



Minutes

City of Flagstaff

AIRPORT COMMISSION

12:00 P.M. –1:30 P.M. May 14, 2015

Pulliam Airport Terminal Conference Room, 6200 S. Pulliam Drive

I. CALL TO ORDER

Chair Shankland called the meeting to order at 12:05 P.M.

COMMISSION MEMBERS:

Matt Evans, *present*
Roger Brace, *excused*
Paul Shankland, *present*
Mary Lou Hagan, *present*
Beth Applebee, *present*
Jeff Wheless, *present*
Stuart McDaniel, *excused*

CITY STAFF:

Barney Helmick, Airport Director
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)

None

3. APPROVAL OF MINUTES
 - a. Regular Meeting of April 9, 2015

RECOMMENDED ACTION: Approve the minutes of April 9, 2015 as submitted.

MOTION:

Commissioner Applebee motioned to approve the minutes of the April 9, 2015. Commissioner Hagan seconded the motion; the motion passed unanimously.

II. STAFF REPORTS

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

Operations: April was up for the year, this could be due to more students flying and the great weather.

Enplanements: April had 22 less flights for the same time as last year, resulting in a decrease from last year at the same time. However the load factors are currently at 90% and this is a positive for enplanements.

Fuel Flowage: April fuel numbers are up from last month and last year; we are seeing a drastic difference increase YTD.

III. DISCUSSION ITEMS

1. Airport Business Park RFP

The Airport Commission discussed about the possible planning of Lease/Selling of the Airport property. There is currently 61 acres included in the RFP for the Airport.

IV. ACTION ITEMS

RECOMMENDED ACTION: The Airport Commissioners will draft a letter for the Flagstaff City Manager, including recommendations by the Commission in regards to the Airport Business Park RFP.

MOTION:

Commissioner Hagan motioned to approve the Airport Commissioners drafting a letter for the Flagstaff City Manager, including recommendations by the Commission in regards to the Airport Business Park RFP. Commissioner Evans seconded the motion; the motion passed unanimously.

V. FIXED BASE OPERATOR REPORT

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

No report. Mr. Wiseman was not in attendance.

VII. INFORMATION ITEMS

1. Chairperson
2. Commissioners

The Commissioners had nothing to add.

VIII. ADJOURNMENT OF REGULAR MEETING

The meeting adjourned at 1:22 P.M. with unanimous consent.