

The regular monthly meeting of the Gallatin Airport Authority was held December 11, 2003 at 3:00 p.m. in the Airport Conference Room. Board members present were Steve Williamson, Yvonne Jarrett, Richard Roehm and John McKenna. Tom Nopper was unable to attend the meeting. Also present were Ted Mathis, Airport Director, Brian Sprenger, Assistant Director and Cherie Ferguson, Clerk.

The first agenda item was to review and approve the minutes of the regular meeting held November 13, 2003. Richard Roehm moved to accept the minutes as mailed and Yvonne Jarrett seconded the motion. The minutes of the meeting were approved.

The second agenda item was the public comment period. Dennis Guentzel said that 60 airplanes were signed up for an air tour of the Gallatin Valley to celebrate a century of flight on December 17, 2003. The planes will be launched in order of speed and staggered in a trail. He said that aircraft from at least 9 of 10 decades are stationed at Gallatin Field and he believes all of those will be represented in the tour. He asked all who are interested to meet at hangar #101 at 10:00 a.m. Saturday morning. There will be a preflight meeting at that hangar on the 17<sup>th</sup> as well.

The third agenda item was to consider the request by Mr. Mark D. DeGroot to construct a 60' x 95' commercial hangar. Mr. Mathis said that Mr. DeGroot had enlarged the hangar to make better use of the lot. The Board members discussed putting language in the lease saying it could only be used for commercial space if it is sold. Mr. Mathis said that has never been done with any leases, even the Fixed Base Operators (FBOs). The Board members then discussed the fact that a transfer can't take place without prior Board approval and they would know the need for commercial space at that time. Ten years ago this wasn't a consideration but the front line might have been done differently if it had been. Mr. Roehm

moved to approve the request by Mr. Mark D. DeGroot to construct a 60' x 95' commercial hangar. Ms. Jarrett seconded the motion and it carried.

The fourth agenda item was to consider the transfer of All Valley Cab lease and operating agreements to David D. and Marla J. Francis. John McKenna moved to approve the transfers and Mr. Roehm seconded the motion, which passed.

Mr. Roehm said that Mr. Ashley Branning was a member of the Airport Authority Board years ago and has provided excellent service to the flying public for many years and has conducted himself with honor. Mr. Roehm asked Mr. Mathis to extend the Board's appreciation and thanks. The other Board members concurred.

The fifth agenda item was to consider the agreement for law enforcement services with Gallatin County. Mr. Mathis said the staff has been working on an agreement for several months and that it is a win-win agreement for both organizations and he recommended approval.

Mr. Williamson asked if the TSA is reimbursing us for some of the cost and if they have to approve the agreement. Mr. Mathis said they do reimburse us for part of the cost but that they don't have to approve our agreement.

Mr. Roehm asked if there has been any competitive bidding. Mr. Mathis said that we have three options available to us; the County Sheriff's Department, Belgrade Police or providing the service ourselves. He added that the Belgrade Police Department would have a hard time providing the service and that the airport is pretty taxing for law enforcement if we provide it ourselves. At one airport where he worked, there was a high turnover rate. One benefit would be that we would have more control over the activities and duties of personnel. If we hired our own staff for law enforcement, we could cross train them for Aircraft Rescue

Fire Fighting (ARFF) and at times use them for snow removal during a storm. We are not at a point where it makes sense for us to have our own law enforcement staff.

The Sheriff's deputies have worked well with the flying public and have provided us with good service.

Mr. Roehm moved to approve the agreement and Mr. McKenna seconded the motion. The agreement was approved.

The sixth agenda item was the report on passenger boardings and flight operations - Brian Sprenger. Mr. Sprenger reported that tower operations were down 8.56% for this year's month of November. There were 414 air carrier operations, 728 air taxi, 1,153 GA itinerant and 39 military, for a total of 2,334 itinerant operations. Local general aviation operations were 1,894, for a total of 4,228 tower operations. Weather was a factor in General Aviation being down 6.97% for the month. There were 90 landings of aircraft over 12,500 pounds, up 11% from November 2002. Although they were up, they were still not at the levels set in 1999 or 2000.

Mr. Sprenger reported that passenger boardings for November were 17,975, up 6.7% from November a year ago. Mr. Sprenger also reported that year-to-date boardings for 2003 are 258,365, which is 2.7% higher than year-to-date enplanements for 2002.

He also said that December enplanements should be at or above boardings for December 2002 and that United Express is adding an additional flight 3 days a week for 3 weeks for the Christmas season and daily for January through March.

The eighth agenda item was the Director's Report – Ted Mathis. Mr. Mathis reported that we are approaching the time when we will be entering into new agreements with the car rental agencies. He asked the Board's approval to retain Mary Carroll & Associates to review the contracts and provide consulting services. There was discussion regarding the

time frame required for Mary Carroll to get all the information and be able to make the requested recommendations. The current contracts expire June 30th. Mr. Roehm moved to allow Mr. Mathis to hire Mary Carroll and Associates for phase I and phase III. Ms. Jarrett seconded the motion and it carried. The initial contract is \$6,000.00.

Mr. Mathis also reported that he went to an Interstate/Interchange committee meeting on Monday and the county signed the agreement to let Morrison-Maierle do a study. The project cost is now estimated at \$20 million. The highway department will pay about \$8 million for the interchange. The connecting roads will be up to the local community. The committee is still trying to obtain federal high priority project funds for the project.

Mr. Mathis said we are continuing to work with the FAA on radar. Congress folded the appropriations bill into the omnibus spending bill and will not deal with it until January. The FAA is still working on plans for the cost benefit ratio and won't be ready until January. Mr. Mathis would like the final site and construction plans to be complete so we can hit the ground running. None of the other airports our size have been willing to offer matching funds.

Mr. Mathis said the Transportation Security Administration (TSA) has been trying different scenarios for passenger pre-check and post-check in. With the possibility of getting Explosive Detection System (EDS) machines here in about four years, we are looking at options of moving the ticket counters or building new ones. Mr. Sprenger and the air carriers have been working to get the screening machines behind the counters. The TSA screeners and air carriers are enthused about the idea. If we get the EDS machines, the proposed counters could be turned at a 90° angle. Mr. Mathis asked the Board's approval to get some cost estimates. Mr. McKenna said it is frustrating to have to be doing this and having the expense as it hasn't been that long ago that new counters were built specifically for each

airline. But with all the technological changes, we need to move forward. Mr. Sprenger proposed counters that can be moved to accommodate changes and are the same for each airline, which allows greater flexibility. The Board approved proceeding with cost estimates.

Mr. Mathis said the Bozeman Area Chamber of Commerce would like to have a person sit at the information counter when the flights come in, at no cost to the Airport Authority. The Board members were receptive to the idea.

The ninth agenda item was to consider the bills and approve for payment. After review and discussion, Mr. McKenna moved to pay the bills and Mr. Roehm seconded the motion, which was approved.

The meeting was adjourned at 3:55 p.m.



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Tom Nopper, Vice-Chairman