

MINUTES OF THE JACKSON HOLE AIRPORT BOARD

DATE: April 22, 2019

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

OTHERS PRESENT: Stuart Schiff, Aviation; Jeremy Mayo, Hertz; Dave Coyle, Fly Jackson Hole; Jessica Jaubert, Three Elephant Public Relations; Greg Herrick, Wyoming Jet Center; Jim Elwood, Michelle Anderson, Aimee Crook, Tony Cross, Megan Jenkins, Anna Valsing, Paul Walters, Natasha Stevens, 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 Monday, April 22, 2019.

I. EMPLOYEE OF THE MONTH: Elwood recognized Judith Guheen as April's employee of the month.

II. COMMUNITY OUTREACH: Jenkins stated she represented the Airport at Women Fly, an education program held at the Museum of Flight. She thanked the Board for the opportunity to represent the Airport. Jenkins said staff represented the Airport at the Wyoming Workforce Services career expo at Jackson Hole High School.

III. COMMENTS FROM – NATIONAL PARK SERVICE, TOWN OF JACKSON, TETON COUNTY AND THE PUBLIC: There were no comments from the National Park Service, Town of Jackson, Teton County or the public.

IV. UPDATES & DISCUSSION: Blann gave an update on construction at the Airport for the conceptual focus group.

Blann thanked customers for their understanding during the construction work at the Airport for the GA/FBO focus group.

Gibson Scott stated the concessions & contracts focus group reviewed Quick Flight's ground handling license and Aviation's snow removal equipment bid development and support moving forward.

Gibson Scott stated the GTNP/environmental focus group reviewed Mead & Hunt's air traffic enhancements proposal and support the scope of work. She said the Airport will have its annual spring clean-up day on May 1st and will attend the EcoFair on May 11th.

Eastman gave an update on ground transportation for the transportation focus group.

Gibson Scott gave an update on staffing for the HR & health focus group.

V. ACTIVITIES REPORTS REVIEW: Elwood said quarterly average daily departures (ADDs) were 4.61 for the quarter ending March 31, 2019. He said March enplanements increased 27% over March 2018 enplanements. He said year to date, enplanements have increased 18% over 2018.

VI. ACTION ITEMS:

A. Consent Agenda:

A1. Approval of the Minutes – March 18, 2019

A2. Airline Ground Handling License – Quick Flight

A3. Art Circle Well Refitting

A4. Short Term Disability Provider

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

B. Financial Reports: Anderson stated that across the three enterprise centers income for March was 11% above budget and expenses were 5% over budget. She said fiscal year to date through March 31st, income is 9% above the budgeted amount and expenses are 1% above the budgeted amount. Blann made a motion to accept the financial reports for March 2019. Eastman seconded the motion, which passed unanimously.

C. Payment of the Bills: Eastman made a motion to approve checks 36983-37189, checks 3171-3197 and ACH payroll and tax deposits: March 15, March 29 and April 15, 2019. McLaurin seconded the motion, which passed unanimously.

D. FY 2019/2020 Budget: Elwood said the Airport's budget is developed around the Airport's financial objectives: safety, environmental initiatives, customer service, professional development and capital projects. He said three enterprise centers are used: Airport Operations, Security Operations and Fuel Farm. He explained the Airport's proposed landing fee of \$4.61 and cost per enplaned passenger (CPE) of \$12.92. Eastman asked for clarification on the calculation of cost per enplaned passenger. Anderson stated the CPE is calculated taking the airlines' expenses for the coming year and dividing it by the expected number of enplanements. The airlines' expense is based on terminal rent and landed weight. She said to calculate expected landed weight, staff looks at the future flight schedule of how many flights are scheduled to land and the types of planes to determine the number of seats and the projected load factors for those flights. Eastman thanked Anderson for the explanation. Eastman said at some point the Airport will need to create messaging for the community regarding growth in enplanements and how efficiently the Airport is operating. He said the growth the Airport is seeing is not the same growth seen in the valley. Gibson Scott said it is important to note in that messaging that the Airport is responding to growth, not generating it.

Anderson said the Airport Operations enterprise center includes air carrier income which consists of airline rents and landing fees. She said rental car income is comprised of minimum annual guarantees and rents. She said parking & ground transportation includes parking fees and ground transportation access fees. She said both income areas help offset the expenses in the land side cost center. She said general aviation is composed of landing fees, FBO concession fees and FBO and other GA rents. She said concessions are primarily composed of restaurant revenue however they also contain catering and vending revenues. She said the total budgeted income amount for the airport operations enterprise center is \$13,718,860. She said the Airport Operations expense budget reflects the expenses used by each stakeholder group at the airport as allocated to the individual cost center. She said some expenses areas that were adjusted this year which affect multiple cost centers are environmental planning and operations and ARFF expense. She said the Airport continues to make environmental initiatives a priority this budget year, furthering programs initiated by the Board in FY 2018/2019. She said the total expense budget for the Airport Operations cost center is \$10,617,827.

Anderson said the Security Operations enterprise center relates to conducting security operations at the Airport. She said the two income areas, TSA security reimbursement and security badges, total \$7,087,593. She said there are five key lines of expense paid out of this enterprise center: security operations, screening claims expense, consumables, night security contract and Town of Jackson law enforcement contract. She said the total expense budget is \$7,312,476.

Anderson said the Fuel Farm enterprise center has five revenue areas: fuel revenue, both fuel facility fees, glycol revenue, glycol disposal fees and administration fees. She said the total income budget is \$15,336,662. She said the expenses for the Fuel Farm enterprise center are fuel expense, operations expense, glycol purchase expense, glycol disposal expense and insurance. She said the expense budget for the Fuel Farm enterprise center is \$14,027,455.

Anderson detailed capital projects by priority proposed in the budget. She said capital expenses such as equipment purchases, and construction costs are funded through the Capital Improvement Program (CIP). She said capital funds include the Federal Airport Improvement Program, state grant funds, Passenger Facility Charges and rental car Customer Facility Charges. She said the CIP is developed each year and updated throughout the year as funding becomes available and projects change priority.

McLaurin asked what the total budget is across all three enterprise centers. Anderson said roughly \$42 million. Blann acknowledged Anderson and the financial team for their hard work on the budget.

Elwood said if approved by the Board, the budget will be submitted to the Town of Jackson and Teton County for approval at their Joint Information Meeting on May 6th.

Blann made a motion to adopt the FY 2019/2020 proposed budget, in the form presented, for transmittal to the Town of Jackson and Teton County. Eastman seconded the motion, which passed unanimously.

E. Snow Removal Equipment Bid Development: Havel stated the Airport has worked with the State on the Airport's capital plan which includes snow removal equipment purchases. He said State staff will be recommending to the Wyoming Aeronautics Commission some funding support for a loader, snow blower attachment and other associated items. He said the Airport is hopeful it will be a 75/25 split in cost with the State. He said Jviation submitted a scope of work and fee for the development of contract documents as well as bidding, reviewing and award of a loader, front mounted rotary snow blower attachment and other assorted attachments. He said the cost for these services is \$36,620 which would also be partially funded by the State. Elwood stated since this grant does not yet exist, there is some risk for the Airport Board, but if the intention is to have another piece of equipment, it is best to start the project process.

Blann made a motion to approve the Third Amendment to the Base Engineering Services Agreement with Jviation, in the form presented, in the lump sum amount of \$36,620. McLaurin seconded the motion, which passed unanimously.

F. Air Traffic Control Enhancements: Havel said Mead & Hunt has proposed to evaluate potential improvements to the air traffic control environment and tower to determine operational issues unique to the Airport's location as well as characteristics of the Airport. He said the intent is to address short and long term potential solutions to enhance capabilities at the Airport's control tower including technology improvements. He said Mead & Hunt will put together briefing

materials and an associated roadmap. He said the cost for this service is \$27,000. Braun said this will allow for the tower to issue air traffic advisories and let traffic know if they're headed into noise sensitive areas of the Park.

Gibson Scott made a motion to approve the Fourth Amendment to the On-call Environmental Consulting Services Agreement with Mead & Hunt, in the form presented, in the lump sum amount of \$27,000. McLaurin seconded the motion, which passed unanimously.

G. Resolution 2019-04 – GTNP Snow Plow Operations: Elwood stated this past winter was recording breaking and snow removal crews across the valley worked tirelessly to keep area roads open and safe. He said the Airport and Grand Teton National Park (GTNP) have a critical partnership in many areas, only one of which is visitor access. He said the Airport would like to recognize the key role the GTNP snow removal operations crew played in keeping the Airport safely accessible for vehicles, visitors and locals this winter with Resolution 2019-04. Gibson Scott said there will be an all GTNP employee meeting on April 25th at 9:00 at the Craig Thomas Visitor Center. She said it would be a very nice gesture from the Airport to present this Resolution at that meeting.

Gibson Scott made a motion to adopt Resolution 2019-04, in the form presented, honoring the Grand Teton National Park Snow Plow Operations Crew for their exceptional efforts to maintain roadways in a safe condition during the challenging winter of 2018/19, and recognizing them as an essential partner of the Jackson Hole Airport. Eastman seconded the motion, which passed unanimously.

VII. DIRECTOR'S COMMENTS: Elwood stated the airline operational meetings are scheduled to start next week and continue into May. Havel gave a construction update. He said the Airport hosted the annual Table Top Exercise on April 10th. Crook gave a security update.

VIII. BOARD COMMENTS: Blann stated the biennial report is very valuable and asked when 2018/2019's will be available. Elwood said it will be available in the first quarter of 2020.

McLaurin stated he'll be out of town for the July 12th meeting. He asked for an update on ground handling operations. Elwood said United and Delta are issuing RFPs for ground handling services. He said he believes that all SkyWest employees will have an opportunity to work for the new vendor(s).

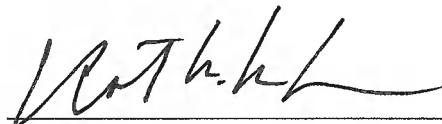
Gibson Scott said she spoke with Teton Raptor Center and they are elated to partner with the Airport.

Braun gave kudos to Airport staff for their hard work.

IX. ADJOURN: Blann made a motion to adjourn the meeting at 10:25 am on Monday, April 22, 2019. Gibson Scott seconded the motion and the meeting was adjourned.



Rick Braun, President



Bob McLaurin, Secretary

JACKSON HOLE AIRPORT BOARD 05/22/19

VOUCHER #	DATE	VENDOR NAME	AMOUNT	FOR	Approved By
ACH Transfers / Payroll Cheques / Bank Charges					
3198	04/23/19	Screener Employee	250.00	Employee of the Month	Payroll
ACH	04/23/19	EFTPS	41.42	Tax Deposits eff. 04/23/19	Payroll
ACH	04/23/19	Screener Employee	1,050.64	Termed	Payroll
ACH	04/23/19	EFTPS	336.66	Tax Deposits eff. 04/23/19	Payroll
ACH	04/30/19	JHAB / Screener Employees	189,289.79	Payroll of April 30, 2019	Payroll
ACH	04/30/19	EFTPS	63,767.88	Tax Deposits eff. 04/30/19	Payroll
ACH	05/15/19	JHAB / Screener Employees	181,125.09	Payroll of May 15, 2019	Payroll
ACH	05/15/19	EFTPS	61,797.37	Tax Deposits eff. 05/15/19	Payroll
ACH	04/30/19	Great West Trust Payment (WYO Deferred Contribution)	9,320.00	April 15 / 30, 2019 Payroll	Payroll
ACH	04/09/19	Dept. of Workforce Services	77,315.56	Workers Comp / Unemployment Insur. Premium for 1st Quarter 2019	Payroll
ACH	04/05/19	Bank of the West (BOW)	20,901.40	April 2019 BOW Loan 2014 \$2.2M Principal & Interest Payment [Acct 2361100]	Signed Agreement
ACH	04/05/19	Bank of the West (BOW)	86,501.72	April 2019 BOW Loan 2018 \$8.5M Principal & Interest Payment [Acct 23600020]	Signed Agreement
ACH	04/01/19	First Interstate Bank (FIB)	44,011.01	April 2019 FIB Loan Series B 2018 \$10.7M Interest Payment [Acct 2363100]	Signed Agreement
ACH	04/12/19	First Interstate Bank (FIB)	63,008.72	April 2019 FIB Loan Series C 2018 \$2.1M Principal & Interest Payment [Acct 2363200]	Signed Agreement
GJ-BSC	04/01-04/30/19	Wells Fargo / Ventek / Stripe / Chargebee	3,296.94	Bank/Credit Card Service Charges (Ventek, Stripe Chargebee & In House Terminals)	Bank/Credit Card Notices
CFC Vouchers					
FIB 000006	04/30/19	Jackson Hole Airport Board	138,646.50	Reimbursement of payments made to KLJ, Wadman, re QTA RCF Replacement	Michelle Anderson / Jim Elwood
			(138,646.50)	Above cheque was deposited to WF General Account, thus zero effect	
General Fund Vouchers					
037190	04/16/19	Five Star Airport Alliance	5,455.11	Chain Assembly, Chain Sprocket	Dustin Havel / Jim Elwood
037191	04/16/19	Innovative Electronic Designs	19,525.00	ACS Ext.Warranty 12/01/18@1yr	Dustin Havel / Jim Elwood
037192	04/17/19	Phillip Adams	82.00	PerDiemDFW ARFF Live Fires 04/30-05/02	Dustin Havel
037193	04/17/19	Dallas Buschow	284.00	PerDiem/ChckBagCHS ESSO Training 04/20-27	Shane Thompson
037194	04/17/19	Aimee E. Crook	1,153.20	PerDiemLAS ISC West Conf 04/09-12, TcktDCA SPP IDIQ Forum 05/15-18	Jim Elwood
037195	04/17/19	Amelia Johnson	468.00	PerDiemChckBagTSA New Hire Training 04/20-05/04	Shane Thompson
037196	04/17/19	Phyllis Koch	82.00	PerDiemDFW ARFF Live Fires 04/30-05/02	Dustin Havel
037197	04/17/19	Brian Zayas Santiago	138.00	PerDiemHLN ARFF Recert 04/23-25	Dustin Havel
037198	04/17/19	Beata Simms	456.00	PerDiem/ChckBagCHS ELSO ARC Training 04/20-05/03	Shane Thompson
037199	04/17/19	Paul E. Walters	138.00	PerDiemHLN ARFF Recert 04/23-25	Dustin Havel
037200	04/17/19	AFL Maintenance Group Inc.	7,800.00	JanFebMar19 Staff Cover Cleaning	Dustin Havel / Jim Elwood
037201	04/17/19	Arkadin US	30.61	Mar19 ConferenceCalls/Charges	Dustin Havel
037202	04/17/19	Century Link	1,450.62	Apr19 Telephone+PrevM LongDistance	Dustin Havel

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037203	04/17/19	Conrad & Bischoff, Inc.	20,771.50	DyedDiesel#2 4000@2.3480, Unlead.Gas 4500g@2.0950	Dustin Havel / Jim Elwood
037204	04/17/19	Dish Network	106.03	Monthly TV 04/27-05/26/19	Dustin Havel
037205	04/17/19	OAG Aviation Worldwide LLC	1,372.92	Apr19 Web XML DLR Dispatch	Dustin Havel
037206	04/17/19	Further	10.00	ParticipantFee 2pax Apr19	Tony Cross
037207	04/17/19	Holland & Hart LLP	402.00	LegalFee Mar19 M#5 WYJet Center	Jim Elwood
037208	04/17/19	HUB International Mountain	2,000.00	WY Fuel Tax Bond 06/27/19@1yr	Dustin Havel
037209	04/17/19	Jedediah Corporation	1,102.50	2019 Table Top Lunch	Dustin Havel
037210	04/17/19	JH2O Water Conditioning &	834.00	72#50lb Water Salt+Delivery	Dustin Havel
037211	04/17/19	Knobes Electronics	78.98	15ft Speaker Cable	Dustin Havel
037212	04/17/19	Labozan Associates	3,600.00	Consulting Fee Mar19 Parking Sign/Wayfind	Dustin Havel / Jim Elwood
037213	04/17/19	Lohf, Shaiman, Jacobs, Hyman &	16,838.78	Mar19 Fee General Matters / FBO Matters	Jim Elwood
037214	04/17/19	Long Building Technologies	1,195.53	RT A/C Hangar#5 Repair, Moved S1 Sensor Baggage Store Area	Dustin Havel
037215	04/17/19	Master Environmental, Inc.	1,851.75	645g FF Sumps Collection/Trucking	Dustin Havel
037216	04/17/19	Nelson Engineering	25,041.30	Mar19 PARCS ProfFee	Dustin Havel / Jim Elwood
037217	04/17/19	Orijin	680.00	Mar19 JHAB GenProj Mgmt/Web	Dustin Havel
037218	04/17/19	Jackson Hole Radio	864.00	Radio Ads: Spring Break Parking 2019	Michelle Anderson
037219	04/17/19	SITA US Inc.	2,024.00	Mar19 Maint.Fee SITA Terminal	Dustin Havel / Jim Elwood
037220	04/17/19	Spring Creek Ranch / HOA	494.43	SewerUse Jan 398.735K/gal	Michelle Anderson
037221	04/17/19	Three Elephant Public	6,000.00	Mar19 Mktg/PR Services	Dustin Havel / Jim Elwood
037222	04/17/19	TMBR Creative Agency	406.25	Mar19 JHAirport Webs Maintenance	Michelle Anderson
037223	04/17/19	Valley Office Systems	86.00	Ricoh/4503 Photocopier Maintenance 04/07-05/06	Dustin Havel
037224	04/17/19	Walker Consultants	2,327.50	Mar19 Fee PARCS Consulting Fee	Dustin Havel / Jim Elwood
037225	04/17/19	Ziplocal	315.00	2019 JAC Printed Book, Apr19 Ziplocal / Online.com	Dustin Havel
037226	04/17/19	Brian McCooley	140.00	Refund SIDA Badge Replacement Fee	Aimee Crook
037227	04/18/19	Depatco Inc	604,549.88	Construction Cost: 04/17 AIP#58 #6; 04/17 AIP#58-Final 10%RetFee	Michelle Anderson / Jim Elwood
037228	04/18/19	Bank Card Center	45,217.13	BOW#1-Mar19/CC US\$9,246.21, BOW#2-Mar19/CC US\$5,436.55, BOW#3-Mar19/CC US\$14,104.66, BOW#4-Mar19/CC US\$12,750.34, BOW#A-Mar19/CC US\$3,679.37	Various
037229	04/23/19	Russell Blackwood	284.00	PerDiem/ChckBagCHS ESSO Training 04/27-05/04	Shane Thompson
037230	04/23/19	Kody Jeppson	316.00	PerDiem/ChckBagBUF AdvASOS/NECSnow 04/26-05/02	Michelle Anderson
037231	04/23/19	Randy Knepper	372.00	PerDiem/ChckBagBUF AdvASOS/NECSnow 04/26-05/02	Michelle Anderson
037232	04/23/19	Peter Tan	372.00	PerDiem/ChckBagBUF AdvASOS/NECSnow 04/26-05/02	Michelle Anderson
037233	04/30/19	Aflac	1,167.04	Apr19 AFLAC Insur.Prem GX725	Payroll

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037234	04/30/19	California State Disbursement	318.00	Ch.Sup. D532742	Payroll
037235	04/30/19	Idaho State Tax Commission	6,426.00	Apr19 ID State Tax Remittance	Payroll
037236	04/30/19	NCPERS Group Life Ins.	64.00	May19 NCPERS Insur.Prem.	Payroll
037237	04/30/19	Texas Child Sup. Disbursement	1,107.35	Ch.Sup. OI3005-1996	Payroll
037238	04/30/19	WY Child Support Payment	455.50	Ch.Sup. D208389	Payroll
037239	04/30/19	American Association of	275.00	AffiliateMember-SKerley Jun19@1yr	Dustin Havel
037240	04/30/19	Airside Solutions, Inc.	1,616.02	Aviation Red Filter, Reflector / FRC Cold Mirror	Dustin Havel
037241	04/30/19	Antler Inn	56.00	CleaningCrew Employees Snow Stay 03/07	Dustin Havel
037242	04/30/19	Melissa Bates	102.00	PerDiemPIV Casper-WY 05/06-07	Shane Thompson
037243	04/30/19	Blue Cross Blue Shield of	143,078.65	May19 H&D Insurance Premium	Tony Cross / Jim Elwood
037244	04/30/19	Computer Forms Inc.	162.07	Double Window Envelopes	Michelle Anderson
037245	04/30/19	Communication Technologies	2,382.04	Compact Mic; Truck#34 Radio Transmitter Check; Radio Wave Antenna Repair; Ford PickUp Icom Radio Replacement; Radio#SM3083 Repair; Crew Radio#21 Check; Ops#13 Radio/Antennae Check	Dustin Havel
037246	04/30/19	PC Connection Sales Corp	32,315.74	Prosupport Mission HW/SW, vSphere 6 Ess.Plus/Kit 3Hosts, Intel SFP Optic Module	Dustin Havel / Jim Elwood
037247	04/30/19	Covert Company Scales	750.00	Calibrate/Repair Baggage Scales	Ron Campbell
037248	04/30/19	Cummins Rocky Mountain	2,868.92	Checked North/South Genset Systems	Dustin Havel / Jim Elwood
037249	04/30/19	L.N. Curtis & Sons	9,163.79	G-ExtremeJacket/Pants Boots	Michelle Anderson / Jim Elwood
037250	04/30/19	Deluxe	418.15	Print A/P CQ#37700@1000	Michelle Anderson
037251	04/30/19	Electric Motor Service Company	100.63	1HP Baldor Motor Repair	Michelle Anderson
037252	04/30/19	Brent Blue MD/Emerg-A-Care	2,240.00	DrugScreen/Alcohol Testing, Medical Exams	Shane Thompson / Aimee Crook
037253	04/30/19	Federal Express	66.19	Courier Service ao 04/11/19, 04/18/19, 04/25/19	Michelle Anderson / Dustin Havel
037254	04/30/19	Fire Services of Idaho, Inc	405.00	2ndQtr19 Alarm Monitoring; FireExt.Covers / Brackets; Fire Alarm System Service	Michelle Anderson / Dustin Havel
037255	04/30/19	Marilynn G French	106.22	MiscXTSA Hotel 04/13 NewHireTraining	Shane Thompson
037256	04/30/19	Gem State Paper & Supply	984.47	Perforated Roll Towel, Sanitizing Wipes, Gloves, Plastic Garbage Bags, Jumbo Roll Tissue, Encapsulating Shampoo, Shine Floor Finish	Dustin Havel
037257	04/30/19	Alton George	196.00	PerDiem/ChckBagDFW ARFF Live Fires 05/07-09	Michelle Anderson
037258	04/30/19	Derek Hadfield	82.00	PerDiemDFW ARFF Live Fire 04/30-05/02	Dustin Havel
037259	04/30/19	Hays Companies	1,875.00	May19 ConsultingFee-Benefits	Tony Cross
037260	04/30/19	Interwest Supply Co	370.90	Steer Blade, Flat Screw, Lock Nut	Michelle Anderson
037261	04/30/19	J H Chamber of Commerce	16.00	04/11 Bus.OverBreakfast	Michelle Anderson
037262	04/30/19	Jackson Towing Partners	1,562.50	Relocate Vehicle due to Excavation	Dustin Havel
037263	04/30/19	Jviation, Inc.	31,500.01	Mar19 Coordinate/Conceptualize/Document	Michelle Anderson / Jim Elwood
037264	04/30/19	Steven Kerley	196.00	PerDiem/ChckBagDFW ARFF Live Fires 05/07-09	Michelle Anderson

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037265	04/30/19	Kadrmass, Lee & Jackson, Inc.	9,823.60	D&C-QTA#3 Construction Admin&Observe 03/30	Michelle Anderson / Jim Elwood
037266	04/30/19	LegalShield	852.25	Apr19 Identity Theft Premium	Tony Cross
037267	04/30/19	Mary McCann	456.00	PerDiem/ChckBagCHS ELSO/ARC Training 05/04-17	Shane Thompson
037268	04/30/19	Mead & Hunt	9,962.78	Mar19 Fee Enviro On-Call Phase I	Dustin Havel / Jim Elwood
037269	04/30/19	Myslik, Inc.	411.68	Transport R1000 ->JAC, Fuel Sender	Randy Knepper
037270	04/30/19	ORyan Cleaners	108.56	Coveralls/Jacket	Michelle Anderson
037271	04/30/19	Pine Needle Embroidery	595.40	JHAB Logo Screener Jacket / Ops Shirts	Shane Thompson / Ron Campbell
037272	04/30/19	Rotary Club of Jackson Hole	395.00	Guest Meal 1pax@\$20, Rotary Club Qtr Due 2Q19, Paul Harris Rotary Contribute	Michelle Anderson
037273	04/30/19	RPM Tech Inc.	1,232.32	Scraper, Bolt, Fluid Washer, Nut	Dustin Havel
037274	04/30/19	Sherwin-Williams # 3277	74.95	Paint, Chip Brush	Dustin Havel
037275	04/30/19	John Simms	196.00	PerDiem/ChckBagDFW ARFF Live Fires 05/07-09	Michelle Anderson
037276	04/30/19	Suburban Propane 1438	3,208.29	Firep/Heater 778.20g, MVDispenser 180.1g, Steamer-FireD 28.1g	Michelle Anderson / Dustin Havel
037277	04/30/19	Teton Media Works, Inc.	300.56	Newspaper Ad: N&G Final Payment Notice - Fuel Farm Ph I&II Wadman	Michelle Anderson
037278	04/30/19	Teton Raptor Center	4,500.00	7nos. Raptors Program [from Mar to Jun]	Michelle Anderson / Jim Elwood
037279	04/30/19	Teton Rental Center, Inc.	55.00	RentalFee: Floor Stripper Machine	Ron Campbell
037280	04/30/19	US Geological Survey	20,217.62	Fee: SO#30160 Ground H2O Monitoring	Dustin Havel / Jim Elwood
037281	04/30/19	Anna Valsing	132.88	Fruits/Flowers/Pastries for BOD Meeting	Michelle Anderson
037282	04/30/19	Wadman Corporation	125,324.89	Construction Fee: QTA-RCF Construction#13	Michelle Anderson / Jim Elwood
037283	04/30/19	Waxie Sanitary Supply	2,838.13	Scrub Brush, Cleaning Pads, Towels, Seat Cover, Soap, Lotion, Duster Holder, 2Ply Soft/White, White Vinegar, Duster Refills, Bottle/Trigger Sprayer, HypoAllergenic Soap	Dustin Havel / Jim Elwood
037284	04/30/19	Weidner Fire	690.28	G1 Facepiece/Harness/Cup, SCBA Mask Bag 2nos.	Dustin Havel
037285	04/30/19	Jerome Chris Wells	284.00	PerDiemChckBagCHS ESSO Training 05/04-11	Shane Thompson
037286	04/30/19	Wyoming Garage Door, LLC	285.00	Replace Baggage Door Strap	Dustin Havel
037287	04/30/19	Jacqueline Bolovschak	30.00	Parking Fee Refund 03/27-29@2nights	Michelle Anderson
037288	04/30/19	Jay DeVere	45.00	Parking Fee Refund 04/20-23@3nights	Michelle Anderson
037289	04/30/19	Patrick Clinton	140.00	Refund ID Badge Replacement Fee	Michelle Anderson
037290	04/30/19	PC Connection Sales Corp	2,181.96	Axiom 16GB Low Volta, Cloud Service Provider Consolidated Bill, Lexmark Magenta HY Ink	Michelle Anderson / Dustin Havel
037291	04/30/19	Jviation, Inc.	84,781.58	Mar19 Construction Administration/Observe Fee	Michelle Anderson / Jim Elwood
037292	04/30/19	Kadrmass, Lee & Jackson, Inc.	23,548.79	Fee: Owner's Rep Landside Project 03/30	Michelle Anderson / Jim Elwood
037293	04/30/19	Teton Media Works, Inc.	1,044.00	Newspaper Ads: N&G Pardon Construction Zone 04/03, 04/17	Michelle Anderson / Dustin Havel
037294	04/30/19	Wadman Corporation	1,902.96	Construction Fee: Temporary Restaurant Renovation 03/31/19	Dustin Havel
037295	04/30/19	Jviation, Inc.	7,415.00	Prep Terminal Site Exhibits / Airline Lease Exhibits	Michelle Anderson / Jim Elwood

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VOUCHER #	DATE	VENDOR NAME	AMOUNT	FOR	Approved By
037296	04/30/19	Wadman Corporation	125,522.70	Construction Fee: Fuel Farm Ph I&II Retainage Fee Final 50%/10%	Michelle Anderson / Jim Elwood
037297	04/30/19	Wadman Corporation	297,939.48	Construction Fee: AIP#59FC Construct Cost#11 03/31/19	Dustin Havel / Jim Elwood
037298	04/30/19	Wadman Corporation	5,024.64	Construction Fee: AIP#59NF Construct Cost#8 03/31/19	Dustin Havel / Jim Elwood
037299	04/30/19	Wadman Corporation	50,381.36	Mar19 CMAR General Services / Precon Services	Michelle Anderson / Jim Elwood
037300	05/06/19	Bank of the West	550,000.00	BOW BUS# 808-071823 Account Funding	Michelle Anderson / Jim Elwood
037301	05/06/19	Wells Fargo	31.28	CC1 JE 03/15-04/12/19	John Eastman
037302	05/06/19	Wells Fargo	1,559.24	CC2 DH 03/15-04/12/19	Jim Elwood
037303	05/06/19	Wells Fargo	656.45	CC3 MA 03/15-04/12/19	Jim Elwood
037304	05/06/19	Wells Fargo	58.42	CC4 AC 03/15-04/12/19	Jim Elwood
037305	05/06/19	Ace Hardware	692.59	Heavy Duty Cable, Ties, Waste Can, Wipes, Tarp, Organizer, Pine Wood Primer, Blade, Scraper, Bits, Screw, Hex, Grinder	Shane Thompson / Michelle Anderson / Dustin Havel
037306	05/06/19	Airports Council International	2,687.97	2019 Airport Member Dues	Michelle Anderson / Jim Elwood
037307	05/06/19	AFL Maintenance Group Inc.	37,347.92	Apr19 Janitorial Services	Michelle Anderson / Jim Elwood
037308	05/06/19	Airside Solutions, Inc.	1,875.46	L861T Complete Fixture	Michelle Anderson
037309	05/06/19	Big R Ranch & Home	417.51	Swivel Rubber, Grinding Wheel, Gas Can, Push Broom	Michelle Anderson / Dustin Havel
037310	05/06/19	Carney Logan Burke Architects	16,829.55	Feb19 Fee Restaurant Prep Docs, Mar19 Fee Restaurant Construction Administration	Michelle Anderson / Jim Elwood
037311	05/06/19	Conrad & Bischoff, Inc.	11,596.00	Unlead.Gas 4000g@2.4750	Michelle Anderson / Jim Elwood
037312	05/06/19	PC Connection Sales Corp	2,401.58	Lexmark Cyan / Yellow / Black HighYield Ink, IPX Controller HDMI / IP	Dustin Havel
037313	05/06/19	Idaho Communications LLC	624.99	2Q19 Radio Tower Maintenance	Michelle Anderson
037314	05/06/19	Electric Motor Service Company	100.63	1HP Baldor Motor Repair	Michelle Anderson
037315	05/06/19	Electrical Wholesale Supply	1,086.20	Conduit, Cutter, Pliers, Bits, Port Connect, Anchor Kit, Metal Base Plate, Extension Ring, Bracket, Nuts, PVC-Connect Seal, Washer, Belden 5300 FE Security Cable	Ron Campbell / Michelle Anderson / Dustin Havel
037316	05/06/19	James Elwood	1,682.26	AirTicket DFW: AA Meeting 04/29-30, AirTicket ORD_ATL: UA/DA Meeting 05/07-09, Jacobs#6962: F&B-Prep for AA Meeting	John Eastman
037317	05/06/19	Brent Blue MD/Emerg-A-Care	250.00	DrugScreen/Alcohol Testing	Aimee Crook
037318	05/06/19	ERMC Aviation, LLC	11,297.28	Belt Lacing Parts, 2nd Qtr CBIS Maintenance	Dustin Havel / Jim Elwood
037319	05/06/19	Federal Express	12.33	Courier service ao 05/02/19	Michelle Anderson
037320	05/06/19	Galls, LLC	154.00	Womens Taclite C.B Pants	Shane Thompson
037321	05/06/19	High Country Linen Service	1,463.73	Clean Towel Bag Mop Wiper, Dust Pan / Broom, Slate/Black Mats, Laundry Cart Rent	Ron Campbell / Michelle Anderson / Dustin Havel
037322	05/06/19	Jackson Hole Security LLC	7,519.00	Apr19 O/N Security 10pm-6am	Aimee Crook / Jim Elwood
037323	05/06/19	Jackson Lumber	2,736.57	Ultrex Integrity Triple Window, Nails, Anchor, Sheetrock Adhesives, Durabead GS.Foam Insulation, Staples, Blade, Bit, KD-Fir, Grit Flap Discs, Marker, Chip Brush, Sealant, Brush, Sand Paper, Paintable Caulk, Cedar Wood, Paint Stain	Ron Campbell / Michelle Anderson / Dustin Havel
037324	05/06/19	Marlow White Uniforms, Inc.	262.00	JH Shirt Short/Long Sleeve	Shane Thompson

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VOUCHER #	DATE	VENDOR NAME	AMOUNT	FOR	Approved By
037325	05/06/19	NAPA AutoParts/Aspen Auto	602.48	Tape Measure, Connecting Extension Cord, Cap, Screw, Nuts, Battery Alternator, Coupler	Michelle Anderson / Dustin Havel
037326	05/06/19	Nelson Engineering	28,837.30	Apr19 PARCS Construction Adm&Obs	Michelle Anderson / Jim Elwood
037327	05/06/19	Norco, Inc.	31.53	Apr19 Cylinder/Equip Rent	Michelle Anderson
037328	05/06/19	O.J. Watson Equipment Co.	330.68	Plow Hitch Pin	Michelle Anderson
037329	05/06/19	Orijin	3,281.25	Apr19 JHAB Gen Proj Mgnt/Web	Michelle Anderson / Jim Elwood
037330	05/06/19	Rexel USA, Inc	1,771.77	Philips Fluorescent Lamps, Corrugated Innerduct 1", Screw & Clamp, Terminal Safety Switch, Strand Copper Wire, Cat6 Spineless Aluminum Armored	Michelle Anderson / Dustin Havel
037331	05/06/19	Silver Star Communications	1,271.66	May19 Phone.Internet	Michelle Anderson
037332	05/06/19	Teton Media Works, Inc.	2,342.32	Newspaper Ads: JHD/N&G Seasonal Host 04/05-04/18, JHD/N&G Seasonal Host 04/19-05/02, JHD/N&G ARF/FF-Ops 04/17-07, N&Gx2 JHAB BoardMeet Apr22	Michelle Anderson
037333	05/06/19	Town of Jackson	6,532.00	Apr19 Parking Lease	Michelle Anderson / Jim Elwood
037334	05/06/19	TruDiligence, LLC	70.00	Apr19 Applicants Profile 7pax	Shane Thompson
037335	05/06/19	Teton Trash Removal, Inc.	3,171.00	Apr19 TrashRemoval/Transfer	Michelle Anderson / Jim Elwood
037336	05/06/19	Western States Equipment Co.	129.43	Latch Hinge	Michelle Anderson
037337	05/06/19	Teton Media Works, Inc.	1,461.60	Newspaper Ads: JHD PardonConstr.Zone 04/13-15	Michelle Anderson
037338	05/06/19	Town of Jackson	44,250.00	May19 LEO/PoliceServices	Aimee Crook / Jim Elwood
037339	05/06/19	Teton Media Works, Inc.	241.28	Newspaper Ads: JHD MoveConstr.Zone 04/29-30	Michelle Anderson
037340	05/07/19	Area Disposal Service, Inc	217.50	May19 TrashComp Lease+Environmental Fee	Dustin Havel
037341	05/07/19	JH Compunet	200.00	May19 Wireless Internet	Dustin Havel
037342	05/07/19	ER Office Express, Inc.	82.99	Monitor Riser	Dustin Havel
037343	05/07/19	OAG Aviation Worldwide LLC	1,372.92	May19 Web XML DLR Dispatch	Dustin Havel
037344	05/07/19	Phyllis Koch	130.00	PerDiemBOI Security & Ops Summit 05/20-23	Dustin Havel
037345	05/07/19	Long Building Technologies	5,966.00	Apr-Jun19 HVAC Contract	Dustin Havel / Jim Elwood
037346	05/07/19	Mary Moulton	284.00	PerDiem/ChckBag CHS ESSO Training 05/11-18	Shane Thompson
037347	05/07/19	TMBR Creative Agency	312.50	Apr19 JHAirport Webs.Maintenance	Dustin Havel
037348	05/07/19	Locate Holdings, Inc dba	171.15	Apr19 Locate Services 3x+1	Michelle Anderson
037349	05/07/19	Wyoming Retirement System	86,529.25	Apr19 WY Retirement T#1 / T#2	Michelle Anderson / Jim Elwood
037350	05/12/19	AFL Maintenance Group Inc.	3,633.44	Apr19 Staff Coverage, Cleaning Vac-Battery, PaperFilter	Dustin Havel / Jim Elwood
037351	05/12/19	Airgas USA, LLC	112.99	Apr19 CylinderRent Medical Oxygen	Dustin Havel
037352	05/12/19	Ancon	17,370.00	02/24 Glycol 4400g Disposal, 04/02 Glycol 8800g Disposal	Dustin Havel / Jim Elwood
037353	05/12/19	Arkadin US	47.17	Apr19 ConferenceCalls/Charges	Michelle Anderson
037354	05/12/19	Melissa Bates	44.00	MiscXCPR Petrol PIV Casper-WY	Shane Thompson
037355	05/12/19	Ronald M. Campbell	464.92	PerDiemMileageHLN ARFF Recert 05/14-16 574 miles	Dustin Havel

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VOUCHER #	DATE	VENDOR NAME	AMOUNT	FOR	Approved By
037356	05/12/19	L.N. Curtis & Sons	14.17	Pull on Structural Boots [net of Rrtd-Pull on Structural Boots]	Dustin Havel
037357	05/12/19	Electric Motor Service Company	144.09	5HP Baldor Motor Repair	Dustin Havel
037358	05/12/19	Alton George	30.00	MiscXDFWTaxi ARFF Live Fires 05/07-09	Dustin Havel
037359	05/12/19	Go-Fer It Express, Inc.	112.00	Shipments to/fro Elect.MS	Dustin Havel
037360	05/12/19	Grand Teton National Park	143,537.56	UserFee3Q19 (Jan-Mar19)	Michelle Anderson / Jim Elwood
037361	05/12/19	JB Mechanical Plumbing &	922.78	LavDrains/Rooter MensRoom in HoldRoom, Replace Water Heater Gaskets in JanitorsRoom, Replace Flush Valve in WomensRoom in BaggageClaim	Dustin Havel
037362	05/12/19	Kody Jeppson	130.00	PerDiemBOI Security & Ops Summit 05/20-23	Dustin Havel
037363	05/12/19	Jackson Hole Air Improvement	8,000.00	80%Share in RRC 2018 Summer Program	Dustin Havel / Jim Elwood
037364	05/12/19	Douglas D. Keefe, Jr.	3,861.57	Roof Repairs H1&2 Jeds TSA-B/R	Dustin Havel
037365	05/12/19	Kadrmass, Lee & Jackson, Inc.	13,384.29	Construction Fee: D&C-QTA#3 Construction Admin & Observe 04/27	Dustin Havel / Jim Elwood
037366	05/12/19	Randy Knepper	132.00	PerDiemHLN ARFF Recert 05/14-16	Dustin Havel
037367	05/12/19	Konnectronix, Inc.	804.43	EV-Station Electrical Cord Reel	Dustin Havel
037368	05/12/19	Lincoln Financial Group	12,471.01	Mar19 / Apr19 / May19 Life,AD&D,LTD Insurance Premium	Tony Cross / Jim Elwood
037369	05/12/19	Lower Valley Energy	32,911.02	Electricity 03/22-04/24/19	Dustin Havel / Jim Elwood
037370	05/12/19	David Owens	518.00	PerDiemChckBagCHS ELSO ARC Training 05/18-06/01	Shane Thompson
037371	05/12/19	Jackson Hole Radio	288.00	Radio Ads: KJAX KMTN KZJH Spring Break 2019 Parking	Dustin Havel
037372	05/12/19	Spring Creek Ranch / HOA	454.63	Sewer Use Mar19 366.635K/gal	Dustin Havel
037373	05/12/19	Standard Signs, Inc.	2,157.06	Cable Clamps	Dustin Havel / Jim Elwood
037374	05/12/19	Staples Advantage	40.41	Sharpie Magnum Black	Dustin Havel
037375	05/12/19	Jason Stewart	110.00	PerDiemDEN AvFuel Handling W/S 05/14-16	Dustin Havel
037376	05/12/19	TC Environmental Health	40.00	Drinking H2O Test 04/08/19	Dustin Havel
037377	05/12/19	Three Elephant Public	6,000.00	Apr19 Mktg/PR Services	Dustin Havel / Jim Elwood
037378	05/12/19	Anna Valsing	173.29	AT&T#J77Q82 MJ iPhone Upgrade	Dustin Havel
037379	05/12/19	Don Wade	284.00	PerDiemChckBagCHS ESSO Training 05/18-25	Shane Thompson
037380	05/12/19	Wadman Corporation	397,436.10	Construction Cost: Fuel Farm Phase III Retainage Fee Final 50%/10%	Dustin Havel / Jim Elwood
037381	05/12/19	Walker Consultants	859.51	Apr19 Fee PARCS Consulting Fee	Dustin Havel
037382	05/12/19	Kadrmass, Lee & Jackson, Inc.	19,570.00	Fee: Own Rep Landside Proj 04/27	Dustin Havel / Jim Elwood
037383	05/12/19	Wadman Corporation	68,343.17	Construction Fee: Temporary Restaurant Renovation 04/30/19	Dustin Havel / Jim Elwood
037384	05/12/19	Wadman Corporation	60,569.77	Apr19 CMAR Precon Services / General Services	Dustin Havel / Jim Elwood
037385	05/15/19	Texas Child Sup. Disbursement	1,301.44	Ch.Sup. OI3005-1996	Payroll
037386	05/15/19	WY Child Support Payment	455.50	Ch.Sup. D208389	Payroll

JACKSON HOLE AIRPORT BOARD 05/22/19

VOUCHER #	DATE	VENDOR NAME	AMOUNT	FOR	Approved By
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4,242,721.76	Total
BY: John Eastman <i>JE 5/22/19</i>	
DATE APPROVED	May 22, 2018
	Cheque # 3198 Screener Employee Employee of the Month
	ACH Tax Deposit Payroll
	ACH Screener employee Termed
	ACH Tax Deposit Payroll
	ACH JHAB/Screener Employees Payroll 04/30, 05/15
	ACH Tax Deposit JHAB/Screener Employees Payroll 04/30, 05/15
	ACH Great West Trust [WYO Deferred Contribution] April 15 / 30 Payroll
	ACH Dept. of Workforce Services 1st Quarter WC / UI Premium
	Apr 2019 BOW Loan 2014 \$2.2M Principal & Interest Payment [Acct 2361100]
	Apr 2019 BOW Loan 2018 \$8.5M Principal & Interest Payment [Acct 23600020]
	Apr 2019 FIB Loan Series B 2018 \$10.7M Interest Payment [Acct 2363100]
	Apr 2019 FIB Loan Series C 2018 \$2.1M Principal & Interest Payment [Acct 2363200]
	Apr 2019 Bank/Credit Card Service Charges (Ventek, Stripe Chargebee & In House Terminals)
	FIB QTA S.2018B Cheques 000006
	General Fund Cheques # 37190 - # 37386

4,242,721.76 Total Cash Outlay

121,921.09	9012001 Terminal Restaurants Design & Construction (Carney, KLJ, Wadman)
31,500.01	9013002 ARFF/SRE Facility Design & Construction (Jvation)
531,069.25	9030001 Fuel Farm Facility Relocation (Wadman, KLJ, TetonMedia)
443,797.95	9040001 ([AIP59] South Access Road & Drainage D&C AIP59 (Jvation, Wadman, KLJ, TetonMedia, JTowing)
147,252.16	9040002 Parking Lot & Signage Design & Construction (Nelson, Wadman, Walker, KLJ, PConnect, Labozan, TetonMedia, JTowing)
153,009.29	9050001 QTA Rental Car Facility Replacement D&C (Wadman, KLJ)
2,155.93	9070001 Project Coordinator / Owner's Representative (KLJ)
9,962.78	9070002 Enviro On-Call Phase I (Mead&Hunt)
604,549.68	9830748 AIP#58 Apron Reconstruction IV/V (DePatco)

2,045,218.14 Capital Projects

2,197,503.62 Operations / Security / Fuel Farm