



## MINUTES OF THE JACKSON HOLE AIRPORT BOARD SPECIAL MEETING

Date: February 3, 2025

**BOARD PRESENT:** Rob Wallace and Ed Liezeit were present in person in the Airport Board Room; Valerie Brown, Melissa Turley, and Bob McLaurin were present via Webex.

**OTHER PRESENT:** Jim Elwood, Dustin Havel, Michelle Anderson, Aimee Crook, Anna Valsing, Tony Cross, Craig Foster, Jordyn McDougall, Gina Van Slyke, Taylor Gemmel, Meg Jenkins, Apinya Wright, Jac Stelly, Andrew Wells, Robin Usher, Esther Borja, Jason Stewart, and Bryce Beatty, Jackson Hole Airport; Jessica Jaubert, Three Elephant; Jeremy Barnum, Grand Teton National Park; Dan Reimer, Airport Attorney; Ryk Dunkelberg and Jen Wolchansky, Mead and Hunt; Paul Dunholter, BridgeNet; and Tyler Shupe, Wadman. 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.
- II. **EMPLOYEE OF THE MONTH:** Foster recognized Ven Garcia as the January Employee of the Month, and Havel recognized Steven Salgado as the February Employee of the Month.

Elwood recognized the Jackson Hole, United Ground Express (UGE) employees Joanie Tidwell, Suzie Dawson, Jessica Milligan, and Colleen Mayberry for outstanding customer service to a United Airlines passenger.

- III. **CERTIFICATE OF ORGANIZATION & ELECTION OF OFFICERS:** Brown thanked the Board and staff for all their assistance over the last year, and Wallace thanked Brown for her leadership. Liezeit moved to elect the following slate of officers for 2025 and to file a Certificate of Organization to that effect:

Rob Wallace, President  
Melissa Turley, Vice President  
Bob McLaurin, Treasurer  
Ed Liezeit, Secretary  
Valerie Brown, Member (Past President)

Turley seconded the motion, which passed unanimously.



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IV. **COMMUNITY OUTREACH:** Jenkins began by sharing that the holiday food drive was successful, noting that over 330 pounds of non-perishable items were collected from staff and passengers. She thanked the entire community for their contributions, which were donated to the JH Food Cupboard to help local families. Jenkins also highlighted the Airport's participation in the Sustainable Destination Management Plan Tourism Matters Expo, where over 30 organizations came together to discuss sustainable tourism practices. She shared that the Airport had a booth at the event, where they distributed reusable straws and the environmental video. Jenkins mentioned that the event was well-received, with many people stopping by to learn more about the Airport's environmental efforts.

V. **COMMENTS FROM GRAND TETON NATIONAL PARK, TOWN OF JACKSON, TETON COUNTY AND THE PUBLIC:** Jeremy Barnum from Grand Teton National Park (the 'Park') began by congratulating Brown for her tenure as president and expressing appreciation for her professionalism and care for the Park. Barnum acknowledged President Wallace, noting that he had known him for longer than anyone else in the room. He praised his career journey, from starting as a ranger at Grand Teton National Park to overseeing the National Park Service in Washington, D.C. He also commented on the Board's strong connection to the Park, expressing gratitude for their work and support.

Barnum then touched on the Airport's efforts to reduce its light footprint, stating that the Park greatly appreciates its commitment to preserving the night skies, a crucial aspect of the area's unique beauty. Barnum discussed the successful conservation of the Kelly parcel, which is now part of Grand Teton National Park. He expressed gratitude for the community's support and assistance from the state legislature and state land board in ensuring the parcel's preservation.

VI. **2024 YEAR-END FLY QUIET PRESENTATION:** Elwood introduced Dan Reimer, the Airport's attorney, who explained the legal framework surrounding the Airport's operations and aircraft activities. Reimer addressed why the Airport does not simply impose direct restrictions on noisy aircraft or nighttime flights, emphasizing the role of positive reinforcement, recognition, and education. Reimer noted that one key legal principle is the federal government's exclusive jurisdiction over aircraft operations, meaning the Airport cannot dictate where or how planes fly. He clarified that while the Airport can engage in limited efforts like education, it cannot impose direct restrictions without Federal Aviation Administration (FAA) approval, which has not been granted since 1990. Reimer further discussed how the law restricts new noise or access limitations at the Airport, making it impossible for the Airport to adopt such measures without an act of Congress.



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Ryk Dunkelberg and Paul Dunholter, the Airport's consultants, introduced the Fly Quiet program (the 'program'), which aims to reduce noise pollution from aircraft operating out of Jackson Hole Airport, particularly over Grand Teton National Park and the surrounding community.

Dunkelberg said the program encourages pilots to use quieter aircraft and adhere to flight procedures that minimize noise impacts. He advised that the program's primary goals include improving fleet quality by ensuring quieter aircraft, reducing high-noise events, improving voluntary curfew compliance, and encouraging efficient flight routes that avoid sensitive areas. Dunkelberg stated that the program recognizes operators using the quietest aircraft and those following new procedures to fly farther east of the Park, further reducing noise in critical areas.

Dunholter shared the results from the year-end analysis, which showed improvements over time, including increased use of quieter, newer aircraft (stage 5+), better compliance with flight procedures, and a reduction in curfew violations. Dunholter addressed a specific question about how life flights are treated in the curfew program, clarifying that they are tracked but not penalized. He discussed the noise contribution of general aviation (GA) versus commercial aircraft, noting that commercial aircraft contribute a larger share of the noise despite GA accounting for more operations. He provided further analysis of trends over time, showing significant improvements in reducing noise and curfew violations, especially in GA operations.

Dunholter noted that the program is showing positive trends, and ongoing efforts to communicate with operators are contributing to improvements in curfew compliance and noise reduction.

Dunkelberg closed with the 2025 program planned activities, which include, but are not limited to, promoting Top-Tier operators, continuing to work with Low-Tier operators to improve scores, contacting operators that continue to have curfew-hour operations, outreach to operators on their performance metrics, and promoting the program in national industry publications. He added that in 2025, some of the metric thresholds may be re-evaluated.

Foster provided feedback on the demand for hangar space at the FBO, advising that during the winter months, the demand exceeds availability. He noted that aircraft owners often decide whether to relocate to other airports, such as Driggs, Idaho Falls, Rock Springs, or leave their aircraft outside and face weather-related consequences. The Board requested further analysis of repositioning trends to aid in future planning.

## VII. ACTION ITEMS

### A. CONSENT AGENDA:

1. Approval of the Minutes – December 18, 2024 Regular Meeting



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## 2. Official Depositories

Liebzeit moved approval of each of the consent agenda items A1 through A2. Brown seconded the motion, which passed unanimously.

- B. FINANCIAL REPORTS:** Anderson presented the financial report for July 1, 2024, through December 31, 2024. She stated income and expenses remain below budgeted projections, mainly due to fluctuations in fuel prices, but net revenues are still higher than expected. Anderson said they also received a portion of the governor's grant funds for the Deicing Pad project. Board members expressed satisfaction with the positive financial trends.

Brown moved acceptance of the financial reports for December 2025. Liebzeit seconded, which passed unanimously.

- C. EIDE BAILLY TAX CONSULTING SERVICES – GEOTHERMAL ENERGY CREDITS:** Anderson explained that the Airport has been making strategic geothermal investments to reduce its environmental footprint while upgrading its facilities. She reminded the Board that during discussions on bonds for the Hangar 3 GSE project, the possibility of tax credits for the geothermal system was considered. She stated that in March of the previous year, staff collaborated with Eide Bailly, the Airport's audit firm, to assess the feasibility of these credits. Anderson said following an initial review, Eide Bailly proposed a second phase of consulting services, costing up to \$130,000, including a site visit, a detailed project review, documentation of expenses, and IRS form completion.

McLaurin moved approval of the Consulting Service Agreement with Eide Bailly in the form presented in a not to exceed amount of \$130,000. Turley seconded the motion, which was passed unanimously.

- D. LIGHTING MANAGEMENT PLAN FOR DARKSKY APPLICATION:** Havel introduced the Lighting Management Plan for the Dark Sky application, focusing on achieving compliance with Dark Sky standards while maintaining necessary FAA safety requirements. He said the primary improvements center on landside parking areas and airport facilities, with approximately 70% of non-airfield lighting already compliant. Havel pointed out that these lighting updates coincided with the end of their useful life, making this transition cost-effective, as in-house staff managed the work without external contracts; enhancements include replacing fixtures, updating programming on lighting controls, and reducing unnecessary nighttime illumination. He stated that while FAA-required airfield lighting remains unchanged, additional considerations include the potential for solar-powered lighting in specific areas where practical.



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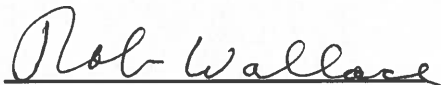
Liebzeit moved adoption of the Lighting Management Plan to be included with the DarkSky Application in the form presented. Brown seconded the motion, which was passed unanimously.

- VIII. **DIRECTOR'S COMMENTS:** Elwood presented the activity reports. He stated that general aviation (GA) operations were down 3.69%, and commercial operations were up 0.99% compared to the same month in 2023. He advised that December 2024 enplanements were 31,192, which decreased 1.78% from December 2023. Elwood said that load factors for December 2024 were down from December 2023 at 63.79%.

Havel provided an Operations and Maintenance update, Crook provided a Security update, and Elwood provided an FBO update.

Valsing introduced the Airport's new Environmental Manager, Jac Stelly. Dan Reimer, Airport Attorney, gave an overview of changes in the Transportation Industry with the new federal administration.

- IX. **BOARD COMMENTS:** The Board expressed their appreciation for the Fly Quiet program, emphasizing its role in demonstrating the Airport's commitment to Jackson Hole, the community, and Grand Teton National Park. Brown said that she was looking forward to Wallace's leadership as president.
- X. **ADJOURN:** Liebzeit motioned to adjourn the meeting at 10:59 AM. Turley seconded, which passed unanimously.

  
**Rob Wallace, President**

  
**Ed Liebzeit, Secretary**



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