



**SIERRA VISTA AIRPORT COMMISSION
REGULAR MEETING MINUTES
JUNE 10, 2009 6:00 PM
SVMA TERMINAL**

CALL TO ORDER:

Chairman McColley called the meeting of the Airport Commission to order at 6:00 P.M. in the Terminal Building of the Sierra Vista Municipal Airport, 2100 Airport Avenue.

ROLL CALL:

Present: Dick McColley, Jon Nelson, Brian Bellerose, John Falzone, Bob Hazlett, Steve Ciccanti, and non-voting member Bob Shepherd.

Absent: Chris Ireland and non-voting member, Rob Harnage

ATTENDEES:

City of Sierra Vista: Councilwoman Carol Dockter, Richard Cayer, Steve Tyminski, and Janet Laduke.

FHU Airfield Mgr: Carol Thompson,

Public: Cliff Van Vleet, Kyle Koski, Jeff Ingertson, Lee Gray, Darrell Noble, Jim Ruby, George Clarke III, Roberta Atlas, and Phillip Atlas.

INTRODUCTIONS: Everyone introduced themselves.

ACCOLADES FOR AVIATORS:

None.

ACCEPTANCE OF AGENDA:

Commissioner Nelson moved, Commissioner Ciccanti seconded, to accept the agenda as written. Motion carried (unanimous).

ACCEPTANCE OF MAY 6, 2009 MEETING MINUTES

Commissioner Falzone moved, Commissioner Hazlett seconded, to accept the minutes as written. Motion carried (unanimous).

REPORTS:

Airport Operations Report: Transportation Services Superintendent, Steve Tyminski

- The second draft of the Minimum Standards and Rules & Regulations were distributed to the Commission members. Many of the comments and concerns were incorporated into the second draft. Draft copies are also available at www.sierravista.airportstudy.com. This website is provided by Coffman & Associates.
- Minimum insurance requirements were also distributed.
- Airport Commission recommendation on the Minimum Standards and Rules & Regulations is requested during the July 8, 2009 Commission meeting.

- A representative from Coffman Associates will be at the July 20, 2009 Council Work Session to answer any questions the Council may have. Council approval is expected at the July 23, 2009 Council meeting.
- The Avgas self-fueling project bid came in much higher than expected. The City is considering utilizing a self-contained skid mounted fueling facility. A photo of the Airport with the desired located was given to the Commission for their review. Steve asked that this item be placed on the July 8, 2009 meeting agenda. Commissioner Bellerose made a motion to add the item to next month's agenda. Commissioner Falzone seconded. Motion carried (unanimous).
- Pavex Corporation continues to work on the AWOS project. Watch for NOTAM's.
- The reconstruction of Runway 12/30 and the realignment of Taxiway J projects are expected to begin within the next couple of weeks. Watch for NOTAM's.
- Work to prepare the Snooze Room area is completed.

Fort Huachuca: Airport Facilities Manager, Carol Thompson

- A work order has been issued to raise the windsock near the east end of rwy 26 by approximately 8 feet in a trial effort to make it more visible.
- They will possibly be moving the rotating beacon to hangar #3.
- There will be temporary flight restrictions this weekend for civil border protection. Check NOTAM's.

Chairman McColley inquired about the construction area west of the Airport. Carol advised that 3 barracks, a dining hall, and running track are being constructed for the students.

Chairman's Report: Dick McColley

- AirNav website: Carol Thompson advised the Fort has submitted a request for changes and is still waiting for contact from them.
- Minimum Standards and Rules & Regulations: The revised draft documents will be on the internet on 11 June. Recommendations are needed by the 8th of July. Commissioner Hazlett made a motion to have a Work Session on June 24, 2009 at 5:00 PM at the Airport Terminal Building. Commissioner Falzone seconded the motion. Motion carried (unanimous).
- LifeNet: Their property lease agreement expired on December 31, 2008. They are now leasing the area for their parts trailer on a month to month basis, and also a tie-down pad for the helicopter.
- NOTAM's: NOTAM's are still misleading. The Fort will reissue them again, but advised that the FAA has restrictions on the wording that can be used.

City Report: Councilwoman, Carol Dockter

- Shovel ready projects at the Airport. Item tabled to the next meeting.

Commissioner McColley inquired if there was a resolution approving the Airport projects with the stimulus funding. Carol advised that since there is no expenditure of City funds, a resolution for Council approval was not needed.

UNFINISHED BUSINESS:

Snooze Room:

- The Snooze Room has been completed. Recliners are needed.

NEW BUSINESS:

Courtesy cars for SVMA: Chairman McColley advised he wants to keep the issue alive.

Commissioner Hazlett made a motion to have Councilwoman Dockter put an item on the Council's next Work Session to discuss the courtesy car issue. Commissioner Bellerose seconded the motion. Motion carried (unanimous).

Steve and Councilwomen Dockter advised that the City Attorney and Risk Manager are against having a courtesy car due to liability issues.

Moving Border Patrol operations to the City side of the Airport: Councilwoman Carol Dockter advised that the City Manager is not in favor of having Border Patrol move to the SVMA side of the Airport due to the limited amount of space available.

Carol Thompson advised the Border Patrol would be staying on the Fort side of the Airport and explained the planned construction of a new facility for their operations.

SVMA Terminal signs with Airport Manager information: Motion made by Commissioner Hazlett to request signage be put up at several (4) locations in the terminal building. Motion seconded by Commissioner Nelson. Motion carried (unanimous).

ACTION ITEMS/ASSIGNMENT LOG:

Doug Strohl will install directional signs to the pilot snooze room (3-11-09): Janet will check with Doug to see if the signs have been ordered.

Councilwoman Dockter will talk to the City about displaying the Airport Manager's name/phone at the airport (5-13-09). Previously addressed.

CALL TO PUBLIC:

Lee Gray – Dollar Rent-a-Car: Dollar offers hourly rates to pilots. He will post a sign at the Terminal Building and change his website. He does have customers that request a vehicle for 1-2 hours to come in from the Airport for a short period of time (meal).

ANNOUNCEMENTS:

Commissioner Hazlett advised a new book "*These Guys*" by Old Lieutenant Press has some stories in it about him.

COMMENTS FROM COMMISSIONERS:

Commissioner Nelson publicly thanked Councilwoman Dockter for taking the time Wednesday morning to discuss Commission matters with him.

Commissioner Nelson asked Richard Cayer, CSV Operations Manager, to re-introduce himself. Richard did so and advised the Commission he has been delegated the City's Minimum Standards and Rules & Regulations point man by the Airport Manager, Mike Hemesath.

Chairman McColley asked Richard about the list of people to be contacted by Coffman. Richard advised the City provided Coffman with a list of possible contacts and Coffman was able to contact some of the names on the list. Mr. Tyminski stated that a Coffman Associates representative told him that Commissioner Nelson was contacted. Commissioner Nelson stated that he doesn't recall a conversation at any time with a Coffman representative.

Commissioner Bellerose asked Steve Tyminski if he had checked with the CSV Fire Marshal regarding the location of the self-fueling tank. Steve advised he had discussed the issue with Paul Cimino and he confirmed the location was appropriate.

ADJOURNMENT: Chairman McColley adjourned the meeting at 7:30 p.m.

Next meeting is scheduled for July 8, 2009 at 6:00 PM at the Airport Terminal Building.

Dick McColley, Chairman

Steve Ciccanti, Secretary