



## Approved Minutes

City of Flagstaff

### AIRPORT COMMISSION

1:00 PM to 2:30 P.M. March 11, 2021

---

To participate in the meeting click the following link  
[Join Team Meeting](#)



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

Announcements on changes due to meeting held virtually. No video/camera usage, microphones should be muted unless called to comment or ask/answer questions and the meeting will be recorded.

I. **CALL TO ORDER** Meeting called to order by Chair Peterson at 1:02 PM

**COMMISSION MEMBERS:**

Eric Peterson, Chair, [present](#)  
Christina Caldwell, Vice Chair, [present](#)  
Carol Curtis, [present](#)  
Michael McGivern, [present](#)  
Cal McLoy, [present](#)  
David Steiner, [present](#)

**CITY STAFF:**

Regina Salas, Council Member, [present](#)  
Heidi Hansen, Economic Vitality Director, [present](#)  
Barney Helmick, Airport Director, [present](#)  
Tim Skinner, ARFF/Ops Manager, [present](#)  
Miciela Sahner, 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.)*

[No Notes](#)

2. ANNOUNCEMENTS

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

Economic Vitality Director, Heidi Hansen, announced that UACJ Whitehall is coming to Flagstaff, they are a manufacture for electric vehicle parts and are planned to bring in 120 jobs to the community.

3. APPROVAL OF MINUTES

- a. Regular Meeting of February 11th, 2021.

**RECOMMENDED ACTION:** Approve the minutes as submitted.

**MOTION:**

Commissioner Caldwell moved to approve the minutes as submitted. Commissioner Curtis seconded the motion. Commissioners called to vote – approved unanimously.

III. **CITY COUNCIL UPDATES** (*Regina Salas*)

NewLife Forest Products acquired a new facility in Bellemont, AZ They are turning the old SCA building into an indoor lumber, sawmill and manufacturing of wood products and they anticipate adding 200 new jobs to our region. There is a City's Job Creation Incentive Program which was introduced last year for a new business, relocating business or any business expanding. This program gives eligible businesses a grant up to \$1,500 in reimbursement if they attract new jobs; the grant can be used for items such as workplace trainings, relocation and improvements to their space. There are several new shops coming to Downtown Flagstaff from food to souvenirs and even a new sewing shop. We were able to secure fund from the state in order to help wit various road expansions including widening 4<sup>th</sup> St. to Butler and expanding J.W. Powell from Lone Tree to Butler.

Despite all the great news there have been business throughout Flagstaff that have closed down. What we have found is that most of the closures have been retail and restaurants, they seem to have been hit the hardest throughout the pandemic. Many did not receive sufficient funding in order to help and most were not prepared to handle the changes that came with the pandemic such as curbside pick-ups.

IV. **STAFF REPORTS**

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

Our enplanements is up slightly from January, we are very close to where we were in 2019 and we are hoping to reach up to 90,000 total enplanements for the year. Our fuel flow for 2021 is falling in between 2019 and 2020, it is very close to January's we are not seeing a lot of outside travel outside of the airlines, mainly due to weather. The total operations is on average for where we are normally at for February.

IV. **DISCUSSION ITEMS**

1. Parking Lot Rates (*Barney Helmick*)

After last month's presentation we opened the floor for commission members to send in any questions. One question that was brought to us was what other modes of transportation will Sustainability and the Airport offer? The City are currently trying to reduce the carbon footprint in Flagstaff and one way we are doing this is by encouraging the use of electric vehicles and providing Electric Vehicle parking and charging stations. We are working with NAIPTA at running a bus line out the airport sometime in the next few years once we have been able to expand J.W. Powell out. One other item we are using to encourage other modes of transportation is by having the paid parking system in place in order to encourage people to not drive and park long term. We are currently hurting when it comes to other transportation companies such as Uber, Lyft, and taxi services which are currently almost non-existent due to COVID and it has been a struggle to help our customers that are coming in from out of state.

**V. ACTION ITEMS**

1. None

**RECOMMENDED ACTION:** NONE  
No Notes

**VI. FIXED BASE OPERATOR REPORT**

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

No one from Wiseman was present for the meeting. Airport Director Barney Helmick presented that there are some future military operations we will have in April and May, there will be a group from Davis Monthan Airfield coming up bringing in A10s, helicopters and C130s.

**VII. INFORMATION ITEMS**

1. Snow Removal Equipment (SRE) building (*Barney Helmick & Tim Skinner*)

We are working with APMI Architecture on the designs for the building and have included the Sustainability director to help us achieve a green building. It will be an all-electric building to reduce carbon footprint and we will be working with Stormwater to control water runoff. The building will be approximately 23,000 sq. ft. located between the ARFF building and the tower. The design plans were presented in the PowerPoint, showing both the map the physical location of the building as well as the interior design of the building including the layout of the equipment. Commissioner Caldwell asked about any concerns on outgrowing the building; thankfully staff has been really good at organizing and storing the current equipment and although there is already discussion on adding a few more pieces to our fleet we believe we will be able to manage for a while.

2. Foam Cart (*Tim Skinner*)

One of the primary agents that is used by our ARFF team is an aqueous film-forming foam (AFFF) it is used on Class B fires, it is highly effective extinguishing agent. The negative part of this agent is that it contains per-and polyfluoroalkyl substances (PFAS) and long term exposure to PFAS have been reported to have a negative impact on the environment as well as possible negative health effects to firefighters including increased risk of thyroid disease and certain types of cancer. PFAS is not just used in our extinguishing agents but many other items including Teflon and there are ongoing studies are still being done. What we are trying to do is get ahead of the curve by limiting exposure to the both the environment and our firefighters as well as developing and implementing policies and protocols for how we store and handle it. We have purchased the EONE Ecologic Mobile Foam Testing CART that has adapters that allow us to use it will all of our vehicles rather than having to purchase a cart for each of the vehicles.

**VIII. ADJOURNMENT OF REGULAR MEETING**

Note from Airport Director Barney Helmick: We are in discussion with the airlines to expand to destinations further west. FMC is working an expenditure project down on Purple Sage (near Fort Tuthill). Lastly, we have received a new CARES Act grant that is to help with social distancing and the public's safety.

**MOTION:**

Commissioner Caldwell motions to adjourn, motion seconded by Commissioner McLoy. Commissioners called to vote – approved unanimously