

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

Minutes of October 11, 2022

A Regular Meeting of the Mohave County Airport Authority, Inc. (MCAA), Board of Directors was held at 9:00 a.m. MST on October 11, 2022, at the Bullhead City Elementary School District Board Room, 1004 Hancock Rd., Bldg. 100, Bullhead City, AZ 86442.

A. CALL TO ORDER

Board President Arden Lauxman called the meeting to order at 9:00 a.m.

B. ROLL CALL

Directors Present

Arden Lauxman, President; Denise Berry, Vice President; Jena Morga, Secretary; Ray Winslow, Treasurer; Frank Sapp; Jacalyn Wallin

Directors Absent

Troy Teske

General Members Present

Lance Ross; Phyllis Smith; Ronald Smith; Bill Osborne

General Members Absent

Meg McDaniel; Casey Mulligan; Scott Neal; Mary Schramm; Terri Sponder; Jeff Tipton

Staff Present

Jeremy Keating, Airport Director; Kellen Shireman, Assistant Airport Director; Robyn Derby, Administrative Assistant

Guests Present

None

C. PLEDGE OF ALLEGIANCE

Director Arden Lauxman led the Pledge of Allegiance

D. APPROVAL OF MINUTES

1. Regular Meeting Minutes of July 19, 2022

A motion was made by Director Jena Morga to approve the minutes for the Regular Quarterly Meeting of the Board of Directors of July 19, 2022, seconded by Director Ray Winslow; the motion carried unanimously.

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

- Paul Bull – Present
- Fred Doten – Late, but Present
- Bo Hellams – Absent
- Jackie Jensen – Present

A motion was made by Director Frank Sapp to approve applicants Paul Bull and Jackie Jensen, seconded by Director Jacalyn Wallin; the motion carried unanimously.

A motion was made by Director Ray Winslow to approve applicant Fred Doten, seconded by Director Frank Sap; the motion carried unanimously.

F. COMMITTEE REPORTS

The Finance & Planning Committee met on September 29, 2022.

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

a. Fiscal Year End and Year to Date Financial report

Operating funds total for FY2022 is \$3.5 million. Total Covid Relief Reimbursement used for FY2022 is \$79,185.76. As of July 31, 2022, total cash for FY2023 is \$3,597,284.43.

b. Investment Portfolio Report

The Airport Director has re-organized the account slightly. Monthly dividends from the Bond fund are now being transferred into the money market instead of being re-invested into the bond fund. This is to help offset any loss in the market. The airport also purchased \$500,000 in CDs at 4.05%.

c. ****ACTION ITEM**** - Airport Engineering Services 5 year on-call (RFQ)

Due to additional funding for infrastructure from the government and BIL, the airport had to advertise a new list of projects through a public RFQ process. It is the Airport Director's recommendation that the board allow him to enter into an agreement with Mead & Hunt for this new list of projects. A motion was made by Director Ray Winslow to authorize the Airport Director to negotiate this new general service agreement, seconded by Director Jena Morga; the motion carried unanimously.

- d. Current FAA & ADOT project updates
 - 1) FAA – Terminal A restroom renovation – in progress-expected completion early December
 - 2) FAA – Taxiway Rehabilitation design – in progress
 - 3) FAA – Aircraft Rescue Fire Fighting Foam Testing Equipment – bid documents currently being produced
 - 4) ADOT – Commercial & GA Apron Security Lighting upgrade to LED – due to economic conditions and the increase in cost for construction, this project has exceeded the authorized grant amount. The project is currently being re-packaged with bid alternates to allow the airport to phase the project over two separate funding years
 - 5) ADOT – Runway 16/34 PAPI replacement to LED – design in progress
 - 6) ADOT – Runway 16/34 & Connectors Sealcoat – awaiting projected schedule-will most likely begin in the summer of 2023

- e. Other Airport Development/Improvements
 - 1) Terminal Holdroom Alteration project – completed-Airport Director shared photos, and anyone is welcome to contact Airport Director for a tour
 - 2) Aircraft t-hangar project – will be applying for grant funding
 - 3) Other BIL projects – we are looking at applying for funding for improvement projects that meet the requirements such as energy efficiency.

2. Real Estate Committee – Director Arden Lauxman, President

The Real Estate Committee met on September 22, 2022.

a. Airport Center update

Church’s Chicken has submitted their plans to the city. We are in the process of permitting. Airport Director doesn’t expect any construction to begin for at least another 6 months while owner tries to find a contractor

b. Aero East Marketing material

We are working on marketing a small piece of land on the east side of the airport to lease for aeronautical purposes

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

a. Committee chair report

The Air Service Development and Marketing Committee did not meet. However, behind the scenes efforts continue. Expressjet had started Caesar’s charters for Harrah’s and

Tropicana until they shut down. Another regional airline has conducted an on-site visit.

Those discussions remain confidential.

G. AIRPORT DIRECTOR REPORT

1. Airport staffing update – Jeremy Keating

We have an open fire and ops position that we are currently doing interviews for.

2. Operational Activity Report – Kellen Shireman

The enplanement and deplanement numbers are up slightly from last year.

The FBO Fuel flow is up 41 percent.

The Café revenue is up 28 percent.

The rental car revenue continues to go up.

With the exit of Swift, we do not have nearly as many RON fees as we use to.

Commercial Landings are down 12 percent.

3. General Aviation Report

We have one hangar that will be available soon and we are working through our waiting list to find a tenant.

We are putting some new procedures in place soon including a fee for our waiting list to establish the perceived vs. actual hangar need.

We will be applying for Grant funding for the new Hangar build.

The last GAC meeting was July 22, 2022.

Signature is still offering 50 cents off 100LL gas on weekends

Clifford Logan is the new GM for Signature.

We are still trying to find a mobile mechanic to service our GA Tenants

4. Hertz – Jeremy Keating

Hertz has terminated their lease effective October 31, 2022

We are reaching out to both Enterprise and Avis/Budget to gauge interest in leasing space

5. Local Student Career expo – Jeremy Keating

We have a booth with a game and prizes set up for the Local Student Career expo today, October 11, 2022

6. Young Eagles event – Jeremy Keating

We will be participating in the Young Eagles event again this year. It is scheduled for November 19, 2022.

7. 2023 Laughlin/Bullhead Airshow update

We have the website and Facebook page up and running.

We recently received a \$10,000 sponsorship from Findlay auto.

We have \$75,000 from the city, \$75,000 from LTC, and we were awarded a \$150,000 grant from the Arizona office of tourism.

H. PRESIDENT’S REPORT

Discussed continuing to recruit new members

I. NEXT REGULAR BOARD MEETING

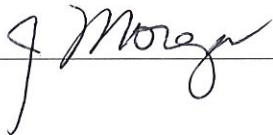
- January 10, 2023, at 9:30 a.m. (MST)

Bullhead City Elementary School District Board Room, 1004 Hancock Rd., Bldg. 100

J. ADJOURN REGULAR BOARD MEETING

With no further action, Director Arden Lauxman adjourned the meeting at 10:02 a.m.

SIGNED: /s/ Jena Morga, Secretary



1/10/23
(Date signed)