

**TUCSON AIRPORT AUTHORITY | Board of Directors Regular Meeting  
Wednesday, December 4, 2024 | 3:00 p.m. | TAA Board Room and Microsoft Teams**

**THIS MEETING OF THE TUCSON AIRPORT AUTHORITY (TAA) BOARD OF DIRECTORS WAS HELD IN A HYBRID MANNER. BOARD MEMBERS AND MEMBERS OF THE PUBLIC ATTENDED THE MEETING IN PERSON OR VIRTUALLY/TELEPHONICALLY VIA MICROSOFT TEAMS.**

**1. CALL TO ORDER | ROLL CALL**

Chair Silvyn called the meeting to order at 3:02 p.m.

**Directors Present:** Chair Keri Silvyn, Vice Chair Mike Hammond, Secretary Phil Swaim, Director Judy Rich, Director Todd Jackson, Director Calline Sanchez, Director Fran Katz, Director Rhonda Piña, and Director Ellen Wheeler

**Directors Absent:** Treasurer Vance Falbaum

**Staff Present:** President/CEO Danette Bewley, Executive Vice President/Chief Operating Officer (COO) Bruce Goetz, Executive Vice President/General Counsel Chris Schmaltz, Vice President/Chief Revenue Officer (CRO) John Voorhees, Vice President of Operations Chris Deitz, Chief Communications Officer Austin Wright, Chief People Officer Kim DeLaTorre, Deputy General Counsel Kim Outlaw Ryan, IT Customer Support Technician Hector Lopez, IT Customer Support Technician Kris Kmak, Executive Assistant Kristinna Koeltzow, Legal Assistant Jenn Shields, and TAA Clerk Byron Jones

**2. CONSENT AGENDA**

- a. Approval of Minutes (From the Board of Directors Regular Meeting held on November 6, 2024).

Director Wheeler identified an error in the draft minutes from November 6, 2024. In the second paragraph under the President/CEO Report, the draft minutes indicated a 50% increase in passenger growth year over year. The correct number was 15%.

- b. MHIRJ Lease Extension (Res. No. 2024-20)  
c. Emeritus Appointment | Michael McGrath (Res. No. 2024-21)

**Motion by Director Wheeler, seconded by Secretary Swaim, to approve the Consent Agenda, with the minutes from November 6, 2024, corrected as indicated by Director Wheeler. The motion carried by the following vote:**

**Ayes (8) Silvyn, Hammond, Swaim, Rich, Jackson, Katz, Piña, and Wheeler**

**Nays (0)**

### 3. BOARD CHAIR REPORT

#### TAA and Staff Recognition | New or Promoted Employees, Awards, and Acknowledgments

Chair Keri Silvyn reported the following:

- ❑ Linda and Jaime Gutierrez have partnered with TAA in support of the “Wheels Up” Pima Community College Aviation Scholarship Program. They offered to match the TAA’s annual scholarship contribution of \$7,500, which will enable the Pima Community College Foundation to award six scholarships in 2025 (\$2,500 per recipient).
- ❑ President/CEO Danette Bewley has been elected to a three-year term on the Airports Council International (ACI) U.S. Policy Council. Serving on this council will offer Ms. Bewley the opportunity to advocate for good public policy at the federal level in regard to the nation’s airports and the aviation industry in general.

### 4. PRESIDENT/CEO REPORT

#### a. State of the Industry | Update

President/CEO Danette Bewley reported the following:

- ❑ Passenger volume at TUS was up nearly 11% over the Thanksgiving holiday, with the Transportation Safety Administration (TSA) screening an average of 8,500 passengers per day.
- ❑ The Air Service Development Department continues to prove TUS is a cost-effective and attractive market to the airlines. Current projections still show a conservative 5.5% increase in passenger volume in FY 2025, which equates to 4.1M passengers in calendar year 2025.
- ❑ Frontier Airlines is making its return to TUS. They will begin service between TUS and Denver in early 2025.

Executive Vice President/COO Bruce Goetz reported that, over the Thanksgiving weekend, a distracted driver lost control of his vehicle and drove onto the island where the new monument sign is situated. Fortunately, the gabion wall constructed for this purpose protected the actual sign. The vehicle driver and passengers fled the scene, but they were quickly apprehended by the TAA Police Department. TUS will be working with the City of Tucson on roadway improvements to increase driver awareness of their surroundings and the speed limits.

**b. Strategic Plan 2.1 | Quarterly Update and Close Out**

Executive Vice President/COO presented. Included in the agenda packet was the final quarterly report for Strategic Plan 2.1 and covered the period from August 2024 through September 2024.

- FY 2025 employee benefits enrollment was successfully rolled out in Paycom, TAA's new HRIS (Human Resources Information System).
- TAA continues to work with the airlines on the new Airline Use Agreement (AUA). All parties have agreed in principle to a ten-year agreement. Staff intends to bring the AUA to the Board for approval in 2025.
- Staff is finalizing the scope for implementation of a new access control system and plans to proceed with this multi-million-dollar project in 2025.
- Installation of the new parking revenue control system is underway, with overall completion expected during the first quarter of 2025.

**5. PRESENTATION/DISCUSSION**

**Employee Termination Appeal Policy**

Chair Keri Silvyn explained that discussion of updating the employee termination appeal policy originated from the Board having to review the appeal of an employee termination in 2023. In other boards she has served on, the board's governance was tied to its oversight of the CEO. They did not become involved in internal employee matters.

Executive Vice President/General Counsel Chris Schmaltz explained that the current policy has not been updated since 1986. There have been changes in employment law since that time. Staff has already begun working on a revised policy, and they are seeking the Board's input on this board-adopted policy as to the appeals process going forward. The Board provided input and direction on proposed elements of the new policy and its process. Including, for example, Board role in any appeal, preserving independence and impartiality, and other potential improvements.

**6. ACTION ITEM**

**2025 TAA Membership Nominations**

Executive Vice President/General Counsel Chris Schmaltz reminded the Board that under the Bylaws, nominations made by the Nominating Council will automatically appear on the ballot to be voted on during the TAA Annual Meeting in January 2025. The Board may direct the Nominating Council to reconsider any or all of the nominees it puts forward, but it does not have the ability to remove a nominee.

There was no Board discussion or action regarding the 2025 nominations.

## 7. DIVISION UPDATES

### a. Legal Services

Executive Vice President/General Counsel Chris Schmaltz gave an update on the status of the settlement agreement with the Environmental Protection Agency (EPA). TAA has ranked a short list of consultants who will perform the Remedial Investigation and Feasibility Study (RIFS). Interviews with the consultants to determine a final list will be held on December 12, 2024.

### b. Strategic Marketing and Air Service Development

Chief Communications Officer Austin Wright reported the following:

- 10.6% capacity growth in October 2024.
- Frontier Airlines returning to operations out of TUS to Denver.

## 8. EXECUTIVE SESSION

Environmental Matters (Pursuant to [A.R.S. § 38-431\(A\)\(3\) and \(4\)](#)).

**Motion by Director Rich, seconded by Director Wheeler, to convene in executive session. The motion carried by the following vote:**

**Ayes (9)** Silvyn, Hammond, Swaim, Falbaum, Rich, Jackson, Sanchez, Katz, Piña, and Wheeler

**Nays (0)**

Chair Silvyn recessed the public session, and the Board entered into executive session at 3:57 p.m.

- Present in the Executive Conference Room:** Chair Silvyn, Vice Chair Hammond, Secretary Swaim, Director Rich, Director Jackson, Director Sanchez, Director Wheeler, President/CEO Danette Bewley, and Executive Vice President/General Counsel Chris Schmaltz.
- Connected virtually to the Executive Conference Room:** Director Katz and Director Piña.

**9. RETURN FROM EXECUTIVE SESSION**

The Board returned from executive session and Chair Silvyn reconvened the public session at 4:17 p.m.

**10. ACTION ITEM**

**Litigation Authorization Related to Environmental Matters**

**Motion by Vice Chair Hammond, seconded by Director Rich, to adopt Resolution No. 2024-22 authorizing the President/CEO or her designee(s) to commence litigation and to take all actions as authorized, associated with the environmental litigation matters as discussed and directed in executive session. The motion carried by the following vote:**

**Ayes (9) Silvyn, Hammond, Swaim, Falbaum, Rich, Jackson, Sanchez, Katz, Piña, and Wheeler**

**Nays (0)**

**11. NEXT MEETING**

Monday, January 27, 2025, immediately following the TAA Annual Meeting that begins at 9:00 a.m. | Hacienda del Sol Guest Ranch Resort, Casa Feliz Room | 5501 N. Hacienda del Sol Road, Tucson, Arizona 85718

**12. ADJOURN**

There being no further business to discuss, Chair Silvyn adjourned the meeting at 4:21 p.m.

**APPROVED BY:**

**Prepared by:**

\_\_\_\_\_  
Vance Falbaum, Secretary

\_\_\_\_\_  
Jennifer Shields, Acting TAA Clerk

Date: \_\_\_\_\_

Date: \_\_\_\_\_