

Missoula County Airport Authority Regular Board Meeting

DATE: Tuesday, March 26, 2024
TIME: 1:30 p.m.
PLACE: Johnson Bell Board Room – Airport Terminal

PLEASE NOTE: This meeting will be in a hybrid format.

Members of the public can call in and connect digitally to the meeting using the information below and will have the opportunity to comment prior to any vote of the Board as well as on any item not before the Board at the beginning of the meeting.

Members of the public can submit comments by email to: lfagan@flymissoula.com.

Documents will be available on the airport's website, www.flymissoula.com, by 9 a.m. on the meeting date. Members of the public can view the meeting and documents by joining the meeting from their computer, tablet or smartphone at:

Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 266 456 298 882

Passcode: JtfCxe

Or call in (audio only)

[+1 332-249-0710,857565796#](tel:+13322490710857565796) United States, New York City

Phone Conference ID: 857 565 796#

- Chair to call the meeting to order.
 - Advise the Public the meeting is being recorded.
 - Roll Call
 - Seating of Alternate Commissioner if needed.
 - Approval of the Agenda.
- Public Comment.
- Review and approve the minutes of the Regular Board meeting dated February 27, 2024. **Pg 3**
- Approval of Claims for Payment – Will Parnell **Pg 9**
- Financial Report – Will Parnell **Pg 13**
- Director's Report – Brian Ellestad **Pg 25**
- Legal Report – Lynn Fagan
- Committee Updates –
 - Business Development Committee: No Activity
 - Contract and Lease Committee: No Activity
 - Executive Committee: Met March 26, 2024
 - Facility and Operations Committee: No Activity
 - Finance Committee: No Activity
 - General Aviation Committee: No Activity
 - Legislative Committee: No Activity
 - Marketing Committee: No Activity

Unfinished Business

- Optional Redemption of Series 2019A Debt with First Security Bank – Will Parnell **Pg 28**
- Martel Change Order – Terminal Construction Phase 2 – Tim Damrow **Pg 29**

New Business

- Award of Bid for SRE Building Modifications – Brian Ellestad **Pg 31**
- Morrison-Maierle Task Order No. 60 – Construction Management for SRE Building Modifications - Brian Ellestad **Pg 33**
- Morrison-Maierle Task Order No. 61 – Forest Service Hangar – remodel design – Brian Ellestad **Pg 40**
- Frontier Ground Handling Contract – Andrew Bailey
- Title VI Community Participation Plan – Lynn Fagan **Pg 44**
- Airport Concession Disadvantaged Business Enterprises Goals – Lynn Fagan **Pg 50**

Information/Discussion Item(s)

April Board Meeting – Tuesday, April 30, 2024, 1:30 p.m.

MISSOULA COUNTY AIRPORT AUTHORITY
Regular Board Meeting
February 27, 2024
1:30 pm, Johnson Bell Conference Room

THOSE PRESENT

BOARD: Chair Winton Kemmis
Vice Chair Deb Poteet
Secretary/Treasurer Pat Boyle
Commissioner Larry Anderson
Commissioner Shane Stack
Commissioner Matthew Doucette

STAFF: Director Brian Ellestad
Deputy Director Tim Damrow
Director of Finance and Administration Will Parnell
Legal Counsel Lynn Fagan
Business Development Manager Dan Neuman
Director of Maintenance Nate Cole
Accounting Clerk Brianna Brewer

OTHERS: Gary Matson, Runway 25 Hangars
Shaun Shea, Morrison Maierle
Martin Kidston, Missoula Current
Cole Jensen, Martel Construction
Travis Frey, Martel Construction
Jennifer Draughon, Neptune Aviation
Jamie Jones, Neptune Aviation
Nick Lynn, Neptune Aviation
Rebekah Irmak Luibrand

Chair Winton Kemmis called the meeting to order and advised everyone that the meeting was being recorded.

Legal Counsel Lynn Fagan performed a roll call of Board members, staff members, and members of the public.

Chair Winton Kemmis noted that no Alternate Commissioner was available to be seated.

AGENDA

Chair Winton Kemmis asked if there were any changes to the agenda. There were none.

Motion: Vice Chair Deb Poteet moved to approve the agenda as amended.

Second: Commissioner Larry Anderson

Vote: Motion Passed Unanimously

PUBLIC COMMENT PERIOD

Chair Winton Kemmis asked if there was any public comment on items not on the Board's agenda. There was none.

MINUTES

Chair Winton Kemmis asked if anyone had questions, edits, or public comments regarding the minutes for the Regular Board Meeting dated January 30, 2024. There were none.

Motion: Vice Chair Deb Poteet moved to approve the minutes of Regular Board Meeting dated January 30, 2024.

Second: Secretary/Treasurer Pat Boyle

Vote: Motion Passed Unanimously

CLAIMS FOR PAYMENT

Director of Finance and Administration Will Parnell told the Board that project expenses for January 2024 were approximately \$1.3 million. Seventy-one percent of that amount will be submitted to the FAA for reimbursement. The balance will come out of reserves and debt. Will then mentioned significant claims that were non-reoccurring. The first was to the vendor Connection in the amount of \$72,540.96; this expense was for nine network switches for Phase 2 of the terminal project. The next was an invoice from Metalworks for \$25,012; this expense was for replacement of stairs at the Forest Service hangar. The last invoice Will mentioned was to Sign Solutions for \$27,239; this was for the monument sign at the airport entrance.

Chair Winton Kemmis asked if there were any Board questions or public comments regarding the Claims for Payment. There were no questions or comments.

Motion: Commissioner Matthew Doucette moved to approve the Claims for Payment

Second: Commissioner Larry Anderson

Vote: Motion Passed Unanimously

FINANCIAL REPORT

Director of Finance and Administration Will Parnell noted variances in the financial reports; specifically that parking revenue has increased by approximately \$188,000, or 12%, as compared to the same period last year; ground handling revenue has decreased by approximately 25% as compared to last year due to the decrease in deicing services needed as a result of our warmer than normal winter. Will reported that revenues and expenses are currently 64% and 58% of the annual operating budget, respectively. Finally, MCAA received \$1 million in debt proceeds and paid \$2,133,359 in principle during the month of January.

Chair Winton Kemmis asked if there were any Board questions or public comments regarding the Financial Report. There were no questions or comments.

Motion: Commissioner Shane Stack moved to approve the Financial Report

Second: Commissioner Matthew Doucette

Vote: Motion Passed Unanimously

DIRECTOR'S REPORT

Airport Director Brian Ellestad began his report by telling the Board that airlines are still finalizing their summer schedule; American added its second daily Dallas flight earlier this year than last. That flight will begin on May 7th. Allegiant has also added a fourth weekly flight to Phoenix/Mesa as well as upgrading numerous flights to mainline service.

Brian noted that we are now in the third continuing resolution for federal funding and Congress has until March 8th to approve a budget. If no budget is approved by then, TSA employees will have to report to work and be unpaid.

Brian congratulated Nate Cole on a recent promotion. Nate has been with the airport since 2006 and served as Airfield Manager since 2016. Nate has now been promoted to Director of Maintenance. With this promotion, Nate will be overseeing both the airfield and building departments.

Deputy Director Tim Damrow gave a construction update. Work on the second phase of the terminal is progressing well. Martel is currently working on interior framing and supplies are arriving for the roof. Preparation for connecting the buildings is occurring. As a result, we will be losing access to the pre-security restrooms on level two.

Tim then mentioned that MCAA has published two Requests for Proposals for parking equipment and parking maintenance. The current operator's contract expires on June 30, 2024.

Tim also discussed the status of the Master Plan and a recent meeting that was held with City and County personnel. Commissioner Larry Anderson asked if there was any feedback from the City and County. Tim responded that it was a good discussion, and the purpose of the meeting was to get everyone up to speed on the Master Plan process. Tim noted that subsequent discussions will occur, notably related to planning on the south side of the airport.

Tim then noted that staff from Neptune Aviation was at the meeting to introduce themselves to the Board. Jennifer Draughon introduced herself as the President of Neptune and Northstar. Jennifer explained that Neptune Aviation was the aerial firefighting portion of the company and Northstar was the FBO. Jennifer introduced Jamie Jones, the general manager for Northstar and Nick Lynn, the vice president of operations.

Commissioner Larry Anderson asked if Neptune had secured longer term contracts with the Forest Service. Jennifer noted that they are part of an industry association, United Area Fire Fighting Association, that is working on getting longer term contracts. Neptune currently has four line items on an exclusive use contract with the Forest Service and a call when needed contract. Under the exclusive use contracts, the company has a certain number of days annually that are guaranteed. However, they would prefer guaranteed years.

Commissioner Matthew Doucette asked what Neptune anticipated for this fire season. Jennifer responded that her typical answer to that question is, ask me in December. It is difficult to predict. Although it's been a dry year, there have been dry years with a lot of fire and dry years without a lot of fire. Neptune is anticipating an average season.

Chair Winton Kemmis asked if there were any other Board questions or public comments. There were no questions or comments. Winton thanked Jennifer, Nick and Jamie for coming to the meeting.

LEGAL REPORT

Legal Counsel Lynn Fagan mentioned that in addition to the RFPs for parking that Tim mentioned, she has issued an RFP for insurance brokerage services. Lynn reminded the Board that MCAA has been using Payne West as its insurance broker for the last few years and that it is time to go out to bid again. Lynn stated that Payne has done a great job for MCAA over the years and that Payne obtains bids on coverage annually, but that under MCAA's procurement policy, it is necessary to open it up to the market.

Lynn also reported that the County Commissioners have scheduled interviews for a new Alternate position on the Board. The interviews will take place in March but the new position may not be awarded before the regular March meeting. The three individuals that applied for the position are Jen Ewan, Truman Torkelson, and Jack Meyer.

Chair Winton Kemmis asked if there were any Board questions or public comments regarding the Legal Report. There were none.

COMMITTEE UPDATES

Executive Committee: Met February 27, 2024, to review the Board agenda.

Finance Committee: No Activity

Business Development: No Activity

Contract & Lease Committee: No Activity

Facility & Operations Committee: No Activity

Marketing Committee: No Activity

General Aviation Committee: No Activity

Legislative Committee: No Activity

UNFINISHED BUSINESS

None

NEW BUSINESS

Approval for Airport Director to accept FAA grant in the amount of \$6,000,000

Airport Director Brian Ellestad explained that the FAA has notified MCAA that it has been awarded a \$6,000,000 grant under the Bipartisan Infrastructure Law for Phase 3 of the terminal project. As staff has noted in the past, it is difficult to predict when the grant will come in; when it does, it generally has a very short time period to be signed and returned. Therefore, staff is requesting that the Board pre-authorize him to accept the grant. Brian also mentioned that staff had done significant lobbying to obtain this grant.

Chair Winton Kemmis asked if there were any Board questions or public comments. Commissioner Larry Anderson asked if Phase 3 was the extension to the east. Brian responded that it was about an additional one hundred feet to the east that would allow for one or two additional jet bridges. Larry then asked what the budget for Phase 3 was. Brian explained that the original design was for more than six million, but the next items on the agenda were for right-sizing that design.

There were no further questions or comments.

Motion: Commissioner Matthew Doucette moved to pre-authorize the Airport Director to accept upcoming FAA Bipartisan Terminal Infrastructure Law Discretionary Terminal Grant in the amount of \$6 million.

Second: Commissioner Larry Anderson

Vote: Motion Passed Unanimously

Morrison Maierle Task Order No. 58 – Phase 3 Bidding

Deputy Director Tim Damrow explained that the design for Phase 3 was completed and shelved until there was a grant opportunity. Now that the grant amount is known, the project needs to be right-sized to marry up construction budget with the grant amount. In order for that to happen, the design team needs to reduce the construction scope and then bid the project with Martel Construction and develop a Guaranteed Maximum Price and project schedule. This phase will build off design principles associated with the East Concourse.

This Task Order will complete the design modifications to right-size the expansion of the East Concourse hold rooms. It will be taken through bidding services once the delivered design coincides with a suitable project budget determined by the Airport. After bids have been opened and vetted with Martel Construction, a Guaranteed Maximum Price (GMP) will be presented to the Board.

Chair Winton Kemmis asked if there were any Board questions or public comments. Commissioner Shane Stack asked what the original estimate for this phase was. Shaun Shea, engineer with Morrison Maierle, responded that the original estimate was \$11 million for construction costs and \$14 million for project costs, which would include the cost of additional jet bridge.

Vice Chair Deb Poteet asked if staff anticipated having design completed and out to bid in April. Shaun responded that yes, they did. Shaun explained that the original Phase 3 design was for five structural brick sections to be constructed and this is more of a re-limiting the scope rather than a re-design. He will be taking out two center grid pieces so only three structural brick sections will be included. Additionally, they will add some scope for the unused space underneath to store ground equipment.

There were no other questions or comments.

Motion: Secretary/Treasurer Pat Boyle moved to approve Task Order No. 58 with Morrison-Maierle in the amount of \$85,500.00 for the Design Modifications and Bidding Services for Phase-3 of the New Passenger Terminal Building.

Second: Commissioner Shane Stack

Vote: Motion Passed Unanimously

Award of Bid for Rental Car Parking Lot Modifications

Airport Director Brian Ellestad stated that MCAA received and publicly opened bid documents for the Rental Lot Modifications Project on February 21, 2024. This project includes repaving the old rental car lot and adding gate arms to separate rental cars from passenger parking. Two parties

requested bid documents but only one bid was received. The bid was vetted by Morrison-Maierle and considered to be a reasonable and responsible bid.

The low bid (\$1,401,865) was 10% higher than the Engineer's Estimate (\$1,276,932). After careful evaluation of the bid results, there were no bid item costs that were considered to be irresponsible or excessively high. This bid is considered a fair and reasonable one and is recommended for award.

Brian also explained that, in addition to the bid cost, there will be some equipment acquisitions that need to take place. The Airport will procure this equipment and supply it to the contractor for installation. This will save budget for the project by reducing overhead and markups by the contractor but create a project cost that needs to be accounted for as "Owner Approved Allowances". Item #1 to be purchased is a Security Camera and installation; Item #2 is a Digital Display Board and installation.

Chair Winton Kemmis asked if there were any Board questions or public comments. There were no questions or comments.

Motion: Commissioner Larry Anderson moved to accept the Rental Lot Modifications Project bid results and award construction to Knife River in the amount of \$1,401,865 and additional equipment acquisitions for a total of \$1,491,865.

Second: Commissioner Matthew Doucette

Vice Chair Deb Poteet recused herself from voting on this matter.

Vote: Motion Passed

Morrison Maierle Task Order No. 59

Airport Director Brian Ellestad presented this Morrison Maierle Task Order which coincides with the bid that was just accepted. Morrison-Maierle will provide on-site observation during construction and project close-out services. Brian stated that Morrison Maierle will have a full-time person assigned to the project to ensure that everything is done to specifications.

Chair Winton Kemmis asked if there were any Board questions or public comments. There were no questions or comments.

Motion: Vice Chair Deb Poteet moved to approve Task Order No. 59 with Morrison-Maierle in the amount of \$115,000.

Second: Secretary/Treasurer Pat Boyle

Vote: Motion Passed

Discussion Items

Chair Winton Kemmis noted that the next Board meeting will be in the same hybrid format on February 27th at 1:30 p.m.

Meeting Adjourned.

Missoula County Airport Authority
 Check Register By Vendor Name

Vendor	Total Amount	
AAAE	\$3,800.00	
AEROTRONICS INC.	\$936.00	
AILEVON PACIFIC AVIATION CONSULTING, LLC	\$6,500.00	
* AirBadge LLC	\$40,000.00	New Vendor: New Badging System Annual Subscription
AIRSIDE SOLUTIONS	\$1,935.40	
APPLIED INDUSTRIAL TECH	\$700.63	
ASCENT AVIATION	\$9,947.04	
ASSOCIATED EMPLOYER	\$2,828.00	
Big Sky Kubota, LLC	\$574.88	
BLACKFOOT COMMUNICATIONS	\$1,645.25	
BRANDED SIGN SOLUTIONS	\$2,370.00	
BROWN'S SEPTIC	\$1,200.00	
CHS MOUNTAIN WEST CO-OP	\$19,504.85	
City of Missoula	\$4,937.96	
CLARKE, KEITH	\$139.00	
Connection	\$6,499.35	
CRESCENT ELECTRIC	\$161.94	
CULLIGAN	\$126.50	
DAMROW, TIM	\$561.40	
DESTINATION MISSOULA	\$1,000.00	
DSG (DAKOTA SUPPLY GROUP)	\$1,200.33	
EAN SERVICES, LLC	\$343.77	
ENERGY WEST	\$5,477.56	
EXACT IMAGE	\$228.75	
FASTSIGNS	\$542.53	
FENCE CRAFTERS	\$21,475.00	
FIRST NATIONAL BANK	\$299.00	
GRAINGER	\$2,413.08	
GRIZZLY DISPOSAL	\$280.00	
HIDAY, ALEX	\$69.48	
HILLYARD INC	\$7,747.85	
HOTSY	\$321.68	
INLAND TRUCK PARTS	\$62.14	
INTEGRATED SECURITY SOLUTIONS, INC	\$33,314.75	
JOHNSON CONTROLS/SIMPLEX	\$1,158.73	
KLS HYDRAULICS	\$10.00	
LAMAR	\$5,800.00	
MACOP	\$100.00	
MIDLAND IMPLEMENT	\$891.80	
Mint Carpet Cleaning	\$360.00	
* MONTANA NEUROCARE PLLC	\$1,800.00	New Vendor: New PSO Medical Evaluation
MOTOROLA SOLUTIONS INC	\$137.44	
MSLA DOWNTOWN ASSOC	\$165.00	
MSLA ELECTRIC COOP	\$1,027.06	

Missoula County Airport Authority
 Check Register By Vendor Name

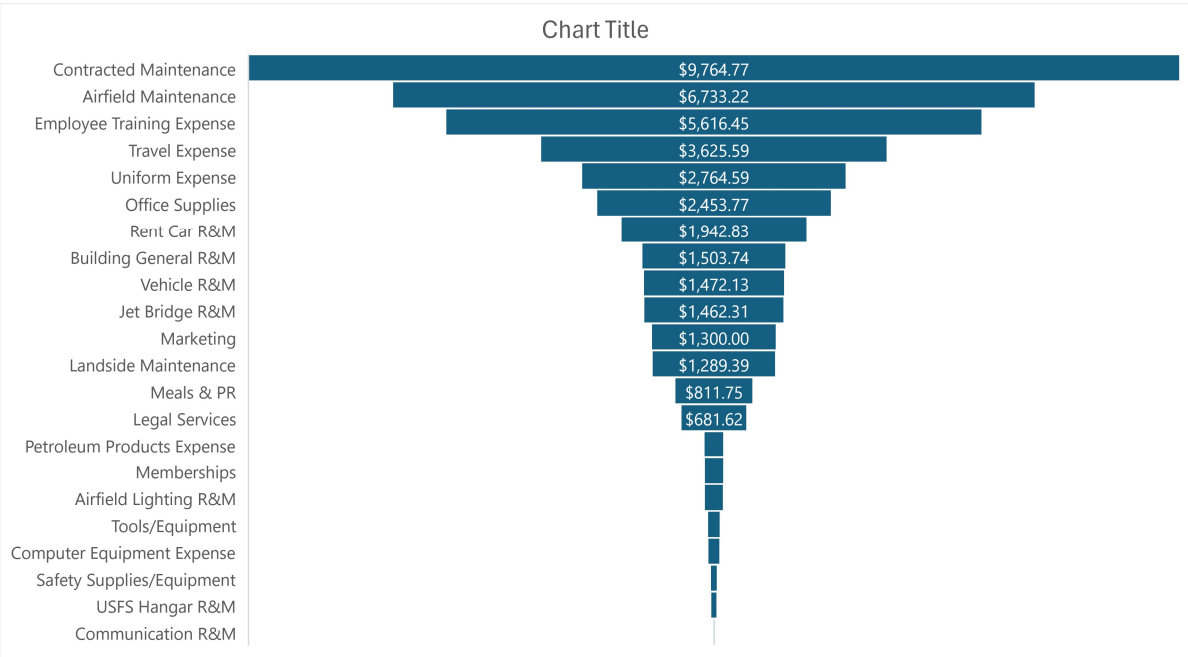
MSLA FIRE EQUIP, INC	\$2,267.00	
MSLA OFFICE CITY	\$65.94	
MSLA TEXTILE, INC	\$1,498.36	
MT ACE	\$119.35	
Munro, Nikki	\$827.20	
MURDOCHS	\$117.45	
NAPA	\$2,267.51	
NEW DEAL DEICING	\$15,266.27	
NORCO INDUSTRIAL	\$115.32	
NORTHWEST INDUSTRIAL	\$383.54	
NORTHWESTERN ENERGY	\$68,739.37	
PELICAN CHEMICALS	\$34,921.29	
Petrocon System, Inc.	\$2,211.76	
POMP'S TIRE-MISSOULA	\$188.90	
QUADIENT	\$200.00	
QUOTIENT GROUP	\$4,700.00	
RDO EQUIPMENT CO.	\$336.86	
REDTAIL COMMUNICATIONS INC.	\$63.50	
RISING FAST v	\$37,750.00	
ROBSON HANDLING TECHNOLOGY	\$35,132.11	
SPECTRUM WINDOW CLEANING	\$8,025.00	
* STEVENS & CO.	\$6,000.00	New Vendor: Real Estate Appraisal Services
TEAR IT UP	\$58.60	
TFS-KELLEY CONNECT	\$319.94	
TRI-ARC INC.	\$752.42	
VERIZON	\$1,018.59	
Water Rights, Inc.	\$1,991.25	
WAYNE DALTON	\$256.00	
WE DUST	\$13,334.56	
WILLIAM PARNELL	\$1,275.20	
WINDFALL	\$225.00	
Grand Total	\$431,022.44	

*NEW Vendors
 Stevens & Co.
 Montana Neurocare
 AirBadge LLC

Missoula County Airport Authority
Check Register By Account Name

Account	Total Amount
Airfield Lighting R&M	\$2,085.31
Airfield Maintenance	\$21,475.00
Building General R&M	\$38,845.91
CIP- Terminal Phase 1	\$2,370.00
Communication R&M	\$1,136.94
Computer Equipment Expense	\$6,499.35
Consultants Expense	\$10,853.00
Contracted Maintenance	\$7,860.57
Custodial Services	\$45,775.00
Custodial Supplies	\$7,747.85
Disposal Expense	\$280.00
Electricity/Gas Expense	\$75,243.99
Employee Training Expense	\$139.00
Equipment	\$33,314.75
Fog Abatement	\$696.34
GASB 96 Subscription Asset(s)	\$40,000.00
Job Postings	\$300.00
Marketing	\$18,542.53
Meals & PR	\$165.00
Memberships	\$399.00
Office Supplies	\$251.04
Petroleum Products Expense	\$19,541.61
Phone Charges	\$2,663.84
Postage	\$200.00
Reconciliation Discrepancies	\$1,991.25
Rent Car R&M	\$2,930.14
Safety Supplies/Equipment	\$237.80
Sewer Expense	\$2,197.49
Snow & Ice Removal	\$74,506.70
Tools/Equipment	\$1,172.33
Travel Expense	\$3,007.57
Uniform Expense	\$1,112.21
Vehicle R&M	\$3,540.45
Water Expense	\$3,940.47
Grand Total	\$431,022.44

Category name	Total	Percent of spend
Contracted Maintenance	\$9,764.77	23.04%
Airfield Maintenance	\$6,733.22	15.89%
Employee Training Expense	\$5,616.45	13.25%
Travel Expense	\$3,625.59	8.56%
Uniform Expense	\$2,764.59	6.52%
Office Supplies	\$2,453.77	5.79%
Rent Car R&M	\$1,942.83	4.59%
Building General R&M	\$1,503.74	3.55%
Vehicle R&M	\$1,472.13	3.47%
Jet Bridge R&M	\$1,462.31	3.45%
Marketing	\$1,300.00	3.07%
Landside Maintenance	\$1,289.39	3.04%
Meals & PR	\$811.75	1.92%
Legal Services	\$681.62	1.61%
Petroleum Products Expense	\$200.00	0.47%
Memberships	\$195.00	0.46%
Airfield Lighting R&M	\$192.35	0.45%
Tools/Equipment	\$125.05	0.30%
Computer Equipment Expense	\$114.85	0.27%
Safety Supplies/Equipment	\$65.92	0.16%
USFS Hangar R&M	\$54.77	0.13%
Communication R&M	\$6.00	0.01%



Financial Report Narrative for February 2024

The board packet includes the comparative balance sheet, profit and loss comparison, profit and loss budget performance, statement of cash flow, operating revenues, and operating expenses as a % of gross and as compared to prior period, and the long-term debt roll forward.

Balance Sheet

As of February 29, accounts receivable consisted of the following:

Trade	\$	678,859
Advertising		36,129
Ground Handling		84,502
Grants		1,282,971
Advance Contract Refund		53,263
	\$	<u>2,135,723</u>

Profit & Loss, and/or Other Similar Schedules

Noted Variances

- Parking revenue has increased by approximately 190K or 10% as compared to the same period last year.
- Supplies and materials expenses have increased by approximately \$205K or 26% as compared to the same period last year. The increase is primarily related to two significant expenses incurred in August, deicing fluid that was ordered in bulk during October, spare parts for the baggage and handling belt, and new supplies for the phase 2 terminal.
- Contractual services expenses have increased by approximately \$149K or 19% as compared to the same period last year. The increase is primarily related to a cyber security assessment, increased financial statement audit fees, various marketing expenses for air service development, and a reclassification for landing fee commissions (Vector).
- Ground handling revenue has decreased by approximately \$187K or 27% as compared to the same period last year. The decrease is a result of reduced deicing operations. Revenue from deicing services is down by approximately \$120K or 62% as compared to last year.

Revenue and Expenses as a % of the Annual Budget

Revenues and expenses are currently 70% and 65% of the annual operating budget, respectively.

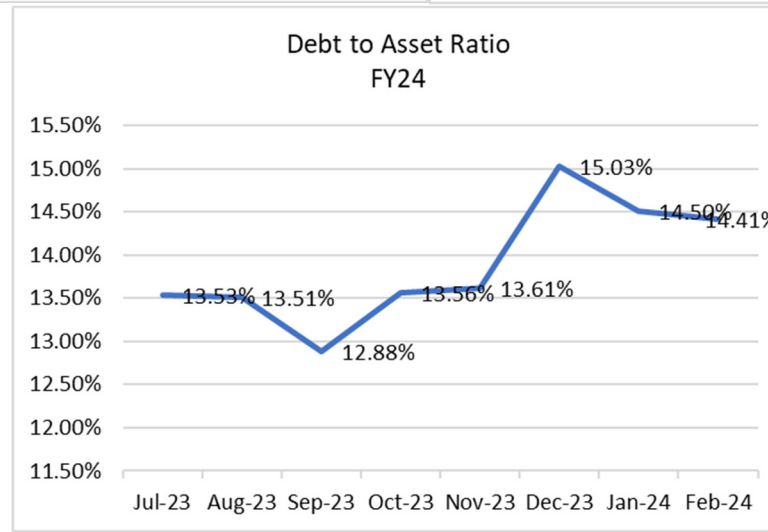
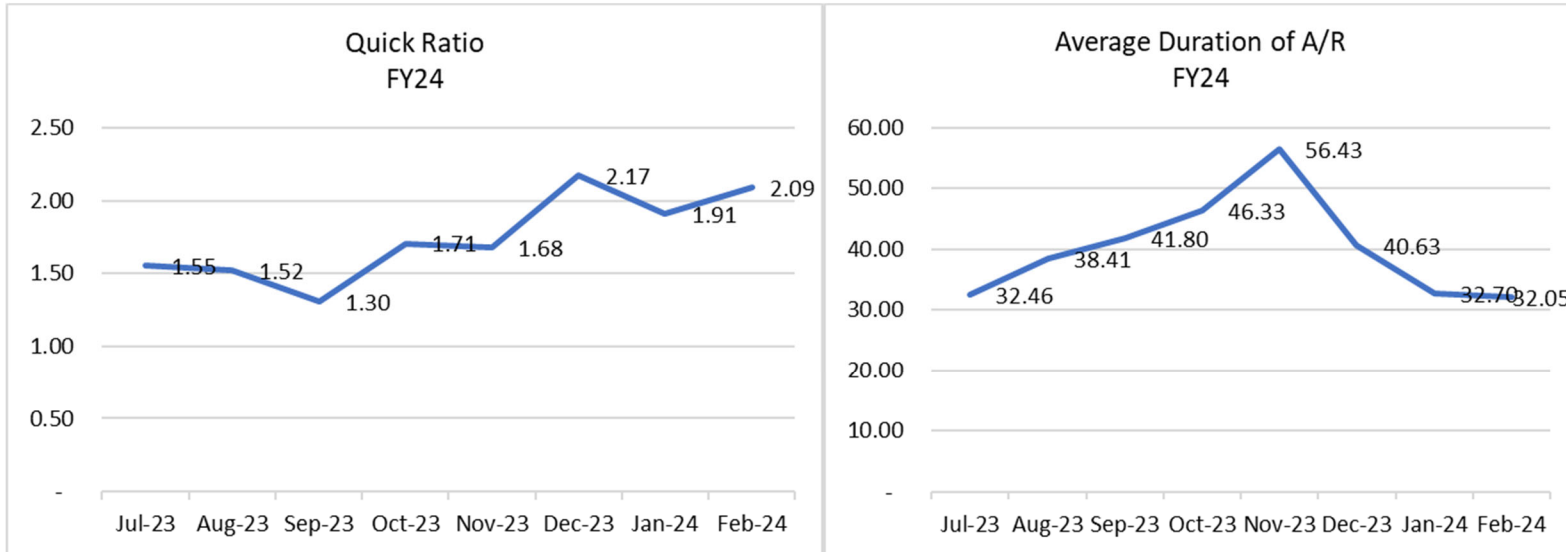
Cash Flow

MCAA had positive cash flows from capital and related financing activities, noncapital financing, and investing activities. Operating activities resulted in negative cash flows. The positive cash flows from capital and related financing activities are the result of prior open/outstanding request for federal reimbursement on eligible capital improvement projects being paid in February 2024.

Long-term Debt

No activity in February 2024.

Fiscal Year 2024 (FY24) Financial Ratios



Quick Ratio Ability to pay current obligations using liquid assets.
Average Duration of A/R Average duration of accounts receivable (A/R) or the number of days it takes to collect them.
Debt to Asset Ratio Proportion (or the percentage of) assets that are financed by interest bearing liabilities.

Missoula County Airport Authority
Balance Sheet Prev Year Comparison
As of February 29, 2024

	Feb 29, 24	Feb 28, 23
ASSETS		
Current Assets		
Checking/Savings		
10100 · Petty Cash	300.00	300.00
10500 · General Checking Acct	5,626,755.57	3,604,746.39
10511 · Project Checking Acct	5,000.00	1,557,267.79
10550 · USFS Account	290,273.64	50,017.44
10560 · Debt Service Account	90,329.30	330,089.56
10580 · CFC Account	321,661.14	321,251.54
10590 · STIP Terminal Reserve	24,684.13	23,434.20
10600 · STIP	896,331.48	748,072.43
10604 · Money Market Accounts	886,887.58	1,066,712.32
10700 · Payroll Checking	76,058.95	-10,398.96
1071 · Bill.com Money In Clearing	-40.12	0.00
10710 · Flex - FIB	8,424.72	9,927.10
1072 · Bill.com Money Out Clearing	-2,307.50	0.00
10750 · PFC Cash at US BANK	908,639.79	2,487,633.65
Total Checking/Savings	9,132,998.68	10,189,053.46
Accounts Receivable		
10800 · Accounts Receivable	2,070,988.89	1,069,476.47
Total Accounts Receivable	2,070,988.89	1,069,476.47
Other Current Assets		
10900 · AvSec Fingerprinting Account	1,534.75	2,779.75
11200 · Grants Receivable	64,733.66	909,663.69
11500 · Pre-Paid Expenses	70,730.89	39,296.06
11600 · Prepaid Insurance	76,378.80	68,533.24
11700 · Concession Contract Receivable	729,998.00	729,998.00
11810 · ST Lease Recble GASB 87	1,541,162.16	1,467,233.22
11820 · Interest Recble GASB 87	16,118.13	22,281.97
26200 · Faber Loan	100,000.00	100,000.00
Total Other Current Assets	2,600,656.39	3,339,785.93
Total Current Assets	13,804,643.96	14,598,315.86
Fixed Assets		
13000 · Land	11,617,234.48	11,617,234.48
13100 · Land Improvements	16,368,644.98	16,321,636.98
13200 · Buildings- Terminal	69,001,525.97	66,617,577.83
13300 · Buildings- Ops & Fire	6,184,039.07	6,184,039.07
13450 · Buildings - Other	11,409,413.81	11,113,776.40
13500 · Runways/Taxiways/Apron	70,927,696.30	70,927,696.30
13600 · Lighting/ Security System	4,002,233.31	4,002,233.31
13700 · Sewage System	298,102.06	298,102.06
13900 · ATCT	6,513,529.80	6,513,529.80
14000 · Equipment	3,762,686.70	3,322,489.10
14100 · Furniture & Fixtures	1,591,801.03	1,549,109.70
14300 · Vehicles	7,713,528.78	7,744,557.89
14400 · Studies	1,925,406.96	1,925,406.96
14500 · Allowance for Depreciation	-100,363,210.75	-92,348,840.35
19400 · Construction in Progress	36,634,966.54	12,365,844.18
Total Fixed Assets	147,587,599.04	128,154,393.71
Other Assets		
11830 · LT Lease Recble GASB 87	2,327,192.18	3,868,344.34
19610 · Deferred Pension Outflows	738,295.60	763,771.00
19700 · Concession Contract Recvble	0.00	735,064.00
19800 · LT Loan - Faber	733,764.60	833,505.84
19901 · GASB 96 Subscription Asset(s)	268,398.28	52,600.00
Total Other Assets	4,067,650.66	6,253,285.18
TOTAL ASSETS	165,459,893.66	149,005,994.75

Missoula County Airport Authority
Balance Sheet Prev Year Comparison
As of February 29, 2024

	Feb 29, 24	Feb 28, 23
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
20500 · Accounts Payable	165,837.21	189,412.57
20505 · Accounts Payable- Projects	2,870,397.88	2,669,192.77
Total Accounts Payable	<u>3,036,235.09</u>	<u>2,858,605.34</u>
Credit Cards		
20600 · Divvy	16,358.19	0.00
Total Credit Cards	<u>16,358.19</u>	<u>0.00</u>
Other Current Liabilities		
20800 · Current Portion of L/T Debt	535,905.68	535,905.68
20805 · GASB 96 Short-term Subscription	20,856.12	0.00
20810 · GASB 96 Accrued Interest Liab.	5,343.14	0.00
20900 · Fed W/h Payable	341.30	0.00
2110 · Direct Deposit Liabilities	41.83	0.00
21130 · Misc Deductions Payable	-184.32	-184.32
21300 · Valic Payable	19,301.14	-100.00
21400 · Workers' Comp Payable	518.19	0.00
21500 · PERS Payable	47,071.23	0.00
21600 · Accrued Vacation/Sick Payable	533,644.81	504,674.62
21930 · FSB Notes Interest Payable	151,725.72	131,061.10
22140 · Advertising Deferred Revenue	10,000.00	10,000.00
24000 · Payroll Liabilities	-4,536.69	-1,316.78
Total Other Current Liabilities	<u>1,320,028.15</u>	<u>1,180,040.30</u>
Total Current Liabilities	<u>4,372,621.43</u>	<u>4,038,645.64</u>
Long Term Liabilities		
20502 · 2022 Note	7,475,279.74	2,575,279.74
25030 · 2019 Note A	13,316,800.00	15,316,800.00
25035 · 2019 Note B	3,052,198.95	3,580,029.92
25600 · Current Portion L/T Debt 2019B	-535,905.68	-535,905.68
25700 · Deferred Concession Contract	729,998.00	1,465,062.00
25805 · A/P Retainage Long-Term	1,394,312.81	0.00
25809 · GASB 96 Long-term Subscription	71,261.01	0.00
26010 · Pension Liability sum	3,772,163.00	2,805,972.66
26110 · Deferred Pension Inflows	358,401.00	1,290,895.00
26300 · Dererred Lease Inflow GASB 87	3,616,418.14	5,108,476.56
Total Long Term Liabilities	<u>33,250,926.97</u>	<u>31,606,610.20</u>
Total Liabilities	<u>37,623,548.40</u>	<u>35,645,255.84</u>
Equity	127,836,345.26	113,360,738.91
TOTAL LIABILITIES & EQUITY	<u>165,459,893.66</u>	<u>149,005,994.75</u>

Missoula County Airport Authority
Profit & Loss Prev Year Comparison
February 2024

	<u>Feb 24</u>	<u>Feb 23</u>
Ordinary Income/Expense		
Income		
30100 · Signatory Landing Fees	38,482	51,732
30200 · Non Sig Landing Fees	11,370	8,876
30210 · Cargo Landing Fees	3,833	3,561
30300 · Non-Based Landing Fees	7,626	5,848
30400 · Signatory Rent	40,607	53,200
30420 · Non-Sig Use Fees	12,126	9,313
30430 · Signatory Use Fee	45,629	58,733
30507 · Advertising Income	18,046	17,003
30509 · Ground Handling	37,928	62,346
30600 · FBO Rentals	21,672	21,774
30800 · Fuel Flowage Fees	5,064	6,476
30900 · Fuel Farm Leases	369	359
31000 · Coffee Concession	760	746
31100 · Restaurant	9,705	9,230
31110 · Liquor Concessions	8,473	9,388
31300 · Rental Car %	64,507	68,076
31400 · Rent Car Rent	15,180	13,300
31900 · USFS Hangar Rent	20,810	20,787
32100 · Gift Shop Faber	14,141	15,617
32200 · Travel Agency	439	439
32400 · Parking Lot	248,977	246,758
32800 · Ag Land Leases	2,997	0
32900 · Non-Aeronautical Ground Rent	30,247	34,796
32910 · Aeronautical Ground Rent	7,512	7,213
33000 · Vending	472	2,239
33800 · Off Airport Rent Cars	547	796
34000 · Utilities Reimbursement	2,273	2,929
34200 · Miscellaneous Income	(156)	1,614
34300 · Ground Transport	5,585	4,508
42700 · Drain Pumping Fee	260	0
81402 · TSA LEO Reimbursement	9,411	8,260
81403 · TSA Checkpoint OTA	1,232	1,213
85100 · Badging Fees Collected	515	1,348
Total Income	<u>686,639</u>	<u>748,478</u>
Gross Profit	<u>686,639</u>	<u>748,478</u>

Missoula County Airport Authority
Profit & Loss Prev Year Comparison
February 2024

	<u>Feb 24</u>	<u>Feb 23</u>
Expense		
40100 · Wages	287,272	269,850
40330 · Overtime Wages	5,431	9,346
40600 · Fringe Benefits Expense	112,155	101,890
40800 · Legal Services	798	637
41200 · Insurance Expense	19,095	17,133
41300 · Accounting Expense	985	0
41400 · Phone Charges	5,309	3,423
41800 · Communication R&M	1,006	10,521
42000 · Office Supplies	3,346	3,981
42100 · Computer Equipment Expense	115	471
42200 · Electricity/Gas Expense	62,646	55,868
42400 · Water Expense	4,321	4,014
42500 · Sewer Expense	1,354	1,672
42600 · Disposal Expense	2,971	3,489
42800 · Disposal-Industrial	568	(260)
43000 · Petroleum Products Expense	4,207	9,051
43400 · Vehicle R&M	3,250	6,529
43600 · Equipment Rental	0	1,000
43800 · Tools/Equipment	7,243	2,692
44100 · Custodial Services	38,775	36,285
44200 · Contracted Maintenance	24,960	19,713
44302 · Jet Bridge R&M	1,462	0
44400 · Electric Maintenance	2,436	3,076
44600 · Plumbing Expense	22	587
44800 · Mechanical/Supplies	118	585
45000 · Building General R&M	3,507	2,199
45104 · Rent Car R&M	3,265	3,939
45105 · ATCT R&M	190	0
45106 · USFS Hangar R&M	55	524
45107 · BHS Parts and MX	16,734	0
45203 · Airfield Maintenance	28,250	0
45400 · Landside Maintenance	1,481	12,738
45600 · Airfield Lighting R&M	1,126	8,736
45703 · Fog Abatement	661	0
45800 · Snow & Ice Removal	57,804	43,335
46000 · Custodial Supplies	4,964	5,132
46400 · Uniform Expense	6,558	10,114
46600 · Employee Training Expense	6,533	10,693
46800 · Travel Expense	5,384	14,167
47000 · Memberships	2,605	970
47200 · Safety Supplies/Equipment	304	4,670
47400 · Meals & PR	812	810
47501 · Marketing	10,700	8,094
47600 · Consultants Expense	8,025	1,909
47605 · Landing Fee Commission Expense	1,525	1,170
47707 · Display Expenses	0	95
49100 · Fingerprint/STA Charges	0	(75)
66900 · Reconciliation Discrepancies	1,302	0
80611 · BANK Charges	(4)	143
80625 · TPA – EE benefits and Payroll	1,680	0
80650 · Finance Charges	25	0
Total Expense	<u>753,331</u>	<u>690,916</u>
Net Ordinary Income	(66,692)	57,562

Missoula County Airport Authority
Profit & Loss Prev Year Comparison
February 2024

	<u>Feb 24</u>	<u>Feb 23</u>
Other Income/Expense		
Other Income		
31500 · CFCs	43,136	41,080
70200 · Interest Income-Unrestricted	6,214	3,812
70400 · Project Restricted Interest	33	34
89010 · Federal Programs	1,259,476	786,374
Total Other Income	<u>1,308,859</u>	<u>831,300</u>
Other Expense		
80140 · Note 2019A Interest Expense	45,086	50,349
80145 · Note 2019 B Interest Expense	7,739	8,978
80150 · Note 2022 Interest Expense	23,796	8,230
80300 · Depreciation	659,023	698,453
Total Other Expense	<u>735,644</u>	<u>766,010</u>
Net Other Income	<u>573,215</u>	<u>65,290</u>
Net Income	<u><u>506,523</u></u>	<u><u>122,852</u></u>

Missoula County Airport Authority
Profit & Loss Budget Performance
February 2024

	<u>Feb 24</u>	<u>Budget</u>	<u>Jul '23 - Feb 24</u>	<u>YTD Budget</u>	<u>Annual Budget</u>	
Ordinary Income/Expense						
Income						
30100 · Signatory Landing Fees	38,482	43,553	396,149	467,492	700,905	57%
30200 · Non Sig Landing Fees	11,370	6,655	165,147	63,527	96,802	171%
30210 · Cargo Landing Fees	3,833	3,354	29,502	26,832	40,248	73%
30220 · Charter Landing Fees	0	120	0	962	1,443	0%
30300 · Non-Based Landing Fees	7,626	3,857	125,605	167,019	182,821	69%
30400 · Signatory Rent	40,607	53,200	324,853	425,600	638,400	51%
30420 · Non-Sig Use Fees	12,126	9,772	195,065	92,154	141,013	138%
30430 · Signatory Use Fee	45,629	48,653	477,481	528,452	792,162	60%
30507 · Advertising Income	18,046	14,583	161,550	116,664	174,996	92%
30509 · Ground Handling	37,928	71,130	514,295	723,518	966,076	53%
30600 · FBO Rentals	21,672	24,000	175,602	192,000	288,000	61%
30800 · Fuel Flowage Fees	5,064	6,758	82,394	77,639	110,000	75%
30900 · Fuel Farm Leases	369	358	2,953	2,867	4,300	69%
31000 · Coffee Concession	760	782	7,025	9,165	13,631	52%
31100 · Restaurant	9,705	6,886	106,549	90,579	133,970	80%
31110 · Liquor Concessions	8,473	5,389	93,785	70,888	104,846	89%
31300 · Rental Car %	64,507	65,212	1,545,197	1,490,149	2,062,426	75%
31400 · Rent Car Rent	15,180	14,583	121,438	116,667	175,000	69%
31900 · USFS Hangar Rent	20,810	20,667	166,460	165,333	248,000	67%
32100 · Gift Shop Faber	14,141	17,665	206,750	232,354	343,661	60%
32200 · Travel Agency	439	433	3,514	3,467	5,200	68%
32400 · Parking Lot	248,977	205,487	2,032,057	1,845,016	2,883,544	70%
32800 · Ag Land Leases	2,997	0	23,973	0	0	
32900 · Non-Aeronautical Ground Rent	30,247	17,500	240,688	140,000	210,000	115%
32910 · Aeronautical Ground Rent	7,512	7,917	73,425	63,333	95,000	77%
33000 · Vending	472	1,043	17,183	12,220	18,175	95%
33800 · Off Airport Rent Cars	547	1,727	24,878	31,986	42,424	59%
34000 · Utilities Reimbursement	2,273	2,708	18,915	21,667	32,500	58%
34200 · Miscellaneous Income	(156)	3,375	43,248	27,000	40,500	107%
34300 · Ground Transport	5,585	4,146	126,926	115,502	160,779	79%
42700 · Drain Pumping Fee	260		2,080			
81402 · TSA LEO Reimbursement	9,411	8,917	73,750	71,333	107,000	69%
81403 · TSA Checkpoint OTA	1,232		9,853			
85000 · Petro Fund Reimbursement	0		6,958			
85100 · Badging Fees Collected	515		10,683			
Total Income	<u>686,639</u>	<u>670,430</u>	<u>7,605,931</u>	<u>7,391,385</u>	<u>10,813,822</u>	70%
Gross Profit	686,639	670,430	7,605,931	7,391,385	10,813,822	

Missoula County Airport Authority
Profit & Loss Budget Performance
February 2024

	<u>Feb 24</u>	<u>Budget</u>	<u>Jul '23 - Feb 24</u>	<u>YTD Budget</u>	<u>Annual Budget</u>	
Expense						
40100 · Wages	287,272	285,927	2,545,201	2,620,456	3,914,680	65%
40330 · Overtime Wages	5,431	7,500	39,090	60,000	90,000	43%
40600 · Fringe Benefits Expense	112,155	125,228	915,153	997,514	1,495,888	61%
40800 · Legal Services	798	1,250	9,234	10,000	15,000	62%
41200 · Insurance Expense	19,095	19,167	152,351	153,336	230,004	66%
41300 · Accounting Expense	985	0	82,557	56,750	56,750	145%
41400 · Phone Charges	5,309	3,703	29,647	29,620	44,430	67%
41600 · Phone R&M	0	25	109	200	300	36%
41800 · Communication R&M	1,006	2,328	7,692	18,627	27,940	28%
42000 · Office Supplies	3,346	4,649	33,746	37,190	55,785	60%
42100 · Computer Equipment Expense	115	2,050	109,395	16,400	24,600	445%
42200 · Electricity/Gas Expense	62,646	47,887	382,440	383,099	574,649	67%
42400 · Water Expense	4,321	7,531	41,112	60,249	90,374	45%
42500 · Sewer Expense	1,354	6,717	22,924	53,737	80,606	28%
42600 · Disposal Expense	2,971	4,417	27,152	35,337	53,006	51%
42800 · Disposal-Industrial	568	623	1,718	4,987	7,480	23%
43000 · Petroleum Products Expense	4,207	10,038	62,985	80,300	120,450	52%
43400 · Vehicle R&M	3,250	8,909	55,725	71,275	106,912	52%
43600 · Equipment Rental	0	219	2,596	1,749	2,623	99%
43800 · Tools/Equipment	7,243	6,199	37,770	49,589	74,383	51%
44000 · Landscaping Expense	0	867	462	6,933	10,400	4%
44100 · Custodial Services	38,775	45,392	336,557	363,136	544,704	62%
44200 · Contracted Maintenance	24,960	34,508	177,109	276,066	414,099	43%
44302 · Jet Bridge R&M	1,462	967	6,403	7,736	11,604	55%
44400 · Electric Maintenance	2,436	817	5,970	6,533	9,800	61%
44600 · Plumbing Expense	22	612	1,407	4,893	7,340	19%
44800 · Mechanical/Supplies	118	3,229	10,951	25,835	38,752	28%
45000 · Building General R&M	3,507	3,102	40,953	24,819	37,229	110%
45104 · Rent Car R&M	3,265	0	40,096	0	0	
45105 · ATCT R&M	190		190			
45106 · USFS Hangar R&M	55	1,300	7,029	10,400	15,600	45%
45107 · BHS Parts and MX	16,734		66,400			
45203 · Airfield Maintenance	28,250	6,740	42,568	53,923	80,884	53%
45400 · Landside Maintenance	1,481	793	68,444	6,347	9,520	719%
45600 · Airfield Lighting R&M	1,126	1,325	20,780	10,600	15,900	131%
45703 · Fog Abatement	661	0	1,586	4,240	4,240	37%
45800 · Snow & Ice Removal	57,804	45,306	253,494	249,384	283,230	90%
46000 · Custodial Supplies	4,964	6,049	74,258	47,854	66,936	111%
46400 · Uniform Expense	6,558	4,665	30,412	37,320	55,980	54%
46600 · Employee Training Expense	6,533	8,864	44,630	70,913	106,370	42%
46800 · Travel Expense	5,384	7,421	45,111	59,364	89,046	51%
47000 · Memberships	2,605	3,056	30,733	24,449	36,673	84%
47200 · Safety Supplies/Equipment	304	3,785	6,527	30,281	45,422	14%
47303 · Wildlife Mitigation	0	667	0	5,333	8,000	0%
47400 · Meals & PR	812	2,175	25,066	17,400	26,100	96%
47501 · Marketing	10,700	25,000	125,862	200,000	300,000	42%
47600 · Consultants Expense	8,025	5,872	13,648	46,972	70,458	19%
47605 · Landing Fee Commission Expense	1,525		25,121			
47707 · Display Expenses	0	150	7,198	1,200	1,800	400%
47717 · VIC Expenses	0	42	0	333	500	0%
49100 · Fingerprint/STA Charges	0		4,502			
49200 · Petro Cleanup (MT Petro Board)	0		6,958			
66900 · Reconciliation Discrepancies	1,302		11,396			
80600 · Miscellaneous Expense	0	100	1,837	797	1,196	154%
80611 · BANK Charges	(4)	250	598	2,000	3,000	20%
80625 · TPA – EE benefits and Payroll	1,680		11,855			
80650 · Finance Charges	25		580			
Total Expense	<u>753,331</u>	<u>757,421</u>	<u>6,105,288</u>	<u>6,335,476</u>	<u>9,360,643</u>	65%
Net Ordinary Income	<u>(66,692)</u>	<u>(86,991)</u>	<u>1,500,643</u>	<u>1,055,909</u>	<u>1,453,179</u>	
Net Income	<u>(66,692)</u>	<u>(86,991)</u>	<u>1,500,643</u>	<u>1,055,909</u>	<u>1,453,179</u>	

MISSOULA COUNTY AIRPORT AUTHORITY
STATEMENT OF CASH FLOW
 For the Month Ended February 29, 2024

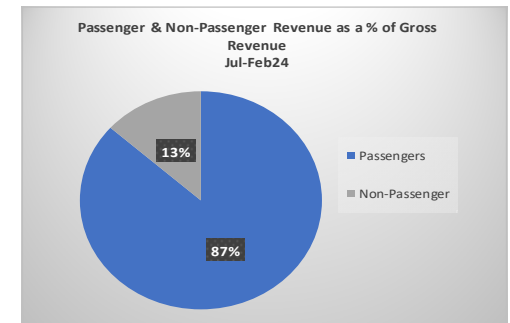
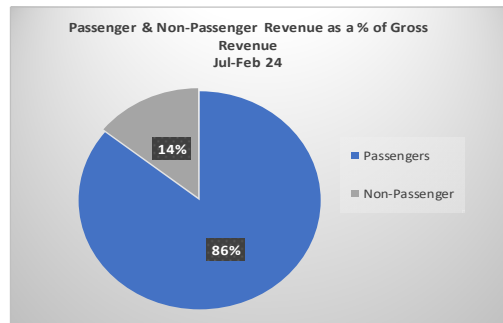
	<u>29-Feb</u>
CASH FLOWS FROM OPERATING ACTIVITIES	
Cash received from customers	\$ 615,565
Cash paid to suppliers	(450,821)
Cash paid to employees and employee benefits	(335,070)
Net cash flows from operating activities	<u>(170,326)</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES	
Payments for capital assets	(1,136,914)
Federal contributions	2,765,135
Subsequent collections of capital contributions	8,312
Net cash flows from capital and related financing activities	<u>1,636,533</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES	
Customer facility charges	43,136
Passenger facility charges	96,040
Net cash flows from noncapital financing activities	<u>139,176</u>
CASH FLOWS FROM INVESTING ACTIVITIES	
Interest and investment revenue	<u>6,247</u>
Net cash flows from investing activities	<u>6,247</u>
Net change in cash and investments	1,611,630
Cash and investments, beginning of January, 2024	<u>7,521,369</u>
Cash and investments, end of January, 2024	<u>\$ 9,132,999</u>

	<u>29-Feb</u>
RECONCILIATION OF INCOME FROM OPERATIONS TO NET CASH FLOWS FROM OPERATING ACTIVITIES	
Income from operations	\$ <u>(66,692)</u>
Adjustments to reconcile loss from operations to net cash flows from operating activities:	
Change in receivables and other assets	(68,575)
Change in prepaid expenses	33,726
Change in unearned revenue, advance payment, and deferred inflows	(2,500)
Change in accounts payable and accrued expenses	(66,285)
Total adjustments	<u>(103,634)</u>
Net cash flows from operating activities	<u>\$ (170,326)</u>

MISSOULA COUNTY AIRPORT AUTHORITY
OPERATING REVENUES & OPERATING EXPENSES % OF GROSS
For the Period Ended February 29, 2024 and 2023

	July -Feb 24	July - Feb 23	\$ DIFF.	% DIFF.	July - Feb 24 % of Gross	July - Feb 23 % of Gross	Change
Passenger Airline Aeronautical Revenue:							
Passenger airline landing fees (signatory & non-signatory)	\$ 561,297	\$ 532,926	\$ 28,371	5%	7%	7%	0%
Terminal arrival fees, rents and utilities	997,399	1,042,831	(45,432)	-4%	13%	14%	-1%
Total	1,558,696	1,575,758	(17,062)	-1%	20%	21%	0%
Non-Passenger Aeronautical Revenue:							
Landing Fees from Cargo	29,502	29,445	57	0%	0%	0%	0%
Landing Fees GA, Military & USFS	125,605	130,274	(4,670)	-4%	2%	2%	0%
FBO revenue; contract or sponsor-operated	178,555	179,425	(869)	0%	2%	2%	0%
Cargo and hangar rentals (USFS hanger & aeronautical ground rent)	239,886	239,452	434	0%	3%	3%	0%
Fuel sales net profit/loss or fuel flowage fees	82,394	74,395	8,000	11%	1%	1%	0%
Security Reimbursements from Fed govt.	83,603	81,981	1,623	2%	1%	1%	0%
Other non-passenger operating revenue (ground handling)	514,295	701,714	(187,419)	-27%	7%	9%	-3%
Total	1,253,840	1,436,685	(182,845)	-13%	16%	19%	-3%
Non-Aeronautical Revenue:							
Land and non-terminal facility leases and revenues (ag lease & non-aeronautical ground rent)	264,661	225,720	38,941	17%	3%	3%	0%
Terminal-food and beverage	207,359	191,113	16,245	9%	3%	3%	0%
Terminal-retail stores & duty free	206,750	255,030	(48,280)	-19%	3%	3%	-1%
Terminal-services and other (advertising, vending, other)	182,247	195,809	(13,562)	-7%	2%	3%	0%
Rental cars-excludes customer facility charges	1,691,514	1,654,253	37,260	2%	22%	22%	0%
Parking	2,032,057	1,841,528	190,529	10%	27%	24%	2%
Other (flight crew parking, badging, utilities reimbursement, other)	81,881	54,291	27,591	51%	1%	1%	0%
Ground transportation	126,926	132,077	(5,151)	-4%	2%	2%	0%
Total	4,793,395	4,549,822	243,573	5%	63%	60%	3%
Total Operating Revenue	\$ 7,605,931	\$ 7,562,265	\$ 43,666	1%	100%	100%	

	July -Feb 24	July - Feb 23	\$ DIFF.	% DIFF.	July - Feb 24 % of Gross	July - Feb 23 % of Gross	Change
Personnel compensation and benefits	\$ 3,499,444	\$ 3,283,678	\$ 215,765	7%	57.32%	60.69%	-3%
Communications and utilities	523,928	421,188	102,740	24%	8.58%	7.78%	1%
Supplies and materials	1,002,083	797,117	204,966	26%	16.41%	14.73%	2%
Contractual services	927,483	777,576	149,907	19%	15.19%	14.37%	1%
Insurance, claims and settlements	152,351	131,097	21,254	16%	2.50%	2.42%	0%
Total Operating Expenses	\$ 6,105,288	\$ 5,410,655	\$ 694,633	13%	100%	100%	



MISSOULA COUNTY AIRPORT AUTHORITY
LONG-TERM DEBT
For the Month Ended February 29, 2024

2024	Balance June 30, 2023	Proceeds from Borrowing	Payments	Balance February 29, 2024
Note payable to First Security Bank of Missoula - series 2019A	\$ 15,316,800	\$ -	\$ (2,000,000)	\$ 13,316,800
Note payable to First Security Bank of Missoula - series 2019B	3,449,694	-	(397,495)	3,052,199
Note payable to First Security Bank of Missoula - series 2022	2,575,280	4,900,000	-	7,475,280
	<u>\$ 21,341,774</u>	<u>\$ 4,900,000</u>	<u>\$ (2,397,495)</u>	<u>\$ 23,844,279</u>

Note payable activity for the month ended Feb 29, 2024:	Amount
Proceeds from Borrowing	\$ -
Payments	\$ -

Current estimated debt service payment; payable April 1, 2024	Principal	Interest	Total
*Note payable to First Security Bank of Missoula - series 2019A	\$ -	\$ 135,258	\$ 135,258
**Note payable to First Security Bank of Missoula - series 2019B	134,618	23,218	157,836
***Note payable to First Security Bank of Missoula - series 2022	-	71,389	71,389
	<u>\$ 134,618</u>	<u>\$ 229,864</u>	<u>\$ 364,483</u>

**Interest on the unpaid principal is calculated on the basis of actual number of days elapsed in a 365 or 366 day year at a fixed annual interest rate of 3.98%. Interest is due and payable on the 1st day of each calendar quarter, beginning July 1, 2020. Principal is due and payable on the 1st day of each calendar quarter, beginning July 1, 2029. All unpaid principal and accrued interest is due and payable on July 1, 2044.*

***Interest on the unpaid principal is calculated on the basis of actual number of days elapsed in a 365 or 366 day year at a fixed annual interest rate of 3.04%. Interest is due and payable on the 1st day of each calendar quarter, beginning July 1, 2020. Principal is due and payable on the 1st day of each calendar quarter, beginning July 1, 2022. All unpaid principal and accrued interest is due and payable on April 1, 2029.*

****Interest on the unpaid principal is calculated on the basis of actual number of days elapsed in a 365 or 366 day year at a fixed annual interest rate of 3.87%. Interest is due and payable on the 1st day of each calendar quarter, commencing April 1, 2023, and principal is due and payable on the 1st day of each calendar quarter, commencing July 1, 2032. All unpaid principal of accrued interest is due and payable on April 1, 2047.*



**Director's Report
March 26, 2024**

Director's Statement: We had our annual FAA airfield inspection this month and once again it was a clean inspection with no deficiencies found. The inspectors had nothing but praise for our team and we are extremely proud of everyone we have on our staff. They plan on using our team as an example at an upcoming FAA conference that will be held in Seattle next month.

Air Service Update: We have had numerous air service changes since our last Board meeting. Frontier announced they will be returning to our market May 2nd of this year. They are more than doubling what they have done out of Missoula in years past. They will be serving Missoula to Denver four times weekly and doing Missoula to Phoenix (Sky Harbor) twice weekly. The following weekend, United upgraded additional summer Denver flights as a competitive response. During the peak summer we will have four mainline United daily departure flights to Denver in addition to the new Frontier flight options. United will also be operating flights to Chicago and San Francisco for the summer as they have done in years past. Both Sun Country and Frontier sent teams our way over the last couple of weeks as they prep for summer start up. Both were very impressed with our facility and staff.

Looking ahead, year over year in available seats—we should be seeing some fare reductions.

April +11%

May, +40%

June, +31%

July, +28%--we will have over 88,000 departure seats available, last year we had 69,000.

August +23%

September 30%

October 32%

We have reached out to TSA to review our projected passenger counts as we now believe we will need additional checkpoint equipment and have requested they study the need for adding a fourth checkpoint lane prior to our peak summer.

Construction: Framing and roof installation are going well; Tim will give his usual update. I would recommend anyone that is interested to take a tour as lots of things are quickly happening on site.

Federal Affairs: On March 8th the Senate approved a six-bill appropriations package that includes funding for the Department of Transportation and Federal Aviation Administration for the remainder of Fiscal Year 2024. The measure passed by a vote of 75 to 22, clearing the way for the President to sign the measure into law. Six appropriations bills are remaining, Congress still needs to finish the six remaining FY24 appropriations bills including one that provides funding for DHS, TSA, and CBP. Lawmakers will need to complete action on those bills by March 22 or pass another continuing resolution to avoid a partial government shutdown.

Board Agenda:

- Optional Redemption of Series 2019A Debt with First Security Bank, as discussed at a Finance committee we paid down some terminal debt to reduce future interest charges and have a new amortization schedule for your approval.
- Martel Change Order – Terminal Construction Phase 2, as discussed some of the larger changes we made to phase two were to enlarge our basement footprint along with realigned our backup elevator. Tim will give a full update at our meeting.
- Award of Bid for SRE Building Modifications, we would like to enlarge our fire station bay doors as over time our fire trucks continue to have an enlarged wheelbase.
- Morrison-Maierle Task Order No. 60 – Construction Management for SRE Building Modifications, as per our normal projects we would like to have Morrison Maierle on site to manage the project.
- Morrison Maierle Task Order No. 61 - Preliminary Design Services for the remodel of office space in the USFS Fire Depot Hangar. The lease expires next summer and they have requested some modifications prior to a lease extension.
- Frontier Ground Handling Contract, Frontier selected MCAA to provide ground handling upon their return to our market. Their legal team is currently reviewing the contract and we may not receive it in time for the meeting.
- Title VI Community Participation Plan and Airport Concession Disadvantaged Business Enterprises Goals, Lynn will update and request approval on these two items.

Master Plan: We will have a public open house at the Airport on March 27th from 5:30pm to 7:30pm to show what we have done to date and get public input, looking forward to the event.

Misc: Our FY 2025 draft budget continues to go well, we will soon be ready for Committee review, Will can brief you more at Tuesday's Board meeting.

Tim and I did a couple of community presentations this month - Missoula Downtown Association and Forestry triangle group. We also attended Destination Missoula awards dinner on March 6th.



U.S. Department
of Transportation
**Federal Aviation
Administration**

Airports Division, ANM-620
2200 S. 216th Street
Des Moines, WA 98198
Email: michelle.l.moshner@faa.gov
Phone: 206-231-9519

June 15, 2023

Mr. Brian Ellestad
Airport Director
Missoula Montana Airport
5225 West Boradway
Missoula, MT 59808

RE: Inspection Closeout Letter

Dear Mr. Ellestad,

The periodic certification inspection of the Missoula Montana Airport (MSO) was conducted from June 7-9, 2023. The inspection revealed that the airport is being operated in compliance with 14 CFR Part 139, the Airport Certification Manual, and the Airport Operating Certificate.

We commend you for the procedures you are using in the day-to-day operation of the airport. The appearance of the airport indicates they are effective.

Thank you for your cooperation during the inspection. Please do not hesitate to call if we may be of assistance.

Sincerely,

Michelle Moshner
Airport Certification Safety Inspector
FAA Northwest Mountain, Airports Division

cc: Jason Ritchie, ANM-620 Manager
Roxanne Trotta, HLN-ADO
Jesse Johnson, MSO
Tim Damrow, MSO
Justin Shaffer, MSO
Nate Cole, MSO

**Missoula County Airport Authority
Agenda Action Sheet**

Meeting Date: March 26, 2024

1. **TITLE:** Re-amortization for Revenue Note Series 2019A with First Security Bank

2. **AGENDA CATEGORY:** (Please highlight)
UNFINISHED BUSINESS NEW BUSINESS COMMITTEE REPORTS
INFORMATION/DISCUSSION ITEM

3. **TIME REQUIRED:** 10 minutes

4. **BACKGROUND INFORMATION:**

Airport Revenue Note Series 2019A (Note) was issued in August 2019 as a draw down obligation in the amount of \$27,500,000 for the purpose of constructing Phase 1 (South Concourse) with the principal amounts advanced as requested by the Authority. The Note was finalized in February 2023 with total unpaid principal of \$15,316,800.

Staff have pursued an optional redemption on the Note as the Note is subject to redemption and prepayment in whole or in part at the option of MSO. Staff's recommendation is to optionally redeem and re-amortize the series 2019A note in the amount of \$2M with PFC cash reserves for the following reasons:

- Current PFC cash reserves are restricted for series 2019 debt service.
- Interest earned on PFC cash is restricted and earned at ~.008%.
- Interest paid on the series 2019A note is 3.98%.
- Current annual PFC collections (~\$1.75M per year) exceed series 2019 annual debt service (~\$1.35M per year) by ~\$400k per year.
- MSO will save ~\$1.1M in interest on the 2019A note.

5. **BUDGET INFORMATION:** N/A

Amount Required:	\$
Budget amount available:	\$

6. **SUPPLEMENTAL AGENDA INFORMATION:**

7. **RECOMMENDED MOTION:** Move to approve the optional redemption for Series 2019A with First Security Bank.

8. **PREPARED BY:** William Parnell, Director of Finance and Administration

9. **COMMITTEE REVIEW:** Finance/Legal committee meeting on January 11, 2024.

**Missoula County Airport Authority
Agenda Action Sheet**

Meeting Date: March 26, 2024

1. **TITLE:** Martel Construction Amendment #24, Change Order #3, increase to the Guaranteed Maximum Price (GMP) for construction of Phase 2 - East Concourse

Review, discussion and possible approval of an increase to the Guaranteed Maximum Price (GMP) for the construction of Phase 2 - East Concourse in the amount of \$1,658,836
ACTION ITEM

2. **AGENDA CATEGORY:** (Please highlight)
UNFINISHED BUSINESS **NEW BUSINESS** COMMITTEE REPORTS
INFORMATION/DISCUSSION ITEM

3. **TIME REQUIRED:** 10 Minutes

4. **BACKGROUND INFORMATION:** Upon completion of the South Concourse and over the last year, the MCAA Board has approved several deductive project change orders exceeding \$1.3M for terminal construction budget underruns. The MSO Team elected to not advance the majority of these funds to subsequent projects speculatively but rather wait until a need for funds arose. During that interim time there were several project scope changes to Phase 2 – East Concourse Construction resulting in budget increases that were funded with contingencies.

Change Order #3 for the East Concourse will increase the project GMP and replenish project contingencies that have been reduced due to the value-added project scope additions. These scope additions include an expanded basement, passenger elevator, airline lease space and an expansion of the inbound baggage handling system. While these changes represent a net increase in the GMP for this project phase, the full phased project remains under budget.

As a result of replenishing the project contingency funds in the amount of \$1,658,836 the total GMP for Phase 2 - East Concourse will increase to \$44,108,155.08.

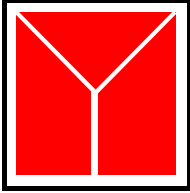
5. **BUDGET INFORMATION:**
Martel Amendment No. 24 - Original GMP Amount = \$42,330,278
Net Change of Change Orders #1, #2 = \$119,041.08
Amount of Change Order #3 = \$1,658,836
Total Revised Project GMP Amount = \$44,108,155.08

This project is funded using FAA grants, PFC funds, financing, and Airport reserves.

6. **SUPPLEMENTAL AGENDA INFORMATION:** Martel Amendment #24 Change Order #3

7. **RECOMMENDED MOTION:** Move to accept Change Order No. 3 to Martel Construction Amendment #24 in the amount of \$1,658,836 for Phase 2 - East Concourse construction contingencies.

8. **PREPARED BY:** Tim Damrow
9. **COMMITTEE REVIEW:** None



MARTEL CONSTRUCTION, INC.
 MAIN OFFICE
 1203 SOUTH CHURCH AVENUE
 BOZEMAN, MONTANA 59715-5801
 (406) 586-8585 FAX (406) 586-8646

Change Order

March 20, 2024

PROJECT #	22.010
MSO ECE 5225 HWY 10 West Missoula, MT 59808 Contract Amendment #24	

Owner
Missoula MT Airport 5225 HWY 10 West Missoula MT 59808

Attn: Shaun Shea

Change Order # 3

The Contract is changed as follows:

Additive Change Order to replenish Contingency funds of the ECE Project Contingency.	1,658,836.00
Subtotal:	1,658,836.00

Total Amount of Change Order **1,658,836.00**

The Original Contract Sum was	42,330,278.00
Net Change by Previously Authorized Change Orders	119,041.08
The Contract Sum Prior to this Change Order	42,449,319.08
The Amount of this Change Order is	1,658,836.00
The New Contract Sum Including this Change Order	44,108,155.08

CONTRACTOR:
Martel Construction, Inc.
 By: _____
 Date: _____

OWNER:
Missoula MT Airport
 By: _____
 Date: _____

**Missoula County Airport Authority
Agenda Action Sheet**

Meeting Date: March 26, 2024

1. **TITLE:** Recommendation of Award for the Snow Removal Equipment (SRE) Building Remodel Project.

Review, discussion and possible acceptance of the bid results for the Snow Removal Equipment Building Remodel Project. **ACTION ITEM**
2. **AGENDA CATEGORY:** (Please highlight)
UNFINISHED BUSINESS **NEW BUSINESS** COMMITTEE REPORTS
INFORMATION/DISCUSSION ITEM
3. **TIME REQUIRED:** 10 Minutes
4. **BACKGROUND INFORMATION:** The scope of this project will cover modifications to the SRE Building to widen the bay doors, lengthen the parking lanes to increase usability in addition to other facility system upgrades (heating, security, emergency communications). The Airport received and publicly opened bids for the Snow Removal Equipment (SRE) Building Remodel Project on March 20, 2024. Four parties requested bid documents but only one bid was received. The low bid (\$388,850) was 16% lower than the Engineer's Estimate (\$450,000). The bid was vetted by Morrison-Maierle and considered to be a reasonable and responsible bid and is recommended for award.
5. **BUDGET INFORMATION:** Amount Required: \$388,850
MCAA Reserves
6. **SUPPLEMENTAL AGENDA INFORMATION:** Bid Tabulations
7. **RECOMMENDED MOTION:** Move to accept the SRE Building Remodel Project bid results and award construction to Carl Construction in the amount of \$388,850.
8. **PREPARED BY:** Tim Damrow
9. **COMMITTEE REVIEW:** None.



**MISSOULA MONTANA AIRPORT
SRE BUILDING REMODEL PROJECT
BID OPENING: MARCH 20, 2024 - 3:00 P.M.**



	<u>ENGINEER</u> MORRISON-MAIERLE	<u>CONTRACTOR</u> Carl Construction	<u>CONTRACTOR</u>	<u>CONTRACTOR</u>	<u>CONTRACTOR</u>
COMPLETED BID FORM (SEPARATE ONLINE BIDDING DOCUMENT)	X	X			
10% BID BOND ENCLOSED (ELECTRONIC SUBMITTAL)	X	X			
COMPLETED EQUAL OPPORTUNITY CERTIFICATION (FORM C)	X	X			
COMPLETED TAX DELINQ. & FELONY CONVICTION (FORM D)	X	X			
COMPLETED DEBARMENT CERTIFICATION (FORM E)	X	X			
COMPLETED LOBBYING CERTIFICATION (FORM F)	X	X			
COMPLETED TRADE RESTRICTION CERTIFICATION (FORM G)	X	X			
COMPLETED NON-COLLUSION AFFIDAVIT (FORM H)	X	X			
EVIDENCE OF COMPETENCY (FORM I)	X	X			
CONTRACTOR FINANCIAL RESPONSIBILITY (FORM J)	X	X			
COMPLETED BIDDER'S LIST (FORM K)	X	X			
COMPLETED DISADVANTAGED BUSINESS ENTERPRISE (FORM L)	X	X			
BID PROPOSAL ELECTRONICALLY SIGNED/DATED	X	X			
CONTRACTOR'S REGISTRATION NUMBER PROVIDED	X	X			
ADDENDA ACKNOWLEDGED (ACKNOWLEDGED ONLINE)	X	X			
TOTAL - CONSTRUCTION BID	\$450,000.00	\$388,850.00			

**Missoula County Airport Authority
Agenda Action Sheet**

Meeting Date: March 26, 2024

1. **TITLE:** Task Order No. 60 to the Master Agreement for Professional Engineering Services with Morrison-Maierle.

Review, discussion, and possible approval of Task Order No. 60 to the Master Agreement for Professional Engineering Services with Morrison-Maierle. This Task Order will be for the Construction Management Services for the SRE Building Remodel Project. **ACTION ITEM**

2. **AGENDA CATEGORY:** (Please highlight)
UNFINISHED BUSINESS **NEW BUSINESS** COMMITTEE REPORTS
INFORMATION/DISCUSSION ITEM

3. **TIME REQUIRED:** 5 Minutes

4. **BACKGROUND INFORMATION:** This Task Order for Morrison-Maierle coincides with the bid results and recommendation for the SRE Building Remodel Project. Services will include on-site observation during construction and project closeout services.

5. **BUDGET INFORMATION:** Amount Required: \$49,450

6. **SUPPLEMENTAL AGENDA INFORMATION:** Task Order No. 60 Scope and Fee.

7. **RECOMMENDED MOTION:** Move to Approve Task Order No. 60 with Morrison-Maierle in the amount of \$49,450

8. **PREPARED BY:** Tim Damrow

9. **COMMITTEE REVIEW:** None.

TASK ORDER-60

For Master Agreement for Engineering Services Between OWNER, Missoula County Airport Authority and the ENGINEER, Morrison-Maierle

Task Order

This Task Order is issued under the Master Agreement for Professional Engineering Services between OWNER, Missoula County Airport Authority (MCAA) and ENGINEER, Morrison-Maierle (M-M) dated June 29, 2021, the terms of which are incorporated herein by reference.

SPECIFIC PROJECT DATA

**TITLE: SRE BUILDING MODIFICATIONS
CONSTRUCTION MANAGEMENT AND CLOSEOUT SERVICES**

- I. Objective: Complete Construction Management and Project Closeout Services for the SRE Building Modifications.

Construction Management Services: Provide services for on-site construction observation for the project. On-site observation will be part-time observation covered by the Project Manager, Resident Project Representative and the Architect throughout construction. In addition, an overlap of engineering disciplines will assist with observations on an as-needed basis.

Project Closeout Services: Provide assistance in closing out the project, compile testing results, lien releases, affidavits of amounts paid DBE, review record drawings and O&M submittals.

Project Schedule: The project schedule will last 45-calendar days. The tentative construction start date is early to mid summer of 2024 with substantial completion required by mid-September 2024.. Project milestones are listed in *Section 3 – Times of Performance*.

SECTION 1 – ENGINEER’S RESPONSIBILITY: Applicable paragraphs of Section 1 of the Master Agreement for Engineering Services are hereby incorporated for the following services:

A. Project and Grant Management Services

1. Develop project scope and fee for Task Order as well as finalize project schedule with Contractor.
2. Process Contractor pay requests, assume three (3) total.
3. Review Contractor and Subcontractor weekly payrolls against published Wage Rates included in the construction contract documents.
4. Coordinate the phased Building Permit Review process with the City of Missoula.
5. Maintain project coordination with the Owner and Contractor throughout the life of the project. Ensure milestones and deliverables are meeting expectations and the predetermined project schedule.

B. Construction Management Services

1. Prepare agenda and conduct Pre-Construction Conference. Attendance for Pre-Con will include Project Manager, Structural Engineer and the Resident Project Representative.

2. Review Contractor's project schedule and safety plan compliance document. Assist the Owner and Contractor when establishing construction staging area, temporary security fencing, miscellaneous construction warning and protection systems for the public, construction access and haul routes, etc.
3. Review shop drawings, samples, certifications, and other submittals of the Contractor for general conformance to the design concept of the Project and for general compliance with the construction contract documents. Such reviews and approvals will not extend to the means, methods, techniques, sequences, or procedures of construction or to safety precautions and programs incident thereto.
4. Respond to various Request For Information (RFI) and evaluate/respond to Potential Change Orders (PCO) for the OWNER's approval. Incidental in this reference would assume no additional design or construction management. ***Change Orders involving additional design and construction management services shall be considered Additional Services.***
5. Assist with construction administration for the duration of the project. Construction administration includes coordination with the Contractor and Owner. Managing project documentation, project schedules, project budgets, monitoring on-site record documents, and internal team coordination.
6. Provide the services of a Resident Project Representative (RPR) at the site to provide observation of Contractor's work. Duties, responsibilities, and authority of the RPR are as set forth in the Master Agreement. The furnishing of such RPR services will not extend ENGINEER's responsibilities or authority beyond the specified limits set forth in the Master Agreement. Estimated construction period is ***45-calendar days***. Should final bidding documents allow additional time for construction; ENGINEER will be entitled to additional compensation.

RPR coverage of the construction has been estimated at 2-hours per day from the RPR, plus pertinent site visits by others associated with the project.

Make visits to the site at intervals appropriate to the various stages of construction, as ENGINEER deems necessary, in order to observe the progress and quality of the work. Such visits and observations by ENGINEER and RPR are not intended to be exhaustive or to extend to every aspect of Contractor's work in progress or to involve detailed inspection of Contractor's work in progress, but rather are to be limited to spot checking, selective sampling, and similar methods of general observation of the Work. Based on information obtained during such visits and such observations, ENGINEER will determine in general if Contractor's work is proceeding in accordance with the construction contract documents, and ENGINEER shall keep OWNER informed of the progress of the work.

The purpose of ENGINEER's visits to, and observation by the Resident Project Representative will be to enable ENGINEER to better carry out the duties and responsibilities assigned to and undertaken by ENGINEER during the construction phase, and, in addition, to provide for OWNER a greater degree of confidence that the completed Work will conform in general to the Contract Documents. ENGINEER shall not, during such visits or as a result of such observations of Contractor's work in progress, supervise, direct, or have control over Contractor's work, nor shall ENGINEER have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected by Contractor, for safety precautions and programs incident to Contractor's work, or for any failure by Contractor to comply with Laws and Regulations applicable to Contractor's furnishing and performing the WORK. Accordingly, ENGINEER neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform its work in accordance with the construction contract documents.

7. Require such special inspections or tests of Contractor's work as deemed reasonably necessary, and receive and review all certificates of inspection, tests, and approvals. ENGINEER's review of such certificates will be for the purpose of determining that the results certified indicate compliance with the construction contract documents and will not constitute an independent evaluation that the content or procedures of such inspections, tests, or approvals comply with the requirements of the construction contract documents. ENGINEER shall be entitled to rely on the results of such tests.

8. Monitor Contractor operations during construction for general adherence to the construction operations plan. In the event construction activities are not in conformance with the provisions of the construction operations plan, the Contractor and OWNER will be notified verbally and in writing. Failure of the Contractor to take corrective action will result in a Stop Work Order issued to the Contractor until such time as the Contractor takes corrective action. The Stop Work Order will be issued at the direction of the OWNER, through the ENGINEER.
9. Make recommendations to the OWNER on all claims relating to the execution and progress of the construction work.
10. Notify the OWNER of permanent work that does not conform to the result required in the construction contract documents, prepare a written report describing any apparent non-conforming permanent work, make recommendations to the OWNER for its correction, and, at the request of the OWNER, have these recommendations implemented by the Contractor.

C. Project Closeout Services

1. The ENGINEER will furnish, without restriction, to the OWNER, PDF drawings in electronic media format. Copies of documents that may be relied upon by OWNER are limited to the printed copies (also known as hard copies) that are signed or sealed by ENGINEER. Files in electronic media format of text, data, graphics, or of other types that are furnished by ENGINEER to OWNER are only for convenience of OWNER. Any conclusion or information obtained or derived from such electronic files will be at the user's sole risk.
2. Receive and review maintenance and operating instructions, schedules, and guarantees. Receive bonds, product certificates, certificates of inspection, tests, and approvals, shop drawings, samples and other data required by the construction Contract documents and the annotated record documents which are to be assembled by Contractor in accordance with the construction Contract documents to obtain final payment.
3. Receive bonds, product certificates, certificates of inspection, tests, and approvals, shop drawings, samples and other data required by the construction Contract documents and the annotated record documents which are to be assembled by Contractor in accordance with the construction Contract documents to obtain final payment.

SECTION 2 – OWNER’S RESPONSIBILITY: All paragraphs of Section 2 of the Master Agreement for Engineering Services are hereby incorporated by reference.

SECTION 3 – TIMES OF PERFORMANCE: Applicable paragraphs of Section 3 of the Master Agreement for Engineering Services are hereby incorporated for the following services:

<u>Milestone</u>	<u>Completion Date</u>
A. Pre-Construction Conference	June, 2024
B. Notice To Proceed	July, 2024
C. Construction Management	September, 2024
B. Project Closeout	October, 2024

SECTION 4 – PAYMENT TO ENGINEER: Applicable paragraphs of Section 4 of the Master Agreement for Engineering Services are hereby incorporated for the following services:

- A. The approved and audited overhead rate in effect for this Task Order is **59.51%**.
- B. The services identified under this Task Order will be paid by method of not to exceed, **Cost Plus Fixed Fee (CPFF)**. Total compensation for this Task Order is estimated to be:

	<u>Labor</u>	<u>Expense*</u>	<u>Total</u>
Construction Management Services	\$36,913	\$12,538	\$49,450

*Expenses: Expenses also include all subcontractor fees associated with Construction Management. Refer to the fee attachment for detailed breakdown.

SECTION 5 – GENERAL PROVISIONS: All paragraphs in Section 5 of the Master Agreement for Engineering Services are incorporated by reference.

SECTION 6 – CONSULTANTS: Subconsultant services shall be absorbed in the final fees and will be under the direction of Morrison-Maierle. Those subconsultants include:

- A. A&E Architects – Architectural Lead

SECTION 7 – OTHER MODIFICATIONS TO MASTER AGREEMENT: None.

SECTION 8 – ATTACHMENTS:

- A. Morrison-Maierle – Engineering Fees

SECTION 9 – APPROVAL AND ACCEPTANCE: Approval and Acceptance of this Task Order, including the attachments listed above, shall incorporate this document as part of the Master Agreement for Engineering Services. ENGINEER is authorized to begin performance upon receipt of a copy of this Task Order signed by OWNER.

The Effective Date of this Task Order is: **March 26, 2024**

ENGINEER

Shawn P. Shea 3.20.24
 Signature Date

Shaun P. Shea, P.E.
 Name

Vice President, Morrison-Maierle, Inc.
 Title

1055 Mount Avenue, Missoula, MT 59808
 Address

sshea@m-m.net
 E-Mail Address

(406) 542-4846
 Phone

OWNER

 Signature Date

Brian Ellestad, A.A.E.
 Name

Airport Director, MCAA
 Title

5225 Highway 10 W. – Missoula, MT 59808
 Address

bellestad@flymissoula.com
 E-Mail Address

(406) 728-4381
 Phone

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TASK ORDER-60
SRE BUILDING MODIFICATIONS
CONSTRUCTION MANAGEMENT SERVICES



Summary of Professional Service Fees

March 20, 2024

	<u>Labor</u>	<u>Expense</u>	<u>Total</u>
CONSTRUCTION MANAGEMENT SERVICES	\$36,913	\$6,038	\$42,950
SUBCONSULTANT SERVICES	\$0	\$6,500	\$6,500
	Project Total		\$49,450

CONSTRUCTION MANAGEMENT SERVICES

WORK DESCRIPTION	PROJECT MANAGER	AIRPORT ENGINEER	STRUCTURAL ENGINEER	MECHANICAL ENGINEER	ELECTRICAL ENGINEER	LOW VOLTAGE DESIGNER	ENGINEER INTERN	RESIDENT PROJECT REP.	SR. CAD DESIGNER	ADMIN ASSISTANT	TOTAL LABOR HOURS	TOTAL LABOR COST
PROJECT & GRANT MANAGEMENT												
Prepare Task Order, Coordinate w/ Subconsultants	4									1	5	\$1,098.70
Process Contractor Pay Request (3-total)	2										2	\$500.17
Building Permit Review, Coordination w/ City			1	1	1						3	\$464.48
SUBTOTAL	6	0	1	1	1	0	0	0	0	1	10	\$2,063.35
CONSTRUCTION MANAGEMENT												
Prepare/Conduct Pre-Construction Conference	2		2					2			6	\$1,000.52
Review Contractor Safety Compliance Doc.								1			1	\$119.82
Review Construction Shop Drawings/Submittals	2		4	1	2	1	4	8			22	\$3,141.89
Respond to Construction RFIs & PCOs	1		4	2	2	2	4	4			19	\$2,802.49
Construction Administration (7-weeks)	4		4	1	1	1	4	4		8	27	\$3,798.94
Construction Observation (35-days, 2-hrs/day)	8		8	2	2	2	8	70			100	\$13,452.93
Weekly Construction Meetings (7-weeks)	4		8					8			20	\$3,001.76
Punchlist/Substantial/Final Completion Inspections	2		2	2	2	2	4	2			16	\$2,552.21
SUBTOTAL	23	0	32	8	9	8	24	99	0	8	211	\$29,870.56
PROJECT CLOSEOUT												
Review Testing Summaries, DBE, Lien Releases	1							2		1	4	\$588.09
Review O&M, Maintenance Programs, etc.			1	1	1	1	4	4		1	13	\$1,718.97
Prepare Record Drawings			1	1	1	1	8	1	8		21	\$2,671.87
SUBTOTAL	1	0	2	2	2	2	12	7	8	2	38	\$4,978.94
TOTAL LABOR HOURS	30	0	35	11	12	10	36	106	8	11	259	\$36,912.85

SUMMARY OF ESTIMATED LABOR COSTS SRE MODIFICATIONS - CONST. MANAGEMENT SERVICES	HOURS	LABOR RATE	TOTAL COST
PROJECT MANAGER	30	\$250.08	\$7,502.50
STRUCTURAL ENGINEER	35	\$130.36	\$4,562.52
MECHANICAL ENGINEER	11	\$183.36	\$2,016.96
ELECTRICAL ENGINEER	12	\$150.76	\$1,809.16
LOW VOLTAGE DESIGNER	10	\$206.60	\$2,065.99
ENGINEER INTERN	36	\$117.56	\$4,232.19
RESIDENT PROJECT REP.	106	\$119.82	\$12,701.02
SR. CAD DESIGNER	8	\$117.56	\$940.49
ADMIN ASSISTANT	11	\$98.37	\$1,082.02
TOTAL LABOR COSTS	259		\$36,912.85

SUMMARY OF DIRECT EXPENSES SRE MODIFICATIONS - CONST. MANAGEMENT SERVICES	QTY	UNIT	RATE	TOTAL COST
Vehicle (Company)	500	Mile	\$0.67	\$335.00
Printing	669	Each	\$0.15	\$100.35
TOTAL - DIRECT EXPENSES				\$435.35

OUTSIDE SERVICES (SUBCONSULTANTS) SRE MODIFICATIONS - CONST. MANAGEMENT SERVICES	QTY	UNIT	RATE	TOTAL COST
Architectural (A&E Architects)	1	Lump Sum	\$6,500.00	\$6,500.00
TOTAL - OUTSIDE SERVICES				\$6,500.00

FEE SUMMARY SRE MODIFICATIONS - CONST. MANAGEMENT SERVICES	
TOTAL LABOR COSTS	\$36,913
TOTAL DIRECT EXPENSES	\$435
TOTAL COSTS	\$37,348
FIXED FEE	\$5,602
TOTAL OUTSIDE SERVICES	\$6,500
TOTAL FEE - CONSTRUCTION MANAGEMENT SERVICES	\$49,450

**Missoula County Airport Authority
Agenda Action Sheet**

Meeting Date: March 26, 2024

1. **TITLE:** Task Order No. 61 to the Master Agreement for Professional Engineering Services with Morrison-Maierle.

Review, discussion, and possible approval of Task Order No. 61 to the Master Agreement for Professional Engineering Services with Morrison-Maierle. This Task Order will be for the Preliminary Design Services for the remodel of office space in the USFS Fire Depot Hangar. **ACTION ITEM**

2. **AGENDA CATEGORY:** (Please highlight)
UNFINISHED BUSINESS **NEW BUSINESS** COMMITTEE REPORTS
INFORMATION/DISCUSSION ITEM

3. **TIME REQUIRED:** 5 Minutes

4. **BACKGROUND INFORMATION:** The USFS leases their Fire Depot Hangar from the Airport. This hangar was built in 2004 and over the last 20-years, operations for the USFS have changed. They are requesting an update to the office space that is part of this hangar. That office space spans 7,000-sf on two floors.

This Task Order for Morrison-Maierle is to prepare preliminary design documents for the planned remodeled space. Design services will include research of the facility and its existing conditions. Develop a conceptual floor plan of the remodeled space, along with design narratives for each discipline involved with the project (including architectural services). A rough order of magnitude construction cost will also be developed to help establish a budget. Lastly, through collaboration with the Airport and the USFS, an analysis of the final conceptual layout in relation to the estimated construction budget will dictate next steps for the project.

5. **BUDGET INFORMATION:** Amount Required: \$24,000
6. **SUPPLEMENTAL AGENDA INFORMATION:** Task Order No. 61 Scope and Fee.
7. **RECOMMENDED MOTION:** Move to Approve Task Order No. 61 with Morrison-Maierle in the amount of \$24,000
8. **PREPARED BY:** Tim Damrow
9. **COMMITTEE REVIEW:** None.

TASK ORDER-61

For Master Agreement for Engineering Services Between OWNER, Missoula County Airport Authority and the ENGINEER, Morrison-Maierle

Task Order

This Task Order is issued under the Master Agreement for Professional Engineering Services between OWNER, Missoula County Airport Authority (MCAA) and ENGINEER, Morrison-Maierle (M-M) dated June 29, 2021, the terms of which are incorporated herein by reference.

SPECIFIC PROJECT DATA

TITLE: USFS FIRE DEPOT HANGAR REMODEL – PRELIMINARY DESIGN

- I. **Objective:** To prepare preliminary design recommendations for a remodel of the USFS's office space in their Fire Depot Hangar (owned by the Airport and leased to the USFS). Design services will include research of the facility and its existing conditions. Develop a conceptual floor plan of the remodeled space, along with design narratives for each discipline involved with the project (including architectural services). A rough order of magnitude construction cost will also be developed to help establish a budget. Lastly, through collaboration with the Airport and the USFS, an analysis of the final conceptual layout in relation to the estimated construction budget will dictate next steps for the project.

Deliverables: At the completion of this Task Order, the ENGINEER will deliver the following documents to the OWNER for review:

- Conceptual Floor Plan
- Design Discipline Narratives
- Rough Order of Magnitude Construction Estimate
- Next Step Recommendations

Project Schedule: The project schedule will last approximately 3 to 4 months beginning in May, 2024 with a kick-off meeting, and ending in August, 2024 with the above mentioned final deliverables. Project milestones are listed in *Section 3 – Times of Performance*.

SECTION 1 – ENGINEER'S RESPONSIBILITY: Applicable paragraphs of Section 1 of the Master Agreement for Engineering Services are hereby incorporated for the following services:

A. Project Management Services

1. Develop project scope and fee for Task Order. Coordinate with design team on their role, expectations and deliverables.
2. Communicate project progress with the OWNER. Manage the services of the design team (including all engineering disciplines and subconsultants), provide oversight and quality control, check documents and organize project information. Milestone meetings will also include a review of project costs and schedule updates. The following are estimated communication points used to properly manage the project (many of which are detailed in Preliminary Design Services):
 - Kick-Off Meeting w/ OWNER and USFS
 - Internal Design Team Meetings (bi-weekly)
 - Project Team Cost Control Meetings (90%)
 - Milestone Submittal Meetings (30% and 90%)
3. Coordinate, prepare and submit the following project documents on behalf of the OWNER:
 - Modified Design Report
 - Construction Safety and Phasing Plan

- Monthly Invoicing and Request For Reimbursement paperwork
- Assist the OWNER with their DBE Plan Update

B. Preliminary Design

1. Complete site visit by design team to evaluate existing conditions for use in design, capacity, and construction. This includes, but not limited to:
 - Structural components, framing and connections
 - Mechanical infrastructure for expansions of the existing HVAC and plumbing systems
 - Electrical infrastructure for power needs, service and data connections
 - Fire Protection capacity and code evaluations on the proposed remodeled areas.
2. Develop a REVIT model for all disciplines with the architect on the proposed remodeled concept per the USFS.
3. Develop written narratives identifying anticipated hurdles due to existing conditions, assumed design direction for the proposed plan and code analysis.
4. Deliver preliminary drawing package for each discipline.
5. Develop a rough order of magnitude construction cost estimate. Identify opportunities for value engineering.
6. Finalize next steps with the OWNER and USFS.

SECTION 2 – OWNER’S RESPONSIBILITY: All paragraphs of Section 2 of the Master Agreement for Engineering Services are hereby incorporated by reference.

SECTION 3 – TIMES OF PERFORMANCE: Applicable paragraphs of Section 3 of the Master Agreement for Engineering Services are hereby incorporated for the following services:

<u>Milestone</u>	<u>Completion Date</u>
A. Project Kickoff	May, 2024
B. Preliminary Layout for Review	June, 2024
D. 90% Submittal Review	July, 2024
E. Preliminary Cost Estimate	July, 2024
F. Next Steps, Project Closeout	August, 2024

SECTION 4 – PAYMENT TO ENGINEER: Applicable paragraphs of Section 4 of the Master Agreement for Engineering Services are hereby incorporated for the following services:

- A. The approved and audited overhead rate in effect for this Task Order is **59.51%**.
- B. The services identified under this Task Order will be paid by method of Lump Sum (LS). Total compensation for this Task Order is estimated to be:

	<u>Labor</u>	<u>Expense*</u>	<u>Total</u>
Preliminary Design Services	\$17,500	\$6,500	\$24,000

SECTION 5 – GENERAL PROVISIONS: All paragraphs in Section 5 of the Master Agreement for Engineering Services are incorporated by reference.

SECTION 6 – CONSULTANTS: Subconsultant services shall be absorbed in the final fees and will be

Missoula County Airport Authority

Agenda Action Sheet

Meeting Date: March 26, 2024

1. **TITLE:** Title VI Community Participation Plan
Review, discussion and possible approval of Title VI Community Participation Plan
ACTION ITEM
2. **AGENDA CATEGORY:** (Please highlight)
UNFINISHED BUSINESS **NEW BUSINESS** COMMITTEE REPORTS
INFORMATION/DISCUSSION ITEM
3. **TIME REQUIRED:** 5 Minutes
4. **BACKGROUND INFORMATION:** In January, the Board approved MCAA's updated Title VI Plan. As part of the airport's grant assurances, we are required to comply with Title VI of the Civil Rights Act of 1964 and related authorities. Title VI prohibits discrimination on the grounds of race, color or national origin (including limited English proficiency "LEP"), related authorities prohibit discrimination based on sex and creed (religion), and age. Pursuant to Title VI, airport sponsors are required to address LEP and Environmental Justice ("EJ") in their planning and operations. The FAA requires that MCAA have both a Title VI Plan and a Community Participation Plan ("CPP"). The purpose of the CPP is to ensure that stakeholders and communities affected by MCAA projects or operations can be informed and participate in our processes.
5. **BUDGET INFORMATION:** No budget impact.
6. **SUPPLEMENTAL AGENDA INFORMATION:** Copy of CPP
7. **RECOMMENDED MOTION:** Move to approve the Missoula County Airport Authority Community Participation Plan contingent on FAA approval.
8. **PREPARED BY:** Lynn Fagan
9. **COMMITTEE REVIEW:** None

Missoula County Airport Authority Community Participation Plan (CPP)¹

1. Administration

The purpose of this CPP is to ensure that stakeholders or communities affected² by **Missoula County Airport Authority (MCAA)** projects or operations can be informed and participate and have their input thoughtfully considered in the key stages during airport planning efforts, regardless of their race, color, national origin, sex, sexual orientation, gender identity, creed, age, or disability (hereafter, the “protected bases”). This plan is provided in accordance with Title VI of the Civil Rights Act of 1964 (Title VI) and related authorities.³ This plan and associated reports regarding our CPP efforts will be communicated to the public in formats accessible to persons with disabilities and to limited English proficient (LEP) individuals.

The individuals primarily responsible for implementing the **MCAA** CPP are:

Responsible Official	Title, Office, and Responsibilities
1 Lynn Fagan	Legal Counsel
2. Tim Damrow	Deputy Director
3. Brian Ellestad	Airport Director

Responsible officials’ contact information is shared with the public through the following methods:

Website, In-person, and Other Communication Methods

- 1. Website** – www.flymissoula.com.
- 2. Email** - contactus@flymissoula.com
- 3. Social media sites:**
 Facebook: <https://www.facebook.com/flymissoula>
 Instagram: <https://www.instagram.com/missoulaairport>
 Twitter: <https://www.x.com/missoulaairport>
- 4. In-person.** Responsible officials can be contacted at the Administration Office on the third floor of the airport terminal.
- 5. Phone call.** Responsible officials can be reached by calling the Administration Office at 406.728.4281.

¹ See DOT Order 1000.12C, “The U.S. Department of Transportation (DOT) Title VI Program,” Ch. 2, Sec. 4. (Jun. 11, 2021). <https://www.transportation.gov/sites/dot.gov/files/2021-08/Final-for-OST-C-210312-002-signed.pdf>

² Within this CPP, the term “affected” also means *served*, in addition to *positively or negatively impacted*.

³ Related authorities include the Age Discrimination Act of 1975; Sec. 520 of the Airport and Airway Improvement Act of 1982; and the Civil Rights Restoration Act of 1987.

In addition, MCAA will ensure that members of the public are advised of our nondiscrimination obligations. This includes how to file discrimination complaints with MCAA and the FAA. We will also conspicuously display the FAA-provided Unlawful Discrimination Posters at airport facilities. See Notice section of MCAA’s Title VI Plan.

MCAA also makes this CPP available through the following methods when engaging members of the public concerning planning efforts:

Website, In-person, and Other Distribution Methods

- | |
|---|
| 1. Website - https://flymissoula.com/press-releases |
| 2. In person. Available at the administration office located on the third floor of the airport terminal. |
| 3. By mail. Members of the public may call the administrative office 406.728.4381 and request information be mailed to them. |
| 4. Outreach events. |

2. Goals and Objectives

This CPP applies to all airport planning and decision-making efforts, whether or not directly supported by Federal assistance. This includes surveys, public meetings (e.g., airport commission meetings), and hearings, not only meetings for a project requiring an environmental impact statement (EIS) or environmental assessment (EA).

MCAA’s planning processes that lead to decisions for projects or operations or those of any sub-recipients are:

Planning Processes

- | |
|--|
| 1. Phase 2 and 3 of new Terminal Facility |
| 2. Parking Lot upgrades |
| 3. Rehabilitation of Aviation Way |
| 4. Master Plan |
| 5. Runway 12-30 Rehabilitation |

MCAA seeks public input for the above processes through the following methods:

Public Input Methods	Planning Process(es) that use each Method
A. Public Board and committee meetings	#1-5
B. MSO website	#1, 4
C. Community meetings	#4
D. Meetings with specific business/community interests	#1, 4

3. Identification of and Focused Outreach to Affected Communities

See Community Statistics section of MCAA’s Title VI Plan, for detailed discussion of Affected Communities.

The specific steps MCAA will take to communicate with, inform, educate, consult or solicit input from, and expand opportunities for engagement with each Affected Community,⁴ are provided below.

Affected Community	Key Community Reps. (CBOs, unions, leaders, etc.)⁵	Focused Outreach Steps
i. City of Missoula	Mayor	a. Attend/sponsor events as appropriate b. Engage city representatives with in-person meetings, written communications/educational programs.
ii. Missoula County	County Commissioners	a. Attend/sponsor events as appropriate b. Engage county representatives with in-person meetings, written communications/educational programs.

4. Effective Communication

MCAA will ensure that public engagement is effective, meaningful, and free of linguistic, economic, historical, and cultural barriers to participation. Every effort will be taken to ensure clear, plain, and effective communication with Affected Communities, including ensuring materials are in accessible formats for persons with disabilities and in languages other than English. See Limited English Proficiency (LEP) section of MCAA’s Title VI Plan.

⁴ “Affected communities” means any readily identifiable group impacted or potentially impacted by an airport project or operation, such as the community immediately surrounding a project or a community in the flight path.
⁵ Potential representatives include chamber of commerce, environmental advocacy groups, business leaders, and labor groups. These representatives should have a close association with the community, with particular emphasis on connection to racial and ethnic minority groups within the communities, including limited English proficient populations, as well as other constituencies historically underserved by transportation programs, such as low income populations, and others.

5. Communication Platforms

Diverse communication platforms will be utilized to effectively reach the broadest audience. We will use the following platforms to communicate project details, our nondiscrimination obligations, and points of contact for the public to share project or operational feedback with our office and the FAA.

Social Media, Monitors, and Other Communication Platforms

1. Website – <https://flymissoula.com/reports-and-statistics>
<https://flymissoula.com/press-releases>
2. **Social media sites:**
Facebook: <https://www.facebook.com/flymissoula>
Instagram: <https://www.instagram.com/missoulaairport>
Twitter: <https://www.x.com/missoulaairport>
3. Media Display monitors, where applicable
4. Local media outlet (print and media)

6. Records

This section includes the procedures MCAA will follow to document our outreach efforts. Records for steps taken to provide outreach to Affected Communities will be maintained in the following locations:

Website, In-person, and Other Storage Methods

- 1 <https://flymissoula.com/pressreleases>
- 2 MCAA IT computer servers
- 3 MCAA Administrative offices

Records will be kept for community input. The records will document how MCAA considered, weighed, and incorporated input received. The records will include justifications for any decisions contrary to community feedback. The records will be stored in the following locations:

Website, In-person, and Other Storage Methods

- 1 Website: <https://flymissoula.com/pressreleases>
- 2 MCAA IT computer servers
- 3 MCAA Administrative offices

Records for demographics of participants will also be kept. Requested demographic information will include race, national origin, sexual orientation, gender identity, creed, age, disability,

languages spoken, and community membership.⁶ Demographic information will be requested by the following methods:

Demographic Information Collection Methods

- 1 Voluntary disclosure by attendees in sign-in sheets
- 2 Event registration process, whenever applicable

CPP records will be made available to the public using the same methods for other information outlined within this plan.

7. Reporting Outcomes

Within 30 days of the end of each fiscal year (FY),⁷ MCAA will create a CPP Report for the completed FY. The report will summarize efforts taken under this CPP in a narrative statement describing:

1. The specific steps taken to produce meaningful engagement with Affected Communities the completed-FY,
2. The results of those efforts for the completed FY, and
3. How the Affected Communities' comments and views are or will be incorporated into the decision-making process.

The CPP Reports will be included with MCAA's Title VI Plan.

⁶ This information is solicited to demonstrate compliance with Title VI and related requirements. See 49 CFR § 21.9(b); 49 U.S.C. § 47123; 28 CFR § 42.406; and FAA Order 1400.11.

⁷ The first report is required after the first complete fiscal year, after this plan is adopted. Information for activities during a partial year immediately following adoption of the plan will be included with the first full year's report.

Missoula County Airport Authority

Agenda Action Sheet

Meeting Date: March 26, 2024

1. **TITLE:** Airport Concession Disadvantaged Business Enterprises Goals Review, discussion and possible approval of Airport Concession Disadvantaged Business Enterprises Goals for federal fiscal years 2023 through 2025.
ACTION ITEM
2. **AGENDA CATEGORY:** (Please highlight)
UNFINISHED BUSINESS **NEW BUSINESS** COMMITTEE REPORTS
INFORMATION/DISCUSSION ITEM
3. **TIME REQUIRED:** 5 Minutes
4. **BACKGROUND INFORMATION:** MCAA is required by the U.S. Dept. of Transportation to have an "Airport Concession Disadvantaged Business Enterprise ("ACDBE") Program." The purpose of the program is to ensure non-discrimination in the award of concessions at airports and to ensure the ACDBE's have an equal opportunity to receive and participate in concessions at the airport. Per the regulations, an ACDBE is a small business that is at least 51% owned and controlled by someone who is socially and economically disadvantaged. The regulations set out specific definitions for socially disadvantaged, economically disadvantaged and sizes of business. MCAA is also required to calculate and submit goals for ACDBE participation in its concession program to the FAA every three years. The calculation and goal for the Car Rental Concessions is 1.75%; for Non-Car Rental Concessions the goal is 0.5%. I have submitted these to the FAA for comments and made changes per the comments received.
5. **BUDGET INFORMATION:** No budget impact.
6. **SUPPLEMENTAL AGENDA INFORMATION:** Copy of Car Rental Concessions and Non-Car Rental Concessions goal calculations.
7. **RECOMMENDED MOTION:** Move to approve the overall ACDBE goal for federal fiscal years 2023 through 2025 at 1.75% for Car Rental Concessions and 0.5% for Non-Car Rental Concessions, contingent on FAA approval.
8. **PREPARED BY:** Lynn Fagan
9. **COMMITTEE REVIEW:** None

Overall Goal Calculation for Car Rental Concessions FY 2023-25

Name of Recipient: **Missoula Montana Airport**
Goal Period: **FY 2023-25 (10/1/2022 through 9/30/2025)**

Overall Three-Year Goal: **1.75%, to be accomplished through Race Neutral Means**

Goal Based on Gross Receipts - Determination

We have the following car rental agencies operating at the airport: Alamo, Avis, Budget, Enterprise, Hertz, Nat'l and Thrifty

We can meet the percentage goal by including the purchase from ACDBEs of goods and services used in businesses conducted at the airport. Car rental company concessionaires at the airport stated that the goods and services they may need in the goal period are: automobile transportation, parts and supplies.

Market Area

The market area is the geographical area in which the substantial majority of firms which seek to do concessions business with the airport are located and in which the firms which receive the substantial majority of concessions-related revenues are located.

Missoula Montana Airport (MSO) has consulted with stakeholders to determine the market area for each reported good/service and have identified each in the table below as either State-wide or nationwide.

Base of the goal

To calculate the base of the goal, MSO considered the most recent previous 3 years of gross concession receipts and the projected potential concession revenue (gross receipts) three years into the future including upcoming new opportunities.

Year	Car Rental Concessions Gross Receipts
2020	\$2,523,454
2021	\$3,874,043
2022	\$3,874,043

MSO estimates that revenues to existing concessions will grow by an average of 9% each year over the next three years due to increased passenger traffic and past airport trends (not factoring in COVID).

Year	Annual Growth / Reduction Estimate	Annual Gross Receipts Estimate
2023	8%	\$4,183,966
2024	8%	\$4,518,684
2025	8%	\$4,880,178
Three-Year Total Gross Receipts:		\$13,582,829
Average Annual Growth Rate:		9%

\$4,183,966 + \$4,518,684 + \$4,880,178 = **\$13,582,829** which is the recipient's base of goal for car rental concessions.

The following are not included in this base: (a) non-car rental operations.

If a new concession opportunity arises prior to the end of this goal period and the estimated average of annual gross revenues are anticipated to be \$200,000 or greater, the MSO will submit to the FAA an appropriate adjustment to the overall goal. This will be submitted to FAA for approval no later than 90 days before issuing the solicitation for the new concession opportunity. (23.45(i))

Step 1 - Actual Relative Availability of ACDBEs - §23.51 (c)

We determined the base figure for the relative availability of ACDBEs for car rental goods and services purchases. The base figure was calculated as follows:

Numerator: Ready, willing, and able car rental ACDBEs in the market area
231 divided by 142,332

Denominator: All ready, willing and able car rental concession firms in the market area

The data source(s) used in the calculation included:

- State UCP Data showing the number of ACDBEs that are certified within the market area <https://app.mdt.mt.gov/ess-dbe>
- Census Bureau Data (<https://data.census.gov/cedsci/>)

The calculation and explanation for this is as follows:

Concession Activity	NAICS	Market Area	# ACDBE Certified Firms	# Total Firms	% Availability
Auto & Windshield Repair	811111	Montana	0	414	0.0%
Auto Parts & Tires	423120	Montana	1	32	3.1%
Car Dealerships	441110	United States	4	17458	0.0%
Certified Public Accountants	541211	Montana	0	302	0.0%
Cleaning Supplies	423850	Montana	1	20	5.0%

Fuel/Oil/Energy	424720	Montana	1	8	12.5%
Insurance	524210	United States	222	123933	0.2%
Keys/Locks	561622	Montana	0	18	0.0%
Office Expense	424120	Montana	0	14	0.0%
Printing	323111	Montana	1	64	1.6%
Roadside Assistance & Towing	488410	Montana	0	63	0.0%
Uniforms	812331	Montana	1	6	16.7%
Average ACDBE Availability:					3.3%

When we calculated the average availability we arrived at the Step 1 base figure for our overall goal for car rental concessions of **3.3%**.

Step 2: Adjusting the Base Figure

After calculating a base figure of the relative availability of ACDBEs, we examined evidence to determine what adjustment was needed to the Step 1 base figure in order to arrive at the overall goal.

In determining if an adjustment to the base figure was needed, MSO reviewed past participation levels and sought out disparity studies.

Step 2a. Review Past Participation. MSO reviewed its ACDBE past participation levels to determine if an adjustment to the base figure was required. The previous ACDBE goal for car rental concessions was 0.02%. The car rental concessions achieved the following percentages:

Fiscal Year 2020	.27%
Fiscal Year 2021	.47%
Fiscal Year 2022	.47%

The car rental concessions consistently met the 0.02% goal.

As can be seen from the chart above, there are few certified ACDBEs in the state-wide market area. Of the 231 ACDBEs available, 222 are in the insurance area. In fiscal year 2021 and 2022, two of the three rental car companies used an insurance ACDBE. That cost was only 0.0005 and 0.0004 of those companies' total goods and services purchased. Further, it is unlikely that a single car rental concessionaire will use multiple insurance providers. Based on these numbers, it appears unlikely that the car rental companies can meet a goal of 3.3%.

Additionally, during the comment period, MCAA heard from two of the three car rental companies that they would have difficulty meeting the 3.3% goal.

Step 2b: Review Disparity Studies. A disparity study was conducted for the Montana Department of Transportation (MDT). The report was prepared by BBC Research & Consulting and is dated October 2022. Although the report considered procurements by NPIAS airports within Montana, it focused on construction-related industries and did not include any of the industry codes used by the car rental companies.

Based on the above, MSO concludes that a downward adjustment of the overall goal for car rental concessions of 3.3% is appropriate. To calculate an adjustment, MSO looked at the ACDBE availability calculation without including insurance. That changed the calculation to the following:

Numerator: Ready, willing, and able car rental ACDBEs in the market area

9 divided by 123,933

Denominator: All ready, willing and able car rental concession firms in the market area

This resulted in a goal of 0.0005. MCAA then averaged the goal including insurance with the goal not including insurance, for a goal of 1.75%.

Breakout of Estimated “Race and Gender Neutral” (RN) and “Race and Gender Conscious” (RC) Participation

MSO will make every reasonable effort to meet the maximum feasible portion of its overall goal by using race-neutral means of facilitating ACDBE participation. The airport will use the following race-neutral measures.

We understand that we will be expected to actually take these steps, and this is not merely a paper exercise.

- Locate and identify ACDBEs and other small businesses who may be interested in participating as concessionaires under 49 CFR Part 23
- Notify ACDBEs of concession opportunities and encouraging them to compete, when appropriate
- When practical, structure concession activities so as to encourage and facilitate the participation of ACDBEs

If race-neutral measures, standing alone, are not sufficient to meet an overall goal, the following race-conscious measures will be used to meet the overall goal:

- Establish concession-specific ACDBE goals for particular concession opportunities.
- Negotiate with potential concessionaires to include ACDBE participation through direct ownership arrangements or measures, in the operation of the concession.

MSO estimates that it can meet the 1.75% goal through race neutral means. MSO’s current contracts with the car rental concessions require the concessionaires to report annually on its ACDBE usage and to provide documentation demonstrating that it made good faith efforts to meet current goals if it fails to achieve that goal. The agreements further provide that noncompliance with the nondiscrimination provisions constitute a material breach of the agreement.

The term of the current car rental concession agreements is through June 30, 2025. If new opportunities arise before September 30, 2025, MSO may consider using race-conscious goals. In order to ensure that MSO’s ACDBE program will be narrowly tailored to overcome the effects of discrimination, if concession specific goals are used, MSO will adjust the estimated breakout of race-neutral and race-conscious participation as needed to reflect actual ACDBE participation and race-neutral and race conscious participation will be tracked separately. For reporting purposes, race-neutral ACDBE participation includes, but is not necessarily limited to, the following: ACDBE participation through a prime contract that an ACDBE obtains through customary competitive procurement procedures; ACDBE participation through a subcontract on a prime contract that does not carry ACDBE goal; ACDBE participation on a prime contract exceeding a concession specific goal; and ACDBE participation through a subcontract from a prime contractor that did not consider a firm’s ACDBE status in making the award. MSO will maintain data

separately on ACDBE achievements in those contracts with and without concession specific goals, respectively.

Consultation

MSO routinely meets with stakeholders in an effort to increase ACDBE participation. Stakeholders consulted included minority and women's business groups, community organizations, trade associations representing concessionaires currently located at the airport, as well as existing concessionaires themselves, and other officials or organizations which could be expected to have information concerning the availability of disadvantaged businesses, the effects of discrimination on opportunities for ACDBEs, and the sponsor's efforts to increase participation of ACDBEs.

MSO conducted a public meeting with interested stakeholders to obtain information relevant to goal setting. ACDBE's certified by Montana DOT, existing concessionaires, minority, women, trade and small business development groups in the region were invited by email on February 12, 2024. A public notice was also posted on MSO's website and published in the local newspaper.

MSO emailed an invitation to attend the public meeting to the following stakeholders:

- United States Small Business Administration;
- Missoula Small Business Development Center;
- Montana Chamber of Commerce;
- Native American Development Corp;
- Enterprise RAC Company of Montana and Wyoming, LLC;
- Western Rentals, dba Hertz/Thrifty Rental Cars;
- Avis Budget Group, Inc.;
- Liquid Planet Montana Inc.;
- Pepsi Cola Bottling Co. of Missoula;
- Greg's Vending Machine's Inc.;
- Reef Parking
- Montana Dept. of Transportation, Office of Civil Rights.

MSO requested that Montana DOT, Office of Civil Rights, email notice to all certified DBEs and were told that the notice was sent. The public meeting was held on February 29, 2024, at 10:00 a.m. to discuss the methodology used to establish ACDBE goals. Existing concessionaires; and minority, women, trade and small business development groups in the region were invited by email on February 12, 2024 to participate and to submit comments until March 12, 2024. The discussion included the availability of disadvantaged businesses, the effects of discrimination on opportunities for ACDBEs, and the Sponsor's efforts to increase participation of ACDBEs.

The public meeting discussion included both the car terminal and non-car rental goals, the availability of disadvantaged businesses, the effects of discrimination on opportunities for ACDBEs, and the Sponsor's efforts to increase participation of ACDBEs. No public comments were received at the public meeting. However, two current car rental concessionaires submitted email comments that they were unlikely to be able to meet a goal of 3.5%.

Overall Goal Calculation for Non-Car Rental Concessions FY 2023-25

Name of Recipient: **Missoula Montana Airport**

Goal Period: **FY 2023-25 (10/1/2022 through 9/30/2025)**

Overall Three-Year Goal: **0.5%, to be accomplished through 0.2% Race Conscious and 0.3% Race Neutral**

Market Area

Missoula Montana Airport (MSO) has determined that the market area is nationwide. The market area is the geographical area in which the substantial majority of firms which seek to do concessions business with the airport are located and in which the firms which receive the substantial majority of concessions-related revenues are located.

The concession opportunities anticipated during this goal period for this market area are: gift stores, food and fuel suppliers, janitorial suppliers and beverage suppliers.

Base of the goal

To calculate the base of the goal, MSO considered the most recent previous 3 years of gross concession receipts and the projected potential concession revenue (gross receipts) three years into the future including upcoming new opportunities.

Year	Non-Car Rental Concessions Gross Receipts
2020	\$3,543,019
2021	\$4,344,553
2022	\$6,670,923

MSO estimates that revenues to existing concessions will grow by an average of 11% each year over the next three years due to Increased passenger traffic and past airport trends (not factoring in COVID).

Year	Annual Growth / Reduction Estimate	Annual Gross Receipts Estimate
2023	10%	\$7,338,015
2024	10%	\$8,071,817
2025	10%	\$8,878,999
Three-Year Total Gross Receipts:		\$24,288,831
Average Annual Growth Rate:		11%

\$7,338,015 + \$8,071,817 + \$8,878,999 = **\$24,288,831** which is the recipient's base of goal for non-car rental concessions.

The following are not included in the total gross receipts for concessions: (a) the gross receipts of car rental operations, (b) the dollar amount of a management contract or subcontract with a non-ACDBE, (c) the gross receipts of business activities to which a management contract or subcontract with a non-ACDBE pertains, and (d) any portion of a firm's estimated gross receipts that will not be generated from a concession.

If a new concession opportunity arises prior to the end of this goal period, MSO will submit to the FAA an appropriate adjustment to the overall goal. This will be submitted to FAA for approval no later than 90 days before issuing the solicitation for the new concession opportunity.

Methodology used to Calculate Overall Goal

MSO can meet the percentage goal by including any business operated through a management contract or subcontract with an ACDBE. MSO, and the businesses at the airport, will add the dollar amount of a management contract or subcontract with an ACDBE to the total participation by ACDBEs in airport concessions (both the numerator AND the denominator) and to the base from which the recipient's percentage goal is calculated. However, the dollar amount of a management contract or subcontract with a non-ACDBE and the gross revenue of business activities to which the management contract or subcontract pertains will not be added to this base in either the numerator or denominator.

MSO, and the businesses at the airport, shall make good faith efforts to explore all available options to achieve, to the maximum extent practicable, compliance with the goal through direct ownership arrangements, including joint ventures and franchises.

MSO will include goods and services purchases from ACDBEs toward meeting the goal.

Step 1 - Actual Relative Availability of ACDBEs - §23.51 (c)

We determined the base figure for the relative availability of ACDBEs other than car rentals. The base figure was calculated as follows:

Numerator: Ready, willing, and able non-car rental ACDBEs in the market area
 403 divided by 429349

Denominator: All ready, willing and able non-car rental concession firms in the market area

The data source(s) used in the calculation included:

- Numerator - FAA Matchmaker System, National Certified Directory, located at <https://faa.dbesystem.com/Default.asp>
- Denominator - Census Bureau Data (<https://data.census.gov/cedsci/>)

The calculation and explanation for this is as follows:

Concession Activity	NAICS	# ACDBE Certified Firms	# Total Firms	% Availability
Beer and Ale Merchants Wholesalers	424810	2	1423	0.1%
Cards, greeting, merchant wholesalers	424120	140	3098	4.5%
Coffee Shops, On Premise Brewing	722515	0	46994	0.0%
Financial Transaction Processing	522320	24	3049	0.8%
Full Service Restaurants	722511	0	217166	0.0%
Gift, Novelty and Souvenir Stores	453220	0	15440	0.0%
Insurance	524210	222	123933	0.2%
Men and boys' clothing & furnishings	424320	0	3290	0.0%
Office of Certified Public Accountants	541211	0	302	0.0%
Toys & Hobby Goods and Supplies	423920	5	2008	0.2%
Vending Machine Operators	454210	0	3192	0.0%
Wine and Distilled Alcoholic Beverage Merchant Wholesalers	424820	10	2134	0.5%
Women's, Children's, and Infants' Clothing and Accessories Merchant Wholesalers	424330	0	7320	0.0%
Average ACDBE Availability:				0.5%

The market area used was the United States. When we calculated the average availability, we arrived at the Step 1 base figure for our overall goal for non-car rental concessions of **0.5%**.

Step 2: Adjusting the Base Figure

After calculating a base figure of the relative availability of ACDBEs, we examined evidence to determine what adjustment was needed to the Step 1 base figure in order to arrive at the overall goal.

In determining if an adjustment to the base figure was needed, MSO reviewed past participation levels and sought out disparity studies.

Step 2a. Review Past Participation. MSO reviewed its ACDBE past participation levels to determine if an adjustment to the base figure was required. The previous ACDBE goal for non-car rental concessions was 0.002%. The non-car rental concessions achieved the following percentages:

Fiscal Year 2020	.03%
Fiscal Year 2021	.02%
Fiscal Year 2022	.02%

The non-car rental concessions consistently met the 0.02% goal.

Step 2b: Review Disparity Studies. A disparity study was conducted for the Montana Department of Transportation (MDT). The report was prepared by BBC Research & Consulting and is dated October 2022. Although the report considered procurements by NPIAS airports within Montana, it focused on

construction-related industries and did not include any of the industry codes used by the non-car rental companies.

MSO is adopting the Step 1 base figure as its overall goal for this 3-year period.

Due to the lack of participation in previous years, MSO has divided the overall ACDBE goal between Race Conscious and Race Neutral.

Consultation

MSO routinely meets with stakeholders in an effort to increase ACDBE participation. Stakeholders consulted included minority and women's business groups, community organizations, trade associations representing concessionaires currently located at the airport, as well as existing concessionaires themselves, and other officials or organizations which could be expected to have information concerning the availability of disadvantaged businesses, the effects of discrimination on opportunities for ACDBEs, and the sponsor's efforts to increase participation of ACDBEs.

MSO conducted a public meeting with interested stakeholders to obtain information relevant to goal setting. ACDBE's certified by Montana DOT, existing concessionaires, minority, women, trade and small business development groups in the region were invited by email on February 12, 2024. A public notice was also posted on MSO's website and published in the local newspaper.

MSO emailed an invitation to attend the public meeting to the following stakeholders:

- United States Small Business Administration;
- Missoula Small Business Development Center;
- Montana Chamber of Commerce;
- Native American Development Corp.;
- Enterprise RAC Company of Montana and Wyoming, LLC;
- Western Rentals, dba Hertz/Thrifty Rental Cars;
- Liquid Planet Montana Inc.;
- Pepsi Cola Bottling Co. of Missoula;
- Greg's Vending Machine's Inc.;
- Reef Parking
- Montana Dept. of Transportation, Office of Civil Rights.

MSO requested that Montana DOT, Office of Civil Rights, email notice to all certified DBEs and were told that the notice was sent. The public meeting was held on February 29, 2024 at 10:00 a.m. to discuss the methodology used to establish ACDBE goals. Existing concessionaires; and minority, women, trade and small business development groups in the region were invited by email on February 12, 2024 to participate and to submit comments until March 12, 2024. The discussion included the availability of disadvantaged businesses, the effects of discrimination on opportunities for ACDBEs, and the Sponsor's efforts to increase participation of ACDBEs.

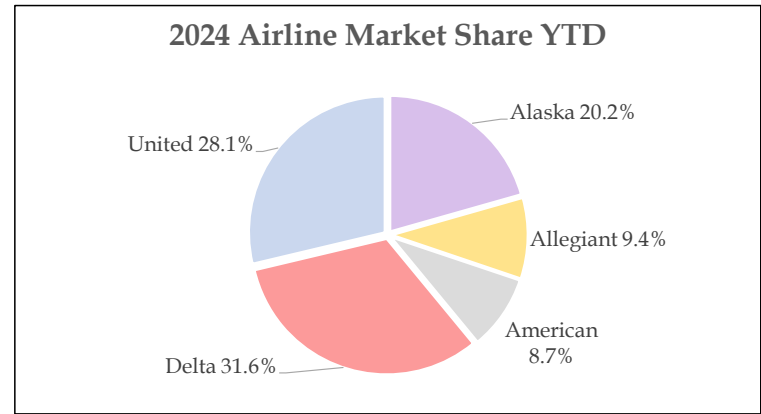
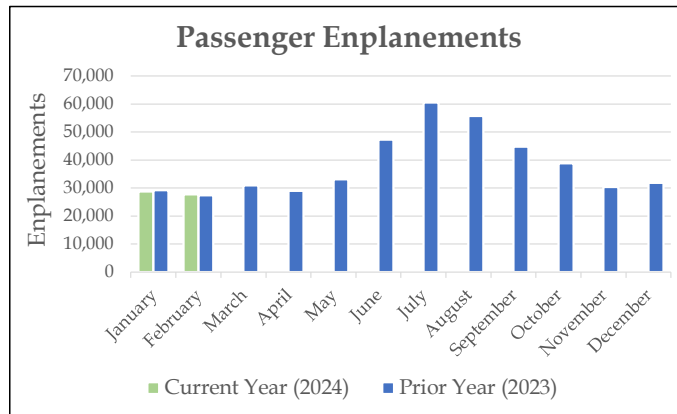
The public meeting discussion included both the car rental and non-car rental goals, the availability of disadvantaged businesses, the effects of discrimination on opportunities for ACDBEs, and the Sponsor's efforts to increase participation of ACDBEs. There were no comments received regarding non-car rental concessionaires.

Summary

- Record total passengers for CY 2023 (913,198)
- Previous record of 907,777 in 2019
- United finished 2023 as largest market share air carrier in MSO
- Record February LF of 87%

Air Service Highlights

- Summer seat growth exceeding +30% Y/Y
- Frontier Airlines returning to MSO in May
- Daily DEN service, 2x service to PHX
- Please reach out with any comments or changes to improve our report going forward!



Tower Operations	Ops Type	January	February	March	April	May	June	July	August	September	October	November	December	Total	Y/Y
	Air Carrier	586	547	0	0	0	0	0	0	0	0	0	0	0	1,133
Air Taxi	325	400	0	0	0	0	0	0	0	0	0	0	0	725	-1%
GA	658	789	0	0	0	0	0	0	0	0	0	0	0	1,447	-8%
Military	86	14	0	0	0	0	0	0	0	0	0	0	0	100	-45%
Civil	798	983	0	0	0	0	0	0	0	0	0	0	0	1,781	10%
Total	2024	2,453	2,733	0	0	0	0	0	0	0	0	0	0	5,186	0%
	2023	2,617	2,594	3,106	2,974	3,874	3,834	5,308	4,790	4,019	3,869	3,024	2,672	42,681	

Enplaned Passengers	Airlines	January	February	March	April	May	June	July	August	September	October	November	December	Total	Y/Y
	Alaska	5,557	5,833	0	0	0	0	0	0	0	0	0	0	0	11,390
Allegiant	2,677	2,621	0	0	0	0	0	0	0	0	0	0	0	5,298	-26%
American	2,844	2,043	0	0	0	0	0	0	0	0	0	0	0	4,887	-18%
Delta	9,058	8,780	0	0	0	0	0	0	0	0	0	0	0	17,838	9%
Frontier	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
United	7,446	8,432	0	0	0	0	0	0	0	0	0	0	0	15,878	-3%
Charters	1,179	0	0	0	0	0	0	0	0	0	0	0	0	1,179	4813%
Total	2024	28,761	27,709	0	0	0	0	0	0	0	0	0	0	56,470	0%
	2023	29,251	27,468	30,928	29,035	33,114	47,254	60,553	55,720	44,774	38,808	30,335	31,921	459,161	

LF	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023
		89.8%	81.9%	87.0%	80.1%	0	84.9%	87.8%	86.4%	80.4%	87.6%	84.3%	89.4%	91.2%	90.4%	89.8%

Deplaned Passengers	Airlines	January	February	March	April	May	June	July	August	September	October	November	December	Total	Y/Y
	Alaska	5,502	6,045	0	0	0	0	0	0	0	0	0	0	0	11,547
Allegiant	2,328	2,454	0	0	0	0	0	0	0	0	0	0	0	4,782	-32%
American	2,329	1,861	0	0	0	0	0	0	0	0	0	0	0	4,190	-22%
Delta	8,628	8,429	0	0	0	0	0	0	0	0	0	0	0	17,057	9%
Frontier	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
United	7,088	8,215	0	0	0	0	0	0	0	0	0	0	0	15,303	-7%
Charters	1,179	0	0	0	0	0	0	0	0	0	0	0	0	1,179	953%
Total	2024	27,054	27,004	0	0	0	0	0	0	0	0	0	0	54,058	-2%
	2023	27,338	27,778	30,782	28,712	34,608	50,955	60,176	53,114	42,099	37,485	29,800	31,190	454,037	

Total Pax	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023
	55,815	56,589	54,713	55,246	0	61,710	57,747	67,722	98,209	120,729	108,834	86,873	76,293	60,135	63,111	110,528

Legend:
 LF - Load Factor
 T12M - Previous 12 Months
 Y/Y - Year Over Year
 Pax - Passengers

State of Montana Airline Enplanements

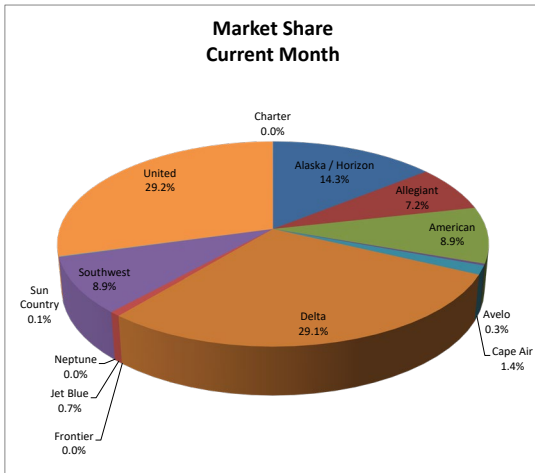
February 2024

	Alaska / Horizon	Allegiant	American	Avelo	Cape Air	Delta	Frontier	Jet Blue	Neptune	Southwest	Sun Country	United	Charter	Total	Tower Operations
Billings	3,342	3,748	3,618		1,408	9,181					150	9,914		31,361	7,207
Bozeman	12,316	3,363	12,663	203		21,922		1,464		18,339		25,015	46	95,331	8,087
Butte						1,078								1,078	
Glasgow					203									203	
Glendive					162									162	
Great Falls	1,699	2,587				5,318						3,694		13,298	2,242
Havre					207									207	
Helena	1,479					3,211						2,556		7,246	3,152
Kalispell	4,885	2,642		386		10,697						10,914		29,524	2,468
Missoula	5,833	2,621	2,043			8,780						8,432		27,709	2,733
Sidney					636									636	
Wolf Point					252									252	
Yellowstone														-	
Total	29,554	14,961	18,324	589	2,868	60,187	-	1,464	-	18,339	150	60,525	46	207,007	25,889
Market Share %	14.3%	7.2%	8.9%	0.3%	1.4%	29.1%	0.0%	0.7%	0.0%	8.9%	0.1%	29.2%	0.0%		

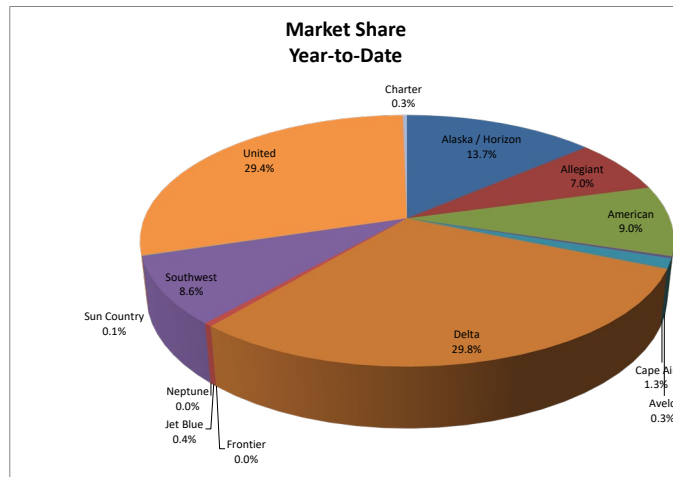
Year-to-Date

	Alaska / Horizon	Allegiant	American	Avelo	Cape Air	Delta	Frontier	Jet Blue	Neptune	Southwest	Sun Country	United	Charter	Total	Tower Operations
Billings	6,603	7,465	7,790	-	2,666	18,877	-	-	-	-	208	19,451	-	63,060	14,483
Bozeman	23,376	6,472	24,514	382	-	44,700	-	1,815	-	35,577	-	50,927	46	187,809	17,652
Butte	-	-	-	-	-	2,280	-	-	-	-	-	-	-	2,280	-
Glasgow	-	-	-	-	365	-	-	-	-	-	-	-	-	365	-
Glendive	-	-	-	-	310	-	-	-	-	-	-	-	-	310	-
Great Falls	3,531	4,698	-	-	-	10,855	-	-	-	-	-	7,518	-	26,602	2,242
Havre	-	-	-	-	419	-	-	-	-	-	-	-	-	419	-
Helena	3,076	-	-	-	-	6,600	-	-	-	-	-	5,081	-	14,757	5,885
Kalispell	8,474	4,898	-	653	-	21,576	-	-	-	-	-	22,080	-	57,681	4,551
Missoula	11,390	5,298	4,887	-	-	17,838	-	-	-	-	-	15,878	1,179	56,470	5,186
Sidney	-	-	-	-	1,116	-	-	-	-	-	-	-	-	1,116	-
Wolf Point	-	-	-	-	452	-	-	-	-	-	-	-	-	452	-
Yellowstone	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	56,450	28,831	37,191	1,035	5,328	122,726	-	1,815	-	35,577	208	120,935	1,225	411,321	49,999
Market Share %	13.7%	7.0%	9.0%	0.3%	1.3%	29.8%	0.0%	0.4%	0.0%	8.6%	0.1%	29.4%	0.3%		

**Market Share
Current Month**



**Market Share
Year-to-Date**



State of Montana
Air Carrier/Commuter Flights and Passengers
2021

STATE TOTAL

	2023 Passengers				2024 Passengers				% 2023 VS 2024			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	203,399	194,565	397,964	397,964	204,314	197,734	402,048	402,048	0.4%	1.6%	1.0%	1.0%
FEB	194,183	200,352	394,535	792,499	207,007	207,880	414,887	816,935	6.6%	3.8%	5.2%	3.1%
MAR	228,758	222,850	451,608	1,244,107	-	-	-	816,935	-100.0%	-100.0%	-100.0%	-34.3%
APR	180,103	178,744	358,847	1,602,954	-	-	-	816,935	-100.0%	-100.0%	-100.0%	-49.0%
MAY	202,071	213,418	415,489	2,018,443	-	-	-	816,935	-100.0%	-100.0%	-100.0%	-59.5%
JUN	277,543	297,282	574,825	2,593,268	-	-	-	816,935	-100.0%	-100.0%	-100.0%	-68.5%
JUL	346,671	346,339	693,010	3,286,278	-	-	-	816,935	-100.0%	-100.0%	-100.0%	-75.1%
AUG	338,235	324,297	662,532	3,948,810	-	-	-	816,935	-100.0%	-100.0%	-100.0%	-79.3%
SEP	279,186	264,719	543,905	4,492,715	-	-	-	816,935	-100.0%	-100.0%	-100.0%	-81.8%
OCT	232,823	217,160	449,983	4,942,698	-	-	-	816,935	-100.0%	-100.0%	-100.0%	-83.5%
NOV	185,523	183,629	369,152	5,311,850	-	-	-	816,935	-100.0%	-100.0%	-100.0%	-84.6%
DEC	208,189	219,095	427,284	5,739,134	-	-	-	816,935	-100.0%	-100.0%	-100.0%	-85.8%
	2,876,684	2,862,450			411,321	405,614						

BILLINGS

	2023 Passengers				2024 Passengers				% 2023 VS 2024			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	30,579	29,130	59,709	59,709	31,699	30,440	62,139	62,139	3.7%	4.5%	4.1%	4.1%
FEB	25,699	30,369	56,068	115,777	31,361	31,261	62,622	124,761	22.0%	2.9%	11.7%	7.8%
MAR	34,812	35,542	70,354	186,131	-	-	-	124,761	-100.0%	-100.0%	-100.0%	-33.0%
APR	32,066	33,072	65,138	251,269	-	-	-	124,761	-100.0%	-100.0%	-100.0%	-50.3%
MAY	34,285	35,627	69,912	321,181	-	-	-	124,761	-100.0%	-100.0%	-100.0%	-61.2%
JUN	35,859	37,207	73,066	394,247	-	-	-	124,761	-100.0%	-100.0%	-100.0%	-68.4%
JUL	41,749	41,631	83,380	477,627	-	-	-	124,761	-100.0%	-100.0%	-100.0%	-73.9%
AUG	40,237	39,716	79,953	557,580	-	-	-	124,761	-100.0%	-100.0%	-100.0%	-77.6%
SEP	34,937	33,833	68,770	626,350	-	-	-	124,761	-100.0%	-100.0%	-100.0%	-80.1%
OCT	37,704	37,208	74,912	701,262	-	-	-	124,761	-100.0%	-100.0%	-100.0%	-82.2%
NOV	34,677	34,141	68,818	770,080	-	-	-	124,761	-100.0%	-100.0%	-100.0%	-83.8%
DEC	35,110	35,694	70,804	840,884	-	-	-	124,761	-100.0%	-100.0%	-100.0%	-85.2%
	417,714	423,170			63,060	61,701						

BOZEMAN

	2023 Passengers				2024 Passengers				% 2023 VS 2024			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	91,699	90,610	182,309	182,309	92,478	91,761	184,239	184,239	0.8%	1.3%	1.1%	1.1%
FEB	93,190	94,850	188,040	370,349	95,331	96,984	192,315	376,554	2.3%	2.2%	2.3%	1.7%
MAR	108,022	104,062	212,084	582,433	-	-	-	376,554	-100.0%	-100.0%	-100.0%	-35.3%
APR	74,215	70,743	144,958	727,391	-	-	-	376,554	-100.0%	-100.0%	-100.0%	-48.2%
MAY	83,166	90,085	173,251	900,642	-	-	-	376,554	-100.0%	-100.0%	-100.0%	-58.2%
JUN	119,193	129,299	248,492	1,149,134	-	-	-	376,554	-100.0%	-100.0%	-100.0%	-67.2%
JUL	142,930	143,233	286,163	1,435,297	-	-	-	376,554	-100.0%	-100.0%	-100.0%	-73.8%
AUG	142,631	138,813	281,444	1,716,741	-	-	-	376,554	-100.0%	-100.0%	-100.0%	-78.1%
SEP	120,127	114,462	234,589	1,951,330	-	-	-	376,554	-100.0%	-100.0%	-100.0%	-80.7%
OCT	96,367	88,793	185,160	2,136,490	-	-	-	376,554	-100.0%	-100.0%	-100.0%	-82.4%
NOV	71,048	71,157	142,205	2,278,695	-	-	-	376,554	-100.0%	-100.0%	-100.0%	-83.5%
DEC	88,978	96,303	185,281	2,463,976	-	-	-	376,554	-100.0%	-100.0%	-100.0%	-84.7%
	1,231,566	1,232,410			187,809	188,745						

BUTTE

	2023 Passengers				2024 Passengers				% 2023 VS 2024			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	1,104	1,167	2,271	2,271	1,202	1,079	2,281	2,281	8.9%	-7.5%	0.4%	0.4%
FEB	882	939	1,821	4,092	1,078	1,101	2,179	4,460	22.2%	17.3%	19.7%	9.0%
MAR	1,420	1,439	2,859	6,951	-	-	-	4,460	-100.0%	-100.0%	-100.0%	-35.8%
APR	1,095	1,250	2,345	9,296	-	-	-	4,460	-100.0%	-100.0%	-100.0%	-52.0%
MAY	1,239	1,424	2,663	11,959	-	-	-	4,460	-100.0%	-100.0%	-100.0%	-62.7%
JUN	1,344	1,638	2,982	14,941	-	-	-	4,460	-100.0%	-100.0%	-100.0%	-70.1%
JUL	1,684	1,606	3,290	18,231	-	-	-	4,460	-100.0%	-100.0%	-100.0%	-75.5%
AUG	1,365	1,328	2,693	20,924	-	-	-	4,460	-100.0%	-100.0%	-100.0%	-78.7%
SEP	1,257	1,285	2,542	23,466	-	-	-	4,460	-100.0%	-100.0%	-100.0%	-81.0%
OCT	1,448	1,421	2,869	26,335	-	-	-	4,460	-100.0%	-100.0%	-100.0%	-83.1%
NOV	1,632	1,570	3,202	29,537	-	-	-	4,460	-100.0%	-100.0%	-100.0%	-84.9%
DEC	1,525	1,439	2,964	32,501	-	-	-	4,460	-100.0%	-100.0%	-100.0%	-86.3%
	15,995	16,506			2,280	2,180						

State of Montana
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GLASGOW

	2023 Passengers				2024 Passengers				% 2023 VS 2024			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	192	173	365	365	162	152	314	314	-15.6%	-12.1%	-14.0%	-14.0%
FEB	175	150	325	690	203	200	403	717	16.0%	33.3%	24.0%	3.9%
MAR	167	141	308	998	-	-	-	717	-100.0%	-100.0%	-100.0%	-28.2%
APR	232	236	468	1,466	-	-	-	717	-100.0%	-100.0%	-100.0%	-51.1%
MAY	246	229	475	1,941	-	-	-	717	-100.0%	-100.0%	-100.0%	-63.1%
JUN	281	274	555	2,496	-	-	-	717	-100.0%	-100.0%	-100.0%	-71.3%
JUL	310	288	598	3,094	-	-	-	717	-100.0%	-100.0%	-100.0%	-76.8%
AUG	309	305	614	3,708	-	-	-	717	-100.0%	-100.0%	-100.0%	-80.7%
SEP	240	226	466	4,174	-	-	-	717	-100.0%	-100.0%	-100.0%	-82.8%
OCT	239	225	464	4,638	-	-	-	717	-100.0%	-100.0%	-100.0%	-84.5%
NOV	248	236	484	5,122	-	-	-	717	-100.0%	-100.0%	-100.0%	-86.0%
DEC	245	247	492	5,614	-	-	-	717	-100.0%	-100.0%	-100.0%	-87.2%
	2,884	2,730			365	352						

GLENDIVE

	2023 Passengers				2024 Passengers				% 2023 VS 2024			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	139	163	302	302	148	169	317	317	6.5%	3.7%	5.0%	5.0%
FEB	146	122	268	570	162	149	311	628	11.0%	22.1%	16.0%	10.2%
MAR	148	172	320	890	-	-	-	628	-100.0%	-100.0%	-100.0%	-29.4%
APR	164	145	309	1,199	-	-	-	628	-100.0%	-100.0%	-100.0%	-47.6%
MAY	186	159	345	1,544	-	-	-	628	-100.0%	-100.0%	-100.0%	-59.3%
JUN	199	182	381	1,925	-	-	-	628	-100.0%	-100.0%	-100.0%	-67.4%
JUL	190	204	394	2,319	-	-	-	628	-100.0%	-100.0%	-100.0%	-72.9%
AUG	239	227	466	2,785	-	-	-	628	-100.0%	-100.0%	-100.0%	-77.5%
SEP	151	143	294	3,079	-	-	-	628	-100.0%	-100.0%	-100.0%	-79.6%
OCT	205	155	360	3,439	-	-	-	628	-100.0%	-100.0%	-100.0%	-81.7%
NOV	223	200	423	3,862	-	-	-	628	-100.0%	-100.0%	-100.0%	-83.7%
DEC	203	173	376	4,238	-	-	-	628	-100.0%	-100.0%	-100.0%	-85.2%
	2,193	2,045			310	318						

GREAT FALLS

	2023 Passengers				2024 Passengers				% 2023 VS 2024			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	12,209	11,627	23,836	23,836	13,304	12,947	26,251	26,251	9.0%	11.4%	10.1%	10.1%
FEB	11,409	11,365	22,774	46,610	13,298	13,129	26,427	52,678	16.6%	15.5%	16.0%	13.0%
MAR	14,180	14,050	28,230	74,840	-	-	-	52,678	-100.0%	-100.0%	-100.0%	-29.6%
APR	13,466	14,070	27,536	102,376	-	-	-	52,678	-100.0%	-100.0%	-100.0%	-48.5%
MAY	14,098	14,743	28,841	131,217	-	-	-	52,678	-100.0%	-100.0%	-100.0%	-59.9%
JUN	15,765	16,663	32,428	163,645	-	-	-	52,678	-100.0%	-100.0%	-100.0%	-67.8%
JUL	18,965	19,240	38,205	201,850	-	-	-	52,678	-100.0%	-100.0%	-100.0%	-73.9%
AUG	18,407	17,785	36,192	238,042	-	-	-	52,678	-100.0%	-100.0%	-100.0%	-77.9%
SEP	16,214	15,819	32,033	270,075	-	-	-	52,678	-100.0%	-100.0%	-100.0%	-80.5%
OCT	16,970	14,334	31,304	301,379	-	-	-	52,678	-100.0%	-100.0%	-100.0%	-82.5%
NOV	14,311	14,167	28,478	329,857	-	-	-	52,678	-100.0%	-100.0%	-100.0%	-84.0%
DEC	15,141	16,162	31,303	361,160	-	-	-	52,678	-100.0%	-100.0%	-100.0%	-85.4%
	181,135	180,025			26,602	26,076						

HAVRE

	2023 Passengers				2024 Passengers				% 2023 VS 2024			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	183	181	364	364	212	204	416	416	15.8%	12.7%	14.3%	14.3%
FEB	225	226	451	815	207	228	435	851	-8.0%	0.9%	-3.5%	4.4%
MAR	257	224	481	1,296	-	-	-	851	-100.0%	-100.0%	-100.0%	-34.3%
APR	249	238	487	1,783	-	-	-	851	-100.0%	-100.0%	-100.0%	-52.3%
MAY	261	225	486	2,269	-	-	-	851	-100.0%	-100.0%	-100.0%	-62.5%
JUN	256	230	486	2,755	-	-	-	851	-100.0%	-100.0%	-100.0%	-69.1%
JUL	270	256	526	3,281	-	-	-	851	-100.0%	-100.0%	-100.0%	-74.1%
AUG	282	274	556	3,837	-	-	-	851	-100.0%	-100.0%	-100.0%	-77.8%
SEP	217	211	428	4,265	-	-	-	851	-100.0%	-100.0%	-100.0%	-80.0%
OCT	265	248	513	4,778	-	-	-	851	-100.0%	-100.0%	-100.0%	-82.2%
NOV	254	258	512	5,290	-	-	-	851	-100.0%	-100.0%	-100.0%	-83.9%
DEC	245	249	494	5,784	-	-	-	851	-100.0%	-100.0%	-100.0%	-85.3%
	2,964	2,820			419	432						

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HELENA

	2023 Passengers				2024 Passengers				% 2023 VS 2024			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	6,485	6,139	12,624	12,624	7,511	7,224	14,735	14,735	15.8%	17.7%	16.7%	16.7%
FEB	5,911	5,901	11,812	24,436	7,246	7,173	14,419	29,154	22.6%	21.6%	22.1%	19.3%
MAR	6,904	6,882	13,786	38,222	-	-	-	29,154	-100.0%	-100.0%	-100.0%	-23.7%
APR	6,436	6,541	12,977	51,199	-	-	-	29,154	-100.0%	-100.0%	-100.0%	-43.1%
MAY	6,678	7,321	13,999	65,198	-	-	-	29,154	-100.0%	-100.0%	-100.0%	-55.3%
JUN	7,861	8,255	16,116	81,314	-	-	-	29,154	-100.0%	-100.0%	-100.0%	-64.1%
JUL	8,305	8,154	16,459	97,773	-	-	-	29,154	-100.0%	-100.0%	-100.0%	-70.2%
AUG	8,566	8,379	16,945	114,718	-	-	-	29,154	-100.0%	-100.0%	-100.0%	-74.6%
SEP	8,151	7,725	15,876	130,594	-	-	-	29,154	-100.0%	-100.0%	-100.0%	-77.7%
OCT	8,224	8,036	16,260	146,854	-	-	-	29,154	-100.0%	-100.0%	-100.0%	-80.1%
NOV	7,750	7,591	15,341	162,195	-	-	-	29,154	-100.0%	-100.0%	-100.0%	-82.0%
DEC	8,152	8,066	16,218	178,413	-	-	-	29,154	-100.0%	-100.0%	-100.0%	-83.7%
	89,423	88,990			14,757	14,397						

KALISPELL

	2023 Passengers				2024 Passengers				% 2023 VS 2024			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	30,846	27,315	58,161	58,161	28,157	25,967	54,124	54,124	-8.7%	-4.9%	-6.9%	-6.9%
FEB	28,310	27,967	56,277	114,438	29,524	29,820	59,344	113,468	4.3%	6.6%	5.4%	-0.8%
MAR	30,880	28,580	59,460	173,898	-	-	-	113,468	-100.0%	-100.0%	-100.0%	-34.8%
APR	22,261	22,812	45,073	218,971	-	-	-	113,468	-100.0%	-100.0%	-100.0%	-48.2%
MAY	27,256	27,397	54,653	273,624	-	-	-	113,468	-100.0%	-100.0%	-100.0%	-58.5%
JUN	46,846	49,791	96,637	370,261	-	-	-	113,468	-100.0%	-100.0%	-100.0%	-69.4%
JUL	68,504	68,229	136,733	506,994	-	-	-	113,468	-100.0%	-100.0%	-100.0%	-77.6%
AUG	67,432	61,505	128,937	635,931	-	-	-	113,468	-100.0%	-100.0%	-100.0%	-82.2%
SEP	50,545	46,385	96,930	732,861	-	-	-	113,468	-100.0%	-100.0%	-100.0%	-84.5%
OCT	31,113	27,949	59,062	791,923	-	-	-	113,468	-100.0%	-100.0%	-100.0%	-85.7%
NOV	24,075	23,617	47,692	839,615	-	-	-	113,468	-100.0%	-100.0%	-100.0%	-86.5%
DEC	25,633	28,624	54,257	893,872	-	-	-	113,468	-100.0%	-100.0%	-100.0%	-87.3%
	453,701	440,171			57,681	55,787						

MISSOULA

	2023 Passengers				2024 Passengers				% 2023 VS 2024			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	29,251	27,338	56,589	56,589	28,761	27,054	55,815	55,815	-1.7%	-1.0%	-1.4%	-1.4%
FEB	27,468	27,778	55,246	111,835	27,709	27,004	54,713	110,528	0.9%	-2.8%	-1.0%	-1.2%
MAR	30,928	30,782	61,710	173,545	-	-	-	110,528	-100.0%	-100.0%	-100.0%	-36.3%
APR	29,035	28,712	57,747	231,292	-	-	-	110,528	-100.0%	-100.0%	-100.0%	-52.2%
MAY	33,114	34,608	67,722	299,014	-	-	-	110,528	-100.0%	-100.0%	-100.0%	-63.0%
JUN	47,254	50,955	98,209	397,223	-	-	-	110,528	-100.0%	-100.0%	-100.0%	-72.2%
JUL	60,553	60,176	120,729	517,952	-	-	-	110,528	-100.0%	-100.0%	-100.0%	-78.7%
AUG	55,720	53,114	108,834	626,786	-	-	-	110,528	-100.0%	-100.0%	-100.0%	-82.4%
SEP	44,774	42,099	86,873	713,659	-	-	-	110,528	-100.0%	-100.0%	-100.0%	-84.5%
OCT	38,808	37,485	76,293	789,952	-	-	-	110,528	-100.0%	-100.0%	-100.0%	-86.0%
NOV	30,335	29,800	60,135	850,087	-	-	-	110,528	-100.0%	-100.0%	-100.0%	-87.0%
DEC	31,921	31,190	63,111	913,198	-	-	-	110,528	-100.0%	-100.0%	-100.0%	-87.9%
	459,161	454,037			56,470	54,058						

SIDNEY

	2023 Passengers				2024 Passengers				% 2023 VS 2024			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	525	510	1,035	1,035	480	543	1,023	1,023	-8.6%	6.5%	-1.2%	-1.2%
FEB	568	517	1,085	2,120	636	589	1,225	2,248	12.0%	13.9%	12.9%	6.0%
MAR	752	700	1,452	3,572	-	-	-	2,248	-100.0%	-100.0%	-100.0%	-37.1%
APR	610	658	1,268	4,840	-	-	-	2,248	-100.0%	-100.0%	-100.0%	-53.6%
MAY	696	635	1,331	6,171	-	-	-	2,248	-100.0%	-100.0%	-100.0%	-63.6%
JUN	734	680	1,414	7,585	-	-	-	2,248	-100.0%	-100.0%	-100.0%	-70.4%
JUL	722	744	1,466	9,051	-	-	-	2,248	-100.0%	-100.0%	-100.0%	-75.2%
AUG	711	680	1,391	10,442	-	-	-	2,248	-100.0%	-100.0%	-100.0%	-78.5%
SEP	653	631	1,284	11,726	-	-	-	2,248	-100.0%	-100.0%	-100.0%	-80.8%
OCT	667	666	1,333	13,059	-	-	-	2,248	-100.0%	-100.0%	-100.0%	-82.8%
NOV	662	617	1,279	14,338	-	-	-	2,248	-100.0%	-100.0%	-100.0%	-84.3%
DEC	747	652	1,399	15,737	-	-	-	2,248	-100.0%	-100.0%	-100.0%	-85.7%
	8,047	7,690			1,116	1,132						

State of Montana
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WOLF POINT

	2023 Passengers				2024 Passengers				% 2023 VS 2024			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	187	212	399	399	200	194	394	394	7.0%	-8.5%	-1.3%	-1.3%
FEB	200	168	368	767	252	242	494	888	26.0%	44.0%	34.2%	15.8%
MAR	288	276	564	1,331	-	-	-	888	-100.0%	-100.0%	-100.0%	-33.3%
APR	274	267	541	1,872	-	-	-	888	-100.0%	-100.0%	-100.0%	-52.6%
MAY	287	269	556	2,428	-	-	-	888	-100.0%	-100.0%	-100.0%	-63.4%
JUN	192	194	386	2,814	-	-	-	888	-100.0%	-100.0%	-100.0%	-68.4%
JUL	305	287	592	3,406	-	-	-	888	-100.0%	-100.0%	-100.0%	-73.9%
AUG	316	330	646	4,052	-	-	-	888	-100.0%	-100.0%	-100.0%	-78.1%
SEP	245	245	490	4,542	-	-	-	888	-100.0%	-100.0%	-100.0%	-80.4%
OCT	275	251	526	5,068	-	-	-	888	-100.0%	-100.0%	-100.0%	-82.5%
NOV	308	275	583	5,651	-	-	-	888	-100.0%	-100.0%	-100.0%	-84.3%
DEC	289	296	585	6,236	-	-	-	888	-100.0%	-100.0%	-100.0%	-85.8%
	3,166	3,070			452	436						

*** YELLOWSTONE**

	2023 Passengers				2024 Passengers				% 2023 VS 2024			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN												
FEB												
MAR												
APR												
MAY	559	696	1,255	1,255	-	-	-	-	-100.0%	-100.0%	-100.0%	-100.0%
JUN	1,759	1,914	3,673	4,928	-	-	-	-	-100.0%	-100.0%	-100.0%	-100.0%
JUL	2,184	2,291	4,475	9,403	-	-	-	-	-100.0%	-100.0%	-100.0%	-100.0%
AUG	2,020	1,841	3,861	13,264	-	-	-	-	-100.0%	-100.0%	-100.0%	-100.0%
SEP	1,675	1,655	3,330	16,594	-	-	-	-	-100.0%	-100.0%	-100.0%	-100.0%
OCT	538	389	927	17,521	-	-	-	-	-100.0%	-100.0%	-100.0%	-100.0%
NOV												
DEC												
	8,735	8,786			-	-						

* The Yellowstone Airport is a seasonal airport. May - October 2024