

MINUTES OF THE JACKSON HOLE AIRPORT BOARD

DATE: July 12, 2019

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

OTHERS PRESENT: Michael Nash, Grand Teton National Park; Jonathan Schechter, Town of Jackson; Kari Cooper, JH AIR; Tim O'Donoghue, Riverwind Foundation; Stuart Schiff, Aviation; Mike Koshmrl, Jackson Hole News and Guide; Jeremy Mayo, Hertz; Jessica Jaubert, Three Elephant Public Relations; Keaton Brown, Jackson Hole Aviation; Thomas Kirsten, Jorgensen; Russell Schmitt, RS Turbine; Jim Elwood, Dustin Havel, Michelle Anderson, Aimee Crook, Tony Cross, Anna Valsing, Megan Jenkins, Paul Walters, Robin Usher, Esther Borja, Kaitlin Perkins, Brian Zayas-Santiago, Randy Davis, Natasha Stevens, Jacob Hiller, Andrew Wells, Phyl Koch, Jackson Hole Airport.

CALL TO ORDER: Braun called the meeting of the Jackson Hole Airport Board to order at 9:00 am on Friday, July 12, 2019.

I. EMPLOYEE OF THE MONTH: Elwood recognized the Operations Team as July's employees of the month.

II. COMMUNITY OUTREACH: Jenkins stated Elwood represented the Airport at the Sustainability Series hosted by Yellowstone-Teton Clean Cities and Energy Conservation Works on June 27th. She said the Airport participated in the 4th of July parade.

III. COMMENTS FROM – NATIONAL PARK SERVICE, TOWN OF JACKSON, TETON COUNTY AND THE PUBLIC: Nash gave an update on Pavement Preservation Project. Schechter gave an update on SPET discussions between the Town and the County.

IV. BEST CERTIFICATION: Tim O'Donoghue, Executive Director of Riverwind Foundation gave a presentation on the Best Emerald Sustainability Tier (BEST) Certification of the Reduce, Reuse and Recycle Business Leaders Program. He said the Airport received the BEST certification on July 5th. He said the Airport is becoming known as more than just a place to get a ride from A to B, there's an influence we're having. He said what's not recognized is the Airport is a mass transit provider, that the Airport is part of the solution to the traffic problem. Blann asked if there is an annual review. O'Donoghue said the Airport will get recertified in three years. Gibson Scott stated an opportunity in the future is electric vehicle charging stations and encouraging rental car partners to promote hybrid rental cars. Elwood said the environmental initiatives being taken by the Airport are a journey, not a destination.

V. RRC DESTIMETRICS SURVEY DATA UPDATE: Kari Cooper, Executive Director of JH AIR gave a presentation on JH AIR, 2019 winter air service and RRC Destimetrics survey data for passengers of the Airport. Gibson Scott asked for more information on the state of residence and country of origin for completed passenger surveys. She said it would be great information to share with the Park. Cooper said the Park also uses Destimetrics company, so there is full transparency. McLaurin asked if there is a breakdown in survey data comparing locals and visitors. Cooper said an online survey was recently launched at the Airport that will give more information on locals versus visitors. Blann said the model that JH AIR uses is unique, that the

Airport does not promote flights and JH AIR only supports about 20% of winter flights. He said coordination with JH AIR and Elwood with the flight schedules and impact has really helped.

VI. UPDATES & DISCUSSION: Blann spoke for the conceptual focus group and announced the Airport's Stormwater Filtration Ribbon Cutting on September 3rd at 2:00 pm.

Gibson Scott stated the concessions & contracts focus group reviewed the airline amendments and non-signatory rates resolution and recommends moving forward.

Braun said the GA/FBO focus group reviewed Jackson Hole Aviation's proposed rate increase and supports moving forward.

Gibson Scott said the GTNP/environmental focus group appreciates the work that was completed to achieve the BEST certification. She acknowledged Paul Walters, Dustin Havel and Meg Jenkins for their fantastic work.

Eastman spoke for the transportation focus group stating the parking lot access control system transition has gone smoothly. He said customer feedback has been very positive.

Gibson Scott said the HR/health focus group has reviewed the Volunteer Time Off Policy and think it's a great employee program and supports the Airport's goal of being Employer of Choice. She said the Airport continues to look for candidates for Transportation Security Officer positions. She congratulated Steve Jeppson on successfully completing his ACE Security Operations certification through the American Association of Airport Executives.

VII. ACTIVITIES REPORTS REVIEW: Elwood said Average Daily Departures for the quarter ending June 30, 2019 were 3.09 and annually were 3.87. He said both values are well below the limits established in the Noise Abatement Plan. He said June 2019 passenger enplanements increased 30% over June 2018. He said year to date, passenger enplanements have increased 23% over 2018.

VIII. ACTION ITEMS:

A. Consent Agenda:

A1. Approval of the Minutes – June 21, 2019

A2. Airline Amendments

A3. Board Retreat Facilitation

Gibson Scott made a motion to approve consent agenda items A1-A3. Blann seconded the motion, which passed unanimously.

B. Rates Review: Blann made a motion to approve Jackson Hole Aviation's proposed rate increase to \$7.73/gallon for Jet A fuel. Gibson Scott seconded the motion, which passed unanimously.

C. Financial Reports: Anderson stated for the close of the fiscal year, income across the three enterprise centers was 5% better than budget and expenses were 1% over budget. She said June income in the Airport Operations enterprise center was 10% above budget, Security Operations was 2% above budget and Fuel Farm was 2% above budget. She said June expenses in the Airport Operations enterprise center were 25% below budget, Security Operations was even with the budget and Fuel Farm was 6% above budget. Gibson Scott made

a motion to accept the financial reports for June 2019. Eastman 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 July 12, 2019. Gibson Scott seconded the motion, which passed unanimously.

E. Resolution 2019-06 – Non-Signatory Rates: Elwood said this Resolution establishes non-signatory rates as additionally approved rates in the Board's Rates and Charges list. He said the proposed non-signatory rate is 1.3x the currently approved rate for landing fees and terminal rents and is commensurate with the industry standard. Gibson Scott made a motion to adopt Resolution 2019-06, in the form presented, establishing non-signatory rates for aircraft operators. Blann seconded the motion, which passed unanimously.

F. AIP 3-56-0014-060-2019 – Rehabilitate Access Road (Phase II): Elwood stated the FAA recently issues AIP Grant Agreement 3-56-0014-060-2019 for the Access Road Rehabilitation Project. He said this is the second of three grants for this project and is in the amount of \$2,556,642. He said total project cost is approximately \$9,700,000 and the anticipated airport share is \$1,200,000. Gibson Scott made a motion to accept AIP Grant 3-56-0014-060-2019 for Rehabilitate Access Road (Phase II) project in the amount of \$2,556,642, in the form presented. Blann seconded the motion, which passed unanimously. Blann made a motion to adopt Resolution 2019-07, in the form presented, accepting Grant Agreement 3-56-0014-060-2019 with the Federal Aviation Administration. Gibson Scott seconded the motion, which passed unanimously.

G. Volunteer Time-Off Policy: Cross proposed a new employee benefit and associated policy to provide full-time Airport employees 16 hours of paid time to perform volunteer work. He said the policy defines volunteer time off, establishes eligibility and states guidelines for approval. He said this policy supports the Airport's goal to be the employer of choice. Eastman asked if the Airport will identify an organization or two for employees who don't know where to volunteer. Cross said he'd like the employees to be able to pick the organization but may put together a list of non-profits. Blann asked if any local employers have a similar policy. Cross said he was not aware of other local employers with a similar policy. Gibson Scott made a motion to approve the Volunteer Time-Off Policy, in the form presented. Blann seconded the motion, which passed unanimously.

IX. DIRECTOR'S COMMENTS: Havel gave a construction update. Blann asked when the permanent fencing will be placed in the parking lot. Havel said it is in the Capital Improvement Plan for 2021. Crook gave a security update. Elwood said the Airport will host a Chamber of Commerce Mixer on November 7th.

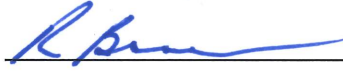
X. BOARD COMMENTS: Eastman commended JHAIR for capturing the experience of passengers. He said this information is very important.

Blann acknowledged Elwood.

Gibson Scott thanked the Operations Team for the PART 139 inspection without discrepancies. She said the bear spray kiosk looks good and is in a great location.

Braun said execution from staff has been remarkable.

XI. ADJOURN: Blann made a motion to adjourn the meeting at 10:30 am on Friday, July 12, 2019. Eastman seconded the motion and the meeting was adjourned.



Rick Braun, President



Bob McLaurin, Secretary

JACKSON HOLE AIRPORT BOARD 08/21/19

VOUCHER #	DATE	VENDOR NAME	AMOUNT	FOR	Approved By
ACH Transfers / Payroll Cheques / Bank Charges					
3202-3222	07/12/19	Ops Employees	5,250.00	Employees of the Month	Payroll
ACH	07/12/19	EFTPS	869.82	Tax Deposits eff. 07/12/19	Payroll
ACH	07/16/19	Screener Employee	2,097.09	Termed	Payroll
ACH	07/16/19	EFTPS	877.79	Tax Deposits eff. 07/17/19	Payroll
ACH	07/15/19	JHAB / Screener Employees	284,876.59	Payroll of 07/15/19	Payroll
ACH	07/15/19	EFTPS	110,756.01	Tax Deposits eff. 07/15/19	Payroll
ACH	07/31/19	JHAB / Screener Employees	202,760.46	Payroll of 07/31/19	Payroll
ACH	07/31/19	EFTPS	69,709.28	Tax Deposits eff. 07/31/19	Payroll
ACH	08/15/19	JHAB / Screener Employees	200,972.59	Payroll of 08/15/19	Payroll
ACH	08/15/19	EFTPS	68,748.50	Tax Deposits eff. 08/15/19	Payroll
ACH	07/31/19	Great West Trust Payment (WYO Deferred Contribution)	10,870.00	July 15 / 31, 2019 Payroll	Payroll
ACH	07/01-07/31/19	Further	61.25	July 2019 HRA Contribution	Payroll
ACH	07/10/19	WYUI (DFWS)	61,822.49	CY2Q19 UI/WC Settlement	Payroll
ACH	07/05/19	Bank of the West (BOW)	20,901.40	Jul 2019 BOW Loan 2014 \$2.2M Principal & Interest Payment [Acct 2361100]	Signed Agreement
ACH	07/05/19	Bank of the West (BOW)	86,501.72	Jul 2019 BOW Loan 2018 \$8.5M Principal & Interest Payment [Acct 23600020]	Signed Agreement
ACH	07/01/19	First Interstate Bank (FIB)	42,591.31	Jun 2019 FIB Loan Series B 2018 \$10.7M Interest Payment [Acct 2363100]	Signed Agreement
ACH	07/25/19	First Interstate Bank (FIB)	63,008.72	Juny 2019 FIB Loan Series C 2018 \$2.1M Principal & Interest Payment [Acct 2363200]	Signed Agreement
GJ-BSC	07/01-07/31/19	Wells Fargo / Ventek / Stripe / Chargebee	3,180.84	Bank/Credit Card Service Charges (Ventek, Stripe Chargebee & In House Terminals)	Bank/Credit Card Notices
CFC Vouchers					
000011	08/08/19	Jackson Hole Airport Board	28,538.49	Reimbursement of payments made to KLJ, WAD re QTA RCF Replacement	Michelle Anderson / Jim Elwood
			(28,538.49)	Above cheque was deposited to WF General Account, thus zero effect	
000012	08/08/19	Jackson Hole Airport Board	507,104.50	Reimbursement of payments made to various vendors, re PARCS	Michelle Anderson / Jim Elwood
			(507,104.50)	Above cheque was deposited to WF General Account, thus zero effect	
General Fund Vouchers					
037686	07/08/19	Jackson Hole Airport Board	350,000.00	Account FIB S.2018-C Funding	Michelle Anderson / Jim Elwood
037687	07/08/19	Wyoming Retirement System	74,208.48	Jun19 WY Retirement T#1/T#2	Michelle Anderson / Jim Elwood
037688	07/10/19	Walker Jackson	425.64	PerDiem/Mileage: PIV Casper-WY 07/12-13, 558m	Shane Thompson
037689	07/11/19	American Association of	1,850.00	Participating Member-MGScott 0801-07/31, JBlann 0801-07/31, JEastman 0801-07/31, RBraun 0801-07/31; AffiliateMember-TCross 08/01-0731, PAdams 08/01-0731	Dustin Havel / Jim Elwood
037690	07/11/19	AFL Maintenance Group Inc.	45,543.48	Jun19 Janitorial Services, Jun 07-30 Extra Cleaning Hrs, Jun19 Staff Coverage Rueben, Jun19 Addl Services Coverage	Dustin Havel / Jim Elwood
037691	07/11/19	Airgas USA, LLC	120.70	Jun19 CylinderRent MedOxygen	Dustin Havel
037692	07/11/19	Antler Inn	1,300.00	Ops O/N Stay Various Dates 06/21-06/30	Dustin Havel
037693	07/11/19	Area Disposal Service, Inc	217.50	Jul19 TrashCompactor Lease+Environmental Fee	Dustin Havel

JACKSON HOLE AIRPORT BOARD 08/21/19

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037694	07/11/19	Arkadin US	57.74	Jun19 ConferenceCalls/Charges	Michelle Anderson
037695	07/11/19	BridgeNet International Inc.	22,500.00	Noise Management System: 01Jul18@1yr #4,5,17S,18W	Dustin Havel / Jim Elwood
037696	07/11/19	JH Compunet	200.00	Jul19 Wireless Internet	Michelle Anderson
037697	07/11/19	David Robert Leslie	11,255.60	Entry Floor Mat (Terminal Ticketing Hall)	Dustin Havel / Jim Elwood
037698	07/11/19	ERMC Aviation, LLC	12,008.30	Belt Lacing Replacement	Dustin Havel / Jim Elwood
037699	07/11/19	OAG Aviation Worldwide LLC	1,451.24	Jul19 Web XML DLR Dispatch	Dustin Havel
037700	07/11/19	Galls, LLC	3,887.75	Mens/Womens Taclite Class B Pants	Aimee Crook / Jim Elwood
037701	07/11/19	Go-Fer It Express, Inc.	179.00	Shipment from MS Dykm	Dustin Havel
037702	07/11/19	Hays Companies	1,875.00	Aug19 Consuling Fee-Benefits	Tony Cross
037703	07/11/19	Holland & Hart LLP	134.00	Jun19 Fee M#5 WYJetCenter	Michelle Anderson
037704	07/11/19	J H Chamber of Commerce	399.00	Membership Due Jul19@1yr	Michelle Anderson
037705	07/11/19	Altitude Ford Jackson LLC	263.24	Truck Repair: Lamp Assembly Rear	Dustin Havel
037706	07/11/19	JH Landscaping	4,837.50	06/06/19 Ground Maint / Clean Up	Dustin Havel / Jim Elwood
037707	07/11/19	J H News & Guide	78.00	Renew Digital Subscrption Jul19@1yr	Michelle Anderson
037708	07/11/19	Jackson Hole Security LLC	7,519.00	Jun19 O/N Security 10pm-6am	Aimee Crook / Jim Elwood
037709	07/11/19	Jackson Towing Partners	2,000.00	Relocate Vehicles During Construction 06/25, 06/27, 06/30	Dustin Havel
037710	07/11/19	Kimball Midwest	55.54	HexSet	Dustin Havel
037711	07/11/19	Lincoln Financial Group	4,445.53	Jul19 Life, AD&D, LTD Insurance Premium	Tony Cross / Jim Elwood
037712	07/11/19	Lower Valley Energy	25,106.34	Electricity 05/24-06/24/19	Michelle Anderson / Jim Elwood
037713	07/11/19	MD Landscaping & Excavation	47,603.50	Spruce/Planter/Drip Irrigation	Dustin Havel / Jim Elwood
037714(Void)	VOID	VOID	VOID	VOID	VOID
037715	07/11/19	Nelson Engineering	19,781.00	Jun19 PARCS Constr. Administration & Observation	Dustin Havel / Jim Elwood
037716	07/11/19	Norco, Inc.	31.53	Jun19 Cylinder/Equipment Rent	Dustin Havel
037717	07/11/19	Old West Press	700.00	TSA Notice of Inspection	Shane Thompson
037718	07/11/19	ORyan Cleaners	92.70	Coveralls	Dustin Havel
037719	07/11/19	William E. Payne & Assoc.	3,132.10	ATCT Radar Display Project Meeting	Dustin Havel / Jim Elwood
037720	07/11/19	Pitney Bowes Purchase Power	150.00	07/05/19 Postage Refill	Michelle Anderson
037721	07/11/19	Rexel USA, Inc	730.41	Contactora 120Vac Coil	Dustin Havel
037722	07/11/19	Ron's Towing	125.00	06/28 Relocate Vehicle During Construction	Dustin Havel
037723	07/11/19	Jackson Hole Radio	3,435.00	Radio Ads: News/Weather Sponsorship, TSA Wanted	Michelle Anderson
037724	07/11/19	Silver Star Communications	1,479.16	Jul19 Phone.Internet	Michelle Anderson
037725	07/11/19	Standard Drywall Inc.	6,600.00	Hangar#1 Labor / Materials	Dustin Havel / Jim Elwood
037726	07/11/19	Staples	289.84	Laminating Pouch/Letter/Hotpouch	Dustin Havel
037727	07/11/19	TC Solid Waste & Recycling	1,496.74	Cardboard Recycling 3Q19, eWaste Disposal Fee	Dustin Havel
037728	07/11/19	Three Elephant Public	6,303.89	Jun19 Marketing / Public Relations Services	Michelle Anderson / Jim Elwood
037729	07/11/19	TMBR Creative Agency	500.00	Jun19 JH Airport Website Maintenance	Michelle Anderson

JACKSON HOLE AIRPORT BOARD 08/21/19

VOUCHER #	DATE	VENDOR NAME	AMOUNT	FOR	Approved By
037730	07/11/19	Town of Jackson	44,250.00	Jul19 LEO/Police Services	Aimee Crook / Jim Elwood
037731	07/11/19	Teton Rental Center, Inc.	837.00	Floor Grinder / Vac / Burs	Dustin Havel
037732	07/11/19	TruDiligence, LLC	20.00	Jun19 Applicants Profile 2pax	Aimee Crook
037733	07/11/19	Teton Trash Removal, Inc.	4,302.00	Jun19 Trash Removal/Transfer	Dustin Havel / Jim Elwood
037734	07/11/19	Locate Holdings, Inc dba	262.50	Jun19 Locate Services 5x	Dustin Havel
037735	07/11/19	Anna Valsing	167.49	AT&T #JCFUUM: AT&T Cell#413-4533 JHSecurity Phone	Aimee Crook
037736	07/11/19	CK Solution, Inc. aka WYOFarm Composting	24.00	Jun19 Food Scrap Pick-up	Dustin Havel
037737	07/11/19	Town of Jackson	3,290.00	Jun19 Parking Lease	Michelle Anderson / Jim Elwood
037738	07/15/19	Texas Child Sup. Disbursement	2,127.72	Ch.Sup. OI3005-1996	Payroll
037739	07/15/19	WY Child Support Payment	455.50	Ch.Sup. D208389	Payroll
037740	07/15/19	Wadman Corporation	346,832.51	Jun 2019 AIP#59/60FC Construction Cost	Michelle Anderson / Jim Elwood
037741	07/15/19	Wadman Corporation	68,508.15	Jun 2019 AIP#59/60NonFederal Construction Cost	Michelle Anderson / Jim Elwood
037742	07/15/19	Dish Network	106.03	Monthly TV 07/27-08/26/19	Michelle Anderson
037743	07/15/19	Moss Paint & Auto Body aka	2,906.54	Repair: 01/25 Damaged Hertz#27020	Dustin Havel / Jim Elwood
037744	07/16/19	AT&T / Mobility	1,619.11	X07162019: AT&T Cellphone 06/09-07/08/19	Michelle Anderson
037745	07/16/19	Blue Cross Blue Shield of	135,345.59	Aug19 Health, Dental & Vision Insurance Premium	Tony Cross / Jim Elwood
037746	07/16/19	Phyllis Koch	144.00	PerDiamAUS: Access Control/Credential 07/22-24	Dustin Havel
037747	07/16/19	Jake Sperl	144.00	PerDiamAUS: Access Control/Credential 07/22-24	Aimee Crook
037748	07/23/19	Alexey Smurov	401.69	Claim: 07/07/19 Damaged Head Phone	Dustin Havel
037749	07/24/19	3C Payment USA Corp	100.00	Jun19 CR/DR Processing Fee PARCS	Michelle Anderson
037750	07/24/19	Century Link	1,409.77	Jul19 Telephone + Previous Month Long Distance	Michelle Anderson
037751	07/24/19	PC Connection Sales Corp	200.00	License: Cust AG EE Personal Page 1Yr	Dustin Havel
037752	07/24/19	Fire Services of Idaho, Inc	285.00	R&M 06/14 Pull Station Service	Dustin Havel
037753	07/24/19	Lohf, Shaiman, Jacobs, Hyman	13,196.25	Jun19 Fee General Matters, FBO Matters	Michelle Anderson / Jim Elwood
037754	07/24/19	LegalShield	833.30	Jul19 Identity Theft Premium	Tony Cross
037755	07/24/19	DBR Inc dba Macy's Services	328.50	Lift Station - TankC leaning	Dustin Havel
037756	07/24/19	Anna Valsing	180.99	Pers#307904:Pastries BOD Meeting, AT&T#JD29FE: ShaneT Phone Upgrade	Michelle Anderson
037757	07/24/19	Ziplocal	99.00	Jul19 Ziplocal/Online.com	Michelle Anderson
037758	07/24/19	Laura Dostal	21.18	Claim: 07/09/19 Damaged Bottle	Aimee Crook
037759	07/25/19	Short Elliott Hendrickson, Inc	86,980.90	AIPx54 Apron Recon 06/30/19	Michelle Anderson / Jim Elwood
037760	07/25/19	Short Elliott Hendrickson, Inc	44,292.70	AIPx56 Apron Recon S.II 06/30/19	Michelle Anderson / Jim Elwood
037761	07/25/19	Short Elliott Hendrickson, Inc	6,879.04	JAC21A Mark R/W1/T"A" 06/30/19	Michelle Anderson / Jim Elwood
037762	07/25/19	Short Elliott Hendrickson, Inc	61,649.04	AIPx59 Landside S.I,II,III Fee 06/30/19	Michelle Anderson / Jim Elwood
037763	08/05/19	Deborah Bouchard	950.00	Claim: 05/16/19 Ruined Personal Items	Jim Elwood
037764	08/05/19	Aflac	1,167.04	Jul19 AFLAC Insurance Premium GX725	Payroll
037765	08/05/19	Idaho State Tax Commission	7,237.00	Jul19 ID State Tax Remittance	Payroll

JACKSON HOLE AIRPORT BOARD 08/21/19

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037766	08/05/19	NCPERS Group Life Ins.	64.00	Aug19 NCPERS Insurance Premium	Payroll
037767	08/05/19	Texas Child Sup. Disbursement	1,178.30	Ch.Sup. OI3005-1996	Payroll
037768	08/05/19	WY Child Support Payment	455.50	Ch.Sup. D208389	Payroll
037769	08/05/19	Marilynn G French	51.94	Reimbursement: Dornans 071519: Pizza-TSO Late Night Shift	Shane Thompson
037770	08/05/19	Wyoming Retirement System	101,492.84	Jul19 WY Retirement T#1 / T#2	Michelle Anderson / Jim Elwood
037771	08/06/19	Wells Fargo	1,194.05	CC1 Jim Elwood 06/14-07/14/19	John Eastman
037772	08/06/19	Wells Fargo	1,171.14	CC2 Dustin Havel 06/14-07/14/19	Jim Elwood
037773	08/08/19	Carney Logan Burke Architects	3,730.63	Jun19 Fee Restaurant Construction Administration	Dustin Havel / Jim Elwood
037774	08/08/19	Conrad & Bischoff, Inc.	89,742.70	Unleaded Gas 33,156 g@2.70668	Dustin Havel / Jim Elwood
037775	08/08/19	Dell Marketing L.P	3,291.65	OptiPlex 5070 SFF BTX	Michelle Anderson / Jim Elwood
037776	08/08/19	Jim & Greg "The Locksmiths"	35.00	Ski Data Machine Key Duplicates	Dustin Havel
037777	08/08/19	Jviation, Inc.	24,962.60	Jun19 Coordination / Documentation / Conceptualized	Michelle Anderson / Jim Elwood
037778	08/08/19	Kadrmars, Lee & Jackson, Inc.	24,170.75	Owner's Representative Landside Project 06/29	Michelle Anderson / Jim Elwood
037779	08/08/19	Mead & Hunt	4,660.00	Jun19 AirTraffic Control Enhancement	Dustin Havel / Jim Elwood
037780	08/08/19	Otis Elevator Company	5,802.24	Elevator Service Aug19@1yr	Dustin Havel / Jim Elwood
037781	08/08/19	Wadman Corporation	13,736.96	Water Main Installation Construction 06/30/19	Dustin Havel / Jim Elwood
037782	08/08/19	Walker Consultants	7,721.87	Jun19 Fee PARCS Consulting Fee	Dustin Havel / Jim Elwood
037783	08/08/19	Weber Drilling Inc	4,427.46	07/10 Reinstall Pump, Conversion Irrigation to Monitor Well	Dustin Havel / Jim Elwood
037784	08/08/19	Jviation, Inc.	50,161.82	Jun19 Constuction Administration & Observation	Michelle Anderson / Jim Elwood
037785	08/08/19	Kadrmars, Lee & Jackson, Inc.	11,011.96	D&C-QTA#3 Constuction Administration & Observation 06/29	Michelle Anderson / Jim Elwood
037786	08/08/19	Wadman Corporation	16,317.99	QTA-RCF Construction 06/30/19	Dustin Havel / Jim Elwood
037787	08/08/19	Wadman Corporation	774,950.72	Parking Lot Expansion Construction 06/30/19	Michelle Anderson / Jim Elwood
037788	08/08/19	Wadman Corporation	127,626.68	Restaurant Renovation 06/30/19	Michelle Anderson / Jim Elwood
037789	08/08/19	Wadman Corporation	75,291.36	Jun19 CMAR General Services	Michelle Anderson / Jim Elwood
037790	08/08/19	Grand Teton National Park	111,713.14	User Fee 4Q19 (Apr-Jun19)	Michelle Anderson / Jim Elwood
037791	08/08/19	Lincoln Financial Group	4,350.68	Aug19 Life, AD&D, LTD Insurance Premium	Tony Cross / Jim Elwood
037792	08/09/19	Ace Hardware	410.64	Clamp, Push Coupling, Anchor Drives, Epoxy, Tap, Bits, Cam Lock, Rust Stopper, Gloss Spray, Stihl 16" Chain, Duct Tape, Extension Bars, Kitchen Shears, Enamel Paint-Yellow, Package Tape	Dustin Havel
037793	08/09/19	Honeywell International Inc.	4,630.34	DTK-RM24 WM4 Surge Protector	Dustin Havel / Jim Elwood
037794	08/09/19	AFL Maintenance Group Inc.	44,404.32	Jul19 Janitorial Services, Jul19 Addl Services Coverage, Jul19 Extra Cleaning Hrs	Dustin Havel / Jim Elwood
037795	08/09/19	Airgas USA, LLC	127.43	Jul19 Cylinder Rent Medical Oxygen	Dustin Havel
037796	08/09/19	Airside Solutions, Inc.	3,679.25	Reflector/FRCMirror, AmGlo, Filter, Lamp Holder Assembly, Windsock, Cordset, Filament Lens, Clip Brace	Dustin Havel / Jim Elwood
037797	08/09/19	Alta Avionics	3,340.38	06/24 Bendix King Service Maintenance	Dustin Havel / Jim Elwood
037798	08/09/19	Antler Inn	283.50	Ops O/N Stay Various Dates 07/31-08/01	Michelle Anderson
037799	08/09/19	Area Disposal Service, Inc	217.50	Aug19 Trash Compactor Lease + Environmental Fee	Dustin Havel

JACKSON HOLE AIRPORT BOARD 08/21/19

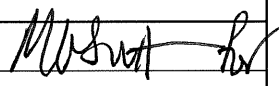
VOUCHER #	DATE	VENDOR NAME	AMOUNT	FOR	Approved By
037800	08/09/19	Arkadin US	127.02	Jul19 Conference Calls/Charges	Michelle Anderson
037801	08/09/19	AvFuel Corporation	31,455.00	Demurrage 07/14, 100LL AvGas 7808/8004g	Dustin Havel / Jim Elwood
037802	08/09/19	Backflow Assembly Testing &	85.00	07/30/19 Backflow Annual Testing	Michelle Anderson
037803	08/09/19	Ronald M. Campbell	136.78	PerDiemMileage IDF: Cart Wheels- / Road Signs 191m	Dustin Havel
037804	08/09/19	Casper Star Tribune	964.16	News Ad: RFP AJA-002A 07/08	Michelle Anderson
037805	08/09/19	Civil Air Patrol Magazine	395.00	News Ads: 2019 WY Jul 2019	Michelle Anderson
037806	08/09/19	JH Compunet	200.00	Aug19 Wireless Internet	Michelle Anderson
037807	08/09/19	PC Connection Sales Corp	5,920.44	MOB WinSvrStd License, Customer IM Precision 3930 i5-8500, Cloud Service Provider Consolidated Billing	Dustin Havel / Jim Elwood
037808	08/09/19	L.N. Curtis & Sons	406.17	Structural Leather Gloves	Dustin Havel
037809	08/09/19	Dell Marketing L.P	253.78	Cable Static Rails / Sliding Rails	Michelle Anderson
037810	08/09/19	Donna Nethercott	90.00	Hem Pants	Shane Thompson
037811	08/09/19	Electrical Wholesale Supply	1,729.72	Wiremold, Clip, Elbow Cutter, Scraper, Splice/TeeKit, Plate Box Cover, 1016/1024-414 Filter Fans	Dustin Havel
037812	08/09/19	ERMC Aviation, LLC	9,631.25	Back-up Batteries for BAT Assembly, 3Q19 CBIS Maintenance	Dustin Havel / Jim Elwood
037813	08/09/19	Federal Express	290.96	Courier service as of 07/18/19, 07/25, 08/08	Michelle Anderson
037814	08/09/19	Fire Services of Idaho, Inc	1,384.80	3rdQtr19 Alarm Monitoring, 07/18 6"VIC90 Replacement	Dustin Havel
037815	08/09/19	OAG Aviation Worldwide LLC	1,458.50	Aug19 Web XML DLR Dispatch	Dustin Havel
037816	08/09/19	Galls, LLC	291.50	Mens Taclite Class B Pants	Shane Thompson
037817	08/09/19	Gem State Paper & Supply	5,204.66	Plastic Garbage Bag, Clorox Fresh Scent Wipes, Nitrile Gloves, Jumbo Rol Tissue, Aerosol Lemon Scent, Lysol Disinfectant Spray, Harvest Fiber Paper Plates, Drain Plunger	Michelle Anderson / Dustin Havel
037818	08/09/19	Grey Wall Software LLC	21,600.00	Veoci Software Subscription Aug19@1yr	Michelle Anderson / Jim Elwood
037819	08/09/19	Gros Ventre Utility Company	14,757.46	TOJ073119: WasteWater May-Jul 1193004@2.27/1000; GVU073119: WasteWater May-Jul 1193004@10.10/1000	Michelle Anderson / Jim Elwood
037820	08/09/19	High Country Linen Service	1,919.22	Clean TowelBagMopWiper, Slate/Black Mats	Dustin Havel
037821	08/09/19	Jacob Hiller	595.09	PerDiem/MileageHLN: 40Hr ARFF Basic 08/18-24 567.4m	Dustin Havel
037822	08/09/19	Holland & Hart LLP	607.50	Jun19 Fee M#6 Bond Ltigation	Michelle Anderson
037823	08/09/19	Helena Regional Airport Auth.	98.00	Training Fee: JHiller 40hr B. ARFF 08/18-24; CNRef-MGeiling 40hr B. ARFF	Michelle Anderson
037824	08/09/19	Interwest Supply Co	804.00	Blower Blade, Hex Bolt, Hex Nut	Dustin Havel
037825	08/09/19	Jackson Hole Security LLC	7,519.00	Jul19 O/N Security 10pm-6am	Aimee Crook / Jim Elwood
037826	08/09/19	Jackson Lumber	709.05	Pocket Level Spreader, Torx, Shim, 90# Blend Roll Roofing, Strike Anchor, Door Hinge, Drill Bit, Glove, Adhesive, Hinge Oil, Wire, Fir, Steel Stamp Number Set, Screw, Hinge Brass, Strike Plate	Ron Campbell / Dustin Havel
037827	08/09/19	Jackson Paint Glass Inc	3,955.09	Bronze Door, Tempered Glass	Dustin Havel / Jim Elwood
037828	08/09/19	Kaplan Kirsch & Rockwell LLP	7,072.29	Jun30 Fee 1013-01 Additional FBO	Michelle Anderson / Jim Elwood
037829	08/09/19	Douglas D. Keefe, Jr.	1,903.38	Roof Repairs H#1	Dustin Havel
037830	08/09/19	Kimball Midwest	2,072.07	Assorted Hex Set, Screw, Washer	Dustin Havel / Jim Elwood
037831	08/09/19	Leibowitz&Horton	14,872.00	Jun19 SH Fee Revised Airline Rate Agreement	Michelle Anderson / Jim Elwood
037832	08/09/19	Long Building Technologies	11,297.41	06/02-12 North Chiller Repairs, 06/20 Motor KRUKR50, Jul-Sep19 HVAC Contract	Dustin Havel / Jim Elwood

JACKSON HOLE AIRPORT BOARD 08/21/19

VOUCHER #	DATE	VENDOR NAME	AMOUNT	FOR	Approved By
037833	08/09/19	Lower Valley Energy	24,978.31	Electricity 06/24-0725/19	Michelle Anderson / Jim Elwood
037834	08/09/19	Monture Creek Land Mgnt Inc.	5,488.47	07/12 Weed Control	Dustin Havel / Jim Elwood
037835	08/09/19	Myslik, Inc.	174,200.00	26no. SIB Replacement Bristles	Dustin Havel / Jim Elwood
037836	08/09/19	NAPA AutoParts/Aspen Auto	932.34	Coupler/Adapter, Molding Tape, Lamp Electronic Cleaner, Oxygen/Argon/CarbonDiOxide Acetylene Caliper, Cam Twist, Battery, Coppercoat, 8" Scissor, O-Rings, Core Deposit Refund	Dustin Havel
037837	08/09/19	New Pig Corporation	1,885.69	Heavy Duty 2 Drum PolySpill Pallet	Dustin Havel
037838	08/09/19	Norco, Inc.	32.58	Jul19 Cylinder/Equipment Rent	Dustin Havel
037839	08/09/19	One22, Inc.	30.00	07/25 Language Interpretation	Michelle Anderson
037840	08/09/19	Orijin	8,206.63	May19 / Jul19 JHAB Genenral Project Web Management	Michelle Anderson / Jim Elwood
037841	08/09/19	Pavement Stencil Company	595.00	Stencils	Dustin Havel
037842	08/09/19	Phaze Concrete	2,503.92	Removal/Replacement Concrete - Administrative Office Front	Dustin Havel / Jim Elwood
037843	08/09/19	Pine Needle Embroidery	51.00	JH Logo Ops Shirts	Dustin Havel
037844	08/09/19	Rexel USA, Inc	771.62	LED Wallpack, Compression Connectors, Compression Tool Crimper, CAT6 Patch Panel	Dustin Havel
037845	08/09/19	Power Trowel Grinding Industry	775.00	5gal Chemical Block Cleaner	Dustin Havel
037846	08/09/19	Ridgeline Operations, LLC	884.00	Corral Board Resawn	Dustin Havel
037847	08/09/19	Rotary Club of Jackson Hole	375.00	2Q19 Rotary Contribute, Rotary Club Qtr Due 3Q19	Dustin Havel
037848	08/09/19	Jackson Hole Radio	4,875.00	Jul19 Radio Ads: News/Weather Sponsorship, TSA Wanted	Aimee Crook / Michelle Anderson
037849	08/09/19	Sherwin-Williams # 3277	304.72	Paint, Thinner, Stainer, Wire Brush	Dustin Havel
037850	08/09/19	Silver Star Communications	1,323.13	Aug19 Phone.Internet	Michelle Anderson
037851	08/09/19	St John's Medical Center	2,956.00	Fire/EMS Physical 2pax	Dustin Havel / Jim Elwood
037852	08/09/19	Spring Creek Ranch / HOA	460.41	WasteWater Jun 371302@1.24/1000	Michelle Anderson
037853	08/09/19	Suburban Propane 1438	1,019.19	HeaterTank Rent 14Jul19@1yr; MVDispenser 281.80g@3.29733	Dustin Havel
037854	08/09/19	TC Environmental Health	40.00	DrinkingH2O Test 07/02/19	Dustin Havel
037855	08/09/19	TC Solid Waste & Recycling	88.36	E-Waste Disposal Fee; Fluorescent Bulb Disposal	Dustin Havel
037856	08/09/19	Teton County Weed & Pest	410.73	Milestone/Telar Herbicide	Dustin Havel
037857	08/09/19	Three Elephant Public	6,025.91	Jul19 Marketing / PR Services	Michelle Anderson / Jim Elwood
037858	08/09/19	TMBR Creative Agency	125.00	Jul19 JHAirport Website Maintenance	Michelle Anderson
037859	08/09/19	Teton Media Works, Inc.	3,146.04	N&G Parking Updates 07/03, 07/10, 07/17; JHD Parking Updates 07/02-20	Michelle Anderson
037860	08/09/19	Town of Jackson	44,250.00	Aug19 LEO/Police Services	Aimee Crook / Jim Elwood

JACKSON HOLE AIRPORT BOARD 08/21/19

VOUCHER #	DATE	VENDOR NAME	AMOUNT	FOR	Approved By
037861	08/09/19	Tool Testing Lab	82.60	Torque-Wrench Certification	Dustin Havel
037862	08/09/19	Teton Raptor Center	3,900.00	Jul19 8# Raptors Program	Michelle Anderson / Jim Elwood
037863	08/09/19	TruDiligence, LLC	80.00	Jul19 Applicants Profile 8pax	Aimee Crook
037864	08/09/19	Teton Trash Removal, Inc.	5,449.00	Jul19 Trash Removal/Transfer	Dustin Havel / Jim Elwood
037865	08/09/19	US Geological Survey	26,260.50	SO#82256 Ground H2O Monitor	Michelle Anderson / Jim Elwood
037866	08/09/19	Locate Holdings, Inc dba	4,639.59	Jul19 Locate Services 5x; USIC Annual Service Fee Jul19@1yr	Michelle Anderson / Jim Elwood
037867	08/09/19	Anna Valsing	259.62	Staples#120811: Filing/Hanging Folders	Michelle Anderson
037868	08/09/19	Vertical Services	1,100.00	05/21 Dead Trees Removal	Dustin Havel
037869	08/09/19	Valley Office Systems	86.00	PPC R4503 Maintenance 07/07-08/06	Michelle Anderson
037870	08/09/19	Waxie Sanitary Supply	6,849.57	Towel, Disinfectant, Hand Lotion, 2ply Toilet Paper , Seat Covers, Wall Liners, Kitchen Roll, Bleach Liquid, Vacuum Filter Bag, Swiffer Sweeper, Counter Mount Soap	Dustin Havel / Jim Elwood
037871	08/09/19	Weidner Fire	802.56	SCBA Mask Bag, Facepiece Kit	Dustin Havel
037872	08/09/19	Western States Equipment Co.	3,400.35	CAT-IT62G Engine Repair, Magnet A, Transport CAT 972 Loader	Dustin Havel / Jim Elwood
037873	08/09/19	Wetco, Inc.	2,935.50	07/23Bag Belt System Service	Dustin Havel / Jim Elwood
037874	08/09/19	The Wort Hotel	424.67	HR Meeting BEO21337-Clymer Room	Michelle Anderson
037875	08/09/19	Wright's Media, LLC	5,500.00	License Permit 12mo.Print Usage	Michelle Anderson / Jim Elwood
037876	08/09/19	CK Solution, Inc. aka WYOFarm Composting	84.00	Jul19 Food Scrap Pickup	Dustin Havel
037877	08/09/19	Teton Media Works, Inc.	5,256.16	News Ads: N&G RFP AJA-002A 07/03, 07/10; N&G Smooth Take Off 07/03, 07/24, 07/31, 08/07; N&Gx2 Board Meet 07/12; JHD 07/12 Board Meet 07/19-20; JHD Smooth Take Off 07/01-09, 07/20-30	Michelle Anderson
037878	08/09/19	Town of Jackson	3,290.00	Jul19 Parking Lease	Michelle Anderson / Jim Elwood
037879	08/15/19	Texas Child Sup. Disbursement	1,176.93	Ch.Sup. OI3005-1996	Payroll
037880	08/15/19	WY Child Support Payment	455.50	Ch.Sup. D208389	Payroll

4,762,759.09	Total
BY: John Eastman	
DATE APPROVED	August 21, 2019
	Cheque # 3202-3222 JHAB Ops Employees of the Month 07/12
	ACH Tax Deposit Employees of the Month 07/12
	ACH Screener Employees Termed 07/16
	ACH Tax Deposit Termed 07/16
	ACH JHAB/Screener Employees Payroll 07/15, 07/31, 08/15
	ACH Tax Deposit JHAB/Screener Employees Payroll 07/15, 07/31, 08/15
	ACH Great West Trust [WYO Deferred Contribution].07/15, 07/31 Payroll
	ACH Further Jul 2019 HRA Contribution
	ACH WYUI (DFWS) CY2Q UI/WC Settlement
	Jul 2019 BOW Loan 2014 \$2.2M Principal & Interest Payment [Acct 2361100]
	Jul 2019 BOW Loan 2018 \$8.5M Principal & Interest Payment [Acct 23600020]

JACKSON HOLE AIRPORT BOARD 08/21/19

VOUCHER #	DATE	VENDOR NAME	AMOUNT	FOR	Approved By
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Jun 2019 FIB Loan Series B 2018 \$10.7M Interest Payment [Acct 2363100]
Jun 2019 FIB Loan Series C 2018 \$2.1M Principal & Interest Payment [Acct 2363200]
Jul 2019 Bank/Credit Card Service Charges (Ventek, Stripe Chargebee & In House Terminals)
FIB S.2018B Cheques 000011 / 000012
General Fund Cheques # 37686 - # 37880

4,762,759.09 Total Cash Outlay

158,778.87	9012001 Terminal Restaurants Design & Construction (Wadman, KLJ, Carney)
24,962.60	9013002 ARFF/SRE Facility Design & Construction (Jviation)
2,417.08	9030001 Fuel Farm Facility Relocation (KLJ)
563,310.75	9040001 ([AIP59] South Access Road & Drainage D&C AIP59 (Wadman, KLJ, Jviation, SEH)
843,524.10	9040002 Parking Lot & Signage Design & Construction (Nelson, Staples, RonsTowing, Wadman, Walker, Jtowing, TetonMedia, KLJ, WeberDrill, Jim&Greg)
13,736.96	9040004 Water Main Installation (Wadman)
28,538.49	9050001 QTA Rental Car Facility Replacement D&C (Wadman, KLJ)
1,208.53	9070001 Project Coordinator / Owner's Representative (KLJ)
6,879.04	9830725 JAC21A Mark R/W/1/19 Taxi A (SEH)
86,980.90	AIP#54 C/L Apron Reconstruction I (SEH)
44,292.70	AIP#56 C/L Apron Reconstruction GA/II (SEH)
1,774,630.02	Capital Projects
2,988,129.07	Operations / Security / Fuel Farm

I have reviewed the voucher list for the period July 6 - Aug 15 and recommend approval.

I did have a question/clarification on the Employees of the Month amount of \$5200 - looks like we cut 10 checks during this period.....

Thanks,

John

John Eastman
307.733.0406 | john@teton.com

From: Michelle Anderson <Michelle.Anderson@jhairport.org>
Date: Monday, August 19, 2019 at 6:41 PM
To: "rickbraun1@comcast.net" <rickbraun1@comcast.net>, Mary Scott <mgibscott@gmail.com>, John Eastman <john@teton.com>, Bob McLaurin <rmclaurin99@gmail.com>, Jerry Blann <jerry.blann@gmail.com>
Cc: Jim Elwood <Jim.Elwood@jhairport.org>
Subject: Voucher List

All,
Please find attached the check list for approval at the Board meeting on Wednesday August 21. Feel free to let me know if you have any questions or concerns.
Michelle

Michelle Anderson

From: Michelle Anderson
Sent: Monday, August 19, 2019 12:35 PM
To: John Eastman
Subject: RE: Voucher List

Good question John. We do \$250 per person so we had 21 people last month. It was recognition for the operations staff as listed below:



OPERATIONS STAFF

- Andrew Wells
- Paul Walters
- Randy Knepper
- Ron Campbell
- Chance Grimmett
- Peter Tan
- Phyl Koch
- Alton George
- Steve Jeppson
- Randy Davis
- Steve Kerley
- Kody Jeppson
- Brian Zayas Santia
- Ray Lilley
- Phillip Adams
- Derek Hadfield
- John Simms
- Jason Stewart
- Jacob Hiller
- Wayne Steinert
- Dustin Havel

From: John Eastman <john@teton.com>
Sent: Monday, August 19, 2019 12:27 PM
To: Michelle Anderson <Michelle.Anderson@jhairport.org>; 'rickbraun1@comcast.net' <rickbraun1@comcast.net>; 'mgibscott@gmail.com' <mgibscott@gmail.com>; Bob McLaurin <rmclaurin99@gmail.com>; Jerry Blann <jerry.blann@gmail.com>
Cc: Jim Elwood <Jim.Elwood@jhairport.org>
Subject: Re: Voucher List

Michelle,