



Laramie Regional Airport  
555 General Brees  
Laramie, Wyoming 82070

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**Laramie Regional Airport Board Meeting**  
City Council Chambers  
December 11, 2024

**Regular Meeting: 8:00 a.m.**

**1. Call to order and Roll Call.**

Laramie Regional Airport board meeting, was called to order at 8:00 AM, on December 11, 2024, by Chairperson Malea Brown.

**Present:** Malea Brown, Dan Johnson, Tracy Fletcher, Jackie Gonzales.

**Absent: Robert Southard**

**County Liaison** - Pete Gosar, Present.

**City of Laramie Liaison** – Brian Harrington, absent.

**2. Amendments to Agenda:**

Motion by Tracy Fletcher, second by Dan Johnson to amend the agenda, to add 6a. Hangar Lease Rates for Approval or Denial.

**MOTION CARRIED** unanimously by voice vote.

**3. Public Comment:**

No Public Comments.

**4. Approval of Consent Agenda:**

Motion by Jackie Gonzales, second by Tracy Fletcher, to approve the consent agenda as presented.

**4a.** Minutes approval for Laramie Regional Airport Board Meeting from November 13, 2024.

**4b.** Vendor Payment approval for November 2024 Vendor Payments.

**MOTION CARRIED** unanimously by voice vote.



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**5. Financial Report, Tamie Wick**

- FY 24 Audit.

**6. Director's Report, Amy Terrell**

- UW Lab School entering 2025 Airport Design Challenge.
- The painting for the new SIDA box has been completed.
- The new Jet Bridge installation is scheduled for January.
- Our new tug is scheduled to be delivered in the next two weeks.
- SkyWest contract has been sent out.
- Hangar 5 roof has been patched.
- There were 9 sports charters in November.
- Hired and trained a new Customer Service Agent.
- All line personnel are trained on the snow and ice equipment.
- January 6<sup>th</sup> through the 9<sup>th</sup> will be the FAA Part 139 inspection.
- New ARFF truck was delivered.
- Discussing the plan to either keep or to get rid of the old ARFF truck.
- Two Operation Personnel attended an online basic winter operations training.
- Looking at different trainings to send Operations Personnel to.
- We are working with Modern Electric for two lights that are not working.
- The Laramie Regional Airport Christmas party went well.
- The FBO will be closed on Christmas Day and New Years Day. We will still service the commercial services.
- Amy and Jodi met with the City of Laramie about the city ordinances for building new hangars.
- There are three or four people interested in building hangars at the airport.
- Spoke at a University of Wyoming Tourism class.
- Storm Water Surface Water Ordinances, Presented by Jodi Shae.
- ASOS system and options for outages.



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- 6a. **Approval or Denial of Land Lease Rate.**  
Motion by Tracy Fletcher, second by Jackie Gonzales, to approve Land Lease Rate of \$.23 per square foot monthly moving forward.  
**MOTION CARRIED** unanimously by voice vote.
7. **Presentation of Rules and Regulations, by Amy Terrell and Dennis Johnson.**
8. **Approval or Denial of Vacation Accrual Change.**  
Motion by Tracy Fletcher, second by Dan Johnson to approve Vacation Accrual Change as presented.  
**MOTION CARRIED** unanimously by voice vote.
9. **Approval or Denial of Lease Agreement Hangar 3 with Osea Nelson.**  
Motion by Jackie Gonzales, second by Tracy Fletcher to approve Hangar 3 Lease Agreement between the Laramie Regional Airport and Osea Nelson.  
**MOTION CARRIED** unanimously by voice vote.
10. Next Meeting January 15, 2024.  
Motion by Dan Johnson, second by Tracy Fletcher to change the January 8, 2025, board meeting to January 15, 2025.  
**MOTION CARRIED** unanimously by voice vote.
11. **Adjourn:**  
Motion by Tracy Fletcher, second by Jackie Gonzales, to adjourn to Executive Session per Wyoming State Statute 16-4-405(a)(ii)(iii).  
**MOTION CARRIED** unanimously by voice vote.  
8:53 AM.