

The regular monthly meeting of the Gallatin Airport Authority was held November 13, 2025, at 2:00 p.m. in the Conference Room at the Airport Customs and Operations Building. Board members present were Kendall Switzer, Ted Mathis, Karen Stelmak, and Ted Barkley. Also present were Brian Sprenger - CEO, Aaron Collins – CCO, Chris Pomeroy - COO, and Troy Watling - CFO.

Kendall Switzer, acting Board Chairman, welcomed everyone to the regular meeting of the Gallatin Airport Authority Board and called the meeting to order.

**1. Review and approve minutes of regular meeting held October 9, 2025**

Mr. Switzer asked if everyone had received their copy of the minutes and if they had any corrections or additions. There were none.

**MOTION:** Mr. Barkley moved approval of the minutes of the regular meeting held October 9, 2025. Mr. Mathis seconded the motion, and all board members voted aye. The motion carried.

**2. Public Comment Period**

There were no public comments.

**3. Consider Guaranteed Maximum Price (GMP) for East Terminal Expansion Schedule III**

Mr. Sprenger said this is the largest single dollar figure we have considered. Bids were received for Schedule III which includes most of the finishes except the kitchen and some technology. The GMP was \$82,867,218. The GMP is higher than what we were hoping for two months ago but less than what we budgeted last year. Overall, this takes the GMP to just over \$161 million for all the schedules so far and 90% of the total project.

Travis Kabalin, Martel Construction, said the bid opened October 8 and it took 4 weeks to qualify the bidders. It was a large bid package, so it took a lot of work and collaboration. Mr. Kabalin said they are grateful to be trusted to be a part of this.

Ms. Stelmak said it looks terrific and expressed confidence in their future work on the project. Mr. Sprenger confirmed for Ms. Stelmak that he is very happy with the work so far. The whole team has been great to work with.

Mr. Kabalin introduced some leading members of the Martel team: Isaac Webb, Lead Superintendent, Robert Gessner, Superintendent, Evan Stafford and Noah Scherbak, Project Engineers. Mr. Kabalin credited them with making this project happen and doing an amazing job. They were asked to stand and received a round of applause.

3,000 yards of concrete has been poured to date. The weather has been making the job easier. There are 3 cranes in the air right now. A lot of iron is going in. It takes a lot of coordination with all the heavy machinery on the project.

**MOTION:** Ms. Stelmak moved to approve the Guaranteed Maximum Price (GMP) by Martel Construction for the East Terminal Expansion Schedule III. Mr. Barkley seconded the motion. All board members voted aye. The motion carried.

Drone footage of the progress on the project was presented.

**4. Consider request by ACW, LLC to enter into a new 10-year non-commercial land lease on hangar 9**

Mr. Sprenger said the hangar is in good condition and the rent is current. Staff recommends approval of the request. Mr. Mathis said this is one of the original 3 hangars.

**MOTION:** Mr. Barkley moved to approve the request by ACW, LLC to enter into a new 10-year non-commercial land lease on hangar 9. Mr. Mathis seconded the motion, and all board members voted aye. The motion carried.

**5. Consider redesignating concourse gates from alpha numeric to numeric**

Mr. Sprenger said we changed to alpha numeric gates 6 years ago due to the concourses to the west and east. The east terminal project adds a 2<sup>nd</sup> passenger screening checkpoint. Wayfinding could become confusing since some A gates and all B gates will be exiting to the left.

The bigger issue is that there are conflicts between the taxiway system and the gate system. As we expand the B taxiway system, that will make the conflicts worse. For example, crews will indicate to the tower they are at A3, but they are referring to the gate and not the taxiway.

So, this is a good time to consider redesignations. We now know the extent of the construction to the east. At this point we will have Gates 1-16. Staff recommends not using gate 13 to avoid any discomfort amongst travelers. Any future expansion should go to the west and the progression of numeric numbers will continue.

Mr. Mathis asked who will do the signage. Mr. Sprenger said most of the signage will be part of the contract for the expansion. Some will be potentially done by staff or added to the contract. The overall cost is relatively minimal because we are doing it now and can adjust the architectural plans.

Ms. Stelmak anticipates training with airline staff. Mr. Sprenger said we have coordination with temporary gates currently. Staff are deciding when the right time to make the change is. Our best guess is a year to 14 months for the redesignation.

**MOTION:** Mr. Mathis moved to approve redesignating concourse gates from alpha numeric to numeric. Ms. Stelmak seconded the motion. All board members voted aye. The motion carried.

#### **6. Airport Business Report – Aaron Collins**

Total operations for October were 11,558 which is up 5% compared to last October and down for the year by 2%. Rolling 12-month operations were 118,472. There were nearly 534 corporate landings over 12,500 lbs., down 10% compared to last October. There were 693 corporate landings over 9,000 lbs. which is down 7.4% compared to last October but up 12.1% YTD. Customs clearances are remaining flat with 18 in October. Total revenue enplanements were 109,910 which is up 11.4% for the month and up 6.4% YTD. Rolling 12-month enplanements were 1,395,863. Total deplanements were 101,010, which is an 11.2% increase for the month. Commercial airline landings were 968, which is up 23% compared to last October. The overall load factor was 79.2%, which is down 9.6% from last year and flat YTD. Fuel dispensed for September was 2,138,558 million gallons, which is a 21.1% increase for the month and an 11.2% increase year over year.

Mr. Switzer asked Mr. Collins to pass on thanks to the staff.

#### **7. Airport Operations Report – Chris Pomeroy**

Mr. Pomeroy reported no major issues in security last month. Trent, Airport Security Manager, facilitated a comprehensive security table top exercise on October 14. The exercise

went well and had good participation from staff and partners. We will be dealing with a new TSA inspector due to Andy Knight's retiring at the end of the year. Bill Dove, our Chief of Public Safety, is retiring at the end of the year after 18 years of service. Mr. Dove's position will open tomorrow for hiring.

Mr. Simpson and Mr. Pomeroy attended the Northwest Chapter of the American Associates of Airport Executives Conference in Colorado Springs November 7-10. This conference had the highest attendance in history with 385 participants. Mr. Pomeroy moderated and spoke on Air Traffic Control (ATC) issues and received good feedback. Next year's conference will be held in Missoula.

Hydroseeding was applied in October to areas disturbed during the taxiway projects. Substantial work has been completed on the NAVAID project, and the final touches will be made in the spring. We were hoping for a flight check for the Category II authorization in January and that has been postponed until March. Our Instrument Landing System (ILS) check will be November 18. Once approved, there will be a Notice to Airmen (NOTAM) that the Runway Visual Range (RVR) is in effect and we will see some reduction in visibility minimum. The remaining portions of the NAVAID project have been moved from May to July.

Taxiway B extension project is through 60% of design, and the bid is planned for February. We are moving into the Aircraft Rescue and Fire Fighting (ARFF) and Snow Removal Equipment (SRE) building this week and next. The temporary de-icing facility has been operational since the end of September. We are learning more about it and overall, it is going well. Work continues on the permanent de-icing facility. All 8 tanks for the de-icing fluid should be delivered next week.

A couple key elements of the pilot program to change the tower from contract to FAA have been delayed due to the government shutdown. We should have more news in the next couple weeks.

We were scheduled to receive 2 new air traffic controllers on November 3<sup>rd</sup> and 17<sup>th</sup>. The individual scheduled to arrive on the 17<sup>th</sup> backed out. The individual scheduled for the 3<sup>rd</sup> is here. Then we had a trainee quit unexpectedly. Hans who left in July, has decided to come back. So, we have 5 total air traffic controllers including the air traffic manager, but we should have 7. Due to changes in regulations in 2024, small and medium hub airports should have 2 controllers in the cab at all times. So, our allotment for controllers will increase in February, despite problem staffing the tower. Serco is continuing to recruit. The tower operation hours of 6:00 a.m. to midnight should not be impacted.

Work is continuing on a Safety Management System implementation. This is new for our airport but not for the airlines. Full implementation is required by the end of May 2027.

We released surplus property for auction. All of the items were bid on. After commissions, our proceeds are \$48,000.

Operations has been coordinating with Paramount Plus for some filming here at the airport. Staff has been working with them. We do not expect any significant impacts to our operations. To facilitate this, there is an overtime opportunity for our operations specialists, which Paramount will cover the cost for. Notifications will go out to tenants and staff this afternoon and we will be available to answer questions.

Mr. Switzer said the scope of work is huge, we recognize that, and appreciate everyone's hard work and expertise. Mr. Switzer asked Mr. Pomeroy to please pass on how much we appreciate it. Mr. Pomeroy said we have a great team.

#### **8. Airport CEO Report – Brian Sprenger**

Mr. Sprenger said the additional allocated controllers were part of the legislature pushed by former Senator Tester.

Overnight cars for October were 103% of the last year. November overnight parking month to date is 102% of last November. October concessions were 120% and November month to date is flat. November traffic is flat but up 4% when adjusted for the day of the week. When combined with an 18% increase in seats, we will see the load factor decrease. We are expecting Thanksgiving to be up 14% in available seats. Early November is typically slow due to Yellowstone being closed and Big Sky not operating yet. Since pre-Covid 2019, October is the fastest growing month in terms of percentage with figures more than doubling. It has become part of our peak season.

The government shutdown has had minimal impact on our operations. We have had about 1-2 cancellations per day out of 26 departures. Today was the worst impact with 3 cancellations. There are plenty of seats, so it hasn't been difficult to re-book. Now that the government is back open, we should see things normalizing for Thanksgiving. This is our slowest month for corporate air traffic, so it is hard to say if they have been impacted.

Delta announced Saturday service to Austin starting June 13<sup>th</sup>. Austin is our next largest market without non-stop service at the moment. We are hoping to see it again next winter.

The schedule for summer of 2026 includes peak Saturdays in July with 62 arrivals and 9,000 arriving seats and 61 departures and 8,825 departing seats for a total of 123 flights (arrivals and departures) and 17,825 seats. The initial peak timeframe causing some concern is 10:00 a.m.-3:00 p.m. Some of the non-daily flights may pull back from the peak timeframe which will help. This is the earliest we have seen a relatively full schedule published which gives us time to adjust schedules.

Travis Eickman, Morrison-Maierle, said we received good news on the Environmental Assessment (EA). The FAA returned their comments on Chapter 4 which is the analysis position. We received confirmation for the mitigation work proposed for the very high frequency omni-directional range (VOR). Heidi will write up an evaluation which will be incorporated into Chapter 4. It will be reviewed and then sent to FAA legal at regional and then FAA headquarters for their review. A large part of the work the last 6 months has been aligning the EA with the new administration's guidance. Based on our current analysis, there are no significant impacts. There will be a 30-day public comment period and then a public hearing. We estimate that the public comment period can start in January. Public comments can then be addressed and the FAA will work on their determination. Hopefully there will be a finding of no significant impact. Overall, we hope the process will be wrapped up around the May timeframe.

Mr. Mathis asked about hangar addresses. Mr. Sprenger said the Gallatin County Geographic Information Services (GIS) has addressed everything at the airport. We are going through the review including the addition of Electra and Convair Roads. After final review, we will have addresses for every hangar based on taxilane designations.



**9. Consider bills and approve for payment**

Standard bills for the month were sent in advance of the meeting. The additional bills were reviewed and detailed by Mr. Sprenger.

**MOTION:** Ms. Stelmak moved to approve the bills for payment. Mr. Barkley seconded the motion. All board members voted aye. The motion carried.

Mr. Switzer asked that Mr. Sprenger extend thanks to the team.

**10. Adjourn**

The meeting was adjourned at 2:43 pm.

A handwritten signature in blue ink, appearing to read 'C. Lehrkind', is written over a horizontal line.

Carl Lehrkind, IV, Board Chairman