

BOISE AIRPORT COMMISSION MEETING
January 11, 2017

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

Commission Present: Bill Vasconcellos; Mayor Nancolas; Mike Pape; Russ Westerberg; Frank Walker; Kylie Casper.

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; Addison King, Custodial Supervisor BOI; Amy Snyder, Property & Contract Administrator BOI; Bill Best, Delaware North Companies; Kurtis Sorenson, IT System Administrator; Jordan Bauer, Operations Security Manager BOI; William Adams, Idaho Pipeline; Jennifer Schildgen, ITD; Bob Denton; Susie Howerton; Kathleen Duvall; Charlotte Duvall; Mari Duvall.

Old Business

A1. Approval of Minutes from Airport Commission Meeting of December 7, 2017: Mr. Vasconcellos moved the minutes to be approved. Mayor Nancolas seconded. All in favor.

A2. Director's Report: Ms. Hupp showed slides of *Operations Update* – BOI accommodated charters for the Idaho Potato Bowl and three charter to take fans and athletes to the Las Vegas Bowl. Two snow storms between December 22-25 brought in 7.5" of snow. Airport Ops, maintenance and custodial teams worked through Christmas to keep the airport open. *December Runway Closures* – There were a few closures for lighting repair and maintenance and snow removal. No scheduled runway closures in January. *Gowen Field Not Selected as Primary F-35 basing location* – National Guard bases in Alabama and Wisconsin were selected. *Small Community Air Service Development Grant Expired* – Grant was awarded in 2014. *Updated Baggage System Now Live* – went live in late December, we are monitoring results and making changes as necessary, approximately \$9.5 million project and took nearly 20 months to complete construction. *Partnership Award from TSA*- Ms. Hupp and Mr. Petaja were presented with the Partnership Award from TSA, award recognized teamwork during the baggage system remodel. *Holiday Events* – DNC offered a free meal to traveling military and working first responders on Christmas, stress buster dogs visited on peak travel days and carolers performed in our rotunda. *New Airport Art* – Showcases student visual arts, dance, creative writing and media arts, created through Idaho's ArtsPowered Schools program. Temporary exhibit on display until mid-February. *Removing Quilt Exhibit at Gate B14*- Our loan agreement with the Idaho State Museum has expired, they have requested the quilt back for preservation purposes. *Top 10 Operating Revenue*- up 3%. *Top 10 Operating Expenses* – up 7%. *November Enplanements* – Up 14% November 2017 over November 2016. *2017 Total Passengers* – up 9% YTD. *Upcoming Events* – February 1, 2018 next Commission meeting, February 22, 2018 Airport hosts Chamber's Business after Hours event. March 27, 2018 – Frontier Airlines begins service in Boise. You can view the slide presentation on our website at www.iflyboise.com

A3. Commissioner's Comments: Ms. Casper is thankful to have the experience of serving on this board. Mayor Nancolas was sworn in for his 6th term as Mayor of Caldwell. He enjoys being on this Commission, says that Boise Airport is a rockstar among airports here in Idaho. Mr. Pape informed

the Commission that Idaho lost Don Duvall, he served as Boise Airport Manager for 29 years. He introduced Mr. Duvall's family members that were guests during the meeting.

New Business

B1. 2018 Airport Goals: Ms. Hupp gave an overview of the 2017 Accomplishments and the 2018 Goals. She showed slides of Vision, Mission Values – Making Boise the Most Livable City in America. Our Share Values – One City, One Team – For the Greatest Good; Citizen Experience with “Wow” and There’s Nothing We Can’t Do Better. Boise Airport Goals – Make Boise the most livable city in the Country by providing the aviation infrastructure that attracts the services desired by the community. Maximize the airport’s role as an economic generator. Be a strong community partner.

BOI’s 2017 Accomplishments – Sustainability – implemented a solar hot water heater for the terminal. Designed aircraft rescue and fire-fighting station to green building standards. ***Economic Development Gowen Strong*** – led City’s effort for maintaining a manned flying mission for the Idaho National Guard. Resulted in Air Force indicating they intend to keep the guard at Gowen Field. ***Economic Development Air Service*** – worked with airlines to recruit new air service. Boise continues to rank very well in metropolitan statistical areas with populations between 550,000 to 750,000. ***2017 Growth-*** Southwest adds daily service to San Diego; Allegiant adds 2x weekly service to Phoenix Mesa; American adds daily service to Chicago O’Hare; American adds daily frequency to Dallas. ***2018 Announcements*** – Frontier will enter the market with 3x weekly service to Denver; Southwest to begin daily service to San Jose; Southwest to test once weekly service to Dallas. ***Economic Development Airfield*** – conducted review of airport fuel supply options, implemented recommendations. Worked with tenants to encourage additional development. ***Capital Projects*** – commenced airport master plan and began the planning process. Oversaw construction and phasing for the checked baggage security system upgrades. Completed FAA Part 150 Noise Study and hosted public meetings. ***LIV Boise, LIV Values and Employee Culture*** – incorporated city’s LIV Boise initiative into airport communication. Implemented key airport/city/LIV messaging in terminal building. Represented city on Together Treasure Valley Board by promoting city priorities and funding for city projects. Partnered with Parks and Rec to facilitate Global Gardens on airport property. Conducted formal training for all airport supervisors and managers.

2018 Goals – ***Safe and Secure Community*** – ensure safe airport operation environment and compliance with federal regulations. Prepare for large scale disasters and mitigate risk where possible. Provide safe and efficient travel to, from and throughout the airport. Ensure new developments and existing infrastructure is appropriately designed and structurally sound to maximize safety. Partner with police and fire to provide a range of services to ensure a safe environment for all airport users. ***Healthy Community*** – Partner with tenants to provide access to a range of healthy food options. Partner with community groups to improve services for passengers. Implement a noise monitoring system to further quantify the airport’s impact on neighborhoods. ***A Responsible Built Environment*** – Complete airport master plan and develop concepts that meet current and future needs. Develop airport infrastructure. Implement a passenger facility charge program to fund future development. Implement airport’s five-year capital improvement plan. Acquire property in accordance with airport planning. Encourage thoughtful and responsible mixed-use development that is compatible with airport impact. ***Connected Community*** – Recruit additional air service. Improve visibility of public transportation options. Develop long-term parking plan to ensure adequate and accessible parking options that consider changing transportation trends. ***Environmentally Sustainable Community*** – Secure discretionary FAA grant to install auxiliary

power units. Remodel ARFF building to green standards. Identify opportunities to utilize Idaho Power incentive program. Effectively manage storm water issues. Partner with tenants to reduce materials to the landfill and maximize beneficial reuse such as donation of foods to those in need. *Strong, Diverse Local Economy* – Actively pursue and attract new business. Actively pursue a replacement manned flying mission for the Air National Guard. Actively pursue business expansion of current tenants. Provide and plan for infrastructure to support commerce. Pursue opportunity to relocate fuel farm. Partner with community stakeholders to attract visitors and tourism. *A Creative and Engaged Community* – Partner with Arts and History to create a vibrant airport art program. Support high quality events and entertainment. Partner with key stakeholders to provide educational tours and learning opportunities.

Mr. Walker moved the meeting be adjourned, Mr. Vasoncellos seconded. All in favor.