



MINUTES OF THE JACKSON HOLE AIRPORT BOARD MEETING

Date: June 19, 2024

BOARD PRESENT: Rob Wallace, Melissa Turley, Bob McLaurin, and Ed Liebzeit were present in person in the Airport Meeting Room, and Valerie Brown was present via Webex.

OTHERS PRESENT: Jim Elwood, Michelle Anderson, Aimee Crook, Craig Foster, Bryce Beatty, Meg Jenkins, Kevin Dunnigan, Tony Cross, Jamey Miles, Esther Borja, Apinya Wright, Anna Valsing, Jordyn McDougall, Alton George, Chance Grimmatt, and Gina Van Slyke, Jackson Hole Airport Board; Jeremy Barnum, Grand Teton National Park; Jim Webb and Brian Tanabe, Lower Valley Energy; Jen Wolchansky and Ryk Dunkelberg, Mead and Hunt; Paul Dunholter, BridgeNet, Billy Arnold, Jackson Hole News and Guide, Dan Reimer, Airport Attorney. Other individuals not individually documented were present in person or watched the meeting live through the Webex platform.

- I. CALL TO ORDER:** Board Vice President Wallace called the Board Meeting to order at 9 AM.
- II. EMPLOYEE OF THE MONTH:** Elwood recognized Mitch Wolfe as the May Employee of the Month and Claire Holden as the June Employee of the Month.
- III. COMMUNITY OUTREACH:** Jenkins said the Jackson Hole Airport (the 'Airport') participated in several community events promoting community engagement with Airport staff. She highlighted that for one of the events, Old West Days, staff built mini airplanes towed by an electric ATV, resulting in the Airport winning first place in the float division. She said that for the EcoFair, 11 Airport staff volunteers handed out basil plants with seed paper and highlighted the Fly Quiet Program.
- IV. COMMENTS FROM GRAND TETON NATIONAL PARK, TOWN OF JACKSON, TETON COUNTY AND THE PUBLIC:** Barnum opened by acknowledging the significance of Juneteenth as a federal holiday commemorating the end of slavery in the United States. Barnum said that despite the Teton Pass closure, the Park remains fully operational, with significant routes accessible.
- V. LOWER VALLEY ENERGY PRESENTATION:** Jim Webb, CEO of Lower Valley Energy, advised the Board of the Airport's electrification plans. He stated that the Airport's peak load is 2.5 megawatts, with plans to accommodate 2 additional megawatts by upgrading existing infrastructure. He said initial plans include upgrading a feeder from Zenith Road to the Airport, which costs approximately \$155,000. Webb

added that future plans include improving the Kelly substation, increasing to a 5-megawatt increase, or, alternatively, adding a new feeder at the Crystal substation. Webb highlighted the challenges of meeting demand levels given the current supply chain delays and energy cost increases. He continued to emphasize the importance of solar and renewable energy ventures.

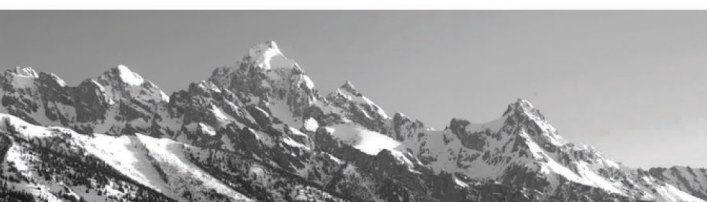
VI. ACA EMISSIONS ANALYSIS, NET ZERO, AND DARKSKY UPDATES: Jen Wolchansky, the Airport's Environmental Consultant, updated the Board on the Airport's three concurrent sustainability efforts: Airport Carbon Accreditation program ('ACA'), NetZero Roadmap, and DarkSky International certification.

Wolchansky stated that the ACA program is run by the Airports Council International ('ACI'), which assesses and recognizes airports that reduce carbon emissions. She defined scopes of emissions: Scope 1, directly controlled by an airport (e.g., airport vehicles); Scope 2, indirect emissions from purchased energy; and Scope 3, indirect emissions not controlled by the airport (e.g., airline, vendor ground support equipment ('GSE')). For ACA, the Airport is focusing on Scopes 1 and 2. She advised that there are several levels of ACA certification, and the Airport is pursuing Level 2, which reflects emission reductions within Scopes 1 and 2.

Wolchansky advised that Net Zero focused on climate mitigation and environmental stewardship and highlighted community and industry goals. Brown asked for clarification on Net Zero and whether an airport can achieve that level. Wolchansky advised that for Net Zero, the Airport will need to focus on carbon neutrality, aligning long-term sustainability goals and carbon reduction.

Wolchansky stated that the DarkSky International certification minimizes light pollution and enhances environmental stewardship. She noted that no airport had achieved this designation, so if successful, the Airport would be the first DarkSky International certified airport. Brown stated that she supported DarkSky and stressed the importance of the Board understanding the three programs' associated costs going forward.

VII. 2024 Q1 FLY QUIET PRESENTATION: Ryk Dunkelberg introduced the presentation, stating that Dunholter would cover the Q12024 Fly Quiet results and the 2023 Annual Noise Report. Dunkelberg noted that the goal of the Fly Quiet is to "encourage pilots to fly quieter aircraft and to utilize procedures that minimize noise over Grand Teton Park as well as noise sensitive areas of our community." He stated that some achievements include expanding voluntary curfew hours in 2023, increasing the penalty for curfew hour operations in 2024, and adding noise measurement sites, including Bar B Bar, in 2024.



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James P. Elwood, AAE, Executive Director

Dunholter stated that the Fly Quiet program elements include fleet quality, minimizing higher noise events, minimizing non-compliance with the voluntary curfew, compliance with flight procedures, and bonus points. He said there is a notable improvement in some areas, such as new arrival procedures and reduced nighttime operations. He noted that specific operators like NetJets had significant changes in their operational practices. He stated that in 2023, 89 flights flew the new arrival procedure, and in Q12024, the new procedure was flown 31 times.

Dunholter said that Q12024 showed a trend of improvement in individual and overall Airport scores over the 2023 levels. He stated that the next steps include promoting top-tier operators, continuing to work with low-tier operators to improve their scores, contacting operators who continue to have curfew hour operations, outreach to operators with quarterly performance metrics, and advertising and promoting top-tier operators in national industry publications. Elwood advised that the Airport was planning on meeting with operators like FlexJet that continue to struggle with voluntary curfew violations.

Dunholter presented the Annual Noise Report that outlines information on annual operational activity levels utilizing noise measurement data results from a single aircraft event and long-term DNL (DNL is a metric that reflects a person's cumulative exposure to sound over a 24-hour period). He stated that the Airport is following the Use Agreement noise limits in Grand Teton National Park (45 and 55 DNL). He further commented that the Airport's noise levels do not exceed the Federal Aviation Administration ('FAA') guidelines for residential land uses (65 DNL guidelines). Dunholter stated that all information provided is available on the Jackson Hole Airport website: jacksonholeairport.com.

VIII. ACTION ITEMS

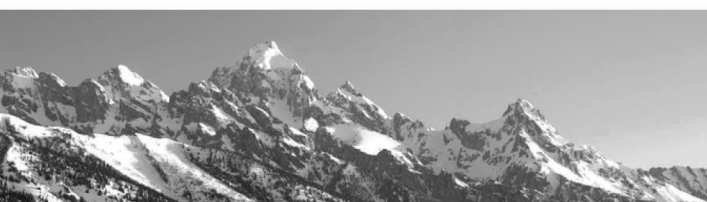
A. CONSENT AGENDA:

1. Approval of the Minutes – April 17, 2024, Regular Meeting
2. Equipment Purchase-Network Tapping Equipment
3. Equipment Purchase-MB2 Plow Truck
4. Equipment Purchase-Overaasen RS 400 Broom
5. Resolution 2024-04-AIP 81 (Net Zero Carbon Roadmap Grant)

B. Financial Reports

C. Resolution 2024-03-Establishment of Fees and Charges

D. Woolpert 13th Amendment-Deice Pad and Collection System Improvements Design



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Turley moved approval of the consent agenda items A1 through A5. Liebzeit seconded the motion which passed unanimously.

B. FINANCIAL REPORTS: Anderson advised that for April and May, income and expenses were below budget levels, and net revenues remained above budget. She said that capital reimbursements continued to be received as expected.

Turley moved acceptance of the financial reports for April 2024 and May 2024. Liebzeit seconded the motion which passed unanimously.

C. RESOLUTION 2024-03 – ESTABLISHMENT OF FEES AND CHARGES:

Anderson said the Board establishes Fees and Charges annually following the adoption of the budget. She said that changes for FY2024-2025 include increasing general aviation ('GA') and airline landing fees, increased airline space lease rates, reduced number of peak dates for the public parking lot, and adjustment to security badging rates (not increased, fee broken into badge and background investigation versus one lump sum).

Liebzeit moved approval of Resolution 2024-03 in the form presented to establish fees and charges for FY24-25. Turley seconded the motion which passed unanimously.

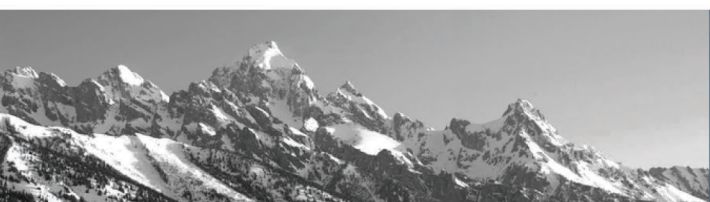
D. WOOLPERT 13TH AMENDMENT – DEICE PAD AND COLLECTION SYSTEM IMPROVEMENTS DESIGN AND CONSTRUCTION ADMINISTRATION AND

MANAGEMENT: Valsing stated that the 13th Amendment to the Woolpert On-Call Engineering Service Agreement had a proposed fee of \$3,186,108.88. Valsing said that an Independent Fee Analysis (IFE) was conducted, and the IFE validated Woolpert's proposed pricing. She communicated that the Airport is receiving a grant from Hageman's congressional earmark of \$3,000,000 for the design and construction administration and management, covering most of the cost associated with this agreement. She said construction is anticipated to begin in late spring and summer of 2025.

Turley moved approval of the Woolpert 13th Amendment, in the amount of \$3,186,108.88, for the Deice Pad and Collection System Improvements Design, Construction Administration and Construction Management. Liebzeit seconded the motion which passed unanimously.

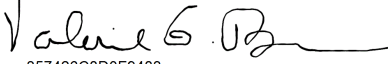
IX. DIRECTOR'S COMMENTS: Crook provided a Security update, George provided an Operations update, Grimmatt provided a Maintenance update, and Foster provided an FBO update.

Elwood presented the May activity reports; general aviation (GA) operations were up 4.62%, and commercial operations were up 37.4% from May 2023. He advised that



enplanements were up 23.5% from May 2023, and the load factor for May was 71% versus 78% in May 2023. Elwood stated that the commercial airlines increased their frequency earlier than in previous years.

- X. BOARD COMMENTS:** Brown thanked Wallace for running the meeting in her absence. The Board proposed the dates for the upcoming Board Retreat, which will be June 19-20, 2024, and the dates for Board Meetings, which will be August 21, 2024, October 23, 2024, and December 18, 2024.
- XI. ADJOURN:** Brown motioned to adjourn the meeting at 11:59 AM. Liebrecht seconded the motion which passed unanimously.

Signed by:

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Valerie Brown, President

Signed by:

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Bob McLaurin, Secretary



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