

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

**Minutes of
April 12, 2022**

A Regular Meeting of the Mohave County Airport Authority, Inc. (MCAA), Board of Directors was held at 9:00 A.M. MST on April 12, 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 9:00 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

Directors Absent

None

General Members Present

Meg McDaniel; Casey Mulligan; Lance Ross; Mary Schramm; Ronald Smith; Phyllis Smith; Bill Osborne; Jeff Tipton

General Members Absent

Scott Neal; Terri Sponder

Staff Present

Jeremy Keating, Airport Director; Kellen Shireman, Assistant Airport Director; Nicole Rich, Administrative Assistant

Guests Present

Mark Gollhofer, Mission Director – Army Aviation Heritage Foundation; Bill McMillen, Associate Editor – Mohave Valley Daily News

C. PLEDGE OF ALLEGIANCE

Director Denise M. Berry led the Pledge of Allegiance

D. APPROVAL OF MINUTES

- Regular Meeting Minutes of October 12, 2021

A motion was made by Director Ardie Lauxman, to approve the minutes for the Regular Quarterly Meeting of the Board of Directors of January 11, 2022, seconded by Denise M. Berry; the motion carried unanimously.

E. COMMITTEE REPORTS

The Finance & Planning Committee and Real Estate Committee met on April 7, 2022.

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

a. Year to Date Financial Report

Total assets in cash approximately \$2,598,322. Restricted cash \$450,687. Investments of \$1,195,831. Cash receivables \$172,090 and total liabilities approximately \$576,000.

Total increase in cash flow \$126,444, which includes monthly profit plus covid relief funds reimbursement.

b. Investment Portfolio Report

Investment account currently sitting at \$1,195,831 as of end of February. The account has been decreasing in value for the last month or so due to economic conditions.

c. Airport Statistics

\$900,000 in Aeronautical revenue vs \$1,200,000 in non-Aeronautical revenue. Further percentage breakdowns in expenses and revenues were discussed.

d. ****Action Item**** Discussion and possible action to pay off Loan 9001 which is currently at approximately \$1,000,000

Loan 9001 with 2.75% fixed interest rate, term to end in 2030. By paying off this loan early, the airport will save approximately \$117,000 in interest.

Director Jacalyn Wallin, motioned to authorize Airport Director to pay off Loan 9001, seconded by Director Troy Teske; the motion carried unanimously.

e. Current FAA & ADOT project updates - Airport Director, Jeremy Keating, discussed the following projects progress and updates

1) FAA Grant - Westside RSA drainage improvements – almost complete

2) FAA – Terminal A restroom renovation – advertised for bid and currently working through documentation for the FAA

3) FAA – Passenger Exit Lane Study – scope of work in process

4) FAA – Taxiway Rehabilitation design – scope of work in process

- 5) FAA – Aircraft Rescue Fire Fighting Foam Testing Equipment – in process
- 6) ADOT Grant - General Aviation Wash Rack – under construction
- 7) ADOT Grant - Apron Security Lighting upgrade to LED – design in process
- 8) ADOT Grant - Runway 16/34 PAPI replacement to LED - scoping in process
- 9) ADOT Grant – Runway 16/34 & connectors sealcoat – design in process

Airport Director further advised that photos of both the Westside RSA and Terminal Holdroom Alteration projects were in the Board binders as well as attached to the Board agenda packets for general members and guests.

f. Other Airport Development/Improvements

- Terminal Holdroom Alteration – under construction

g. ****Action Item**** Discussion and possible action to approve an Airshow in 2023 pending partner approvals.

The Airport Director explained that there had been discussions for the last few years about reviving the possibility of an Airshow. The Airport Director further advised that a potential partnership with the Laughlin Tourism Commission and City of Bullhead City has developed and we hope that both entities will approve funding to produce an Airshow for 2023.

Director Jena Morga, motioned to approve planning for an Airshow for 2023 pending financial support from partners discussed, seconded by Director Frank Sapp; the motion carried unanimously.

2. Real Estate Committee – Director Arden Lauxman, President

- Committee chair report

Introduction of new real estate listing agent, Ann Pettit, with US Southwest.

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

- Committee chair report

The Committee did not meet, yet behind the scenes efforts continue. Awaiting a ruling on the application for Small Community Air Service Development grant. The regional airline that we had been talking to about potential air service has shifted its focus to other endeavors in recent months, but we will continue to stay on their radar. Jeremy and Jack Penning of Volaire Aviation will be attending the Airports Council International of North America annual Jumpstart Conference in June where they have 6 or 7 different one on one meetings with airlines.

F. AIRPORT DIRECTOR REPORT – Airport Director, Jeremy Keating

1. Airport Staffing update

We recently hired Duane Leisle, our newest Airport Fire and Operations Coordinator. Mr. Leisle is almost complete with his training and should be working his own shift very soon. We have also recently offered a position for our other vacant Airport Fire and Operations Coordinator, however we don't expect that employee to start for a few weeks.

2. Operational Activity Report – Assistant Airport Director, Kellen Shireman

Year over year, we have seen an increase in commercial landings, enplanements and deplanements. Remain Over Night (RON) parking fees are down 9%, due to the switch in charter operations. Jet A Flowage is also down by 12%. The Café is doing well, up 127% and the rental car revenue is up by 59%.

3. General Aviation Report

All hangars are full with minimal movement. We have about 25 pilots still waitlisted for when hangars become available. Hangar safety inspections were completed in February and all hangars have been complying with all safety/fire codes. Our next General

Aviation tenant meeting will be coming up within the next few months. The Washrack and LED lighting upgrades are the two GA projects currently in progress. The FBO is still offering \$.50 off each gallon of 100LL Avgas during the weekends. And we still working on an agreement with Air'Zona as a mobile aircraft maintenance mechanic for our GA tenants.

4. Airport Rules & Regulations update

We are still in the 6-9 month process to complete. We've been communicating with tenants on drafts, looking for suggestions and request information on things they like versus what they don't like.

We're looking to have something for the board to approve by next meeting.

5. BIL Infrastructure grants

\$20 Billion to be given to airports, approximately \$15 billion in entitlement funding is split based on enplanements. Infrastructure grants will help us continue to do necessary upgrades to terminals and facilities, along with making sure our pavement is maintained and ready for when we do eventually get scheduled air service again.

6. Airport Open House

Successful event with approximately 1,000-1,500 people in attendance. Huge team effort to bring event together and make it a success.

G. PRESIDENT'S REPORT

The Authority management has done a good job informing the board of what is going on. Very soft beginning of the year but looking for ways to spend money wisely and bring cash flow into the airport.

H. NEXT REGULAR BOARD MEETING

Pursuant to the American with Disabilities Act, the Mohave County Airport Authority, Inc. endeavors to ensure the accessibility of all its programs, facilities, and services to everyone. If you need an accommodation for this meeting, please contact the Airport Authority at least 48 hours prior to the meeting to make arrangements.

- July 19, 2022, at 9:00 a.m. (MST) **PLEASE NOTE DATE CHANGE**

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 9:39 A.M.

SIGNED: /s/ Jena Morga, Secretary



7/19/22
(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.