



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

MOHAVE COUNTY AIRPORT AUTHORITY

REGULAR MEETING – Wednesday, April 10, 2024, at 9:00 a.m.
Bullhead City 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:

- A. CALL TO ORDER
- B. ROLL CALL
- C. PLEDGE OF ALLEGIANCE
- D. APPROVAL OF MINUTES
 - 1. Regular Meeting Minutes of January 9, 2024
- E. APPROVAL OF SPECIAL SESSION MINUTES
 - 1. Special Session Meeting Minutes of March 15, 2024
 - i. Laughlin Bullhead Air Show - Public
 - ii. Personnel Matter – Closed Session

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.

F. APPROVAL OF EXECUTIVE SESSION MINUTES

1. Executive Session (Personnel matter) of March 21, 2024.

- i. The meeting was held in a public forum at the request of the subject person the meeting pertained to.

G. APPROVAL OF AMENDED MCAA BY LAWS

1. Regular Quarterly Meeting, January 9, 2024, The MCAA Board of Directors voted to amend the By-Laws to change the Regular Quarterly Meetings from the Second Tuesday to the Second Week.

****ACTION ITEM** - Vote to approve the Amended MCAA By Laws****

H. INTERNATIONAL ASSOCIATION OF FIRE FIGHTER (IAFF).

1. Overview of the IAFF. Captain Daniel Hugo, IFP ARFF/Operations Captain

I. INTRODUCTION OF MCAA's new hires/promotions

- Airport Administrator- Vanessa Acosta (Hire)
- Fire Fighter – Gustave Pardo (Hire)

J. COMMITTEE REPORTS

K. AIR SERVICE DEVELOPMENT & MARKETING COMMITTEE

- Committee Did not meet.

L. FINANCE & PLANNING COMMITTEE

1. MCAA Special Session in lieu of Committee meeting.
2. Year to Date Financial report.
3. Profit and Loss statement.
4. Airport CPA.
5. FY2025 Budget proposal/schedule.
6. Landing Fees realized, February 2024
 - i. Vector collects the landing fees.
 - ii. Golf Tournament and Super Bowl.

M. CURRENT FAA & ADOT PROJECT UPDATES

1. FAA – Taxiway A Rehabilitation- Project. Preparing Grant submission.

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.

2. FAA-BIL T-Hangar Design Project- Grant was awarded.
3. FAA-BIL ATP Terminal Assessment.
 - i. The MCAA did not receive the FY2024 ATP Grant, but the MCAA's vote to conduct the first phase of the terminal assessment has made progress in creating design models and gives the MCAA concepts for terminal expansion.
4. FAA-BIL – Control Tower Assessment
 - i. Assessment is completed.
 - ii. Grant for actual upgrades is being prepared.
 - iii. FAA announcement of the MCAA being awarded a \$2M Grant was released March 2024. Director and consultants will prepare package for actual repairs, renovations, and upgrades this quarter.
5. ADOT – Commercial & GA Apron Security Lighting upgrade to LED
 - i. Completed.
6. ADOT – Runway 16/34 Sealcoat –
 - i. Start date April 15, 2024; End date April 25, 2024.
 - ii. Pre-Construction meeting is completed.
 - iii. Fully funded by ADOT.
7. ADOT - Precision Approach Precision Instrument System (PAPIS) replacement to LED
 - i. Project will take place the same time as the Crack Seal project.
8. ADOT- Terminal Hold-Room Restrooms
 - i. Project has gone out to bid.
9. ADOT- AWOS Replacement
 - i. Grant is Approved – Environmental is completed.
 - ii. Project is out for Bid.

N. REAL ESTATE COMMITTEE

- The committee met on March 21, 2024.
- Committee chair report- Arden Lauxman will provide the committee's update.

O. GENERAL AVIATION COMMITTEE

- Met on February 27, 2024.

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.

- Committee chair report- Roger Dawes will provide the committee's update.

P. GENERAL MEMBERSHIP APPLICATIONS

****ACTION ITEM** - Vote to approve individual General Members as listed below****

1. David Bennet - Mohave County, AZ
2. Barbara Pape - Mohave County, AZ
3. Michael Terry - Mohave County, AZ
4. Robert Bilbray - Clark County, NV

Q. AIRPORT DIRECTOR REPORT

1. Airport Staffing update

- Assistant Airport Director position will not be filled.
- Airport Director has created a Director of Operations position
- ARFF/Operations has seen an increase of applicants (2 vacancies).
- ARFF Manager position will be advertised in April 2024

2. Operational Activity Report

- Virtower
- ATCT

3. 2024 Laughlin/Bullhead Airshow update

5. Airport Part-139 Airport Certification Inspection.

6. RFP for Legal Services – MCAA received Gust Rosenfeld Law, Letter of Engagement.

7. Employee Compensation Increases:

- This item was tabled from 1/9/2024 Board meeting. The discussion is to determine whether the MCAA employees receive Merit or Annual COLA increases.

****ACTION ITEM** - MCAA Employee compensation increases - Vote to choose Merit or Annual COLA compensation increases.**

8. MCAA 2024 Employee Handbook – The Employee Handbook has been reviewed by ADP and the MCAA's Attorney.

****ACTION ITEM** - 2024 Edition Employee Handbook - Vote to accept the proposed MCAA Employee Handbook.**

R. PRESIDENT'S REPORT

S. NEXT REGULAR BOARD MEETING

- Wednesday, July 10, 2024, at 9:00 a.m. (MST)

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

T. ADJOURN REGULAR BOARD MEETING