



**MINUTES OF PUBLIC MEETING OF THE  
PHOENIX-MESA GATEWAY AIRPORT AUTHORITY  
BOARD OF DIRECTORS | February 20, 2018**

A public meeting of the Phoenix-Mesa Gateway Airport Authority was convened on Tuesday, February 20, 2018, 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 Jenn Daniels, Gilbert  
Mayor Jeff Serdy, Apache Junction  
Mayor Gail Barney, Queen Creek  
Councilmember Thelda Williams, Phoenix  
Mayor John Giles, Mesa  
Lt. Governor Robert Stone, Gila River  
Indian Community\*

*\*Neither 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  
Ann Marie Anderson, Attorney

Amy Arguilez, Town of Gilbert  
Jamie Bennett, Town of Queen Creek  
Stephen Bennett, Swanson Rink  
Aric Bopp, City of Mesa  
Matt Busby, City of Apache Junction  
John Cox, Garver  
Kent Dibble, Dibble Engineering  
Patty Erfman, Grand Canyon Title  
Chris Hacker, Mead & Hunt

Ken Halverson, Jetstrip/KMH  
Fred Himovitz, HPI  
Mitch Hooper, Mead & Hunt  
Brian Howard, CEI  
Jim McCauley, USI Insurance Services, LLC  
Pearl Meza, City of Phoenix  
Warde Nichols, Arizona State University  
Steve Reeder, Kimley-Horn  
Michael Wilke, Horrocks Engineers

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

**2. Call to the Public**

There were not comments from the public.

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

The Board of Directors received information related to operational activity, noise summary, fuel sales and financials. Fiscal Year-to-Date Actual Net Operating Income is \$914,612.

Mr. O'Neill briefed the Board of ongoing construction projects such as the TSA Security Screening Checkpoint Capacity Enhancement, Taxiway Alpha reconstruction, improvements to (South) Sossaman Road, renovation of Hangar 32, the expansion of the baggage handling system, and the Air Traffic Control Tower Remediation and Repair.

The 2018 FAR Part 139 Certification Inspection is complete without any reportable conditions. This is the second year in a row that PMGAA received a clean inspection and are awaiting the letter from the Federal Aviation Administration. The inspectors were effusive of the quality of the staff and condition of the Airport.

Since the November Board meeting, Mr. O'Neill met with United, Delta and Spirit to discuss the changes in the east valley and opportunities existing at Gateway Airport. The goal is to get them all out for a springs training game, and immerse them in the east valley buzz.

With respect to the Northeast Development Area Land Use Plan/Infrastructure Assessment, the FAA gave the environmental clearance for the 700 acres on the northeast side of the Airport. PMGAA is in the process of doing the highest and best land study to ensure the proper mix of public, private, aeronautical and non-aeronautical. The consultant and staff are drafting the study with intent to share with the Board in the near future. A key component is to find a way to invest enough infrastructure to unlock the 700 acres to get interest in relocating to Gateway Airport.

#### 4. Presentations

##### a. SkyBridge Arizona Update - Shea Joachim, Business Development Director

Mr. Joachim updated the Board on the status of the two primary pre-closing conditions of the Master Development Agreement (MDA) approved in November 2017, as well as a few post-closing conditions to get a head start; pending Board approval.

During the due diligence process, SkyBridge went through on the site, a variety of areas and/or structures that had some environmental contamination. Specific areas were excluded as part of the Master Lease; however, there are certain structures SkyBridge included and will remediate. Expect remediation to be completed first week of March.

PMGAA required continued legal counsel for the development and implementation of the MDA and associated documents projected a not-to-exceed of \$50,000. To date, the project has exceeded the \$50,000 threshold for legal counsel and a request for additional funding in the amount of \$65,000 was approved. PMGAA Procurement Policy No. 16-46, the additional funding was classified under "Impractical Procurements".

##### b. FY19 Budget - Chuck Odom, Chief Financial Officer

Mr. Odom provided a conceptual budget for the Board's review with plans to return on March 20<sup>th</sup> for adoption of the FY19 Budget and Capital Budget.

#### 5. Consent Agenda.

##### a. Minutes of the Board Meetings held on **December 19, 2017.**

b. **Resolution No. 18-01** Authorizing a contract with **USI Insurance Services, LLC** as the Authority's insurance broker for the procurement of Employee Health & Wellness Programs, at a cost not to exceed \$88,500.

c. **Resolution No. 18-02** Authorizing a contract with **Swanson Rink** to provide Design Services for the Baggage Claim Expansion Design Project (CIP 1004), in an amount not to exceed \$130,000.

d. **Resolution No. 18-03** Authorizing a contract with **Swanson Rink** to provide Design Services for the Bag Make-up Expansion Design Project (CIP 1047) in an amount not to exceed \$180,000.

**Mayor Gail Barney moved to approve the Consent Agenda. Councilwoman Thelda Williams seconded the motion. The motion was carried unanimously.**

**Consideration and Possible Approval of:**

6. **Resolution No. 18-04** Authorizing a contract with **Mead & Hunt, Inc.** for Airport Master Planning Services in an amount not-to-exceed \$890,000; pending final approval from the Federal Aviation Administration.

**Mayor Gail Barney moved to approve Resolution No. 18-04. Councilwoman Thelda Williams seconded the motion. The motion was carried unanimously.**

7. **Board Member Comments/Announcements.**

Mayor Barney welcomed all to attend the State of the Town Address in Queen Creek on Wednesday, February 21 at 7:00 p.m.

8. **Next Meeting: Tuesday, March 20, 2018 at 8:00 a.m.**

9. **Adjournment.**

The meeting adjourned at 9:51a.m.

10. Dated this 20<sup>th</sup> day of March, 2018.



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Maria E. Gonzalez, Clerk of the Board