



## **NOTICE OF AIRPORT COMMISSION MEETING**

**April 15, 2024**

**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, October 16, 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 928-289-8412 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 March 18<sup>th</sup>, 2024 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, 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 15th, 2024.*

Minutes of the regular meeting of the Winslow Airport Commission held on March 18, 2024 at 4:30 p.m. in the City Hall Conference Room, 21 Williamson Avenue, Winslow, Arizona.

**MEMBERS PRESENT**

Chairman Lazzarini  
Commissioner Kenna  
Commissioner Coolidge  
Commissioner Patton

**MEMBERS ABSENT**

Commissioner Gravier

**STAFF**

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 Commissioner Kenna. Roll was called, and Commissioner Gravier was absent.

Motion: moved by Commissioner Coolidge, seconded by Commissioner Kenna, 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 – January 22, 2024**

Motion: Moved by Commissioner Kenna, seconded by Commissioner Patton, to approve the January 22, 2024 Special Meeting minutes as presented. Motion passed unanimously with Chairman Lazzarini and Commissioners Coolidge, Kenna and Patton voting yes.

**Commission Consideration and Possible Action**

**A. Discussion and or action regarding the proposed Winslow Arts Council Art Plane Project**

Chairperson Monique Chavez provided an update on the Winslow Arts Council Art Plane Project, noting that the design process is currently underway. Chairperson Chavez also briefly discussed elements of the project such as the overall design, a mosaic tile hummingbird, reflective mirrors positioned at the bottom of the aircraft. Chairperson Chavez also stated that the Winslow Arts Council will hold further discussions with Wiseman Aviation regarding the use of reflective material and necessary precautions to decrease any reflective obstructions.

Chairperson Chavez continued, noting that the Winslow High School Industrial Arts program was contacted to fabricate a plane propeller and metal cut-out windows. The next step of action is to remove instruments and other internal elements from the plane. Chairperson Chavez indicated that a location for the plane was selected and that further discussion regarding storage and subsequent installation will be scheduled at a later time with the Airport Manager.

In response to inquiry from Chairman Lazzarini, Chairperson Chavez stated that the Winslow Arts Council has not yet designated a timeframe for the completion of this project.

Discussion occurred regarding other aspects of the project, such as installing information panels. Commissioner Kenna also suggested building a wall and painting a mural. Chairperson Chavez noted the suggestion and stated that at this time the initial goal of the Winslow Arts Council is to complete the Art Plane Project.

## **STATUS REPORTS**

### **A. Report by Wiseman Aviation Which May Include Current Airport Activities and Operational Matters**

Mr. Orville Wiseman began his report by discussing current staffing issues, noting that Wiseman Aviation is utilizing staff from their Flagstaff location to fulfill staffing needs in Winslow. Mr. Wiseman continued his report, stating that business operations are steady, though he has observed that there are utility upgrades needed to improve internet service. Mr. Wiseman concluded his report, stating that he is pleased with the progress of the restaurant renovation.

### **B. Report by U.S. Forest Service**

Mr. Enrique Pacheco, Tanker Base Manager, reported that there are several new aircraft models that may be utilized during the upcoming fire season. Among them are the Dash 8 and the Q400, an aircraft which is capable of carrying 2,600 gallons of fire retardant.

The Tanker Base Manager continued his report, noting fire season preparations are still ongoing. New staff members are scheduled to begin in mid-April, with the Tanker Base scheduled to open on May 3<sup>rd</sup>.

The Tanker Base Manager responded to an inquiry by Commissioner Coolidge, stating that fluctuations with Tanker Base staffing occurs throughout the fire season. However, with the addition of oncoming employees, the Tanker Base is fully staffed at this time.

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

The Airport Manager was not present; therefore, no report was given.

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

The Airport Engineer began his report by discussing current project status for the design reconstruction of Runway 11-29. The Airport Engineer stated. That discussions have occurred with the FAA regarding the Precision Approach Path Indicators (PAPI) Project, which the FAA owns, and the Visual Approach Slope Indicators (VASI) that are currently installed at the airport. The FAA has discussed possibly removing Runway End Identifier Lights (REILS), eliminating the need for equipment maintenance. However, The Airport Engineer also informed the Commission that the Airport Improvement Program (AIP) opposes the option to remove REILS. This issue is currently under review and is being discussed internally at the FAA. Furthermore, the engineering design for Runway 11-29 will continue as planned. The Airport Engineer ended his discussion of this topic by noting that the reconstruction project will go out to bid in the summer of 2024 given that ADOT has made possible funding available.

Continuing his report, the Airport Engineer noted upcoming plans to coordinate with the FAA regarding the use of airport Bipartisan Infrastructure Law (BIL) funding to complete the second half of the construction of the South Apron.

Responding to discussion from Mr. Wiseman regarding preventive maintenance of the asphalt ramp, the Airport Engineer stated that the ADOT Five-Year Airport Capital Improvement Program (ACIP) indicates that preventative maintenance with a seal coat will occur once the ramp is rebuilt. Preventive maintenance will be addressed once the next phase of project construction has been reached.

Lastly, in response to an inquiry by the Tanker Base Manager, the Airport Engineer stated that the South apron project construction will begin in the summer of 2025.

#### **Current Events and Announcements**

Chairman Lazzarini announced that organization and coordination planning for this year's Annual Fly-In event has begun. Chairman Lazzarini also provided a few brief highlights of the current renovations being made at the Airport Restaurant.

**Adjournment**

Motion: Moved by Commissioner Patton, seconded by Commissioner Coolidge, to adjourn at 4:55 p.m. Motion passed unanimously with Chairman Lazzarini and Commissioners Coolidge, Kenna and Patton voting yes.

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Chairman Lazzarini

ATTEST:

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Cynthia Villalpando, Recording Secretary