and key individuals from each firm. It is anticipated that project managers will participate in all calls, and the key individuals participating will vary, based on the work being undertaken at the time.
- One face-to-face meeting will be held at the Consultant's office in Boise, Idaho. This meeting is anticipated to last at least one day, plus travel time and the purpose will be to brainstorm alternatives in detail.

## 2.3 External Communication

In order to maintain control of the project direction and ensure concurrence from the Sponsor, FAA and Consultant Team, regular communication throughout the project will be critical. (Note: This element does not include communication with the public. Public Involvement is addressed separately in Element 3.) This will include formal status reports, emails, teleconferences, and face-to-face meetings, as anticipated below:

- Monthly status reports submitted to the Sponsor and FAA with each month's invoice.
- Regular email and telephone communication with the Sponsor and FAA as needed to address specific issues and coordinate various aspects of the project.
- Monthly teleconferences to discuss project status. It is anticipated that participants will include the Airport Manager, Project Managers from each member of the Consultant Team, FAA representatives and others, as appropriate.
- Two additional teleconferences will be planned for significant project milestones.
- Monthly status updates to the FMAA board by the Consultant Team's Project Manager.
- Two meetings in Seattle, one involving the Airport Manager and Project Managers from T-O, Mead & Hunt and Aviation and the second involving only the Airport Manager and T-O's project manager.

## 2.4 Quality Control

Internal processes will be used to ensure the quality of all work products. These processes will include:



- Establish a quality control plan for use by members of the consultant team. This plan will include identification of responsibilities and checklists or other means to check and document the quality of each item.
- Monthly assessments of progress by project leaders familiar with the type of work underway.
- Quality assurance/control reviews will be completed by a senior T-O Engineers consultant prior to shipment outside of the Project Team.
- Work prepared by T-O Engineers will be reviewed for quality by a senior member of Mead & Hunt or Aviation prior to shipment.

### Element 3 Public Involvement

Public involvement throughout the process is critical to the success of any planning effort. Communicating with the public will be an on-going element of this Study. The Friedman Memorial Airport Authority has many excellent processes in place to communicate with the public, and this study will use those processes to ensure that the public is informed and that public comments and concerns are heard.

For the most part, the public involvement process for this project will take place during regularly scheduled FMAA board meetings, held the first Tuesday of each month in Hailey. As described in Element 2, the Consultant Team will provide regular updates at these meetings. The FMAA Board also provides opportunity for public comment at each meeting, which will provide ample opportunity for members of the public to provide input into the planning process. Additional opportunities for public involvement will be necessary, though, and the project will include two open houses/workshops to communicate alternatives and hear comment in a less formal setting.

The Airport also utilizes several means of communicating with stakeholders and the media through email and their website, and these will be utilized for these purposes related to this study.

Due to the factors mentioned above, the following traditional elements of a public involvement process for an airport planning effort will not be included in this study:

- Technical Advisory Committee: The FMAA Board and Staff will provide all needed technical guidance to the Consultant Team.
- Stakeholder Identification and Outreach: Stakeholders are well known and involved in the process, therefore a dedicated effort to reach them will not be necessary.
- Dedicated Project Website: The airport's website will be used to communicate issues relative to the project. Some effort by the Consultant will be necessary to provide information for publication on the website, however.
- Newsletters: A separate newsletter will not be prepared for this project. Instead, the Consultant will provide information to airport staff for inclusion in their electronic newsletters.

Tasks that are included in this element are described below.

#### 3.1 Airport Board Meetings

In addition to monthly status updates at FMAA meetings, the Project Manager and other key personnel as needed will participate in Airport Board meetings to present alternatives to the Board and the public. It is anticipated that this will be necessary every other month. This effort will require preparation of PowerPoint slides and documents related to findings and presenting at meetings, as necessary.



### 3.2 Open Houses/Workshops

Plan, prepare for and attend two public open houses/workshops during the course of the project. It is anticipated that one of these public meetings will be held before completion of the Modifications of Standards documentation and the second before completion of the Airport Layout Plan drawing set. Meetings will be held in Hailey or one of the surrounding communities, at a location to be arranged for by the Sponsor. The Consultant Team will be required to prepare all information for the meeting, including a PowerPoint presentation, graphic displays and handouts for participants. Comments will be collected and documented, to be included in the narrative report for the planning effort.

### 3.3 Project Information

The Consultant Team will provide project information to Airport Staff for use in publishing information on the airport web site and/or in email communication to stakeholders. This information will be provided as follows:

- Weekly updates on the progress of the study, focusing on milestones achieved.
- Graphics and documents prepared for other Elements will be provided in PDF format for publication.

### 3.4 Documentation

The public involvement process will be documented throughout and a summary of the process, including actions taken and comments received will be included in the Final Narrative Report. All record of public comments will be filed, including meeting minutes of verbal comments heard from the public and all written comments received at open houses or via email or mail. These comments will be summarized for inclusion in the Public Involvement Chapter of the Final Narrative Report.

## Element 4 Inventory

In a typical Master Plan study, the inventory process essentially documents the existing use and configuration of the airport. This includes documenting the number of existing facilities, based aircraft, etc. to be used as a baseline for forecasting and developing alternatives to meet future demand. In this case, the purpose is not to accommodate future demand, therefore a different approach will be taken.

The purpose of this element will be to analyze the airport and define areas of deficiencies that must be addressed during this Planning Study. Much of this work has been completed in previous studies and during the recent Safety Case Analysis, and this element will collect and summarize those previous findings. Additionally, an additional check of the airport relative to design standards will be completed.

Known areas of non-compliance include: Runway Safety Area (dimensions and transverse grading); Runway Object Free Area; Runway to Parallel Taxiway Separation; and Runway to Aircraft Parking Separation. There may be other areas that do not meet standards or that may need to be addressed in order to improve reliability or safety. An example would be obstructions, which could limit the approach capabilities at the airport.



Findings from this element will be summarized in a draft chapter that will ultimately be incorporated into a final narrative report. This chapter will describe the existing facility and areas where the facility does not meet standards based on current traffic.

## Element 5 Alternatives

This element will analyze alternatives to address the various areas of non-compliance. This will include both alternatives for physical improvements that will correct each situation and potential Modifications of Standards that will be pursued. For ease of discussion, the different areas of non-compliance are discussed separately here, but they must be considered together so that solutions for one area do not create a conflict with another standard.

### 5.1 Runway Safety Area

The existing Runway Safety Area does not meet standards in two ways: parallel taxiways exist in the lateral safety area (i.e., the portion of the safety area on either side of the runway) on both sides and there are some areas where the transverse grading of the safety area is slightly steeper or shallower than standards allow.

Current FAA policy does not permit Modifications of Standards for Runway Safety Area dimensions; therefore a physical solution (i.e., relocating Taxiway B and closing Taxiway A) will be the goal for that deficiency. An alternative that could be considered is expanding operational restrictions to provide an equivalent level of safety. These alternatives will be addressed in detail.

For grading deficiencies, it may be possible to obtain an approved Modification of Standards for this condition, and this will be researched along with options to physically correct the situation.

### 5.2 Runway Object Free Area

The Runway Object Free Area, based on the existing aircraft traffic at the airport, is 800' wide. On the west, this area includes the terminal aircraft parking apron, and a portion of one hangar. On the east, the area includes the air traffic control tower, fence, terrain and State Highway 75.

Physical improvements to this situation are possible, but may be very difficult and expensive to implement. This element will analyze alternatives, including the following:

- Relocate terminal aircraft parking to the north side of the terminal, with associated reconfiguration of the terminal building.
- Removal of hangar(s) that penetrate the Object Free Area.
- Relocation of the air traffic control tower.
- Replace the existing fence with a frangible fence.
- Relocate State Highway 75. Is this possible? Will the State consider it? What would the impacts be to the community? What would it cost?

Due to the high cost and impact of some of these alternatives, Modifications of Standards for some of these situations will likely be preferable. Therefore, analysis of where to apply for Modifications of Standards and development of documentation will be an aspect of this element.



### 5.3 Runway to Parallel Taxiway Separation

The standard separation between runway and taxiway centerlines is 400 feet for C-III and 300 feet for C-II. The current separation at the airport varies from 250 feet to 335 feet for Taxiway B and from 180 feet to 250 feet for Taxiway A.

This element will evaluate various alternatives to meet these standards. Clearly, meeting C-III separation will be extremely difficult, as it will require either moving both Highway 75 and the runway to the east or relocating nearly all of the buildings on the west side of the airport, including the terminal. Achieving C-II standards, while not simple, is much more feasible and options for this approach will be analyzed in detail. Options for Taxiway A are limited, due to the limited space available on that side of the airport. Analysis of Taxiway A will focus on closing that taxiway or limiting its use significantly.

Due to the prohibitively high cost and impacts of achieving C-III separation, it is anticipated that Modification(s) of Standards will be pursued in this area as well. The anticipated end result is a combination of physical improvements and Modifications of Standards that will provide an equivalent level of safety when larger aircraft are operating at the airport.

### 5.4 Runway to Aircraft Parking Separation

The separation standard between runway centerline and aircraft parking is 500 feet for C-III and 400 feet for C-II. There is aircraft parking within these limits in several locations, and this element will analyze options to relocate that parking and/or to apply for Modifications of Standards to permit the parking to remain. As discussed above, it is likely that the terminal aircraft parking apron will need to be relocated to meet Object Free Area standards, but other general aviation parking aprons will require evaluation, as well.

## Element 6 Modifications of Standards

This element will include analysis, calculations and development of documentation to be submitted as Modifications of Standards for areas where a feasible physical solution is not available. This element is anticipated to include a significant amount of meetings and coordination with the FAA, at the Seattle Airports District Office, Northwest Mountain Region and perhaps higher in the FAA organization.

Analysis and calculations will focus on using risk-based justification for the requests for Modifications of Standards. Two documents published by the Airport Cooperative Research Program will be used extensively in this analysis:

- *ACRP Report 50 – Improved Models for Risk Assessment of Runway Safety Areas (RSA)*
- *ACRP Report 51 – Risk Assessment Method to Support Modification of Airfield Separation Standards*

Preparation of Modifications of Standards documents will require significant effort, as Modifications of Standards are approved at FAA headquarters level and complete justification will be necessary.



## Element 7 Reliability Alternatives

The Consultant Team completed a separate study in early 2012 that analyzed potential improvements to reliability that could be pursued at the airport. The alternatives to improve approach procedures and, subsequently, reliability can be divided into two categories: satellite, or performance based navigation and ground-based navigation.

### 7.1 Performance Based Navigation

Performance based navigation uses satellite and other technology, plus the navigation equipment and capabilities of the aircraft to develop instrument approach procedures. This is a key element of NextGen, the FAA's next generation of air traffic control.

The airport currently has two published approaches that use satellite-based technology:

1. RNAV (GPS) W RWY 31 uses GPS technology and is used by many aircraft at the airport. The minimums for this approach are high, however (1,800' / 3 miles for C aircraft) and there are many times when weather conditions prohibit the use of this approach.
2. RNAV (RNP) Y RWY 31 uses a type of navigation called Required Navigation Performance (RNP), which is much more accurate than RNAV GPS approaches. This approach at Hailey reduces the minimums to 1,000' / 3 miles, but it is very rarely used (if at all), due to the extremely long missed approach procedure.

Improvements to the RNAV (RNP) Y RWY 31 approach may be possible, specifically to the missed approach procedure. Another approach may also be possible, though options are limited due to the terrain near the airport. Analysis of alternatives to improve this approach will be evaluated as part of this Study.

### 7.2 Ground-Based Navigation

Ground-based navigation procedures have been in use for many years and are a proven method of precisely guiding aircraft into an airport when visibility is poor. Options for use of this technology is limited at Hailey, though, due to terrain. There may be options to establish a procedure that uses a ground-based localizer or localizers to provide guidance to aircraft on approach and, if needed on missed approach. Installation of such an instrument will be complicated, however, due to the clear zone required for such equipment.

Options for this type of installation and their impacts will be evaluated as part of this Study.

## Element 8 Airport Layout Plan/Capital Improvement Program

After the alternatives have been developed and considered and preferred alternatives identified and after Modifications of Standards have been approved, an Airport Layout Plan (ALP) can be developed that will graphically illustrate the proposed improvements and document the approved Modifications of Standards. A Capital Improvement Program will be developed as a companion document to the ALP, which will serve as an implementation plan for the projects identified in the ALP.



## Element 9 Narrative Report

A final narrative report will also be prepared, which will document the entire study process, including analysis, public involvement, development of alternatives, Modifications of Standards, and reliability analysis. This report will serve as the record of the planning process and will be used to make decisions during project implementation and as the airport moves forward.

## Element 10 Additional Services

There are some services essential to the planning process that will be considered additional services. These services include: preparation of a grant application and grant administration, budget tracking and other administrative services.

This task also allows for some flexibility to be added to the scope to account for tasks that are unforeseen at the time this scope was written. In particular, the FMAA may request the Consultant provide information or otherwise coordinate with third parties. This element will include a placeholder budget to accommodate this element. Individual tasks under this element must be approved in writing before work begins. Consultant will provide an estimate to perform these additional tasks which will be charged to this Element on a Time and Expense basis using the Consultant's hourly rates established in this agreement. Additional services beyond this placeholder amount will require authorization as an amendment to this scope of services.

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Exhibit A  
Scope of Services

**Environmental Assessment for Changes to SkyWest Airlines' Operations Specifications**  
Friedman Memorial Replacement Airport Program Management Services

**Project Understanding**

SkyWest Airlines (Airline) has made a request to the Federal Aviation Administration (FAA) for modifications to the Airline's Operations Specifications (proposed action) at Friedman Memorial Airport (Airport). The Airline is proposing to change the aircraft type providing air service to the Airport from the current Embraer EMB 120ER Brasillia aircraft, a twin-engine turbo-prop aircraft with 30 passenger seats, to the Bombardier CRJ700ER, a twin-engine regional jet aircraft with 65-70 passenger seats available depending upon configuration.

The proposed change in aircraft type is not expected to affect the number of passengers arriving and departing the Airport. Currently, the Airline operates between three and six flights per day to and from the Airport depending on the season. If the change to Operations Specifications for the aircraft type is approved, it is anticipated that the Airline would operate between two and three flights per day to and from the Airport, which would provide sufficient seats to meet passenger demand. Because the proposed aircraft has more seats than the existing aircraft, there would be a net reduction in air carrier operations as a result of the change. An average schedule for the year will be developed in consultation with the Airline. There are no other projects or actions by either the Airport or Airline that are associated with the proposed change to the Operations Specifications. There are no physical improvements needed to the Airport to accommodate this project.

The Friedman Memorial Airport Authority (FMAA) is assisting the approval of the proposed changes to the Operations Specifications by preparing an Environmental Assessment (EA) to evaluate the potential environmental effects resulting from the change of aircraft type. Once completed, the EA will be adopted by the FAA and serve as the basis for their Federal finding for the proposal.

All services for the EA will comply with the provisions of the National Environmental Policy Act of 1969 (NEPA), appropriate Council on Environmental Quality (CEQ), United States Department of Transportation (DOT), and FAA environmental regulations and guidance, as well as all applicable local, state, and Federal laws, as appropriate. Services will be conducted in accordance with FAA Order 1050.1E, Change 1, *Environmental Impacts: Policies and Procedures*, and this scope is written in a form that generally parallels FAA Order 1050.1E, Change 1; however, where applicable, certain sections have been expanded to further address concerns related to the proposed action.

To prepare the EA for the proposed changes to the Operations Specifications, the following tasks will be completed as described. This Scope of Services has been prepared in consultation with the Airport, FAA, and Airline. The tasks described below fall under two categories: 1) Tasks necessary for completion of the project and 2) Optional tasks that may be needed to address project developments as we proceed.

T-O Engineers, Inc. will provide project management, coordination and review services for this effort. Mead & Hunt, Inc. will be responsible for environmental and technical analysis, preparation of all documents and preparation for and leadership of all meetings.

Tasks related to the preparation of this Environmental Assessment are described as follows:

#### **Task 1. Project Coordination.**

*Description:* The Consultant will work in close liaison with FMAA, FAA, Airline and interested parties to ensure that the EA is complete and legally sufficient. Mead & Hunt, Inc. will assist the FAA in the preparation of a brief project coordination/scoping letter to be sent to Federal, state, and local agencies, tribal entities, and other stakeholders as appropriate. Mead & Hunt, Inc. will prepare a list of project stakeholders to receive the project coordination letter. The list will be reviewed by FMAA and FAA and revised as necessary. All letters and correspondence to Federal and tribal entities will be sent directly from the FAA.

Regular teleconferences will be held between the Mead & Hunt, Inc.; T-O Engineers, Inc.; FMAA; and FAA. The purpose of the teleconferences will be to report on progress made on the project, receive input from the participants, report on important tasks that have been completed, identify problems encountered for the purpose of resolution, and generally afford an opportunity to review the work and findings at various stages of completion.

Mead & Hunt, Inc. will develop and maintain a project schedule for conducting the EA, updating it as appropriate with the approval of FMAA.

*Product:* Project coordination letters and distribution list. Up to eight (8) coordination teleconferences, supported by regular written communication during the course of the EA. Development and maintenance of a project schedule.

#### **Task 2. Project Initiation Meeting.**

*Description:* A project initiation meeting with the FMAA will be conducted at the beginning of the project to provide the FMAA and public a thorough understanding of the EA process and the specific actions being evaluated in the EA. A PowerPoint presentation will be prepared and used during the meeting. Arrangement of the location and notice of the meeting will be the responsibility of the FMAA.

*Product:* A project initiation meeting conducted at a scheduled FMAA meeting. PowerPoint presentation materials. Attendance by two Mead & Hunt, Inc. staff and one representative from T-O Engineers, Inc.

#### **Task 3. Project Purpose and Need.**

*Description:* Mead & Hunt, Inc. will prepare a detailed project description purpose and need statement for the proposed change to Operations Specifications. The purpose and need serves as the basis for defining the project and will be developed considering the statutory objectives of the proposed Federal actions. The technical portions of the document will be written to be understandable by an average

citizen.

Coordination with the FMAA, Airline, and FAA will be necessary to develop and document the project description and purpose and need. Coordination for this task will be conducted by telephone and does not include any on-site meetings. T-O Engineers participation in this task will be limited to review of the purpose and need statement.

*Product:* Purpose and need chapter and stakeholder coordination conducted by telephone.

#### **Task 4. Alternatives.**

*Description:* The evaluation of alternatives is required by NEPA and by CEQ Regulations, because some aspects of the proposed actions may impact the environment in a manner that could be minimized or eliminated by pursuing an alternative action. NEPA mandates that all reasonable alternatives to the proposed actions must be examined. The CEQ has defined "reasonable" as those alternatives that are prudent or feasible from a technical and economic standpoint. In some instances, a reasonable alternative to the proposed actions may not exist.

Alternatives identified during the project initiation meeting (Task 1) or internal deliberations will be subjected to an initial screening evaluation. This evaluation will be conducted using existing published information and readily accessible data. The purpose of this initial evaluation is to screen out those alternatives not meeting purpose and need, or those which are not prudent or feasible based on technological, cost and/or safety-related criteria. It is anticipated that the initial range of alternatives will include:

- Use of Other Aircraft Types
- Service Provided by Other Airlines
- No-Action

If there are no unresolved conflicts concerning alternative uses of available resources, the range of alternatives may be limited to the no action and proposed action alternatives (FAA Order 1050e.1E, Change 1, paragraph 405d.). Because there are no other airlines that have requested change to their Operations Specifications and because SkyWest intends to operate only the CRJ700 aircraft the Airport, it is anticipated that EA will consider only the proposed action and no-action alternatives in the analysis. If a reasonable and feasible alternative to the proposed action is identified, the Scope of Services would need to be amended to account for the additional analysis.

The alternatives chapter will detail the following:

1. Why an alternative is or is not considered in detail.
2. The statutory or regulatory requirements applicable to each alternative.
3. The expected environmental impacts of the proposed action.
4. Conceptual measures needed to mitigate those impacts.

T-O Engineers participation in this task will be limited to review of the alternatives chapter.

*Product:* Alternatives chapter.

#### **Task 5. Affected Environment.**

*Description:* This task includes the data collection needed to identify the background conditions from which environmental consequences of the proposed action will be derived. An Affected Environment Chapter will be prepared that describes relevant information for each of the typical environmental resource categories included in FAA NEPA documents as described in Appendix A of FAA Order 1050.1E, Change 1. To the extent possible, information about the existing Airport collected and prepared by the FAA for the Environmental Impact Statement for the proposed replacement airport will be used for this project. The following describes specific efforts that will be undertaken for relevant resource categories.

**Air Quality and Climate:** A general description of the air quality in the project area will be prepared. Because the project area is in attainment for all criteria pollutants and aircraft operations and enplanements are below the thresholds requiring such, an emissions inventory is not necessary and will not be prepared.

**Land Use:** The land use of the project area will be investigated, described, and mapped for inclusion in the EA document. Mead & Hunt, Inc. will identify existing and future uses in the Airport environs through a collection of local land use maps, comprehensive plans, zoning ordinances, recreation maps, and other local plans. Schools, hospitals, nursing homes, parks, libraries, and other noise sensitive uses near the Airport will be located and mapped.

**Department of Transportation Section 4(f):** DOT Section 4(f) resources in the project area will be identified, including public parks, recreational areas, wildlife and waterfowl refuges of national, state, or local significance, or land of an historic site of national, state, or local significance.

**Fish, Wildlife, and Plants:** A literature review will be conducted for listed Federal and State of Idaho species to identify Endangered Species Act (ESA) listed and State of Idaho protected species in the project area. This task does not include field surveys or formal coordination with resource agencies.

**Historical, Architectural, Archeological, and Cultural Resources:** Historic, cultural, and archeological sites will be identified through a review of the National Register of Historic Places. Should it be needed, coordination and consultation with the SHPO and the tribes is the responsibility of the FAA. Consultation is not anticipated for this project and is not included in this Scope of Services. Field surveys, record reviews, and identification of resources eligible for listing on the National Register of Historic Places is not anticipated and is not included in this Scope of Services.

**Noise:** Current air traffic activity data will be assembled and organized. Data will be obtained from a third party, the FAA, and airport management records. Telephone interviews will be conducted with Airport staff, FAA management personnel, and ATC personnel to develop a current description of air

traffic control and airspace pertaining to the Airport and surrounding area. Detailed information will be collected for existing aircraft operational counts, aircraft fleet mix, runway usage, and day/night aircraft splits. The total operational levels assessed and general breakdown of aircraft fleet will be consistent with the FAA Terminal Area Forecast.

Mead & Hunt, Inc. will prepare existing conditions aircraft noise contours using the FAA Integrated Noise Model (INM). The noise contours will be prepared for the most recent complete calendar year (2011) and will show the 75, 70, and 65 DNL contour bands. The operations level for the Airport in 2011 will be determined from the most current approved Terminal Area Forecasts prepared by the FAA.

T-O Engineers involvement in this task will include collecting available information from T-O files and providing that information to Mead & Hunt. Also included will be review of the chapter.

*Product:* Affected Environment chapter.

#### **Task 6. Environmental Consequences.**

*Description:* This task includes the technical analyses of the direct and indirect environmental effects of the proposed actions for the specific impact categories listed in FAA Order 1050.1E, Change 1. It is anticipated that two (2) future years will need to be evaluated (year of implementation and an "future year" five years beyond the year of implementation). The specific years analyzed within the EA will be determined during consultation with the FMAA, Airline, and FAA. To the extent possible, information collected and prepared by the FAA for the Environmental Impact Statement for the proposed replacement airport will be used for this project. The following tasks detail each of the resource categories that will be assessed in the EA document. The following describes specific efforts that will be undertaken for relevant resource categories.

**Air Quality and Climate:** A qualitative description of air quality changes will be prepared describing the potential for impacts resulting from the proposed change in aircraft types. Because the project area is in attainment for all criteria pollutants and aircraft operations and enplanements are below the thresholds requiring such, an emissions inventory is not necessary and will not be prepared.

**Compatible Land Use:** Mead & Hunt, Inc. will perform a land use impact analysis using the noise contours generated for this task. The analysis will be consistent with FAA Orders 1050.1E, Change 1 and will include a description of whether or not noise impacts would result from the proposed project. As detailed in Order 5050.1E, Change 1, a significant noise impact would occur if analysis shows that the proposed action would cause noise sensitive areas to experience an increase in noise of DNL 1.5 dB or more, at or above DNL 65 dB noise exposure, when compared to the no action alternative for the same time frame. Additionally, in accordance with the 1992 FICON (Federal Interagency Committee on Noise) recommendations, examination of noise levels between DNL 65 and 60 dB will be done, if determined to be appropriate, after application of the FICON screening procedure. If screening shows that noise sensitive areas at or above DNL 65 dB will have an increase of DNL 1.5 dB or more, further analysis will be conducted to identify noise-sensitive areas between DNL 60-65 dB having an increase of DNL 3 dB or more, due to the proposed action for disclosure purposes

only.

Mead & Hunt, Inc. will detail both the population and housing units included within the 75, 70, and 65 DNL contour bands, and, should there be an increase of 1.5 DNL or greater over noise sensitive areas, the 60 DNL contour band will be developed and shown.

Cumulative Impacts: Each of the impact categories will be assessed to determine if potential cumulative impacts would result from the proposed actions or alternatives. Cumulative impacts will be assessed by reviewing past, present, and reasonably foreseeable projects at the Airport, and within its surrounding environs. A listing of projects that could result in cumulative impacts will be developed and documented.

Department of Transportation Section 4(f): An analysis of all potential Section 4(f) properties as well as 6(f) properties will be conducted. Such properties will be identified, described, and potential impacts to them evaluated as outlined in FAA Order 1050.1E, Change 1. Consideration will be given to all potential uses of such properties, including direct use and constructive use. This Scope of Services assumes that Section 4(f) or Section 6(f) statements will not be needed.

Fish, Wildlife, and Plants: Impacts to wildlife due to the proposed action will be quantified in relation to the potential for changes in the number of aircraft striking wildlife on the airfield or in flight at the Airport. The FAA Wildlife Strike Database will be reviewed to determine the existing potential for wildlife strikes at the Airport. It is not anticipated that coordination with Federal, state, or local natural resource agencies will be needed for the assessment and such efforts are not included in this Scope of Services.

Historical, Architectural, Archeological, and Cultural Resources: A review of potential impacts to historic resources will be conducted using the information collected for the Affected Environment. Impacts to resources will be assessed using the criteria of effect presented in 36 CFR 800.9. A draft Finding of Effect will be documented in the EA for review and concurrence by the FAA. This Scope of Services assumes that there will be no adverse effects to historic resources and, as such, no coordination with the SHPO and other relevant agencies will be needed.

Noise: A review of the Airport Master Plan forecast and FAA Terminal Area Forecast will be conducted to develop a future (five years beyond implementation) proposed action operation forecast by increasing CRJ700 operations consistent with forecast enplanement increases over the timeframe. If other unrelated changes in future aircraft fleet mix are reasonably foreseeable, they will be included in the future baseline and proposed action analysis. Using this forecast and data collected for the Affected Environment, Mead & Hunt, Inc. will prepare up to four INM modeling scenarios including the no action scenario for year of implementation and future year (two INM runs), and the proposed action for year of implementation and future year (two INM runs). The noise contours will be prepared for calendar years 2012, and 2017 and will show the 75, 70, and 65 DNL contour bands. Should there be an increase of 1.5 DNL or greater over noise sensitive areas, the 60 DNL contour band will be developed and shown. In addition to noise contours, up to 10 "grid points" beyond the noise contours will be assessed to evaluate the potential change in aircraft noise in surrounding communities.

T-O Engineers participation in this task will be limited to review of the chapter.

*Product:* Environment Consequences chapter.

#### **Task 7. Preliminary Draft EA - FMAA and FAA Review.**

*Description:* Mead & Hunt, Inc. will document the results of the study analyses in a Preliminary Draft EA to be submitted to the FMAA and FAA for review and comments. Eight hardcopies of the document and an electronic version of the text will be provided for review and distribution.

T-O Engineers participation in this task will be limited to review of the Preliminary Draft EA.

*Product:* Eight hardcopies and an electronic version of the Preliminary Draft EA.

#### **Task 8. Draft EA Preparation and Distribution.**

*Description:* Subsequent to receiving FAA comments on the Preliminary Draft EA, Mead & Hunt, Inc. will prepare the Draft EA. It is anticipated that 15 copies will be printed, with five (5) copies to the Airport and five (5) copies to the FAA. Copies of the Draft EA will also be placed in local libraries and other public locations suitable for review by the general public.

The Draft EA main document text and exhibits will be converted to a PDF format and placed on a Compact Disk (CD) and made available for distribution.

Mead & Hunt, Inc. will draft a Notice of Availability of the Draft EA for newspaper publication. Included in the notice will be an announcement for a public meeting. The FMAA will be responsible for publishing the newspaper publication.

No T-O Engineers participation is anticipated for this task.

*Product:* Fifteen copies of the public Draft EA, PDF copy of the public Draft EA, distribution of the document, and preparation of the notice of availability.

#### **Task 9. Public Meeting.**

*Description:* Mead & Hunt, Inc. will prepare and conduct a Public Meeting or Public Hearing as requested to be held approximately thirty (30) days after the release of the Draft EA; this timing will enable a minimum 10 day period for additional comments after the meeting. The objective of the meeting will be to provide a brief summary of the EA study and hear and record comments and concerns of the public, stakeholders, and representatives of applicable governmental agencies. A presentation will be made at the meeting and comments will be received and recorded. The meeting will be preceded by an informal open house where the general public can ask questions and submit comments.

Mead & Hunt, Inc. will be responsible for making the presentation at the meeting and for visual aids at both the meeting and open house portions. The FMAA will be responsible for securing the location for the meeting in the community.

T-O Engineers, Inc. staff will participate in discussions preparing for this meeting and will attend the meeting in Hailey.

*Product:* Preparation and conduct of a meeting with visual aids and a presentation.

#### **Task 10. Final EA.**

*Description:* Mead & Hunt, Inc. will collect, organize, and review and evaluate all comments received during the comment period, including those obtained during the Public Meeting/Hearing. Mead & Hunt, Inc. will prepare responses to comments received during the comment period. A draft response will be prepared for each substantive comment and submitted to the FMAA and FAA for review and comment. Mead & Hunt, Inc. will revise the response to comments as necessary and prepare a response to comments report, which will become an appendix to the Final EA. It is anticipated that no more than 40 hours will be required to complete the responses and coordination.

The analysis and text within the Draft EA document and appendixes will be reviewed and revised as appropriate in response to comments received from the public, stakeholders, and agencies. The document will be first reviewed by the FMAA. Once comments have been addressed, a review draft will be provided to the FAA. Upon approval from the FAA, a final print version will be produced.

Once approved, it is anticipated that up to eight copies of the document will be printed. Additionally, the Final EA main document text and exhibits will be converted to a PDF format and placed on a Compact Disk (CD) and made available for distribution.

T-O Engineers participation in this task will include review of documents and participation in coordination and discussions.

*Product:* Eight copies of the Final EA, PDF copy of the Final EA, distribution of the document.

#### **Optional Task A – Project Coordination Meeting**

*Description:* Should they be needed, additional project coordination meetings may be requested to facilitate the completion of the project. Meetings could be requested with FMAA, FAA, Airline, or other stakeholders. This optional task includes the efforts needed for two Mead & Hunt, Inc. staff and one T-O Engineers, Inc. staff to prepare for and attend one meeting.

*Product:* Preparation and participation in one project meeting.

### **Responsibilities of Sponsor**

Our Scope of Services and Compensation are based on the Sponsor providing supporting documents as possible during the duration of this effort.

### **Compensation**

Work will be performed on a time and materials basis with a not-to-exceed amount of \$##,### for Tasks 1-10 and additional optional tasks added as needed on a time and materials basis.

DRAFT

Exhibit B  
Project Schedule

**Work Order Number 2: Environmental Assessment for Changes to SkyWest Airlines'  
Operations Specifications  
Friedman Memorial Replacement Airport Program Management Services**

Project Notice to Proceed	June 5
Task 2. Project Initiation Meeting.	July
Task 3. Project Purpose and Need.	June 5 - June 18 (2 weeks)
Task 4. Alternatives.	June 5 - June 18 (2 weeks)
Task 5. Affected Environment.	June 5 - June 25 (3 weeks)
Task 6. Environmental Consequences.	June 5 - June 29 (4 weeks)
Preparation of Draft EA Document	July 2 - July 6 (1 week)
Task 7. Preliminary Draft EA - FMAA and FAA Review.	July 9 - July 23 (2 weeks)
Address Comments From FMAA and FAA	July 23 - July 30 (1 week)
Task 8. Draft EA Preparation and Distribution.	July 30 - August 3 (1 week)
Public Review Period Before Meeting	August 6 - September 5 (min 30 days)
Task 9. Public Meeting.	Week of September 10
Closes of Public Review Period After Meeting	September 14 - September 24 (min 10 days)
Task 10. Final EA.	October 1
Expected FAA FONSI	?

**Notes: This schedule assumes the following:**

- All information needed will be readily available
- FMAA can review the Preliminary Draft EA in one week
- FAA can review the Preliminary Draft EA in two weeks
- No substantial comments are received on the Draft EA

**DRAFT BUDGET**  
**Friedman Memorial Airport**  
**Environmental Assessment - Subconsultant Fees (Head & Hunt)**  
 May 29, 2012

Hourly Billing Rates	PERSONNEL CATEGORY, HOURS										Total Person Hours	Total Labor Cost	PROJECT EXPENSES	TOTAL COST	
	Project Principal \$220.00	Project Manager \$191.00	S. Airport Planner \$157.00	Airport Planner \$126.00	Technical Graphics \$107.00	Admin. \$92.00									
<b>Main Tasks</b>	6	16	0	4	6	0	0	0	0	0	32	\$5,522.00	\$0.00	\$1,700.00	\$7,222.00
Task 1. Project Coordination	0	12	6	0	0	0	0	0	0	0	26	\$4,994.00	\$0.00	\$0.00	\$4,994.00
Task 2. Project Initiation Meeting	2	2	4	0	0	0	0	0	0	0	8	\$1,450.00	\$0.00	\$0.00	\$1,450.00
Task 3. Project Purpose and Need.	0	1	4	0	0	0	0	0	0	0	5	\$819.00	\$0.00	\$0.00	\$819.00
Task 4. Alternatives.	0	6	10	32	8	0	0	0	0	0	56	\$7,604.00	\$0.00	\$0.00	\$7,604.00
Task 5. Affected Environment.	2	16	24	28	20	0	0	0	0	0	90	\$12,932.00	\$0.00	\$0.00	\$12,932.00
Task 6. Environmental Consequences.	3	8	12	16	8	0	0	0	0	0	67	\$9,994.00	\$0.00	\$0.00	\$9,994.00
Task 7. Preliminary Draft EA - FMAA and Review.	1	8	0	16	8	0	0	0	0	0	43	\$5,600.00	\$0.00	\$0.00	\$5,600.00
Task 8. Draft EA Preparation and Distribution.	2	20	0	4	6	0	0	0	0	0	32	\$5,406.00	\$0.00	\$1,700.00	\$7,106.00
Task 9. Public Meeting.	2	16	24	20	8	0	0	0	0	0	80	\$11,620.00	\$0.00	\$0.00	\$11,620.00
Task 10. Final EA.															
<b>Total Hours</b>	26	105	84	110	64	0	0	0	0	0	439	\$64,851.00	\$3,100.00	\$3,400.00	\$71,351.00
<b>Total Costs</b>	\$5,720.00	\$20,055.00	\$13,188.00	\$15,120.00	\$6,848.00	\$3,920.00									

**Optional Tasks**  
 Optional Task A - Project Coordination Meeting

1	101	0	2	4	0	0	0	0	0	0	17	\$2,810.00	\$0.00	\$1,700.00	\$4,510.00
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**DRAFT BUDGET**  
**Friedman Memorial Airport**  
**Environmental Assessment - Fee Summary**  
**May 29, 2012**

Main Tasks	T-O PERSONNEL CATEGORY, HOURS						Total T-O Labor Cost	Travel Expenses	Subconsultant Cost	TOTAL COST
	Hourly Billing Rates	Principal/ Proj. Mgr. \$155.00	Project Engineer \$115.00	Technical Graphics \$70.00	Admin. \$40.00	Person Hours				
Task 1. Project Coordination		10	2	0	0	2	\$1,860.00	\$0.00	\$7,222.00	\$9,082.00
Task 2. Project Initiation Meeting.		7.5	0	0	0	0	\$1,162.50	\$200.00	\$4,994.00	\$6,356.50
Task 3. Project Purpose and Need.		1	0	0	0	0	\$155.00	\$0.00	\$1,450.00	\$1,605.00
Task 4. Alternatives.		1	0	0	0	0	\$155.00	\$0.00	\$819.00	\$974.00
Task 5. Affected Environment.		1	4	4	0	0	\$895.00	\$0.00	\$7,804.00	\$8,499.00
Task 6. Environmental Consequences.		1	0	0	0	0	\$155.00	\$0.00	\$12,932.00	\$13,087.00
Task 7. Preliminary Draft EA - FMAA and Review.		2	0	0	0	0	\$310.00	\$0.00	\$9,704.00	\$10,014.00
Task 8. Draft EA Preparation and Distribution.		0	0	0	0	0	\$0.00	\$0.00	\$7,100.00	\$7,100.00
Task 9. Public Meeting.		11.5	0	0	0	0	\$1,782.50	\$300.00	\$7,106.00	\$9,188.50
Task 10. Final EA.		4	0	0	0	0	\$620.00	\$0.00	\$12,420.00	\$13,040.00
<b>Total Hours</b>		<b>39</b>	<b>6</b>	<b>4</b>	<b>4</b>	<b>2</b>				
<b>Total Costs</b>		<b>\$6,045.00</b>	<b>\$890.00</b>	<b>\$280.00</b>	<b>\$80.00</b>		<b>\$7,095.00</b>	<b>\$500.00</b>		<b>\$78,946.00</b>

Optional Tasks	Person Hours	Total T-O Labor Cost	Travel Expenses	Subconsultant Cost	TOTAL COST
Optional Task A - Project Coordination Meeting	4	\$620.00	\$0.00	\$4,510.00	\$5,130.00

## MEMORANDUM

**TO:** Mayor and City Council

**FROM:** Mariel Platt, Sustainability Coordinator 

**RE:** Build Better Program (BBP) – Review of Ketchum and Blaine County’s mandatory above code program and the extension of the voluntary BBP.

**DATE:** June 4, 2012

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The Build Better Program (BBP) was originally proposed as a mandatory program by staff, but was later adopted as a voluntary program in January 2011, with review required by the Council and Mayor in January 2012, prior to the program becoming mandatory (attached is a fact sheet outlining the originally proposed BBP). On February 6, 2012, the Council decided to renew the BBP as a voluntary program until January 1, 2013, with an additional amendment that provided a prescriptive pathway for the energy efficiency requirements to be met. This amendment is consistent with Ketchum and Blaine County’s programs, which allow both a prescriptive and performance pathway. The Council also asked for a comparison of Hailey’s program to Ketchum and Blaine County’s mandatory programs, which is provided in a chart on pages 3 and 4.

During the past 18 month voluntary period, I have met with a number of individuals and have the collected the following feedback and information:

1. One Hailey building permit applicant has committed to participating in the program. To date this building is not complete; however, the city can glean a limited amount of information from this project and the experience of the applicant to help guide the Council in their future decision to consider the BBP for adoption as a mandatory code.
2. Blaine County adopted a similar mandatory program in May 2011 and has processed a number of applications that have complied with the County’s new requirements, which provides Hailey with valuable information
3. The Community Audit and Retrofit Rebate Program (CARRP) commenced in August 2010 and have given Hailey residents and other residents in the valley, first hand experience with home energy analyses (energy audits) as well as greater awareness of building energy efficiency in general. This effort was continued with the start of the Hailey Community Climate Challenge’s Save-A-Watt program, which began in January 2012.
4. The City of Ketchum adopted a mandatory above-code building program for residential construction this May 2012, with hearings on their commercial code to begin following a decision on the residential code.

Each of these occurrences is further elaborated on below.

### 1. Hailey BBP Participant

There has been only one participant, Blake Eagle, in the voluntary BBP. His project’s foundation is

complete, but framing has not started. Blake anticipates completion at the end of summer/beginning of fall. Due to the incomplete status of the project, the amount of information that can be gleaned from participant regarding his experience with the BBP is minimal; he has just begun the construction of the building. His general comments regarding the BBP is that he feels 1) "baby steps" are appropriate and he would like to see Hailey, Ketchum, and County codes as unified as possible, 2) greater financial incentives should be available to help off-set costs, and 3) during his comments to the Council at the February 2012 meeting he stated he was in support of the BBP. He was particularly interested in seeing DIF reduced or deferred as an offered incentive. The participant is already receiving a 50% reduction in building permit and review fees, which is currently allowed for residential, new construction only, when participating in the BBP. The rationale behind this reduction is that a 3<sup>rd</sup> party HERS (Home Energy Rating System) rater is now modeling the plans and submitting a HERS score with the building permit plans to verify proposed energy efficiency and energy code compliance and conducting the field verification and post construction HERS scores to verify compliance. The building department's time conducting energy code compliance at permit review and during field inspections has been estimated at half of the total review and inspection time.

## 2. Blaine County's Experience with a Mandatory Code

Bill Dyer, the County's Building Official, has been implementing the County's Buildsmart regulations for the past year (since May 2011). Since that date, 95 building permits have been issued. Of these 95, only 14 have fallen under the parameters of Buildsmart, due to the numerous exemptions that the County has established as part of their code. (The exemptions offered are the same as Hailey's proposed code; however, the County's code requires additions over 300 sq. ft. to comply; whereas staff has proposed that additions fewer than 500 sq. ft. be exempt in Hailey's BBP). Bill has found that there is additional time required when processing building permits, to explain to the public what the new requirements are. He said there are a number of projects that are exempt from Buildsmart, but the owners and/or builders are choosing to go forward with the testing protocol provided by a HERS rater to verify whole house air sealing with a blower door test (this is the same testing used in Hailey's BBP) and to identify what the project's HERS score is. A permit for a new single family residence has elected to pursue the National Green Building Standard's (NGBS) emerald target, in-lieu of the Buildsmart requirements. Similarly, Hailey's program allows homes certified under NGBS to also receive an exemption from the BBP. Overall, Bill has indicated that there have been no major issues with the new code and no changes have been deemed necessary since Buildsmart's adoption.

Attached is a brochure outlining Buildsmart. Buildsmart does include a prescriptive pathway for homes 2,500 sq. ft. or smaller. A prescriptive pathway eliminates the need for a 3<sup>rd</sup> party HERS rater and involves the Building Dept. to the same degree they are currently involved in reviews and inspections.

In addition to speaking with Bill Dyer, I have also met with John Reuter, a local HERS rater. He has worked as the 3<sup>rd</sup> party verify for more than seven (7) projects that fell under the Buildsmart program requirements. He has found that a number of County projects easily achieve the requirement. However, a few have not, especially the larger projects, such as a 7,000 sq. ft. home that requires a HERS score of 48 due to the County's requirements for larger homes. In explaining Hailey's program to John, he expressed to me that he is a builder's advocate and is choosing not to advocate mandatory programs; however, he felt, based on the projects he has worked on that 10% better than the current code (BBP energy

requirement), was not difficult or expensive to achieve.

3. CARRP

Thirty-four (34) applicants have received a CARRP rebate in Hailey, for a total of approximately \$40,000 spent by CARRP (30% rebate) and \$93,333 by CARRP applicants to cover the required match (70%), for a total of \$133,333 spent. This means that 34 home owners have received a certified energy audit and have made at least one improvement to their building, based on the auditor's recommendations. In addition to Hailey there are seven (7) other jurisdictions participating in CARRP. When the program is over in fall 2013, there will be a total of approximately \$833,000 spent throughout the valley, due to CARRP. In talking with some energy rates, suppliers, and contractors, this program has helped generate business. A worthy effort considering that the building and construction industry has been one of the sectors hit the hardest by the economic downturn.

Community outreach and education has continued over this time and has recently been revitalized in Hailey by the Hailey Community Climate Challenge (HCCC). The HCCC provides another \$80,000 to continue providing rebates through the Save-A-Watt program for certified energy audits and retrofits to businesses and residents in Hailey. HCCC provides three community workshops on building energy efficiency each year, for the next two years. Save-A-Watt and the workshops associated with the HCCC began January 2012.

The surveys collected from CARRP applicants following each applicant's request for a rebate and anecdotal information collected during each applicant's final application submittal meeting, has indicated that the program and knowledge imparted on the applicant has been useful and informative.

4. City of Ketchum's Mandatory Code

Ketchum recently adopted NGBS for their mandatory residential code. NGBS is considered a comprehensive green building code; similar to LEED, it addresses indoor air quality, waste management, energy efficiency, water conservation, etc. NGBS is an allowable exemption of Hailey's BBP. LEED is an exemption in both Hailey voluntary code and Ketchum and the County's mandatory code. Ketchum will soon be reviewing a mandatory commercial code. Ketchum's code offers a prescriptive and performance path; however even the prescriptive path requires a blower door test to identify air leaks in the building and verify quality construction. Ketchum staff who worked on the proposed code has stated that in the public workshops and hearings NGBS has been well received by the community. Ketchum staff estimate a 2-6% upfront cost increase and stated that NGBS is easier to achieve, cheaper to certify, and costs approximately 1/3 of the total cost when compared to LEED. Ketchum's code addresses remodels, additions and new construction, similarly to Hailey's proposed code and the County's mandatory code. However, Ketchum's code, like the County's also requires additions over 300 sq. ft. to comply, whereas Hailey staff has recommended additions under 500 sq. ft. be exempt from the BBP.

COMPARISON CHART

	<b>Hailey</b>	<b>Ketchum</b>	<b>Blaine County</b>
<b>Types of buildings</b>	Residential and Commercial	Residential with Commercial to follow shortly	Residential
<b>Status</b>	Voluntary	Mandatory	Mandatory

<b>Applicable Remodels/Renovations</b>	500 sq. ft.	Over 300 sq. ft. of conditioned space	25% of the structures interior or exterior membrane is removed.
<b>Applicable Additions</b>	500 sq. ft.	Over 300 sq. ft. of conditioned space	301 sq. ft.
<b>Energy Requirement</b>	10% better than the 2009 IECC	Points based, but must be better than 2009 IECC.	15-75% better than 2009 IECC, depending on building size
<b>Other Requirements</b>	Points based water conservation, waste management, indoor air quality and materials management/selection	Points based water conservation, waste management, indoor air quality and materials management/selection	No
<b>Outdoor Energy Conservation</b>	Voluntarily regulates snowmelt	Regulates pools, spas, snowmelt	Regulates pools, spas, snowmelt
<b>Excepted alternatives</b>	LEED and NGBS	LEED	LEED and NGBS

The attached ordinance has been amended to add the same prescriptive pathway for residential as Blaine County allows. However, Blaine County only allows the prescriptive pathway on homes smaller than 2,500 sq. ft. A prescriptive pathway eliminates the HERS rater and establishes minimums or maximums for energy related equipment, construction, materials, and appliances, such as requiring a minimum energy efficiency rating on heating equipment or windows. This will make the program more unified with Blaine County and Ketchum's proposed code and will address the majority of the architect's concerns that were voiced during past public hearings on this topic. These concerns primarily centered on their disapproval of requiring a HERS rater to verify the design and construction of the building. Allowing this pathway has proved meaningful to the architects in the community that voiced strong opposition to Hailey's proposed program during the original review in fall 2010.

## Ordinance Fact Sheet

### City of Hailey's Sustainable Building Committee's Recommendation

October 2010

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The Committee's recommendation was created for a number of reasons and serves multiple purposes:

1. It addresses energy and water conservation in a manner that keeps costs to a minimum for the applicant and the city.
2. It is a step towards planning for greater energy security and independence, and guards against the financial impacts of future energy price volatility.
3. Buildings use the most energy of any sector in the US - more than the transportation sector - therefore; it makes sense to focus on sources of usage that are greatest.
4. Current building practices are legal minimums established by the State - greater energy efficiency can be obtained.
5. Our local climate requires lots of energy during the winter - this translates to higher energy costs and provides an opportunity to substantially increase efficiencies and savings.
6. The average life span of a building is 75 years. The status of energy prices and availability could change within 75 years, especially considering the potential impacts of climate change and future policies aimed at curtailing emissions associated with climate change.
7. Future building code requirements and federal legislation may require our community to rapidly improve building practices; being ahead of the curve will help Hailey adjust.
8. It focuses on new construction to take advantage of opportunities to ensure a better future building stock and existing structures to address the most energy inefficient buildings that will likely make up the majority of the building stock for decades.
9. It ensures that buildings are built in a manner that considers energy efficiency for future occupants of buildings, so occupants aren't left paying high energy and heating costs.

#### 1. What type of building activity would fall under the recommendation?

Applicable new construction, addition, and alteration projects for both commercial and residential buildings within the City of Hailey would fall under the recommendation.

#### 2. Are there any exemptions?

Yes. In addition to the exemptions listed in Section 101.4 of the 2009 IECC, the following new projects are exempt:

- Windows.
- Bathroom remodel projects limited to the replacement of fixtures and cabinets.
- Kitchen remodel projects limited to the replacement of cabinets, counter tops, plumbing fixtures, and appliances.
- Electrical work associated with permits issued only for electrical work
- Plumbing associated with permits issued only for plumbing.
- Replacement of HVAC appliances associated with permits issued only for appliance replacement.

- Reroofs.
- Additions less than 500 square feet of conditioned floor area.
- Alterations that do not affect the integrity of the building envelope.
- Alterations that do not require a building permit.
- Tenant and ADA improvements required by the Building Department.
- Structures listed on the National Historic Register.
- USGBC's LEED for Homes certification level and NAHB's National Green Building Program Bronze level.
- USGBC's LEED for New Construction (commercial) certification level, so long as the energy efficiency points meet or exceed 10% above the 2009 IECC.

### **3. How will the energy efficiency increases apply to additions?**

RESIDENTIAL: If an addition is 500 square feet of conditioned space or more, a RESNET accredited HERS rater would conduct a Certified HERS audit of the entire building associated with the addition. Energy efficiency of the addition would be verified by a RES-CHECK energy analysis, which would project a 10% more energy efficient design compared to the 2009 IECC.

COMMERCIAL: An energy audit would be conducted by a licensed engineer on the entire building associated with the addition. Energy efficiency would be verified by a Com-Check energy analysis, which would project a 10% more energy efficient design compared to the 2009 IECC.

### **4. How will the energy efficiency increases apply to new construction?**

RESIDENTIAL: (Homes achieving Northwest Energy Star Version 3.0 would be exempt from the energy efficiency requirements.) Energy efficiency would be verified by a RESNET accredited HERS rater using REMRATE software. Applicants would submit an initial HERS index score based on the proposed design with a building permit application. Prior to receiving a certificate of occupancy, a final HERS index score would be submitted to the Building Department, verifying that both project is 10% more energy efficient compared to the 2009 IECC.

COMMERCIAL: Buildings less than 10,000 square feet of conditioned space would verify energy efficiency using a Com-Check energy analysis, which would project a 10% more energy efficient design compared to the 2009 IECC. Buildings 10,000 square feet or larger would verify energy efficiency using an energy model, which would project a 10% more energy efficient design compared to the 2009 IECC.

### **5. How will the energy efficiency increases apply to alterations?**

RESIDENTIAL: All alterations that require a building permit and affect the building envelope, and which are not listed as an exemption above, would conduct a Certified HERS audit by a RESNET accredited HERS rater of the entire building associated with the alteration. A RES-CHECK energy analysis would be submitted to the Building Department verifying that the alteration exceeds the energy efficiency requirements of the 2009 IECC by 10%.

COMMERCIAL: In not listed in one of the exemptions above, an energy audit would be conducted by a licensed engineer on the entire building associated with the addition. A Com-check energy analysis

would be submitted to the Building Department verifying that the alteration exceeds the energy efficiency requirements of the 2009 IECC by 10%.

**6. Are there any additional requirements, beyond energy efficiency increases and what are they?**

New residential and commercial construction would address water conservation, indoor air, construction waste, durability and assurance in the following ways:

1. Water Conservation. All faucets, showerheads, and toilets installed in a building for domestic use and restroom facilities, would use 20% less water than standard fixtures or certified by EPA's Water Sense Program, which use at least 20% less water than standard fixtures. Water Sense labels or equivalent documentation would be submitted to the Building Department or provided during final inspection for verification.
2. Indoor Air. 2009 IMC would be met to ensure proper ventilation.
3. Construction Waste. In addition to waste receptacles, bins for cardboard and clean wood waste would be provided and sorted accordingly on-site and will be verified by the Building Department during regularly scheduled inspections.
4. Durability and Assurance. Installation specifications and details would be shown on the plans submitted for a Building Permit.

New residential construction and residential additions of 500 square feet of conditioned space or greater would provide the number of points specified by the points equation. Points are accumulated based on the total square feet of conditioned space and the number of bedrooms of the addition or new construction project. Points can be obtained for a variety of sustainable building activities such as efficient heating appliances, low-VOC paints, pre-wired solar, the use of advanced framing techniques, increased insulation values, etc.

Visit: <http://www.haileycityhall.org/GreenBuildingandPlanningAdvisoryCommittee.asp>. for more detailed information. In addition, you can call 788-9815, ext. 24, or email [Marisel.platt@haileycityhall.org](mailto:Marisel.platt@haileycityhall.org) for questions and comments.

# HERS Sliding Scale for New Construction

SQ. FT. of Home is less than:	Required HERS Score	SQ. FT. of Home is less than:	Required HERS Score
0	70	6,400	41
2,600	70	6,600	40
2,800	69	6,800	39
3,000	68	7,000	38
3,200	67	7,200	37
3,400	66	7,400	36
3,600	65	7,600	35
3,800	64	7,800	34
4,000	63	8,000	33
4,200	62	8,200	32
4,400	61	8,400	31
4,600	60	8,600	30
4,800	59	8,800	29
5,000	58	9,000	28
5,200	57	9,200	27
5,400	56	9,400	26
5,600	55	9,600	25
5,800	54	9,800	24
6,000	53	10,000	23
6,200	52	10,200	22
6,400	51	10,400	21
6,600	50	10,600	20
6,800	49	10,800	19
7,000	48	11,000	18
7,200	47	11,200	17
7,400	46	11,400	16
7,600	45	11,600	15
7,800	44	11,800	14
8,000	43	12,000	13
8,200	42	12,200	12
8,400	41	12,400	11
8,600	40	12,600	10
8,800	39	12,800	9
9,000	38	13,000	8
9,200	37	13,200	7
9,400	36	13,400	6
9,600	35	13,600	5
9,800	34	13,800	4
10,000	33	14,000	3
10,200	32	14,200	2
10,400	31	14,400	1
10,600	30	14,600	0
10,800	29	14,800	0
11,000	28	15,000	0
11,200	27	15,200	0
11,400	26	15,400	0
11,600	25	15,600	0
11,800	24	15,800	0
12,000	23	16,000	0
12,200	22	16,200	0
12,400	21	16,400	0
12,600	20	16,600	0
12,800	19	16,800	0
13,000	18	17,000	0
13,200	17	17,200	0
13,400	16	17,400	0
13,600	15	17,600	0
13,800	14	17,800	0
14,000	13	18,000	0
14,200	12	18,200	0
14,400	11	18,400	0
14,600	10	18,600	0
14,800	9	18,800	0
15,000	8	19,000	0
15,200	7	19,200	0
15,400	6	19,400	0
15,600	5	19,600	0
15,800	4	19,800	0
16,000	3	20,000	0
16,200	2	Greater than 20,000	0
16,400	1	Greater than 20,000	0
16,600	0	Greater than 20,000	0
16,800	0	Greater than 20,000	0
17,000	0	Greater than 20,000	0
17,200	0	Greater than 20,000	0
17,400	0	Greater than 20,000	0
17,600	0	Greater than 20,000	0
17,800	0	Greater than 20,000	0
18,000	0	Greater than 20,000	0
18,200	0	Greater than 20,000	0
18,400	0	Greater than 20,000	0
18,600	0	Greater than 20,000	0
18,800	0	Greater than 20,000	0
19,000	0	Greater than 20,000	0
19,200	0	Greater than 20,000	0
19,400	0	Greater than 20,000	0
19,600	0	Greater than 20,000	0
19,800	0	Greater than 20,000	0
20,000	0	Greater than 20,000	0

## Tier 1 EnergyStar Improvements for Additions

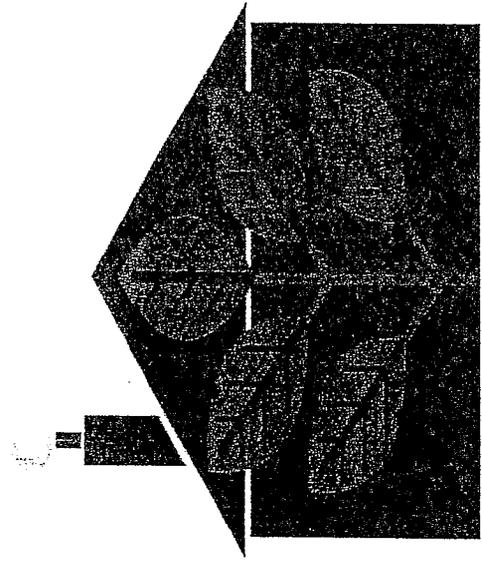
- Attic insulation — R-24 minimum
- Wall insulation — Insulate to the greatest extent possible depending on construction
- Floor insulation — R-30 minimum in joist cavities or create a conditioned crawl space
- Duct sealing — Seal supply and return ducts to the extent possible to achieve 50 percent reduction in air leakage through the duct system. If this is not possible, the system must be improved to achieve a leakage rate equal to or less than 10 percent of the conditioned floor area
- Building envelope sealing — Using a blower door, the building envelope must be evaluated for leakage at penetrations. Seal leaking penetrations to achieve as low a leakage rate as is feasible, down to the minimum ventilation level of 0.35 natural air changes per hour for the home.



# BUILDSMART REGULATIONS

## General Overview

### May 2011



Call Blaine County Building Services or go to our website for more details; 208-788-5573  
[www.blainecounty.org](http://www.blainecounty.org)



**New Construction**

- 1) Performance Option
  - Homes will be required to meet the energy performance goals as outlined in Table 405.3(1)(see back of brochure). The scale is based on home size. The RESNET's Home Energy Rating System (HERS) shall be the tool to identify compliance. A third party, one that is not directly a part of the project team, must conduct the HERS Rating.
- 2) Prescriptive Option
  - Available to homes 2500 sq. ft. or smaller;
  - Homes must be built to 2009 IECC prescriptive requirements and also include the following: 1) 90% AFUE furnace 2) .62 EF water heater 2) Air sealing structure to a minimum of 5 ACH @ 50 Pa.
- 3) Alternative Option
  - Leadership Energy and Environmental Design (LEED) or National Green Building Standard (NGBS) certified homes are not subject to the HERS sliding scale performance requirements.

**Standard Additions (301 sq. ft. or larger)** are required to improve the existing home by one of the following two options:

- 1) Performance Option
  - Prior to construction, the home is evaluated and receives a HERS score. After the addition, the home must improve the HERS score by 30 points or bring the pre-addition score up to a HERS 100.
- 1) Prescriptive Option
  - Install Tier I Energy Star improvements (see back of brochure )

**Exterior Energy Usage**

- (Heated drives, pools > 200 sq. ft, spas > 64 sq.ft) requires a permit and is subject to the following rules beyond the 2009 IECC.
- Exterior energy consumption must be offset by 50% through the on-site installation of renewable energy sources. The energy efficient technology of ground source heat pumps is also permitted for supplemental on-site energy.
  - Energy consumption that is not offset on-site is required to pay an in-lieu fee prior to building permit issuance.

**Remodels (25% or more of structure's exterior or interior membrane is removed)**

- Professional energy audit conducted by a certified energy auditor must be submitted prior to building permit issuance.
- No improvements to existing structure are required.
- Renovation (Less than 25% of structure's exterior or interior membrane is removed)**
  - Self conducted energy audit packet, provided by building department, must be submitted prior to building permit issuance.

**Submittal Changes**

- Equipment sizing calculations, in accordance with ACCA Manual J, S, and D, shall be submitted prior to subfloor inspection.
- ResCheck analysis can only be used for remodels, renovations, and additions less than 301 sq. ft.
- Blower door tests, conducted by an independent third-party, are required for all permits that evaluate air sealing.

HAILEY ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE OF THE CITY OF HAILEY, AMENDING SECTION 15.08.012(A) OF THE HAILEY MUNICIPAL CODE TO PROVIDE AN ALTERNATIVE VERIFICATION; AMENDING SECTION 15.08.012(C) OF THE HAILEY MUNICIPAL CODE TO DESCRIBE THE ALTERNATIVE VERIFICATION; AMENDING SECTION 15.08.020(E) OF THE HAILEY MUNICIPAL CODE TO REVISE THE EXPIRATION DATE OF THE BETTER BUILD PROGRAM TO JANUARY 1, 2013; BY PROVIDING FOR A SEVERABILITY CLAUSE; BY PROVIDING FOR A REPEALER CLAUSE; AND BY PROVIDING AN EFFECTIVE DATE.

WHEREAS, Idaho Code §§ 39-4109 and 39-4116 require the City of Hailey to adopt the 2009 International Energy Conservation Code ("2009 IECC"), excluding certain provisions and appendices;

WHEREAS, Idaho Code § 30-4116 allows the City of Hailey to amend the 2009 IECC to reflect local conditions, provided the amendments provide an equivalent level of protection;

WHEREAS, Idaho Code § 39-4109 allows the adoption of the 2009 IECC effective January 1, 2011;

WHEREAS, the adoption of the the Build Better Program will conserve energy, water and other natural resources and preserve the health of our environment through requirements related to design, construction, operations, recycling, and thereby promotes the public health, safety, and welfare;

WHEREAS, buildings use the most energy of any sector in the US - more than the transportation sector. Therefore; it makes sense to curtail impacts where they are greatest;

WHEREAS, Hailey's climate requires significant amounts of energy to heat during the winter months, which translates to higher energy costs and provides an opportunity to substantially increase efficiencies and savings;

WHEREAS, the average life span of a building is 75 years and during this time the status of energy prices and availability could change, especially considering the potential impacts of climate change and future policies aimed at curtailing emissions associated with climate change; and

WHEREAS, the City Council finds that enactment of this ordinance is required to continue the voluntary Better Build Program, codified in Chapter 15.08 of the Hailey Municipal Code, until January 1, 2013, following subsequent review, passage, and approval by the Hailey City Council.

NOW, THEREFORE BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF HAILEY, IDAHO, AS FOLLOWS:

Section 1. Section 15.08.012, (A), of the Hailey Municipal Code, Build Better Program, is amended by the addition of the following underlined language:

A. Applicability: This Section 15.08.012 is a supplement to the other adopted International Codes and is not intended to be used as independent construction regulations or to abridge or supersede safety, health or environmental requirements under other applicable codes or ordinances. All commercial and residential New Construction, Additions, Repairs and Alterations shall comply with the standards of Section 15.08.012, unless otherwise stated herein.

1. Referenced Codes and Standards. It is the expressed intent of this section to require higher minimum standards relating to Building performance than the corresponding minimum standards set by the referenced codes and standards, and in such cases, the higher minimum standards of this section shall take precedence.

2. Other Laws and Codes. The provisions of this chapter shall not be deemed to nullify any provisions of local, state or federal laws and codes.

3. Residential New Construction Exemptions. U.S. Green Building Council's Leadership in Energy and Environmental Design for Homes certification level or National Association of Home Builder's Green Building Program bronze level project are exempt from the Build Better Program requirements. Either exemption must verify that the project is 10% more energy efficient than the 2009 IECC, using a HERS Index or the alternative method described in Section C. 1. a. ii. of this Ordinance. The exemptions listed above must show intent to meet the requirements at the Building Permit review stage through plans and an initial HERS score based on the proposed design. Prior to receiving a certificate of occupancy, copies of all program documentation and a final HERS score shall be submitted to the Building Department.

Section 2. Section 15.08.012, (C), of the Hailey Municipal Code, Build Better Program, is amended by the addition of the following underlined language:

C. Energy Efficiency: All commercial and residential New Construction and Additions shall comply with the 2009 IECC, and shall increase energy efficiency 10% beyond the 2009 IECC requirements.

1. Residential Energy Efficiency. Energy Efficiency shall be 10% greater than the 2009 IECC requirements for New Construction, Additions, and Alterations with Conditioned Space, 500 square feet or greater.

a. New Construction. Energy efficiency shall be verified by a RESNET Certified HERS Rater using a REM/RATE™ Energy Analysis and IECC Section 405 criteria, unless specified herein. Applicants shall submit an initial HERS Index score based on the proposed design with a Building Permit application. Prior to receiving a certificate of occupancy, a final HERS Index score shall be submitted to the Building Department, verifying that both project is 10% more energy efficient compared to the 2009 IECC.

i) New residential construction certified under the current ENERGY STAR Northwest Program is exempt from Section 15.08.012.C.1, providing the Building plans and the constructed building are certified ENERGY STAR Northwest.

ii) New residential construction are not required to be verified by a HERS Rater if they install a 90% AFUE furnace or equivalent system, a 0.62 EF water heater or equivalent system, all lights are LED or CFL, and air sealing tests verify 5 air exchanges per hour at 50 Pascal.

Section 3. Section 15.08.020 (E) of the Hailey Municipal Code is amended by the deletion of the stricken language and addition of the underlined language, as follows:

E. Fees, Deposits and Refunds: For buildings, structures and other improvements requiring a building or other permit under this chapter, fees, deposits and refunds shall be paid to the city of Hailey as specified herein.

1. Building Permit Fee. Fees shall be charged utilizing Table 1-A of the 97 UBC, published by the International Conference of Building Officials (ICBO). Building valuation shall be factored at one hundred twenty dollars (\$120.00) per square foot. For new construction or substantial remodels, an application fee of \$500 shall be made at the time the building permit application is submitted to the city. Said fee shall be credited to the total amount of the building permit fee, but shall be forfeited if the building permit is not obtained by the applicant within 180 days of permit approval. Except as otherwise provided for herein, the remainder of the building permit fee and the deposit for final inspection shall be collected when the building permit is issued. At the election of the applicant, payment of the remainder of the building permit fee for a Building built according to the Build Better Program during the introductory period (which shall expire January 1, 2012~~3~~), or an Energy Star certified single family residence may be deferred to the date of the issuance of a certificate of occupancy. For the purpose of Section 15.08.020(E), an Energy Star certified single family residence shall mean a single family residence certified as an Energy Star project in accordance with the Northwest Energy Star Program, as amended. The Building built to the Build Better Program shall mean a Building that meets the specifications outlined in Section 15.08.012.

a. New residential construction, excluding additions and alterations, shall receive a 50% reduction in building permit fees when built in accordance with the Build Better Program.

2. Plan Review Fee: Building Department review will be 65% of the building permit fee. Except as otherwise provided for herein, the plan review fee shall be collected when the building permit is issued. At the election of the applicant, payment of the plan review fee for an Energy Star certified single family residence or a Building built to the Build Better Program specifications may be deferred to the date of the issuance of a certificate of occupancy.

a. The plan review fee for new residential construction, excluding additions and alterations, built in accordance with the Build Better Program, shall receive a 50% reduction. By way of example, if a building permit fee is \$1000 according to Table 1-A of the 1997 UBC, the plan review fee for new residential construction built in accordance with the Build Better Program shall be \$325 ( $\$1000 \times .65 \times .5$ ).

3. Fire Review Fee: Fire Department review for commercial or multi-family projects shall be 35% of the building plan review fee. Except as otherwise provided for herein, the fire review fee shall be collected when the building permit is issued. At the election of the applicant, payment of the fire review fee of an Energy Star certified single family residence or a Building built to the Build Better Program specifications may be deferred to the date of the issuance of a certificate of occupancy.

Section 4. If any section, paragraph, sentence or provision hereof or the application thereof to any particular circumstances shall ever be held invalid or unenforceable, such holding shall not affect the remainder hereof, which shall continue in full force and effect and applicable to all circumstances to which it may validly apply.

Section 5. All ordinances and parts of ordinances in conflict herewith are hereby repealed.

Section 6. Sections 15.08.030 and 15.08.020(P)(1) and (2) of the Hailey Municipal Code and Sections 15.08.012 of the Hailey Municipal Code, as amended by Sections 1 and 2 of this Ordinance, and 15.08.020 (E) of the Hailey Municipal Code, as amended by Section 3 of this Ordinance, shall be in full force and effect on January 1, 2013, following a prior review by the Hailey Council and after subsequent passage, approval and publication according to law.

ADOPTED BY THE HAILEY CITY COUNCIL AND APPROVED BY THE MAYOR  
this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

\_\_\_\_\_  
Fritz X. Haemmerle  
Mayor, City of Hailey

ATTEST: \_\_\_\_\_  
Mary Cone, City Clerk (Seal)

