

REGULAR QUARTERLY MEETING OF THE BOARD OF DIRECTORS

MOHAVE COUNTY AIRPORT AUTHORITY, INC.

Minutes of April 10, 2018

A Regular Meeting of the Mohave County Airport Authority, Inc. (MCAA), Board of Directors was held at 9:00 a.m. MST on April 10, 2018 at the Bullhead Area Chamber of Commerce, 1251 Highway 95, Bullhead City, Arizona.

A. CALL TO ORDER

Director Jim Zaborsky, Vice President, called the meeting to order at 9:00 a.m. MST.

B. ROLL CALL

Directors Present

Jim Zaborsky, Brad Belhouse, Mark Clark, Joe Keunen, Jena Morga, and Steve Willett.

Members Present

Denise Berry, Brett Dennis, Jim Dykens, Michelle Keunen, Casey Mulligan; Jennifer Portwood, John Pynakker, Lance Ross, Frank Sapp, Phyllis Smith, Ron Smith, and Larry Tunfors. Pat Fordham, Scott Neal and Lance Ross arrived after Roll Call.

Staff Present

Jeremy Keating, Airport Director; Joey O'Rourke, Assistant Airport Director; Wendy Brooks, Administrative Assistant.

Guests Present

Tony Dias, Mohave County Airport Authority Applicant; Kate McDonald, Mohave Daily News.

C. PLEDGE OF ALLEGIANCE

Director Jim Zaborsky, Vice President, led in the reciting of the Pledge of Allegiance.

Director Jim Zaborsky asked everyone to remain standing to take one minute of silence in memory of Authority President John Hastings who passed away a couple of weeks before the meeting.

D. APPROVAL OF MINUTES

A motion was made by Director Mark Clark to approve the minutes of the Regular Quarterly Meeting of January 9, 2018, seconded by Director Jena Morga; the motion carried unanimously.

E. INTRODUCTION OF NEW STAFF

Airport Director Jeremy Keating introduced the new Assistant Airport Director, Mr. Joey O'Rourke. Joey previously worked in Jackson, Mississippi; Aspen, Colorado and Myrtle Beach, South Carolina and is originally from upstate New York.

F. DISCUSS AND TAKE POSSIBLE ACTION TO APPROVE A NEW MEMBERSHIP APPLICATION

Director Jim Zaborksy asked Anthony Dias to share a little about himself. Tony said he was the President/Chairman of Mohave County Airport Authority for three years before John Hastings became the Authority President. Tony has been a member of the community for 25 years. He was the Assistant City Manager for Bullhead City as well as the head of Bullhead Regional Economic Development Association (BREDA). He is currently retired.

Director Jim Zaborsky said that Tony would be a good asset to have back on the Airport Authority. Director Jim Zaborsky asked the General Members to vote on Anthony Dias' membership; the vote was unanimous.

G. SPECIAL MEETING – EXECUTIVE SESSION

- Discuss and take possible action to approve the Executive Director's performance evaluation and salary adjustment.

An Executive Session of the Board of Directors was held at 8:30 a.m. prior to the Regular Authority meeting to discuss this item. The Directors agreed that Jeremy Keating has been doing an excellent job at the Airport. Director Steve Willett motioned to approve the annual performance evaluation and salary adjustment of Executive Director Jeremy Keating, seconded by Director Mark Clark; the motion carried unanimously.

H. COMMITTEE REPORTS

1. Finance & Planning Committee – Director Brad Belhouse, Treasurer

The Finance & Planning Committee met on Thursday, March 29, 2018.

a. Year to Date Financial report

At this time the financial statement has been completed through December 31, 2017 due to a transition in accounting software. The financials through December look good, with YTD net income at \$26,000 ahead of budget and revenue at \$47,000 ahead of budget. The Airport continues to be in a good position financially with Operating

Cash at \$634,000 and \$1.2 million in total cash. All of the financials should be caught up by the next Board meeting.

b. FAA Projects status

- 1) AIP 48 - Apron Rehabilitation/Reconstruction of General Aviation, Commercial, and RON Aprons

The project is progressing through Phase 2A and is expected to be completed this Fall.

- 2) AIP 48 - Drainage Master Plan

The project is ongoing and continues to make progress. A draft of the plan should be ready in a few months.

c. FAA Projects awaiting grant funding

- 1) Land Acquisition – AZ State Land purchase application

The Airport is waiting to hear back from Arizona State Land. A bank will be selected to support the financing once the Airport is ready to proceed.

- 2) Taxiway Alpha and connectors sealcoat project

The project will be ready to be advertised within a few weeks. This long-term project will start in four or five months.

d. Other Airport Development/Improvements

- Air Traffic Control Tower radio/communication equipment replacement.

The project has been advertised. The Airport will have a decision about the award within the next few weeks.

2. Real Estate Committee – Director Jim Zaborsky, Vice President

The Real Estate Committee met on Thursday, March 29, 2018.

a. ParkWest Development Status Report

ParkWest is working with two or three companies that have expressed interest in the Airport Center. They are making progress and hope to be able to make an announcement about the Airport Center in the next few months.

b. Environmental Cleanup

A risk-based closure has been approved. ADEQ will send the Airport a formal letter regarding the closure after a 30-day public comment period and then the well will be officially closed.

3. Air Service Development & Marketing Committee – Director Jim Zaborsky, Vice President

Director Jim Zaborsky said that there was no Air Service Committee meeting this quarter, but there will continue to be discussion about trying to secure air service again. Airport Director Jeremy Keating said he will meet with Jack Penning of Volaire Aviation to discuss strategy moving forward. Jeremy said it will be challenging to find another carrier since there is no grant money to work with, but the Airport will continue to try to gain scheduled air service again.

Director Jim Zaborsky said that former Authority President John Hastings was the driving force in getting scheduled air service with American Airlines. It will be a more difficult process without John's help, but Jeremy will continue to work on it.

I. AIRPORT DIRECTOR REPORT – JEREMY KEATING, AIRPORT DIRECTOR

1. Operational Activity Report

The report through February shows most of the numbers were up, including Jet A Fuel Flowage, Café revenues and Car rental revenues. The Airport Operations numbers were also up. There will likely be a decrease in numbers over the next year without American Airlines.

2. AAAE annual conference in San Diego – April 15-18

Both Jeremy Keating and Joey O'Rourke will be attending the conference. This will be a good chance to network and participate in seminars.

3. Airport Events

a. Wings of Freedom – April 11-13

Vintage WWII aircraft including a B17, a B24, and a B51 Mustang will be on display and open to the public from 2 to 5 p.m. Wednesday; 9 a.m. to 5 p.m. Thursday; and 9 a.m. to 12:00 on Friday. There is a small entrance fee which helps to support the program and rides are available for \$400 and up.

b. Young Eagles event – April 21

This is the 5th year that the Airport has held the Young Eagles event. Jeremy said he is passionate about promoting aviation to kids and this is a good opportunity to do so. Kids ages 8 to 17 will have the opportunity to fly in one of the planes at no cost.

J. VICE PRESIDENT'S REPORT – DIRECTOR JIM ZABORSKY, VICE PRESIDENT

- Discussion about John Hastings' Celebration of Life and possible creation of a committee on how to honor John.

At the request of John Hastings' wife, Pauline, John's Celebration of Life will be held at the Airport at Noon on Saturday, April 28. This will be for friends and family only.

Pauline Hastings has requested donations to the Airport in lieu of flowers and the Airport will decide what to do with the money. There may be a committee formed to work on something to honor John with the donations. Anyone interested in helping should talk to Airport Director Jeremy Keating.


K. NEXT REGULAR BOARD MEETING – DIRECTOR JIM ZABORSKY, VICE PRESIDENT

The next Regular Board of Directors meeting is scheduled for Tuesday, July 10, 2018 at 9:00 a.m. (MST), at the Bullhead Area Chamber of Commerce.

L. ADJOURN REGULAR BOARD MEETING

The meeting was adjourned at 9:18 a.m.

SIGNED: /s/ Steven Willett, Secretary



7/10/18
(Date signed)
