

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

**February 25, 2014**

**CALL TO ORDER**

The regular meeting of the Great Falls International Airport Authority Board convened Tuesday, February 25, 2014, at 2:00 PM in the Airport Board Room. Brad Talcott called the meeting to order. Roll call was taken.

Board Members Present:                      Deb Evans  
    Debbie Goetze  
    Richard Swensen (via phone)  
    Brad Talcott

Staff Present:                                      John Faulkner                      Rod Hall  
    Maria Kerley                      Lara Tait

**DIRECTOR'S REPORT:**

Director Faulkner reported on the following:

- On Tuesday, watch for an email announcing new service!
- Operating expenses are up but utilities are down so they are balancing. We will try to reduce expenditures through the rest of the year to keep on line with the budget. If we have snow extending into April, we may need to buy additional broom fill.
- We have over-budgeted parking growth on this year's budget so will be approximately \$175,000 short on revenue.
- Several months ago, the Davidson hangar staff expressed interest to connect to the water main. The City has informed us that they can not connect without city sewer. The Airport will tell Davidson to take this up with the City.
- The capital improvement projects and change orders were reviewed.

**CONSENT AGENDA:**

**The Consent Agenda was approved as follows:**

- a. Approval of Board Meeting Minutes from January 28, 2014
- b. Payroll checks totaling \$105,656.56 (3 Pay Periods in January)
- c. Maintenance & Operations checks #20220-20318 totaling \$666,069.49
- d. Approve Passenger Facility Charge totaling \$56,000.00
- e. Financial Reports for January

**GENERAL BUSINESS:**

**Open New Wells Fargo Investment Account** -Staff recommends a motion to approve opening a New Wells Fargo Investment Account as presented.

**A motion was made by Commissioner Evans and seconded by Commissioner Goetze to approve opening a New Wells Fargo Investment Account as presented. The motion passed unanimously.**

**Operating Budget Variance and Incentive Modifications** -Staff recommends a motion to approve the Operating Budget Variance of \$15,000 as presented.

**A motion was made by Commissioner Goetze and seconded by Commissioner Evans to approve the Operating Budget Variance as presented. The motion passed unanimously.**

**Operating Budget Variance and Incentive Modifications** -Staff recommends a motion to approve the Airline Incentive Modifications as presented.

**A motion was made by Commissioner Swensen and seconded by Commissioner Evans to approve the Airline Incentive Modifications as presented. The motion passed unanimously.**

**Auditor Selection** -Staff recommends a motion to approve moving forward with a 3-year contract with Anderson ZurMuehlen & Co., P.C. as presented.

**A motion was made by Commissioner Evans and seconded by Commissioner Swensen to approve moving forward with a 3-year contract with Anderson ZurMuehlen & Co., P.C. as presented. The motion passed unanimously.**

**CIP 2014: Airport Master Plan Update-Phase II** -Staff recommends a motion to approve CIP 2014: Airport Master Plan Update-Phase II with a budget of \$612,000 as presented.

**A motion was made by Commissioner Goetze and seconded by Commissioner Evans to approve CIP 2014: Airport Master Plan Update-Phase II with a budget of \$612,000 as presented. The motion passed unanimously.**

**CIP 2014: Tractor Purchase** -Staff recommends a motion to approve CIP 2014: Tractor Purchase with a cost not to exceed \$110,000 as presented.

**A motion was made by Commissioner Swensen and seconded by Commissioner Goetze to approve CIP 2014: Tractor Purchase with a cost not to exceed \$110,000 as presented. The motion passed unanimously.**

**CIP 2014: 106 SHPO Review** -Staff recommends a motion to approve CIP 2014: 106 SHPO Review for \$56,000 as presented.

**A motion was made by Commissioner Evans and seconded by Commissioner Swensen to approve CIP 2014: 106 SHPO Review for \$56,000 as presented. The motion passed unanimously.**

**AIRPORT AUTHORITY BOARD COMMENTS:**

- None

**PUBLIC COMMENTS:**

- None

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Brad Talcott, Chair

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John Faulkner, Secretary