



NOTICE OF AIRPORT COMMISSION MEETING

July 21, 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, July 21, 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 June 16, 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**
 - A. Appointment of Airport Commissioners to the RFP Review Process.
- 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 July 21, 2025

Minutes of the regular meeting of the Winslow Airport Commission held on June 16, 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 – May 19, 2025

Motion: Moved by Commissioner Patton, seconded by Commissioner Coolidge, to approve the May 19, 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 reported steady activity at the airport and increasing operations at the tanker base with the rising temperatures. He noted that fuel supply levels are strong, with approximately 33,000 gallons on hand. Additional staffing was recently added to support ongoing maintenance and weed control, including new hires.

A fueling truck known as "Megatron" was transferred from Flagstaff to ensure faster service at the Winslow location. Mr. Wiseman also noted that the Customer Service Representative (CSR) position is once again open and encouraged referrals for qualified candidates.

B. Report by U.S. Forest Service

Mr. Enrique Pacheco, Tanker Base Manager, reported increasing activity with aircraft returning to the base due to regional fire activity. Tanker 103 is currently operating out of Winslow in support of fires in New Mexico, and a C-130 was also in use over the weekend.

Mr. Pacheco expressed appreciation for fuel availability, which has streamlined operations. He reported that the south apron's deteriorating asphalt has caused concerns among flight crews, prompting a temporary adjustment in parking

procedures to avoid the roughest areas. Crews are now using the newer section of the apron and rerouting aircraft as needed.

He also noted that Runway 11/29, while still usable, is beginning to show signs of wear, and feedback from pilots reflects growing concerns.

Additionally, he reported an unscheduled overnight visit from a Bell 402 helicopter crew supporting fire operations. The crew coordinated with the FBO and departed the following morning.

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

The Airport Manager provided two updates:

A purchase order has been issued for the repair of the self-serve fuel station. Scheduling for the work is pending and will be communicated once confirmed.

The Airport RFP process closed with one submission from Dave Wakefield, representing Atlas Global and Dave Khan Aviation. Due to expressed interest from other parties unable to meet the deadline, the city may consider reopening the RFP.

The Airport Manager requested that the Commission add an item to the next meeting agenda to select one or more Commissioners to participate in the RFP review process. The commitment is expected to require three to five hours over the next few weeks.

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

The Airport Engineer, Marija Knezevic, reported that the FAA has approved funding for the south apron reconstruction and a drainage improvement project. The project design phase will begin once grant approval is finalized, which is expected in June.

The Airport Engineer also reported that the Precision Approach Path Indicator (PAPI) project will be repackaged for rebidding in early 2026 due to higher-than-expected bids in the initial round. FAA has agreed to fund all four PAPIs as part of the new bid.

Additionally, the final design for the Runway 11/29 reconstruction is being prepared for FAA and ADOT review. The project is currently programmed in three phases over the next five years, pending funding availability.

Commission Consideration and Possible Action

It was agreed that a discussion and vote on Commission representation for the RFP review process would be placed on the next meeting agenda.

Current Events and Announcements

The Commission discussed the future of the annual Fly-In event. While there was no formal update from the event coordinator, members expressed concern that the event may not proceed this year.

Mr. Wiseman shared that Young Eagles activities have declined in neighboring areas and offered to support a future Fly-In in Winslow by donating staff time for event coordination. Commissioners agreed that the airport is in excellent condition and that a renewed Fly-In could be a valuable community event. The Airport Manager will follow up with event organizers.

Adjournment

Motion: Moved by Commissioner Patton, seconded by Commissioner Coolidge, to adjourn at 4:51 p.m. Motion passed unanimously with Chairman Lazzarini and Commissioners Coolidge, Kenna, and Patton voting yes.

Chairman Lazzarini

ATTEST:

Cynthia Villalpando, Recording Secretary