



MINUTES OF THE JACKSON HOLE AIRPORT BOARD SPECIAL MEETING AND WORKSHOP

Date: July 22, 2026

Board Present: Melissa Turley, Ed Liebrecht, John Carey, and Rob Wallace present in person in the Airport Board Room.

Other Present: Bob McLarin, Michelle Anderson, Dustin Havel, Anna Valsing, Jeremy Barnum, Craig Foster, Jamey Miles, Aimee Crook, Alton George, Andrew Wells, Chance Grimmer, Jordyn McDougall, Jac Stelly, Taylor Gemmel, Bryce Beatty, and Gina Van Slyke, Jackson Hole Airport; Stuart Schiff, Paul Fiore, John Bauer, Woolpert; Christina MacIntosh, JHNG; and Dan Reimer, Airport Counsel. Other individuals, not individually documented, were present in person or watched the meeting via the Webex Platform.

I. Call to Order: President Turley called the Board's Special Meeting and Workshop to order at 8:00 A.M. She explained that the workshop format was created following the Board's May retreat to encourage discussion of strategic issues in a more informal setting, without the need for Board decisions. She also noted that public comments would not be accommodated during workshop sessions and that the agenda and supporting materials were available on the Airport's website.

II. Workshop:

A. Capital Infrastructure Planning: Bob McLaurin, Interim Director, and Dustin Havel, Chief Operations Officer, led a discussion on the Airport's long-term capital infrastructure planning. Staff asked the Board for input on the scope, priorities, and planning timeline for a comprehensive capital infrastructure planning study. The Board and staff conversation centered on the Airport Development Subzone, current infrastructure limitations, and the need to create a strategic framework for future capital investments.

The Board considered funding options for the planning effort and expressed support for an airport-funded study, which would allow more flexibility in defining its scope. They discussed using the 2015 planning study as a starting point, while updating forecasts, assessing current conditions, and identifying future facility requirements. Staff proposed a 20-year planning horizon.

1. Future Capital Improvement Needs: Havel summarized the long-term facility needs, emphasizing potential development within the Airport Development Subzone. He mentioned that out of the 28.5 acres in the Subzone, about 4.35 acres are undeveloped or underdeveloped and available for future capital projects, while the rest is occupied by facilities built or renovated over the past decade. The Board addressed the constraints of the developed areas and explored future land use options for the remaining undeveloped land. The Board also discussed the procurement strategy for the planning study, deciding to go with a formal procurement process versus using our existing on-call agreements..

2. Aviation Safety Facility Conceptual Planning Study: Havel provided an **summary of the work completed thus far** on the Aviation Safety Facility conceptual planning study, which the Board paused earlier in the year to allow time to consider feedback received. He confirmed that airport staff continues to meet FAA operational requirements, including the required three-minute response time, through mitigation measures such as the designated ARFF truck route. He noted that the FAA issued a formal written



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recommendation following a recent inspection directing the Airport to address direct and unimpeded access to the ARFF response route as the current conditions are not ideal. Havel stated that the FAA has not set a hard deadline for compliance. The Board considered whether to resume the Aviation Safety Facility study concurrently with the long-range planning study but decided to keep it on pause until the scope and timeline of the long-range planning study are defined.

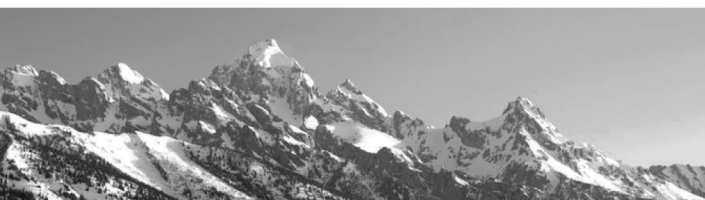
3. Parking and Transportation Study: The Board discussed current parking capacity constraints and the need for a comprehensive transportation and parking study. They stated that the Airport's 2015 parking study is outdated because actual demand growth has surpassed its projections. The Board and staff reviewed operational management strategies for parking, ground transportation, and rental car operations, along with the Airport's previous shuttle partnership with START Bus. They also discussed potential funding, including revenue bonds and future Passenger Facility Charge (PFC) funding, as well as the need for local coordination with the Town of Jackson, Teton County, and START Bus to address shared parking demand. The Board supported including parking and transportation planning as part of the overall long-range planning effort and working with community partners throughout the process.

B. Current Capital Projects Update

1. Taxiway Alpha: Havel provided an update on the Taxiway Alpha Reconstruction Project. He reported that the northern portion of Taxiway Alpha had been completed and reviewed the proposed reconstruction of the remaining southern section, including planned improvements to pavement, lighting, drainage, and operational safety. Havel stated that the construction cost is projected to be \$35M–\$40M and noted that the project is not yet funded. He said that staff is seeking FAA funding and plans to bring a draft grant to the Board for consideration at the August meeting. Havel presented the proposed construction phasing, which is designed to keep the Airport operational during construction through a combination of temporary ramp overflow using the deicing pad and passenger shuttle service during the spring and fall 2027 construction. The Board thanked staff for the phasing approach, which allows the Airport to remain throughout construction.

2. Checked Baggage Inspection System: Crook presented an update on the Checked Baggage Inspection System project, including the current design phase, anticipated construction sequencing, and coordination efforts to minimize impacts to terminal operations. Crook explained that TSA had denied a variance request associated with the original 30% design submission, and that airline stakeholders had raised concerns during a review regarding the baggage makeup area. As a result, staff and the design team developed a revised design intended to address both TSA's and the airlines' operational concerns. Because the revised design differs substantially from the version previously submitted, staff will resubmit the design to TSA at the 30% design stage.

Crook presented a proposed phasing plan that included a temporary structure north of the terminal that would allow airline operations to continue without disruption. She stated that staff's preliminary discussions with the National Park Service (NPS) have been positive. Staff estimated total project costs between \$37M and \$42M, with TSA's portion estimated at approximately \$10M. Staff recommended engaging an Owner's Representative (OR) and using a Construction Manager at Risk (CMAR) approach, which had been successfully used in similar projects. The Board agreed with this approach.



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III. Executive Session: Liebzeit moved to go into Executive Session at 9:28 A.M. to consider the appointment and employment of Board employees, to consider or receive information classified as confidential by law, and to consider tendering offers of employment, as authorized by Wyoming Statutes Section 16-4-405(a) subsections (ii), (ix) and (x). Carey seconded the motion, which passed unanimously. Upon conclusion of the Executive Session, Turley stated that no decisions were made.

IV. Adjourn: Carey moved to adjourn the meeting at 10:21 A.M. Liebzeit seconded the motion, which passed unanimously.

Signed by:

Melissa Turley

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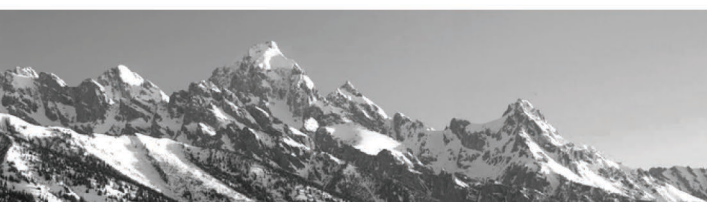
Melissa Turley, President

Signed by:

John P. Carey III

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John P. Carey III, Secretary



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