GREAT FALLS INTERNATIONAL AIRPORT AUTHORITY 2800 TERMINAL DRIVE, GREAT FALLS, MT 59404 BOARD MEETING MINUTES

February 27, 2024

CALL TO ORDER

The regular meeting of the Great Falls International Airport Authority Board convened Tuesday, February 27, 2024, at 1:00 PM in the Airport Business Center. Casey Lalonde called the meeting to order. Roll call was taken.

Board Members Present:

Richard Gibbs

Jordan Hustad

Casey Lalonde

Cameron Swathwood

Staff Present:

John Faulkner

Rod Hall

Chayleen Person

Lara Tait

CONSENT AGENDA:

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

Consent Agenda

Consent Agenda: The consent agenda is made up of routine day to day items that require Board action, but do not appear to have a significant public impact. Items may be pulled from the consent agenda for separate discussion/vote by any board member.

- a. Approval of Board Meeting Minutes from January 2024
- b. Payroll checks totaling \$125,278.37 for January 2024
- c. Maintenance & Operations checks #28039 to #28110 totaling \$291,106.84 for January 2024
- d. Approve Passenger Facility Charge totaling \$55,596.30 for January 2024
- e. Financial Reports for January 2024

The motion passed unanimously.

DIRECTOR'S REPORT:

Director Faulkner reported on the following:

- January boardings bested 2016 by 150 passengers. There is still more capacity to absorb which is a concern going forward.
- An air service review was given.
- The budget was reviewed.
- A capital project update was given.
- The tower is dramatically understaffed resulting in some closures. Great Falls is not getting applicants that want to come here due to lower salaries. It's a complex issue that likely will require some changes to the process to remedy the situation.
- We did receive communication from TSA on our reimbursement. They are requiring our officer to be in the checkpoint 100% of the time unlike other airports. More conversations need to occur.
- Overnight closure for Customs is still being discussed. We are pushing back and asking for a

reasonable roll out that hits across all regions in the same manner so all are impacted equally.

• Some architectural renderings were shared to share fireplace options.

GENERAL BUSINESS:

1:46 Capital Project: Gate 2 Jetbridge Refurbishment

A motion was made by Commissioner Swathwood and seconded by Commissioner Gibbs to table the item Gate 2 Jetbridge Refurbishment. The motion passed unanimously.

1:51 Capital Project: Phase II Access Control

A motion was made by Commissioner Gibbs and seconded by Commissioner Swathwood to approve the Phase II Access Control as presented. The motion passed unanimously.

1:59 Condo Warehouse Initial Sales Price and Rental Rates

A motion was made by Commissioner Gibbs and seconded by Commissioner Swathwood to approve the Condo Warehouse Initial Sales Price and Rental Rates as presented. The motion passed unanimously.

2:09 Warehouse CCR's Document

A motion was made by Commissioner Swathwood and seconded by Commissioner Gibbs to approve the Warehouse CCR's Document as presented. The motion passed unanimously.

2:12 Emergency Capital Repairs: Loading Bridge 1

A motion was made by Commissioner Gibbs and seconded by Commissioner Swathwood to approve Emergency Capital Repairs for Loading Bridge 1 as presented. The motion passed unanimously.

AIRPORT AUTHORITY BOARD COMMENTS:

None.

PUBLIC COMMENTS:

None

Casey Lalonde Chair

John Faulkner, Secretary

M Foull