

MEMORANDUM

DATE: March 13, 2020

GENERAL BOARD MEETING ACTION ITEMS:

CONSENT AGENDA: Items on the consent agenda are considered routine and 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 two 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 February 17, 2020.

2. Phone system Upgrade: The airport is currently running an open platform that integrates well with the parking lot intercom and terminal PA system. However, the hardware and software is outdated should be replaced. After soliciting proposals, staff has determined that a complete upgrade is the best choice. The work will include a new central phone server, more modern/resilient hardware with added functionality, will allow failover to alternate internet connections and analogue phone lines, to improve reliability.

RATES REVIEW: Jackson Hole Aviation has submitted a request to decrease the price of Jet A from \$7.56 to \$7.39 per gallon. Staff has conducted a rate review and this rate is commensurate with other intermountain airports.

FINANCIAL REPORTS: The following table represents the financial information for February 2020. These numbers reflect the amended budget amounts. Fuel farm revenue and expenses continue to track with each other and reflect adjustments in market fuel pricing. For the month of February income was 5% better than budget and expenses were 1% over budget. Year to date net revenue is 37% better than budget.

WIND RIVER AIR: Included for Board consideration is the Application to Conduct Aeronautical Business for Wind River Air, LLC. Also included is all of the written public comment received as of publication of the Board book on March 13, 2020. The Board will also receive and consider public comment at the meeting to be provided by staff via the email set up for this purpose. The License to Conduct Aeronautical Business contains provisions prohibiting flights over noise sensitive areas of Grand Teton National Park. The term of the License is three years beginning April 1, 2020 ending March 31, 2023.

AIP 3-56-0014-61 AND RESOLUTION 2020-02: Proposed for acceptance is grant agreement AIP 3-56-0014-61 from the FAA for reimbursement of the Landside Improvements Project. In total, the project consisted of significant improvements to the North/South Access Road, new Stormwater Collection and Detention System, Culverting of the Enterprise Ditch, and the Christian Creek Wetland Mitigation Project. This is the last grant for this project which is in final closeout. The Board action will be to approve Resolution 2020-02 accepting grant AIP 3-56-0014-61.

FIRE TRUCK PURCHASE: The FAA requires the airport be able to respond to aircraft emergencies with aircraft rescue firefighting equipment suitable for the type of air carrier aircraft and operations at the airport. Proposed is the purchase of a refurbished 2004 Oshkosh Striker ARFF truck to replace one of the airport's current ARFF trucks. This purchase will improve reliability.