

Minutes of the regular meeting of the Winslow Airport Commission held on April 15, 2024 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
Cynthia Villalpando, Recording Secretary

The meeting was called to order by Chairman Lazzarini at 4:31 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 – March 18, 2024

Before proceeding with the following motion, Commissioner Kenna noted a correction to the minutes regarding the discussion of the Winslow Arts Council Art Plane Project. The minutes should reflect that Commissioner Kenna suggested construction of a windbreak wall, and the incorporation of history information panels to accompany the overall art installation.

Motion: Moved by Commissioner Kenna, seconded by Commissioner Coolidge to approve the March 18, 2024 minutes as corrected. 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 a decrease in 2024 Contract fuel sales with averages of 41% in January, 24% in February, and 39% in March. These reported sales were noted to be lower than the corresponding averages for 2023.

Mr. Wiseman stated that a new Wiseman Aviation staff member was hired and is receiving training in Flagstaff. Mr. Wiseman also discussed current staffing issues, and future plans to increase staff in order to maintain customer service needs.

Mr. Wiseman continued, noting that due to the prevailing winter weather conditions in Flagstaff, the airport has seen a reduction in overall activity.

Concluding his report, Mr. Wiseman was pleased to inform the Commission that the airport recently passed inspection, which occurs every three years.

B. Report by U.S. Forest Service

Mr. Enrique Pacheco, Tanker Base Manger, reported that preparations for the 2024 fire season are underway, with a projected opening date of May 3rd. Seasonal fire activity is expected to be minimal within the first few months of the season due to moisture received in the winter months.

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

The Airport Manager provided his report regarding current 2024 projects. The projects are scheduled to occur in two, separate phases. Phase One will commence in May 2024, and Phase Two will begin in June 2024. It was noted that both phases of the project will occur simultaneously during the Tanker Base fire season.

Phase One includes a connector between Taxiway A and Runway 11-29. In an effort to reduce the spread of camel thorns, herbicide will be applied on both Runway 11-29 and Runway 4-22. In addition to this application, a new crack seal, asphalt and stripe has also been requested. Further, Runway 11-29 will be closed from May 13th through May 31st to accommodate the timeframe of this project.

In regard to Phase Two, Runway 4-22, will be closed from June 3rd to June 11th. In response to an inquiry from Orville Wiseman, the Airport Manager noted that the timeline and completion schedules will not interfere with the Tanker Base operations.

The Airport Manager finished his report by providing an update on restaurant renovations. Electrical work was completed and is now pending approval from APS to receive an FAA Permit. The parking lot will also be addressed with both patching and trench work occurring later this summer. A proposed opening date of June 1st has been set for the restaurant. Mr. Mark Romo, restaurant lessee and owner of Romo's Mexican Grill, has expressed his gratitude and excitement for the project. Also, prior to the projected opening date, the Project Manager has requested that the Commission schedule a walk-through of the restaurant. Arrangements will be made, and a quorum notice will be provided for the walk-through.

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

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

Current Events and Announcements

Chairman Lazzarini and Commissioner Kenna raised inquiries regarding the Winslow Arts Council Art Plane Project. Following their inquiries, the Airport Manager sought clarification and subsequently presented the matter to the Commission, aiming to determine whether the Art Plane Project falls within the scope of the Airport Commission's responsibilities. After consideration, the Commission expressed interest in providing further input and involvement in the project. The Commission requested that members of the Winslow Arts Council attend a future meeting to provide an update.

Additionally, Commissioner Kenna referenced a previous meeting wherein the Airport Engineer had offered to provide 3-D renderings of the proposed Art-Plane Project. The Airport Manager noted the reference and stated that he would investigate this matter further.

Chairman Lazzarini announced that organization and coordination planning for this year's Annual Fly-In event is currently underway. Ideas for the event included the addition of a dinner and live music. A tentative date for the Fly-In is scheduled for September 21st, 2024. The Airport Manager noted that the City will provide assistance during the event when necessary.

Mr. Wiseman informed the Commission that the 2024 Thunder over Flagstaff event organized by Flagstaff's local Experimental Aircraft Association (EAA), has been canceled.

Adjournment

Motion: Moved by Commissioner Patton, seconded by Commissioner Coolidge, to adjourn at 5:17 p.m. Motion passed unanimously with Chairman Lazzarini and Commissioners Coolidge, Kenna and Patton voting yes.

Chairman Lazzarini

ATTEST:

Cynthia Villalpando, Recording Secretary