



LARAMIE REGIONAL AIRPORT - 555 GENERAL BREES ROAD - LARAMIE, WYOMING 82070 - (307) 742-4164

Laramie Regional Airport Board Meeting Minutes

McMurray Conference Room

Cowboy Aviation

Wednesday, May 18th, 2022 – 8:00AM

REGULAR MEETING:

1. Call to Order and Roll Call: Brown called the meeting to order at 8:00AM. Present: Malea Brown, Tracy Fletcher, Jackie Gonzales, Robert Southard, and Dan Johnson.

2. Amendments to the Agenda:

i. Terrell asked to add the addition of the MOU for Albany County Human Resources under item 6a.

ACTION: Southard moved to add the item 6a for the MOU for Albany County Human Resources. Fletcher seconded the motion. The motion was put to a vote. The motion was voted in favor. The motion passed.

ACTION: Southard motion to set the agenda as amended. Fletcher seconded the motion. The motion was put to a vote. The motion was voted in favor. The motion passed. The agenda was set as amended.

3. Childress Accounting Update: Childress gave an update on the current financials and showed that the cash on hand is improving. Multiple RFR's for the Covid 19 Grant funding have been submitted. Presently 90% of income has been received at 75% of expenditures have been expended. Childress gave an overview on outstanding IRS notices. The preliminary budget for FY2023 is underway. Childress gave an update on the audit and stated that work from CAC is very consistent to provide accurate financial data to the auditors.



4. Public Comment:

- i. Cody Diekroger with Premier Bone and Joint made a public comment.
- ii. Jodi Shea with Pence and MacMillan made a public comment.
- iii. Chuck Denison made a public comment.
- iv. E.G. Meyers made a public comment.

5. Expense Approval:

- i. Rapid Fire Alarm Panel Quote: Replace alarming fire alarm panel in the ARFF Building.
ACTION: Southard motioned to approve the purchase of the fire alarm panel replacement in the ARFF building. Johnson seconded the motion. The motion was put to a vote. The motion was voted in favor of. The motion passed.
- ii. Spending Limit Increase: Increase Terrell's spending limit without approval from the board.
ACTION: Fletcher motioned to increase Terrell's spending limit from \$7,500 to \$25,000 with the inclusion of monthly expenditure reports. Gonzales seconded the motion. The motion was put to a vote. The motion was voted in favor of. The motion passed.
- iii. MOU for Albany County Human Resources: Approve annual HR Contract.
ACTION: Fletcher motioned to approve the MOU with Albany County Human Resources. Southard seconded the motion. The motion was put to a vote. The motion was voted in favor. The motion passed.

6. Approval of Hangar Leases:

- i. Cold Hangar Lease and Laramie Flying Club Lease Approval.
ACTION: Southard motioned to approve the leases as submitted. Gonzales seconded the motion. The motion was put to a vote. The motion was voted in favor. The motion passed.

7. Letter of Intent: AirLoom Energies Inc. has expressed intent to lease the Manufacturing Building from Laramie Regional Airport. The Airport will have to submit form to the FAA for approval of AirLoom's wind structures with the assistance of Aviation. The lease will be negotiated between Pence and



MacMillan, Real Estate 1, and AirLoom Energies. Nodich explained that the FAA will have to conduct and airspace study to ensure the structures do not impede aircraft.

9. Director's Report

- Terrell Presented a statewide fuel study and explained the airport contract fuel and fuel sales.
- The Laramie Regional Airport's Fee Schedule is in the process of being developed and will be presented the following month.
- The cost of washing an aircraft will change from \$25 down to \$10.
- The airport has purchased security cameras and a security door.
- The ASOS has had complications function for several years so the recent issues with the ASOS were not standalone.
- To have a certified weather observer on the field the airport will have to have a weather observation room with certified equipment.
- SRE Loader will be delivered in June.
- Laramie Airport will host a "Light the Night 5K" on the runway at night with all the runway lights on.
- There has been a walking gate installed at the Eagle Hangars for hangar owners to park on the outside of the field and walk to their hangars.
- Terrell will be asking for 150k from both the City and County for FY2023.
- August 30th is the Airport's Mass Casualty Event.

7. Next Meeting: June 15th, 2022 at 8:00am.

8. Adjourn: Meeting adjourned at 9:10am.

ACTION: Johnson motioned to adjourn the public meeting. Fletcher seconded the motion. The motion was put to a vote. The motion was voted in favor. The motion passed.