



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
December 17, 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 December 17, 2025, by Vice Chairperson Robert Southard.

Present: Dan Johnson, Tracy Fletcher, Robert Southard, Jackie Gonzales, and Malea Brown arrived at 8:34 am.

Absent:

County Liaison - Pete Gosar, Absent.

City of Laramie Liaison – Sharon Cumbie, Present.

2. Amendments to Agenda:

No Amendments.

3. Public Comment:

No Public Comment

4. Approval of Consent Agenda:

Motion by Tracy Fletcher, second by Dan Johnson, to approve the Consent Agenda with one correction from Minutes' approval from October 8, 2025, on item #4, 4C that says Vendor Payment approval for July 2025 Vendor Payments be changed to Vendor Payment approval for September 2025 Vendor Payments.

4a. Minutes' approval for Laramie Regional Airport Board Meeting on October 8, 2025.

4b. Minutes' approval for Laramie Regional Airport Special Board Meeting on November 6, 2025.

4c. Vendor Payment approval for October 2025 Vendor Payments.



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4d. Vendor Payment approval for November 2025 Vendor Payments.

4e. Proposed 2026 Holidays.

MOTION CARRIED unanimously by voice vote.

5. Operations Report, Daniel Hawkins.

- Flight operations update.
- Fuel sales update.
- Staff members attended the Governor's Business Forum.
- Had a distinguished visitor to Laramie Regional Airport.
- Christmas Decorations are up.
- All charters successful.
- Vehicle recall update.
- De-Ice truck update.
- Regional boarding ramp update.
- Safety, Security, Wildlife, and Part 139 Update.
- Field lighting update.
- Daily inspection update.
- Holiday FBO hours update.
- Hired a new Customer Service Agent.

6. Financial Report, Tamie Wick.

- WARM Insurance Bi-Law change update.
- Audit is complete, No findings.
- Financials update.
- Enplanement update.
- Charter financial update.



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

- Introduction of Amy MacNaughton.
- Introduction of Jeremy and Josh from Ardurra Group, Inc.
- Recognition of Tamie Wick for her great work on the audit.
- Update on ongoing communications with the community.
- Operation Income update.
- ARFF building update.
- Wyoming Airport Coalition update.
- State of Wyoming Aviation Passport Program update.
- Parade of Lights and Santa Fly-In Update.

8. **Cast a vote for one of the three nominees for the Local Government Liability Pool Board Nominees or abstain from voting.**

Motion by Jackie Gonzales, second by Tracy Fletcher to cast a vote for Brad Basse who is the current Chairman of the LGLP Board.

Roll Call Vote:

Aye: Dan Johnson, Tracy Fletcher, Jackie Gonzales and Robert Southard.

Result: Motion carries.

9. **Approval or Denial of Adoption of Section 125 Premium Only Plan Adoption Agreement.**

Motion by Dan Johnson, second by Tracy Fletcher to approve the Adoption of Section 125 Premium Only Plan Adoption.

Roll Call Vote:

Aye: Dan Johnson, Tracy Fletcher, Jackie Gonzales and Robert Southard.

Result: Motion carries.

10. **Approval or Denial of Resolution 2025-01 Section 125 Premium Only Plan.**

Motion by Dan Johnson, second by Malea Brown to approve Resolution 2025-01 Section 125 Premium Only Plan.



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Roll Call Vote:

Aye: Dan Johnson, Tracy Fletcher, Jackie Gonzales, Malea Brown and Robert Southard.

Result: Motion carries.

11. **Approval or Denial Ardurra Task Order ALA016 2026 Seal Coat and Mark Project**
Motion by Tracy Fletcher, second by Robert Southard for the approval of the Ardurra Task Order ALA016 2026 Seal Coat and Mark Project as presented.
MOTION CARRIED unanimously by voice vote.
12. **Approval or Denial Assignment and Assumption of Lease Agreement for Laramie Regional Airport Private Ground Lease Agreement for Land Space H.**
Motion by Robert Southard, second by Dan Johnson to approve the Assignment and Assumption of Lease Agreement for Laramie Regional Airport Private Ground Lease Agreement for Land Space H, as presented
MOTION CARRIED unanimously by voice vote.
13. Next Meeting: January 14, 2026.
14. **Adjourn:**
Motion by Robert Southard, second by Dan Johnson to adjourn into Executive Session per Wyoming State Statute 16-4-405(ii) and (iii).
MOTION CARRIED unanimously by voice vote.
8:39 AM