



APPROVED MINUTES

City of Flagstaff

AIRPORT COMMISSION

12:00 P.M. –1:30 P.M. December 14, 2017

Pulliam Airport Terminal Conference Room, 6200 S. Pulliam Drive



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I. CALL TO ORDER

Chair McDaniel called the meeting to order at 12:06 p.m.

COMMISSION MEMBERS:

Mary Lou Hagan, *present*
Beth Applebee, *present*
Jeff Wheless, *present*
Stuart McDaniel, Chair, *present*
Susan Shields, *present*
T. Paul Thomas, *present*
Brian Ketter, Vice-Chair, *present*

CITY STAFF:

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

Others Present: Carrie Nelson, Heidi Hansen, Orville Wiseman

II. 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.)

2. ANNOUNCEMENTS

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

Mr. Helmick welcomed new Commissioner, Susan Shields, Director of Sales at Little America.

3. APPROVAL OF MINUTES

a. Regular Meeting of October 12, 2017.

RECOMMENDED ACTION: Approve the minutes of October 12, 2017, as submitted.

MOTION:

Commissioner Hagan motioned to accept the minutes as submitted. Commissioner Applebee seconded the motion; the motion passed unanimously.

III. STAFF REPORTS

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

Mr. Helmick updated the commission on the enplanement, aviation activity and sale of fuel numbers for the month.

Ms. Hansen gave a brief staff report and shared the Visit. Discover. Grow. Campaign that Economic Vitality is doing to help tourism in Flagstaff.

IV. DISCUSSION ITEMS

1. Parking Update (*Barney Helmick*)

Mr. Helmick updated the commission and noted that they are currently looking at similar airports who added paid parking. This project will be completed in phases. This will be a revenue stream to help costs related to fixing hangars and other areas at the airport.

2. FAA Reauthorization (*Barney Helmick*)

Mr. Helmick noted that the Airport receives funding through the FAA with an ongoing 4-year grant. Mr. Helmick has asked for an additional reauthorization for the grant.

3. Air Carrier Update (*Barney Helmick*)

a. New Routes

American Airlines will start seasonal air service to Los Angeles on May 5, 2017, one day per week, on Saturdays and testing to see if Flagstaff can support this new air service. The Airport will plan a celebration soon.

b. Operational Impact to the Airport

With current air service, the Airport operates at the lowest index (A1) with one truck per day and with added new flights they are looking at adding another truck for a total of two trucks.

c. Continual Recruitment

Discussions are continuing with Air Carriers, there are two interested in Flagstaff.

4. Airpark Construction Updates (*Barney Helmick*)

Green Tree construction is moving along with a 90-day extension. The hotel will use 11 acres of the 32 available and looking for a solution for the available acreage. The plans for a gas station is approved and progressing.

V. ACTION ITEMS

None

VI. FIXED BASE OPERATOR REPORT

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

Wiseman one of top three Novembers, best November, thanks to Military. Football teams, great staff. Press releases going out. Open 24 hours.

VII. INFORMATION ITEMS

1. Chairperson

Chair McDaniel welcomed Commissioner Shields to the Commission.

2. Commissioners

None

VIII. ADJOURNMENT OF REGULAR MEETING

Meeting adjourned at 1:33 p.m.