



MINUTES OF THE JACKSON HOLE AIRPORT BOARD MEETING

Date: August 21, 2024

BOARD PRESENT: Valerie Brown, Rob Wallace, Melissa Turley, Bob McLaurin, and Ed Liebrecht were present in person in the Airport Board Room.

OTHERS PRESENT: Jim Elwood, Dustin Havel, Michelle Anderson, Craig Foster, Bryce Beatty, Meg Jenkins, Kevin Dunnigan, Tony Cross, Jamey Miles, Esther Borja, Apinya Wright, Anna Valsing, Jordyn McDougall, Alton George, Chance Grimmert, Jake Sperl, and Gina Van Slyke, Jackson Hole Airport Board; Jeremy Barnum, Grand Teton National Park; Dan Reimer, Airport Attorney; Mike Mahoney, KLJ; and Rusty Lea, Ancon. Other individuals not individually documented were present in person or watched the meeting live through the Webex platform.

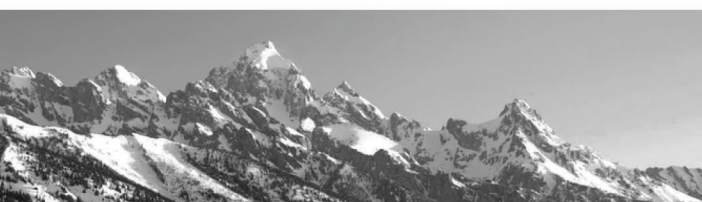
I. CALL TO ORDER: Board President Brown called the Board Meeting to order at 9 AM.

Elwood advised that the Serco Contract Tower agreement (Item A3) will be removed from the Consent Agenda for consideration at a future board meeting.

II. EMPLOYEE OF THE MONTH: Valsing recognized Jordyn McDougal as the July Employee of the Month, and Foster recognized Merritt McClelland as the August Employee of the Month. Elwood was recognized for reaching a significant milestone in his career, celebrating a decade of service with Jackson Hole Airport.

III. COMMUNITY OUTREACH: Jenkins updated the Board on recent community engagement efforts. She stated that the Airport participated in the Fourth of July parade, which was well-received. She noted that the parade featured candy, firefighter hats, squishy airplanes, and a Top Gun-themed soundtrack. Jenkins said the Airport also supported the Rotary Exchange program and organized a celebration with cakes featuring American and Finnish flags.

IV. COMMENTS FROM GRAND TETON NATIONAL PARK, TOWN OF JACKSON, TETON COUNTY AND THE PUBLIC: Barnum opened by stating Grand Teton National Park (the 'Park') is experiencing high visitation, potentially the second-busiest year on record, with an increase in visitors during September. He said efforts are underway to manage these trends sustainably. He noted recent visits by Congressional staff and members of Congress, including a successful tour of the Park showcasing its wildlife and beauty.



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Sally Painter from the Airplane Noise & Pollution Action Committee (ANPAC) voiced concerns about aircraft noise and other negative impacts on residents near the Airport.

Jonathan Schechter from the Town of Jackson congratulated Jim Elwood on his 10 years of service and updated the Board and staff on the town's current events.

V. ACTION ITEMS

A. CONSENT AGENDA:

1. Approval of the Minutes
 - a. June 19, 2024, Regular Meeting
 - b. June 19-20, 2024, Special Meeting (Board Retreat)
2. Equipment Purchase-F550 Sander Truck from Peach State Truck Centers
3. Serco Contract Tower Agreement

Brown stated item A3 will be removed from the Consent Agenda. Turley moved approval of the consent agenda items A1 through A2. Liebrecht seconded the motion, which passed unanimously.

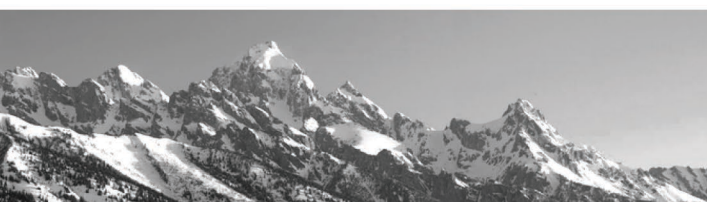
B. FINANCIAL REPORTS: Anderson advised that the Fiscal Year End, June 30, 2024, showed income slightly below budget and stated expenses significantly below budget. She said July 2024 financials reflected lower income and expenses due to fluctuating fuel prices.

Turley moved acceptance of the financial reports for the Fiscal Year End, June 30, 2024, and July 2024. McLaurin seconded the motion, which passed unanimously.

C. RESOLUTION 2024-05: AVIATION WORKER SCREENING: Sperl presented Resolution 2024-2405, which addresses a TSA mandate for screening aviation workers accessing restricted areas on the airfield. He stated that the FAA mandate is an unfunded requirement and necessitates a screening process to be implemented by September 24, 2024. He said the resolution outlines procedures for screening and prohibiting dangerous items, aligning with the TSA's prohibited items list. Anderson stated that the additional cost of implementation would be around 3.5 Full-Time Equivalent (FTE).

Liebrecht moved approval of Resolution 2024-05: Aviation Workers Screening in the form presented. Wallace seconded the motion, which passed unanimously.

D. RESOLUTION 2024-06 – AIP 80 (BIL Funds to Rehabilitate Taxiway and Construct Deice Access Taxiway): Anderson stated that Resolution 2024-06 AIP 80



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is Bipartisan Infrastructure Law (BIL) funds to Rehabilitate Taxiway A and Construct Deice Pad Access Taxiway (Phase III – Rehabilitate Taxiway A from Taxiway A3 to A4).

Turley moved approval of Resolution 2024-06 in the form presented and authorized the Board President and Board Secretary to sign the FAA Grant Agreement for the “Rehabilitate Taxiway A and Construct Deicing Pad Access Taxiway (Phase III — Rehabilitate Taxiway A from Taxiway A3 to A4” project), in the amount of \$3,361,715. Wallace seconded the motion, which passed unanimously.

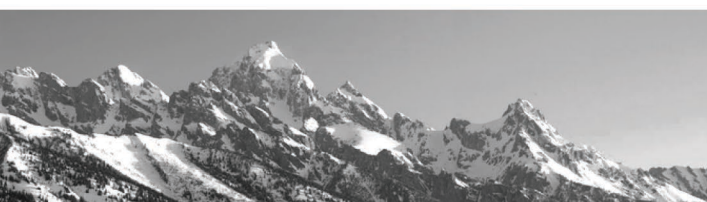
E. RESOLUTION 2024-07: AIP 82 (Entitlement and Discretionary Funds to Rehabilitate Taxiway A and Construct Deice Pad Access Taxiway): Anderson advised that FAA Grant AIP 3-56-0014-082-2024 will be the Airport's share of Entitlement and Discretionary Funds for this fiscal year. She stated that the FAA is still finalizing the grant and has provided a draft agreement form.

Liebzeit moved acceptance and approval of Resolution 2024-06 in the form presented and authorize the Board President and Board Secretary to sign the final FAA Grant Agreement for the “Rehabilitate Taxiway A and Construct Deicing Pad Access Taxiway (Phase IV — Rehabilitate Taxiway A from Taxiway A3 to A4 and Construct Deicing Pad Access Taxiway)” Project in the amount of \$13,869,044, or such final amount as offered by the FAA up to \$14,000,000. McLaurin seconded the motion, which passed unanimously.

F. RESOLUTION 2024-08: AIP 83 (Congressionally Directed Spending for the Design of the Deicing Pad and Containment Facility): Anderson stated the FAA Grant AIP 3-56-0014-083-2024 is the congressionally directed spending funds through Senator Hageman’s office in the amount of \$2,996,351. She noted the funds will be used for the “Construct Deicing Pad and Containment Facility (Phase 1 – Design and Construction Administration Fee)” project.

Liebzeit moved acceptance and approval of Resolution 2024-08 in the form presented and authorized the Board President and Board Secretary to sign the FAA Grant Agreement for the “Construct Deicing Pad and Containment Facility (Phase 1 — Design and Construction Administration Fees)” Project in the amount of \$2,966,351 or such final amount as offered by the FAA. Wallace seconded the motion, which passed unanimously.

G. UPDATE TO DELEGATION 2023-04: Delegation and Reservation of Authority: Elwood updated the Board on additional language authorizing the Executive Director to bid on, negotiate for the purchase of, and execute a bill-of-sale or similar for the



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purchase of an aircraft and aircraft parts and equipment. He said Jackson Hole Flight Service would repair or restore the aircraft for resale. He stated that the opportunity will enable the FBO mechanics to use downtime efficiently, keep their skills sharp, and potentially generate revenue. Elwood stated that the resolution included provisions for Board notification before any purchase.

Turley moved approval of the Update to Resolution 2023-04 in the form presented to delegate to the Executive Director the authority to purchase aircraft to be repaired or upgraded by the FBO maintenance team and resold. Liebzeit seconded the motion, which passed unanimously.

H. GLYCOL SUPPLIER CONTRACT WITH ASCENT AVIATION SERVICE: Valsing presented a 5-year agreement to purchase Glycol from Ascent Aviation Services (World Fuel). She advised that the contract follows a formal procurement process and includes stringent quality control requirements. Valsing stated that the selection committee recommended Ascent Aviation Services based on their pricing, experience, supply-chain reliability, and proposed methodology.

Wallace moved approval of the Glycol Supplier Contract with Ascent Aviation Services in the form presented. Liebzeit seconded the motion, which passed unanimously.

VI. DIRECTOR'S COMMENTS: Elwood presented the activity reports. He stated that general aviation (GA) operations were down 2.16%, and commercial operations were up 7.17% compared to July 2023. He noted that year-to-date, the overall load factor is 75.4%. Elwood advised that the shoulder season has become a stronger airline commercial opportunity over the last four to five years.

Havel provided an Operations and Maintenance update, Sperl provided a Security update, and Foster provided an FBO update.

VII. BOARD COMMENTS: The Board congratulated Elwood on his 10-year anniversary with Jackson Hole Airport.

VIII. ADJOURN: McLaurin motioned to adjourn the meeting at 10:33 AM. Turley seconded the motion, which passed unanimously.

Signed by:

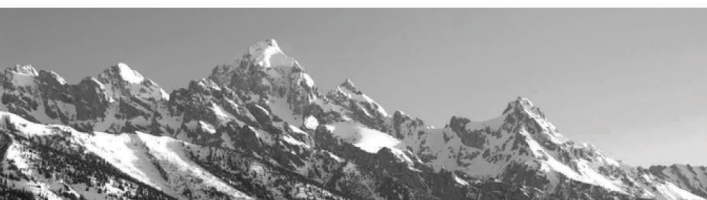
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Valerie Brown, President

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Bob McLaurin, Secretary



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