

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

**Minutes of
January 11, 2022**

A Regular Meeting of the Mohave County Airport Authority, Inc. (MCAA), Board of Directors was held at 9:30 a.m. MST on January 11, 2022, 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 9:30 a.m.

B. ROLL CALL

Directors Present

Arden Lauxman, President; Denise M. Berry, Vice President; Jena Morga, Secretary; Ray Winslow, Treasurer; Troy Teske; Jacalyn Wallin; Frank Sapp (Dialed In)

Directors Absent

None

General Members Present

Scott Neal; Lance Ross; Ronald Smith; Phyllis Smith; Terri Sponder; Bill Osborne

General Members Absent

Meg McDaniel; Casey Mulligan; Mary Schramm; Jeff Tipton

Staff Present

Jeremy Keating, Airport Director; Kellen Shireman, Assistant Airport Director; Nicole Rich, Administrative Assistant; Mark Hanna, Security Manager.

Guests Present

Gene Newman

C. PLEDGE OF ALLEGIANCE

Director Arden Lauxman led the Pledge of Allegiance

D. APPROVAL OF MINUTES

- Regular Meeting Minutes of October 12, 2021

A motion was made by Director Denise M. Berry, to approve the minutes for the Regular Quarterly Meeting of the Board of Directors of October 12, 2021, seconded by Jena Morga; the motion carried unanimously.

E. INTRODUCTION OF NEW STAFF

1. Manager of Airport Security & Special Projects- Mark Hanna

35+ years of security engineer and law enforcement experience and owned his own business in 2010.

2. Airport Administrative Assistant- Nicole Rich

Comes from the Gift Shop at the Golden Nugget where she managed and supervised employees.

F. COMMITTEE REPORTS

The Finance & Planning Committee and Real Estate Committee met on January 6, 2022.

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

a. Year to Date Financial report

With less flights, Jet fuel sales increased during off-road races in Laughlin as we gained a fleet of private aircraft for the event. As of November 30, 2021, the cash on hand was \$4,193,187. The Airport needs this amount of cash to fund the projects which may be reimbursed with grant money later.

b. Investment Portfolio Report

The Investment Portfolio is doing very well. The portfolio has brought in \$5,700 so far.

c. ****Action Item**** FY21 Summary Audit Presentation – Mr. Gene Newman – Discussion and possible action to accept the FY21 Audit Report.

Mohave County Airport Authority's total net increased by \$2,172,393. The capital assets net of related debt also increased by \$2,287,747. Capital projects have decreased by \$637,560. Unreserved and unrestricted net position increased by \$522,207. Operating expenses increased by \$19,862. Mr. Newman expressed his gratitude for the cooperation from the authority.

Director Ray Winslow, motioned to accept FY21 Audit Report, seconded by Jena Morga; the motion carried unanimously.

Lance Ross with a question to be added for next meeting; Percentage of revenue - Airside vs Landside. Airport Director mentioned current revenue for Airport Center was approximately 25% of total revenue.

d. Current FAA & ADOT project updates

1) FAA Grant - Westside RSA drainage improvements – started Dec. 6, 2021

2) FAA – Terminal A restroom renovation – design in process

Possibly receiving a grant for the remodel. Old piping issues gives opportunity for much needed renovation.

3) ADOT Grant - General Aviation Wash Rack – executing documents

McCormick construction lowest bid. Finalizing paperwork.

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

Proceeding forward after being delayed for 3-4 months.

5) ADOT Grant - Runway 16/34 PAPI replacement to LED - scoping in process

Approach lighting being switched to LED lights.

e. Other Airport Development/Improvements

1) Terminal Holdroom Alteration – project submittals in process

Redmond construction contracted and is a self-funded project.

f. Airport Infrastructure package passed by Congress (BIL-Bipartisan Infrastructure Law)

This will yield more money to backfill other projects. Projected to have \$1,500,000 available.

2. Real Estate Committee – Director Arden Lauxman, President

- Committee chair report

Not a lot of activity around airport with Parkwest working diligently to produce new activity.

3. Air Service Development & Marketing Committee – General Member Lance Ross

- Committee chair report

Committee did not meet due to current airline business environment. Commercial charter air service continues to rebound with Swift Air and Sun Country. Air service development work continues largely behind the scenes with nothing new to report since October's meeting.

G. AIRPORT DIRECTOR REPORT – Jeremy Keating

1. Casino Resort Charter update

Harrah's changing carriers from Swift to Sun Country starting in March 2022.

2. Summer Internship

This will be the 3rd year offering our internship.

3. Operational Activity Report – Provided by Assistant Airport Director, Kellen Shireman

Commercial landings were down 10%. Enplanements were down 18%. Jet A Fuel was up 23%, mostly due to growth in larger military planes flying in. We'll continue to grow relations with different military installments to increase fuel sales. Avgas was up 12% – nice to see GA community coming back and flying more often. Lastly, Airport operations was up 2%.

4. General Aviation Report

Hangars are completely full and there are about 25 people waitlisted, allowing us to fill hangars quickly as they empty.

5. ADOT Arizona Aviation Economic Impact Study

Jobs: 930

Earnings: \$41,535,000

Economic activity: \$111,509,000

6. Airport Open House

Tentatively looking to set a date for the first week of April in 2022. The Airport will be open to the public, allowing guests to browse around, tour planes, talk with pilots and hear about aviation and the airport's history. Currently looking for help to plan event, if interested, please email Jeremy Keating, Airport Director.

7. Aviation Day at the Capitol Thursday morning, January 20

Jeremy and Kellen will attend and have plans to talk with local representatives and network.

H. NEXT REGULAR BOARD MEETING

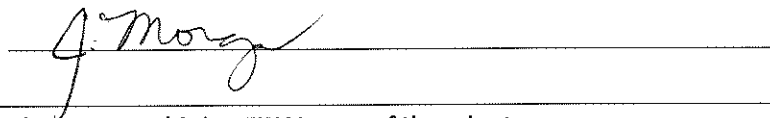
- April 12, 2022, at 9:00 a.m. (MST)

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

I. ADJOURN REGULAR BOARD MEETING

With no further business or questions, Director Arden Lauxman, Board President, adjourned the meeting at 10:20 a.m.

SIGNED: /s/ Jena Morga, Secretary



4/12/22
(Date signed)

Please note: This is a FINAL copy of the minutes.