

MEMORANDUM

DATE: July 11, 2019

GENERAL BOARD MEETING ACTION ITEMS:

CONSENT AGENDA: Items on the consent agenda are considered routine and can be approved by a single motion. Board Members may ask that an item be removed from the Consent Agenda and considered individually. The following three items are on the Consent Agenda.

1. Approval of Minutes: Presented for Board review and approval are the minutes from the regular Board meeting held on June 21, 2019.
2. Airline – Amendments: The airline agreements expire June 30, 2019. These amendments incorporate the Board approved rates and expire June 30, 2020.
3. Board Retreat Facilitation – Agreement: Proposed is to have Hilary Fletcher of Jviation facilitate the Board retreat this year.

RATES REVIEW: Jackson Hole Aviation has submitted a request to increase the price of Jet A from \$7.52 to 7.67. Staff has conducted a rate review and these rates remain commensurate with other intermountain airports.

FINANCIAL REPORTS: For the close of the fiscal year, income across the three enterprise centers remained 5% better than budget and expenses were 1% over budget. June income in the Airport Operations enterprise center was 10% over budget, Security Operations was 2% above budget and Fuel Farm was 2% above budget. Expenses in the Airport Operations enterprise center were -25% below budget, in Security Operations were even with the budget and in the Fuel Farm enterprise center were 6% above budget.

RESOLUTION 2019-06 – NON-SIGNATORY RATES: Proposed for Board consideration is a resolution to establish non-signatory rates as additionally approved rates in the Board's Rates and Charges list. The non-signatory rate is 1.3x the currently approved rate for landing fees and terminal rents and is commensurate with the industry standard.

AIP 3-56-0014-060-2019: FAA recently issued AIP grant agreement 3-56-0014-060-2019 for the access road rehabilitation project. This is the second of three grants for this project and is in the amount of \$2,556,642. The total project cost is approximately \$9,700,000. The anticipated airport share for the project is \$1,200,000.

VOLUNTEER TIME OFF POLICY: Proposed is a new employee benefit and associated policy to provide full-time Airport employees 16 hours of paid time to perform volunteer work. The policy defines volunteer time off, establishes eligibility and states guidelines for approval. This policy supports the Airport's goal to be the employer of choice.