



NOTICE OF AIRPORT COMMISSION MEETING

December 16, 2024

Winslow-Lindbergh Regional Airport

1048 Airport Road

Winslow, Arizona 86047

Approximately 4:30 p.m.

(Immediately Following Tour of Airport Facilities)

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, December 16, 2024 at 4:30 p.m. at the Winslow-Lindbergh Regional Airport, 1048 Airport Road, Winslow, Arizona 86047.

- 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 November 18, 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. Brief Status Report of the Winslow Arts Council Art Plane Project
- 6. Current Events and Announcements**
- 7. 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 December 16, 2024.

Minutes of the regular meeting of the Winslow Airport Commission held on November 18, 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
Cynthia Villalpando (Recording Secretary)

The meeting was called to order by Chairman Lazzarini at 4:33 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 – September 16, 2024

Motion: Moved by Commissioner Kenna, seconded by Commissioner Coolidge, to approve the September 16, 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 provided an update on Wiseman Aviation's operations. He reported that fuel sales for the year remain strong, within 1% of last year's totals, despite some fluctuations in monthly activity. He commended the airport's condition, crediting recent pavement work and consistent maintenance efforts. Mr. Wiseman also noted that staffing levels are stable and announced an upcoming employee Christmas party in early December. Additionally, he mentioned increased interest in the new airport restaurant from pilots and visitors, though the full impact on aviation traffic is still being assessed.

B. Report by U.S. Forest Service

Mr. Enrique Pacheco, Tanker Base Manager, provided an update on tanker base operations. He shared that the base experienced a busy start to the year and is preparing for the upcoming season with active recruitment efforts. Two new full-time staff members have been hired, with plans to fill two additional seasonal positions. Mr. Pacheco also discussed ongoing repairs to a damaged concrete pad near the tanker base, which could be used for parking and other operational needs once completed. He expressed optimism about next year's capabilities, noting that more tankers are expected to be under contract to support operations.

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

The Airport Manager provided updates on several projects. He highlighted the completion of final striping as part of the 2023 Pavement Maintenance System (PMS) project, noting that it has significantly improved the airport's appearance and functionality.

To allow the Commission to view the completed work firsthand, the Airport Manager proposed holding the December meeting at the airport, a suggestion that was agreed upon. Arrangements will be made accordingly.

The Airport Manager also discussed ongoing collaboration with Kimley-Horn for the State Airport System Plan (SASP) and outlined plans to apply pre-emergent herbicides for camel thorn control. He noted that new equipment and additional certified applicators will enhance maintenance efforts and long-term vegetation management.

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

The Airport Engineer provided a detailed update on current and future projects. He announced that the Master Drainage Report has been completed and that plans are being developed to address flood-prone areas with targeted drainage improvements.

Design plans for the Precision Approach Path Indicator (PAPI) units have been finalized and submitted to ADOT for review. The project will be phased to accommodate budget constraints.

The Airport Engineer also highlighted progress on the reconstruction plans for Runway 11/29, with FAA funding expected to support the project, allowing it to be completed in fewer phases compared to using state resources alone.

The Airport Engineer proposed installing a one-way valve system to manage water flow and prevent backflow from the adjacent canal in flood-prone areas. Additionally, he emphasized the importance of updated traffic data for improved planning and funding applications.

E. Report by Economic Development Director Jack Fitchett on RFP Development at the Airport

Economic Development Director, Mr. Jack Fitchett, attended the meeting telephonically and apologized for not being able to attend in person. Mr. Fitchett provided an overview of his efforts to draft a Request for Proposals (RFP) for potential master developers to submit plans for enhancing the airport's utility and economic contribution. While he did not present a draft, he mentioned that the

Kingman RFP serves as a relevant model. He encouraged the Commission to review the Kingman RFP for context.

The Commission discussed potential challenges, including ensuring FAA compliance and alignment with long-term airport planning. Mr. Fitchett clarified that the RFP is intended to gather ideas and proposals without committing the city to any agreements and would require further public input and approvals. He invited feedback and committed to sharing the draft for additional review once it is completed.

Commission Consideration and Possible Action

Mr. Orville Wiseman inquired about the status of the Winslow Arts Council's proposed Art Plane project. The Commission requested that members of the Winslow Arts Council attend a future meeting to provide an update.

Current Events and Announcements

Chairman Lazzarini noted the success of the Young Eagles Flight Event held in late September, during which 71 children received free flights. The Commission discussed potential future community events, including reviving the fly-in and exploring opportunities to host other aviation-related activities.

Adjournment

Motion: Moved by Commissioner Patton, seconded by Commissioner Coolidge, to adjourn at 5:40 p.m. Motion passed unanimously with Chairman Lazzarini and Commissioners Coolidge, Kenna, and Patton voting yes.

Chairman Lazzarini

ATTEST:

Cynthia Villalpando, Recording Secretary