

## BOISE AIRPORT COMMISSION MEETING

May 3, 2023

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

Kelley Fleming, City Attorney's Office; Andrew Scancon, 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; William Adams, IDPC; Priya Raman, Hummel; Tara Sterling, General Manager Paradies; Christopher Fournay, Jacobs; Meghann Donley, Jacobs; Jill Singer, Project Manager BOI; Bailey Hereford, WSP; Amy Snyder, Property & Contract Manager BOI; Mardi Mendenhall, Property & Contract Coordinator BOI; Martin Hahle, CSHQA; Bill Best, Delaware North; Tom Richardson, HDR; Shawna Samuelson, Communication and Marketing Manager BOI; Kathleen Watkins, Deputy Director Finance and Business Development BOI; Ammon Southwick, Jackson Jet Center; Ken Miller HOK; Keith Hui, HOK; Karen Sander, HDR;

### A. Old Business

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

**A2. Approval of Minutes from Airport Commission Meeting of April 5, 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 what items are included in the "other" category on expenses and revenues.

**A5. Commissioner's Comments:** The Commissioners comments consisted of Ms. Carlson traveled and all went smoothly, she joined Clear. Ms. Boesiger informed the Commission about the upcoming ACE Academy, registration is open. Ms. Westergard thanked the Airport for supporting the International Round Up Conference, some told her when they landed the Airport felt like home. Mr. Cunningham attended the Leadership Summit which had some good presenters and was well worth attending. Mr. Nancolas congratulated Matt on his retirement, thanked Ms. Hupp and staff for all that they do. Mr. Vasconcellos traveled, and it went very smoothly, he has more planned for May.

### B. New Business

**B1. 2024 Budget Review:** Ms. Watkins presented the 2024 Budget review. A copy of the presentation is attached and incorporated into the minutes as Appendix b. The Commission and Ms. Watkins engaged in a discussion about projection for cost per enplanement; revenue is 14% grants; completion date of parking garages.

### C. Public Comment Questions & Answers

Briana LeClair with Ponderosa Aero Club asked what the \$1.5 million for personnel included. Ms. Hupp explained that it was for around 12 new positions, increases in benefits, and salaries.