



Minutes

City of Flagstaff

AIRPORT COMMISSION

12:00 P.M. –1:30 P.M. September 10, 2015

Pulliam Airport Terminal Conference Room, 6200 S. Pulliam Drive

I. CALL TO ORDER

Chair Shankland called the meeting to order at 12:06 P.M.

COMMISSION MEMBERS:

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

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 July 9, 2015

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

MOTION:

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

II. STAFF REPORTS

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

Operations: Numbers for the month of July had an increase from last year. The general aviation numbers were up due to low winds and great flying conditions. The numbers for August were not available.

Enplanements: Commercial enplanements are up from last year and continue to climb. Weather has added positively this month in keeping flights on time and providing less cancellation for the month of August.

Fuel Flowage: August fuel numbers were unavailable.

III. DISCUSSION ITEMS

1. Airport Business Park RFP

The land for possible Lease/Selling at the Airport is being assessed for value. Several public meetings are being scheduled for the public participation/input on the lease/sale of the City property.

2. Thunder Over Flagstaff (*Barney Helmick*)

Mr. Helmick shared with the Commission that the "Thunder over Flagstaff" was a huge success! Over 6,000 People attended the event and 168 Young eagle flights were given. It was a very busy day and the community was thrilled that the Airport was open to the public. Mr. Helmick thanked Mr. Wiseman for adding to the event by putting on a wonderful dinner after the fly-in.

3. Update; Sustainability Master Plan and Airport Master Plan(*Barney Helmick*)

The Commission was informed on how the Sustainability Master Plan (SMP) and the Airport Master Plan (AMP) was approved by the Council for the Airport to proceed with the grant. A (SOQ) Statement of Qualifications was released and will be closing soon. The Commission asked that they would be advised as to the meeting times so they could participate in the planning efforts.

IV. ACTION ITEMS

None

MOTION:

None

V. FIXED BASE OPERATOR REPORT

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

Mr. Wiseman spoke to the Commission on Military fuel impacts and how the Fixed Base Office (FBO) has maintained good relations with the Military regardless of cancelling the Military contract. Business is good and growing.

VII. INFORMATION ITEMS

1. Chairperson
2. Commissioners

The Chairperson/Commissioners welcomed the new ARFF Specialist, Brandon Litt to the Airport. Brandon joins the Airport with great experience and we are happy to have him on staff.

VIII. ADJOURNMENT OF REGULAR MEETING

The meeting adjourned at 1:12 P.M. with unanimous consent.