

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

**April 30, 2024**

**CALL TO ORDER**

The regular meeting of the Great Falls International Airport Authority Board convened Tuesday, April 30, 2024, at 1:00 PM in the Airport Board Room. Casey Lalonde called the meeting to order. Roll call was taken.

Board Members Present:	Anthony Aretz	Richard Gibbs	Casey Lalonde
	Sean Hoven	Terry Thompson	Cameron Swathwood

Staff Present:	John Faulkner	Rod Hall	Chayleen Person
	Lara Tait		

**CONSENT AGENDA:**

**A motion was made by Commissioner Aretz and seconded by Commissioner Thompson to approve the Consent Agenda as follows:**

**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 March 2024
- b. Payroll checks totaling \$177,505.86 for March 2024
- c. Maintenance & Operations checks #28143-28221, 28226-28243 totaling \$616,007.21 for March 2024
- d. Approve Passenger Facility Charge totaling \$66,049.96 for March 2024
- e. Financial Reports for March 2024

**The motion passed unanimously.**

**DIRECTOR'S REPORT:**

Director Faulkner reported on the following:

- The Financial Report was reviewed. There may be a slight budget variance for this fiscal year that will be brought to the May meeting.
- Air service was reviewed. Enplanements are up 19% YTD over last year.
- The Jump Start route planning conference is next month. Staff has 9 airline meetings set up. The top priorities are service to LA or Dallas using our SCASG.
- We are close to leasing the entire warehouse and are working on the cost for tenant finishes. The tenant will be a new business to town. We will look to constructing the second building with Dick Anderson once the first is leased.
- A construction update was given.

**GENERAL BUSINESS:**

**1:26 Dick Anderson Construction Contracts**

A motion was made by Commissioner Aretz and seconded by Commissioner Swathwood to approve the Dick Anderson Construction Contracts as presented. The motion passed unanimously.

**1:31 Capital Project: Gate 1 & 5 Loading Bridge Rollers**

A motion was made by Commissioner Swathwood and seconded by Commissioner Gibbs to approve Capital Project: Gate 1 & 5 Loading Bridge Rollers as presented. The motion passed unanimously.

**1:33 Capital Project: Purchase or Refurbish Loading Bridge for Gate 2**

A motion was made by Commissioner Thompson and seconded by Commissioner Aretz to approve the Purchasing or Refurbishing of the Loading Bridge for Gate 2 not to exceed \$850,000 as presented. The motion passed unanimously.

**1:49 Capital Purchase: Parking Ticket Dispenser**

A motion was made by Commissioner Hoven and seconded by Commissioner Aretz to approve Capital Purchase: Parking Ticket Dispenser as presented. The motion passed unanimously.

**1:55 Emergency Capital Repair: Exit Lane Monitoring System**

A motion was made by Commissioner Aretz and seconded by Commissioner Hoven to approve Emergency Capital Repair: Exit Lane Monitoring System as presented. The motion passed unanimously.

**2:05 Accept Bids-Capital Project-Taxiway A Fog Seal**

A motion was made by Commissioner Aretz and seconded by Commissioner Thompson to Accept Bids for the Capital Project-Taxiway A Fog Seal as presented. The motion passed unanimously.

**2:07 Accept Bids-Capital Project: Phase II Terminal Improvement Program 2<sup>nd</sup> Floor Remodel**

A motion was made by Commissioner Swathwood and seconded by Commissioner Aretz to Accept Bids for the Capital Project: Phase II Terminal Improvement Program 2<sup>nd</sup> Floor Remodel as presented. The motion passed unanimously.

**AIRPORT AUTHORITY BOARD COMMENTS:**

- None.

**PUBLIC COMMENTS:**

- City Commissioner Susan Wolff asked that the Airport Director come to an upcoming City Commission meeting to give an Airport update.

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Casey Lalonde, Chair

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John Faulkner, Secretary