

MISSOULA COUNTY AIRPORT AUTHORITY  
Special Board Meeting  
August 18, 2017  
11:00 am, Airport Conference Room

THOSE PRESENT: Chair Paul Stafford  
Vice Chair Shane Stack via telephone  
Treasurer Chris Lounsbury via telephone  
Commissioner Dori Brownlow via telephone  
Commissioner Larry Anderson via telephone  
Commissioner Jeff Roth via telephone  
Commissioner Matt Doucette via telephone  
Alternate Commissioner Winton Kemmis

STAFF: Director Cris Jensen via telephone  
Deputy Director Brian Ellestad  
Financial Manager Teri Norcross  
Administrative Manager Lynn Fagan  
Accounting Clerk Rita Harris-Powers

Chair Paul Stafford called the meeting to order.

AGENDA

Motion: Vice Chair Shane Stack moved to approve the Agenda as presented.

Second: Commissioner Matt Doucette

Vote: Motion Passed unanimously

Public Comment Period: None

NEW BUSINESS:

FAA AIP Grant #61 Acceptance

Airport Director Cris Jensen explained the Federal Aviation Administration (FAA) has offered a grant for Airport Improvement Program No. 61 (AIP-61) in the amount of \$1,416,150. This grant will be used in constructing the terminal building (phase 1 – schematic design), expansion of the west access road, reconstruction of the access road in front of the terminal, and rehabilitation of runway 11/29 and runway 7/25. This grant will be used for design costs only.

AIP-61 funds will be broken down in the following way: \$1,275,000 in engineering costs for the terminal schematic design; \$225,000 in engineering costs for the access road final design; \$60,000 in engineering costs for the magnetic variance and runway maintenance (Mag Var) final design; \$5,000 in engineering costs for the grant closeout; \$8,500 in administrative costs;. The project costs total an amount of \$1,573,500. This grant will fund 90% of the total project costs with the remaining 10% to be funded by the airport out of airport reserves.

Director Cris Jensen explained that the grant amount is not the total amount of entitlements; a portion of the entitlements were transferred to Bert Mooney Airport in Butte, Montana. Chair Paul Stafford asked when the entitlements that were transferred to Butte would be returned to MCAA. Cris replied that the funds will be repaid a year from now when Butte receives their next AIP grant. Later in the meeting, Deputy Director Brian Ellestad stated that Butte will actually repay MCAA over a three-year period based on MCAA's projections for expenditures. Chair Paul Stafford asked how transferring those entitlements to Butte will affect MCAA, and Director Cris Jensen replied that it will benefit both airports since the funds would otherwise go back into the national pool of funds. Chair Paul Stafford asked what fraction of MCAA reserves would make up the matching portion of the project costs. Financial Manager Teri Norcross replied that less than 10% of MCAA reserves would be used in the matching portion; a large part will be matched with passenger facility charges (PFCs). Commissioner Larry Anderson asked if the grant money will completely reimburse MCAA for these projects. Cris Jensen replied that the grant money will pay for a portion of the schematic design, along with all of the Mag Var and pavement design of the west general aviation development.

Motion: Treasurer Chris Lounsbury moved to accept the grant from the FAA in the amount of \$1,416,150 and to authorize the Deputy Director to sign for the grant.

Second: Commissioner Matt Doucette

Vote: Motion Passed Unanimously

There being no further business the meeting was adjourned.