



Approved Minutes

City of Flagstaff

AIRPORT COMMISSION

1:00 to 2:30 P.M. June 13, 2019

Council Chambers at City Hall, 211 W Aspen Ave



In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact Carrie Elsass at 928-213-2930 (or 774-5281 TDD). Notification at least 48 hours in advance will enable the City to make reasonable arrangements.

I. **CALL TO ORDER** Chair Ketter called the meeting to order at 1:00 PM.

COMMISSION MEMBERS:

Brian Ketter, Chair, *present*
Cal McLoy, *present*
Vacant,
Amanda Shankland, *present*
Susan Shields, *present*
Miranda Sweet, *present*
T. Paul Thomas, Vice-Chair, *absent*

CITY STAFF:

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

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.)

Brian Taylor of Kachina Village expressed concern over increased air traffic noise. There are safety concerns regarding what happens if there is a failure in flight. He would like to know if there is a way to change the flight path. Who should citizens direct complaints and concerns to and what can be done to alleviate this issue?

James Gorney of Kachina Village mentioned concern for property values. He believes there has been an increase in noise from air traffic since the extension of the runway a few years ago.

Shane Brandulini of Kachina Village expressed his concern over jet, single engine and helicopter noise. He believes that these aircraft are flying excessively low. He found a 2005 noise remediation plan and is wondering if there was a more recent study done and what the results of that study were. At one point there was a study done to see if building a crosswind runway would be feasible. Why was that idea dismissed?

2. ANNOUNCEMENTS

NONE

3. APPROVAL OF MINUTES

- a. Regular Meeting of May 9, 2019.

RECOMMENDED ACTION: Approve the minutes of May 9, 2019, as submitted.

MOTION: Chair Ketter moved to approve the minutes as submitted. Commissioner McLoy seconded the motion; the motion passed unanimously.

III. **STAFF REPORTS**

1. Commercial enplanements, aviation activity and sale of fuel (*Barney Helmick*)
Staff reported on operation numbers. Fuel flow numbers continue to be strong going into June. Denver flights were at 89% capacity with American Airlines at 70%. The airlines brought 12,405 passengers to Flagstaff during the month of May. The total number of flights that occurred at the airport decreased.

IV. **DISCUSSION ITEMS**

1. FAA Certification Overview (*Barney Helmick*)
The FAA conducted our annual certificate review. This is an inspection of our entire operation. This includes the runway lighting system which is a dark sky friendly system. The pilot turns the lights on and can adjust brightness using his radio. When there is no activity for 15 minutes the lights turn off automatically. The FAA also inspects our training records for the ARFF team. They check to ensure our fuel operator is in compliance. There were 4 action items, 3 of which were taken care of before the agent left. One item will take a little longer because we need to schedule with a qualified painting contractor.

Open for questions:

Chair Ketter: What is the timing for completing the action items?

Barney Helmick: 90 days to complete the painting on the tarmac.

2. Current project updates (*Barney Helmick*)

We are completing the construction of two new restrooms in the airport holding area. They will be uni-sex and each will have a baby changing station. They should be completed next Friday and open the following Monday. Once those are open we will also have a water bottle refill station and a coffee cart in the holding area.

Because of the longer flights we are installing a Lavatory Dumping Station. This includes a compactor that will allow us to minimize our impact on the sewer treatment plant. We are looking at July for completion on installation and mid Aug for completion on training personnel.

3. Anticipated Project Overview (*Barney Helmick*)

There are a several projects necessary to update the terminal building which was built in 1993. We are not looking to expand our operations, but rather to improve how the airport functions. One such project is the creation of a baggage scanning room for the TSA. This will allow them to scan larger items like bikes and kayaks. It will also increase space in our lobby for our patrons.

We are also hoping to address issues with the roofs on our hangars. The snow loads in the winter cause damage and these issues need to be addressed. We are hoping to work on the Foxtrot and Delta hangar bays this year.

V. **ACTION ITEMS**

1. NONE

RECOMMENDED ACTION: NONE

VI. **FIXED BASE OPERATOR REPORT**

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

Fuel numbers continued to be strong during the month of May. The FBO has been able to increase their staff because of the consistent fuel orders from the airlines. They are ordering 1500 to 2000 gallons of fuel per day. Some of the Wiseman staff flew from Flagstaff to Denver to do safety training and have received their certification. They have also expanded the maintenance shop adding a few employees to help cover maintenance for the airlines.

Open for Questions:

Commissioner Shankland: Expressed gratitude to the Wiseman crew for everything they do on the air field.

VII. INFORMATION ITEMS

1. Chairperson
2. Commissioners

Commissioner Shields: There has been positive feedback regarding the new flight services.

Commissioner Shankland: Requests that we have an airport expert join us for a future commission meeting to discuss noise remediation.

VIII. ADJOURNMENT OF REGULAR MEETING

MOTION: Chair Ketter moved to adjourn the meeting. Commissioner Shankland seconded the motion; the motion passed unanimously. Chair Ketter adjourned the meeting at 1:27 PM.