MINUTES OF PUBLIC MEETING OF THE  
PHOENIX-MESA GATEWAY AIRPORT AUTHORITY  
BOARD OF DIRECTORS | November 17, 2020

A public meeting of the Phoenix-Mesa Gateway Airport Authority (PMGAA) was convened on Tuesday, November 17, 2020, beginning at 9:00 a.m. in the Board Room (Saguaro A&B) of the Gateway Administration Building, 5835 S Sossaman Road, Mesa, Arizona.

Members Present
Mayor Gail Barney, Queen Creek  
Councilwoman Thelda Williams, Phoenix (via videoconference)  
Mayor John Giles, Mesa (via videoconference)  
Councilmember Scott September, Gilbert  
Mayor Jeff Serdy, Apache Junction  
Lt. Governor Robert Stone, Gila River Indian Community (via videoconference)

Airport Staff Present
J. Brian O’Neill, Executive Director/CEO  
Scott Brownlee, Deputy Director/COO  
Chuck Odom, CFO  
Misty Johnson, Clerk of the Board  
Jill Casson Owen, Attorney (via videoconference)

* Neither present nor represented

1. **Call to Order** at 9:01 a.m. (Mayor Barney)

2. **Roll Call.**

3. **Pledge of Allegiance.**

4. **Call to the Public.**
   There were no public comments.

5. **Executive Director’s Report.** J. Brian O’Neill, A.A.E., Executive Director/CEO  
   Executive Director O’Neill provided a briefing on PMGAA financial performance, passenger activity, the community noise report, and various Airport projects.  
   - Fiscal Year-to-Date (FYTD) Net Operating Income is $983,546.
   - Commercial passenger statistics show continued recovery, with Gateway Airport down 22% compared to the same time period last year.
   - Allegiant has added two new non-stop destinations. Service to Santa Maria, California begins on November 19th and service to Houston, Texas will begin on February 11th.
   - Construction on SkyBridge Arizona’s 82,500 SF hangar will be complete the first week of December. The APS hangar is progressing and is scheduled to be completed by the second week of February 2021. Wetta Ventures has received a Certificate of Occupancy for their 50,000 SF hangar and is hopeful that a tenant will take possession of the facility at the beginning of the new year.
   - Deputy Director Brownlee provided an update on the recent successful annual TSA Security Inspection with no reportable conditions. He recognized the efforts of PMGAA’s Security, Operations, and Maintenance Team for their exceptional work.
   - A groundbreaking event for SkyBridge Arizona’s hotel project will be held today at 10:30 a.m. for a limited number of invited guests. The hotel will offer two Wyndham Hotel brands (Hawthorne and Wingate).
• PMGAA has begun the process of identifying a qualified and experienced development partner for Gateway East, a 400-acre mixed use development opportunity located on the east side of the Airport. A Request for Qualifications (RFQ) will be released during the first quarter of 2021.

• Due to COVID-19 safety concerns and public gathering limitations, a virtual ground-breaking video for the new Air Traffic Control Tower is being created to help recognize the many individuals that made the important infrastructure project a reality. The video will be shared with the PMGAA Board; member communities; federal, state, and local elected officials; the Federal Aviation Administration; the national media; and other key stakeholder groups.

• The relocation of the Ellsworth Channel and the construction of the Hawes Road bridge will be completed by the end of the year. This important $11M project is being funded through Passenger Facility Charges (PFCs). A future, demand-driven commercial passenger terminal will be accessed from the Loop 202 San Tan Freeway by Hawes Road.

• PMGAA is continuing to improve commercial passenger terminal concessions. A ribbon-cutting event for the opening of the new Panera Bread restaurant will be held on November 18th. This marks the third new concession this year; O.H.S.O. Brewery and the Saguaro Mercantile also opened during 2020. Macayo’s Mexican Restaurant and the new Infusion Tea & Coffee will be completed in 2021.

6. Presentation: Draft Audited Financials. – Sandra Cronstrom, Principal – CliftonLarsonAllen, LLP

Ms. Cronstrom provided a brief overview of the Fiscal Year 2020 Draft Audited Financials, which will result in an issuance of an unmodified (clean) opinion for the Phoenix-Mesa Gateway Airport Authority. No material audit adjustments were made. The audit is substantially complete but not finalized due to the federal government not yet releasing final guidance on the Coronavirus Aid, Relief, and Economic Security (CARES) Act grants. The audit was tested under federal guidance available to date with no findings or recommendations. Once the audited financials have been finalized, they will be presented to the Board for acceptance.

Chuck Odom, PMGAA CFO thanked Ms. Cronstrom for presenting to the Board. He also thanked the finance team for their efforts in this successful independent audit. Normally, the Board would accept the report as presented at this time.

7. Consent Agenda.

a) Minutes of the Board Meeting held on October 20, 2020.

b) Resolution No. 20-46 Authorizing the purchase of airfield lighted signs and parts from ADB Safegate in an amount not to exceed $115,103.47.

c) Resolution No. 20-47 Adopting the amended Investment Policy with an effective date of November 17, 2020.

d) Resolution No. 20-48 Authorizing the purchase of one vehicle from San Tan Auto Partners, LLC dba San Tan Ford (San Tan Ford) not to exceed $51,046.15.

e) Resolution No. 20-49 Authorizing the purchase of a landscape irrigation control system from Global Data Specialist in an amount not to exceed $105,228.48.
f) Resolution No. 20-50 Approval of Authorization of Services for Taxiway W Rehabilitation Design Services with Kimley-Horn & Associates in an amount not to exceed $54,576 under CIP 744.

The Consent Agenda was approved unanimously.

Consideration and Possible Approval of:

8. Resolution No. 20-51 Authorizing amendment of the FY21 Capital Improvement Program to include project CIP 719 Alpha Apron Expansion Phase III not to exceed $6.3 million.

Mayor Jeff Serdy moved to approve Resolution No. 20-51.
Councilwoman Thelda Williams seconded the motion.
The motion was carried unanimously.


Councilwoman Thelda Williams moved to approve Resolution No. 20-52.
Mayor Jeff Serdy seconded the motion.
The motion was carried unanimously.

10. Board Member Comments/Announcements.
Mayor Serdy introduced his successor Apache Junction Mayor-Elect Chip Wilson. Lt. Governor Stone announced his last meeting will be December 15th. Lt. Governor-Elect Monica Antone will represent the Gila River Indian Community on the Board beginning in January. Mayor Barney thanked the outgoing Board members for their service.

11. Next Meeting: Tuesday, December 15, 2020 at 9:00 a.m. in the Board Room (Saguaro A&B) of the Gateway Administration Building, 5835 S Sossaman Road, Mesa, Arizona. Members of the Phoenix-Mesa Gateway Airport Authority may attend either in person or by telephone/videoconference.

The meeting adjourned at 9:35 a.m.

Dated this 19th day of January 2021.

Misty Johnson, Clerk of the Board