



Laughlin/Bullhead International Airport
2550 Laughlin View Drive, Suite 117
Bullhead City, AZ 86429
(928) 754-2134

MOHAVE COUNTY AIRPORT AUTHORITY

REGULAR MEETING – Tuesday, October 17, 2023, at 9:00 a.m.
Bullhead City Elementary School District Board Room
1004 Hancock Rd. Bldg. 100, Bullhead City, AZ 86442

AGENDA

NOTICE IS HEREBY GIVEN to the Members of the Board of the Mohave County Airport Authority, Inc. and to the general public that the Mohave County Airport Authority, Inc. (MCAA) will hold a meeting open to the public on the date, time and location as indicated above.

NOTICE IS HEREBY GIVEN that the MOHAVE COUNTY AIRPORT AUTHORITY, INC., (MCAA) may hold an Executive Session prior to or during its Regular Meeting to discuss personnel, legal and real estate matters pursuant to A.R.S. §38-431-.03A (1), (3), (4), and (7).

NOTICE IS HEREBY GIVEN that the MOHAVE COUNTY AIRPORT AUTHORITY, INC., (MCAA) will meet one hour prior to the Regular Session (8:00 am) for the following EXECUTIVE SESSIONS:

EXECUTIVE SESSION A.R.S. § 38-431.03 (1)

- Personnel

****ACTION ITEM** - Vote to follow in Regular Session**

EXECUTIVE SESSION A.R.S. § 38-431.03 (7)

- Real Estate

****ACTION ITEM** - Vote to follow in Regular Session**

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. APPROVAL OF MINUTES

1. Regular Meeting Minutes of July 11, 2023

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.

E. INTRODUCTION OF MCAA's new hires/promotions

- Finance Administrator – Tracy Cook (Hire)
- Airport Administrator- Stephanie Cardenas (Promotion)
- Custodian (Hire) – Maricela Esquer De Loya

F. COMMITTEE REPORTS

2. Finance & Planning Committee

a. Year to Date Financial report

b. Investment Portfolio Report

c. Annual Audit is underway.

d. FY 24 Budget

- ****ACTION ITEM** - FY2024 Budget eVote Communications - Vote to enter communications into the public record.**

e. Current FAA & ADOT project updates

1) FAA – Taxiway A Rehabilitation- Project pushed to next year. Preparing Grant submission.

2) FAA-BIL T-Hangar Project- Design Phase

i. Notice to the public regarding the 500-year floodplain and Public Comment period completed.

ii. Record of Negotiations completed on September 18, 2023.

3) FAA-BIL – Control Tower Assessment

i. Grant was approved September 11, 2023.

ii. Site visit completed October 2, 2023.

4) ADOT – Commercial & GA Apron Security Lighting upgrade to LED – Awaiting Materials

5) ADOT - Runway 16/34 PAPI replacement to LED – Awaiting Materials

- 6) ADOT – Runway 16/34 Sealcoat – Start date April 15, 2024; End date April 25, 2024.
- 7) ADOT- Terminal Holdroom Restrooms – Plumbing issues added to the project revised proposal for scope of work and cost received September 8, 2023.
- 8) ADOT- AWOS Replacement- Awaiting the Grant approval.

3. Real Estate Committee

- Committee chair report- Ann Pettit will provide the committee’s update

4. Air Service Development & Marketing Committee

- a. Committee chair report
- b. SCASD grant update
- c. Aviation Consulting Agreement

- ****ACTION ITEM** - Volaire Consulting Agreement – Vote to approve the renewal**

G. AIRPORT DIRECTOR REPORT

1. Airport Staffing update
2. Operational Activity Report
 - First Report using VirTower
3. General Aviation Report
4. Purchase of climate control storage container for catering storage.
 - Container is in service.
5. Appraisal of Airside property
 - Appraisal completed.
6. HVAC Maintenance update
7. 2023 Laughlin/Bullhead Airshow update
8. Airport District Office airport visit completed September 14, 2023

- ****ACTION ITEM** - FY2024 ATP BIL Grant – ATP Committee - Vote to select a committee to approve the ATP Grant submission**

9. TURO vehicle rental operating agreement

- ****ACTION ITEM** - TURO Agreement - Vote to accept the agreement.**

10. Airport Part-139 Full-Scale Emergency exercise

- January 2024

H. PRESIDENT’S REPORT

I. NEXT REGULAR BOARD MEETING

- January 9, 2024, at 9:00 a.m. (MST)

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

J. ADJOURN REGULAR BOARD MEETING