



MINUTES OF THE JACKSON HOLE AIRPORT BOARD MEETING

DATE: April 16, 2025

BOARD PRESENT: Melissa Turley was present in person in the Airport Board Room; Rob Wallace, Bob McLaurin, Ed Liebszeit, and Valerie Brown attended the meeting through the Webex Platform.

OTHER PRESENT: Jim Elwood, Michelle Anderson, Dustin Havel, Anna Valsing, Jordyn McDougall, Kevin Dunnigan, Tony Cross, Jamie Miles, Aimee Crook, Jac Stelly, Chance Grimmer, Alton George, Taylor Gemmel, Apinya Wright, Bryce Beatty, Jesse Bradberry, and Gina Van Slyke, Jackson Hole Airport; Arne Jorgenson and Alyson Sperry, Town of Jackson; and Dan Reimer, Airport Attorney. Other individuals not individually documented were present in person or watched the meeting through the Webex Platform.

I. CALL TO ORDER: Vice President Turley called the Board Meeting to order at 9:03 AM.

II. EMPLOYEE OF THE MONTH: Havel recognized Scott Weiher as the April Employee of the Month.

III. COMMUNITY OUTREACH: Dunnigan provided updates on recent airport community outreach activities. He said that the airport welcomed local Belle Fralin, who flew in from Italy after competing in the World Special Olympics, where she won a bronze medal competing in the snowshoeing event.

Dunnigan advised that the Jackson Hole Airport had achieved DarkSky Place certification, making it the first airport in the world to receive this accolade.

IV. COMMENTS FROM GRAND TETON NATIONAL PARK, TOWN OF JACKSON, TETON COUNTY, AND THE PUBLIC: Chip Jenkins, superintendent of Grand Teton National Park, recognized the airport and Grand Teton National Park (the 'Park') positive working relationship. He noted Jeremy Barnum's departure and stated he would be the airport's point of contact until Barnum's position is filled.

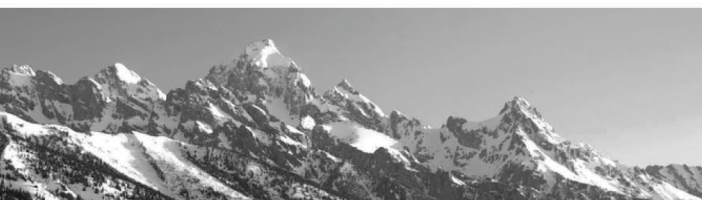
Mayor Arne Jorgensen addressed the Board and provided updates on the Town of Jackson.

V. ACTION ITEMS:

A. CONSENT AGENDA

1. Approval of the Minutes
 - a. March 17, 2025, Special Meeting
 - b. April 7, 2025, Budget Workshop
2. 2025 Seal Coat & Mark Project Contract – American Road Maintenance
3. USGS Agreement for Groundwater Monitoring

Brown asked that item A3 be removed from the consent agenda.



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James P. Elwood, AAE, Executive Director

Brown moved to approve each of the consent agenda items A1 through A2. Liebrecht seconded the motion, which passed unanimously.

Brown asked if item A3 includes PFAS monitoring. Havel stated that the USGS Agreement for Groundwater Monitoring does not include PFAS sampling; however, the airport is conducting PFAS monitoring through a different contract.

Brown moved to approve the consent agenda item A3. McLaurin seconded the motion, which passed unanimously.

B. FINANCIAL REPORTS: Anderson presented the financial reports for March 2025 for the Board's acceptance. She advised that income was above budgeted levels and expenses were below budgeted.

Brown moved acceptance of the financial reports for March 2025. Liebrecht seconded the motion, which passed unanimously.

C. FY2025- 2026 BUDGET: Elwood introduced the Board's established vision: "To be recognized as a leader delivering a positive and unique guest experience, an unwavering commitment to environmental stewardship, and a culture based on people helping people."

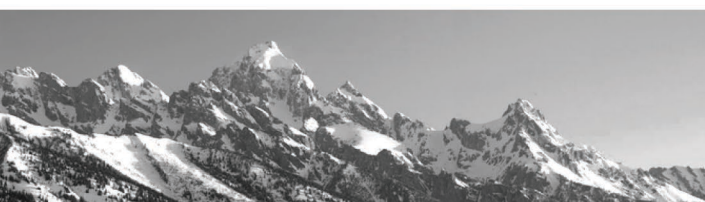
Anderson presented the Fiscal Year 2025/2026 budget for approval. She stated that the airport's budget includes three enterprise centers: Fuel Farm, JAC Operations, Fixed Based Operator (FBO), and six cost centers: airfield, landside, terminal, other buildings and grounds, environmental, and community outreach. She advised that the balance of net reserves at the end of the Fiscal Year 2025/2026 across all three enterprises is \$5,084,113.

Brown stated for the record that she would like airport staff to continue working towards breaking even after the bond payment for the Operation Enterprise Center.

Liebrecht moved adoption of the Fiscal Year 2025/2026 budget in the form presented. Brown seconded the motion, which passed unanimously.

D. KNIFE RIVER CONTRACT FOR SCHEDULE I AND VII OF PHASE 2 OF THE DEICE PAD PROJECT: Havel presented for the Board's approval the Contract and Notice to Proceed for Schedules I and VII of Phase 2 of the Deice Pad Project (the 'Project'). He stated that at the March 2025 Special Board Meeting, the Board approved the Notice of Award for this work. He advised that since the award, Knife River has provided the required Payment and Performance Bonds along with their current Certificate of Insurance; the Board is now being asked to approve the Contract. He said that Schedules I and VII will need to be completed in May/June to minimize operational impacts on the Teton Interagency Helitack.

Havel noted that the total cost of these Contracts is \$4,497,887.50. He advised that the Project is funded by a combination of FAA AIP Apportionment Funding and WYDOT match grant funding (AIP Apportionment, ~\$3.1M; WYDOT Match Grant, ~\$246,000). He said



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Schedule VII is not eligible for federal reimbursement and will be funded by airport cash reserves (Airport Reserves, ~\$1.5M).

Brown moved approval of the Contract with Knife River Corporation for Schedule I and VII of Phase 2 of the Deice Pad Project in the amount of \$4,497,887.50, in the form presented, and issuance of a Notice to Proceed. Liebzeit seconded the motion, which passed unanimously.

VI. DIRECTOR COMMENTS: Elwood presented the activity reports. He said general aviation (GA) operations increased by 2.24% and commercial operations increased by 18.3% compared to March 2024. He advised that year-to-day GA operations were up 8.89%, and commercial operations were up 10.9%. Elwood noted that the year-to-date load factor is 73.36%.

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

Alton George presented an overview of a recent Mutual Aid, Mass Casualty Incident (MCI) Exercise hosted by the JAC Operations team. He shared that the exercise included participants from Jackson Hole Fire/EMS and Grand Teton National Park.

VII. BOARD COMMENTS: The Board advised that the next meeting is on June 18, 2025.

VIII. ADJOURNMENT: Brown motioned to adjourn the meeting at 10:44 AM. Liebzeit seconded the motion, which passed unanimously.

Signed by:

Rob Wallace

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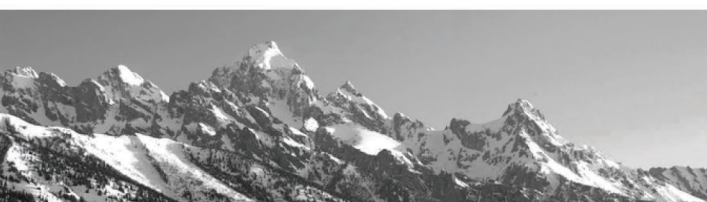
Rob Wallace, President

Signed by:

Ed Liebzeit

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Ed Liebzeit, Secretary



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