



NOTICE OF AIRPORT COMMISSION MEETING

June 16, 2025

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, June 16, 2025 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 May 19, 2025 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
- 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 June 16, 2025

Minutes of the regular meeting of the Winslow Airport Commission held on May 19, 2025 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
Commissioner Patton

MEMBERS ABSENT

STAFF

Tim Westover, Airport Manager
Cynthia Villalpando (Recording Secretary)

The meeting was called to order by Chairman Lazzarini at 4:30 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 – April 21, 2025

Motion: Moved by Commissioner Patton, seconded by Commissioner Coolidge, to approve the April 21, 2025 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 updates on staffing and operations. A new CSR has been hired, and recruitment is ongoing for a full-time line service technician.

Fuel truck availability has improved, with the temporary relocation of a 5,000-gallon truck to Winslow. Some concern was raised about DOD audit requirements related to vehicle movement between locations, though the operational benefit was prioritized.

Branding updates are underway, including new mid-century design themes and color schemes. Updates will extend to crew cars, signage, and digital assets.

Mr. Wiseman also addressed facility improvements and weed management, expressing appreciation for staff efforts. He noted that Runway 11/29 is showing signs of surface cracking in the center on the Eastend, and requested assessment and potential patching.

In response to Mr. Wiseman's report, the Airport Engineer recommended city staff inspect the affected runway section and provide photographs for review. He noted that street department assistance could be used for surface patching if needed.

B. Report by U.S. Forest Service

Mr. Enrique Pacheco, Tanker Base Manager, reported that the tanker base has been operational since May 3. Initial tanker loads began on May 11 in support of regional fires, and operations have been running smoothly with five different tanker platforms rotating through Winslow.

Staffing is stable, with three permanent employees and two seasonal hires expected shortly. Additional support is provided through retired Forest Service personnel. Mr. Pacheco noted that although water scoopers were not ultimately stationed in Winslow, it was confirmed that the base has the logistical capability to support them in the future.

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

The Airport Manager reported corrosion concerns with the fuel line running from the tanks to the fuel station. Photos and information have been submitted for assessment, and further updates will follow once recommendations are received.

The Airport Manager also addressed a question from Commissioner Kenna regarding discrepancies in reported acreage in the recent RFP and noted that clarification will be requested from the Economic Development Director.

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

The Airport Engineer provided updates on several projects:

- **PAPI Project:** Bids received for the Precision Approach Path Indicator (PAPI) project were over budget. A meeting with FAA and ADOT is scheduled for early June to determine if additional federal funding can be secured.
- **Design Grants:** Independent fee estimates have been completed for the apron reconstruction and drainage improvements. Grants have been finalized and are ready for execution. These projects will be funded using the airport's available Bipartisan Infrastructure Law (BIL) funds.
- **ACIP Meeting:** The airport's annual Capital Improvement Plan (ACIP) meeting with FAA and ADOT will be held soon to review the next five years of proposed projects. No major changes are expected from the current plan.

Tanker Base Manager, Enrique Pacheco inquired about the timeline for South Apron reconstruction. The Airport Engineer confirmed that design will begin once grants are executed, with construction likely occurring in the fall of next year.

Commission Consideration and Possible Action

Current Events and Announcements

Chairman Lazzarini reported that planning has begun for the annual Fly-In event scheduled for September. Funding from the previous Fly-In Committee will support this year's event. Commissioners also briefly discussed a real estate listing that inaccurately depicted future rail access on airport property.

Adjournment

Motion: Moved by Commissioner Patton, seconded by Commissioner Coolidge, to adjourn at 5:02 p.m. Motion passed unanimously with Chairman Lazzarini and Commissioners Coolidge, Kenna, and Patton voting yes.

Chairman Lazzarini

ATTEST:

Cynthia Villalpando, Recording Secretary