



NOTICE OF AIRPORT COMMISSION MEETING

May 15, 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, May 15, 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 VIA ZOOM USING THE FOLLOWING LOG-IN INFORMATION:**

<https://us06web.zoom.us/j/81177189589?pwd=dIBlVjg2RTBwUXpwdUpyajJpcXJBdz09>

Meeting ID: 811 7718 9589 **Passcode:** 516567 **Dial by Your Location:** +1 346 248 7799 US

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 April 17, 2023 Regular Meeting**
5. **General Plan Update Presentation by Planning and Zoning Hearing Officer (Jason Sanks)**
6. **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**
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, 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 May 15th, 2023.

Minutes of the regular meeting of the Winslow Airport Commission held on April 17, 2023 at 4:30 p.m. in the City Hall Conference Room, 21 Williamson Avenue, Winslow, Arizona.

MEMBERS PRESENT

Chairman Lazzarini
Commissioner Coolidge
Commissioner Kenna
Commissioner Patton

MEMBERS ABSENT

Commissioner Gravier

STAFF

Tim Westover, Airport 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 Commissioner Gravier was absent.

Motion: Moved by Commissioner Kenna, seconded by Chairman Patton, to excuse Commissioner Gravier. Motion passed unanimously with Chairman Lazzarini and Commissioners Coolidge, Kenna, and Patton voting yes.

Discussion and/or Action to Approve Minutes – March 20, 2023

Motion: Moved by Commissioner Coolidge, seconded by Commissioner Patton, to approve the March 20, 2023 minutes as presented. Motion passed unanimously with Chairman Lazzarini and Commissioners Coolidge, 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, stating that he will continue to review applicants and schedule interviews to fulfill vacant positions. Mr. Wiseman also noted that fuel numbers are running above average for this year and attributed the data to military use. Also, a bid submission for the continuance of the military contract should be awarded by June 30th. Mr. Wiseman concluded his report with brief discussion regarding the airport's quarterly inspection, and a fuel truck was lent to Tucson Aero Service. The truck has since returned to Winslow in preparedness for the upcoming fire season.

Before the conclusion of the meeting, Mr. Wiseman requested further information regarding the proposal of a Working TAT Museum. In response to Commissioner Kenna and Mr. Wiseman's inquiry regarding this topic, the Recording Secretary noted that the City Manager and the Historic Preservation Commission will be contacted for further information.

Report by U.S. Forest Service

Mr. Enrique Pacheco, Tanker Base Manager, began his report by noting that two staff members have started at the base, and are assisting with operations in order to prepare for the May 3rd opening date. The Tanker Base Manager continued his report with briefly discussing the opening dates for other bases, and his request regarding the addition of a home base tanker unit. Updates will be provided within the next few weeks.

In response to an inquiry from Commissioner Kenna, the Tanker Base Manager provided clarification regarding electrical upgrades and water service use for slurry operations. The Tanker Base Manager also discussed current fire season forecasts and provided information to Mr. Orville Wiseman regarding grass fires and estimated fire activity.

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

The Airport Manager provided information regarding the renovation status of the airport restaurant. Currently, the flooring and cabinetry has been removed. Further aspects of the process such as new flooring, walls, doors, windows and patio area will begin after the fiscal year budget is completed in July.

The Airport Manager continued his report, noting that Public Work's Street Crew will be assessing the airport for pavement striping. Mr. Wiseman and the Airport Engineer discussed runway markings and the upcoming overlay for Runway 4-22. The overlay will run from the displaced threshold to the end of the runway at which time the restriping will be completed by ADOT crews. Mr. Wiseman then indicated that the ramp striping would rather be the most critical area at this time.

Report by Airport Engineer Which May Include Airport Project Updates

Airport Engineer Lance McIntosh reported on upcoming ADOT pavement preservation state programs. Projects will begin after the fire season as to not impact everyday operations. The Airport Engineer continued his report, providing information regarding the CNS reconstruction design status for Runway 11-29.

The Airport Engineer requested a copy of the Woodson Engineering's current Master City-Wide Drainage Study. The Airport Manager noted that the study is nearing completion and that he will provide a copy to the Airport Engineer. This will assist with incorporating a plan to reduce flooding in the future. In response to inquiry from Commissioner Kenna, the Airport Engineer provided clarification of how the City-Wide study will be integrated into the Master Drainage Study for the Winslow Airport.

The Airport Engineer also noted that his office is planning an upcoming walkthrough of the airport grounds. The Airport Engineer and Mr. Wiseman discussed planning and notification needs for this visit, along with necessary caution for the visitors to be aware of wildlife such as snakes while walking the grounds. In response to inquiry from Mr. Wiseman, the Airport Engineer provided information regarding funding and the Airport Construction Improvement Plan addressing current structural needs such as the south ramp.

Concluding his report, the Airport Engineer discussed design plans relating to a state/local project for the installation of new Precision Approach Path Indicators (PAPI).

The project is set to bid in mid to late summer, allowing lead time for construction to begin during the winter months of 2023.

Current Events and Announcements

Chairman Lazzarini announced that preparations for the Fly-in have begun. The planning committee is also currently seeking a new coordinator as Ms. Ann-Mary Lutzick indicated that she will no longer be involved with Fly-In planning activities. Chairman Lazzarini and Mr. Wiseman noted Ms. Lutzick's amazing contributions and leadership for the past Fly-In events.

Adjournment

Motion: Moved by Commissioner Patton, seconded by Chairman Kenna, to adjourn at 5:00 p.m. Motion passed unanimously with Chairman Lazzarini, and Commissioners Coolidge, Kenna, and Patton voting yes.

Chairman Lazzarini

ATTEST:

Larrilynn Oso, Recording Secretary