



**MINUTES OF PUBLIC MEETING OF THE
PHOENIX-MESA GATEWAY AIRPORT AUTHORITY
BOARD OF DIRECTORS | July 18, 2017**

A public meeting of the Phoenix-Mesa Gateway Airport Authority was convened on July 18, 2017, beginning at 9:00 a.m. in the Board Room (Saguaro A & B) of the Gateway Administration Building, 5835 South Sossaman Road, Mesa, Arizona.

Members Present

Mayor Jenn Daniels, Gilbert
Mayor Jeff Serdy, Apache Junction
Lt. Governor Monica Antone, Gila River Indian
Community (*via telephone*)
Mayor Gail Barney, Queen Creek
Councilmember Thelda Williams, Phoenix
Mayor John Giles, Mesa*
** Not present nor represented*

Airport Staff Present

J. Brian O'Neill, Executive Director/CEO
Scott Brownlee, Deputy Director/COO
Chuck Odom, CFO
Maria Gonzalez, Clerk of the Board
Veronica Lewis, Human Resources Director
Ann Marie Anderson, Attorney

Members of the Public

Roc Arnett
Candace Barrier, Rosendin Electric
Councilmember Robin Barker, City of Apache Junction
Aric Bopp, City of Mesa
Matt Busby, City of Apache Junction
Jamie Bennett, Town of Queen Creek
Chad Constance, Rosendin Electric
Rex Ginder, UND Aerospace
Chris Hucker, Mead & Hunt
John Lewis, East Valley Partnership

Jarrett Moore, Kimley-Horn
Tim Morrison, FAA-PHX-ADO
Bridget Penton, City of Phoenix
Steve Reeder, Kimley-Horn
Richard Reese, AMEC Foster Wheeler
Michael Romero, Amec Foster Wheeler
Stephanie Salazar, Arizona State University
Ken Snyder, Dibble Engineering
Vice Mayor Chip Wilson, City of Apache Junction

1. Call to Order at 9:00 a.m. (Mayor Jenn Daniels, Vice Chair)

2. Call to the Public.

There were no public comments.

3. Executive Director's Report – J. Brian O'Neill, A.A.E., Executive Director/CEO

The Board of Directors received information related to operational and passenger activity, noise summary, fuel sales, and financials. Fiscal Year-to-Date 17 (FYTD17) preliminary net operating income \$1,400,596 a 62.5% increase over the same time last fiscal year.

The US Forest Service (USFS) has had an active year. Gateway Airport hosted three DC10's on June 28, 2017 and sold 42,000 gallons of fuel in one day. Just for comparison purposes, Allegiant uses approximately 32,000 gallons of fuel at the Airport on their busy days. During FY17, the USFS loaded over 1,000,000 gallons of fire retardant at their Gateway Airport base; a significant increase compared to the 675, 000 gallons loaded in FY16.

The final phase (Phase V) of the North Apron Area project is well underway with an anticipated completion date of the first week in September. As a reminder, this project included the removal and replacement of 17+ football fields – including end zones - of concrete ramp area (1,000,000 sq. ft.). PMGAA was very fortunate that the Federal Aviation Administration (FAA) provided AIP Entitlement and Discretionary Grants that

allowed the project to be completed in one phase rather than breaking it up over several years. Mayor Jeff Serdy asked what happened to the old concrete, and Mr. O'Neill stated that the original concrete from 1941 was reclaimed and used as the subbase under the new concrete.

Preliminary operational metrics for Year-End FY17 revealed: 1,346,635 total passengers during the fiscal year (2nd highest); 273,261 total operations (2nd highest); \$2.9M in vehicle parking revenue (highest); 41,116 fuel transactions (highest); 16,041,561 total gallons of fuel pumped (3rd highest); and an estimated \$1.4M in net operating income (highest). Just four years ago, member contributions were used to cover operating costs, and for the last three years PMGAA has supported the Airport's operation with revenues generated on-airport. Annual member contributions are invested in airport facility and infrastructure projects. In FY17, Allegiant maintained an 86% annual load factor and WestJet had a 93% load factor during their first season at Gateway Airport.

PMGAA staff continues to identify ways to increase non-airline concession revenue. In FY17, revenue per enplaned passengers (EPAX) rose to \$0.45 compared to \$0.37 in FY16; a 25% increase.

4. Presentation: Strategic Business Plan Update – Veronica Lewis, PHR, Human Resources Director

Ms. Lewis provided the Board with an overview of the seven strategic goals of the organization, the overall tactical plan, and the various department-specific implementation plans.

5. Consent Agenda

- a. **Minutes** of the Board Meeting held on **June 20, 2017**.
- b. **Resolution No. 17-29** Amending the expenditure limit of \$50,000 for Fire Vehicles and Equipment Maintenance Services for FY17 approved on May 17, 2016 via Resolution 16-15 to \$63,450.39.
- c. **Resolution No. 17-30** Authorizing an Intergovernmental Agreement with the **City of Mesa** for Fire Vehicles and Equipment Maintenance Services, effective July 1, 2017 through June 30, 2020 at a cost not to exceed \$60,000 per year, for a grand total of \$180,000.
- d. **Resolution No. 17-31** Authorizing an agreement for financial participation with the **City of Mesa** to share state and federal lobbyist and consulting services, effective July 1, 2017 at a cost not to exceed \$99,600.
- e. **Resolution No. 17-32** Authorizing an agreement with **Waxie Sanitary Supply** for the purchase of janitorial supplies between August 2, 2017 and August 1, 2018 in the amount of \$77,000.
- f. **Resolution No. 17-33** Authorizing the purchase of five airport service trucks from **San Tan Ford** in the amount of \$165,298.57.
- g. **Resolution No. 17-34** Authorizing a new agreement with the **Arizona State Parks Board** (DBA Arizona State Parks & Trails) relating to state historic preservation requirements for airfield maintenance and utility repairs.
- h. **Resolution No. 17-35** Authorizing the purchase of hardware and installation refresh with **CDW-G** through the use of a Arizona State Contract at a cost not to exceed \$125,000.

Mayor Gail Barney moved to approve the Consent Agenda; Mayor Jeff Serdy seconded the motion. The motion was carried unanimously.

Consideration and Possible Approval of:

6. **Resolution No. 17-36** Approval of Authorization of Services No. 16A-1706 with **Dibble Engineering** for Construction Administration Services of the Taxiway Alpha Reconstruction Project for a total cost not to exceed \$211,742.

Councilwoman Thelda Williams moved to approve Resolution No. 17-36; Mayor Gail Barney seconded the motion. The motion was carried unanimously.

7. **Resolution No. 17-37** Authorizing a construction contract with **Nesbitt Contracting Co., Inc.** for Taxiway Alpha Reconstruction for a total cost not to exceed \$4,378,548.96.

Councilwoman Thelda Williams moved to approve Resolution No. 17-37; Mayor Gail Barney seconded the motion. The motion was carried unanimously.

8. **Resolution No. 17-38** Adoption of revisions to the **Airport Rates and Charges** schedule with an effective date of August 1, 2017.

Councilwoman Williams asked to receive a total amount in waived fees sometime in the near future.

Councilwoman Thelda Williams moved to approve Resolution No. 17-38; Mayor Gail Barney seconded the motion. The motion was carried unanimously.

9. **Election of Chair and Vice Chair.**

Councilwoman Thelda Williams motioned to nominate Mayor Jenn Daniels as Chair, representing Gilbert and Mayor Jeff Serdy as Vice Chair, representing Apache Junction. Mayor Gail Barney seconded the motion. The motion was carried unanimously.

10. **Election of Secretary and Treasurer.**

Mayor Jeff Serdy motioned to nominate Lt. Governor Monica Antone as Secretary, representing the Gila River Indian Community and Mayor Barney as Treasurer, representing the Town of Queen Creek. Councilwoman Thelda Williams seconded the motion. The motion was carried unanimously.

11. **Board Member Comments/Announcements**

Chairwoman Daniels announced there would not be a Board meeting in August.

12. Next Meeting: Tuesday, September 19, 2017 at 9:00 a.m. in the Board Room (Saguaro A & B) of the Gateway Administration Building, 5835 South Sossaman Road, Mesa, Arizona.

13. Adjournment.

The meeting adjourned at 940 a.m.

Dated this ____ day of _____, 20____.

Maria E. Gonzalez, Clerk of the Board

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