

BOISE AIRPORT COMMISSION MEETING
December 7, 2017

The Boise Airport Commission meeting was held in the Salmon River Room at the Boise Airport.

Commission Present: Major Gen. (Ret) Saylor; Frank Walker; Kylie Casper; Bill Vasoncellos; Mayor Garrett Nancolas.

Others Attending: Matt Petaja, Deputy Director Facilities & Engineering BOI; Guy Shadiow, Airfield Maintenance Manager BOI; Sean Briggs, Marketing Manager BOI; Greg Myers, Operation Manager BOI; Mike O'Dell, Deputy Director Finance and Business Administration BOI; Renee New, Project Manager BOI; Addison King, Custodial Supervisor BOI; Tara Sterling, Paradies; Amy Snyder, Property & Contract Administrator BOI; Heidi Zschach; J. Heithoff, T-O Engineers; Bill Best, Delaware North Companies; Kurtis Sorenson, IT System Administrator; Josh LeBlanc, Paradies; Jordan Bauer, Operations Security Manager BOI. Lauren McLean, Boise City Council Liaison.

Old Business

A1. Approval of Minutes from Airport Commission Meeting of November 2, 2017: Mr. Walker moved the minutes to be approved. Mayor Nancolas seconded. All in favor.

A2. Director's Report: Ms. Hupp showed slides of Operations Update: some of things that Ops is working on is the 2018 FAA inspection scheduled Feb 5-8, 2018, SIDA badge audit, and emergency crash phone project. Nov. Runway Closures: there were six closures in November, no scheduled runway closures for December. Free meal: for active military was available on Thanksgiving Day at 13th Street Pub and Bardenay locations. Self-Order Kiosks: Delaware North has new self-order kiosks at three locations in BOI, Smashburger, Einsteins Bros. Bagels and River City Coffee & Café, goal is to improve service speed, Kiosks are optional to use. Wine Tasting: Paradies hosted multiple wine tastings outside their Greenbelt Magazine storefront. Idaho Wine Commission hosted a tasting. Stressbuster Dogs: The Go Team Stressbuster Dogs came to the BOI, visited three days before/after Thanksgiving. Goal is to reduce stress on passengers during busy holiday travel period. Economy Parking Lot Open: The economy lot is open Tuesday – Thursday beginning at 7:00 AM, will continue through December 21, 2017. Southwest to test Dallas service: Saturday service to Dallas Love Field. One flight weekly and begins in June 2018. Top 10 Operating Revenues; Top 10 Operating expenses; October Enplanements: up 8% October 2017 over October 2016. 2017 Total passengers: up 8% YTD. Quarterly Performance Reports 2Q 2017. BOI Traffic/Capacity Trends: YE June 2017 capacity was up 8%, while passengers were up 8%, leading to a stable 83% average load factor. Top Origination/Destination Markets: the top 10 markets were similar to 2Q 2016 with the exception of San Francisco replacing Orange County for the #10 position (previously #14); however, individual market ranking changed slightly in the top 10 markets. BOI Origination/Destination passenger market share: in the latest year-ended periods, AS lost 1%point of market share to AA; all other carrier shares were stable. BOI forward looking schedule; Seat per capita comparisons: Boise consistently exceeds all comparison markets except Spokane in seats per capita; Boise's seats per capita improved by 0.06 in the lasted year-ended quarter. Origination/Destination Passenger and Airfare Comparisons: BOI continued to surpass Spokane and Tucson in O&D passengers for the year-ended 2Q 2017 and has the lowest fare among all compare markets with the exception of Spokane. Year over Year Comparisons: BOI's seats have increased at a faster rate than all other compare markets

except SDSM and COS; O&D passengers have increased faster than all other compare markets except MSN and COS. Upcoming Events: December 12 Sponsor of Chamber CEO Speak Series Luncheon; December 13 Employee Holiday Party; January 11 is the next Commission Meeting. You can see the slide presentation on our website at www.iflyboise.com

A3. Commissioner's Comments: Ms. Casper says she sees the airport through different eyes now. Mr. Vasoncellos commented that BOI is a great airport to travel through. Mayor Nancolas commented that it is a wonderful airport with genuine kindness. He also congratulated General Saylor on his retirement.

New Business

B1. Passenger Facility Charge (PFC): Ms. Hupp gave an overview of the PFC's to the Commission. Her PowerPoint included slides of PFC Overview: The PFC program is authorized by 49 U.S.C. Subtitle VII, Part A- Air Commerce and Safety, §40117. The statute authorizes a public agency that controls at least one commercial service airport to impose a fee for each paying passenger of an air carrier enplaned at the airport. This revenue finances eligible airport projects to be carried out at the commercial service airport. PFC Application: the slide showed the process of applying for PFC collection. PFC Projects: A list of project descriptions, year of expenditure, project cost and cost/year. Ms. Hupp will update the Commission on a later date.

Meeting Adjourned.