



NOTICE OF AIRPORT COMMISSION MEETING

April 17, 2023

City Hall Conference Room

21 Williamson Avenue

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, April 17, 2023 at 4:30 p.m. at Winslow City Hall, 21 Williamson Avenue, Winslow, Arizona 86047. **MEMBERS OF THE AIRPORT COMMISSION MAY JOIN THE MEETING IN PERSON OR TELEPHONICALLY BY DIALING 928-289-1482 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 March 20, 2023 Regular Meeting**
- 5. Call to the Public**
- 6. Report by Wiseman Aviation Which May Include Current Airport Activities and Operational Matters**
- 7. Report by U.S. Forest Service (Tanker Base)**
- 8. Report by Airport Manager Which May Include Updates from City Regarding Airport (Tim Westover)**
- 9. Report by Airport Engineer Which May Include Airport Project Updates (Lance McIntosh)**
- 10. Current Events and Announcements**
- 11. Adjournment**

A copy of the agenda background materials already made available to the Airport Commission is available at City Hall, 21 Williamson Avenue, 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 April 17th, 2023.

Minutes of the regular meeting of the Winslow Airport Commission held on March 20, 2023 at 4:30 p.m. in the City Hall Conference Room, 21 Williamson Avenue, Winslow, Arizona.

MEMBERS PRESENT

Chairman Lazzarini
Commissioner Coolidge
Commissioner Gravier
Commissioner Kenna
Commissioner Patton

MEMBERS ABSENT

STAFF

David Coolidge, City Manager
Larrilynn Oso, 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 Commissioner Kenna. Roll was called, and all Commissioners were present.

Discussion and/or Action to Approve Minutes – September 19, 2022 and October 17, 2022

Motion: Moved by Commissioner Patton, seconded by Commissioner Coolidge, to approve the September 19, 2022 and October 17, 2022 minutes as presented. Motion passed unanimously with Chairman Lazzarini and Commissioners Coolidge, Gravier, Kenna and Patton voting yes.

Call to the Public

None.

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

Mr. Orville Wiseman reported on current staffing issues, and stated that business operations have been steady. Mr. Wiseman also expressed that he was pleased with the changes in City management and the involvement of Mr. Tim Westover as newly appointed Airport Manager.

Mr. Wiseman continued, noting a bid submission for the continuance of the military contract. Mr. Wiseman indicated that a response to the bid would be presented in June 2023. Mr. Wiseman concluded his report with brief discussion regarding fuel equipment and the need to replace outdated items.

Report by U.S. Forest Service

Mr. Enrique Pacheco, Tanker Base Manager, began his report by noting that preparations have begun for the upcoming fire season. Also, two new employees are scheduled to begin at the tanker base in April. In response to an inquiry by Orville Wiseman, Mr. Pacheco clarified that the tanker base is set to open on May 3rd.

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

The City Manager on behalf of the Airport Manager provided information regarding changes made to the ADOT maintenance schedule. The maintenance start date was re-scheduled to coincide with the end of the fire season in mid-July, rather than during the open season. This change in schedule will ensure that daily operations at the tanker base will not be impeded by ADOT maintenance work or equipment.

The City Manager continued, noting that renovation plans, including asbestos removal, plumbing, flooring and painting of the restaurant have been made. The remediation of the restaurant and kitchen area will provide for adequate use and upgrades for any interested lessee in the future. In response to inquiries by Mr. Wiseman and Chairman Lazzarini, the City Manager noted that a timeline has not been set for renovation due to scheduling challenges with plumbing and flooring contract service providers. Further updates will be provided by the Airport Manager at a future meeting.

Report by Airport Engineer Which May Include Airport Project Updates

Airport Engineer Lance McIntosh reported on several ongoing projects which include the Master Drainage Plan, reconstruction design of Runway 11-29, and two, ADOT pavement preservation state programs. Specifically, the pavement preservation will allow for seal-coating on Runway 4-22 and mill / overlay on Taxiway A and a small portion of Taxiway D.

Continuing with his report, the Airport Engineer noted that design plans relating to a state/local project for new Precision Approach Path Indicators (PAPI) will be set to bid in mid to late summer, allowing lead time for equipment arrival and installation in late winter 2023.

The Airport Engineer also discussed matters related to the current status and future utilization of grant funding for use on priority improvements. He also noted that the five-year ACIP was submitted to ADOT. The Airport Engineer has also provided current budget information to the Airport Manager which show that the use and allocation of grant funding is on schedule and following proper guidelines for grant management.

In response to an inquiry from Mr. Wiseman, the Airport Engineer provided information regarding the two phases of the runway reconstruction project as it relates to cost, logistics and scheduling considerations.

Lastly, the Airport Engineer provided information regarding the Arizona Airport Association Spring Conference to be held in Flagstaff on April 30th through May 2nd. Anyone who is interested in attending is encouraged to contact either the City Manager or the Airport Engineer, and a registration link will be provided. The Airport Engineer stated that the conference covers a variety of topics related to airport issues.

Current Events and Announcements

Chairman Lazzarini stated that planning has begun for the September Fly-in. Further information will be shared once there has been a date set for the event.

Adjournment

Motion: Moved by Commissioner Kenna, seconded by Chairman Gravier, to adjourn at 4:54 p.m. Motion passed unanimously with Chairman Lazzarini, and Commissioners Coolidge, Gravier, Kenna, and Patton voting yes.

Chairman Lazzarini

ATTEST:

Larrilynn Oso, Recording Secretary