

MINUTES OF THE JACKSON HOLE AIRPORT BOARD

DATE: February 18, 2019

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

OTHERS PRESENT: Mark Barron, Teton County; Ryk Dunkelberg, Kate Andrus, Mead & Hunt; Mike Mahoney, KLJ; Paul Fiore, Aviation; Mike Kosmrl, JHN&G; Keaton Brown, Jackson Hole Aviation; Greg Herrick, Wyoming Jet Center; Jim Elwood, Dustin Havel, Michelle Anderson, Tony Cross, Megan Jenkins, Alton George, Andrew Wells, Kaitlin Perkins, Natasha Stevens, Alton George, Phyl Koch, Robin Usher, Tom Tobin, Connie Avery, Randy Knepper, Jackson Hole Airport.

CALL TO ORDER: Blann called the meeting of the Jackson Hole Airport Board to order at 1:00 pm on Monday, February 18, 2019.

Blann recognized Waldrop for his ten years of service on the Board. He introduced McLaurin as the Board's new Secretary. Elwood thanked Waldrop for his passion and dedication to the Airport and community.

Waldrop stated the past ten years have been a blessing. He said the whole culture of the Airport and what it stands for makes him extremely proud.

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

Rick Braun, President
Mary Gibson Scott, Vice President
John Eastman, Treasurer
Bob McLaurin, Secretary
Jerry Blann, Member

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.

II. EMPLOYEE OF THE MONTH: Elwood recognized Andrew Wells as January's employee of the month. He recognized Jason Stewart as February's employee of the month.

III. COMMUNITY OUTREACH: Jenkins stated Teton Raptor Center brought their public program to the Airport twice during the month of January. She said JH Chamber expanded their schedule and hours, reaching more passengers during peak travel times. She presented a welcome video with David Vela that plays in the baggage claim area of the Airport.

IV. COMMENTS FROM – NATIONAL PARK SERVICE, TOWN OF JACKSON, TETON COUNTY AND THE PUBLIC: Braun acknowledged Jim Stanford and Greg Epstein for serving as Airport liaisons. He introduced and welcomed Mark Barron as the new Airport liaison for Teton County. Barron stated he looks forward to working with the Airport as a County Commissioner.

V. MEAD & HUNT – ENVIRONMENTAL AND WASTE MANAGEMENT PRESENTATION:

Andrus gave a presentation related the Airport’s waste management (see Attachment A). Gibson Scott stated this is an excellent objective and she looks forward to implementation. Blann asked what growth assumptions were made. Andrus said growth and passengers were not accounted for. She said it would be helpful to report our metrics related to passengers. Eastman encouraged a partnership with Rocky Mountain Institute.

VI. COMMITTEE UPDATES: Blann stated the Conceptual Committee continues to review projects approved by the Board over the past couple of years.

Braun stated the Concessions & Contracts Committee reviewed and supports several items on the consent agenda.

Blann stated the General Aviation/FBO Committee reviewed and supports the fuel price adjustment from Jackson Hole Aviation.

Gibson Scott stated the GTNP/Environmental Committee reviewed and supports the USGS Water Monitoring Agreement.

Eastman stated the Transportation Committee worked extensively on the parking lot improvement project. He said the Committee supports the improvements and believes they are a major step forward for the Airport and community.

Gibson Scott stated the HR Committee has looked at the data from the 2018 employee survey. She said Cross will present the findings and recommendations.

Cross gave an HR update (see Attachment B).

VII. ACTIVITIES REPORTS REVIEW: Elwood stated that in order to comply with the Noise Abatement Plan, the Airport measures Average Daily Departures (ADDs) on a quarterly basis. He said ADDs for the quarter ending December 31, 2018 were 2.64 and annually were 3.5. He said both values are well below the limits established in the Plan. Elwood stated December 2018 enplanements decreased 1% over December 2017 enplanements. He said year to date, passenger enplanements increased 11% over 2017. He said that January 2018 enplanements increased 10% over January 2017.

VIII. ACTION ITEMS:

A. Consent Agenda:

- A1. Approval of the Minutes – December 19, 2018**
- A2. Official Depositories**
- A3. Ventilation Project**
- A4. Glycol Collection and Disposal Agreement**
- A5. Power Wash Equipment Purchase**

Gibson Scott made a motion to approve consent agenda items A1-A5. Eastman seconded the motion, which passed unanimously.

B. Rates Review: Eastman made a motion to approve Jackson Hole Aviation’s proposed Jet A fuel rate of \$7.60/gallon. Blann seconded the motion, which passed unanimously.

C. Financial Reports: Anderson stated that PFCs collected in the fourth quarter 2018 were \$336,376. She said the Airport is receiving approximately \$1,250,000 annually from PFCs for approved projects such as the terminal expansion and baggage claim remodel. She said at the current rate of \$4.50 per enplaned passenger, all currently approved PFC projects will be collected by February 2038. Anderson stated January income in the Airport Operations enterprise center was 21% above budget, Security Operations was 5% above budget and Fuel Farm was 4% above budget. She said expenses in the Airport Operations enterprise center was 7% above budget, Security Operations was 2% below budget and the Fuel Farm enterprise center was 7% above budget. She said year to date income across the three enterprise centers is 8% above budget and expenses are 1% over budget. Blann made a motion to accept the financials for December 2018 and January 2019. Blann seconded the motion, which passed unanimously.

D. Payment of the Bills: Eastman made a motion to approve checks 36472-36857, checks 3165-3168 and ACH Payroll & Tax Deposits: December 28, January 15, January 31 and February 15, 2018. Blann seconded the motion, which passed unanimously.

E. Water Monitoring Agreement: Anderson stated USGS has been monitoring groundwater quality at the at the Airport for the past ten years. She said the proposed scope includes water quality monitoring at ten monitoring wells and water-leveling monitoring at eighteen wells. She said each well will be sampled eight times for major inorganics, nutrients, dissolved organic carbon and benzotriazoles. She said in addition to these analyses, glycol will be collected at well JH-DI1 and volatile organic compounds, gasoline range organics and diesel range organics will be collected twice from well JH-4. She said the proposal represents a 7% increase compared to the 2013 agreement. She said there is a 2% year over year increase in expenses built into the agreement. She said the Agreement is a 5-year term. She said the GTNP/Environment Committee recommends approval. Gibson Scott made a motion to approve ground water monitoring agreement with USGS, in the form presented, in the amount of 511,740 with the Airport share of \$358,218. Blann seconded the motion, which passed unanimously.

F. Parking Lot Project Agreement: Havel stated this project includes several components including: paving, installing fence similar to the GTNP Jenny Lake Project, improved signage to be similar to Gros Ventre roundabout, installing dark skies approved LED lighting, installing islands and associated conduit for the parking lot access revenue control system and coordination with the ongoing landside project. He said Wadman's Guaranteed Maximum Price Amendment 7 is \$3,724,207. He said since less than 70% of the work is being completed by Wyoming resident contractors, there will need to be a resolution adopted. He said the Transportation Committee has reviewed and recommends approval.

Blann made a motion to approve Wadman's GMP Amendment 7, in the form presented, in the amount of \$3,724,207. McLaurin seconded the motion, which passed unanimously. Gibson Scott stated this is an excellent project that will need to be communicated to the community and public.

Blann made a motion to adopt Resolution 2019-01, in the form presented, granting a waiver of the 70% in-state CMAR subcontracting requirement due to insufficient in-state subcontractor bids for the Parking Lot Project. McLaurin seconded the motion, which passed unanimously.

G. Parking Lot Project Construction Administration and Construction Observation Agreement: Havel stated Nelson Engineering completed the design work for the parking lot

project. He said the next phase is Construction Administration and Observation. He said the Agreement is a not to exceed amount of \$240,100. He said the Transportation Committee has reviewed and recommends approval. Gibson Scott made a motion to approve the Construction Administration/Construction Observation 2019 JAC Parking Improvements Contract with Nelson Engineering, in the form presented, with a not-to-exceed amount of \$240,100. Eastman seconded the motion, which passed unanimously.

H: Parking Lot Access Control System Agreement: George stated Airport staff worked with Walker Consulting on developing specifications for a Parking Lot Access Control system in coordination with the parking lot improvement project. He said four bids were received for the project. He said the review committee narrowed the selection down to two companies which were interviewed in January. He said the Committee recommends SKIDATA as the top ranked vendor. He said this portion of the parking lot project is for the hardware and software components that will manage parking lot access and payment services for parking. He said the amount of the equipment, software and installation is a not to exceed amount of \$600,000. He said the Transportation Committee has reviewed and recommends approval. Eastman asked if SKIDATA integrates with other airport systems. George stated that it does, and the Airport's IT Manager has reviewed and is pleased with the integration. Gibson Scott made a motion to approve the Parking Lot Access Control System Agreement with SKIDATA, in the form presented, in the amount of \$595,804.

VII. DIRECTOR'S COMMENTS: Crook gave a security operations update. Havel gave a construction update. Elwood stated the Airport has reached out to Three Elephant Public Relations regarding assistance for community outreach support. The Board supported the assistance from Three Elephant.

VIII. BOARD COMMENTS: Blann and Elwood gave an update on deicing procedures at the Airport.

McLaurin stated his appreciation to be able to serve on the Board.

Eastman encouraged the Airport to look at ways to get control of deicing operations. He thanked Waldrop for his service to the Board and stated it was a pleasure to work with him.

Gibson Scott addressed the complexities of a state school land swap with the Airport.

Braun thanked everyone for attending the meeting.

X. ADJOURN: McLaurin made a motion to adjourn the meeting at 2:53 pm on Monday, February 18, 2019. Gibson Scott seconded the motion and the meeting was adjourned.



Rick Braun, President



Bob McLaurin, Secretary

**RESOLUTION NO. 2019-02
OF THE
JACKSON HOLE AIRPORT BOARD**

**RE: CMAR Subcontractor Procurement Waiver
Restaurant Temporary Remodel Project**

March 18, 2019

The Jackson Hole Airport Board (the "Board"), a body corporate, organized under the laws of State of Wyoming, finds that:

WHEREAS, the Board is the operator and proprietor of the Jackson Hole Airport (the "Airport") and is authorized to enter into contracts to construct facilities for the efficient operation of the Airport, pursuant to W.S. §10-5-101, *et seq*;

WHEREAS, the Board is undertaking a project to temporarily remodel the Terminal Building restaurant (the "Project") and in connection with the Project and other related projects, the Board has entered into a contract with Wadman Corporation as a construction manager at risk ("CMAR") as authorized by W.S. §16-6-707(a);

WHEREAS, W.S. §16-6-707(c) provides that a CMAR shall comply with the residency and preference requirements imposed by law, and W.S. §16-6-1001 further provides that the CMAR shall award to responsible Wyoming resident contractors not less than 70% of the work covered by the CMAR's contract, and if that cannot be accomplished the governing body shall approve a waiver based on one or more factors enumerated in such Statute;

WHEREAS, subcontractor bids for the Project were issued under nine (9) different subcontract schedules; those schedules were for Millwork, Doors & Frames, Metal Framing & Drywall, Acoustical Ceiling Sound Panels, Flooring, Painting, Fire Sprinkler, Mechanical Package & Electrical Package;

WHEREAS, the low bidders for four (4) of the schedules, Metal Framing & Drywall, Acoustical Ceiling Sound Panels, Mechanical Package and Electrical Package, were Wyoming resident subcontractors and their bids collectively total \$137,004, which is approximately 41.5% of the total low subcontractor bids on the Project;

WHEREAS, for five (5) other subcontracting schedules, Millwork, Doors & Frames Flooring, Painting, and Fire Sprinkler, collectively totaling \$193,033 and containing approximately 58.5% of the monetary value of the work, no Wyoming residents submitted bids (though the low non-resident flooring bidder, Grand Teton Floor & Window Coverings, is an actual Wyoming resident but is not registered and therefore cannot be considered such); and

WHEREAS, W.S. §16-6-1001(a) (1)(c)(iv) provides that a waiver may be granted when "there were insufficient responsible Wyoming contractors submitting bids to make the seventy percent (70%) requirement" and;

NOW THEREFORE, in open meeting and on motion made, seconded and unanimously adopted, the Jackson Hole Airport Board hereby finds and resolves as follows:

1. There were insufficient responsible Wyoming contractors submitting bids to make the seventy percent (70%) requirement with respect to the Project.
2. A copy of the subcontract bid tabulation, indicating the amount of the subcontract bids and the residence status of each subcontractor submitting bids is attached hereto as **Exhibit A**.
3. Pursuant to W.S. §16-6-1001(a)(i), the Airport Board therefore approves a waiver from the requirements of W.S. §16-6-1001 with respect to this Project.

Upon motion duly made and seconded, the foregoing Resolution was adopted by the Jackson Hole Airport Board this 18th day of March 2019.

JACKSON HOLE AIRPORT BOARD

By: 
Rick Braun, President

ATTEST:

By: 
Robert McLaurin, Secretary

**RESOLUTION NO. 2019-03
OF THE
JACKSON HOLE AIRPORT BOARD**

RE: ADOPTION OF WASTE POLICY AND WASTE DIVERSION GOAL

March 18, 2019

The Jackson Hole Airport Board (the "Board"), a body corporate, organized under the laws of Wyoming, finds that:

WHEREAS, the Board is owner and operator of the Jackson Hole Airport (the "Airport"), and pursuant to Wyoming Statute §10-5-202 is authorized to operate and maintain the Airport and its allied facilities;

WHEREAS, pursuant to 16 U.S.C. §§7a-7e, the Department of the Interior and the Board entered into an Agreement dated April 27, 1983, as amended (the "Agreement"), for the operation of the Airport within Grand Teton National Park (the "Park");

WHEREAS, on May 18, 2011 the Board and the Department entered into a Third Amendment to the Agreement under which the Board agreed to periodically review and further reduce noise and other negative environmental impacts associated with the Airport;

WHEREAS, airports have an opportunity to lead by example and to divert as much material as feasible to protect natural resources;

WHEREAS, increased reduction, reuse, donation, recycling, composting, and energy recovery have the potential to decrease the Airport's ecological footprint;

WHEREAS, a written plan for addressing Airport waste was completed in February 2019 and contains information about the material streams generated at the Airport and recommended strategies for their management which are designed to increase waste diversion at the Airport as a whole. This plan assesses the Airport's current levels of waste generation, identifies objectives, and recommends short, medium, and long-term actions to reach a specific diversion goal.

WHEREAS, "Zero Waste" is a conceptual approach that strives to change the way materials flow through society, resulting in no waste; posits that natural resources should be used in the most ethical, economical and sustainable way possible, as physical and human systems are interconnected and interdependent; and the guiding principles of Zero Waste are: managing resources instead of waste; conserving natural resources through waste prevention and recycling; turning discarded resources into new products instead of trash; promoting products and materials that are durable and recyclable; discouraging products and materials that can only become trash after their use; and using education as a tool to maximize community engagement.

NOW, THEREFORE, it is resolved by the Jackson Hole Airport Board, in open and public meeting, as follows:

1. The Board hereby adopts the following waste management policy, as proposed in the waste plan:

The Airport is committed to protecting our environment, supporting our local community, and operating as a resilient resource to the unique area we serve. We will work toward zero waste by practicing responsible waste management and prioritizing waste diversion. Foremost, we will seek to reduce waste in our activities and facilities and then to reuse, donate, recycle, compost, and convert to energy the residual waste generated by our actions, in this order. We will support and promote Teton County's Road to Zero Waste and Grand Teton National Park/Subaru's Zero Waste Initiative.

2. The Board hereby adopts the following waste goal, as established by Teton County Integrated Solid Waste Management and adopted by the Park:

To achieve 60% landfill diversion by 2030 over the 2016 baseline.

Upon motion duly made and seconded, the foregoing Resolution was adopted by the Jackson Hole Airport Board this 18th day of March, 2019.

ATTEST:

JACKSON HOLE AIRPORT BOARD

By: 
Bob McLaurin, Secretary

By: 
Rick Braun, President

JACKSON HOLE AIRPORT BOARD 03/18/19

| VOUCHER # | DATE | VENDOR NAME | AMOUNT | FOR | Approved By |
|---|----------------|--|----------------|--|--------------------------------|
| ACH Transfers / Payroll Cheques / Bank Charges | | | | | |
| 3169-3170 | 02/18/19 | JHAB Employees | 500.00 | Employee of the Month | Payroll |
| ACH | 02/18/19 | EFTPS | 82.84 | Tax Deposits eff. 02/19/18 | Payroll |
| ACH | 02/28/19 | JHAB / Screeners Employees | 218,864.19 | Payroll of February 28, 2019 | Payroll |
| ACH | 02/28/19 | EFTPS | 74,258.70 | Tax Deposits Payroll eff. 02/28/19 | Payroll |
| ACH | 02/28/19 | JHAB Employee | 726.25 | Termed | Payroll |
| ACH | 02/28/19 | EFTPS | 210.47 | Tax Deposits Payroll eff. 03/01/19 | Payroll |
| ACH | 02/28/19 | Great West Trust Payment (WYO Deferred Contribution) | 8,870.00 | February 15 / 28, 2019 Payroll | Payroll |
| ACH | 01/05/19 | Bank of the West (BOW) | 20,901.40 | Feb 2019 BOW Loan 2014 \$2.2M Principal & Interest Payment [Acct 2361100] | Signed Agreement |
| ACH | 01/05/19 | Bank of the West (BOW) | 86,501.72 | Feb 2019 BOW Loan 2018 \$8.5M Principal & Interest Payment [Acct 23600020] | Signed Agreement |
| ACH | 02/01/19 | First Interstate Bank (FIB) | 44,011.01 | Feb 2019 FIB Loan Series B 2018 \$10.7M Interest Payment [Acct 2363100] | Signed Agreement |
| ACH | 02/12/19 | First Interstate Bank (FIB) | 63,008.72 | Feb 2019 FIB Loan Series C 2018 \$2.1M Principal & Interest Payment [Acct 2363200] | Signed Agreement |
| GJ-BSC | 02/01-02/28/19 | Wells Fargo / Ventek / Stripe / Chargebee | 3,732.79 | Bank/Credit Card Service Charges (Ventek, Stripe Chargebee & In House Terminals) | Bank/Credit Card Notices |
| CFC Vouchers | | | | | |
| FIB 000004 | 02/28/19 | Jackson Hole Airport Board | 1,054,593.98 | Reimbursement of payments made to KLJ, Wadman, re QTA RFC Replacement | Michelle Anderson / Jim Elwood |
| | | | (1,054,593.98) | Above cheque was deposited to WF General Account, thus zero effect | |
| General Fund Vouchers | | | | | |
| 036858 | 02/15/19 | California State Disbursement | 318.00 | Ch.Sup. D532742 | Payroll |
| 036859 | 02/15/19 | Texas Child Sup. Disbursement | 1,156.86 | Ch.Sup. OI3005-1996 | Payroll |
| 036860 | 02/15/19 | WY Child Support Payment | 455.50 | Ch.Sup. D208389 | Payroll |
| 036861 | 02/15/19 | Milton Cross | 248.00 | PerDiemCYS WAM Conference 02/19-22 | Jim Elwood |
| 036862 | 02/15/19 | Marilyn G French | 102.00 | PerDiem-PIV Casper-WY 02/20-21 | Shane Thompson |
| 036863 | 02/15/19 | Rebekah Bernal | 124.00 | PerDiemJAC Winter Storm 02/14-16 | Aimee Crook |
| 036864 | 02/15/19 | Beata Simms | 186.00 | PerDiemJAC Winter Storm 02/13-16 | Aimee Crook |
| 036865 | 02/15/19 | Dick Tazawa | 186.00 | PerDiemJAC Winter Storm 02/13-16 | Aimee Crook |
| 036866 | 02/15/19 | Virginia Von Essen | 186.00 | PerDiemJAC Winter Storm 02/13-16 | Aimee Crook |
| 036867 | 02/18/19 | John Simms | 186.00 | PerDiemJAC Winter Storm 02/13-16 | Dustin Havel |
| 036868 | 02/19/19 | Connie Avery | 113.84 | Winter Clothing/Tool Reimb. | Michelle Anderson |
| 036869 | 02/19/19 | Esther Borja | 1,186.16 | PerDiem/ChckBag/MiscXTPA AAAE Finance/Admin 02/09-13 | Michelle Anderson |
| 036870 | 02/19/19 | Dish Network | 106.03 | Monthly TV 02/27-03/26/19 | Michelle Anderson |
| 036871 | 02/19/19 | Brent Blue MD/Emerg-A-Care | 142.00 | DrugScreenCollection | Aimee Crook |
| 036872 | 02/19/19 | Brandin Schwab | 456.00 | PerDiem/ChckBagCHS ESSO Training 02/23-03/08 | Shane Thompson |
| 036873 | 02/19/19 | Jason Stewart | 245.00 | PerDiemPine ICS 300 Training 02/22-24 | Dustin Havel |

JACKSON HOLE AIRPORT BOARD 03/18/19

| VOUCHER # | DATE | VENDOR NAME | AMOUNT | FOR | Approved By |
|-----------|----------|------------------------------|-----------|---|--------------------------------|
| 036874 | 02/19/19 | Century Link | 1,460.14 | Feb19 Telephone+Previous Month Long Distance | Michelle Anderson |
| 036875 | 02/20/19 | Steve Jeppson | 54.99 | Office Farewell Cake for Ryan L. | Michelle Anderson |
| 036876 | 02/20/19 | Bank Card Center | 40,256.87 | BOW#1-Jan19/CC US\$5,558.17, BOW#2-Jan19/CC US\$5,390.88, BOW#3-Jan19/CC US\$12,356.39, BOW#4-Jan19/CC US\$14,106.17, BOW#A-Jan19/CC US\$2,760.26, BOW#C-Jan19/CC US\$85.00 | Various |
| 036877 | 02/25/19 | AT&T / Mobility | 1,282.31 | AT&T Cellphone 01/09-02/08/19 | Michelle Anderson |
| 036878 | 02/25/19 | Roman Barczynski | 150.12 | MiscXTSA Hotel 02/02, BaggFee \$10.00 | Shane Thompson |
| 036879 | 02/25/19 | The Cincinnati Insurance | 3,295.00 | Additional Premium for new 2019 Ford F350 1&2 | Michelle Anderson |
| 036880 | 02/25/19 | Kristin Foreman | 132.40 | Winter Clothing/Tool Reimb | Michelle Anderson |
| 036881 | 02/25/19 | Marilyn G French | 69.86 | MiscXPIV RAC Fuel 02/20-21 | Aimee Crook |
| 036882 | 02/25/19 | HUB International Mountain | 190.00 | Bond-BOD 5no. 04/13/19@1yr | Michelle Anderson |
| 036883 | 02/25/19 | Caleb Miller | 150.12 | MiscXTSA Hotel 02/02, BaggFee \$10.00 | Shane Thompson |
| 036884 | 02/28/19 | Advanced Glass & Trim | 680.00 | Polaris Gem Glass Window | Dustin Havel |
| 036885 | 02/28/19 | AET Environmental | 6,877.50 | 01/29,30 Glycol Disposal 210barrels | Dustin Havel / Jim Elwood |
| 036886 | 02/28/19 | Airgas USA, LLC | 116.11 | Jan19 CylinderRent MedOxygen | Dustin Havel |
| 036887 | 02/28/19 | Ancon | 41,370.00 | 01/08, 01/09, 01/15, 01/24 Glycol Disposal 31,200 gallons | Dustin Havel / Jim Elwood |
| 036888 | 02/28/19 | Ascent Aviation Group, Inc. | 71,855.04 | 01/09 2354gal AD-49 TIV@7.09, 02/01 4991gal PG TI ADF@7.12, 02/09 5101gal PG TI ADF@7.12 | Dustin Havel / Jim Elwood |
| 036889 | 02/28/19 | Jerry Blann | 3,076.19 | MiscXOGG AA AE Aviation 01/04-11 | John Eastman |
| 036890 | 02/28/19 | Conrad & Bischoff, Inc. | 27,147.66 | Delvac 1300 Diesel Engine Oils, BlueDef Diesel Exhaust Fluid, DyedDiesel#2 5,490g, DyedDiesel#1 5,250g | Dustin Havel / Jim Elwood |
| 036891 | 02/28/19 | PC Connection Sales Corp | 2,020.76 | 10Gb TwinAx Cable, Cloud Service Provider (CSP) Consolidated Bill | Dustin Havel |
| 036892 | 02/28/19 | Idaho Communications LLC | 624.99 | 1Q19 Radio Tower Maintenance | Dustin Havel |
| 036893 | 02/28/19 | Employers Council Services | 5,800.00 | ECS Membership 03/01/19@1yr | Tony Cross / Jim Elwood |
| 036894 | 02/28/19 | OAG Aviation Worldwide LLC | 1,372.92 | Feb19Disp.BasicW Web XML DLR | Dustin Havel |
| 036895 | 02/28/19 | Holland & Hart LLP | 4,857.50 | Jan19 Fee M#5 WYJet Center, Jan19 Fee M#6 Bond Litigation | Jim Elwood |
| 036896 | 02/28/19 | JH Landscaping | 8,616.00 | Oct18 Winterize Sprinkler, Deep Root Fertilization | Dustin Havel / Jim Elwood |
| 036897 | 02/28/19 | Kadmas, Lee & Jackson, Inc. | 8,400.00 | Fee, Concept/SubConsultant D&C Hangar#6 02/02 | Michelle Anderson / Jim Elwood |
| 036898 | 02/28/19 | Labozan Associates | 4,541.73 | Parking FieldSurvey/Report | Dustin Havel / Jim Elwood |
| 036899 | 02/28/19 | Liquid Automation Systems | 4,890.93 | Training & Travel 11/13-15 | Dustin Havel / Jim Elwood |
| 036900 | 02/28/19 | Leonard Petroleum Equipment | 220.40 | 3/4"Nozzles, Cover, Nozzle 1A Commercial | Dustin Havel |
| 036901 | 02/28/19 | Lohf, Shaiman, Jacobs, Hyman | 22,967.18 | Jan19 Fee General Matters, Jan19 Fee FBO Matters | Jim Elwood |

JACKSON HOLE AIRPORT BOARD 03/18/19

| VOUCHER # | DATE | VENDOR NAME | AMOUNT | FOR | Approved By |
|--------------|-----------|--------------------------------|------------|---|---|
| 036902 | 02/28/19 | LegalShield | 852.25 | Feb19 Identity Theft Premium | Tony Cross |
| 036903 | 02/28/19 | Mead & Hunt | 21,025.46 | Jan19 Fee Enviro On-Call Ph I, Jan19 Fee GHG Emissions Invty | Dustin Havel / Jim Elwood |
| 036904 | 02/28/19 | Mtn West Elec Svcs/Pinedale | 11,991.27 | Door Network Node Blade; AgentVI Support & Maintenance 1yr@Dec2019; Jan19 SecSystem R&M | Aimee Crook / Dustin Havel / Jim Elwood |
| 036905 | 02/28/19 | Orijin | 2,370.50 | Jan19 JHAB General Project Mgmt/Web | Michelle Anderson / Jim Elwood |
| 036906 | 02/28/19 | Kaitlin Perkins | 17.98 | Purchased ThankYouCards | Michelle Anderson |
| 036907 | 02/28/19 | Red Wing Software, Inc. | 1,679.00 | TechnicalSupport Apr19@1yr | Michelle Anderson |
| 036908 | 02/28/19 | RP Broadcasting | 1,800.00 | RadioAds: Arrive2HoursEarly | Michelle Anderson |
| 036909 | 02/28/19 | Stewart & Stevenson | 276.73 | TwinDiskLever | Dustin Havel |
| 036910 | 02/28/19 | SITA US Inc. | 2,024.00 | Jan19 Maint.Fee SITA Terminal | Dustin Havel / Jim Elwood |
| 036911 | 02/28/19 | Spring Creek Ranch / HOA | 414.34 | SewerUsage Dec 2018 334.145K/gal | Michelle Anderson |
| 036912 | 2/28/2019 | Anna Valsing | 68.75 | Pastries BOD Meeting | Michelle Anderson |
| 036913 | 02/28/19 | Ventek International | 975.00 | Yr2019 Transaction Processing Fee | Michelle Anderson |
| 036914 | 02/28/19 | Wadman Corporation | 53,035.10 | Jan19 CMAR General Services / Precon Services | Dustin Havel / Jim Elwood |
| 036915 | 02/28/19 | Walker Consultants | 4,993.78 | Jan19 Fee PARCS Design, Bids | Dustin Havel / Jim Elwood |
| 036916 | 02/28/19 | Westwood Curtis Construction, | 2,437.50 | Haul Oshkosh Snow Blower from Casper to Jackson | Dustin Havel / Jim Elwood |
| 036917 | 02/28/19 | Kadrmars, Lee & Jackson, Inc. | 21,565.00 | Fee, OwnRep Landside Proj 02/02 | Dustin Havel / Jim Elwood |
| 036918 | 02/28/19 | Wadman Corporation | 992,529.80 | Construction Cost#11 QTA-RCF, Release of 50% of 10 Retainage Fee QTA-RCF | Dustin Havel / Jim Elwood |
| 036919 | 02/28/19 | Kadrmars, Lee & Jackson, Inc. | 37,966.88 | Fee, D&C-QTA#3 Const.A&O 02/02 | Michelle Anderson / Jim Elwood |
| 036920 | 02/28/19 | Aflac | 1,359.48 | Feb19 AFLAC Insur.Prem GX725 | Payroll |
| 036921 | 02/28/19 | California State Disbursement | 318.00 | Ch.Sup. D532742 | Payroll |
| 036922 | 02/28/19 | Idaho State Tax Commission | 5,204.00 | Feb19 ID State Tax Remittance | Payroll |
| 036923 | 02/28/19 | NCPERS Group Life Ins. | 192.00 | Mar19 NCPERS Insur.Prem. | Payroll |
| 036924 | 02/28/19 | Texas Child Sup. Disbursement | 1,580.93 | Ch.Sup. OI3005-1996 | Payroll |
| 036925 | 02/28/19 | WY Child Support Payment | 455.50 | Ch. Sup. D208389 | Payroll |
| 036926 | 02/28/19 | Carney Logan Burke Architects | 15,101.64 | Jan19 Architect Fee Restaurant | Dustin Havel / Jim Elwood |
| 036927 | 02/28/19 | Jedediah Corporation | 1,900.00 | 2018 Thanksg/Xmas Employee Meals | Michelle Anderson |
| 036928 | 02/28/19 | Jackson Hole Air Improvement | 1,500.00 | Sep18 Airline Rendezv. Event | Michelle Anderson |
| 036929 | 02/28/19 | Short Elliott Hendrickson, Inc | 25,431.90 | Fee, AIP#59 C.Adm/Obs 123118 | Dustin Havel / Jim Elwood |
| 036930 | 02/28/19 | Wadman Corporation | 258,218.07 | Construction Cost#9 AIP#59Federal C | Dustin Havel / Jim Elwood |
| 036931 | 02/28/19 | Wadman Corporation | 6,349.55 | Construction Cost#6 AIP#59Non-Federal | Dustin Havel / Jim Elwood |
| 036932 | 02/28/19 | Joshua Ketchum | 140.00 | Refund IDBadge Repl.Fee [Replacement of Cheque 36668 01/10/19 - Voided 02/28/19] | Michelle Anderson |
| 036668(Void) | 01/10/19 | Joshua Ketchum | (140.00) | VOID | VOID |

JACKSON HOLE AIRPORT BOARD 03/18/19

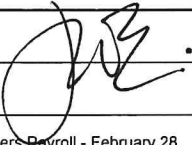
| VOUCHER # | DATE | VENDOR NAME | AMOUNT | FOR | Approved By |
|-----------|----------|------------------------------|------------|---|--|
| 036933 | 03/05/19 | Ace Hardware | 865.45 | Waterproof Splice Kit Cable, Snow Shovels, Torch Cylinder Solder, Flux H2O, Key Hider, Max Hose, Duct Tape, Scraper, Adhesive Cove Base, Door Blinds, Sidewall Registers, Hex Screw, Flat Washer, PVC Pipes, Primer Cement Pack | Dustin Havel |
| 036934 | 03/05/19 | Honeywell International Inc. | 2,406.46 | Smart Reader Access Control | Dustin Havel / Jim Elwood |
| 036935 | 03/05/19 | AFL Maintenance Group Inc. | 40,868.96 | Dec18 Extra Day Porter 120hrs, Jan19 Extra Day Porter 16hrs, Feb19 Janitorial Services | Dustin Havel / Jim Elwood |
| 036936 | 03/05/19 | Airside Solutions, Inc. | 7,347.66 | Coupling BlockB. B.Plate Lamp L850C Complete Fixture L861T Complete Fixture | Dustin Havel / Jim Elwood |
| 036937 | 03/05/19 | Ascent Aviation Group, Inc. | 175,009.00 | 02/02 2065gal AD-49 TIV@6.95 02/16 4987gal PD TI ADF@7.02 02/21 5450gal PD TI ADF@7.02 02/26 4997gal PD TI ADF@7.02, 02/27 4995g PD TI ADF@7.02, 02/28 2503gal AD-49 TIV@6.89 | Michelle Anderson / Dustin Havel / Jim Elwood |
| 036938 | 03/05/19 | Blue Cross Blue Shield of | 134,384.77 | Mar19 H&D Insurance Premium | Tony Cross / Jim Elwood |
| 036939 | 03/05/19 | Big R Ranch & Home | 348.77 | B.Tape, Ratchet, Wrench Socket, Shovel, Ice Scraper | Dustin Havel |
| 036940 | 03/05/19 | Civil Air Patrol Magazine | 395.00 | Magazine Ads 2019 WYCAP 0219 | Dustin Havel |
| 036941 | 03/05/19 | Communication Technologies | 688.66 | Loader/Plow Radio Check, Tower/Plow Antennas Check | Dustin Havel |
| 036942 | 03/05/19 | Commercial Tire | 633.00 | YY185400 - Install Runout | Dustin Havel |
| 036943 | 03/05/19 | Conrad & Bischoff, Inc. | 33,857.76 | Unlead.Gas 11107g@1.5975, DyedDiesel#2 2250g@2.0059, DyedDiesel#1 2300g@2.4259, Mobil Delvac 1 ATF, Diesel-HeatOil 446g@2.309 | Randy Knepper / Ron Campbell / Dustin Havel / Jim Elwood |
| 036944 | 03/05/19 | Electrical Wholesale Supply | 827.06 | Washer, Tape, Conduit, Anchor, Wire Cable, LEDRT5/6 ElectricTester, Flat Box Cover, Blank Plate | Dustin Havel |
| 036945 | 03/05/19 | ER Office Express, Inc. | 195.49 | Gel Pen, Highlighter, HP12A Toner Cartridge | Michelle Anderson |
| 036946 | 03/05/19 | Evans Construction, Inc | 1,640.50 | 02/18 Rental 140G CAT Grader | Dustin Havel |
| 036947 | 03/05/19 | Federal Express | 763.00 | Courier service ao 01/30/19, 02/07/19, 02/14/19, 02/21/19, 02/28/19 | Michelle Anderson |
| 036948 | 03/05/19 | Fire Services of Idaho, Inc | 190.00 | 02/18 Fire Alarm Panel Repair | Dustin Havel |
| 036949 | 03/05/19 | Galls, LLC | 50.50 | Womens Taclite C.B Pants | Shane Thompson |
| 036950 | 03/05/19 | Gem State Paper & Supply | 1,738.94 | Batteries, Plastic Garbage Bags, Jumbo Roll Tissue, Perforated Roll Towel, Cleaner, Handle Broom, Caution Sign | Aimee Crook / Michelle Anderson / Dustin Havel |
| 036951 | 03/05/19 | Hays Companies | 1,875.00 | Mar19 Consult.Fee-Benefits | Tony Cross |
| 036952 | 03/05/19 | High Country Linen Service | 1,176.65 | Towel, Bag, Mop, Wiper, Slate/Black Mats Cleaning | Dustin Havel |
| 036953 | 03/05/19 | JB Mechanical Plumbing & | 400.00 | Clear Admin Rest Room Blockage, Check Drinking Fountain in CBIS Area | Dustin Havel |
| 036954 | 03/05/19 | Jim & Greg "The Locksmiths" | 937.00 | Jed's Beverage Room Exterior Door Locks | Dustin Havel |
| 036955 | 03/05/19 | Jackson Lumber | 330.55 | Deerskin Gloves, Sleigh Shovel, Tuff-R Foam Insulation, 2x4 Wood Fir | Ron Campbell / Dustin Havel |
| 036956 | 03/05/19 | Amelia Johnson | 102.00 | PerDiemPIV Casper-WY 03/06-07 | Aimee Crook |
| 036957 | 03/05/19 | Myslik, Inc. | 3,118.90 | Transport R1000 to Jackson, Electric Cabinet Handle | Dustin Havel / Jim Elwood |

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| VOUCHER # | DATE | VENDOR NAME | AMOUNT | FOR | Approved By |
|-----------|----------|------------------------------|------------|--|----------------------------------|
| 036958 | 03/05/19 | NAPA AutoParts/Aspen Auto | 553.36 | Battery, Bolt, Hydro Hose Fitting, Oil Filter, Filler Gas, Neck Hose Clamp, Black Blade Guide, Radiator Cap, Adapters, CP Screw, Lubricant, Thread Lock Seal, Timing Gear Pulley | Dustin Havel |
| 036959 | 03/05/19 | O.J. Watson Equipment Co. | 2,480.20 | Sleeve Clutch, Level Yoke, Cap, Hydraulic Reservoir 19.5g | Randy Knepper / Dustin Havel |
| 036960 | 03/05/19 | Ron's Towing | 700.00 | Relocate Sedan/SUV due to Parking Excavation | Dustin Havel |
| 036961 | 03/05/19 | Suburban Propane 1438 | 3,621.25 | MVDispenser 377.50g, Firep/Heater 720.40g | Dustin Havel |
| 036962 | 03/05/19 | TC Environmental Health | 80.00 | DrinkingH2O Test 01/08/19, 02/05/19 | Dustin Havel |
| 036963 | 03/05/19 | Teton Media Works, Inc. | 1,784.15 | Newspaper Ads: JHD/N&G Screeners 02/09-03/08; N&Gx1 JHAB BoardMeet Feb18 | Michelle Anderson |
| 036964 | 03/05/19 | US Geological Survey | 20,217.62 | Fee: SO#30160 Ground H2O Monitoring | Michelle Anderson / Jim Elwood |
| 036965 | 03/05/19 | Valley Office Systems | 4,295.00 | Refurbished Ricoh MPC4503 Photocopier | Michelle Anderson / Jim Elwood |
| 036966 | 03/05/19 | Waxie Sanitary Supply | 4,013.00 | Towel, Tissue, Lotion, Seat Cover, Polish Pad, Bob Key, MultiPurpose Cleaner, FirstAid Kit, Kitchen Roll, Soap, Paper Filter, Cleaner, Luster, Janitor's Cart, Maid's Carry | Dustin Havel |
| 036967 | 03/05/19 | Weidner Fire | 923.85 | MSA G1 Facepiece #3 | Dustin Havel |
| 036968 | 03/05/19 | Western States Equipment Co. | 5,263.84 | EdgeCutting Locknut Screw, CAT-824G Yoke Seal Pin | Dustin Havel / Jim Elwood |
| 036969 | 03/07/19 | 49er Inn and Suites | 933.00 | Ops/Plow EE Stay 02/25-26 | Michelle Anderson / Dustin Havel |
| 036970 | 03/07/19 | Phillip Adams | 172.00 | PerDiemRiver HSEE Program 03/12-15 | Dustin Havel |
| 036971 | 03/07/19 | Antler Inn | 4,300.00 | Screen EE Stay 02/11-03/01; Ops/Plow EE Stay 02/06-03/04; CleanCrew EE Stay 02/26-28 | Aimee Crook / Dustin Havel |
| 036972 | 03/07/19 | Jackson Hole Airport Board | 200,000.00 | Funding FIB Account 2018-C [\$2.1M Loan Account] | Michelle Anderson / Jim Elwood |
| 036973 | 03/07/19 | Megan Jenkins | 98.00 | PerDiemCYS WY Gov'r Tourism Con 01/27-30 | Michelle Anderson |
| 036974 | 03/07/19 | Douglas D. Keefe, Jr. | 122.50 | Assess Leak TSA Test Room | Ron Campbell |
| 036975 | 03/07/19 | Phyllis Koch | 172.00 | PerDiemRiver HSEE Program 03/12-15 | Dustin Havel |
| 036976 | 03/07/19 | Wells Fargo | 6,596.52 | CC1 JE 01/15-02/11/19 | John Eastman |
| 036977 | 03/07/19 | Wells Fargo | 1,794.27 | CC2 DH 01/15-02/11/19 | Jim Elwood |
| 036978 | 03/07/19 | Wells Fargo | 371.28 | CC3 MA 01/15-02/11/19 | Jim Elwood |
| 036979 | 03/07/19 | Wells Fargo | 31.47 | CC4 AC 01/15-02/11/19 | Jim Elwood |
| 036980 | 03/07/19 | Samir Bendriss | 69.99 | 02/22 Damaged Luggage Reimbursement | Jim Elwood |
| 036981 | 03/08/19 | Amelia Johnson | 149.76 | MiscPIV Hotel 03/06, Petrol 03/07 | Shane Thompson |
| 036982 | 03/08/19 | Wyoming Retirement System | 74,544.86 | Feb19 WY Retirement T#1 / T#2 | Michelle Anderson / Jim Elwood |

JACKSON HOLE AIRPORT BOARD 03/18/19

| VOUCHER # | DATE | VENDOR NAME | AMOUNT | FOR | Approved By |
|-----------|------|-------------|--------|-----|-------------|
|-----------|------|-------------|--------|-----|-------------|

| | |
|--|---|
| 3,006,615.61 | Total |
| BY: John Eastman  | |
| DATE APPROVED | March 18, 2019 |
| | ACH JHAB/Screeners Payroll - February 28 |
| | ACH Tax Deposit Payroll |
| | Cheque # 3169-3170 Employees of Month |
| | ACH Tax Deposit Employees of Month |
| | ACH JHAB Employee Termed |
| | ACH Tax Deposit Termed |
| | Feb 2019 BOW Loan 2014 \$2.2M Principal & Interest Payment [Acct 2361100] |
| | Feb 2019 BOW Loan 2018 \$8.5M Principal & Interest Payment [Acct 23600020] |
| | Feb 2019 FIB Loan Series B 2018 \$10.7M Interest Payment [Acct 2363100] |
| | Feb 2019 FIB Loan Series C 2018 \$2.1M Principal & Interest Payment [Acct 2363200] |
| | Great West Trust [WYO Deferred Contribution] February 15 / 28, 2018 Payroll |
| | Feb 2019 Bank/Credit Card Service Charges (Venlek, Stripe Chargebee & In House Terminals) |
| | FIB QTA S.2018B Cheques 000004 |
| | General Fund Cheques # 36858 - 36982 |

3,006,615.61 Total Cash Outlay

| | |
|---------------------|--|
| 16,179.89 | 9012001 Terminal Restaurants Design & Construction (Carney, KLJ) |
| 8,400.00 | 9013001 Hangar#6[FBO] Design & Construction (KLJ) |
| 12,048.64 | 9030001 Fuel Farm Facility Relocation (Currier, Wadman, KLJ) |
| 315,875.07 | 9040001 ([AIP59] South Access Road & Drainage D&C AIP59 (SEH, Wadman, KLJ) |
| 64,889.73 | 9040002 Parking Lot & Signage Design & Construction (Nelson) |
| 2,156.50 | 9040004 Water Main Installation (KLJ, Jorgensen) |
| 2,156.50 | 9040005 Electrical Relocation (Wadman) |
| 1,054,593.98 | 9050001 QTA Rental Car Facility Replacement D&C (Wadman, KLJ, Leibowitz, KutakRock, FIB) |
| 1,078.25 | 9070001 Project Coordinator / Owner's Representative (KLJ) |
| 21,025.46 | 9070002 Enviro On-Call Phase I (Mead&Hunt) |
| 1,498,404.02 | Projects |
| 1,508,211.59 | Operations / Fuel Farm |