

## BOISE AIRPORT COMMISSION MEETING

April 5, 2023

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

Kelley Fleming, City Attorney's Office; Daryl Early, City Attorney's Office; Andrew Scancon, Kimley-Horn; Karen Sander, HDR; Kirsten Berger, HR City of Boise; Jodi Spencer, Security Manager BOI; Sean Briggs, Airport Service Manager; Hannah Hoke, Airport Operations BOI; Michael Crane, Operations Manager BOI; Zach Hall, Kimley-Horn; Stephanie Dwyer, Credentialing Supervisor BOI; William Adams, IDPC; Priya Raman, Hummel; Patsy Buchwald, ACDBE Paradies; Tara Sterling, General Manager Paradies; Christopher Flournay, Jacobs; Meghann Donley, Jacobs; Jill Singer, Project Manager BOI; Bailey Hereford, WSP; Amy Snyder, Property & Contract Manager BOI; Mardi Mendenhall, Property & Contract Coordinator BOI; Shannon White, Accounting BOI; Denise Armstrong, Accounting BOI; Brett Korporaal, Project Manager BOI; Markus Green, Airfield Engineer BOI; Bryan Hill, Facilities Manager BOI; Martin Hahle, CSHQA; J.D. Kessler, HUB International; Bill Best, Delaware North; Tom Richardson, HDR;

### A. Old Business

**A1. Roll Call:** Commission members Present: Bill Vasconcellos, Carrie Westergard; Jamie Boesiger; Meg Carlson; Garrett Nancolas.

**A2. Approval of Minutes from Airport Commission Meeting of March 1, 2023:** Minutes were approved as written. All in favor.

**A4. 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 survey implementation; what types of questions will be on the survey, rise in airfare prices.

**A5. Commissioner's Comments:** The Commissioners comments consisted of Mr. Nancolas congratulated Ms. Hupp and staff with the handling of all the construction going on. Ms. Westergard informed the commission that tonight is the ROSE Awards and there is an employee of Paradies that has been nominated. Ms. Carlson took a trip in March to California, usually sunny but this year was cold and rainy but the conference was very good and they had a great turnout. Ms. Boesiger is ready for the weather to change. Mr. Vasconcellos is in Hawaii.

### B. New Business

**B1. Air Service Development, Forecasts & Incentive Plan:** Mr. Briggs presented the Air Service Development, forecasts, and incentive plan to the Commission. The Commission and Mr. Briggs engaged in a discussion about process to become a pilot; max load factors; annual growth rate; the Atlanta Flight growth; new routes and new airlines coming in; why isn't Alaska flying to Anchorage. Mr. Nancolas moved to add the target markets to the incentive plan, Ms. Carlson seconded. All in favor.

### C. Public Comment Questions & Answers

There were no comments from the public.