



Minutes

City of Flagstaff

AIRPORT COMMISSION

12:00 P.M. - Thursday, January 10, 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.

CALL TO ORDER

Chair Keegan called the meeting to order at 12:10

COMMISSION MEMBERS:

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

CITY STAFF:

Barney Helmick, Airport Director
Paul Dingwell, Operations/ARFF Manger
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.)

None.

2. ANNOUNCEMENTS

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

Commissioner Keegan welcomed the new Commissioner Member James Wallace.

3. APPROVAL OF MINUTES
 - a. Regular Meeting of November 8, 2012

RECOMMENDED ACTION: Approve the minutes of November 8, 2012 as submitted.

MOTION:

Commissioner Marxen moved to approve the minutes of November 8, 2012. Commissioner Shankland seconded the motion; the motion passed unaniamously.

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. Enplanements are loading lightly. IFR capabilities are increasing.
- **Total Operations:** Overall operations have remained constant due to general aviation, commercial and military movement. Mr. Helmick advised the Commission that is critical for the life of the airport and have
- **Fuel sales:** Fuel sales are down from last month, and declined compared to the same time frame as last month.

III. DISCUSSION ITEMS

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

The Beautification and Public Arts Commission agenda provide input on potential Airport art displays. Commissioners Brace and Gavin attended the BPAC meeting in December. Commissioner Wallace shared about a multimedia system for the art program. This would extend to the community, and allow for local artists to portray their art.

2. Design Construction Project (*Barney Helmick*)

Mr. Helmick reported about the Westplex construction. The Airport will be working with the FAA in a two phase re-pave around the hangers. This project will begin June 1st 2013. This is to include concrete and asphalt removal and replacement of the taxiways.

3. Airport Airline Update (Barney Helmick)

Mr. Helmick informed the Commission that staff is actively pursuing another commercial airline. The City Staff consisting of Jerene Watson, Stacey Button and Barney Helmick will attend a meeting in Phoenix for the airline conference on January 16-19th, 2013

4. SPP/ Screening Partnership Program

Mr. Helmick shared a letter sent from the House of Representatives allowing each individual Airport to opt out of TSA screening. Making aware the options for possible change. Commissioners as a majority noted; in the absence of an issue in our opinion, we tend to be happy with our current provider.

5. Armed Forces house of Day Open House

Commissioner Keegan and Commissioner Marxen are working to plan the logistics for lodging, food and transportation. The open house date is set for May 18, 2013 at 10:00 a.m. - 4:00pm. Commissioner Shankland will contact squadrons to extend an invitation to be a part of the Open House. The young eagles and EAA will be contacted.

6. Operation Rolling Thunder

Mr. Helmick spoke about an opportunity coming to Flagstaff this April. It is a Multi Agency Group staging a mock emergency situation. Over 200 people will be involved; the local benefits will be extensive for Flagstaff and the entire Airport.

IV. ACTION ITEMS

1. None

V. FIXED BASE OPERATOR REPORT

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

Mr. Wiseman advised the Commission of a security issue last week. Mr. Wiseman has reached out to the TSA about security training, and has asked for training soon. Wiseman Aviation reported that operations were slow, but sales have been gradually increasing. Military is increasing, and fuel sales are up. The operation has contracted with Peabody for maintenance on the RJ.

VI. NEXT MEETING DATE/TIME AND AGENDA ITEMS FOR NEXT MEETING

1. Next meeting date - **February 21 , 2013**
Agenda Items

- 2013 Airport Military Appreciation Day
- Airport Art Display(s)
- Second Airline

VII. INFORMATION ITEMS

Chairperson

Commissioners:

- Commissioner Keegan would like to keep the Armed Forces Day on the Agenda for the next several months

VIII. ADJOURNMENT OF REGULAR MEETING

The meeting adjourned at 1:10 p.m. by unanimous consent.