

## MEMORANDUM

**DATE:** April 9, 2026

**SUBJECT:** Summary for April 15, 2026 Board Meeting

### GENERAL BOARD MEETING ACTION ITEMS:

**CONSENT AGENDA:** Items on the Consent Agenda can be approved by a single motion. Board members may ask that an item be removed and considered individually. The following items are listed on the Consent Agenda.

1. **Approval of Minutes:** Presented for Board review and approval are the minutes from the March 16, 2026 Special Meeting and April 7, 2026 Special Meeting.
  
2. **Resolution 2026-03 for AIP 90 (Taxiway A Design):** FAA Grant AIP 3-56-0014-090-2026 is in the amount of \$1,805,522. This FAA grant supports the design work for Taxiway A – South and Connector Taxiways A2 and A3 at Jackson Hole Airport (JAC). While this is a new standalone project, JAC has undertaken several related improvements over the past three years, primarily focused on the deice pad area, which included a rehabilitation of the northern portion of Taxiway A adjacent to the deice pad. This new Project will address the remaining southern portion of Taxiway A, along with Connector Taxiways A2 and A3 (connector Taxiways A1 and A4 were previously reconstructed in 2022 as part of the Runway 1/19 Reconstruction Project). Although these pavements have performed well beyond their intended design life, they have not undergone rehabilitation since 2001. A timely rehabilitation is essential to maintain the safety, reliability, and continued operation of these critical taxiways. The construction costs for this project are currently estimated at \$29,000,000 with additional Construction Administration/Construction Observation fees. The Airport will seek federal funding to cover these construction costs.

Resolution 2026-03 accepts and agrees to the conditions of the grant offered by the FAA for this project. Following Board approval, this grant will be presented to the Town and County for approval. The maximum federal share for this project is 93.75%.

3. **Woolpert Revised Amendment 24 for Taxiway A Design:** Presented for Board approval is a Revised 24<sup>th</sup> Amendment to the Woolpert On-Call Engineering Services Agreement in the lump sum amount of \$1,946,731. The 24<sup>th</sup> Amendment is for the preparation of construction plans, contract documents, and bidding for the Taxiway A rehabilitation project.

The Board approved the original 24<sup>th</sup> Amendment at the February 4, 2026 Board meeting in the lump sum amount of \$1,851,265.70. The fee increase is a result of feedback from the FAA related to a multiplier on subconsultant fees and the coordination of additional geotechnical engineering. A full summary of the fee

adjustment is provided in the meeting documents. The version of the Amendment in the meeting documents shows in redline the changes from the original 24<sup>th</sup> Amendment. A clean version will be provided for signature.

4. **GSA Lease Amendment LWY00512 LA6:** The Airport entered into an original lease with the U.S. General Services Administration (GSA) for TSA office space at the Jackson Hole Airport in 2020. There have been Amendments in the interim that have exercised a term extension and added and removed leased space. This 6<sup>th</sup> Amendment removes 320 square feet of leased Conex box storage space from the lease effective February 1, 2026, and reduces the total annual rent due to the Airport by \$8,960, for a new amount of \$87,660.63.
5. **Change Order 3 (Non-Federal) – Knife River Contract for Deice Pad and Collection System Improvements:** Presented for Board approval is Change Order 3 to the Knife River Contract for the construction on the deice pad project. The total amount of this Change Order is \$185,605.80.

Over the past several months, a number of changes have been identified through plan reviews and ongoing coordination with the Contractor, their subcontractors, JAC Airport staff, and the design engineering team. These changes include new work items and adjustments to quantities.

Key additions include components associated with the underground storage tanks, deice pad modular buildings, and dispensing equipment. One significant addition was the incorporation of multiple heat trace lines for both surface and subsurface piping to provide enhanced protection against freezing temperatures. Conversely, a credit was realized through the reduction in size of the generator fuel tank, which still maintains the required minimum 24-hour runtime.

Additional modifications were driven by permitting direction from the Teton County Building Department. These include the requirement to install an ADA-accessible ramp at the Restroom/Breakroom Building, as well as an increase in the retaining wall size to comply with updated code requirements following the transition from IBC 2021 to IBC 2024.

6. **KLJ Engineering LLC. Owners Representative Agreement 3<sup>rd</sup> Amendment:** Presented for Board Approval is Amendment No. 3 to the KLJ Engineering Owner's Representative Agreement. The current Owner's Representative (OR) contract for the GA facilities (Hangar 3 and FBO/Admin Building) expires April 30, 2026, but there is a provision allowing services to continue beyond that date up to the not to exceed (NTE) amount at the Airport's discretion. We currently have about 7 weeks of services available at the current level of effort under the NTE. There are still some final OR services required to get the projects to final completion because of changes to the fit-out of the future use spaces in the FBO/Admin building and a backup electric boiler in Hangar 3. This Amendment No. 3 extends the period of service through July 4, 2026 and adds \$26,700 to the Not to Exceed amount to account for an additional 5 weeks of OR services and two additional site visits.

## **ACTION ITEMS:**

**Financial Reports:** Financial reports for March 2026 will be presented for Board acceptance.

**FY 2026-2027 Budget:** Proposed for approval is the FY 2026/2027 budget. This year the airport budget is again being presented with three enterprise centers and six cost centers. The enterprise centers remain the same as in prior years and include JAC Operations, Fixed Based Operations (FBO), and the Fuel Farm. The six specific cost centers also remain unchanged from prior years and include: airfield, landside, terminal, other buildings and grounds, environmental, and community outreach. The balance to net reserves at the end of fiscal year 2026/2027 across all three enterprise centers after capital is \$326,561.

Once approved by the Board, the budget will be presented to the Town and County for their review.

**Agreement with National Park Service for Terminal Bookstore Space:** Presented for Board approval is an Agreement between the Airport Board and the National Park Service for the terminal bookstore space from which the Grand Teton Association operates a Park bookstore. In consideration of the Airport's location within Grand Teton National Park pursuant to the Use Agreement the National Park Service occupies the space without paying rental fees. The Grand Teton Association is an official Park partner, and all profits from the bookstore benefit the Park. This is the same form of Agreement that has been used previously. The current agreement expires May 31, 2026. This agreement is for a term beginning June 1, 2026, and going through May 31, 2029.

**2026 Seal Coat and Mark Project Contract - Straight Stripe Painting Inc.:** Presented for Board approval is a Notice of Award and Contract with Straight Stripe Painting Inc. for the 2026 Seal Coat & Mark Project. Every year, JAC re-marks the pavement markings at the Airport on both the airside and landside to ensure that the markings remain the best condition possible to remain visible for the safe movement of aircraft and ground handling personnel. Additionally, it is important that the airfield markings be in good condition to conform to FAA Part 139 regulations and requirements, especially after the winter's heavy snow plowing and brooming.

Most years, JAC elects to participate in WYDOT Aeronautics' Group Maintenance Project to secure the best unit pricing to complete the marking work. JAC, as with all other airports in Wyoming, is eligible for State funding for this Project on a rotating basis once every three years. Although JAC is not eligible for WYDOT Aeronautic State funding for this year's cycle, JAC may participate in the group bid as a 'local funded' participant. This year, Straight Stripe Painting was the apparent low bidder for the WYDOT Aeronautics' Group Maintenance Project. It is recommended that the JHAB award the JAC specific work to Straight Stripe Painting in the amount of \$272,506.30.