

MINUTES OF THE REGULAR MEETING
OF
KINGMAN AIRPORT AUTHORITY, INC.
BOARD OF DIRECTORS
September 17, 2009

A regular meeting of the Kingman Airport Authority, Inc. Board of Directors was held on September 17, 2009, commencing at 4:30 PM in the Kingman Airport Authority Conference Room, 7000 Flightline Drive, Kingman, AZ 86401, pursuant to duly mailed and posted notice.

DIRECTORS PRESENT: Michael Schoeff, Thomas Clark, Vearl Haynes, William Matunas, Jerry Hawkins, Krystal Burge, Mike Dom.

DIRECTORS ABSENT: Bruce Mitchell

MEMBERS PRESENT: Ron Bitney, Scott Brackett, Paul Gaines, Larry Lewis, Jean Liss, Thomas McLarty, Martin Swanty.

MEMBERS ABSENT: Michael Blair, Thomas Bridges, Seth Dyson, Richard Holmstrom, Richard (Dick) McDonald, Thomas Peacock, Gary Rucker, Kevin Schleeter, Eugene Simpson, Friend Walker, Michael Taylor.

STAFF PRESENT: David French, Brenda Chastain, Janie Platt, Delbert Plumley, Robert Riley.

OTHERS PRESENT: Lance McIntosh

PUBLIC INPUT: Staff introduced Mr. Lance McIntosh of Z & H Engineering, Inc.

On **motion** by Thomas Clark, seconded by Vearl Haynes, the directors present voted to go into executive session to discuss those items on the agenda pertaining to finances and/or land purchases.

Upon reconvening into regular session, and on **motion** by Krystal Burge, seconded by William Matunas, the directors present voted to approve the Minutes of the August 20, 2009 Regular meeting of the Board of Directors as presented.

On **motion** by Thomas Clark, seconded by Vearl Haynes, the Directors present voted to approve the Accounts Payable for the month of August 2009 as presented.

REPORTS:

Airfield Committee: Thomas Clark, Chair, stated there had been a meeting during the month of August and the items discussed were on the agenda for further discussion and/or possible action.

Industrial Park Committee: Jean Liss, Vice Chair, stated there had been a meeting and the items discussed were on the agenda for further discussion and/or possible action.

Finance Committee: William Matunas, Chair, reported there had been a meeting and the items discussed were on the agenda for further discussion and/or possible action.

OLD BUSINESS: NONE

NEW BUSINESS:

On **motion** by Krystal Burge, seconded by William Matunas, the directors present voted to renew the lease with ModSpace for a three (3) year term at a rate of \$418 per month beginning September 27, 2009.

On **motion** by Krystal Burge, seconded by William Matunas, the directors present voted to renew the lease with Government Services Administration (GSA) for the TSA office trailer for a two (2) year period at the current rate (\$1,947 per month), plus 3% annual increases.

Thomas Clark reported the rain gutters on Mr. Deering's hangar had been installed. Therefore, no further discussion or action was taken.

On **motion** by Jerry Hawkins, seconded by Thomas Clark with Krystal Burge abstaining from any discussion, the directors present approved the Release of Deed Conditions for Hualapai Hangar requested by Everett Burge, and authorized staff to forward to the City Council for final approval.

On **motion** by Thomas Clark, seconded by William Matunas, the directors present authorized the acceptance of ADOT Grant No. E9F23 in the amount of \$1,849, the State's share of the Airfield Signage and Markings Upgrade project at the Kingman Airport.

Within the same **motion**, the directors authorized the acceptance of ADOT Grant No. E9F25, the State's share of the Phase II Environmental for the Runway Protection Zone in the amount of \$1,079.

On **motion** by Krystal Burge, seconded by Vearl Haynes, the directors present voted to accept the offer from ADOT Aeronautics of Grant No. E7F64 (Federal/State/Local grant for Phase I Environmental for the acquisition of State Land for the Runway Protection Zone), extending the term of the grant through June 30, 2011.

Within the same **motion**, the directors present voted to accept the offer from ADOT Aeronautics extending the term of Grant No.E7S13 (Design Only of the North & South Ramp Reconstruction, and other Design Only projects) through June 30, 2011.

On **motion** by Vearl Haynes, seconded by Krystal Burge, the directors present authorize the expenditure of \$9,935.65 to Steel Erection & Maintenance for the installation of rain gutters on the front and back sides of the administrative office.

On **motion** by Jerry Hawkins, seconded by William Matunas, the directors present voted to authorize staff to proceed with the sale of 10 acres of land to a plastic pipe fitting manufacturer to construct a 30,000 sq. ft. facility employing a minimum of 10 people. Staff was authorized to expend up to \$48,000 to extend sewer service along either Flightline Drive or Olympic Way to accommodate the new facility.

As a result of executive session, on **motion** by Krystal Burge, seconded by Thomas Clark, the directors authorized customer write-offs as recommended by the Finance Committee. Within the motion, staff was authorized to use its discretion on future write-off amounts not to exceed \$250 without prior approval from the Board of Directors.

Staff was instructed to create a waiver form to be signed by directors and members of the Authority prior to releasing their personal information, such as phone numbers, e-mail address, etc.

STAFF REPORTS:

The Executive Director, Dave French submitted his written staff report for the month of August 2009.

There being no further business, on **motion** by William Matunas, seconded by Krystal Burge, the meeting was adjourned.

Signed:/s/ Michael Schoeff, President

Attest:/s/ Vearl Haynes, Secretary