

MINUTES OF THE JACKSON HOLE AIRPORT BOARD

DATE: February 21, 2018

BOARD PRESENT: Jim Waldrop, Jerry Blann, Rick Braun, Mary Gibson Scott and John Eastman were present in the Airport Board Conference Room.

OTHERS PRESENT: David Vela, Gary Pollock, Grand Teton National Park; Greg Epstein, Teton County; Mike Mahoney, KLJ; Gene Murphy, Kevin Ensor, SEH; Ryk Dunkelberg, Mead & Hunt; Phil Cameron, Energy Conservation Works; April Landale, Grand Teton Association; Thomas Kirsten, Jorgensen; Jeremy Mayo, Hertz; Scott Reese, Enterprise; Dakota Dayton, Alamo/National; Keaton Brown, Inger Schou, Jackson Hole Aviation; Pete Lindell, Dave Coyle, Fly Jackson Hole; Greg Herrick, Wyoming Jet Center; Hank Phibbs, Tony Chambers, Public; Jim Elwood, Dustin Havel, Michelle Anderson, Tony Cross, Megan Jenkins, Anna Valsing, Randy Knepper, Peter Tan, Robin Usher, Esther Borja, Jake Sperl, Kaitlin Perkins, Jackson Hole Airport.

CALL TO ORDER: Waldrop called the meeting of the Jackson Hole Airport Board to order at 9:00 am on Wednesday, February 21, 2018.

I. CERTIFICATE OF ORGANIZATION: Waldrop stated the new slate of officers will be:

Jerry Blann, President
Rick Braun, Vice President
Mary Gibson Scott, Treasurer
John Eastman, Secretary
Jim Waldrop, Member
James P. Elwood, A.A.E. Registered Agent

Braun made a motion to approve the slate of officers as presented and adopt the Certificate of Organization. Gibson Scott seconded the motion, which passed unanimously. The Board and Executive Director also received Conflict of Interest Declarations to be completed and returned to the Airport prior to the next meeting. Blann recognized Waldrop for his leadership during his presidency and presented him with an antique map of the Wyoming Territory.

II. EMPLOYEE OF THE MONTH: Elwood recognized Peter Tan as February's employee of the month.

III. COMMUNITY OUTREACH: Jenkins stated that the Children's Learning Center visited the Airport on February 6th.

IV. GRAND TETON ASSOCIATION – APRIL LANDALE – SPECIAL WELCOME: Gibson Scott introduced the Executive Director of Grand Teton Association, April Landale.

V. ENERGY CONSERVATION WORKS – GRANT: Walters stated the Airport replaced the public parking lot lighting with efficient LED lights. He stated it was a cooperative project between Energy Conservation Works (ECW), Lower Valley Energy (LVE) and the Airport. He stated that with the new lighting the Airport will save \$7,000 and 80,000 kWh annually. He introduced Phil Cameron with ECW. Cameron presented the Airport with an \$8,000 rebate check from LVE. He extended appreciation from the ECW Board to the Airport Board. Gibson Scott stated her appreciation for this project.

- A1. Approval of the Minutes – January 24, 2018**
- A2. Official Depositories (2018)**
- A3. TimeClock Professional – Software Upgrade**
- A4. Currier & Co – Amendment for Fuel Farm Design**
- A5. High Desert – Glycol Disposal Contract**
- A6. Jorgensen – Electrical Relocation Contract**
- A7. On-Airport Rental Car – Agreements**
 - i. Enterprise**
 - ii. National/Alamo – Corpat**
 - iii. Hertz – Overland West**

Waldrop made a motion to approve consent agenda items A1-A7. Eastman seconded the motion, which passed unanimously.

B. Rates Review: Eastman made a motion to approve Jackson Hole Aviation's proposed fuel rate of \$7.33 per gallon for Jet A Fuel. Gibson Scott seconded the motion. With no further discussion, the motion passed unanimously.

C. Financial Reports:

1. Customer Facility Charge (CFC): Elwood stated that the CFC balance as of January 31, 2018 is \$3,865,046. He said that \$371,081 has been expended for QTA design and it is anticipated an additional \$188,419 will be spent to complete the design portion of the project.

2. Income & Expense Operating Statements: Elwood said income remains above the budgeted amount for January and year to date continues to track above budget at 5.77%. He said rental car, parking and ground transportation income are higher than predicted. Eastman asked why FBO income has decreased. Elwood stated it has decreased because of the removal of Hangar 3. Braun made a motion to approve the financial reports for January 2018. Waldrop seconded the motion, which passed unanimously.

D. Payment of the Bills: Gibson Scott made a motion to approve checks 34864-35004, check 3024 and ACH Payroll & Tax Deposits January 31 and February 15, 2018. Eastman seconded the motion, which passed unanimously.

E. Mead & Hunt – Part 150 Study: Dunkelberg gave a presentation (Exhibit A) on the Airport's Part 150 Study. Eastman asked to what extent pilots can deviate from the recommendations. Dunkelberg said that pilots always have discretion if safety is involved. Blann acknowledged the National Park Service and Mead & Hunt for the work involved in the Study. Eastman asked how the Fly Quiet Program relates to the Part 150 Study. Dunkelberg stated that the Fly Quiet Program will monitor the quality of aircraft flown in to the Airport. Braun stated he expects a high level of compliance with the procedures that are being proposed.

Gibson Scott made a motion to adopt Resolution 2018-02, in the form presented, accepting the Final FAR Part 150 Study. Braun seconded the motion. With no further discussion, the motion passed unanimously.

F. KLJ – Owner's Representative Amendment: Havel stated that the Board entered into an Owner's Representative Agreement with KLJ on July 19, 2017. He said KLJ has been working with the Board and staff to coordinate multiple construction projects going on at the Airport including the Fuel Farm project, the Landside Access Road and Drainage Project and the future

Purpose of Study Reminder

- Voluntary noise exposure and land use compatibility study.
- Address requirements of 1983 Use Agreement between Jackson Hole Airport and the Department of the Interior.
- Steps:
 - Identify existing noise exposure and potential future noise exposure.
 - Evaluate alternatives to reduce the number of people affected by noise and reduce noise effects to Grand Teton National Park.
 - Make recommendations for viable noise abatement/mitigation measures.
- It generally has a 5-year planning horizon.

EXHIBIT A

Purpose of Study (Continued)

→ 14 CFR Part 150 requires the Airport evaluate alternatives that:

- Reduces existing noncompatible uses and prevents or reduces the probability of the establishment of additional non-compatible uses.
- Does not impose undue burden on interstate and foreign commerce.
- Is not unjustly discriminatory.
- Does not negatively impact safety or adversely affect the safe and efficient use of airspace.

Noise Abatement Recommendations

- Recommendation 1: RNP Arrival Procedure for RW 19
- Recommendation 2: Charted Visual Arrival Procedure for RW 19
- Recommendation 3: RNAV SID for RW 19
- Recommendation 4: RNAV SID for RW 01
- Recommendation 5: Waypoint Noise Abatement Flight Paths
- Recommendation 6: Avoid Low Flying Aircraft Over Noise Sensitive Areas GTNP

Land Use Management and Administrative/Facility Recommendations

→ **Land Use Recommendations:**

- Zoning Code Changes
- Comprehensive Plan Amendments

→ **Administrative/Facility Recommendations:**

- Fly Quiet and Pilot Awareness Program
- Continuation of Study Committee
- Installation of BI-6 Repeater in JAC Tower
- Noise Monitoring/Flight Tracking
- Noise Complaint Response
- Review Update of Part 150 Study

Next Steps

- **Submit Official Document to FAA**
 - Report and Maps will be certified as to reasonableness
- **FAA Accepts the Noise Exposure Maps**
 - Upon acceptance of the Maps, FAA places notice in Federal Register which starts the 180 day review clock
- **FAA Approves or Disapproves the Recommendations**
 - The FAA has 180 days to approve or disapprove the Recommendations