



## MINUTES OF THE JACKSON HOLE AIRPORT BOARD MEETING

**DATE:** April 15, 2026

**BOARD PRESENT:** Melissa Turley, Bob McLaurin, Ed Liebzeit, and John Carey present in person in the Airport Board Room.

**OTHER PRESENT:** Jim Elwood, Michelle Anderson, Dustin Havel, Anna Valsing, Jeremy Barnum, Craig Foster, Tony Cross, Jamey Miles, Aimee Crook, Alton George, Jordyn McDougall, Jac Stelly, Taylor Gemmel, Esther Borja, Bryce Beatty, Apinya Wright, Elaine Rodgerson, Angela Bilger, and Gina Van Slyke, Jackson Hole Airport; Jen Wolchansky and Ryk Dunkelberg, Mead & Hunt; Paul Dunholter, Chip Jenkins and Chanteil Walter, Grand Teton National Park; Nick Delmolino, Grand Teton Association; Alyson Sperry, Town of Jackson, and Dan Reimer, Airport Counsel. Other individuals not individually documented were present in person or watched the meeting through the Webex Platform.

**I. CALL TO ORDER:** President Turley called the Board Meeting to order at 9:00 AM.

Turley provided an update on the Aviation Safety Facility conceptual planning study. She reported that the Airport has received substantial feedback from stakeholders and members of the public on the project. She said that Airport staff have postponed the previously scheduled community open house and paused the planning study to allow time to review and consider the feedback. She added that staff will continue to keep the public informed and engaged as the project moves forward.

Elwood requested a change to the agenda to move Action Item D, the Agreement with the National Park for Terminal Bookstore Space, to immediately follow Public Comment and to designate it as Action Item B. The Board agreed with the agenda change.

**II. EMPLOYEE OF THE MONTH:** Rodgerson recognized Angela Bilger as the March Employee of the Month.

**III. COMMUNITY OUTREACH:** Barnum provided a public outreach update on recent participation in Washington, D.C., with the Wyoming Airports Coalition (WAC). He noted that the coalition is a collaborative organization of Wyoming airport industry leaders focused on statewide aviation issues rather than competition among airports. Representatives attended the Airports Council International (ACI) and American Association of Airport Executives (AAAE) Washington Legislative Conference, where they met with Wyoming's congressional delegation, including both U.S. Senators and the state's Representative, to discuss aviation priorities and issues affecting Wyoming airports. Airport leadership also held discussions with Federal Aviation Administration (FAA) and Transportation Security Administration (TSA) officials on national aviation matters.

Barnum also highlighted a recent community outreach event in which students from CV Ranch, a local therapeutic residential school, visited the airport's Aircraft Rescue and Firefighting (ARFF) facility for a behind-the-scenes tour led by Airport operations staff. He emphasized the importance of providing

educational opportunities for local youth and of maintaining community engagement through outreach and public education.

**IV. COMMENTS FROM GRAND TETON NATIONAL PARK, TOWN OF JACKSON, TETON COUNTY, AND THE PUBLIC:** Superintendent Chip Jenkins of Grand Teton National Park (the ‘Park’) thanked the Board for pausing work on the proposed Aviation Safety Facility to allow additional public input and planning discussions. He stated that continued collaboration and community engagement would improve future planning for emergency operations and Airport development. He advised that Chanteil Walter will serve as a temporary liaison, facilitating coordination and daily communication between the Park and the Airport. Jenkins commented on the Airport Shuttle Pilot program, emphasizing that the pilot’s value should be measured by the lessons learned and the future opportunities identified through the process. He encouraged continued collaboration among the Airport, local governments, START Bus, and community partners to evaluate transportation, parking, and transit solutions as visitation and traffic demands continue to increase.

Jenkins introduced Nick Delmolino, the Executive Director of the Grand Teton Association (GTA), who provided an overview of the organization, including its educational mission, support for Park programs, operation of the Airport Terminal bookstore, and its continued partnership with the Airport.

Town Councilmember Spery addressed the Board and discussed several ongoing Town initiatives, including the development of the 2027 Town budget and planning for a public housing project. She also discussed recent parking management changes in the Town of Jackson, including the implementation of overnight parking fees and adjustments to parking operations to better manage long-term and commercial parking. Spery noted that long-term parking availability and transportation connectivity remain important community issues and that Town representatives would like to continue working with the Airport.

The public provided feedback regarding the proposed ARFF facility and encouraged the Airport to continue long-term master planning efforts to support future facility development and operational needs.

**V. ACTION ITEMS:**

**A. CONSENT AGENDA:**

1. Approval of the Minutes
  - a. March 16, 2026, Special Meeting
  - b. April 7, 2026, Special Meeting
2. Resolution 2026-03 for AIP 90 (Taxiway A Design)
3. Woolpert Revised Amendment 24 for Taxiway A Design
4. GSA Lease Amendment LWY00512 LA6
5. Change Order 3 (Non-Federal) – Knife River Contract for Deicing Pad and Collection System Improvements
6. KLJ Engineering LLC. Owners Representative Agreement 3<sup>rd</sup> Amendment



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*James P. Elwood, AAE, Executive Director*

Liebzeit moved approval of each of the consent agenda items A1 through A6. Carey seconded the motion which passed unanimously.

**B. AGREEMENT WITH NATIONAL PARK SERVICE FOR TERMINAL BOOKSTORE**

**SPACE:** Elwood presented for the Board approval an Agreement with the National Park Service for the terminal bookstore space from which the Grand Teton Association operates a Park bookstore. He stated that, in consideration of the Airport location within Grand Teton National Park pursuant to the Use Agreement, the National Park Service occupies the space without paying rental fees. Elwood stated that the Grand Teton Association is an official Park partner and that all bookstore profits benefit the Park. He concluded that the current agreement expires on May 31, 2026; this new Agreement is for a term beginning on June 1, 2026, and continuing through May 31, 2029.

McLaurin moved for approval of the Agreement with the National Park Service for the Terminal Bookstore Space, in the form presented. Carey seconded the motion which passed unanimously.

**C. FINANCIAL REPORTS:** Anderson presented the financial reports for March 2026 for the Board's acceptance. She advised that income and expenses were above budgeted levels, largely due to fuel prices being between what we budgeted and what we experienced.

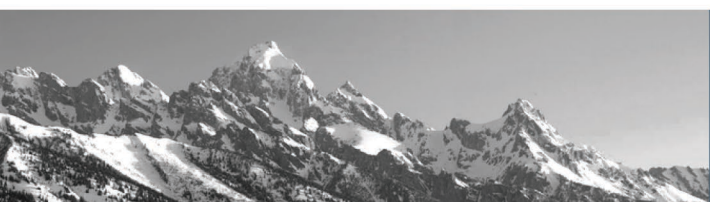
Liebzeit moved acceptance of the financial reports for March 2026. Carey seconded the motion which passed unanimously.

**D. FY 2026-2027 BUDGET:** Anderson presented the FY 2026/2027 budget for approval. She stated that the Airport budget is presented with three enterprise centers and six cost centers again this year. She continued that the enterprise centers remain the same as in prior years, including JAC Operations, Fixed Based Operator (FBO), and the Fuel Farm; the six cost centers remain the same and consist of: airside, landside, terminal, other buildings and grounds, environmental, and community outreach. She stated that the balance to net reserves at the end of fiscal year 2026/2027 across all three enterprise centers, after capital, is \$326,561.

Anderson stated that once approved by the Board, the budget will be presented to the Town and County for their review.

Liebzeit moved to adopt the Fiscal Year 2026-2027 budget in the form presented. Carey seconded the motion which passed unanimously with McLaurin absent from the vote.

**E. 2026 SEAL COAT AND MARKING PROJECT CONTRACT – STRAIGHT STRIPE PAINTING INC.:** Havel presented a Notice of Award and Contract with Straight Stripe Painting Inc. for the 2026 Seal Coat & Mark Project for the Board's approval. He advised that each year the Airport remarks the pavement, both landside and airside, to ensure the markings remain in the best possible condition and are visible for the safe movement of aircraft and ground handling personnel. He stated that it is important that the airfield markings be in good condition to comply with FAA Part 139 regulations and requirements, especially after the winter's heavy snow plowing and brooming.



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Havel noted that most years, the Airport participates in the WYDOT Aeronautics Group Maintenance Project to secure the best unit pricing for the marking work. He said that airports in Wyoming are eligible for State funding for the project on a rotating basis every three years. Havel noted that this year, the Airport is not eligible but will still participate in the group bid as a 'locally funded' participant. He concluded that this year, Straight Stripe Painting Inc. was the apparent low bidder, and staff recommends that the Board award the work to Straight Stripe Painting Inc. in the amount of \$272,506.30.

Carey moved approval of the Contract with Straight Stripe Painting Inc. for the 2026 Seal Coat & Mark Project in the amount of \$272,506.30, in the form presented, and the issuance of the Notice of Award. Liebzeit seconded the motion, which passed unanimously.

**VI. DIRECTOR'S COMMENTS:** Elwood presented the activity reports. He stated that general aviation (GA) operations were up 9.94%, and commercial operations were down 0.67%, compared to March 2025. He also noted that GA is up 6.41%, and commercial is down 3.14% year-to-date. Elwood noted that the load factor was 76.18% for March 2026 and 74.07% year-to-date.

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

Cross presented a Human Resource update on the Airport CEO recruitment process in anticipation of CEO Jim Elwood's retirement later this summer. He provided a draft CEO position that has been comprehensively revised to reflect the Airport's current organizational structure, strategic priorities, and vision. He emphasized the importance of the position overview as an opportunity to convey the Airport's culture, its commitment to being an employer of choice, and its expectations for future leadership. The Board stressed the importance of highlighting the Airport's unique location within Grand Teton National Park and the value of maintaining a collaborative relationship with the Park and community partners.

**VII. BOARD COMMENTS:** The Board advised that there will be a Board Retreat on May 28<sup>th</sup> and 29<sup>th</sup>, and the next Board Meeting will be held on June 17<sup>th</sup>, 2026, at 9 AM.

**VIII. ADJOURN:** McLaurin moved to adjourn the meeting at 11:20 AM. Liebzeit seconded the motion which passed unanimously.

Signed by:



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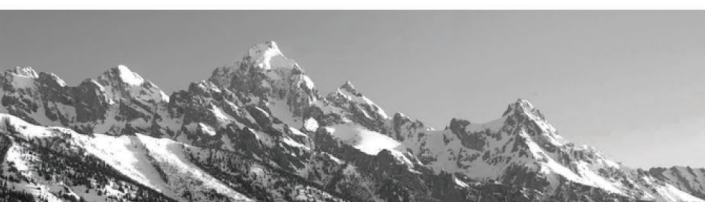
**Melissa Turley, President**

Signed by:



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**John P. Carey III, Secretary**



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