



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
October 9, 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 October 9, 2024, by Chairperson Malea Brown.

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

Absent:

County Liaison - Pete Gosar, absent.

City of Laramie Liaison – Brian Harrington, absent.

2. Amendments to Agenda:

Motion by Tracy Fletcher, second by Robert Southard to remove Wyoming State Statute 16-4-405(a)(ii) from Executive Session.

MOTION CARRIED unanimously by voice vote.

3. Public Comment:

No Public Comments.

4. Approval of Consent Agenda:

Motion by Robert Southard, second by Jackie Gonzales, to approve the consent agenda with the correction to September 11, 2024, board meeting minutes to item 7, the correction of the spelling of Tracy Fletcher.

4a. Minutes approval for Laramie Regional Airport Board Meeting from September 11, 2024.

4b. Vendor Payment approval for September 2024 Vendor Payments.

MOTION CARRIED unanimously by voice vote.



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5. **Financial Report, Tamie Wick**

- The F-32 was filed last month.
- The financial reports have all been presented to Carver Florek and James for the FY24 Audit.

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

- Introduction of Braxton Rosner, to show his accomplishments in the 2 months of working for Laramie Regional Airport.
- Five team members attended the Wyoming Airport Coalition in Saratoga, Wyoming.
- Daniel completed the winter operation meeting.
- Training is continuing with all line personnel to be completely trained in all winter operations equipment.
- October 23rd Eagle & Myslik will be here to train on the runway deicing truck and sprayer.
- Daniel has made sure all the radios that are on the field are working correctly.
- Hosted the Airport Emergency Plan tabletop on October 8th.
- There were 6 charter flights that went in and out in September.
- There were 6 + fire aircraft on the field for the fires in September.
- Jet fuel sales were up 42 % in September 2024 from September 2023.
- All other sales were also up in September 2024 from September 2023.
- The REILS are up and running. We are waiting for the FAA to approve them.
- The roof on hangar 5 has been leaking, we have got an estimate on fixing the problem.
- Working on Rules and Regulations, Badging policy, and Minimum Standard to try and have them completed before January 1, 2025.
- AT&T is running high speed fiber for SkyWest and TSA at the airport.
- Started planning events for the holiday season.
- We are still getting correspondence about the flight times.
- Talking with the leadership team about changing our business plan when it comes to hangars.



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7. **Approval or Denial of Equipment Addendum 241101 with AvFuel Corporation.**
Motion by Tracy Fletcher, second by Robert Southard to approve the Equipment Addendum 241101 with AvFuel Corporation as presented.
MOTION CARRIED unanimously by voice vote.
8. **Adopt or Deny Resolution 2024-01 Authorizing Participation in the Wyoming Class.**
Motion by Dan Johnson, second by Tracy Fletcher to adopt Resolution 2024-01 Authorizing Participation in the Wyoming Class.
MOTION CARRIED unanimously by voice vote.
9. **Approval or Denial of Laramie Regional Airport Title VI Plan.**
Motion by Robert Southard, second by Dan Johnson to approve the Laramie Regional Airport Title VI Plan as presented.
MOTION CARRIED unanimously by voice vote.
10. **Approval or Denial of Spill Prevention Control and Countermeasure Plan.**
Motion by Dan Johnson, second by Tracy Fletcher to approve the Spill Prevention Countermeasure Plan as presented.
MOTION CARRIED unanimously by voice vote.
11. Next Meeting November 13, 2024.
12. **Adjourn:**
Motion by Tracy Fletcher, second by Robert Southard, to adjourn into Executive Session per Wyoming Statute 16-4-405(a)(iii) and (iv).
MOTION CARRIED unanimously by voice vote.
8:40 am