



Laramie Regional Airport
555 General Brees
Laramie, Wyoming 82070

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O: (307) 742-4161

Laramie Regional Airport Board Meeting

City Council Chambers

City Hall

May 8, 2024, 8:00 a.m.

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 a.m., on May 8, 2024, by Chairperson Malea Brown.

Present: Malea Brown, Tracy Fletcher, Jackie Gonzales, Robert Southard, Dan Johnson

Absent:

County Liaison - Pete Gosar, absent.

City of Laramie Liaison – Brian Harrington, absent.

2. **Amendments to Agenda:**

Motion was made by Robert Southard and seconded by Tracy Fletcher to amend the agenda by adding 5a. Approval or Denial of Letter of engagement with Carver, Florek and James CPA to complete the FY 24 audit. 7a, Approval or Denial of the Memorandum of Gift and identifying the price per square foot for the lease with the Flying Club.

MOTION CARRIED unanimously by voice vote.

3. **Public Comment:**

No Public Comment

4. **Approval of Consent Agenda:**

Motion was made by Tracy Fletcher and seconded by Jackie Gonzales to approve the consent agenda as presented.

MOTION CARRIED unanimously by voice vote.

5. **Financial Report, Tamie Wick**

5a. **Approval of Denial of Letter of Engagement with Carver, Florek and James CPA to complete FY 24 audit.**



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Motion was made by Tracy Fletcher and seconded by Jackie Gonzales to approve the engagement letter with Carver, Florek and James CPA to complete the FY24 audit, with the board chair to sign on behalf of the airport.
MOTION CARRIED unanimously by voice vote.

6. Director's Report, Amy Terrell

7. Lease approval or denial Ryan Winberg Lease Hangar 9:

Motion was made by Robert Southard and seconded by Tracy Fletcher to approve the Winberg lease for Hangar 9.
MOTION CARRIED unanimously by voice vote.

7a. Approval or denial of memorandum of gift and identifying the price per square foot for the lease:

Motion was made by Robert Southard and seconded by Tracy Fletcher to approve the price suggested by the director for the lease to the Flying Club.
MOTION CARRIED unanimously by voice vote.

8. Procurement Policy approval or denial:

Motion was made by Jackie Gonzales and seconded by Tracy Fletcher to approve the Laramie Regional Policy for Procurement, Bidding, Bid Specifications, Request for Proposal (RFP) and Evaluation Criteria.
MOTION CARRIED unanimously by voice vote.

9. Next meeting: June 12, 2024, in the City Council Chambers at Laramie City Hall.

11. Adjourn to Executive Session per Wyoming Statute §16-4-405(4)(vii)

Motion was made by Robert Southard and seconded by Tracy Fletcher at 8:37 a.m. to recess into Executive Session per Wyoming Statute §16-4-405(a)(vii).
MOTION CARRIED unanimously by voice vote.