

The regular monthly meeting of the Gallatin Airport Authority was held April 8, 2004 at 3:00 p.m. in the Airport Conference Room. Board members present were Tom Nopper, Yvonne Jarrett, Steve Williamson, Richard Roehm and John McKenna. Also present were Ted Mathis, Airport Director, Brian Sprenger, Assistant Director and Cherie Ferguson, Clerk.

The first agenda item was to open bids for car rental concessions. All bidders acknowledged receipt of the Addendum. The bids were as follows:

	Overland West dba Hertz <u>Rent A Car</u>	Avis Rent A <u>Car</u>	Budget Rent A <u>Car</u>	National Car <u>Rental</u>	Enterprise Rent A <u>Car</u>	Dollar Rent A <u>Car</u>
Yr 1	\$400,000	\$204,000	\$360,024	\$329,500	\$315,147	\$ 50,000
Yr 2	<u>385,000</u>	<u>208,000</u>	<u>200,000</u>	<u>221,000</u>	<u>225,019</u>	<u>50,000</u>
Total	\$785,000	\$412,000	\$560,024	\$550,500	\$540,166	\$100,000

Richard Roehm moved to take the bids under advisement and award the bid to the four highest qualified bidders. John McKenna seconded the motion and it carried.

The second agenda item was to open bids for ground transportation concession. The only bid was from Karst Stage, which acknowledged receipt of the Addendum. Karst Stage bid the first year at \$54,000 and the second at \$52,000, for a total of \$106,000 for the two years. Mr. McKenna moved to accept the single highest bidder for the ground transportation concession. Mr. Roehm seconded the motion, which carried unopposed.

The third agenda item was to review and approve the minutes of the regular meeting held March 11, 2004. Tom Nopper moved to accept the minutes as mailed, Yvonne Jarrett seconded the motion and it passed.

The fourth agenda item was the public comment period. The Board agreed to let Phil Egbert and Arlin Wass make their comments when the appropriate agenda items were being considered.

The fifth agenda item was to consider the remodel of the airline ticket counter area. Brian Sprenger said that several months ago he had presented a concept to the Board. He has been working with the air carriers and the TSA to improve passenger flow and make the experience of flying out of Gallatin Field one of the best in the country. Other benefits are that it is modular and will be more adaptable for future changes than our current counters are and will improve the appearance in the terminal. We will be able to utilize parts of the current configuration, plus we are still able to get matching Corian and laminate for the improvements.

Mr. Sprenger said that the estimated cost for the project is \$150,000, and, if approved, should be completed by June 15<sup>th</sup>. Mr. Roehm moved approval of the proposed ticket counter area remodel; Ms. Jarrett seconded the motion, which passed.

The sixth agenda item was to consider relocation of the existing general aviation self-fueling facilities. Arlin Wass said he and Kent Foster met last week and there are still a few things to be ironed out. They hope to have a plan to present at the next Board meeting.

The seventh agenda item was to consider construction of a camping/picnic shelter in the general aviation area. Mr. McKenna said he has read, acknowledges and understands the concerns Ted Mathis outlined in his memo to the Board regarding the shelter. He understands the maintenance concerns. He added that he wouldn't have gone ahead with the plan if he didn't feel there is a need. He and Phil Egbert looked at several locations and specified one which they believe would be the best. Mr. Mathis acknowledged that it would be an acceptable site.

The Board has previously approved \$30,000 of airport funds for the project and local pilots will donate the remainder of the costs. Phil Egbert will oversee the construction and work with Mr. Mathis. Before the Board members give their final approval on the

expenditures, they want assurances that the project will be completed. The drawings for the project have been submitted by Jamie Lenon. Mr. McKenna said he would welcome having a committee for the project and hoped that by the next Board meeting they would have a progress report.

Following further discussion including rules, usage and annual operations and maintenance (O&M) costs, Mr. Roehm moved approval of progress of the project and the construction oversight would include Ted, the efforts would be doubled to reach out to other groups and include them as Doug Chapman suggested, and the O&M, the \$4500, would be assumed by the Board and put in the budget yearly. Mr. McKenna seconded the motion, which carried.

The eighth agenda item was the report on passenger boardings and flight operations - Brian Sprenger. Mr. Sprenger reported that in March there were 558 air carrier operations, 1,102 air taxi, 1,646 general aviation (GA) itinerant and 51 military, for a total of 3,357 itinerant operations. Local GA operations were 2,294, for a total of 5,651 tower operations, up 26.56% from March a year ago. This was due largely to the excellent March weather. It was another strong month for corporate landings as there were 196 landings of aircraft over 12,500 pounds, up 13.95% from March 2003.

Mr. Sprenger reported that passenger boardings were 28,856, down 0.5% from March a year ago. Year to date of 79,656 is up 1.9% compared to the same period in 2003. It was a strong month for enplanements and was a record March for scheduled airline passenger enplanements. April should be at or above last year's numbers, which were affected by the runway construction and the war in Iraq.

Mr. Sprenger also reported that beginning June 1, Delta/Delta Connection has scheduled an 8<sup>th</sup> daily flight from Kalispell to Salt Lake City and America West Express has

announced it will provide service from Kalispell to Phoenix with one flight a day. He believes Kalispell was chosen because they were impacted the most by Delta switching to regional jet service.

Mr. Sprenger said that in January and February, Bozeman handled 5,219 more passengers than Billings. Last year for the same period, Bozeman exceeded Billings by only 112 passengers.

John Holden, Delta's local station manager, extended his thanks to the Board for approving the airline ticket counter area changes and to Mr. Sprenger for all his work on the project. He said the lobby will look better and the passenger flow will be much better.

The ninth agenda item was the Director's Report – Ted Mathis. Mr. Mathis reported that although Milly Ross, the local Horizon Air station manager, was unable to attend the meeting, she wanted to thank the Board for considering the changes and to say they appreciated Mr. Sprenger's efforts to improve the ticket counter area.

Mr. Mathis also reported that the Airport Improvements Project (AIP) for the summer is moving along well. He plans to open bids on the 29<sup>th</sup> and bring recommendations to the Board at the next meeting. He said that we have had great cooperation with the Fixed Base Operators (FBOs) who will be impacted by the project.

Mr. Mathis said that he has also spoken to our FAA radar contact who has apologized that we haven't received a letter from them yet. The FAA is being reorganized and a new group who handles air traffic control will be working with our request. Our contact believes that we will get a firm commitment in the very near future.

Mr. Mathis said that the annual AAAE meeting will be held in Las Vegas June 21<sup>st</sup> through the 24<sup>th</sup> and that he and at least one Board member usually attend.

The tenth agenda item was to consider the bills and approve for payment. After review and discussion, Mr. McKenna moved to pay the bills; Mr. Nopper seconded the motion and it carried.

The meeting was adjourned at 4:00 p.m.



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Steven H. Williamson, Chairman