



## APPROVED MINUTES

City of Flagstaff

### AIRPORT COMMISSION

12:00 P.M. –1:30 P.M. March 8, 2018

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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 12:08 pm.

**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*

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.)*

**NONE**

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

**NONE**

3. APPROVAL OF MINUTES

- a. Regular Meeting of February 8, 2018.

**RECOMMENDED ACTION:** Approve the minutes of February 8, 2018, as submitted.

**MOTION:** Commissioner Hagan moved to approve 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*)  
Enplanements: February enplanements were down due to weather events causing cancelled flights, as well as a different carrier that had challenges with mechanical issues that caused more cancelled flights. There were 13 cancelled flights in total.  
Operations: Numbers were down due to weather events also.  
Fuel Flowage: February is typically a slow month due to winter weather, although numbers were up this past month.

### **IV. DISCUSSION ITEMS**

1. Visit, Discover, Grow (*Ralph Schmid*)  
Ralph Schmid and Heidi Hansen presented to the commission on the Visit, Discover, Grow advertising campaign. This is a collaborative effort with the CVB and Economic Development teams. The campaign is designed to attract and retain businesses in the Flagstaff area by providing historical data and links to information on happenings within the city. Emphasis on the two new routes for the summer is highlighted. The campaign is ongoing and may change/evolve with the current times. Feedback from customers has been positive. There will be a celebration for the inaugural route from LAX on May 5, 2018. There was discussion only.
2. How Wiseman Aviation Promotes Flagstaff (*Orville Wiseman*)  
Mr. Wiseman gave a history of how he came into business at the Flagstaff Airport and the legacy he is continuing to build upon. He also explained his role in the aviation industry, challenges he's faced, as well as successes and failures throughout the years. He realizes the importance of marketing and promoting the Flagstaff Airport. Orville attends annual trade shows and has built a brand with a stable reputation offering services that other FBO's may not offer. Flagstaff is the main branch of the three; Gallup, New Mexico, and Winslow, Arizona are the other two locations. He has built a successful business by being integral and ensuring members of the industry can trust him. There was discussion only.

**V. ACTION ITEMS**

None

**VI. FIXED BASE OPERATOR REPORT**

1. General aviation issues, fuel sales and business report. (*Orville Wiseman*)  
Mr. Wiseman stated business is good and there are two areas of business that take most of his attention. The local market, which is decent for business. And the transient market, that is where he tends to gain the most revenue. The location of the FBO, and airport, is in a place where pilots are stopping in on their way to the West coast (and vice versa) and buying fuel. Once they realize how nice Flagstaff is, they may return for a longer stay. Fuel sales have been up.

**VII. INFORMATION ITEMS**

1. Chairperson
2. Commissioners  
Commissioner Wheless commented that international flights have been cheaper to fly into Flagstaff as opposed to Phoenix.

Staff related to the commission that the flights to DFW that will start in June has sold seats better than anticipation. In contrast to the LAX route that doesn't seem to be selling as well as the airline wanted.

**VIII. ADJOURNMENT OF REGULAR MEETING**

Chair McDaniel adjourned the meeting at 1:26 pm by unanimous consent.