



## Approved Minutes

City of Flagstaff

### AIRPORT COMMISSION

1:00 PM to 2:30 P.M. May 13th, 2021

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**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 Vice Chair Caldwell at 1:02 PM

##### COMMISSION MEMBERS:

Christina Caldwell, Vice Chair, **present**  
Carol Curtis, **present**  
Michael McGivern, **present**  
Cal McLoy, **present**  
David Steiner, **present**  
Jose Alvarado, **not 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**

1. Commission Member Update: **Chair Eric Peterson has moved from Flagstaff and has left the Airport Commission. We also have a new commissioner, Jose Alvarado.**

#### 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)

3. APPROVAL OF MINUTES
  - a. Regular Meeting of April 8th, 2021.

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

**MOTION:**

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

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

The City is transitioning into Phase 3 of the re-entry plan with the plan of opening City buildings and facilities on May 17<sup>th</sup> to the public. Council has made a consensus to lift the attendance limitations when it comes to event occurring on/in City parks, properties and facilities. Starting May 14<sup>th</sup>, the first stage of fire restrictions is starting, meaning no open flames allowed including no smoking in public places or operating fire-starting equipment. Lastly, City Council has voted to implement and fund an alternative response model for emergency response calls.

**IV. STAFF REPORTS**

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

We are back to our full 8 flights per day as we were last March, pre COVID, and it has been announced that on June 4<sup>th</sup> American will be adding a 3<sup>rd</sup> flight a day to Dallas. We are almost back to the same numbers as we had in 2019, we are cautious that this trend will continue but we are expecting next year to exceed them.

Our fuel flow is also on a positive, up-ward trend with both corporate and military traffic.

Airport operation are at what we would expect to see for this time of year.

**V. FIXED BASE OPERATOR REPORT**

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

As mentioned before, fuel numbers are up, the bad news is currently Wiseman is having to pull ¼ of their fuel supply from Long Beach because Phoenix can't keep up with the demand. There will be a new position opening that will focus on mainly the 'busy' work needed to be done so more experienced employees can focus on other main tasks. There are several other positions opening as well for various positions including seasonal. Davis-Monthan AFB was up in Flagstaff recently and they were very impressed.

**VI. DISCUSSION ITEMS**

1. None

**VII. ACTION ITEMS**

1. None

**RECOMMENDED ACTION:** NONE

**VIII. INFORMATION ITEMS**

1. Northern Arizona Healthcare (NAH) Project (*Steve Eiss*)

The NAH board of Directors approved the pursuing design and construction of a replacement hospital and ambulatory platform at Fort Tuthill; the City of Flagstaff's Planning and Development Office has yet to approve the application. The plan is to construct a NAH Health Village which in addition to the medical center and research facilities also includes low-density residential development, 2 hotel locations, retail shops and space for clinical partnerships. Various concerns came up including the traffic increase on Beulah Dr. and the usage of the overpass exit which is already in need of work; this increase in usage will lead to more work needed to be done sooner as well as a possible expansion to accommodate for the increased traffic.

2. Fire Weather Outlook (*Neil Chapman*)

The team which was to present was called out to a fire on the I-40 and was not able to attend the commission meeting and present. Director Barney Helmick and ARFF/Ops Manager, Tim Skinner, both spoke on the highlights of this presentation. The state is overall looking at warmer temperatures with little rain forecasted over the next few months this is important for us to keep an eye on since the airport is base for the wildlands crew, we are a staging area for closely located fires, and we have the potential to become a Type 1 and Type 2 helibase.

**IX. ADJOURNMENT OF REGULAR MEETING**

**MOTION:**

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