



MINUTES

City of Flagstaff

AIRPORT COMMISSION

3:00 P.M. – November 14, 2013

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.

COMMISSION MEMBERS:

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

CITY STAFF:

Jerene Watson, Deputy City Manager
Stacey Button, Economic Vitality Director
Barney Helmick, Airport Director
Heidi Hansen, CVB Director
Paul Dingwell, Operations/ARFF Manager
Amanda Shankland, Administrative Specialist

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)

3. APPROVAL OF MINUTES

a. Regular Meeting of September 12, 2013

RECOMMENDED ACTION: Approve the minutes of September 12, 2013 as submitted.

MOTION:

Commissioner Marxen moved to approve the minutes of September 12, 2013. Commissioner Brace 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 are down over last month. The Enplanements are down due to poor weather conditions, high winds and poor overall economic issues resulting in cancellations.

Total Operations: Overall operations have been consistent due to general aviation, and military use. Commercial operations had a few cancellations, resulting in a small loss of operations.

Fuel sales: Fuel sales are far below last year at this time. Weather has been a major contributing factor to the decline of fuel sales.

2. Funding for the West-Plex and Sustainability Master Plan (*Barney Helmick*)

Mr. Helmick informed the Commission of the approved and total funding of the taxiway project that is set to begin construction April 1, 2014. Mr. Helmick also shared that a panel of 25 people were being established to create a Sustainability Master plan, layout and long range planning for the Airport.

III. DISCUSSION ITEMS

1. CVB Re-Branding (*Heidi Hansen*)

Ms. Hansen elaborated on the vital role of the CVB, the overwhelming knowledge and hard work extended to the community. Ms. Hansen shared about the resources and avenue to navigate the CVB's services.

2. Long Range Winter Weather outlook (*Barney Helmick*)

Mr. Helmick spoke briefly about the weather trends and how they affect aviation travel.

3. Blue Angles 2015 (*Commissioner Shankland and Barney Helmick*)

Tabled till next meeting January 23, 2014

IV. ACTION ITEMS

None

V. FIXED BASE OPERATOR REPORT

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

VI. NEXT MEETING DATE AND AGENDA ITEMS FOR NEXT MEETING

1. Next meeting date - **January 23, 2013 at 3:00 pm**
2. Agenda Items

Military Appreciation Day
Blue Angles 2015

VII. INFORMATION ITEMS

1. Chairperson
2. Commissioners

VIII. ADJOURNMENT OF REGULAR MEETING

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on November 19, 2013 at 10:00 a.m. in accordance with the statement filed by the Administrative Specialist with the City Clerk. This Commission agenda was posted on the City web site on November 19, 2013, and can be downloaded at Flagstaff.az.gov.

Agenda Specialist, Administrative Specialist