



DRAFT MINUTES

City of Flagstaff

AIRPORT COMMISSION

12:00 P.M. –1:30 P.M. September 8, 2016

Pulliam Airport Terminal Conference Room, 6200 S. Pulliam Drive



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I. CALL TO ORDER

Acting Chair McDaniel called the meeting to order at 12:12 pm.

COMMISSION MEMBERS:

Paul Shankland
Mary Lou Hagan
Beth Applebee
Jeff Wheless
Stuart McDaniel
Chris Shields
Vacant

CITY STAFF:

Barney Helmick, Airport Director
Tim Skinner, ARFF/Ops Manager
Creag Znetko, Recording Secretary

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)
3. APPROVAL OF MINUTES
 - a. Regular Meeting of August 11, 2016.

RECOMMENDED ACTION: Approve the minutes of August 11, 2016, as submitted.

Motion: Commissioner Wheless moved to approve the minutes as submitted with the change of the call to order to reflect 12:04 pm instead of 1:04 pm. Commissioner Applebee seconded the motion; the motion passed unanimously.

II. STAFF REPORTS

1. Commercial enplanements, aviation activity and sale of fuel (*Barney Helmick*)
Director Helmick stated that enplanements for the month of August were down due weight restrictions because of the high temperatures experienced this summer. Operations continue to see an upward swing, could be because of the Thunder Over Flagstaff event. Fuel numbers were up, as well.

II. DISCUSSION ITEMS

1. Thunder Over Flagstaff Debrief (*Barney Helmick*)
Brad Ranson, secretary for the EAA-Chapter 856, briefed the commission on the happenings of the Thunder Over Flagstaff event and explained that the organization is a not for profit group that focuses mainly on the younger generations to keep interest in aviation. These types of events are fundraisers so they can sponsor kids financially to get to aeronautical camps. The silent auction dinner held after the event is where most of the funding comes from. They had sent 3 kids last year and are hoping to send more in the future. There were around 40 flights that took 140 kids on small plane rides during the event. It could have been more, but the weather was a major factor. The highlight was the squadron flying in formation, all with military backgrounds.

2. Airport Security Levels (*Barney Helmick*)
Due to the incoming larger aircraft servicing our market, TSA regulates a higher security level. Currently, Flagstaff Airport is considered a category 4, but when the larger planes arrive, we will be elevated to category 3. This will not affect the public flying in and out of the airport. This will mostly affect the tenants in the hangars and airport staff ensuring all badging is current and correct.

3. ARFF Index "B" (*Tim Skinner*)
Staff presented to the commission the requirements for ARFF Index "B", which is a direct correlation to the size of the aircraft. Currently index "A" is adequate, once the larger aircraft are utilized that will require Index "B". This means the ARFF crew must have two trucks available at all times that are equipped with the needed chemicals. Flagstaff Fire Crews (structural) have not adopted the same requirements that the ARFF has. The airport must comply with Federal regulations, which supersede the local regulations. There are ongoing efforts to be more consistent with local fire crews.

IV. ACTION ITEMS

None

V. FIXED BASE OPERATOR REPORT

1. General aviation issues, fuel sales and business report. (*Orville Wiseman*)
Shirley from Wiseman Aviation updated the commission on the FBO stating that business was good.

VII. INFORMATION ITEMS

1. Chairperson
2. Commissioners

Staff shared with the commission that there are currently two vacancies on the commission. Commissioner Hagan filled out an application for reappointment and the other vacancy is expected to be filled on 10-4. Director Helmick announced that next month a guest speaker from APS will be at the meeting to update the commission on the substation that will be across the road and the power feeds across the interstate. Staff also asked if the commission would like to elect a Vice-Chair.

Motion: Commissioner Applebee nominated Commissioner McDaniel as Vice-Chair. Commissioner Hagan seconded the motion; the motion passed unanimously.

VIII. ADJOURNMENT OF REGULAR MEETING

Motion: Commissioner Hagan moved to adjourn the meeting. Commissioner Shields seconded the motion; Vice-Chair McDaniel adjourned the meeting by unanimous consent at 1:05 pm.