

MINUTES OF THE JACKSON HOLE AIRPORT BOARD

DATE: March 18, 2019

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

OTHERS PRESENT: Jonathan Schechter, Town of Jackson; Michael Nash, Grand Teton National Park; Mike Mahoney, KLJ; Paul Fiore, Stuart Schiff, Aviation; Mike Kosmrl, JHN&G; Forrest Britton, Carney Logan Burke; Thomas Kirsten, Jorgensen; Jessica Jaubert, Three Elephant Public Relations; Greg Herrick, Wyoming Jet Center; Jim Elwood, Michelle Anderson, Aimee Crook, Tony Cross, Megan Jenkins, Alton George, Andrew Wells, Kaitlin Perkins, Natasha Stevens, Alton George, Phyl Koch, Robin Usher, Tom Tobin, Connie Avery, Randy Knepper, Kody Jeppson, Paul Walters, Chance Grimmett, Lenea Luna, Ray Brence, Rick Konrad, Kris Foreman, Cole Martin, Jackson Hole Airport.

CALL TO ORDER: Braun called the meeting of the Jackson Hole Airport Board to order at 9:00 am on Monday, March 18, 2019.

I. EMPLOYEE OF THE MONTH: Elwood recognized the Airport's seasonal staff as March's employees of the month.

II. COMMUNITY OUTREACH: Jenkins stated Little Lambs Preschool visited the Airport for a behind the scenes tour. She said the Community School toured the Airport. She said Brendan Burke, official torch steward for the Special Olympics 2019 summer games, departed Jackson on February 29th.

III. COMMENTS FROM – NATIONAL PARK SERVICE, TOWN OF JACKSON, TETON COUNTY AND THE PUBLIC: Chief Nash stated the Park's Telecommunications Infrastructure Plan is open for public comment until April 10th.

Schechter stated his excitement to be the liaison to the Airport for the Town of Jackson. He thanked Elwood for the onboarding process, stating how welcome he felt.

IV. COMMITTEE UPDATES & DISCUSSION: There was no report from the Conceptual Committee.

Gibson Scott stated the Concessions & Contracts Committee has reviewed and recommends approval of the Restaurant Project action item later in the meeting.

Blann stated the GA/FBO Committee recommends approval of Jackson Hole Aviation's proposed rate change in Jet A fuel. He thanked the rental car operators who have been impacted by construction on the access road.

Gibson Scott stated the GTNP/Environmental Committee has been engaged in and recommends approval of the Wetlands Mitigation Project and the Waste Diversion Resolution action items.

Eastman said the Transportation Committee recommends approval of the parking lot fence purchase and IT hardware purchase. He gave an update on ground transportation activity at the Airport.

Gibson Scott gave an update for the HR & Health Committee on new employee benefits.

V. ACTIVITIES REPORTS REVIEW: Elwood stated February 2019 enplanements increased 17% over February 2018. He said year to date, 2019 enplanements have increased 14% over 2018.

VI. ACTION ITEMS:

A. Consent Agenda:

A1. Approval of the Minutes – February 18, 2019

A2. Parking Lot Fence Purchase

A3. IT Hardware Purchase

A4. Community Outreach Assistance

Gibson Scott made a motion to approve consent agenda items A1-A4. Blann seconded the motion, which passed unanimously.

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

C. Payment of the Bills: Eastman made a motion to approve checks 36858-36982, checks 3169-3170 and ACH Payroll and Tax Deposit: February 28, 2019. McLaurin seconded the motion, which passed unanimously. Eastman complimented the accounting department for the level of detail that goes into the financials.

D. Financial Reports: Anderson stated that February income in the Airport Operations enterprise center was 17% above budget, Security Operations was 5% above budget and Fuel Farm Operations was 21% above budget. She said expenses in the Airport Operations enterprise center were 11% below budget, Security Operations were 21% above budget and Fuel Farm Operations were 21% above budget. She said year to date, income across the three enterprise centers is 9% above budget and expenses are 1% over budget. Blann stated the snow plow payroll seems reasonable. Anderson said there was not excessive overtime within the snow plow payroll, due to staffing and scheduling management this year. Gibson Scott made a motion to accept the financial reports for February 2019. Blann seconded the motion, which passed unanimously.

E. Proposed Budget Amendment: Anderson stated the Airport's budget is developed in February and March prior to July execution. She said it can be challenging to capture certain unknowns such as timing of capital expenses if a project goes long or bills are received later than anticipated. She said this budget amendment is related to additional expenses related to fuel farm operations and capital expenses as well as increased revenue in fuel farm operations and security operations. She said there was approximately \$4 million in fuel farm expenses from 2017/18 incurred this fiscal year, \$2 million from 2017/18 for the final phase of the ramp project paid this fiscal year and \$4 million anticipated for the new parking lot project. She said once the budget amendment is adopted, it will be forwarded on to the Town and County for consideration.

Gibson Scott made a motion to approve the proposed budget amendment in the form presented. McLaurin seconded the motion, which passed unanimously.

F. Wetland Mitigation Project: Elwood said the Airport has been working with GTNP to mitigate wetlands to offset the impacted portion of land related to the Airport's landside improvement project. He said the mitigation site will take place at Christian Creek from approximately July 2019 – October 2019. He said bids were received and opened for the project and the low bidder was North State Environmental, Inc. for a not to exceed amount of \$135,444. He said while the bid is above the engineer's estimate, some quantities will be adjusted in the field to decrease the final cost. He said the GTNP/Environmental Committee has reviewed and recommends approval.

Gibson Scott made a motion to approve the contract with North State Environmental, Inc. in the form presented, with a not to exceed amount of \$135,444. Eastman seconded the motion, which passed unanimously.

G. Restaurant Project: Elwood stated the interim remodel will provide upgrades to improve the customer experience, customer flow, expand seating and clearly define the grab and go area. He said a nursing room and pet relief area will be constructed outside the restaurant. He said there are three motions related to this project. He said the first is to approve Wadman's Guaranteed Maximum Price Amendment in the amount of \$549,264. He said the fee is consistent with the subcontract bids and fees agreed to in the Construction Manager at Risk contract. He said the second motion is for Resolution 2019-02 approving a Wyoming Residency Waiver. He said this must be approved when less than 70% of the total cost is to Wyoming resident contractors. He said the third motion is to approve Carney Logan Burke's construction administration contract with a not to exceed amount of \$31,500. He said included in the contract are bi-weekly site visits as well as document update and review. He said the project is anticipated to occur from April through mid-July. He said the Concessions & Contracts Committee has reviewed and recommends approval.

Eastman asked how much of Wadman's GMP will be spent on the construction of the interim phase of the restaurant. Mahoney said that half of the amount will be spent towards the restaurant and the other half will be spent on the nursing room and pet relief area. Gibson Scott asked how long the interim phase will be for the restaurant project. Elwood stated once complete the interim remodel will remain in place for five or six years. Eastman asked if this project will affect the efficiency of the restaurant. Elwood said there are three weeks of construction that will affect the restaurant's efficiency. Mahoney said active on-site construction will be during the evening for about a month. He said the restaurant construction will be completed by June 7th and the nursing room and pet relief areas will be completed by mid-July.

Gibson Scott made a motion to approve Wadman's GMP Amendment 8, in the form presented, in the amount of \$549,264. McLaurin seconded the motion, which passed unanimously.

Gibson Scott made a motion to adopt Resolution 2019-02, in the form presented, granting a waiver of the 70% in-state CMAR subcontracting requirement due to insufficient in-state subcontractor bids for the Restaurant Project. Eastman seconded the motion, which passed unanimously.

Gibson Scott made a motion to approve the Second Amendment to the Contract for Professional Services with Carney Logan Burke, in the form presented, with a not to exceed fee of \$31,500. McLaurin seconded the motion, which passed unanimously.

H: Public Records Policy: Valsing said during the 2019 legislative session, the Legislature passed Senate File 57 which updated the Wyoming Public Records Act. She said in response to this, staff worked with the Airport's Attorney to develop a Public Records Policy which lists a Designated Public Records Person as required in the Act. She said the policy defines and streamlines the Board's public records request process. She said while the changes from Senate File 57 do not take effect until July 1, the intent is for this policy to be effective within a few weeks of adoption. Eastman made a motion to adopt the Public Records Policy, in the form presented. Blann seconded the motion, which passed unanimously.

I. Resolution 2019-03 – Waste Policy and Diversion Goal: Elwood said during the February meeting the Board reviewed the waste audit and discussed the intent to work toward a zero-waste goal. He said Resolution 2019-03 will formally adopt the goal to achieve 60% landfill diversion over the 2016 baseline by the year 2030. He said this Resolution seeks to reduce waste in the Airport's activities and facilities and then reuse, donate, recycle, compost and convert to energy the residual waste generated. He said the GTNP/Environmental Committee has reviewed and recommends approval. Gibson Scott made a motion to adopt Resolution 2019-03, in the form presented, adopting the waste management policy and goal to reach 60% landfill diversion by 2030 over the 2016 baseline. Eastman seconded the motion, which passed unanimously.


VII. DIRECTOR'S COMMENTS: Elwood congratulated Kody Jeppson, Steve Jeppson and Paul Walters for receiving their Certified Member accreditation through American Association of Airport Executives. He said the Airport continues to advertise the parking lot project in the newspaper. Crook gave a security update.

VIII. BOARD COMMENTS: Gibson Scott thanked the Park and Airport staff for keeping things operational during the snow and extreme weather in February.

X. ADJOURN: Braun made a motion to adjourn the meeting at 10:05 am on Monday, March 18, 2019. Gibson Scott seconded the motion and the meeting was adjourned.



Rick Braun, President



Bob McLaurin, Secretary

JACKSON HOLE AIRPORT BOARD 04/22/19

VOUCHER #	DATE	VENDOR NAME	AMOUNT	FOR	Approved By
ACH Transfers / Payroll Cheques / Bank Charges					
ACH	03/12/19	Screener Employee	6,085.66	Termed	Payroll
ACH	03/12/19	EFTPS	2,602.02	Tax Deposits Payroll eff. 03/12/19	Payroll
3171-3189	03/15/19	JHAB - Hosts/SnowPlow	4,750.00	Employee of the Month	Payroll
ACH	03/15/19	EFTPS	786.98	Tax Deposits eff. 03/15/19	Payroll
ACH	03/15/19	JHAB / Screener Employees	218,074.28	Payroll of March 15, 2019	Payroll
ACH	03/15/19	EFTPS	74,064.73	Tax Deposits eff. 03/15/19	Payroll
3190-3192	03/20/19	Screener Employees	225.00	Top Ten Annual Awards	Payroll
ACH	03/20/19	EFTPS	37.30	Tax Deposits eff. 03/20/19	Payroll
3193-3197	03/21/19	JHAB - Hosts	750.00	2018 Winter Incentive	Payroll
ACH	03/21/19	EFTPS	124.30	Tax Deposits eff. 03/21/19	Payroll
ACH	03/29/19	JHAB / Screener Employees	212,043.20	Payroll of March 29, 2019	Payroll
ACH	03/29/19	EFTPS	72,234.52	Tax Deposits eff. 03/29/19	Payroll
ACH	04/15/19	JHAB / Screener Employees	280,252.19	Payroll of April 15, 2019	Payroll
ACH	04/15/19	EFTPS	104,360.50	Tax Deposits eff. 04/15/19	Payroll
ACH	03/29/19	Great West Trust Payment (WYO Deferred Contribution)	9,170.00	March 15 / 29, 2019 Payroll	Payroll
ACH	04/08/19	JHAB Employee	20,000.00	Moving-in Housing Loan	Signed Agreement
ACH	03/05/19	Bank of the West (BOW)	20,901.40	Mar 2019 BOW Loan 2014 \$2.2M Principal & Interest Payment [Acct 2361100]	Signed Agreement
ACH	03/05/19	Bank of the West (BOW)	86,501.72	Mar 2019 BOW Loan 2018 \$8.5M Principal & Interest Payment [Acct 23600020]	Signed Agreement
ACH	03/01/19	First Interstate Bank (FIB)	39,751.87	Mar 2019 FIB Loan Series B 2018 \$10.7M Interest Payment [Acct 2363100]	Signed Agreement
ACH	03/12/19	First Interstate Bank (FIB)	63,008.72	Mar 2019 FIB Loan Series C 2018 \$2.1M Principal & Interest Payment [Acct 2363200]	Signed Agreement
GJ-BSC	03/01-03/31/19	Wells Fargo / Ventek / Stripe / Chargebee	2,927.08	Bank/Credit Card Service Charges (Ventek, Stripe Chargebee & In House Terminals)	Bank/Credit Card Notices
CFC Vouchers					
FIB 000005	03/29/19	Jackson Hole Airport Board	240,244.01	Reimbursement of payments made to KLJ, Wadman, re QTA RCF Replacement	Michelle Anderson / Jim Elwood
			(240,244.01)	Above cheque was deposited to WF General Account, thus zero effect	
General Fund Vouchers					
036983	03/11/19	Carney Logan Burke Architects	37,904.00	Dec18 Architect Fee Restaurant	Dustin Havel / Jim Elwood
036984	03/11/19	Galls, LLC	50.50	Womens Taclite C.B Pants	Shane Thompson
036985	03/11/19	Jviation, Inc.	53,937.20	ARFF/SRE#4 - Jan19 Coordination/Assessment/Concept	Dustin Havel / Jim Elwood
036986	03/11/19	Lower Valley Energy	40,835.27	Electricity 01/25-02/22/19	Michelle Anderson / Jim Elwood
036987	03/11/19	ORyan Cleaners	107.51	Coveralls	Dustin Havel
036988	03/11/19	Pitney Bowes Purchase Power	150.00	03/01/19 Postage Refill	Michelle Anderson
036989	03/11/19	Silver Star Communications	1,271.85	Mar19 Phone.Internet	Michelle Anderson
036990	03/11/19	Town of Jackson	44,250.00	Mar19 LEO/PoliceServices	Aimee Crook / Jim Elwood

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036991	03/11/19	TruDiligence, LLC	70.00	Feb19 Applicants Profile 7 applicants	Shane Thompson
036992	03/11/19	Teton Trash Removal, Inc.	4,668.00	Feb19 TrashRemoval/Transfer	Michelle Anderson / Jim Elwood
036993	03/11/19	Locate Holdings, Inc dba	52.50	Feb19 Locate Services 1x	Dustin Havel
036994	03/11/19	Jviation, Inc.	36,294.67	AIP59/60#2 - Jan19 Administration/Coordination Construction	Dustin Havel / Jim Elwood
036995	03/11/19	Town of Jackson	6,532.00	Feb19 Parking Lease	Michelle Anderson / Jim Elwood
036996	03/15/19	California State Disbursement	318.00	Ch.Sup. D532742	Payroll
036997	03/15/19	Texas Child Sup. Disbursement	1,379.01	Ch.Sup. OI3005-1996	Payroll
036998	03/15/19	WY Child Support Payment	455.50	Ch.Sup. D208389	Payroll
036999	03/15/19	Agri-Service LLC	383.45	Assembly Alternator/Core	Randy Knepper
037000	03/15/19	Airgas USA, LLC	106.75	Feb19 CylinderRent MedOxygen	Dustin Havel
037001	03/15/19	Arconas	4,865.00	inPower Flex Kits	Dustin Havel / Jim Elwood
037002	03/15/19	Area Disposal Service, Inc	217.50	Mar19 TrashComp Lease+Environmental Fee	Dustin Havel
037003	03/15/19	Blue Cross Blue Shield of	130,433.07	Apr19 H&D Insurance Premium	Tony Cross / Jim Elwood
037004	03/15/19	Frederick Braun	390.00	Air Ticket NW FAA Conf 03/18-20	John Eastman
037005	03/15/19	The Cincinnati Insurance	288.00	Premium for Additional Equipment	Michelle Anderson
037006	03/15/19	JH Compunet	200.00	Mar19 Wireless Internet	Michelle Anderson
037007	03/15/19	Commercial Tire	5,719.74	Install Runout YYY185400, Mounted Runout Loose Wheel, Install Tire Loader Dozer	Michelle Anderson / Jim Elwood
037008	03/15/19	Data Management, Inc.	4,680.00	TimeClockPlus Annual License 130EEs 02/22@1year	Michelle Anderson / Jim Elwood
037009	03/15/19	DBT Transportation Services,	4,789.00	NAVAID Mar-May19 3mos	Dustin Havel / Jim Elwood
037010	03/15/19	Dish Network	106.03	Monthly TV 03/27-04/26/19	Michelle Anderson
037011	03/15/19	James Elwood	953.00	Air Ticket NW FAA Conference 03/18-20	John Eastman
037012	03/15/19	Brent Blue MD/Emerg-A-Care	2,320.00	Medical Exam 4 applicants	Shane Thompson / Aimee Crook
037013	03/15/19	Federal Express	951.78	Courier service as of 03/07/19	Michelle Anderson
037014	03/15/19	Further	30.00	Participant Fee 2pax Jan-Mar19	Tony Cross
037015	03/15/19	Galls, LLC	149.00	Womens Taclite C.B Pants	Shane Thompson
037016	03/15/19	Gros Ventre Utility Company	13,198.73	TOJ022819 / GVU022819 : WWCollect Nov 2018 - Jan2019 10776.65K	Michelle Anderson / Jim Elwood
037017	03/15/19	Megan Jenkins	134.00	PerDiemMDW: Customer Service Symposium 03/04-07	Michelle Anderson
037018	03/15/19	J H Chamber of Commerce	262.68	Additional Membership Due ends Jun30; 03/07 Bus.Over Breakfast Meeting	Michelle Anderson
037019	03/15/19	Jackson Hole Security LLC	8,319.00	Feb19 O/N Security 10pm-6am	Aimee Crook / Jim Elwood
037020	03/15/19	Jim & Greg "The Locksmiths"	1,798.00	Key Cylinder/Locks; Service Call Replacement/Installation	Dustin Havel
037021	03/15/19	Lohf, Shaiman, Jacobs, Hyman &	12,940.45	Feb19 Fee General Matters / FBO Matters	Jim Elwood
037022	03/15/19	Long Building Technologies	1,073.84	01/31 Replacement Door Switch F Bldg, 02/12 SSRelay1 Replacement/Installation	Dustin Havel
037023	03/15/19	Marlow White Uniforms, Inc.	386.00	JH Shirt Long/Short Sleeve Sweater V	Shane Thompson

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VOUCHER #	DATE	VENDOR NAME	AMOUNT	FOR	Approved By
037024	03/15/19	Nelson Engineering	28,828.15	Feb19 PARCS Professional Fee	Michelle Anderson / Jim Elwood
037025	03/15/19	New Pig Corporation	1,555.63	Spillblocker Dike	Dustin Havel
037026	03/15/19	Norco, Inc.	29.43	Feb19 Cylinder/Equipment Rent	Dustin Havel
037027	03/15/19	O.J. Watson Equipment Co.	5,427.80	Clutch Assembly Nut Shaft Screw	Dustin Havel / Jim Elwood
037028	03/15/19	Orijin	1,177.50	Feb19 JHAB General Project Mgmt/Web	Michelle Anderson
037029	03/15/19	Pitney Bowes Global Financial	192.00	Mail Machine Lease Apr10-Jul09	Michelle Anderson
037030	03/15/19	Power Trowel Grinding Industry	9,186.00	3-55g Reflect Floor Cleaner	Michelle Anderson / Jim Elwood
037031	03/15/19	Stewart & Stevenson	106.84	Bearing Roller	Randy Knepper
037032	03/15/19	Teton County Transfer Station	70.00	Salvage Fridge Units	Dustin Havel
037033	03/15/19	Western States Equipment Co.	3,128.06	Repair Blade Assembly Unit	Dustin Havel / Jim Elwood
037034	03/15/19	Ziplocal	198.00	Feb19 Ziploca/Online.com, Mar19 Ziploca/Online.com	Michelle Anderson
037035	03/22/19	James Elwood	434.00	PerDiemCYS: WY Gov'r Tourism Conf 01/27-30; PerDiemCYS: WAOA Meeting 02/13-15; PerDiemSEA: FAA NW Mnt Conf 03/18-20	John Eastman
037036	03/22/19	Bank Card Center	30,005.81	BOW#1-Feb19/CC US\$5,869.40, BOW#2-Feb19/CC US\$3,667.30, BOW#3-Feb19/CC US\$12,086.85, BOW#4-Feb19/CC US\$5,362.30, BOW#A-Feb19/CC US\$3,019.96	Various
037037	03/22/19	Wesley White	2,779.50	11/25/18 Damaged Vehicle	Jim Elwood
037038	03/22/19	Robert McNeish	211.99	03/11/19 Damaged Bag	Jim Elwood
037039	03/22/19	Deneen Yurchak	140.00	Refund ID Badge Replacement Fee	Michelle Anderson
037040	03/25/19	Michelle Anderson	248.00	PerDiemCYS: WAOA BOD Meeting 02/13-16; PerDiemSEA: FAA NW Mnt Conf 03/18-20	Jim Elwood
037041	03/25/19	Steven Kerley	114.00	PerDiemBWI: NFPA 25 F.Sprinkler 03/27-29	Dustin Havel
037042	03/25/19	Michael Dynia	205.39	10/30/18 Damaged Bag	Dustin Havel
037043	03/25/19	Michelle Anderson	99.52	Walm#032519: Admin/Firehouse Coffee	Jim Elwood
037044	03/26/19	AT&T / Mobility	1,259.32	AT&T Cellphone 02/09-03/08/19	Michelle Anderson
037045	03/26/19	Century Link	1,619.93	Mar19 Telephone+Prev Month Long Distance	Michelle Anderson
037046	03/26/19	Steven Dyke	284.00	PerDiemCHS: ESSO Training 03/30-04/06	Shane Thompson
037047	03/26/19	OAG Aviation Worldwide LLC	1,372.92	Mar19Disp.BasicW WebXML DLR	Michelle Anderson
037048	03/26/19	Holland & Hart LLP	167.50	Feb19 Fee FBO Matters	Michelle Anderson
037049	03/26/19	Megan Jenkins	51.98	Albert#146946: Fruits Flowers BOD Meeting	Michelle Anderson
037050	03/26/19	LegalShield	852.25	Mar19 Identity Theft Premium	Tony Cross
037051	03/26/19	SITA US Inc.	2,024.00	Feb19 Maint.Fee SITA Terminal	Dustin Havel / Jim Elwood
037052	03/26/19	Staples Business Advantage	39.99	16ft USB Printer Cable	Michelle Anderson
037053	03/26/19	Gail Stevens	150.00	Winter Clothing/Tool Reimb.	Michelle Anderson
037054	03/29/19	Aflac	1,359.30	Mar19 AFLAC Insur.Prem GX725	Payroll
037055	03/29/19	California State Disbursement	318.00	Ch.Sup. D532742	Payroll

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VOUCHER #	DATE	VENDOR NAME	AMOUNT	FOR	Approved By
037056	03/29/19	Idaho State Tax Commission	5,446.00	Mar19 ID State Tax Remittance	Payroll
037057(Void)	VOID	VOID	VOID	VOID	VOID
037058	03/29/19	Texas Child Sup. Disbursement	900.61	Ch.Sup. OI3005-1996	Payroll
037059	03/29/19	WY Child Support Payment	455.50	Ch.Sup. D208389	Payroll
037060	03/29/19	NCPERS Group Life Ins.	96.00	Apr19 NCPERS Insurance Premium	Payroll
037061	03/29/19	American Association of	2,700.00	2019 US CTA Membership Dues	Michelle Anderson / Jim Elwood
037062	03/29/19	Advanced Chemical Transport	11,310.00	02/26 Glycol 4500g Disposal, 02/26 Glycol 4000g Disposal	Dustin Havel / Jim Elwood
037063	03/29/19	Honeywell International Inc.	6,115.69	MultiSensor Cameras	Dustin Havel / Jim Elwood
037064	03/29/19	AET Environmental	6,877.50	02/26,27 Glycol 210 barrels (8,820 gallons) Disposal	Dustin Havel / Jim Elwood
037065	03/29/19	Airside Solutions, Inc.	1,841.14	L850C Complete Fixture; LED Light Bar	Dustin Havel
037066	03/29/19	Alan's Welding, Inc.	96.20	Flat Bar	Dustin Havel
037067	03/29/19	Ancon	45,912.00	02/08 Glycol 8700g Disposal, 02/19 Glycol 4000g Disposal; 02/20 Glycol 4500g Disposal; 02/21 Glycol 5040g Disposal; 02/23 Glycol 3780g Disposal; 02/28 Glycol 8400g Disposal	Dustin Havel / Jim Elwood
037068	03/29/19	Michelle Anderson	20.38	Uber#032019: FAA NW Mnt Conference Taxi Fare	Jim Elwood
037069	03/29/19	Ascent Aviation Group, Inc.	48,634.43	03/01 1945g AD-49 TIV@6.89; 03/07 5019g PD TI ADF@7.02	Michelle Anderson / Jim Elwood
037070	03/29/19	AvFuel Corporation	85.00	Demurrage 02/26 r#9211923	Dustin Havel
037071	03/29/19	Communication Technologies	555.75	Loader Antennas Check, Icom Radio Power Checking	Dustin Havel
037072	03/29/19	Conrad & Bischoff, Inc.	51,028.61	DyedDiesel#1 5500g@2.4845; DyedDiesel#2 5500g@2.1663; Unlead.Gas 11204g@1.7800; DieselHeatOil 300g@2.4359	Dustin Havel / Jim Elwood
037073	03/29/19	PC Connection Sales Corp	1,922.18	Lexmark Printers, Cloud Service Provider ConsoBill	Dustin Havel
037074	03/29/19	L.N. Curtis & Sons	2,370.31	ARFF Helmets, Mako Compressor 2019 Maint	Dustin Havel
037075	03/29/19	Data Management, Inc.	2,196.00	TimeClockPlus Annual Licence 61EE 02/22@1yr	Michelle Anderson / Jim Elwood
037076	03/29/19	DFW Fire Training Research	9,450.00	050119 Basic ARFF Live Fires, 050819 Basic ARFF Live Fires, 052919 Basic ARFF Live Fires	Dustin Havel / Jim Elwood
037077	03/29/19	Donna Nethercott	62.50	Sew Patches Shirts	Shane Thompson
037078	03/29/19	Brent Blue MD/Emerg-A-Care	580.00	Medical Exam-1 applicant	Shane Thompson
037079	03/29/19	ERMC Aviation, LLC	12,655.17	12/14/18 Conveyor Inspection	Michelle Anderson / Jim Elwood
037080	03/29/19	Federal Express	259.47	Courier service ao 03/14/19, ao 03/21/19	Michelle Anderson
037081	03/29/19	Kristin Foreman	14.99	Albert#656946: Host Baby Shower Cake	Michelle Anderson
037082	03/29/19	Gem State Paper & Supply	3,546.77	Wipes, Cleaner, Aerosol, Gloves, Plastic Garbage Baga, JumboRoll, Paper Plates	Dustin Havel
037083	03/29/19	Hays Companies	1,875.00	Apr19 Consulting Fee-Benefits	Tony Cross
037084	03/29/19	Interwest Supply Co	6,220.18	SnowPlow Blades / Bolt / Nut / Washer	Dustin Havel / Jim Elwood
037085	03/29/19	Jackson Hole Children's Museur	5,000.00	2019Touch-A-Truck Title Sponsorship	Elwood

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037086	03/29/19	Kaplan Kirsch & Rockwell LLP	15,847.95	Jan19 Fee 1013-01 / Feb19 Fee 1013-01, re: FBO Matters	Michelle Anderson / Jim Elwood
037087	03/29/19	Kadrmass, Lee & Jackson, Inc.	25,400.00	Concept D&C Hanger@6 03/02 (includes Sub-Consultants Fee)	Michelle Anderson / Jim Elwood
037088	03/29/19	Labozan Associates	797.50	Feb19 Parking Sign/Wayfind	Dustin Havel
037089	03/29/19	Leibowitz&Horton	14,196.00	JanFeb19 Fee Airline Rate / Agreements	Michelle Anderson / Jim Elwood
037090	03/29/19	Leonard Petroleum Equipment	52.53	Nozzle Cover	Michelle Anderson
037091	03/29/19	Long Building Technologies	2,722.21	02/25 EF5 Electric Primary Power; 03/04 FPB-31 Blower Motor R&M	Dustin Havel / Jim Elwood
037092	03/29/19	Mead & Hunt	41,092.55	Feb19 Fee Enviro On-Call Phase I, GHG Emissions Inventory	Michelle Anderson / Jim Elwood
037093	03/29/19	Myslik, Inc.	5,358.58	Shear, Pin, Clip, Bushing, Caster Tire, Rim Caster, Wheel Hub	Dustin Havel / Jim Elwood
037094	03/29/19	Northern Truck Equipment Corp	15,000.00	Rented RPM227M Snow Blower	Dustin Havel / Jim Elwood
037095	03/29/19	NWAAAE	1,500.00	2019 Silver Sponsorship Annual Conference	Michelle Anderson
037096	03/29/19	O.J. Watson Equipment Co.	20,768.67	Joystick AWS P-Series, Caster PLate, Drop Box, Locking Washer, Yoke Sleeve Assembly	Dustin Havel / Jim Elwood
037097	03/29/19	Rexel USA, Inc	2,142.55	Conductor Cable, Unshield Cable, LED Wallpack, Conductor Panel, Patch Pane, ISubmersible Connector	Dustin Havel
037098	03/29/19	Ridgeline Excavation Inc.	2,515.00	Feb19 Snow Removal Service	Dustin Havel / Jim Elwood
037099	03/29/19	RPM Tech Inc.	4,432.05	Snow Blow Side Skid Shoe	Dustin Havel / Jim Elwood
037100	03/29/19	Short Elliott Hendrickson, Inc	69,115.53	AIP#59 Construction Admin/Observation as 01/31/19	Dustin Havel / Jim Elwood
037101	03/29/19	Standard Signs, Inc.	7,763.46	S2L, S3L, Cable Clamp, S4L	Dustin Havel / Jim Elwood
037102	03/29/19	Suburban Propane 1438	2,268.72	Fireplace/Heater 472.10g@3.215, Motor Vehicle Dispenser 208.1g@3.185	Dustin Havel
037103	03/29/19	TC Solid Waste & Recycling	107.10	eWaste Disposal Fee	Dustin Havel
037104	03/29/19	Three Elephant Public	1,749.65	Feb19 Marketing / Public Relations Services	Michelle Anderson
037105	03/29/19	Valley Office Systems	172.00	Ricoh/4503 Maint. 02/07-03/06, 03/07-04/06	Michelle Anderson
037106	03/29/19	Wadman Corporation	37,725.69	Water Main Retainage Fee 50%/10%	Michelle Anderson / Jim Elwood
037107	03/29/19	Walker Consultants	3,744.17	Feb19 Fee PARCS Construction / Testing	Michelle Anderson / Jim Elwood
037108	03/29/19	WY Airport Operators Assoc.	2,700.00	2019 Airport / Members Due	Michelle Anderson / Jim Elwood
037109	03/29/19	Waxie Sanitary Supply	4,460.36	Soap, Disinfectant, Deodoriser, Dusters, Ice Melt for HardFloor/Carpet, 1stAid Box, Roll, Tissue, Urinal Cover, Lotion, 5g Pail, Funnel, Thick Strip Pad, Citrus Hydro Multi Cleaner	Michelle Anderson / Dustin Havel / Jim Elwood
037110	03/29/19	Western States Equipment Co.	268.89	Bulb, Lamp-Halogen, Blade	Dustin Havel
037111	03/29/19	Wells Fargo	404.98	CC1 JE 02/12-03/14/19	John Eastman
037112	03/29/19	Wells Fargo	269.86	CC2 DH 02/12-03/14/19	Jim Elwood
037113	03/29/19	Wells Fargo	1,516.23	CC3 MA 02/12-03/14/19	Jim Elwood
037114	03/29/19	Wells Fargo	425.99	CC4 AC 02/12-03/14/19	Jim Elwood
037115	03/29/19	WY Dept of Agriculture	75.00	2019 Annual Scale / Meter License	Michelle Anderson
037116	03/29/19	Wyoming Garage Door, LLC	1,330.00	Install Door Sensor QTA Bldg	Dustin Havel

JACKSON HOLE AIRPORT BOARD 04/22/19

VOUCHER #	DATE	VENDOR NAME	AMOUNT	FOR	Approved By
037117	03/29/19	Kadrmass, Lee & Jackson, Inc.	22,436.60	Owner Representative Fee - Landside Project ao 03/02	Michelle Anderson / Jim Elwood
037118	03/29/19	Wadman Corporation	168,935.46	QTA-RCF Const#12 02/28/19	Michelle Anderson / Jim Elwood
037119	03/29/19	Kadrmass, Lee & Jackson, Inc.	54,897.60	D&C-QTA#3 Construction Admin & Observation 03/02/19	Michelle Anderson / Jim Elwood
037120	03/29/19	Wadman Corporation	280,739.83	Parking Lot Expansion Construction 02/28/19	Michelle Anderson / Jim Elwood
037121	03/29/19	Wadman Corporation	42,688.71	Feb19 CMAR Precon/General Services	Michelle Anderson / Jim Elwood
037122	03/29/19	Wadman Corporation	981.09	Feb19 CMAR Precon/General Services	Aimee Crook
037123	04/04/19	Frank Chidester	284.00	PerDiemCHS/ChckBagCHS: ESSO Training 04/06-13	Shane Thompson
037124	04/04/19	Chance Grimmatt	334.00	PerDiemLAS/ChckBagLAS: ISC West Conference 04/09-13	Dustin Havel
037125	04/04/19	Dustin Havel	164.00	PerDiemSEA: FAA NW Mnt Conference 03/17-20	Jim Elwood
037126	04/04/19	Brian Zayas Santiago	85.00	Fee Class A WY State Storage Tank Operator	Dustin Havel
037127	04/04/19	Jake Sperl	334.00	PerDiemLAS/ChckBagLAS: ISC West Conference 04/09-13	Aimee Crook
037128	04/04/19	Laurie Vasko	456.00	PerDiemCHS/ChckBagCHS: ELSO ARC Training 04/06-19	Shane Thompson
037129	04/04/19	Andrew Wells	274.00	PerDiemLAS: ISC West Conference 04/09-13	Dustin Havel
037130	04/05/19	American Association of	275.00	AffilMemb-RCampbell May19@1yr	Dustin Havel
037131	04/05/19	Ace Hardware	257.94	LED Bulbs, Snow Brooms, Bar&Chain, Oil, Flapper Chain/Lever, Caulk, Hex, PVC Elbow, Strip Seal, Foam Tape, Paint Brush Spray, Flat Washers	Shane Thompson / Dustin Havel
037132	04/05/19	Honeywell International Inc.	1,862.52	Entry System Sensor, Thermal Ribbon, Power Distribution Unit Converter, Access Control Reader, 4A Power Supply Board, iClass Cards	Aimee Crook
037133	04/05/19	AFL Maintenance Group Inc.	37,347.92	Mar19 Janitorial Services	Dustin Havel / Jim Elwood
037134	04/05/19	Airgas USA, LLC	116.11	Mar19 CylinderRent Medical Oxygen	Dustin Havel
037135	04/05/19	Airside Solutions, Inc.	1,232.67	L823-2nd Cordset, 8mm Pin Bulb, Airfield Bulbs, Halogen Par Lamp	Dustin Havel
037136	04/05/19	Anderson Automatic Door, LLC	2,047.00	R&M TerminalDoors	Dustin Havel / Jim Elwood
037137	04/05/19	Area Disposal Service, Inc	217.50	Apr19 Trash Compactor Lease + Environmental Fee	Dustin Havel
037138	04/05/19	Ascent Aviation Group, Inc.	36,532.08	03/13 5204g PD TI ADF@7.02	Dustin Havel / Jim Elwood
037139	04/05/19	AvFuel Corporation	165.00	Demurrage 03/23 r#9213394	Dustin Havel
037140	04/05/19	Big R Ranch & Home	480.73	Nut, Bolts, Washers, Safety Cones	Dustin Havel
037141	04/05/19	JH Compunet	200.00	Apr19 Wireless Internet	Dustin Havel
037142	04/05/19	PC Connection Sales Corp	2,567.28	Parking IT Gadgets: Axiom 16gb, RDIMM Intel 10gb ADP	Dustin Havel / Jim Elwood
037143	04/05/19	L.N. Curtis & Sons	254.00	LED Command/Tilt Helmet Light	Dustin Havel
037144	04/05/19	The Door Man	320.00	R&M MidFieldGate MalFunction	Dustin Havel
037145	04/05/19	Eagle Towing	150.00	Relocate Sedan/SUV No Public Parking	Dustin Havel
037146	04/05/19	Electrical Wholesale Supply	1,506.45	Mod Plug, Cable Support, Wire Marker, Black Tape, Straight Blade Connectors, CAT6 / Speaker Cable, Enclose Box, 10ft PVC Conduit	Michelle Anderson / Dustin Havel

JACKSON HOLE AIRPORT BOARD 04/22/19

VOUCHER #	DATE	VENDOR NAME	AMOUNT	FOR	Approved By
037147	04/05/19	Brent Blue MD/Emerg-A-Care	526.00	Medical Exam 1 applicant	Shane Thompson
037148	04/05/19	Evans Construction, Inc	5,321.25	02/18 Rental 140G CAT Grader, 03/29 Rental 140G CAT Grader	Dustin Havel / Jim Elwood
037149	04/05/19	Federal Express	202.05	Courier service ao 03/28/19, ao 04/04/19	Dustin Havel
037150	04/05/19	Gem State Paper & Supply	1,221.86	Filter, Wipes, Gloves, Plastic Garbage Bags, Jumbo Roll	Dustin Havel
037151	04/05/19	High Country Linen Service	1,951.05	Clean Towel / Bag / Mop / Wiper, Simple Green Cleaner 6/pk, Slate / Black Mats	Dustin Havel
037152	04/05/19	Helena Regional Airport Auth.	8,196.00	MGeiling 40hr B.AFFF 04/15-18, PWalters ARFF Recert 04/24, BSantiago ARFF Recert 04/24, RCampbell ARFF Recert 05/15, RKnepper ARFF Recert 05/15, JStewart 40hr B.AFFF 05/20-23	Dustin Havel
037153	04/05/19	Jackson Hole Security LLC	7,519.00	Mar19 O/N Security 10pm-6am	Aimee Crook / Jim Elwood
037154	04/05/19	Jackson Lumber	1,959.35	Strike Anchor, SDS Max Rotary Hammer, Hammer Drill/Bit, Wood Insulation, Nails, Bits Adhesives, Bituthene Waferboard, Fir Wood	Dustin Havel
037155	04/05/19	Jackson Towing Partners	187.50	Relocate Vehicle due to Excavation	Dustin Havel
037156(Void)	VOID	VOID	VOID	VOID	VOID
037157	04/05/19	Lower Valley Energy	38,201.00	Electricity 02/22-03/22/19	Dustin Havel / Jim Elwood
037158	04/05/19	NAPA AutoParts/Aspen Auto	491.73	Hydraulic Hose, Hook, Plug, Screw, Specialty Battery, Safety Glass/Google	Dustin Havel
037159	04/05/19	Norco, Inc.	32.58	Mar19 Cylinder/Equipment Rent	Dustin Havel
037160	04/05/19	One-Call of Wyoming	7.35	Dig Calls Jan-Mar 7 tickets	Dustin Havel
037161	04/05/19	Pitney Bowes Purchase Power	150.00	04/01/19 Postage Refill	Dustin Havel
037162	04/05/19	Ron's Towing	825.00	Relocate SUV / Truck / MiniVan / AudiQ3 due to Excavation	Dustin Havel
037163	04/05/19	Silver Star Communications	1,271.61	Apr19 Phone.Internet	Dustin Havel
037164	04/05/19	Beata Simms	275.00	AAAE#1051364: AffilMemb-B.Simms 0401@1yr	Aimee Crook
037165	04/05/19	Suburban Propane 1438	50.00	Steamer Tank Rent 1yr@14Mar19	Dustin Havel
037166	04/05/19	TC Environmental Health	40.00	DrinkingH2O Test 03/04/19	Dustin Havel
037167	04/05/19	TC Solid Waste & Recycling	582.00	Cardboard Recycling 2Q19	Dustin Havel
037168	04/05/19	Teton Media Works, Inc.	6,427.40	News Ad: N&G PardonConstr.Zone 03/06, 03/13, 03/20, 03/27; JHD PardonConstr.Zone 03/02-30; N&Gx1 JHAB BoardMeet Mar18; JHD JHAB BoardMeet Mar18; JHD/N&G Screeners 03/13-04/10	Michelle Anderson / Dustin Havel / Jim Elwood
037169	04/05/19	Town of Jackson	44,250.00	Apr19 LEO/Police Services	Aimee Crook / Jim Elwood
037170	04/05/19	TravelStoriesGPS, LLC	540.00	04/19@1yr Subscription	Dustin Havel
037171	04/05/19	TruDiligence, LLC	50.00	Mar19 Applicants Profile 5 applicants	Shane Thompson
037172	04/05/19	Teton Trash Removal, Inc.	4,233.00	Mar19 TrashRemoval/Transfer	Dustin Havel / Jim Elwood
037173	04/05/19	Locate Holdings, Inc dba	171.15	Mar19 Locate Services 3x+1	Dustin Havel
037174	04/05/19	University of Wyoming	5,000.00	UWY-040519 Sponsorship: JH Project - Environment Solution	Dustin Havel / Jim Elwood
037175	04/05/19	Waxie Sanitary Supply	3.32	PlasticFunnel	Dustin Havel
037176	04/05/19	Western States Equipment Co.	530.44	Edge Cutting Nut / Bolt	Dustin Havel

JACKSON HOLE AIRPORT BOARD 04/22/19

VOUCHER #	DATE	VENDOR NAME	AMOUNT	FOR	Approved By
037177	04/05/19	Jviation, Inc.	18,983.57	ARFF/SRE-5: Feb19 Coordination / Conceptual / Sub Conceptual	Dustin Havel / Jim Elwood
037178	04/05/19	Town of Jackson	6,532.00	Mar19 Parking Lease	Michelle Anderson / Jim Elwood
037179	04/05/19	Jviation, Inc.	74,875.52	JAC AIP59/60-3: Feb19 Administration /Coordination Construction	Dustin Havel / Jim Elwood
037180	04/05/19	Wyoming Retirement System	76,376.84	Mar19 WY Retirement T#1, T#2	Michelle Anderson / Jim Elwood
037181	04/08/19	Milton Cross	102.00	PerDiemCYS: WAM-JPIC Board Meeting 03/27-28	Jim Elwood
037182	04/08/19	Marilyn G French	490.00	PerDiemTSA/ChckBagTSA: New Hire Training 04/13-27	Shane Thompson
037183	04/08/19	Wadman Corporation	248,604.26	AIP#59FC Construction Cost#10	Dustin Havel / Jim Elwood
037184	04/08/19	Wadman Corporation	8,899.52	AIP#59NF Construction Cost#7	Dustin Havel / Jim Elwood
037185	04/09/19	Jason Stewart	288.00	PerDiemHLN: 40Hr ARFF Basic 04/14-20	Dustin Havel
037186	04/12/19	Richard Sewell	151.06	AceH#449079: Nut, Vent Pipe, Duct Flex Fastener	Dustin Havel
037187	04/15/19	California State Disbursement	318.00	Ch.Sup. D532742	Payroll
037188	04/15/19	Texas Child Sup. Disbursement	1,329.90	Ch.Sup. OI3005-1996	Payroll
037189	04/15/19	WY Child Support Payment	455.50	Ch.Sup. D208389	Payroll

3,475,174.21	Total
BY: John Eastman	
DATE APPROVED April 22, 2018	
	ACH Screener Employee Termed
	ACH Tax Deposit Payroll
	Cheque # 3171-3189 Employees of Month
	ACH Tax Deposit Employees of Month
	ACH JHAB/Screener Employees Payroll 03/15, 03/29, 04/15
	ACH Tax Deposit JHAB/Screener Employees Payroll 03/15, 03/29, 04/15
	Cheque # 3190-3192 Screener Top Ten Annual Awards
	ACH Tax Deposit Screener Top Ten Annual Awards
	Cheque # 3193-3197 JHAB Hosts 2018 Winter Incentives
	ACH Tax Deposit JHAB Hosts 2018 Winter Incentives
	ACH JHAB Employee Moving-in Housing Loan
	Great West Trust [WYO Deferred Contribution] March 15 / 29, 2018 Payroll

JACKSON HOLE AIRPORT BOARD 04/22/19

VOUCHER #	DATE	VENDOR NAME	AMOUNT	FOR	Approved By
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Mar 2019 BOW Loan 2014 \$2.2M Principal & Interest Payment [Acct 2361100]
Mar 2019 BOW Loan 2018 \$8.5M Principal & Interest Payment [Acct 23600020]
Mar 2019 FIB Loan Series B 2018 \$10.7M Interest Payment [Acct 2363100]
Mar 2019 FIB Loan Series C 2018 \$2.1M Principal & Interest Payment [Acct 2363200]
Mar 2019 Bank/Credit Card Service Charges (Ventek, Stripe Chargebee & In House Terminals)
FIB QTA S.2018B Cheques 000005
General Fund Cheques # 36983 - 37189

3,475,174.21 Total Cash Outlay

43,090.93	9012001 Terminal Restaurants Design & Construction (Carney, KLJ)
25,400.00	9013001 Hangar#6[FBO] Design & Construction (KLJ)
72,920.77	9013002 ARFF/SRE Facility Design & Construction (Jviation)
6,218.20	9030001 Fuel Farm Facility Relocation (Wadman, KLJ)
465,186.97	9040001 ([AIP59] South Access Road & Drainage D&C AIP59 (Jviation, SEH, Wadman, KLJ, TetonMedia, RonsTowing, Jtowing, BigRR)
332,338.09	9040002 Parking Lot & Signage Design & Construction (Nelson, Wadman, Walker, KLJ, PCConnect)
37,725.69	9040004 Water Main Installation (Wadman)
240,244.01	9050001 QTA Rental Car Facility Replacement D&C (Wadman, KLJ)
1,121.83	9070001 Project Coordinator / Owner's Representative (KLJ)
46,092.55	9070002 Enviro On-Call Phase I (Mead&Hunt, UWY)
1,270,339.04	Projects
2,204,835.17	Operations / Fuel Farm / Security

**RESOLUTION NO. 2019-04
OF THE
JACKSON HOLE AIRPORT BOARD
RE: A Tribute to Grand Teton National Park – Snow Plow Operations**

April 22, 2019

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

WHEREAS, the Jackson Hole Airport is located in Grand Teton National Park and access to the Airport is through the Park;

WHEREAS, Jackson Hole and the Park experienced record-breaking snowfall during the winter of 2018/19, which posed extreme difficulties for snow removal from the roadways accessing the Airport;

WHEREAS, the Grand Teton National Park Snow Removal Operations Crew was instrumental in keeping the Airport safely accessible for vehicles, visitors, and locals during this record-breaking winter.

WHEREAS, it is fitting and proper that the Jackson Hole Airport Board recognize the efforts and successes of Grand Teton National Park Snow Removal Operations Crew during the winter of 2018/19.

NOW THEREFORE BE IT RESOLVED, that the Jackson Hole Airport Board does hereby recognize, thank and pay homage to the *Grand Teton National Park – Snow Removal Operations Crew* for their exceptional efforts to maintain roadways in a safe condition during the extraordinary winter of 2018/19. The Jackson Hole Airport Board therefore recognizes the Grand Teton National Park Snow Removal Operations Crew as an *Essential Partner of the Jackson Hole Airport*, and sincerely thanks them for their continued efforts and focus on safety.

Upon motion duly made and seconded, the foregoing Resolution was adopted by the Jackson Hole Airport Board this 22nd day of April 2019.

JACKSON HOLE AIRPORT BOARD

By: 
Rick Braun, President

ATTEST:

By: 
Robert McLaurin, Secretary