The regular monthly meeting of the Gallatin Airport Authority was held October 8, 2026, at 2:00 p.m. in the Conference Room at the Airport Customs and Operations Building. Board members present were Carl Lehrkind, Karen Stelmak, Ted Barkley, Ted Mathis and Kendall Switzer. Also present were Brian Sprenger - CEO, Aaron Collins – CCO, Chris Pomeroy - COO, and Troy Watling - CFO.

1. Welcome/Call to Order

Mr. Lehrkind, Board Chairman, welcomed everyone to the regular meeting of the Gallatin Airport Authority Board and called the meeting to order.

2. Public Comment on Non-agenda Items

Mr. Lehrkind called for public comments. There were none.

3. Consent Agenda

Any member of the Airport Authority Board can request that an item be removed from the consent agenda for discussion or clarification. Public comment on items within the consent agenda will be called for prior to the Airport Authority Board vote for approval.

3.1 Approve minutes of regular meeting held September 10, 2026
3.2 Approve request by One (1) existing hangar tenant to enter into a new Private Non-Commercial Lease
3.3 Approve bills for payment.

Mr. Sprenger reviewed the large bills. The remaining bills were approved last month.

MOTION: Mr. Barkley moved to approve the Consent Agenda. Ms. Stelmak seconded the motion. All board members voted aye. The motion carried.

4. Regular Agenda

4.1 Consider Public Records Request Policy

Mr. Sprenger said legal assisted in creating a Public Records Request Policy. Mr. Mathis said he reviewed the proposed policy, and he thinks it looks good. Mr. Barkley said he worked in an environment where a policy of this nature was very important. At times the request includes some sort of analysis and Mr. Barkley thinks we need to stay away from that. Mr. Lehrkind said the prices are generous. Mr. Barkley said that is appropriate because it is part of our role.

MOTION: Mr. Barkley moved to approve the Records Request Policy as proposed by staff. Mr. Switzer seconded the motion. All board members voted aye. The motion carried.

5. Staff Reports

5.1 Airport Business Report – Aaron Collins

Tower operations for September were up 8.7% and a 16.2% increase compared to last year. Rolling 12-month operations were 132,580. Corporate landings over 12,500 lbs. were up 9% compared to last September and 14.5% for the year. Corporate landings over 9,000 lbs. were up 8.8% for the month and 15.5% for the year. September had 26 customs clearances compared to 42 from last year, which seems to be an anomaly. We are up .5% for the calendar year. Total revenue enplanements were 147,418 which is up 5.4% for September and up 8.8% YTD. Rolling 12-month enplanements were 1,504,450, which is over 3 million passengers through our terminal in one year. Total deplanements were 143,736, which is a 8.2% increase compared to last September, and up 8.7% for the year. Commercial airline landings were down 4% for the month with 1,122 but up 5.4% YTD. The overall load factor was 86.6% for September. The load factor was up 3.8% compared to last September and up 2.2% for the calendar year.

2,995,778 gallons of fuel were dispensed in August, up 6.1% for the month, and up 9.5% YTD. Jet A was up 30% and Avgas declined by the same amount.

Rental car revenue from September is preliminary but seems to be trending around 10% growth. 94% of the off-airport car rentals is Turo. Turo has grown by 45% in one year. We are exploring ways to manage that capacity and meet their needs. Mr. Sprenger said off-airport car rental revenue is about 10% of our market.

Concession revenue in September was up almost 9%. The first 7 days of October are up 8% for concessions.

Staff has been working for 4-5 months exploring technology to create efficiencies for the badging office. Staff agrees that AirBadge is the direction we want to go. If we can sign the agreement, we can start transferring data at the end of the year and implement it at the beginning of next year. Mr. Sprenger said we handle many badges and it is all manual. The cost of AirBadge is the equivalent of one staff member. Maintaining compliance with the TSA has become a burden. Staff has done a phenomenal job, but it is getting harder.

Mr. Collins said the system automates the work and puts responsibility on the badge holder to do the work. Mr. Sprenger said every airport we have spoken with can't believe that we haven't implemented AirBadge yet. The cost is $70,000 per year. It will help with compliance and reduce the need for additional staffing.

Ms. Stelmak said more efficiency and less staff sounds good. Mr. Switzer agreed.

Mr. Mathis said the Helena Airport website indicates their customs operation has no fee to the pilot or aircraft owner. Mr. Sprenger said that Helena is not a user fee facility. Helena is an authorized U.S. Customs airport and they have chosen not to pass on fees to be

competitive. Mr. Mathis thought that could affect our customs numbers. Mr. Sprenger said the numbers in September last year were unusual. Overall, our customs clearances are up. Last year for the first time, we had surplus revenue from customs. Our partners' unanimous answer was to use the revenue to hire a second officer.

5.2 Airport Operations Report – Chris Pomeroy

Mr. Pomeroy, COO, provided an update on the tower project. BZN is being switched from primary project management to tech operations for a facility process. Airport staff has high confidence in the FAA team. The transition of contract staff to FAA staff has cleared legal and is now going to HR and all indications are positive. Lease or purchase agreements are being reviewed. They continue to work on technical components of air traffic procedures and how the transitions will take place.

We are very close on Taxiway B. Contractors and our team are working on punch list items. Phase I should be operational by the end of next week and the remaining west position will be operational by the end of the month.

As of a couple weeks ago, the displaced threshold is gone and we now have full use of the pavement on Runway 30. The FAA has been relocating navigational aids. We are waiting for a flight check planned for October 19.

Tied to that project is timing with the FAA and the new procedures on the pavement extension. The publication cycle for December 24th will have the new procedures in place.

We are expecting partial commissioning tomorrow for the new deicing facility with full commissioning in a couple weeks. We are waiting on a critical part for the lavatory dump station and hope to have it operational by the end of October.

An Airport Security Plan amendment is in process for CLEAR to operate this Fall. We are also reviewing changes to food and beverage inspection process procedures.

Operations and maintenance are preparing for snow removal, and snow school was completed yesterday.

Mr. Simpson reported on the address numbering project and presented a printed sample. They have been working with county GIS and Central Valley Fire. Staff is proposing 6" reflective signage. We don't know where the placement will be on the hangars yet.

Mr. Mathis said they have come up with hangar numbers based on when they were built. Mr. Simpson said GIS couldn't correlate numbers with lease agreements. The signage is being completed in house. We have about 150 signs to make. Placement will have to be coordinated with hangar owners. Mr. Mathis and Ms. Stelmak agreed that 4" is big enough. Mr. Barkley said he thinks a large size should be considered. Mr. Simpson said he will print a 4" sign and bring it to the next meeting and also take some pictures of various sizing for reference.

5.3 Airport CEO Report – Brian Sprenger

Mr. Sprenger said baggage Carousel 1 should open Wednesday, December 2nd and Carousel 2 about a month after that. We are planning a tour of the carousels after next month's meeting prior to opening.

Mr. Sprenger attended a hangar event at the airport. He had forwarded the email to the board, but it got stuck in his outbox when in Missoula.

Proposed minimum standards have been published on the website. Thanks were extended to Ms. Stelmak and Mr. Mathis for assisting with that project.

We will have the audit report next month.

The roof is almost completed on the terminal expansion. From a dollar standpoint, the project is 59% complete.

Mr. Mathis said last month they received a report on the Airline Rendezvous. Michaela Housley provided a report and did a very nice job.

6. Adjourn

The meeting was adjourned at 2:34 pm.

Mr. Lehrkind, Board Chairman