



**MINUTES OF PUBLIC MEETING OF THE  
PHOENIX-MESA GATEWAY AIRPORT AUTHORITY  
BOARD OF DIRECTORS | December 20, 2022**

A public meeting of the Phoenix-Mesa Gateway Airport Authority (PMGAA) was convened on Tuesday, December 20, 2022, 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 Brigitte Peterson, Gilbert  
Councilmember Jim Waring, Phoenix (*via audioconference*)  
Mayor Chip Wilson, Apache Junction  
Lt. Governor Monica Antone, Gila River Indian Community (*via audioconference*)  
Vice Mayor Jeff Brown, Queen Creek  
Mayor John Giles, Mesa  
*\* Neither present nor represented*

**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

**1. Call to Order** at 9:00 a.m. (Mayor Peterson, Chair)

**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 \$827,634.
- Record setting passenger activity in October! (150,846 total passengers)
- 2022 Authority accomplishments includes:
  - Record-Setting Commercial Passenger Activity
  - Record-Setting Financial Performance and Clean Financial Audit
  - Exceptional 14 CFR Part 139 Certification Inspection and TSA Security Inspection
  - Successful Triennial Live Emergency Preparedness Exercise
  - Increased Commercial Air Service
  - Supported SkyBridge Arizona and Gateway *East* Master Developments
  - Dedicated New Air Traffic Control Tower
  - Constructed North Aircraft Overnight Parking Pad
  - Expanded TSA Security Screening Checkpoint
  - Replaced Parking Revenue Control System
  - Constructed Alpha Apron Phase III
  - Expanded Ray Road Economy Parking Lot

- Constructed New Terminal Tenant Parking Lot
- Completed Rental Car Return Lot Reconstruction
- Implemented Classification and Compensation Study Recommendations
- Retained Executive Team and All Department Directors
- Maintained Comprehensive Community Relations Program
- Increased Number of Terminal Volunteers in the A.V.I.A.T.O.R. Program
- 2023 Program of Work includes the following:
  - Record-Setting Commercial Passenger Activity
  - Record-Setting Financial Performance, Clean Financial Audit, and BIL Funding
  - Exceptional 14 CFR Part 139 Certification Inspection and TSA Security Inspection
  - Complete Gateway Tomorrow East Side Terminal Planning Study
  - Increase Commercial Air Service – New Destinations and a New Airline
  - Support SkyBridge Arizona and Gateway *East* Master Developments
  - Successfully Open Gulfstream’s New Facility and Virgin Galactic’s First Hangar
  - Complete Enclosed Pedestrian Walkway
  - Complete Gulfstream Taxiway Connectors
  - Complete Center Runway Reconstruction
  - Complete Alpha Apron Phase IV
  - Complete Rental Car Care Facility
  - Continue Fuel Farm Storage Expansion (substantial completion 1/15/2024)
  - Continue Work on Terminal Addition (substantial completion 1/4/2024)
  - Support City of Mesa’s East Side Infrastructure Projects
  - Retain Executive Team and All Department Directors
  - Maintain Comprehensive Community Relations Program
  - Increase Number of Terminal Volunteers in the A.V.I.A.T.O.R. Program

**6. Consent Agenda**

- a) **Minutes** of the Board Meeting held on **November 15, 2022**.
- b) **Resolution No. 22-74** – Adopting the revised **Airport Rates and Charges** schedule with an effective date of January 1, 2023.
- c) **Resolution No. 22-75** – Approving a one-year Air Carrier Operating Agreement with **Allegiant Air, LLC**.
- d) **Resolution No. 22-76** – Authorizing services with **Universal Protection Service, LP dba Allied Universal Security Services (Allied)** to provide unarmed security guard services annually. Labor is a variable amount based on demand. Hourly labor rates, which include fringe benefits, for year one of the contract are below and may be adjusted on an annual basis:

<u>Description</u>	<u>Est. Weekly Hours</u>	<u>Billable Rate</u>
Standard security guard - regular time	60	\$27.44
Standard security guard - overtime	10	\$41.16
<u>Description</u>	<u>Est. Annual Hours</u>	<u>Billable Rate</u>
Standard security guard - holiday time	120	\$41.16

- e) **Resolution No. 22-77** – Authorizing a contract with **Flagship Airport Services, Inc. (Flagship)** for janitorial services at a fixed management fee, in an amount of \$617,336.60 beginning January 1, 2023, for three years with two (2) one-year renewal options in amounts of \$218,247.23 and

\$224,794.65 respectively each year. This amount does not include labor, which is a variable amount based on demand. Hourly labor rates, which include fringe benefits, for year one of the contract are below and will be adjusted on an annual basis:

Supervisors:	\$25.41
Janitors:	\$21.40
Porters:	\$20.86
Floor Technicians:	\$22.98

- f) **Resolution No. 22-78** – Authorizing a purchase with **CDW Government, Inc. (CDW-G)** for a technology refresh of a Storage Area Network (SAN) system in an amount not to exceed \$131,565.34.
- g) **Resolution No. 22-79** – Approving the renewal of the Ground Transportation License Agreement between **Turo, Inc.** and Phoenix-Mesa Gateway Airport Authority.
- h) **Resolution No. 22-80** – Authorizing a facility lease agreement with **Essential Turbines, Inc.** for the property located at 7808 East Velocity Way, Mesa, AZ 85212 with an Effective Date of January 1<sup>st</sup>, 2023. The initial Term is for three (3) years, with no options to extend.
- i) **Resolution No. 22-81** – Authorizing a three-year contract with two additional one-year extension periods at the sole option of Phoenix-Mesa Gateway Airport Authority, with **Alliant Insurance Services, Inc. (Alliant)** for Insurance Broker Services in an amount not to exceed \$265,000 over the five (5) year period.

**Vice Mayor Jeff Brown moved to approve the Consent Agenda.**  
**Mayor Chip Wilson seconded the motion.**  
**The motion was carried unanimously.**

**Consideration and Approval of:**

- 8. **Resolution No. 22-82** Approving a Construction Manager at Risk (CMAR) Construction Services Contract and GMP 1 Early Works Procurement for the Fuel Farm Expansion Project with **KEAR Civil Corp. (KEAR)**, in an amount not to exceed \$1,678,587.20 under CIP 1224.

**Mayor Chip Wilson moved to approve Resolution No. 22-82.**  
**Mayor John Giles seconded the motion.**  
**The motion was carried unanimously.**

**9. Board Member Comments/Announcements.**

Mayor Peterson extended holiday wishes to all.

- 10. **Next Meeting: Tuesday, January 17, 2023** 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.

**11. Adjournment.**

The meeting adjourned at 9:14 a.m.

Dated this 21<sup>st</sup> day of February 2023.

  
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Misty Johnson, Clerk of the Board