



**SIERRA VISTA AIRPORT COMMISSION
REGULAR MEETING MINUTES
SEPTEMBER 10, 2008, 6:00 PM
SVMA TERMINAL**

CALL TO ORDER:

Chairman McColley called the meeting of the Airport Commission to order at 6:03 p.m. in the Terminal Building of the Sierra Vista Municipal Airport, 2100 Airport Avenue.

ROLL CALL:

Present: Joe Gill, Bob Hazlett, Amy Metz, Dick McColley, and non-voting member Steve Ciccanti

Excused: John Falzone, Chris Ireland, and Jon Nelson

ATTENDEES:

City of Sierra Vista: Steve Tyminski and Janet Laduke

Libby AAF Liaison: Brian Bellerose

Public: George Pohlman, Leo Scherping, and Cliff Van Vleet

INTRODUCTIONS:

Everyone introduced themselves.

ACCOLADES FOR AVIATORS:

Hawk Pierce finished building his RV7A and completed the first flight on 09-07-08. Congrats to Hawk!

ACCEPTANCE OF AGENDA:

Motion made by Commissioner Metz to accept the agenda as written. Commissioner Hazlett seconded the motion. Vote – unanimous. The motion carried.

ACCEPTANCE OF AUGUST 13, 2008 MEETING MINUTES

Motion made by Commissioner Gill to accept the minutes as written. Commissioner Metz seconded the motion. Vote – unanimous. The motion carried.

REPORTS:

Airport Operations Report: Transportation Services Superintendent, Steve Tyminski

Steve reported the following:

- Runway 8/26 distance remaining markers project is underway. Signs are expected to arrive and be installed in mid-October. NOTAM's will be issued accordingly.
- Z&H Engineering met with Fort Huachuca regarding AWOS/ASOS installation. Preliminary work has begun.
- RFP packets for the FBO have been requested by six agencies. As of today, no proposals have been received. The first review is set for October 2, 2008. The RFP process will remain open until filled.
- Minimum Standards/Rules & Regulations/Fees & Charges study has begun. Coffman Associates is gathering data, history and inventory information.
- Coffman Associates will submit a draft set of ALP's next week. A set will be placed in the pilot's lounge for public input.
- The EAA Fly-In is set for November 7th and 8th.

Fort Huachuca: Brian Bellerose

- E5 barriers at the end of the runway will be installed in the overrun area on October 6th.

Chairman's Report: Dick McColley

Update on putting "Ease of flying into FHU" on AirNav: A motion was made by Commissioner Gill to accept the ad for AirNav and to fund placement of the ad from the Commission's budget. Motion seconded by Commissioner Metz. Vote – unanimous. The motion carried.

A motion was made by Commissioner Gill to accept the Fly-In/Open House ad and to fund placement of the ad in America's Flyways Magazine from the Commission's budget. Motion seconded by Commissioner Metz. Vote – unanimous. The motion carried.

When to place an additional ad in America's Flyways Magazine was discussed. A motion was made by Commissioner Gill to place the ad in the January edition so that the Cowboy Poetry Fly-In could be advertised at the same time. Motion seconded by Commissioner. Vote – unanimous. The motion carried.

Review of Commission member terms/openings in October 2008: item tabled to New Business.

City Report: Councilman Craig Johnson

RFQ status for Airport Manager and FBO: Airport Manager is on hold until the FBO is established.

Status of FY 2009 Budget Process: the Council has approved the FY 2009 budget.

For FY 2010 budget, the Council will begin talks in November about budget items. The process will continue with an update to the Strategic Plan beginning in February.

City Clerk, Jill Adams, is planning board/commission training on either October 18th or October 25th. This training is for new board or commission members.

Bob Shepard is the new EDF Director.

Dollar Rent a Car: Lee Gray

No one from Dollar was present.

UNFINISHED BUSINESS:

Update on APC – sponsored WINGS Fly-In event – Commissioner Nelson (via email to Chairman McColley): The Airport Commission will host the event scheduled for December 6, 2008 from 9 a.m. to 1:00 p.m. at the Southwest AeroTech hangar. The topic is "*Special-Use Airspace – Mysteries Revealed*". The event is on the City's Calendar and the AZ Pilot's Association Calendar of Events. The FAA's FAAST program managers are assisting. Brian Bellerose

Commissioner Gill made a motion to support the event, with a limit of \$400 for expenses, Motion seconded by Commissioner Hazlett. Vote – unanimous. The motion carried.

NEW BUSINESS:

Commissioner Terms: Terms expiring October 12, 2008: Joe Gill (final term), Jon Nelson and Amy Metz. A motion was made by Commissioner Gill for Commissioner Nelson and Commissioner Metz to be reappointed to the Commission. Motion seconded by Commissioner Hazlett. Vote – unanimous. The motion carried.

A motion was made by Commissioner Gill to nominate Steve Ciccanti to the Commission to replace his position. Motion seconded by Commissioner Metz. Vote – unanimous. The motion carried.

Councilman Johnson will place the Resolution for re-appointment of Nelson and Metz, and the nomination for Ciccanti on the Council agenda September 25, 2008.

ACTION ITEMS/ASSIGNMENT LOG:

Commissioner Gill advised that BGEN Rick Moiso, AzANG would provide an F-16 for static display at the November Fly-In and that recruiters would also be on hand. He also agreed to continue as the POC with the Air Guard on this display through the Fly-In.

Commissioner Falzone will provide an update on his work with the City PIO on Airport advertising/marketing: Commissioner Falzone not present. Item tabled to the next meeting.

CALL TO PUBLIC:

None.

ANNOUNCEMENTS: Commissioner Metz advised she was working with local potters on the "Empty Bowl Project". The fundraiser will be held on October 11, 2008 at the Ethel Berger Center from 11 am. To 2 pm. Participants will receive a lunch of soup and bread, and can keep the bowl. Proceeds will go to the food bank.

Chairman McColley advised that the Christmas airlift to the Navajo Nation would be on November 15, 2008.

Commissioner Gill reminded everyone to fly their flags tomorrow in remembrance of 9-11.

ADJOURNMENT: Chairman McColley adjourned the meeting at 7:25 p.m.

Next meeting scheduled for October 8, 2008 at 6:00 PM at the Airport Terminal Building.

Dick McColley, Chairman

Joe Gill, Secretary