

REGULAR QUARTERLY MEETING OF THE BOARD OF DIRECTORS

MOHAVE COUNTY AIRPORT AUTHORITY, INC.

Minutes of April 13, 2021

A Regular Meeting of the Mohave County Airport Authority, Inc. (MCAA), Board of Directors was held at 9:00 a.m. MST on April 13, 2021, at the Bullhead Area Chamber of Commerce, 1251 Highway 95, Bullhead City, Arizona.

A. CALL TO ORDER

MCAA Vice President Denise Berry called the meeting to order at 9:02 a.m.

B. ROLL CALL

Directors Present

Denise Berry, Vice-President; Arden Lauxman, Treasurer; Jena Morga, Secretary; Ray Winslow

Directors Absent

Frank Sapp

General Members Present

Meg McDaniel; Casey Mulligan; Lance Ross; Mary Schramm; Phyllis Smith; Ronald Smith; Terri Sponder

General Members Absent:

Pat Fordham; John "Doc" Holladay; Joe Keunen; Scott Neal; John Pynakker; Troy Teske; Jeff Tipton; Jackie Wallin

Staff Present

Jeremy Keating, Airport Director; Kellen Shireman, Airport Assistant Director; Wendy Brooks, Administrative Assistant

Guests Present

No guests were at the meeting.

C. PLEDGE OF ALLEGIANCE

Director and Vice President Denise Berry led in the reciting of the Pledge of Allegiance.

D. APPROVAL OF MINUTES

- Regular Meeting Minutes of January 12, 2021

A motion was made by Director Arden Lauxman to approve the minutes of the Regular Quarterly Meeting of the Board of Directors on January 12, 2021, seconded by Director Ray Winslow; the motion carried unanimously.

E. SPECIAL MEETING – Executive Session

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

The Executive Session took place prior to the Regular Board Meeting. Director Arden Lauxman motioned to approve Executive Airport Director Jeremy Keating's annual performance evaluation, seconded by Director Ray Winslow; the motion carried unanimously.

F. COMMITTEE REPORTS

1. Finance & Planning Committee – Director Arden Lauxman, Chair

The Finance and Planning Committee met Thursday, April 8, 2021, at the Airport.

a. Year to Date Financial report

The YTD Financial Highlights as of February 28, 2021, showed that the Authority had \$1.37 million in operating funds, which is an increase of about \$34,000 over the past couple of months. Restricted funds were \$353,000, an increase of about \$20,000 over the last few months. Total cash was \$2.29 million.

Accounts Receivable was \$164,000 and all are considered collectible. There is \$49,000 receivable on grant funds due to the Authority.

Accounts Payable was \$59,000 and the Authority had \$288,000 in deferred revenues from PFC charges that will be realized in the coming year.

Revenues year-to-date was \$1.40 million and expenses were \$1.39 million, leaving a margin of about 1.25% which was better than the budgeted revenues and expenses.

b. Investment Portfolio Report

The value of the Investment Portfolio as of February 28 was \$616,102. The cost basis of these investments was \$613,602, leaving a small market gain of about \$2500.

c. Airport Coronavirus Response Grant Program – Airport Director Jeremy Keating

The second round of funding from the grant program helps the airport stay operational.

d. Current FAA & ADOT projects – Airport Director Jeremy Keating

1) FAA AIP 51 - Airport Master Plan – in process

An Airport Master Plan is done every 10 years. The project is wrapping up in a few months.

2) FAA AIP 53 - Terminal Road & Drainage construction – substantially complete

Next week the punch list will be taken care of, and the east entrance will be closed for lighting installation.

- 3) ADOT Westside RSA drainage improvements design – in process

The consultants are working on the design.

- 4) ADOT General Aviation Wash Rack design & construction – in process

Unfortunately, the bids came in higher than expected. The cost of goods has risen, and a few things might need to be cut from the plan before the next re-evaluation.

- 5) ADOT Apron Security Lighting upgrade to LED – will begin design soon

The Airport will be upgrading the lighting on the Commercial and GA ramps. The project will begin around the beginning of next year.

2. Real Estate Committee – Director Arden Lauxman

The Real Estate Committee met Thursday, April 8, 2021, at the Airport.

- Park West Development Status Report

Talks continue with interested parties and Park West is optimistic that the Airport could see material interest develop in some of the land in the near future.

3. Air Service Development & Marketing Committee – Lance Ross, Chair

The Air Service Committee did not meet this quarter. However, Lance Ross, Chair, said there have been questions about two new airlines. Both have previous ties to IFP.

Avelo Airlines is launching with a Burbank hub. It will fly to places such as Eugene, Santa Rosa, and Redding, on a leisure market schedule. It is using the operating certificate of the former Casino Express, which operated the jet routes for the former Air Laughlin.

The second is Breeze Airways. Its founder ran Morris Air, which had successful IFP service, until the airline was bought by Southwest Airlines and IFP flights ended. Breeze is headquartered in Salt Lake City, but operations will commence on the east coast.

Neither Avelo or Breeze has interline ticketing and baggage or code share agreements with other carriers, which are important for connecting passengers.

The Airport's consultant, Jack Penning, Volaire Aviation, currently does not see either airline on the horizon for IFP.

- Small Community Air Service Development Program – Jeremy Keating, Airport Director

The Airport submitted an application for the grant, but there has been no date provided for the announcement of grant recipients.

Airport Director Jeremy Keating will be attending the Volaire Aviation Air Service Conference in August. There will be an opportunity to sit with air carriers one-on-one to pitch the Airport. This helps IFP stay in front of airlines so they remember the Airport's interest in scheduled air service.

G. AIRPORT DIRECTOR REPORT– Airport Director Jeremy Keating

1. Airport staffing update

Airport staff is conducting interviews to hire an Airport Fire Fighter/Ops Coordinator.

The Airport is once again looking to provide an Internship opportunity for the summer. Applications have been received and interviews will be held soon.

Signature Flight Support's General Manger is leaving. Signature will have an interim General Manager until someone is hired permanently.

2. General Aviation Report

- All of the hangars are full and there is a waiting list of over 20 pilots.
- The Airport is investigating the possibility of building new hangars, but the expense to do so will make a return on the investment take long to realize. The Airport is also trying to purchase existing hangars, but most owners are selling at a price that is higher than the Airport is willing to pay.

Director Arden Lauxman mentioned a Rural Economic Development Loan and Grant program, which has interest free 10-year loans that requires a 20% match. He will investigate the options available.

- The Bullhead Fire Department helped with hangar inspections. About 85% of the hangars were inspected. MCAA has purchased and installed fire extinguishers as needed for hangars owned by MCAA.
- The last GA Committee meeting was held in December and the next meeting will be held in late May or early June.

- The Airport’s PIO, Kate McDonald, has a background in advertising and she is helping the Airport look at how to advertise to the GA community. The Airport currently has an ad on www.funplacestofly.com.
- Signature Flight Support continues to offer fuel discounts to pilots during weekends.
- The GA Wash Rack was previously discussed. Changes will be made to the existing design to reduce the costs.

3. Casino charter update

The charter flights for Harrah’s have continued to bring passengers to Laughlin, with seats filled to about 75-80% of capacity. Riverside Resort charter flights are set to resume in October.

4. Operational Activity Report

All of Operations numbers are down as expected since Harrah’s flights numbers are not at full capacity and Riverside Resort flights have not resumed yet.

H. VICE PRESIDENT’S REPORT – Director and Vice President Denise Berry

- Steve Willett has resigned from the Board and the Authority. Vice President Denise Berry asked that everyone keep him in their good thoughts.
- Blake Segal moved from the area and resigned from the Board and the Authority.

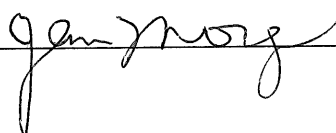
I. NEXT REGULAR BOARD MEETING – Airport Director Jeremy Keating

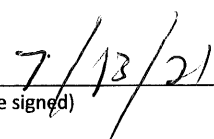
- July 13, 2021 at 9:00 a.m. (MST) – ****New Location****
The next Regular Board meeting will be held at the Bullhead City Elementary School District board room, 1004 Hancock Rd., Building 100.

J. ADJOURN REGULAR BOARD MEETING

With no further business, Director Arden Lauxman motioned to adjourn, seconded by Jena Morga; the vote was unanimous. The meeting was adjourned at 9:37 a.m.

SIGNED: /s/ Jena Morga, Secretary





(Date signed)