



## Approved Minutes

City of Flagstaff

**AIRPORT COMMISSION**

**1:00 PM to 2:30 P.M. June 10th, 2021**

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Announcements on changes due to meeting held virtually: No video/camera usage during meeting, microphones should be muted unless called to comment or ask/answer questions. Virtual 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**  
Brian Gall, Airport Programs Manager, **present**  
Tim Skinner, ARFF/Ops Manager, **not present**  
Miciela Sahner, Recording Secretary, **present**

Brian Gall's, Airport Programs Manager, introduction to the Airport Commission. Director Barney Helmick introduced the newest member of the airport team, Brian Gall, giving him time to speak about his background and current work. Brian began working in the aviation industry in 2007 as a consultant at a civil engineering consulting firm in Phoenix which specialized in airport related design and construction projects where he was able to work on projects around the county and few internationally. He moved to Flagstaff in 2018 where he worked for the Coconino and Kaibab National Forests as a civil engineer and later for the City of Flagstaff as a development engineering project manager.

**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)
3. APPROVAL OF MINUTES
  - a. Regular Meeting of May 13th, 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)**

- B.O.S.S. (Business One Stop Shop) program was introduced to streamline, cut red tape and speed up the processes in business services the City provides.
- City Council added funds to the Job Creation and Development Reinvestment Incentive programs which attracts companies that will provide high quality, career-oriented opportunities for residence that will further commerce in the region.
- The Community Investment Division has developed new incentives for business retention & expansion including the Adaptive Reuse Program which provides up to \$5,000 in development fees for small business expanding into vacant spaces under 5,000 square feet.
- The 31.45-acre Master Development in on the rise, the property is adjacent to the Flagstaff Pulliam Airport and will generate many high-quality jobs for our community.
- Next week City Council is scheduled to adopt the Flagstaff Carbon Neutrality Plan as well as the new zone called Neighborhood Community Commercial zone modifying the zoning code and reducing commercial building heights form 60 ft. to 45 ft in various community neighborhoods.

**IV. STAFF REPORTS (Barney Helmick)**

Commercial enplanements, aviation activity and sale of fuel

May was another excellent month for us. As of June 4<sup>th</sup> we added a third flight between Dallas and Flagstaff and are expecting a fourth flight to Phoenix. United is also working on getting a third flight to Denver as well they are having a crew/aircraft delay to provide that; they are currently flying at 100% of what is availably sold with current restrictions. With our current rates we are looking at somewhere around 110,000 passengers for the year which will be our second busiest year ever. We did not receive fuel numbers from Wiseman for the month. For operations we had a good month. We had an extensive amount of corporate traffic and an increase in commercial flights which contributed to a good month despite a slower month for G.A. traffic.

Non-related questions came up from Vice Chair Caldwell in relation to the bids for the job order contracts (JOC) and the work being done with the CARES Act Grant money. Director Barney Helmick replied letting our commission members know that the JOC's have been selected, 3 are for vertical work and 3 are for horizontal work; our main projects right now include work on our hangars such as roof repairs and preventative maintenance on the bi-fold doors among other individual projects and a few terminal projects including an expansion of our hold room and the lobby in front of our ticket counters.

**V. FIXED BASE OPERATOR REPORT (Wiseman Aviation)**

General aviation issues, fuel sales and business report.

Not present for airport commission meeting – no report given.

**VIII. INFORMATIONAL ITEMS**

1. Parking Lot Update (*Brian Gall*)

Contractors are currently working on the fine grading of subgrade in the new parking lot area and will begin work on the site electrical and water line work over the next couple weeks. There is an existing powerline running through the parking lot area, they are planning to move it from an overhead line to an underground line next week. Public Works staff and contractor discovered an unknown water service stub adjacent to the site which they will be able to tie into for the fire hydrants rather than tapping into the water main which should help save time and money for the project. We are also still moving forward with the E.V. parking area, the design has been completed and the contractor is working on developing a construction cost proposal which is expected to be presented to City Council on August 24<sup>th</sup>.

2. The Future of Electric Aviation (*Barney Helmick*)

Aviation, like many other fields is always evolving and working on creating newer, better, and more efficient aircrafts for both business use and passenger travel. These inventions include the Very Light Jet (Eclipse), Drones/VSTOL and new electric and hybrid engine options for aircraft. Some models include the Beta eVTOL, Eviation Alice and companies such as Heart Aero and AMP Air are working on many projects in this field. This new move towards electric aviation also brings up many questions such as how will airports provide charging, how do cities support their electric grid which in many communities may not be ready to supply the demand, what is the maintenance on these aircrafts; what is the longevity of these units and will they be available for public use, private or a combination of both.

**IX. ADJOURNMENT OF REGULAR MEETING**

**MOTION:**

Commissioner Curtis motions to adjourn, motion seconded by Commissioner McGivern.

Commissioners called to vote – approved unanimously