

The regular monthly meeting of the Gallatin Airport Authority was held March 11, 2004 at 3:00 p.m. in the Airport Conference Room. Board members present were Steve Williamson, Yvonne Jarrett and Tom Nopper. Richard Roehm participated in a portion of the meeting via conference call. 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 February 12, 2004. Tom Nopper moved to accept the minutes as mailed, Yvonne Jarrett seconded the motion, which carried.

The second agenda item was the public comment period. Public comments were held until the specific agenda item was open for discussion.

The third agenda item was to consider forthcoming rental car concession request for proposal and consultant recommendations. Mr. Mathis summarized the recommended changes. Several car rental agency representatives made comments regarding the changes. The Board decided to vote on the changes of particular interest separately.

Ms. Jarrett moved to keep the present rental car concession number at four. The motion wasn't seconded so the Chair entertained another motion. Tom Nopper moved to increase the number of rental car concessions from the present four to five. Richard Roehm seconded the motion. The motion failed for lack of a majority vote.

Mr. Nopper moved to accept the recommendation for the rental of the car rental space and parking area. Ms. Jarrett seconded the motion and it carried.

Mr. Nopper moved to raise the off-airport fee from 5% to 8%. Mr. Roehm seconded the motion. Two Board members voted for the motion, two were opposed, so the motion failed for lack of a majority.

Ms. Jarrett moved to accept the rest of the recommended changes, Mr. Nopper seconded the motion and it carried.

The Board instructed administration to only advertise for four car rental concessions. Mr. Mathis said that he wanted to advertise for the ground transportation concession at the same time. Mr. Nopper moved to bid the ground transportation concession at the same rental rates and the same minimum annual guarantee as the car rental concessions. Ms. Jarrett seconded the motion and it passed.

Bruce Bradford asked for an extension in the request for proposal (RFP) to allow for additional years at the airport's discretion.

The fourth agenda item was to consider the request by Ryen Glenn Estates, LLC to relocate a portion of East Baseline and Lagoon Roads and cost share on the construction of the new road. Buck Johnston, representing Ryen Glenn Estates, made a presentation of their request. After discussion, Mr. Johnston asked that the item be removed from the agenda, which was granted.

The fifth agenda item was to consider the request by Yellowstone Jetcenter to sublet space in the former FBO building to Aero Flight School for the purpose of establishing an FAA certified airman written testing center. Following discussion, Mr. Nopper moved to approve the request, Ms. Jarrett seconded the motion and it carried.

The sixth agenda item was to consider the request by Yellowstone Jetcenter to install an avgas self-serve fuel system at the north end of the proposed new general aviation ramp.

The Board chose to allow discussion for the sixth and seventh agenda items.

The seventh agenda item was to consider the request by Arlin's Aircraft Service, Inc. to lease property and relocate their existing avgas self-serve fuel system on the north end of the proposed new general aviation ramp.

After Jeff Kern, from Yellowstone Jetcenter, and Arlin Wass, from Arlin's Aircraft Service spoke, they agreed that they would like the items removed from the agenda so they could to come to a conclusion and make a request at another meeting. Mr. Nopper asked them to involve the Airport Director before they submit it for the Board's consideration.

The eighth agenda item was to consider a location for the new fire station. Mr. Mathis said that airport staff and the airport engineer had done a lot of research on costs for fire station options and locations. Their recommendation is to tear down the old terminal building and build a new fire station there. The Board approved the concept so they can move forward.

The ninth agenda item was the report on passenger boardings and flight operations - Brian Sprenger. Mr. Sprenger reported that in February there were 497 air carrier operations, 990 air taxi, 1,410 General Aviation (GA) itinerant and 9 military, for a total of 2,906 itinerant operations. Local general aviation operations were 1,741, for a total of 4,647 tower operations, up 21.27% from February a year ago. There were 176 landings of aircraft over 12,500 pounds, up 24.82% from February 2003. Mr. Sprenger said that February was a strong GA month with fairly good weather.

Mr. Sprenger reported that passenger boardings were 26,602, up 8.8% from the same period last year. Year to date is 50,800, which is up 3.3% compared to the same period in 2003. He added that March is looking strong and should be close to last year's numbers. There will be 2 less weekend days in March this year.

Mr. Sprenger said that Frontier Airlines has announced service to Billings as Frontier Jetexpress with 2 daily flights to Denver beginning on May 23rd. Horizon Air will handle the flights.

The tenth agenda item was the Director's Report – Ted Mathis. Mr. Mathis reported that he recently spoke with our representative in the FAA for an update on the radar project. The FAA is still moving forward on four locations: Jackson Hole, Wyoming, Eagle, Colorado, Redmond, Oregon and Gallatin Field. They are still working out the details of the cost share. The letter we sent them last month has put us at the head of the list of the four airports. Our representative said we should be getting a letter of formal commitment from them in the near future.

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

The meeting was adjourned at 5:37 p.m.



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Steven H. Williamson, Chairman