

MINUTES OF THE MEETING
of
KINGMAN AIRPORT AUTHORITY, INC.
BOARD OF DIRECTORS
September 15, 2016

A regular meeting of the Board of Directors of Kingman Airport Authority, Inc. was held on September 15, 2016 commencing at 4:30 P.M. in the Airport Authority Conference Room, 7000 Flightline Drive, Kingman, AZ 86401 pursuant to duly mailed and posted notice.

DIRECTORS PRESENT: Mike Blair (via teleconference); Krystal Burge; Vearl Haynes; Jean Liss; Dwayne Patterson; Janet Watson.

DIRECTORS ABSENT: Kevin Schleeter; Chuck Stuart.

MEMBERS PRESENT: Scott Brackett; Mike Dom; Paul Gaines' Dick MacDonald; Steve Pebley; Mike Taylor.

MEMBERS ABSENT: Tom Clark; Richard Christman; Dan DelMonaco; Alex Dom; Zane Fawson; Richard Hamilton; Dick Holmstrom; Tom McLarty; Pat Otto; Lynne Peterson; Martin Swanty.

STAFF PRESENT: Brenda Chastain; Dave French; Bob Riley.

The meeting was called to order by the President, Krystal Burge.

Public Input: None

Approval of Minutes: On motion by Vearl Haynes, seconded by Jean Liss, the Minutes of the August 18, 2016 Board of Directors meeting were approved as presented.

Approval of Accounts Payable: On motion by Vearl Haynes, seconded by Jean Liss, the Accounts Payable for August 2016 were approved as reviewed and presented by the Finance Chair.

Committee Reports:

- a) **Airfield Committee:** Jean Liss, Committee Chair reported there had been no meeting due to lack of agenda items.
- b) **Industrial Park Committee:** Mike Blair, Committee Chair reported there had been no meeting due to lack of agenda items.
- c) **Finance Committee:** Vearl Haynes, Committee Chair reported there had been a meeting and the items discussed were on the agenda for action.

Old Business: None

New Business:

Federal Express Lease Extension: On motion by Jean Liss, seconded by Dwayne Patterson, the directors present voted to approve the request from Federal Express to extend its lease for a period of five (5) years, terminating in November 2022 with the term rate being \$515.00 per month, which includes the vehicle parking fees.

Accounting Services: On motion by Jean Liss, seconded by Janet Watson, the directors present voted to award CliftonLarsonAllen, LLP the contract for Accounting Services, contingent upon a successful renegotiation of the type and time of services proposed.

Annual Auditing Services: On motion by Vearl Haynes, seconded by Mike Blair, the directors present voted to award the contract for Annual Audit Services to HintonBurdick, CPA's & Advisors in accordance with the proposal and price quotes submitted as a result of the Requests for Proposal.

Executive Session: None

Directors & Staff's Report:

Staff reported that the reconstruction of Taxiway C and the Aircraft Parking Ramp had been completed and the final walk-through had been conducted resulting in no items on the punch list. Staff also reported that upon receiving the final close-out documents, i.e. engineer's report, as-builts, etc. the administrative close-out would be submitted and final payment would be requested.

Staff also reported that due to the solicitation/selection process for accounting services and annual audit services, the completion of the FY 2014/15 audited financial statements would most likely not be available before January 2017, at which time they would be distributed.

The President, Krystal Burge advised that the Board of Directors meeting for October would be postponed until October 27, 2016 at 4:30 P.M., and further advised that should a Finance Committee meeting be necessary, it too would be held on October 27, 2016 at 4:00 P.M.

There being no further business or discussion, on motion by Jean Liss, seconded by Dwayne Patterson, the meeting was adjourned.

Signed: /s/ Krystal Burge, President

Attest: /s/ Mike Blair, Vice President