

**GREAT FALLS INTERNATIONAL AIRPORT AUTHORITY
BOARD MEETING MINUTES**

October 2, 2012

CALL TO ORDER

The regular meeting of the Great Falls International Airport Authority Board convened Tuesday, October 2, 2012, at 1:00 PM in the Airport Board Room. Owen Robinson called the meeting to order. Roll call was taken.

Board Members Present:	Susan Humble	Owen Robinson
	Richard Swensen	Brad Talcott
	Joe Tropila	

Staff Present:	John Faulkner	Rod Hall
	Maria Kerley	Lara Tait

CONSENT AGENDA:

A motion was made by Commissioner Humble and seconded by Commissioner Swensen to approve the Consent Agenda as follows:

- a. Approval of Board Meeting Minutes from August 28, 2012
- b. Payroll checks totaling \$98,954.23
- c. Maintenance & Operations checks #10927-11003 totaling \$409,571.94
- d. Approve Passenger Facility Charge totaling \$70,000.00
- e. Financial Reports for August

The motion passed unanimously.

DIRECTOR'S REPORT:

Director Faulkner reported on the following:

- We met with the FAA last week to discuss our capital improvement plan. For 2013 we plan to build a new snow equipment shed to include an approximately 16,000 SF building which will bring utilities down the frontage road to the Front Range area. We also discussed the Optimization Study and further improvements to the airfield. A new capital plan will be brought back to the board in the next couple of months for review.
- Frontier ended their flights on Sunday. August was a good month. We are anxious to see the month of September. The beginning of the month was slower with the back half picking up. We have received good feedback from travelers, hotels, etc. and are beginning to talk about next year.
- We have continued to have a few change orders for a few surprises like junction boxes in the new bathroom area. We are beginning to talk about finishes for the terminal such as the design for the terrazzo flooring. This would be at an increased cost that will be brought back to the board at a later date.
- We have been working with TSA on equipment for the new checkpoint. They feel that 1 magnetometer is sufficient while we disagree based on our numbers and comparisons across the State. We are working with TSA to secure a second magnetometer.
- The auditors will be here to start the audit on October 15th.

- We have a check due this month for parking revenue based on the tiered system of the contract. It should be for approximately \$500,000.
- We have been working on the retail area and are currently putting together a generic retail lease to continue discussions. We should hear something back within the next couple of weeks.

GENERAL BUSINESS:

Soft Cost/Contingency for Terminal Project- Staff recommends a motion to approve Soft Cost/Contingency for Terminal Project in the amount of \$440,903 as presented.

A motion was made by Commissioner Humble and seconded by Commissioner Talcott to approve Soft Cost/Contingency for Terminal Project in the amount of \$440,903 as presented. The motion passed unanimously.

Capital Purchase for Broom- Staff recommends a motion to approve the purchase of a new broom for \$64,000 as presented.

A motion was made by Commissioner Humble and seconded by Commissioner Swensen to approve the purchase of a new broom for \$64,000 as presented. The motion passed unanimously.

New Carpet for Alaska Hold Room- Staff recommends a motion to approve the purchase of New Carpet for the Alaska Hold Room for \$6050.00 as presented.

A motion was made by Commissioner Humble and seconded by Commissioner Talcott to approve the purchase of New Carpet for the Alaska Hold Room for \$6050.00 as presented. The motion passed unanimously.

Loading Bridge Purchase- Staff recommends a motion to approve the purchase of a Loading Bridge not to exceed \$350,000 as presented.

A motion was made by Commissioner Humble and seconded by Commissioner Swensen to approve the purchase of a Loading Bridge not to exceed \$350,000 as presented. The motion passed unanimously.

AIRPORT AUTHORITY BOARD COMMENTS:

- Commissioner Tropila asked for an update on the Galt building. Director Faulkner explained environmental concerns with the building and stated that a letter is being put together to address these issues and to request additional clean up and/or demolition of the building. The Airport is also exploring interest by MANG to take the building.

PUBLIC COMMENTS:

- None

Jim Morin, Chair

John Faulkner, Secretary