# 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:	
<ul><li>None</li></ul>	
Casey Lalonde, Chair	John Faulkner, Secretary