

BOISE AIRPORT COMMISSION MEETING
February 1, 2018

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

Others Attending: 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; Bill Connors, Boise Chamber of Commerce; David Daly; Tracy Hitchcock, Create Common Good; Josh LeBlanc, Paradies; Alex Everman, Deputy Director Operations & Security; Nic Miller, City of Boise.

A. Old Business

A1. Roll Call: Commission Present: Russ Westerberg; Bill Vasconcellos; Mike Pape; Frank Walker; Meg Carlson

A2. Approval of Minutes from Airport Commission Meeting of January 11, 2017: Mr. Pape moved the minutes to be approved. Mr. Walker seconded. All in favor.

A3. New Employee Introduction: Ms. Hupp introduced Alex Everman to the Airport staff. He is the new Deputy Director of Operations and Security. He comes from Vail Colorado where he served as the Deputy Director of Aviation.

A4. Director's Report: Ms. Hupp showed slides of *Airport Operations Update* – January brought a few SMGCS days, no other significant weather events. Coming up is the 2018 Annual FAA certification inspection, February 5-8, 2018. *December Runway Closures* – There were a few closures in January for Airfield and Tech Ops maintenance and lighting maintenance. No scheduled runway closures in February. *Top 10 Operating Revenue* – Total operating revenue is up 2%. *Top 10 Operating Expenses* – showed 0% change. *December Enplanements* – Up 10% December 2017 over December 2016. *2017 Total Passengers Record Year* – Up 9% over 2016; most passengers ever in a single year. Boise Airport had over 3.5 million passengers in 2017. *Upcoming Events* – February 22 Airport hosts Chamber's Business After Hours Event. March 1 is the next Commission meeting. March 27 Frontier Airlines begins service in Boise. You can view the slide presentation on our website at www.iflyboise.com

A5. Commissioner's Comments: Ms. Carlson traveled to San Francisco and had no problems with fog. Mr. Walker welcomed Mr. Everman. Mr. Vasconcellos welcomed Mr. Everman. Mr. Pape welcomed Alex, and congratulated Ms. Hupp on the 3.5 million passengers. Mr. Westerberg welcomed Mr. Everman.

B. New Business

B1. Paradies Presentation: Mr. LeBlanc introduced Tracy Hitchcock with Create Common Good. He explained that due to some new FDA regulations, Boise Co-Op would not be able to supply the

Grab-n-go products to Paradies anymore. They suggested Create Common Good for a replacement. Ms. Hitchcock's presentation included slides of *Social Enterprise*- They help to support themselves by using a social enterprise model. Their wholesale business-to-business food manufacturing business allows them to generate sustainable, repeatable revenue in their commercial kitchen, making them less reliant on grants and donations and allowing us to model the self-sufficiency they teach. *Partnership*- they will bring local focus to the Airport, grab-n-go products to Paradies and employment to Delaware North. *Signage/Packaging* – she showed the Commission a sample of what the packaging may look like on the food and also the refrigeration. The window clings and the magnetic floor signage. The Commission welcomed her to the Airport.

B2. Chamber of Commerce Partnership: Ms. Hupp talked to the Commission about Boise Metro Chamber of Commerce Kiosk Sponsorship. Kiosk would be in a prominent location in the new chamber offices. Partner with city departments for additional content. It's a 15-year sponsorship. Would cost the airport \$150,000. A question was brought up about how many people would actually see this kiosk. Mr. Connors explained that 3-4 thousand people would be seeing in this year. Mr. Pape commented that it would be a good investment. Ms. Hupp explained that it would create brand awareness and route awareness. Mr. Miller said that the Mayor's office is all for this kiosk. The Mayor wants to extend the presence in to downtown. Mr. Pape motioned to support the 15-year sponsorship and Mr. Vasconcellos seconded. All in favor. Mr. Connors thanked the Commission for their support.

C. Questions & Answers

Mr. Daly approached the Commission. He noticed in fiscal year 2017 there was a \$900,000 grant for land acquisition but noticed that it was not on fiscal year 2018. Ms. Hupp explained that the airport is waiting on the master plan to decide what comes next. It is also contingent on the FAA. She will set up a time to meet with Mr. Daly in the future to go over this subject more thoroughly.

Ms. Carlson moved that the meeting adjourn, Mr. Pape seconded. All in favor.

The next meeting is March 1, 2017.