

BOISE AIRPORT COMMISSION MEETING

December 7, 2022

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

Guests Attending: Shawna Samuelson, Communication & Marketing Manager BOI; Mike Crane, Operations Manager BOI; Meghann Donley, Jacobs; Troy Stamp, JE Dunn Construction; Jodi Spencer, Security Manager; Melvin Harvard, Delaware North; Amy Snyder, Property & Contracts Manager; Tara Sterling, Paradies; Sean Briggs, Air Development Manager; Darrell Early, City Attorney's Office; Markus Green, Airfield Engineer, BOI; Jill Singer, Project Manager BOI; Mardi Mendenhall, Properties & Contract Coordinator BOI, Ginger Hendrix, Properties & Contract Coordinator BOI; Bill Adams, Idaho Pipeline Corp; Michael Miller, HDR; Keith Hui, HDR; Tom Richardson, HDR; Dave Mitchell, T-O Engineers; Kathleen Watkins, Deputy Director Finance & Business Development BOI.

A. Old Business

A1. Roll Call: Commission members Present: Bill Vasconcellos, Carrie Westergard, Meg Carlson; Garrett Nancolas; Gen. Donnellan

A2. Approval of Minutes from Airport Commission Meeting of November 2, 2022: Minutes were approved. All in favor.

A3. Director's Report: Ms. Hupp presented the Director's Report. A copy of the presentation is attached and incorporated into the minutes as Appendix A. The Commission and Ms. Hupp engaged in a discussion about Uber/Lyft and Clear.

A4. Commissioner's Comments: The Commissioners comments consisted of first experience with the Economy Lot, good process; Welcomed Ms. Mendenhall and Ms. Hendrix. Parking revenues are up; congrats on the growth, the airport is important to the Valley and Idaho.

B. New Business

B1. Airport Rules and Regulations Amendment / Gate Use and Assignment Policy: Ms. Watkins presented the Amendment and the Policy. The Commission and Ms. Watkins engaged in a discussion about the user fee charges, the policy is common among airports. Ms. Carlson moved that the Airport Rules and Regulations Amendment and Gate Use and Assignment Policy be sent to the City Council for approval. Mr. Nancolas seconded. All in favor.

B2. Title VI Non-Discrimination Overview & Demographic Questionnaire: Ms. Snyder went over Title VI with the Commissioners. There were no questions.

C. Public Comment Questions & Answers

There were no public comments.

Next meeting is Wednesday, February 1, 2023.