

**HELENA REGIONAL AIRPORT AUTHORITY
MEETING MINUTES
JULY 17, 2018 11:30 A.M.**

MEETING

In Attendance:

Rick Hays, Chair
Jon Moe, Vice Chair
John Grant, Secretary (by phone)
Jane Fournier, Immediate Past Chair
Dave Simkins, Commissioner
Liz Bangerter, Commissioner
Mike Murray, Commissioner
Jeff Wadekamper, Airport Director

Others Attending:

Greg Gould, Luxan & Murfitt, PLLP
Ross Marty, Assistant Airport Director
Connie Lundin, Financial Manager
Pete Hartman, Administration Assistant

MINUTES

Motion was made by Fournier seconded by Murray, to approve the Minutes of the June 19, 2018 Airport Authority Meeting. The motion carried unanimously.

PUBLIC COMMENT PERIOD

None

AIRPORT IMPROVEMENT PROGRAM

Consider AIP-51 Claims:

Morrison Maierle (Construction Management-Terminal Project) \$49,910

Motion was made by Simkins and seconded by Bangerter to approve the above Claim for the Terminal Expansion Project in the Amount of \$49,910. The motion carried unanimously.

Discussion of Additional FAA Airport Improvement Fund Opportunities

Jeff provided a summary of proposed projects which he believes are projects which may likely be the most competitive for the supplemental AIP funds the FAA has available. Projects he suggests for consideration include the remainder of the eligible funds for the terminal expansion, the rehab of the fire training center, and runway rehab and apron rehab work. The Commissioners agreed with those projects and felt each of them were high on our planned capital improvement project list. Jeff advised that he and staff and Tim Orthmeyer are going to meet with the FAA next week on this and will report back to the Board.

AIRPORT AUTHORITY ISSUES

Consider Responses to RFP for Terminal Expansion Financing – Jeff reported that we had received responses from 3 banks: Opportunity Bank, First Interstate, and Valley Bank. All 3 are local banks in Helena. The Finance Committee reviewed the responses and recommends that Valley's Bank proposed Option B as the terms are most favorable to the airport.

Motion was made by Simkins and seconded by Moe to Award the Terminal Expansion Financing to Valley Bank. Chairman Hays abstained from the vote and the vote carried unanimously with the other Board members.

Nominating Committee Recommendation of FY2019 Airport Authority Officers is as follows:
Chair - Jon Moe, Vice Chair - Liz Bangerter, Secretary - Dave Simkins

Motion was made by Murray and seconded by Fournier to accept the above names to serve as FY2019 Airport Board Officers. The motion carried unanimously.

Consider a Contract Extension for Legal Services with Luxan and Murfitt – Jeff outlined the terms of the legal services contract extension received from Luxan and Murfitt. The current agreement provides for an extension of 3 years. Luxan and Murfitt has provided the airport with great legal services, so Jeff recommends renewing the contract for 3 more years as provided. The cost stays flat for the first 2 years then increases by \$10/hour on year 3 which appears to be reasonable.

Motion was made by Murray and seconded by Bangerter to Approve the Contract Extension for Legal Services with Luxan and Murfitt. The motion carried unanimously.

LEASES

Consider a Request from John Heit, Woody Hopler, Al Hathy, and Lance Seaman to Construct a 80 by 60 Non-Commercial Aircraft Storage Hanger – Jeff outlined the parameters of the proposed hangar lease, which follows our standard non-commercial aircraft storage lease. This group is planning a steel hangar from R&M Steel and the site they chose is in the hangar expansion area. They will pay the standard ground lease rates and a utility connection fee to connect to electric and gas services that were installed nearby by the airport. Jeff recommended approval of this lease.

Motion was made by Bangerter and seconded by Moe to Approve a Lease with John Heit, Woody Hopler, Al Hathy, and Lance Seaman to Construct a 80 by 60 Non-Commercial Aircraft Storage hanger. The motion carried unanimously.

CONSENT AGENDA

Motion was made by Fournier and seconded by Murray to approve the Income and Expense Reports and the Past Due Reports as presented.
The motion carried unanimously.

DIRECTOR'S COMMENTS.

Jeff talked about the DOT Small Community Air Service Grant, which was not awarded to Helena. There are other avenues to explore and he will still approach Alaska Airlines about another flight to Seattle and new service to Portland. It is unfortunate Helena was not successful, however the effort was a good opportunity to engage the community and provide awareness of the highly competitive nature of securing new air service in today's environment. Air service expansion is an ongoing effort and community support is crucial to the effort.

