



NOTICE OF AIRPORT COMMISSION MEETING

September 15, 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, September 15, 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 July 21, 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 September 15, 2025

Minutes of the regular meeting of the Winslow Airport Commission held on July 21, 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 June 16, 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 that June 2025 was the busiest month in the company's 19-year history at Winslow, with approximately 80,000 gallons of fuel dispensed, largely due to tanker base operations. He indicated that feedback from operators had been positive.

Mr. Wiseman also shared that Wiseman Aviation had completed a branding update, with materials to be presented at a future meeting. Additionally, he announced the procurement of new Bronco 4x2 vehicles for crew use, with the first expected to arrive in Winslow after branding is completed.

B. Report by U.S. Forest Service

Mr. Enrique Pacheco reported that the tanker base officially closed for the season on July 12, following a slower fire period in the local area. However, several employees were temporarily reassigned to assist with wildfire activity in northern Arizona. He stated that the Winslow tanker base dispensed approximately 271,000 gallons of retardant during the season and considered it a successful year.

Mr. Pacheco noted the strong performance of his team and offered to provide tours of the facility for Commissioners or staff.

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

The Airport Manager reported that a mechanical issue with the self-serve fuel line had been resolved. Commissioner Kenna inquired about any impacts from the recent rainfall. The Airport Manager reported that there were no significant issues at the airport resulting from the weather event. He noted that city crews, including airport staff, were involved in broader stormwater management efforts across the city during the storm.

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

The Airport Engineer, Marija Knezevic, provided updates on the Capital Improvement Plan (CIP) recently submitted to ADOT, noting that review and approval are expected within the coming weeks.

The Airport Engineer, reported that final design work is wrapping up on the Runway 11/29 project, which is progressing toward grant application for the construction phase. There were no further updates.

Commission Consideration and Possible Action

A. Appointment of Airport Commissioners to the RFP Review Process

The Airport Manager informed the Commission that one proposal had been received in response to the Airport Development RFP. Chairman Lazzarini and Commissioner Kenna volunteered to serve as representatives for the RFP review process. The Commission discussed the review timeline and confirmed that these appointments would not constitute a quorum.

Motion: Moved by Commissioner Patton, seconded by Commissioner Coolidge, to appoint Chairman Lazzarini and Commissioner Kenna to participate in the review process for the RFP.

Motion passed unanimously.

The Airport Manager requested that a report on the review be placed on a future agenda once the process is completed.

Current Events and Announcements

The Commission briefly discussed the Young Eagles program. Chairman Lazzarini offered to follow up with Harold to confirm whether the event is still scheduled for this year.

There was additional discussion about the possibility of hosting a full Fly-In event. The Airport Manager noted that only the Young Eagles flights had occurred in the past year, and Commissioners expressed interest in discussing a full Fly-In at a future meeting.

Adjournment

Motion: Moved by Commissioner Patton, seconded by Commissioner Coolidge, to adjourn at 4:46 p.m. Motion passed unanimously with Chairman Lazzarini and Commissioners Coolidge, Kenna, and Patton voting yes.

Chairman Lazzarini

ATTEST:

Cynthia Villalpando, Recording Secretary