



**MINUTES OF THE JACKSON HOLE AIRPORT BOARD
SPECIAL MEETING GROUND TRANSPORTATION COMMITTEE MEETING**

Date: April 14, 2023

BOARD PRESENT: Ed Liebzeit, Bob McLaurin and Melissa Turley were present via Webex in the Airport Board Room.

OTHERS PRESENT: Jim Elwood, Dustin Havel, Alton George, Anna Valsing, Gina Van Slyke, Megan Jenkins and Jordyn McDougall, staff of Jackson Hole Airport Board; Brian Laverty and Nate Vander Broek, of Mead and Hunt; Charlotte Frei, of Teton County; Billy Arnold, of the public.

- I. **CALL TO ORDER:** Elwood called the Special Meeting to order at 9:00am on April 14, 2023.
- II. **MEAD AND HUNT STUDY UPDATE:** Laverty opened with introductions of the Mead and Hunt team, as well as the role they will be playing in the Shuttle Pilot Study. He stated they are in the data review phase at this time, gathering information from all sources possible including extensive data provided by Airport staff. Laverty stated development of a service plan, with various options addressing multiple variables, would come next, the pilot study following, and the final report and results would be the last step.

Frei stated START is in the process of hiring staff and looking for housing, which could impact the pilot program. Laverty stated there can be different schedules developed for the limitation on staffing. McLaurin asked if staff is hired, when would the pilot start. Laverty stated this summer is the goal. McLaurin stated the program is important to the Board and is glad to see it moving forward this summer.

Turley asked if there were other limitations on the program. She stated it optimal to have the program run in the peak season. Frei stated staffing was a major limitation and funding could be an issue but was not sure at this time because START just applied for the grant.

Liebzeit asked what the advertising schedule is. He stated for the pilot to be successful it would need to be advertised. Laverty answered that there is not a specific schedule, but as soon as there is an indicated start date advertising should begin. Liebzeit suggested starting advertising that there is something coming, even if there is not a route on paper. Elwood stated publication and advertising could be mobilized quickly.

Elwood asked what route location in town is being considered. Laverty stated that is a piece that will be reviewed when Mead and Hunt comes for an area visit in the next few weeks. Liebzeit asked for continued communication as the project continues to move forward.

- III. **PARKING LOT STATUS UPDATE:** George reviewed the parking occupancy mitigation measures that occurred over the last year and updated the committee on the current occupancy levels. He shared that the efforts lowered the occupancy peaks but there are still significant constraints and operational inefficiencies, including 150-170 man-hours being used



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James P. Elwood, AAE, Executive Director

to manage parking lot occupancy. George stated staff recommends increasing the number of blackout dates and increasing the daily rate.

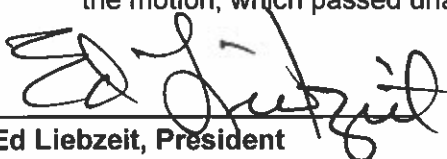
Turley requested additional information about the local's program. McLaurin answered that the Loyal Parker Program was implemented on recommendation of the Board in response to the price increase last year, in consideration of the residents who utilize the parking lot on non-peak dates. Turley stated she understood the desire to take care of local residents and was in support of increasing the blackout dates but would recommend having a blackout date peak price instead of raising the daily rate. She shared this worked well for Teton Village parking limitations. McLaurin was in support of the idea and wanted to explore it further.

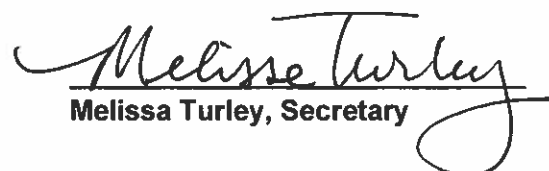
Turley suggested the Loyal Parker Program price move to \$20 for non-blackout dates to be more in line with the suggested blackout date pricing. She stated it is important to educate the local public what options are available for transportation, including the conversation of the Shuttle Pilot Program, and that those options are optimal instead of choosing to park at the airport. Liebzeit asked how often staff fields calls about the price of parking. George and McDougall stated there are some calls but not an excessive number. George stated there are more calls requesting a breakdown of receipts. He shared that there has been confusion for Loyal Parking Program users and blackout dates and stated his concerns that having a blackout date peak price might add to this confusion. Turley requested additional information on what the ramifications would be for the suggested changes. Elwood stated he would bring additional details and information for the suggested changes to the committee then to the Board.

Elwood summarized that the next steps for staff will be to propose dates for blackout or peak day pricing, propose a peak rate of \$32/day with standard rate being kept at \$25 or a set price of \$30/day, and propose the increase in the Loyal Parker Program to \$20/non-blackout rate along with ramification for all proposals.

Elwood stated he was pleased with the update Laverty and Frei had provided the JHAB committee on the Shuttle Pilot Program, as well as the suggestions from the committee to staff for parking occupancy mitigation. He advised the committee of the FAA requirements regarding the Airport assisting with providing funds for the Shuttle Pilot. Elwood explained that once the program is in place, if the Airport assisted with funding it would need to be cleared by the FAA through a model with data which shows that no Airport funds are being applied to non-airport functions. He stated that there is not a way to take parking occupancy funds to directly fund the Shuttle Program, everything would need to be cleared with the FAA.

IV. ADJOURN: Turley motioned to adjourn the special meeting at 10:40 AM. McLaurin seconded the motion, which passed unanimously.


Ed Liebzeit, President


Melissa Turley, Secretary



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