

MINUTES OF THE MEETING
KINGMAN AIRPORT AUTHORITY, INC.
FINANCE COMMITTEE
January 21, 2016

A regular meeting of the Finance Committee of Kingman Airport Authority, Inc. was held on January 21, 2015 commencing at 4:05 P.M. in the Airport Authority Conference Room, 7000 Flightline Drive, Kingman, AZ pursuant to duly mailed and posted notice.

COMMITTEE MEMBERS PRESENT: Krystal Burge; Tom Clark; Dan DelMonaco; Vearl Haynes; Richard MacDonald; Chuck Stuart.

COMMITTEE MEMBERS ABSENT: Kevin Schleeter; Shelli Stephensen; Dana Vitalie.

OTHER MEMBERS PRESENT: Mike Blair; Jean Liss; Mike Taylor.

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

The meeting was called to order by the Committee Chair, Vearl Haynes.

Minutes:

On motion by Richard MacDonald, seconded by Chuck Stuart, the Minutes of the November 5, 2015 Finance Committee meeting were approved as presented.

Old Business: None

New Business:

FY 2014/15 Audit as Prepared by CliftonLarsonAllen, CPA: After much discussion, with Richard MacDonald voicing his concern over the possibility of lack of internal controls, the committee members present voted to recommend the Board of Directors acknowledge and accept the FY 2014/15 Audit as presented. Within the motion was direction to staff to prepare a Request for Proposal soliciting accounting firms to perform oversight of accounting, including year-end reconciliation.

ADOT Aeronautics Preservation Program for 2017 re: Runway 3/21 – Local Match \$53,326: On motion by Dan DelMonaco, seconded by Chuck Stuart, the committee members present voted to recommend the Board of Directors approve the Opt-In Letter offered by ADOT Aeronautics Division for the preservation of Runway 3/21 during FY 2017 with an estimated cost of \$533,256, and with an estimated local match requirement of \$53,326. The project will include crackfill, rubberized asphalt seal coat and new striping.

Authorization of Services (AOS) #16-01 with Coffman Associates Relating to State Land Acquisition: On motion by Dan DelMonaco, seconded by Chuck Stuart, the committee members present voted to recommend the Board of Directors authorize AOS #16-01 with Coffman Associates in the amount of \$7,360 to assist with the final coordination with the AZ State Department for the Runway Protection Zone land acquisition relating to Runway 21.

New Business (continued):

Request from Gary Rucker for a Lease Term Renewal: On motion by Chuck Stuart, seconded by Dan DelMonaco, the committee members present voted to recommend the Board of Directors extend through December 31, 2016 the lease with Gary Rucker relating to the “additional land” he currently occupies.

Memorandum of Understanding with Navy Training Wing FOUR (TRAWING 4): On motion by Dan DelMonaco, seconded by Chuck Stuart, the committee members present voted to recommend the Board of Directors authorize the Memorandum of Understanding between the Airport Authority and Training Air Wing FOUR (TRAWING 4) for a reasonable user fee of \$1.00 per landing to be assessed for Touch & Go’s on the Kingman Airport during the Navy’s training of its new fighter pilots between January 11 through March 9, 2016.

Purchase of Computers: On motion by Dan DelMonaco, seconded by Chuck Stuart, the committee members present voted to recommend the Board of Directors authorize \$2,800 for two new computers and one laptop to replace those not functioning properly.

Early Cancellation of Lease @ 4800 Flightline Drive: Staff explained that AeroFlight had given notice to cancel its lease at 4800 Flightline on August 31, 2016, as per the notice requirement in the lease. Staff reported that there had been interest in that location expressed previously and that AeroFlite would willingly relinquish its lease prior to the expiration date if another tenant was located.

On motion by Dan DelMonaco, seconded by Chuck Stuart, the committee members present voted to recommend the Board of Directors give staff the authority to allow an early cancellation with AeroFlite for the lease at 4800 Flightline Drive if another tenant was located prior to August 31, 2016.

Public Input:

Vearl Haynes, Committee Chair commented on how well the Meet & Greet Event between the City of Kingman and the Airport Authority had gone on January 15, 2016 and thanked the Airport Authority President, Krystal Burge and staff for an outstanding job.

There being no further business or discussion, on motion by Chuck Stuart, seconded by Richard MacDonald, the meeting was adjourned.

Signed: /s/ Vearl Haynes, Committee Chair

Attest: /s/ Dan DelMonaco, Committee Vice Chair