



# Minutes

## City of Flagstaff

### AIRPORT COMMISSION

3:00 P.M. – May 9, 2013

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#### Pulliam Airport Terminal Conference Room, 6200 S. Pulliam Drive



In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact Amanda Shankland at 928-556-1234, ext. 10 (or 774-5281 TDD). Notification at least 48 hours in advance will enable the City to make reasonable arrangements.

#### CALL TO ORDER

Chair Keegan called the meeting to order at 3:06 PM

#### COMMISSION MEMBERS:

Jack Keegan, Chair, [present](#)  
Matt Evans, Vice-Chair, [present](#)  
Terry Marxen, [excused](#)  
Roger Brace, [excused](#)  
April Gavin, [excused](#)  
Paul Shankland, [present](#)  
James Wallace, [present](#)

#### CITY STAFF:

Stacey Button, Economic Vitality Director  
Barney Helmick, Airport Director  
Paul Dingwell, Operations/ARFF Manager  
Amanda Shankland, Administrative Specialist  
Kimberly Sharp, Active Comprehensive Planning Manager

#### I. PRELIMINARY GENERAL BUSINESS

##### 1. PUBLIC COMMENT

##### **PUBLIC PARTICIPATION/INPUT**

*(Items presented during the Public Participation/Input portion of the agenda cannot be acted upon by the Commission. Individual members of the Commission may ask questions of the public, but are prohibited by the Open Meeting Law from discussion or considering the item among themselves until the item has been officially placed on the agenda.)*

##### 2. ANNOUNCEMENTS

(Reconsiderations, Changes to the Agenda, and other Preliminary Announcements)

[None](#)

3. APPROVAL OF MINUTES
  - a. Regular Meeting of April 18, 2013

**RECOMMENDED ACTION:** Approve the minutes of April 18, 2013 as submitted

Motion:

Commissioner Wallace moved to approve the minutes of April 18, 2013. Commissioner Shankland seconded the motion; the motion passed unanimously.

## **II. STAFF REPORTS**

1. Commercial enplanements, aviation activity and sale of fuel (*Barney Helmick*)

Mr. Helmick reviewed the following for the Commission:

- **Commercial Enplanements:** Total enplanements have increased over last month. Enplanements had several cancellations due to high winds. IFR capabilities are increasing.
- **Total Operations:** Overall operations have remained constant due to general aviation, commercial and military movement.
- **Fuel sales:** Fuel sales have increased from last month, and compared to the same time frame as last month.

## **III. DISCUSSION ITEMS**

1. Flagstaff Aviation Historical Exhibit (*Commissioner Wallace*)

Commissioner Wallace shared about the underutilized areas of the airport and how to proceed with a new interactive approach in creating a multi media kiosk with crew seats.

2. Regional Plan Presentation (*Kimberly Sharp*)

Ms Sharp covered for the Commission the Regional Plan along with long range plans for the community. She also spoke about the "Vision" of Flagstaff and how with community participation "our land, our place our people" are the components of a fantastic City to live.

3. APS Substation (*Stacey Button*)

Ms Button informed the Commission about the progress the City is taking on implementing the new APS substation. As of now, APS has reverted back to the City site (vs county site discussed previously) to see the project through to completion. The orientation and a timeline are still in the planning phase.

4. FAA Tower Closures (*Barney Helmick*)

Mr. Helmick advised AIP transferred funds, to offset sequestration. Currently the AIP will not affect our current Grants, or effect Airline growth. However, the advised if we see a continued trend, we will all be affected.

**IV. ACTION ITEMS**

1. Blue Angels 2015 (*Commissioner Shankland*)

Tabled till June 13, 2013

**V. FIXED BASE OPERATOR REPORT**

1. General aviation issues, fuel sales and business report. (*Orville Wiseman*)

None

**VI. NEXT MEETING DATE AND AGENDA ITEMS FOR NEXT MEETING**

1. Next meeting date - **June 13, 2013 at 3:00 pm**

Agenda Items

- Atlanta Airline Meeting (*Stacey Button*)
- Passenger Demand Analysis and Video
- Airport Business Park Update (*Jim Zemezouak*)

**VII. INFORMATION ITEMS**

1. Chairperson
2. Commissioners

The Commission had cumulative accolades towards being a part of the Commission.

**VIII. ADJOURNMENT OF REGULAR MEETING**

The meeting adjourned at 4:10 p.m. by unanimous consent.