

MEMORANDUM

DATE: JUNE 14, 2024

SUBJECT: SUMMARY FOR JUNE 19, 2024 BOARD MEETING

LOWER VALLEY ENERGY PRESENTATION: Jim Webb, Lower Valley Energy CEO, will provide an update to the Board on LVE's forecast on electricity demand, future capacity for the Airport, and the ability of LVE to meet future demands given the trend towards electrification and batteries.

ACA EMISSIONS ANALYSIS, NET ZERO, AND DARKSKY UPDATES: Jen Wolchansky, Mead and Hunt, will provide an update to the Board on concurrent sustainability efforts being conducted at the Airport. Her presentation will cover carbon reduction efforts associated with the Airport Carbon Accreditation program and Net Zero Roadmap, as well as an update on the DarkSky International certification.

2024 Q1 FLY QUIET PRESENTATION: Ryk Dunkelberg, Mead and Hunt, and Paul Dunholter, BridgeNet International, will provide the Q1 Fly Quiet update for the Board. The format of the presentation has been streamlined to be more efficient, while still providing the Board with the relevant information.

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 from the Consent Agenda 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 Board Meeting held on April 17, 2024.
2. **Equipment Purchase – Network Tapping Equipment:** Staff plans to implement a network detection and response solution. This solution can identify various cyber threats and is a key layer to our overall cybersecurity posture. This specific purchase is the hardware required to mirror all production network traffic and aggregate it down to a format that a security appliance can ingest.

An RFP was published in May for the required hardware and in response to the RFP we received two proposals. A Selection Committee reviewed the proposals received and is recommending purchasing the equipment from Garland Technology. The total cost of the equipment purchase including a three year warranty is \$144,765.20.

3. **Equipment Purchase – MB2 Plow Truck:** This truck will supplement the runway snow removal fleet. It's similar to our 2012 Oshkosh HT series multitask utility (MTU) vehicle. We are happy with the HT series, however MB bought out Oshkosh and their MB2 truck is spec'd similar to the HT series. Our HT series

has over 5,000 hours and has served the airport for over 10 years. The MB2 Truck is a maneuverable snow removal chassis with four-wheel drive, locking front and rear differentials and a 496hp tier 4 final Cat engine. The MB2 truck has a 24' plow and will be outfitted with an ice scraper. This truck will pull one of our Overaasen brooms and the entire package will plow, scrape, broom and blow snow and ice from the runway. The airport should add this vehicle to the fleet because our other two HT series trucks are aging, and parts are becoming more difficult to source. We hope to limit downtime with a newer fleet from MB.

The total cost of this purchase is \$604,320.09. The Airport used Sourcewell, a government purchasing cooperative, for the procurement of this equipment, and will purchase the equipment directly from the manufacturer.

- 4. Equipment Purchase – Overaasen RS 400 Broom:** This runway sweeper will supplement the runway snow removal fleet. It will be pulled by one of our multitask utility (MTU) vehicles. This broom removes snow and ice from the runway using rotating bristles that spin at up to 720RPMs. It blows the snow off the runway with a blower that operates at 340mph. It is a hydraulically driven unit run by a fuel efficient 429hp MTU tier 4 engine. This unit is similar to ones the airport has been running since 2007, just with few updates over the years. The snow removal team has been happy with the performance of these units. This RS400 will add more redundancy to our program. The airport will save on spare parts, training, and will be more efficient continuing with the RS400. With the increased surface area with the deice pad expansion project, we would like to operate 3 MTUs. Another broom is necessary to make this snow removal operation possible.

The total cost of this purchase is \$603,100. The Airport used Sourcewell, a government purchasing cooperative, for the procurement of this equipment and will purchase the equipment from Eagle and Myslik Inc., a distributor.

- 5. Resolution 2024-04 – AIP 81:** FAA Grant AIP 3-56-0014-081-2024 is in the amount of \$180,000 and is for the “Airport Related Environmental Study (Net Zero Carbon Roadmap)” project. Mead and Hunt will be conducting this work on the airport’s behalf under an Amendment to their contract that the Board approved at the February Board meeting.

Resolution 2024-04 accepts and agrees to the conditions of the grant offered by the FAA for this project. The Teton County Commissioners and Jackson Town Council both approved this grant at their regularly scheduled meetings at the beginning of June.

ACTION ITEMS:

Financial Reports: Financial reports for April and May 2024 will be presented for Board acceptance.

Resolution 2024-03 – Establishment of Fees and Charges: Annually, the Board adopts a Fees and Charges Resolution at the June Board meeting that establishes the fees for the upcoming fiscal year (July 1 – June 30). The fees identified in the Fees and Charges Resolution align with the budget adopted by the Board at the April Board meeting.

Landing fees for commercial air carriers have increased by approximately 12% and landing fees for general aviation aircraft have increased by approximately 20%. Terminal rents have increased approximately 11%. These increases are similar to previous years and align with the Board adopted budget.

The Peak Period Dates for the parking lot have been updated. The peak parking dates will be similar to the 2023-2024 dates. In 2023-2024, 61 days were identified as peak dates. In 2024-2025 there will be 56 peak parking dates. This 5-day decrease is due to the removal of our blackout dates around the 4th of July holiday. The removal of these dates was based on parking lot occupancy during that time last year. As we look at parking lot capacity, the month of March is still our most challenging month.

Woolpert 13th Amendment – Deice Pad and Collection System Improvements Design and Construction Administration and Management: The Woolpert 13th Amendment is an Amendment to the Woolpert On-Call Engineering Services Agreement. This 13th Amendment is for the Phase 2 design work (construction plans, contract documents, technical specifications, etc.) for this portion of the project along with the Construction Administration and Management of the project during the construction phase.

Woolpert's proposed fee for this work is \$3,186,108.88. An Independent Fee Analysis (IFE) was conducted by Neil Rood, P.E. of Rood & Associates, and the IFE validated the proposed pricing from Woolpert. The FAA requires that the proposed fee is within 10% of the IFE.

The airport is receiving a grant from the Hageman congressional earmark of \$3,000,000 for the design and CA/CM, which will cover most of the costs associated with this Woolpert Amendment. The state will provide a match of 3.75% of the federal grant funds. The grant is anticipated during this fiscal year (2024).

Construction is anticipated to begin in the late spring and summer of 2025. A winter shutdown will occur between 2025 and 2026 to allow use of the deice pad during the winter season, and the construction will then continue in the late spring through fall of 2026. The design and construction schedule are based on anticipated federal funding.