



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, December 21, 2022 – 8:00AM

Regular Meeting:

1. **Call to Order and Roll Call:** Brown, called the meeting to order at 8:01 a.m. Present: Malea Brown, Robert Southard zoom, Jackie Gonzales, Dan Johnson. Absent: Tracey Fletcher

2. **Approval of Minutes:**

Action: Gonzales, made a motion to approve Minutes of the November 16, 2022, meeting. Johnson seconded. The motion was put to a vote and passed.

3. **Board Elections:**

Action: Johnson made a motion to keep the same board positions. Gonzales seconded. The motion was put to a vote and passed.

4. **Public Comment:** No Public comment.

5. **Master Plan Presentation:**

Trent Holder of Jviation gave presentation on the Master Plan. More information can be found at www.laramieairportmasterplan.com.

6. **Clinger Hagerman LLC Presentation:**

Action: Gonzales made a motion to engage with ClingerHagerman LLC for accounting services, with the wording that the GASBY standards be reviewed as well as implemented in the proposal. Johnson seconded. Motion was put to a vote and passed.

7. **Kaplan Kirsch Rockwell Engagement Letter:**

Action: Gonzales made a motion to use Kaplan Kirsch Rockwell as needed. Johnson seconded. Motion was put to a vote and passed.

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8. Leases:

Action: Johnson made a motion to approve leases. Gonzales seconded. Motion was put to a vote and passed.

9. Fee Schedule Consideration:

Action: Johnson made a motion to accept the fee schedule with notes that it will be reviewed every quarter and changes may be made. Gonzales seconded. The motion was put to a vote and passed.

10. Financial Report:

Action: Johnson made a motion to accept the financial report. Gonzales seconded the motion. The motion was put to a vote and passed.

11. Director's Report: Amy gave her director's report.

A. Eagle Hangar gates have been updated so they will work properly. Along with that, a parking log has been built for the Eagle Hangars.

B. The airport had a float in the Parade of Lights. The maintenance crew built a plane. It was a remarkable success. That plane will be used in other floats in the coming year.

C. The airport is moving towards a badging system. This will let us know who is on the field, will give us security for the buildings and the field.

D. Amy and Tamie moved their offices to the terminal to help with customer service and to have an airport presence over there.

E. Amy has been working on the rules and regulations with Jodi Shea and Elijah Scott.

F. Amy would like to have a workshop with the board to develop a vision for the board and the airport.

G. The airport discussed not putting fuel in anything that is not used for aviation.

F. We will take over the ALLSOP building January 1, 2023.

12. Adjourn: Motion was made by Gonzales to adjourn regular meeting and go in executive session per WY SS 16-4-405 (a) (ii) & (iii). Johnson seconded the motion. The motion went for vote and passed.