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
June 11, 2025

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 June 11, 2025, by Chairperson Malea Brown.
   Present: Malea Brown, Robert Southard, Jackie Gonzales, and Dan Johnson.
   Absent: Tracy Fletcher
   County Liaison - Pete Gosar, Present.
   City of Laramie Liaison – Sharon Cumbie, Absent; Matt Lockhart, Present.

2. **Budget Hearing on Proposed FY26 Budget**:

3. **Amendments to Agenda:**
   No Amendments.

4. **Public Comment:**
   Keith

5. **Approval of Consent Agenda:**
   Motion by Jackie Gonzales, second by Robert Southard, to approve the Consent Agenda as presented.
   4a. Minutes approval for Laramie Regional Airport Board Meeting from May 14, 2025.
   4b. Vendor Payment approval for May 2025 Vendor Payments.
   MOTION CARRIED unanimously by voice vote.

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6. **Presentation of Airport Layout Plan (ALP) Presented by Trent Holder, Woolpert:**
Motion by Robert Southard, second by Dan Johnson to approve the Airport Layout Plan as presented.
MOTION CARRIED unanimously by voice vote.

7. **Operations Report, Daniel Hawkins.**
   - New operations uniforms.
   - Had 776 flight operations. Down 11% from last month. We had helicopters doing operations in April that we didn't have in May, which is the decrease.
   - We had 5 diversions.
   - Jet A sales went up from last month.
   - Avgas sales went down from last month. Flying club planes were down in May.
   - Had a sports team charter.
   - Success: Live Exercise, Customer Service Agents up and trained.
   - Hosted annual Snow and Ice Plan out brief, with airport tenants.
   - REAL ID implemented – No problems to report.
   - Annual ARFF training is this month for most operations employees.
   - Ceiling tiles were fixed in the TSA office.
   - All new towbars are on the field and ready to be used.
   - New ARFF truck had a leak in the roof. Working with the manufacturer to get a fix for that.
   - Challenges with the light bulbs in the directional signs on the field. Solution for this is reprogramming the signs.
   - Challenge with the pistons on the gang plank. Working with manufacturers to fix problems.
   - Mosquito spraying operation occurred.
   - Part 139 requirements being sustained.
   - Summer equipment training is coming up this month.

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8. **Financial Report, Tamie Wick.**
   - WAM insurance went up, from last year, because of new equipment.
   - Income is 59.0% and Expenditures is at 47%, with one month left.
   - Taking diversions will increase our cash flow.
   - Wyoming CLASS was up by .10%.
   - Transferred funds last month.
   - Enplanements are at 1441 which is down from last year, Denver is doing runway maintenance and weather has been bad.
   - Enplanements for the year are at 6622, which is up 3.2% from last year at this time.
   - Auditors have opened the FY25 audit.

9. **Director's Report, Amy Terrell.**
   - Thanked the airport team for the great work that is being done at the airport.
   - EAS (Essential Air Service) update.
   - Update on selling the old ARFF truck.
   - Laramie Regional Airport attended Touch a Truck with firetruck.
   - Ongoing conversation with Learfield about setting up charters.
   - Capstone Project update.
   - 6th penny tax update.
   - The airport received 5 Diversions.
   - Meeting with the Wyoming Business Council.
   - Engaged in services with Nid Collins to be the Social Media Coordinator.
   - Jet Bridge wrap update.
   - Laramie Regional Airport will be attending Laramie Jubilee Day events as a Cornerstone Member.

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10. **Approval/Denial FY26 Proposed Budget:**
Motion by Robert Southard, second by Jackie Gonzales to approve the FY26 proposed budget.
MOTION CARRIED unanimously by voice vote.

11 **Presentation Bids for AIP049 ARFF Expansion:**
Motion by Jackie Gonzales, second by Robert Southard to approve the bid from Sampson Construction, for the ARFF Expansion project in the total amount of $1,347,746.00, subject to FAA and WDOT concurrence and available funding.
MOTION CARRIED unanimously by voice vote.

12. **Presentation of Director Recommendation for Engineering Services:**
Motion by Robert Southard, second by Jackie Gonzales to approve the Director's request to pursue contract negotiations with Ardurra.
MOTION CARRIED unanimously by voice vote.

13. **Presentation of Second Amended AirLoom Lease:**
Motion by Dan Johnson, second by Robert Southard to approve the Second Amended AirLoom Lease.
MOTION CARRIED unanimously by voice vote.

14. **Next Meeting July 9, 2025.**

15. **Adjourn:**
Motion by Jackie Gonzales, second by Robert Southard to adjourn the meeting of June 11, 2025, at 8:59am.
MOTION CARRIED unanimously by voice vote.
8:59 AM.