



MINUTES

City of Flagstaff

AIRPORT COMMISSION

3:00 P.M. – February 20, 2014

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.

I. CALL TO ORDER

Chair Keegan called the meeting to order at 3:16 p.m.

COMMISSION MEMBERS:

Jack Keegan, Chair, present
Matt Evans, Vice-Chair, excused
Roger Brace, present
April Gavin, present
Paul Shankland, excused
James Wallace, present
Mary Lou Hagan, present

CITY STAFF:

Barney Helmick, Airport Director
Paul Dingwell, Operations/ARFF Manager
Amanda Shankland, Administrative Specialist

I. PRELIMINARY GENERAL BUSINESS

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 January 16, 20134

RECOMMENDED ACTION: Approve the minutes of January 16, 2014 as submitted.

MOTION:

Commissioner Wallace moved to approve the minutes of January 16, 2014. Commissioner Hagan seconded the motion; the motion passed unanimously.

II. STAFF REPORTS

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

Mr. Helmick reviewed the following for the Commission:

Commercial Enplanements: Total enplanements are up over last month. The weather was corporative for flights.

Total Operations: Operations have been consistently increasing due to general aviation, and military use.

Fuel sales: Fuel sales are above last month's numbers. The numbers have increased over last year, and looking up toward the next several months.

III. DISCUSSION ITEMS

1. Military Appreciation Day 2014 (*Commissioner Keegan*)

Chair Keegan informed the Commission that *this year our Military Appreciation Day will be May 17, 2014. The approval process is in place and we are waiting to hear back from several military bases.*

2. Civil Air Patrol (*Jeff Wheless*)

Mr. Wheless Shared about the mission, goals and how CAP contributes to the community and the outreach teams that are in place. He noted CAP helps with search & rescue along with smoke missions.

3. City of Flagstaff Airport Leases (*Commission Wallace*)

Commissioner Wallace suggested that the City proceed with building a “Thru the Fence” Leasable space. He also noted that this Business opportunity would bring larger aviation companies to Flagstaff.

IV. ACTION ITEMS

None

V. FIXED BASE OPERATOR REPORT

1. General aviation issues, fuel sales and business report. (*Orville Wiseman*)
Jennifer Stead shared that Wiseman Aviation is looking forward to the next few months as Fuel Flows will start picking up as several events are coming to the Airport.

VI. NEXT MEETING DATE AND AGENDA ITEMS FOR NEXT MEETING

1. Next meeting date – **March 13, 2014 at 3:00 pm**
2. Agenda Items
 - ILS Construction
 - City of Flagstaff Airport Budget 2015
 - Update on the State Legislative Bill

VII. INFORMATION ITEMS

None

VIII. ADJOURNMENT OF REGULAR MEETING

The meeting adjourned at 3:43 p.m. by unanimous consent.

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on, February 20, 2014 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’s web site on February 20, 2014, and can be downloaded at Flagstaff.az.gov.

Amanda Shankland, Administrative Specialist