



**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 (FYTD) actual Net Income is \$1,400,596 a 62.5% increase over the same time last fiscal year.

Gateway, (via the US Forest Service (USFS) hosted three DC10's on June 28, 2017 and sold 42,000 gallons of fuel in one day. Just for comparisons, approximately 32,000 gallons of fuel are sold to Allegiant on their busiest day. In FY17, the USFS loaded over 1,000,000 gallons of fire retardant, compared to 675, 000 gallons in FY16.

The North Apron Area project is entering its final phase (Phase V) with an anticipated completion date of September 7, 2017. As a reminder, this project was the removal and replacement 17+ football field of concrete ramp area - 1,000,000 sq. ft. PMGAA partnered with the Federal Aviation Administration by taking the AIP Entitlement and Discretionary funds allowing us to complete this project in one phase rather than breaking the

project over several years. Mayor Serdy asked what happened to the old concrete, and Mr. O'Neill stated that the original concrete from 1950's was reclaimed as the subbase under the new concrete.

The FY17 Preliminary Operational Metrics that PMGAA staff monitors indicate 1,346,635 total passengers; the second highest activity level at the Airport. Total operations at was also the second highest. Vehicle parking revenue at \$2.9 million is the highest achieved. Fuel transactions at 41,116, the highest level achieved thus far. Total gallons pumped at 16 million; the third highest level achieved. The Net Operating Income at 1.4 million to the positive; the highest achieved thus far. Just four years ago, the member contributions were used to cover operating costs, and for the last three years, PMGAA has operated on the monies generated on Airport. The member contributions for infrastructure and facility improvements as we continue to grow. New facility leases at 74,326 sq. ft. of existing facilities that went under lease compared to last year at approximately 36,000sq. ft. As there is not a lot of available square footage to lease, we will focus on the raw land and get creative with public/private partnerships to get facilities built without using our capitol. Allegiant maintained an 86% load factor for the year, and WestJet had a 93% load factor.

With respect to our efforts to increase the Food & Beverage (F&B) Concession Revenues PMGAA receives, we lag the industry average including Airports of the same size in the amount of money spent on F&B due to the frugalness of customers and the way aircraft is boarded. Improvements have been made to the TSA Checkpoints, and Allegiant has worked with us to get customers through earlier. In FY16, per enplaned passengers was \$0.37 (low) and recorded \$0.45 in FY17 (more towards the average), 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 Strategic Goals, the Tactical Plan, and the Department Strategic 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 19<sup>th</sup> day of September, 20 17.



---

Maria E. Gonzalez, Clerk of the Board