



NOTICE OF AIRPORT COMMISSION MEETING

November 18, 2024

Development Services Conference Room

119 E First Street

Winslow, Arizona 86047

4:30 p.m.

Doors Open at 4:00 p.m.

AGENDA

Pursuant to A.R.S. 38-431.02, notice is hereby given to the members of the Airport Commission of the City of Winslow, Arizona, and to the general public that the Winslow Airport Commission will hold a regular meeting on Monday, November 18, 2024 at 4:30 p.m. at Winslow Development Services Conference Room, 119 E First Street, Winslow, Arizona 86047. **MEMBERS OF THE AIRPORT COMMISSION MAY JOIN THE MEETING IN PERSON OR TELEPHONICALLY BY DIALING 928-289-8412 AND ENTERING PIN #123321.**

- 1. Call to Order – (Please Remember to Silence All Cell Phones)**
- 2. Pledge of Allegiance and Invocation**
- 3. Roll Call - Excuse Absent Members**
- 4. Discussion and/or Action to Approve Minutes of September 16, 2024 Regular Meeting**
- 5. Status Reports**
 - A. Wiseman Aviation Which May Include Current Airport Activities and Operational Matters
 - B. U.S. Forest Service
 - C. Airport Manager Which May Include Updates from City Regarding Airport
 - D. Report by Airport Engineer Which May Include Airport Project Updates
 - E. Report by Jack Fitchett on RFP Development at the Airport
- 6. Commission Consideration and Possible Action**
- 7. Current Events and Announcements**
- 8. Adjournment**

A copy of the agenda background materials already made available to the Airport Commission is available at City Hall, 102 E Third Street, Winslow, Arizona between the hours of 7:30 a.m. and 4:30 p.m., Monday through Friday.

Pursuant to the Americans with Disabilities Act (ADA) the Airport Commission endeavors to ensure the accessibility of its meetings to all persons with disabilities. Assistive listening devices are available for the public's use for meetings. Reasonable accommodations will be made upon request for persons with disabilities or for those who speak English other than very well. If you need an accommodation for a meeting, please call the City Clerk's Office at 928-289-1416 at least 48 hours prior to the meeting so that an accommodation can be arranged.

Notice is hereby given that pursuant to A.R.S. 1-602. A.9, subject to certain specified statutory exceptions, parents have a right to consent before the State or any of its political subdivisions make a video or audio recording of a minor child. Meetings of the Winslow Airport Commission are audio and/or video recorded, and as a result, proceedings in which children are present may be subject to such recording. Parents, in order to exercise their rights, may either file written consent with the City Clerk to such recording or take personal action to ensure that their child or children are not present when a recording may be made. If a child is present at the time a recording is made, the City will assume that the rights afforded parents pursuant to A.R.S. 1-602.A.9 have been waived.

These minutes are subject to approval and/or correction on November 18, 2024.

Minutes of the regular meeting of the Winslow Airport Commission held on September 16, 2024 at 4:30 p.m. in the Development Services Conference Room, 119 E First Street, Winslow, Arizona.

MEMBERS PRESENT

Chairman Lazzarini
Commissioner Coolidge
Commissioner Kenna (telephonically)
Commissioner Patton

MEMBERS ABSENT

STAFF

Tim Westover, Airport Manager

The meeting was called to order by Chairman Lazzarini at 4:42 p.m. The Pledge of Allegiance was recited and the invocation was given by Chairman Kenna. Roll was called and all Commissioners were present.

Discussion and/or Action to Approve Minutes – July 15, 2024

Motion: Moved by Commissioner Patton, seconded by Commissioner Coolidge, to approve the July 15, 2024 minutes as presented. Motion passed unanimously with Chairman Lazzarini and Commissioners Coolidge, Kenna, and Patton voting yes.

STATUS REPORTS

A. Report by Wiseman Aviation Which May Include Current Airport Activities and Operational Matters

Mr. Orville Wiseman not present; therefore, no report was given.

B. Report by U.S. Forest Service

Mr. Enrique Pacheco was not present; therefore, no report was given.

C. Report by Airport Manager Which May Include Updates from City Regarding Airport

The Airport Manager provided an update on the recently completed Pavement Maintenance System (PMS) project for Taxiway Alpha and Runway 4-22. The project, which involved resurfacing and restriping, received positive feedback overall. However, some camel thorn growth was identified in certain areas. The Airport Manager assured the Commission that these areas would be treated with herbicide to prevent further growth.

Additionally, the Airport Manager reported on an upcoming project set to begin on October 15, which will focus on improvements to the approach for Runway 4-22. The project is expected to last about one week and may require temporary runway closures. The Airport Manager assured the Commission that efforts will be made

to minimize disruptions, with the goal of limiting the runway closure to just one day rather than two.

D. Report by Airport Engineer Which May Include Airport Project Updates

The Airport Engineer presented the Five-Year Airport Capital Improvement Program (ACIP), which had been submitted to both the state and the Federal Aviation Administration (FAA). The presentation included a comprehensive overview of planned projects for the next five years, complete with detailed maps and project descriptions. While the overall plan remained consistent, the Airport Engineer explained that adjustments were made to accommodate funding limitations. Key projects include the reconstruction of an aging apron and critical drainage improvements to mitigate flood risks.

The Airport Engineer also highlighted the importance of updating the Airport's Master Plan, which was last revised in 2010, to ensure it aligns with current operational needs and priorities. Due to challenges related to land ownership and funding availability, some projects have been deferred to 2031. The Engineer stressed the continued focus on airside improvements and addressing drainage issues as priority areas within the plan.

Additionally, the Airport Manager proposed holding a Commission meeting at the airport on November 18, 2024, following the completion of the final striping work, to review the recent projects on-site. The suggestion received positive feedback from the Commission.

The meeting concluded with a discussion of ongoing projects. It was noted that bidding for the installation of Precision Approach Path Indicators (PAPI) is set to take place in the coming month. Commissioners expressed satisfaction with the progress of current projects and discussed the potential for a site tour to observe the completed improvements firsthand.

Current Events and Announcements

Chairman Lazzarini announced the upcoming Young Eagles Flight Event, which is scheduled for Saturday, September 21st, from 8 AM to noon. This event is aimed at providing youth with the opportunity to experience flight and learn about aviation.

Adjournment

Motion: Moved by Commissioner Coolidge, seconded by Commissioner Patton, to adjourn at 5:11 p.m. Motion passed unanimously with Chairman Lazzarini and Commissioners Coolidge, Kenna, and Patton voting yes.

Chairman Lazzarini

ATTEST:

Cynthia Villalpando, Recording Secretary