

## MINUTES OF THE JACKSON HOLE AIRPORT BOARD

**DATE:** June 21, 2019

**BOARD PRESENT:** Rick Braun, Mary Gibson Scott, John Eastman, and Jerry Blann were present in the Airport Board Room. Bob McLaurin was present via conference call which was audible in the Airport Board Room.

**OTHERS PRESENT:** Gopaul Noojibail, Michael Nash, Margaret Wilson, Grand Teton National Park; Jeremy Mayo, Hertz; Mike Gierau, Jedediah's; Patrick Collins, Teton Backcountry Rentals; Thomas Kirsten, Jorgensen; Jessica Jaubert, Three Elephant Public Relations; Dave Coyle, Fly Jackson Hole; Keaton Brown, Jackson Hole Aviation ; Bill Parodi, JW.Org; Jim Elwood, Dustin Havel, Michelle Anderson, Aimee Crook, Tony Cross, Anna Valsing, Megan Jenkins, Paul Walters, Robin Usher, Esther Borja, Alyssa Downey, Kaitlin Perkins, Jackson Hole Airport.

**CALL TO ORDER:** Braun called the meeting of the Jackson Hole Airport Board to order at 9:00 am on Friday, June 21, 2019.

**I. EMPLOYEE OF THE MONTH:** Elwood recognized Alyssa Downey as June's employee of the month.

**II. COMMUNITY OUTREACH:** Jenkins said Bondurant School had an educational tour of the Airport. She said the University of Wyoming Haub School of Environment & Natural Resources students presented at the 2019 Environmental Solutions in Jackson Hole on the tool they created to measure waste generated at the Airport. She said the Airport brought a firetruck and Overaasen snow broom to Touch-A-Truck. Elwood recognized the staff that attended Touch-A-Truck.

**III. COMMENTS FROM – NATIONAL PARK SERVICE, TOWN OF JACKSON, TETON COUNTY AND THE PUBLIC:** Nash gave an update on the Jenny Lake Project and Pavement Preservation Project.

**IV. GTNP – SUSTAINABILITY PRESENTATION:** Gibson Scott introduced Margaret Wilson, Planner and Sustainability Coordinator at Grand Teton National Park. Wilson gave a presentation on sustainability measures in the Park. Gibson Scott said the Airport has an opportunity to encourage rental of green vehicles through the rental car agencies. Elwood requested Wilson continue to share with the Airport any electric vehicle charging station enhancements in the Park.

**V. UPDATES & DISCUSSION:** Braun gave an update on construction at the Airport for the conceptual focus group.

Gibson Scott said the concessions & contracts focus group reviewed and support moving forward with the Emerg-A-Care agreement, bear spray rental and the First Amendment Policy.

Blann said the focus group reviewed the supplemental fuel agreement, the FBO parking access control amendment and Jackson Hole Aviation's proposed rate decrease and support moving forward.

Gibson Scott said the GTNP/environmental focus group met with the Park as required by the Environmental Impact Statement that supports the time extensions of the Airport's Use Agreement term to review mitigation measures that are ongoing to work to lessen the effect of the airport on the Park. She said Jedediah's started composting on June 12<sup>th</sup>. She said the Airport was awarded a grant from the VW settlement in the amount of \$173,474 that will be used for the purchase of the new reduced emission rotary snow blower equipment.

Eastman gave an update on ground transportation for the transportation focus group. He said the group reviewed the Transportation Network Company agreements and support moving forward.

Gibson Scott stated the Airport is pleased to announce Ray Lilley will be joining the Airport Operations team as an Airport Operations Officer. She congratulated Phillip Adams for earning his Masters Degree in Aviation Safety and earning his ACE Security Certification from AAEE. She congratulated Steve Kerley for earning his Airport Master Firefighter Certification from AAEE. She congratulated Derek Hadfield for earning his ACE Airfield Operations Certification from AAEE. She provided an update on staffing and hiring for the HR & health focus group.

**VI. ACTIVITIES REPORTS REVIEW:** Elwood stated May 2019 passenger enplanements increased 56% over May 2018. He said year to date, passenger enplanements have increased 21% over 2018. He said while 56% may seem like a very large increase, May 2018 enplanements decreased due to an airline scheduling glitch. He said if you compare May 2019 to May 2017 enplanements, there was a 35% increase. He said that May enplanements are 12% of the total year to date enplanements.

## **VII. ACTION ITEMS:**

### **A. Consent Agenda:**

#### **A1. Approval of the Minutes – May 22, 2019**

#### **A2. Screening Medical Exams Agreement**

#### **A3. Transportation Network Company Amendments**

#### **A4. Airline Amendments**

#### **A5. Water Well Re-Permitting**

McLaurin made a motion to remove consent agenda item A4. Eastman seconded the motion, which passed unanimously.

Gibson Scott made a motion to approve consent agenda items A1, A2, A3 and A5. Eastman seconded the motion. Blann did not vote on consent agenda item A1 due to being absent for May's meeting. The motion passed.

**B. Rates Review:** Blann made a motion to approve Jackson Hole Aviation's proposed rate decrease to \$7.52/gallon for Jet A fuel. Gibson Scott seconded the motion, which passed unanimously.

**C. Financial Reports:** Anderson stated the May financial reports reflect the amended budget approved by the Board in March. She said May income was 5% above the amended budget and expenses were 4% below the budgeted amount. She said year to date, income across the three enterprise centers are 5% above the budgeted amount and expenses are 2% above the budgeted amount. Eastman made a motion to accept the financial reports for May 2019. Blann seconded the motion, which passed unanimously.

**D. Payment of the Bills:** Eastman made a motion to approve the checks as presented on the check register list dated June 21, 2019, including QTA checks 1-8. Gibson Scott seconded the motion, which passed unanimously.

**E. First Amendment Policy:** Elwood explained the proposed policy to accommodate organizations and individuals who wish to exercise their First Amendment rights at the Airport. He said the policy defines the acceptable time, place and manner of expression and includes a map outlining the designated locations for permitted activities to occur as well as an application for consideration of a permit. Nash requested communication with the Park. Gibson Scott made a motion to adopt the Policy to Accommodate First Amendment Activity, in the form presented, to accommodate organizations and individuals seeking to exercise First Amendment rights on the Airport.

**F. Bear Spray Rental:** Valsing said an RFP was published seeking a bear spray rental vendor and eight proposals were received. She said two of the goals related to providing bear spray rentals are reducing the number of canisters that are left to be recycled and increasing the number of visitors who have access to bear spray. She said staff recommends Teton Backcountry Rentals to provide this service. She said there will be a staffed kiosk in baggage claim where they will show safety videos and provide bear spray education to visitors before renting them a canister. Gibson Scott requested that the Huntress in baggage claim not be blocked by the staffed kiosk. Gibson Scott made a motion to approve the Bear Spray Concession Agreement with Teton Backcountry Inc., in the form presented. Blann seconded the motion, which passed unanimously.

**G. Supplemental Fuel Agreement:** Havel stated the existing fuel agreement with Jackson Hole Aviation expires on August 1, 2019. He said the proposed agreement extends the term through April 26, 2023 and restates the fee for the sale of motor fuels. He said gasoline and diesel fuels will be sold to Jackson Hole Aviation at cost plus 15% as stated in the Fees and Charges Resolution. He said this agreement has been updated to reflect new facilities and has removed old facilities that no longer exist. Blann made a motion to approve the Second Supplemental Agreement regarding Fuel Facility with Jackson Hole Aviation, in the form presented. Eastman seconded the motion, which passed unanimously.

**H: FBO Parking Access Control Amendment:** Havel said as part of the parking lot access and revenue control project a gate will be installed at Jackson Hole Aviation's parking lot. He said this amendment will allow the Board to reimburse Jackson Hole Aviation for the lost revenue from the gated off parking lot. He said at the close of each quarter a report will be provided on the usage of the parking lot as well as payment for 50% of the gross revenue received from the parking lot that quarter. Blann made a motion to approve the First Amendment to Airport Facilities Lease (Parking Access Control) with Jackson Hole Aviation, in the form presented. Eastman seconded the motion, which passed unanimously.

**I. Move-In Loan Assistance:** Cross stated the Move-In Loan Assistance Policy has been in place for slightly more than two years and staff has had an opportunity to evaluate requests for use and employees' needs over this time. He said the updated policy reflects what works best for employees including revised guidelines for the criteria and approval process and updated guidelines for the terms of repayment. Blann thanked the Board for supporting the housing assistance program and stated it is a positive step for the organization to look at problems with housing in northwest Wyoming. Gibson Scott made a motion to approve the updated Move-In Loan Assistance Policy, in the form presented. Blann seconded the motion, which passed unanimously.

**VIII. DIRECTOR'S COMMENTS:** Havel gave a construction update. Crook gave a security update. Elwood said the Airport is participating in the Sustainability Series at the Teton County Library on June 27<sup>th</sup>. He said there will be a ribbon cutting for the stormwater filtration system on September 4<sup>th</sup> around 10:00 am.

**IX. BOARD COMMENTS:** Blann asked for an update on ground handling services. Elwood said United chose United Ground Handling Services as their provider and Delta chose Delta Ground Services as their provider.

Gibson Scott thanked the Park for continuing to stay engaged in airport matters.

Braun thanked everyone for making the Jackson Hole Airport the best tiny airport.

**X. EXECUTIVE SESSION:** Braun made a motion that the Board go into Executive Session to receive and discuss Sensitive Security Information, which is classified as confidential by law, as authorized by Wyoming Statute §16-4-405(a)(ix) at 10:25 am. Gibson Scott seconded the motion, which passed unanimously.

**XI. ADJOURN:** Blann made a motion to adjourn the meeting at 10:57 am on Friday, June 21, 2019 stating no decisions were made in Executive Session. Eastman seconded the motion and the meeting was adjourned.



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Rick Braun, President



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Bob McLaurin, Secretary

**RESOLUTION NO. 2019-06  
OF THE  
JACKSON HOLE AIRPORT BOARD**

**RE: ESTABLISHMENT OF FEES AND CHARGES  
FOR AIRCRAFT OPERATORS**

July 12, 2019

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

**WHEREAS**, the Jackson Hole Airport Board (the "Board") is authorized to operate and maintain the Jackson Hole Airport (the "Airport") under Wyoming Statute §10-5-101, et seq., Chapter 12.16 of the Ordinances of the Town of Jackson, and the Board's capacity as proprietor of the Airport;

**WHEREAS**, the Airport is operated by the Board within Grand Teton National Park pursuant to an Agreement between the United States and the Board, dated April 27, 1983 as amended (the "Interior Agreement"), which requires, at Section 9(b) and pursuant to 16 U.S.C. Section 7d, that all rates and prices charged by the Board shall be fair and reasonable;

**WHEREAS**, federal aviation law requires that the rates, rentals, landing fees, and other charges that the Board imposes on aeronautical users for aeronautical use of the Airport be fair and reasonable, and be imposed without unjust discrimination, 49 U.S.C. § 40116(e)(2), 49 U.S.C. 47107(a)(1)(2)(13), 49 U.S.C. 47129 and 14 CFR Part 302, Subpart F;

**WHEREAS**, pursuant to these requirements, the Board regularly establishes fees and charges for goods and services provided, and rentals and activities authorized by the Board on and from the Airport;

**WHEREAS**, Signatory and Non-Signatory Airline are distinct classes of business on the Airport, Non-Signatory Airlines do not commit themselves to a term, and charging differing fees to them is fair and reasonable, and

**WHEREAS**, by this Resolution, the Board desires to restate the fees and charges with respect to aircraft operators which it has previously adopted from time-to-time, and to establish separate rates for Signatory and Non-Signatory Airlines, which fees and charges it finds to be fair, reasonable and not unjustly discriminatory, for the period beginning on August 1, 2019 and continuing until amended by the Board.

**NOW THEREFORE**, upon motion duly made, seconded and adopted, the Board resolves as follows:

1. Section 2 of the Board's Fees and Charges Resolution, adopted May 22, 2019, which is specifically applicable to aeronautical users, including air carriers, aircraft fueling


operators and other aircraft operators, shall be deleted in its entirety and replaced with the fees and charges set forth on the annexed Section 2.

2. Except as expressly set forth in the annexed Section 2, the Airport's fees and charges shall not otherwise be amended and restated but shall remain in full force and effect.


Upon motion duly made and seconded, this Resolution is hereby approved and adopted in open meeting by the Jackson Hole Airport Board this 12th day of July 2019.

**JACKSON HOLE AIRPORT BOARD**

By:

  
\_\_\_\_\_  
Rick Braun, President

ATTEST:

  
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Mary Gibson Scott, Vice President

**SECTION 2: FEES AND CHARGES TO AIRCRAFT OPERATORS**  
**(Rev. Effective 8/1/19)**

**2.1 DEFINITIONS.**

The following definitions shall apply to this Section 2:

“**Signatory Airline**” means a certificated Air Carrier providing scheduled passenger service at the Airport and utilizing space in the Terminal Building on a shared or exclusive use basis under a written lease with the Board, or as subtenants thereof.

“**Non-Signatory Airline**” means a certificated Air Carrier providing scheduled passenger service at the Airport and utilizing space in the Terminal Building on a shared or exclusive use basis without having entered into a written lease with the Board, or after the termination of any such lease.

“**Air Carrier**” shall mean both Signatory and Non-Signatory Airlines unless the context demands that the term apply to one or another type of Airline.

**2.2 FEES AND CHARGES FOR AIRCRAFT OPERATORS**

Unless otherwise expressly specified in a written agreement between the Board and an Operator, the following terms and conditions shall apply to all Aircraft operations at the Airport:

**2.2.1 Landing Fees.** A landing fee will be charged for landings by all non-based aircraft, including Ferry Flights, and unscheduled landings of Aircraft originating from another airport, and diverted to the Airport due to weather, mechanical, or other reasons. Aircraft of 12,500 pounds or less maximum certified take-off weight are exempt from paying landing fees at the Airport. The Board finds that based aircraft pay other fees and charges in support of the Airport, such as hangar and tie-down fees and that excluding them from payment of landing fees is therefore fair, reasonable and justified. Military aircraft shall pay a landing fee only when appropriate under FAA Sponsor Assurance #27.

<b>Class of Aircraft</b>	<b>Fee Per Landing</b>
Signatory Airline Aircraft	\$4.61/1,000 lbs.
Non-Signatory Airline Aircraft	\$5.99/1000 lbs.
General Aviation	\$4.61/1,000 lbs.
Military Aircraft	\$4.61/1,000 lbs.

**2.2.2 Deicing Fluid Fees.** Operators shall pay the Board a sum equal to the Board’s full delivered cost of deicing fluid, plus 30%, with respect to deicing fluid dispensed from the Board’s deicing fluid tank.

**2.2.3 Deicing Fluid Disposal.** Operators/FBO shall pay the Board a sum equal to the Board's full cost of disposal allocated based on the percent of deicing fluid used during the period.

## **2.3 FEES, CHARGES AND RENTAL FOR SCHEDULED AIR CARRIERS**

**2.3.1 Payment of Fees and Charges.** Each air carrier that utilizes the Airport shall pay its share of costs for the exclusive and joint use of space as set forth below. Signatory Airline shall make payment for its use of space at the Airport in accordance with the terms of its lease. Non-Signatory Airline shall make payments as follows:

**2.3.1.1** Non-Signatory Airlines shall pay to Board in advance, on the first day of each month, without demand or invoicing, rentals for Airline's Exclusive Use Space (of the type described in Section 2.3.3 below) at the rate and in the amount that is 130% of the rate then paid by Signatory Airlines for like space in the Terminal Building.

**2.3.1.2** Non-Signatory Airline's proportionate share of rentals for its use of the Joint Use Space (of the type described in Section 2.3.2 below), at a rate and in the amount that is 130% of the rate then paid by Signatory Airlines, shall be paid by Airline to Board no later than fifteen (15) days following receipt by Airline of billing therefor and shall be calculated in accordance with the Joint Use Formula set forth below.

**2.3.2 Baggage Claim Area, Baggage Service Offices & Storage, Outbound Baggage Handling and Secure Passenger Holdroom Rental.** Air Carriers that utilize the Baggage Claim Area, Baggage Service Offices & Storage, Outbound Baggage Handling and Secure Passenger Holdroom of the Airport's terminal building on a joint use basis in a particular month shall pay their share of rent for the use of such areas that month. The rate for such areas is \$50.41 per square foot per year. Eighty percent (80%) of the total joint use rent shall be prorated to each Air Carrier according to the ratio of the number of each Air Carrier's enplaned passengers at the Airport during the most recent month to the total number of enplaned passengers during said month. The remaining twenty percent (20%) of the total joint rent is to be prorated equally among all the Air Carriers, as more fully set forth in a lease with the Board.

**2.3.3 Terminal Building Exclusive Use Space Rentals.** Air Carriers leasing Ticket Counter and Queuing Areas (Ticketing) and Airline Ticket Offices/Operations Area space of the Terminal Building on an exclusive use basis shall pay the Board \$50.41 per square foot per year.

## **2.4 FUEL DELIVERED FEE**

A fee shall be paid to the Board on all fuel delivered on the Airport to any Operator, and on all fuel removed from the Board's fuel facility on the Airport by any Operator. The fee shall be paid by the Operator so delivering the fuel on the Airport, or in the case of the withdrawal of fuel from the Board's fuel facility, by the Operator so withdrawing fuel. This fee shall not duplicate the fee received by the Board from any Fixed Base Operator in the same per gallon amount pursuant to any agreement or lease between an Operator and the Board, but shall be in addition to the fees set forth in Section 2.5 below. This fee shall be determined by multiplying the number of gallons of any fuel (including diesel, gasoline, avgas and jet fuel) so delivered or removed in accordance with



the following schedule, which is based upon the Operator or other Person by whom the fuel shall be ultimately used:

<b>Type</b>	<b>Fee per Gallon</b>
Other than Air Carrier	\$.12
Air Carrier	\$.05

**2.5 CUSTOMER AND FUEL FACILITY CHARGE AND FEES.**

**2.5.1** A Customer Facility Charge in the amount of five-cents (\$0.05) per gallon of aviation fuel delivered (the “Fuel Facility CFC”) shall be charged and collected by each Fuel Provider from each Aircraft Operator of an aircraft into which fuel from an aviation fuel facility on the Airport is delivered by the Fuel Provider, commencing on July 1, 2017. The Fuel Facility CFC shall be set forth as a separate line item in each invoice for fuel delivered into aircraft by a Fuel Provider, and shall be paid to the Board monthly in accordance with procedures established by the Airport’s Executive Director.

**2.5.2** A Fuel Facility Fee (“FFF”) of twenty cents (\$0.20) per gallon shall become effective upon notice by the Board and commencement of operations of the New Fuel Facility on the Airport. The FFF shall not be directly and separately passed on by any Fuel Providers on the Airport to its retail customers, other than regularly scheduled air carriers which are charged by Fuel Provider on and into-wing fee basis.

**RESOLUTION NO. 2019-07**  
**OF THE**  
**JACKSON HOLE AIRPORT BOARD**  
**ACCEPTING GRANT AGREEMENT WITH FEDERAL AVIATION ADMINISTRATION**  
**AIP Grant No. 3-56-0014-060-2019**  
**Contract No. DOT-FA19NM-1024**  
**July 12, 2019**

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

**WHEREAS**, the Board was organized as an airport board on January 17, 1968 pursuant to Wyoming Statute §10-5-202; is a joint powers board pursuant to Wyoming Statute §16-1-105; is owner and operator of the Jackson Hole Airport ("Airport"); and is authorized to receive grants from the Federal Aviation Administration ("FAA") for planning and/or improvements to the Airport;

**WHEREAS**, the FAA has made a grant offer to the Board to "Rehabilitate Access Road (Phase II)" in an amount of Two Million Five Hundred Fifty-Six Thousand Six Hundred Forty-Two Dollars (\$2,556,642), and the Board desires to accept the grant and authorize the officers of the Board to execute the associated grant agreement in the form annexed hereto as **Exhibit A**;

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

1. The Board hereby accepts FAA AIP Grant Number 3-56-0014-060-2019 in the amount of Two Million Five Hundred Fifty-Six Thousand Six Hundred Forty-Two Dollars (\$2,556,642) in the form annexed hereto as **Exhibit A**, for the project to Rehabilitate the Access Road (Phase II) at the Airport, as more fully described in the Project Application.


2. The Board authorizes any Board officer to execute and attest said Grant Agreement on behalf of the Board.

Adopted by the Board in open and public meeting this 12th day of July 2019.

**JACKSON HOLE AIRPORT BOARD**

By:   
Rick Braun, President

**ATTEST**

By:   
Mary Gibson Scott, Vice President

**JACKSON HOLE AIRPORT BOARD 07/12/19**

VOUCHER #	DATE	VENDOR NAME	AMOUNT	FOR	Approved By
<b>ACH Transfers / Payroll Cheques / Bank Charges</b>					
3201	06/21/19	Screeener Employee	250.00	Employee of the Month	Payroll
ACH	06/21/19	EFTPS	41.42	Tax Deposits eff. 06/21/19	Payroll
ACH	06/28/19	JHAB / Screeener Employees	195,872.56	Payroll of 06/28/19	Payroll
ACH	06/28/19	EFTPS	67,864.03	Tax Deposits eff. 06/28/19	Payroll
ACH	07/05/19	Screeener Employees	5,003.83	Termed	Payroll
ACH	07/05/19	EFTPS	1,658.07	Tax Deposits eff. 07/08/19	Payroll
ACH	06/28/19	Great West Trust Payment (WYO Deferred Contribution)	10,870.00	June 14 / 28, 2019 Payroll	Payroll
ACH	06/05/19	Bank of the West (BOW)	20,901.40	Jun 2019 BOW Loan 2014 \$2.2M Principal & Interest Payment [Acct 2361100]	Signed Agreement
ACH	06/05/19	Bank of the West (BOW)	86,501.72	Jun 2019 BOW Loan 2018 \$8.5M Principal & Interest Payment [Acct 23600020]	Signed Agreement
ACH	06/03/19	First Interstate Bank (FIB)	44,011.01	May 2019 FIB Loan Series B 2018 \$10.7M Interest Payment [Acct 2363100]	Signed Agreement
ACH	06/12/19	First Interstate Bank (FIB)	63,008.72	May 2019 FIB Loan Series C 2018 \$2.1M Principal & Interest Payment [Acct 2363200]	Signed Agreement
GJ-BSC	06/01-06/30/19	Wells Fargo / Ventek / Stripe / Chargebee	2,739.51	Bank/Credit Card Service Charges (Ventek, Stripe Chargebee & In House Terminals)	Bank/Credit Card Notices
<b>CFC Vouchers</b>					
000009	06/25/19	Jackson Hole Airport Board	28,366.84	Reimbursement of payments made to KLJ, L&H, WAD re QTA RCF Replacement	Michelle Anderson / Jim Elwood
			(28,366.84)	Above cheque was deposited to WF General Account, thus zero effect	
000010	06/25/19	Jackson Hole Airport Board	273,828.64	Reimbursement of payments made to various vendors, re PARCS	Michelle Anderson / Jim Elwood
			(273,828.64)	Above cheque was deposited to WF General Account, thus zero effect	
<b>General Fund Vouchers</b>					
037579	06/21/19	Bank Card Center	27,907.67	BOW#1-May19/CC US\$3,864.55, BOW#2-May19/CC US\$2,278.45, BOW#3-May19/CC US\$13,700.31, BOW#4-May19/CC US\$6,882.32, BOW#A-May19/CC US\$1,182.04	Various
037580	06/24/19	Blue Cross Blue Shield of	129,467.99	Jul19 H,D&V Insurance Premium	Tony Cross / Jim Elwood
037581	06/24/19	Carney Logan Burke Architects	4,892.37	May19 Fee Restaurant Construction & Admin.	Dustin Havel / Jim Elwood
037582	06/24/19	Century Link	1,461.21	Jun19 Telephone+Prev.Month Long Distance	Michelle Anderson / Jim Elwood
037583	06/24/19	Conrad & Bischoff, Inc.	85,544.00	Unlead.Gas 26,500g @2.86994, DyedDiesel#2 4500g @2.0980	Dustin Havel / Jim Elwood
037584	06/24/19	Hays Companies	1,875.00	Jul19 Consulting Fee-Benefits	Tony Cross
037585	06/24/19	Idaho Traffic Safety, Inc.	14,660.20	Road Striping White/Yellow, Centerline Striping 6920/7680	Dustin Havel / Jim Elwood
037586	06/24/19	Jorgensen Associates, PC	1,026.25	May-19Jun Sewer Art Circle Construction&Observation, May-19Jun West Boundary Survey	Dustin Havel
037587	06/24/19	Jviation, Inc.	8,700.00	Preparation: Deice Pay Exhibits O1-09	Dustin Havel / Jim Elwood
037588	06/24/19	Douglas D. Keefe, Jr.	1,118.50	Roof Repair-Hangar #1 / Terminal / Jeds	Dustin Havel
037589	06/24/19	Lohf, Shaiman, Jacobs, Hyman	5,546.25	May19 Fee General Matters	Michelle Anderson / Jim Elwood
037590	06/24/19	Long Building Technologies	26,557.00	ACS/CCTV 120TBRazberi Server	Aimee Crook / Jim Elwood
037591	06/24/19	LegalShield	833.30	Jun19 Identity Theft Premium	Tony Cross
037592	06/24/19	Mead & Hunt	31,836.70	May-15Jun Fee Enviro On-Call I	Dustin Havel / Jim Elwood

**JACKSON HOLE AIRPORT BOARD 07/12/19**

VOUCHER #	DATE	VENDOR NAME	AMOUNT	FOR	Approved By
037593	06/24/19	O.J. Watson Equipment Co.	5,787.50	Hydraulic Blower, Clutch	Dustin Havel / Jim Elwood
037594	06/24/19	Pavement Stencil Company	130.40	Signage: 60"x15" Cut Out "National/Alamo"	Dustin Havel
037595	06/24/19	Pine Needle Embroidery	25.00	Embroidered Backpacks: "50Years" Logo	Dustin Havel
037596	06/24/19	SITA US Inc.	2,024.00	May19 Maintenance Fee SITA Terminal	Dustin Havel / Jim Elwood
037597	06/24/19	St John's Medical Center	6,135.00	Fire/EMS Physical Exam 7pax	Dustin Havel / Jim Elwood
037598	06/24/19	Toolson Telephone	378.20	04/09 ServiceCall: Fiber Replacement	Dustin Havel
037599	06/24/19	Valley Office Systems	2,331.00	R6003 Colored Printing Overage 05/07/19@1yr, R4503 Maintenance Fee 06/07-07/06	Michelle Anderson / Jim Elwood
037600	06/24/19	Jorgensen Associates, PC	4,501.05	Water System Expansion, May-19Jun Water System Rights	Michelle Anderson / Jim Elwood
037601	06/24/19	Jviation, Inc.	17,887.60	ARFF/SRE-8 May19 Coordinating/Documenting/Conceptual	Dustin Havel / Jim Elwood
037602	06/24/19	Jorgensen Associates, PC	1,403.55	Survey/Research Powerline	Michelle Anderson
037603	06/24/19	Jviation, Inc.	67,307.74	May19 Construction Admin / Observation	Dustin Havel / Jim Elwood
037604	06/24/19	Jorgensen Associates, PC	517.50	May-19Jun Wastewater-SCLS Reports	Michelle Anderson
037605	06/28/19	Aflac	1,166.86	Jun19 AFLAC InsurancePremium GX725	Payroll
037606	06/28/19	Idaho State Tax Commission	4,754.00	Jun19 ID State Tax Remittance	Payroll
037607	06/28/19	NCPERS Group Life Ins.	64.00	Jul19 NCPERS Insur.Prem.	Payroll
037608	06/28/19	Texas Child Sup. Disbursement	1,141.82	Ch.Sup. OI3005-1996	Payroll
037609	06/28/19	WY Child Support Payment	455.50	Ch.Sup. D208389	Payroll
037610	06/27/19	Petty Cash	19.18	PCF Reimbursement - Admin Box	Dustin Havel
037611	06/27/19	Petty Cash	76.65	PCF Reimbursement - Host Box	Dustin Havel
037612	06/28/19	James Elwood	3,826.88	UA-AirTicket: JAC-BOS-JAC AAAE Conf 06/14-20; RenaissanceHotel: BOS Hotel AAAE Conf 06/14-20	John Eastman
037613	06/28/19	Wells Fargo	297.45	CC1 Jim Elwood 05/15-06/13/19	John Eastman
037614	06/28/19	Wells Fargo	1,547.70	CC2 Dustin Havel 05/15-06/13/19	Jim Elwood
037615	06/28/19	Wells Fargo	608.93	CC3 Michelle Anderson 05/15-06/13/19	Jim Elwood
037616 - 037649	VOID	VOID	VOID	VOID	VOID
037650	06/30/19	Ace Hardware	950.82	Lube, WorkLight, Knee Pad, Bit, Copper Cap, Screw, Tee Cap, Tube Elbow, Mask Tape, Glue Grout, Door Stop, Hinges, Roundeye Snap, Hammer, Gas Cylinder, Mortar Jig, Hex Bolt, Screw Extractor, Spray Paint, Chemical Gloves, SurgeTap/SurgeBlock, Aluminum Flat Bar, Hack Saw, Bit Drill, Hex Bolts, Carded Tap, Phillips Screw, Screw Drivers, Distilled Vinegar, Protectant Coating	Dustin Havel
037651	06/30/19	Airside Solutions, Inc.	2,035.52	L850C Complete Fixture, Reflector / FRC Cold Mirror	Dustin Havel
037652	06/30/19	Connie Avery	8.99	Albert#568895 Cake for Host	Michelle Anderson
037653	06/30/19	Big R Ranch & Home	294.59	Timber Tongs, Aluminum Sleeves, Cable Roll	Dustin Havel
037654	06/30/19	Conrad & Bischoff, Inc.	13,769.49	Unlead.Gas 4500g @2.2550, DieselHeatOil 783g @2.178	Dustin Havel / Jim Elwood
037655	06/30/19	PC Connection Sales Corp	15,331.01	X16thGen I5/8/256 24" Monitors, TC M710S I5/3.0/8GB SSD, VBE Standard 1y 24/7 Support, 5GHzNanoBeam, CloudServiceProvider Consolidated Bill, Lexmark HY Ink 4colors, 4Bay NAS Rack Station, POE Injector Indoor Aps, ACAD Govt EndPoint Sym. S/W	Dustin Havel / Jim Elwood

**JACKSON HOLE AIRPORT BOARD 07/12/19**

VOUCHER #	DATE	VENDOR NAME	AMOUNT	FOR	Approved By
037656	06/30/19	L. N. Curtis & Sons	600.91	Sure Fit PlyHood, Compressor Aircheck Analysis	Dustin Havel
037657	06/30/19	Data Management, Inc.	81.00	Time Clock Plus Additional Employee Coverage 3pax	Dustin Havel
037658	06/30/19	James Elwood	662.62	PerDiem-BOS: AAAE Annual Conf 06/14-20, Car Mileage 839m Jan-Jun19	<b>John Eastman</b>
037659	06/30/19	Federal Express	160.93	Courier service ao 06/20/19, 06/27/19	Aimee Crook / Michelle Anderson
037660	06/30/19	Fire Services of Idaho, Inc	623.00	R&M Dry Valve Sprinkler System	Dustin Havel
037661	06/30/19	Gem State Paper & Supply	2,273.26	Fresh Scent Wipes, Hand Sanitizer, Aerosol Deodorizer, Gloves, Plastic Garbage Bags, Distilled Water, Encapsulating Shampoo 4gl	Dustin Havel / Jim Elwood
037662	06/30/19	High Country Linen Service	551.20	Cleaning Towel / Bag / Mop / Wiper	Dustin Havel
037663	06/30/19	JB Mechanical Plumbing &	8,680.19	Jedidiah Restaurant: Water Heater Replacement	Dustin Havel / Jim Elwood
037664	06/30/19	Jedediah Corporation	200.00	Lunch: Ops Meeting	Dustin Havel
037665	06/30/19	Jackson Lumber	106.17	Tap&Drill Combo Set, Aluminum Angle	Dustin Havel
037666	06/30/19	Long Building Technologies	568.71	DC PowerSupply 1.5AMP, 04/25 EF5 Damper Repair	Dustin Havel / Jim Elwood
037667	06/30/19	Mechco, Inc.	62.50	24x24 Metal Scroll Grilles	Dustin Havel
037668	06/30/19	Mtn West Elec Svcs/Pinedale	5,045.00	06/18NEDAP/SCBooster	Aimee Crook / Jim Elwood
037669	06/30/19	NAPA AutoParts/Aspen Auto	416.39	Blaster, WD40, Center Punch, DrillBit, Gloves, Screw Cap, Taper Tap, Carbide Tipped Scribe	Dustin Havel
037670	06/30/19	Rexel USA, Inc	2,766.49	Conduit Screw, Cat 6 Flange Connector, Hub Receptacle, Tester, Punchdown Kit, Crimp Tool, Electrical/SplicingTapes, Recessed Luminaire	Dustin Havel
037671	06/30/19	Aka Jo A DeDecker	1,075.00	Clean/Wax Battle of Wills/Rabbit Statutes	Dustin Havel
037672	06/30/19	Sherwin-Williams # 3277	116.24	Sprayer, Poly Knit	Dustin Havel
037673	06/30/19	Spring Creek Ranch / HOA	381.30	Sewer Use May 2019 307,502gal	Dustin Havel
037674	06/30/19	Standard Signs, Inc.	403.28	Small Replacement Panel-Yellow	Dustin Havel
037675	06/30/19	Superior Filtration Products	778.40	HVAC Air Filter "Super Cell 2"	Dustin Havel
037676	06/30/19	TC Environmental Health	40.00	Drinking H2O Test 06/03/19	Dustin Havel
037677	06/30/19	Teton County Transfer Station	13.00	Construction Trash	Dustin Havel
037678	06/30/19	Teton Media Works, Inc.	4,102.20	Newspaper Ads: N&G Smooth T/Off 06/19, 06/26; N&Gx1 JHAB BoardMeet 06/21; N&G RFP AJA-002A 06/26; JHD Smooth T/Off 06/11-29; JHD-06/15 Board Meet 06/21	Michelle Anderson / Dustin Havel / Jim Elwood
037679	06/30/19	Town of Jackson	53,422.55	Reimb#10: Spring Gulch Final 5% Retainage Fee	Dustin Havel / Jim Elwood
037680	06/30/19	Anna Valsing	83.00	Pers#60366 Pastries BOD Meeting	Dustin Havel
037681	06/30/19	Waxie Sanitary Supply	2,018.69	Folded Towels, Disinfectant Soap, Lotion, 2ply Paper Towels	Dustin Havel / Jim Elwood
037682	06/30/19	Weber Drilling Inc	1,287.50	Pull Pump / Cut Casing / Cut Pitless	Dustin Havel
037683	06/30/19	Western States Equipment Co.	10,857.78	Implement / Under Carriage Repair; Gears Removal / Installation / Assembly	Dustin Havel / Jim Elwood
037684	06/30/19	Teton Media Works, Inc.	4,320.44	Newspaper Ads: JHD Almost Done 06/07-14, JHD Painting Delay 06/15-27, N&G Painting Delay 06/19, N&G Parking Updates 06/26	Michelle Anderson / Dustin Havel
037685	06/30/19	Bank Card Center	36,502.23	BOW#1-Jun19/CC US\$11,932.36, BOW#2-Jun19/CC US\$2,003.61, BOW#3-Jun19/CC US\$8,906.80, BOW#4-Jun19/CC US\$12,095.12, BOW#A-Jun19/CC US\$1,564.34	Various

**JACKSON HOLE AIRPORT BOARD 07/12/19**

VOUCHER #	DATE	VENDOR NAME	AMOUNT	FOR	Approved By
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<b>1,133,126.62</b>	<b>Total</b>
BY: <b>John Eastman</b> <i>myscott</i>	
DATE APPROVED <b>July 12, 2019</b>	
	Cheque # 3201 JHAB Employee Employee of the Month
	ACH Tax Deposit Employee of the Month
	ACH Screener Employees Termed
	ACH Tax Deposit Termed
	ACH JHAB/Screener Employees Payroll 06/28
	ACH Tax Deposit JHAB/Screener Employees Payroll 06/28
	ACH Great West Trust [WYO Deferred Contribution] June 14 / 28 Payroll
	Jun 2019 BOW Loan 2014 \$2.2M Principal & Interest Payment [Acct 2361100]
	Jun 2019 BOW Loan 2018 \$8.5M Principal & Interest Payment [Acct 23600020]
	May 2019 FIB Loan Series B 2018 \$10.7M Interest Payment [Acct 2363100]
	May 2019 FIB Loan Series C 2018 \$2.1M Principal & Interest Payment [Acct 2363200]
	June 2019 Bank/Credit Card Service Charges (Ventek, Stripe Chargebee & In House Terminals)
	FIB S.2018B Cheques 000009 / 000010
	General Fund Cheques # 37579 - # 37685

**1,133,126.62** Total Cash Outlay

4,892.37		9012001 Terminal Restaurants Design & Construction (Carney)
		17,887.60 9013002 ARFF/SRE Facility Design & Construction (Jviation)
		68,333.99 9040001 ([AIP59] South Access Road & Drainage D&C AIP59 (Jorgensen, Jviation)
		5,922.76 9040002 Parking Lot & Signage Design & Construction (Connect, TetonMedia, Weber)
		4,501.05 9040004 Water Main Installation (Jorgensen)
		1,403.55 9040005 Electrical Relocation (Jorgensen)
		31,836.70 9070002 Enviro On-Call Phase I (Mead&Hunt)
		53,940.05 9794106 WW Conveyance System D&C (Jorgensen, TownofJackson)
<b>188,718.07</b>		<b>Capital Projects</b>
<b>944,408.55</b>		<b>Operations / Security / Fuel Farm</b>