

**REGULAR QUARTERLY MEETING OF THE BOARD OF DIRECTORS
MOHAVE COUNTY AIRPORT AUTHORITY, INC.**

**Minutes of
October 12, 2021**

A Regular Meeting of the Mohave County Airport Authority, Inc. (MCAA), Board of Directors was held at 9:00 a.m. MST on October 12, 2021, at the Bullhead City School District Board Room, 1004 Hancock Rd., Bldg. 100, Bullhead City, Arizona.

A. CALL TO ORDER

Director Arden Lauxman, Board President, called the meeting to order at 9:01 a.m.

B. ROLL CALL

Directors Present

Arden Lauxman, President (by conference call); Ray Winslow, Treasurer; Jena Morga, Secretary; Troy Teske; Jacalyn Wallin

Directors Absent

Denise Berry, Vice-President; Frank Sapp

General Members Present

Meg McDaniel; Lance Ross; Mary Schramm; Terri Sponder; Jeff Tipton

General Members Absent

Casey Mulligan; Scott Neal; Ronald Smith; Phyllis Smith

Staff Present

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

Guests Present

Bill Osborne; Bill McMillian

C. PLEDGE OF ALLEGIANCE

Director Arden Lauxman led the Pledge of Allegiance

D. APPROVAL OF MINUTES

- Regular Meeting Minutes of July 13, 2021

A motion was made by Director Ray Winslow to approve the minutes for the Regular Quarterly Meeting of the Board of Directors of July 13, 2021, seconded by Director Troy Teske; the motion carried unanimously.

E. DISCUSS AND TAKE POSSIBLE ACTION TO APPROVE NEW MEMBERSHIP APPLICATION

- William (Bill) Osborne – Bullhead City, AZ

Mr. Osborne shared that he has over 3,000 hours experience in general aviation. He has 30 years of public service including being a board member, mayor, police commissioner and 8 years a judge. He also has 35 years' experience of being a business owner.

Director Jena Morga motioned to approve the new membership of William (Bill) Osborne; seconded by Director Jackie Wallin; the vote was unanimous.

F. COMMITTEE REPORTS

The Finance & Planning Committee met on October 5, 2021.

1. Finance & Planning Committee – Director Ray Winslow, Treasurer

a. Year to Date Financial report

As of July 31, 2021, the Airport was doing well within the estimated budget for revenue and expenses. The cash on hand was \$3,073,538. The Airport needs this amount of cash to fund the projects which will be reimbursed with grant money later.

b. Investment Portfolio Report

The Investment Portfolio is doing very well. The portfolio has not lost any money so far.

c. ****Action Item**** Airport Rates, Charges, & Fees Schedule revision – Reviewed by

Finance committee and recommended for motion to accept addition to rates & charges. These are new fees for the Skydiving promotor and for other types of future businesses.

d. ****Action item**** Airport Engineering Services 5 year on-call (RFQ) – Reviewed by

Finance committee and recommended for motion to authorize the Airport Director to enter into negotiations for a general services agreement with the recommended consultants

Director Ray Winslow motioned that the Airport Director be authorized to contract with Mead & Hunt and with Dibble over the next 5-year period as on-call providers, seconded by Director Troy Teske; the motion carried unanimously.

e. Current FAA & ADOT project updates

1) FAA Grant - Westside RSA drainage improvements – grant received

This is a 6-month project that will help with the water drainage in the Runway Safety Area.

- 2) ADOT Grant - General Aviation Wash Rack – in process

The bid will go out soon and the project should start by February.

- 3) ADOT Grant - Apron Security Lighting upgrade to LED – design in process

This project is moving forward. The lighting upgrade is for the Commercial and GA ramps.

- 4) ADOT Grant - Runway 16/34 PAPI replacement to LED

This project will replace the Precision Approach Path Indicators lights for the runway.

f. Other Airport Development/Improvements

- Terminal Holdroom Alteration

The room in the Terminal B that Sun Country previously used will be turned into more seating for the Hold Room. There was Special Board Meeting to approve using the Airport's money for the project, rather than get a grant, because it will cost less and be completed faster without a grant. The project will start by February.

2. Real Estate Committee – Director Arden Lauxman, Chairman

- Committee chair report

Jeremy Keating, Airport Director, said that ParkWest is currently working with one business interested in a location at the Airport Center. If all works out, a building will be constructed for the business in front of Sam's Club, and it will be the first new building at the Airport Center since 2006.

3. Air Service Development & Marketing Committee - Lance Ross, Chairman

- Committee chair report

The Air Service Development and Marketing Committee met on August 24, 2021. Non-committee and non-Board members were invited, including Mayor Brady and City Manager Cotter, among others. Jack Penning of Volaire Aviation presented information that updated part of his presentation to the Board on July 13, 2021. Several hub variations were discussed, including a possible opportunity in the southern California market. This would be in addition to, not instead of, the Airport's ongoing pursuit of air service to a larger population hub.

G. AIRPORT DIRECTOR REPORT – Jeremy Keating, Airport Director

1. Airport staffing update

There are two open positions at the airport: Manager of Airport Security & Special Projects, and Airport Fire and Operations Coordinator.

2. General Aviation Report

There are about 25 pilots on the Hangar waiting list, with two hangars available and possibly a third hangar soon. There is still the possibility of building additional hangars in the future.

The annual inspection of hangars will take place in February. Several hangars were provided with fire extinguishers last year.

The General Aviation Committee will meet in December or January.

Signature Flight Support continues to offer a discount of 50 cents per gallon on Avgas during weekends.

3. Operational Activity Report

Operational activity was still down due to the pandemic, which was expected.

4. High School career fair

The career fair will be held at the Anderson Field House on Tuesday October 19th. The Airport will be participating again this year. If anyone would like to help, see Jeremy.

5. Young Eagles

The Young Eagles event was canceled last year due to Covid. The Airport is planning to have this event in November, but with the Delta variant upsurge, the event is not definite.

H. NEXT REGULAR BOARD MEETING

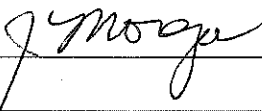
- January 11, 2022, at 9:30 a.m. (MST)

Bullhead City Elementary School District board room, 1004 Hancock Rd., Bldg. 100

I. ADJOURN REGULAR BOARD MEETING

The meeting adjourned at 9:37 a.m.

SIGNED: /s/ Jena Morga, Secretary



1/11/22
(Date signed)

Please note: This is a Draft copy of the minutes. These minutes have not yet been approved by the Board of Directors. Every effort has been made to ensure that they are accurate; however, the content is subject to change.