



**SIERRA VISTA AIRPORT COMMISSION
REGULAR MEETING MINUTES
FEBRUARY 13, 2008, 6:00 PM
SVMA TERMINAL**

CALL TO ORDER:

Dick McColley called the meeting of the Airport Commission to order at 6:05 p.m. in the Terminal Building of the Sierra Vista Municipal Airport, 2100 Airport Avenue.

ROLL CALL:

Present: John Falzone, Amy Metz, Joe Gill, Dick McColley, Larry Portouw (non-voting member)
Absent: Chris Ireland, Bob Hazlett and Jon Nelson

ATTENDEES:

Public Works: Mike Hemesath, Dick Cayer and Janet Laduke
Presenter: Mr. Michael Racy, lobbyist state legislature
Public: Dick French, John Kenny, Clifford Van Vleet, Paul Reese, Brian Bellerose, Bill Turner, Jeff Haas, Jim Hanke, David Isaak, Darrell Noble, Brian Ulmer, Debra Peterson, Glen Presho, Robert Swann, George Clarke, III, Leo Scherping

INTRODUCTIONS: Everyone introduced themselves.

ACCEPTANCE OF AGENDA:

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

ACCEPTANCE OF JANUARY 9TH MEETING MINUTES

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

PRESENTATION: Airport Finances, David Felix, City of Sierra Vista Finance Manager

The Airport is a Special Revenue Fund. There are not enough fees and charges collected to fund the Airport as an Enterprise Fund (self-supporting). At this time, the Airport does not break even – and may not ever. Airport revenues are collected from fuel sales, hangar and tie-down leases, operator's license fees, and grants for major improvements such as the 5-year plan, and

Airport Rules and Regulations. Last year the Airport had a net loss of over \$214,000, which was covered by the General Fund.

Commissioner Portouw asked why the revenues from 2007 were less than in 2006. David advised that there was an extremely busy fire season in 2006 and revenue was generated from the sale of fuel to the Forest Service.

Commissioner Portouw also asked about the depreciation of assets. David advised that government entities do not depreciate their assets.

George Clark, III asked about the debt service; specifically, if the first set of hangars were paid off. David advised that the loan (along with three others) were refinanced at a lower interest rate and will be paid off in 2012.

Commissioner Portouw asked what the match amounts are on grants. David advised that the Airport grants from ADOT are 90/10 (City match is 10%) and that the match portion comes from the General Fund.

Commissioner Metz asked if grants paid for the security system. David advised that the security system was paid for with three FAA grants. Commissioner Metz also asked if different grants have different restrictions. David advised that they do. Commissioner Metz advised she would like to have a copy of the grant requirements. Mike Hemesath advised her to contact the City Clerk's Office to request a copy.

PRESENTATION: Michael Racy, Lobbyist for the Arizona State Legislature

Mr. Racy is lobbying to stop House Bills 2258 and 2259, which would allow the CAP (Civil Air Patrol) first consideration when applying to the flight fund, and also suggests that local governments should support CAP by providing hangars, tie-downs, administrative space, etc. These two bills have been redrafted into one Bill. If CAP were to receive money from the flight fund, there would be less for local governments.

Commissioner Portouw asked when the Bill would be on line to review. Mr. Racy advised it would be next week. Commissioner Portouw proposed that the UFR's be included in the meeting minutes. He also asked if a financial analysis had been conducted with regards to the size of an airport. Mr. Racy advised that the mid-sized airports such as SVMA and Marana would be impacted the most.

Chairman McColley asked what the SVMA Airport Commission could do. Mr. Racy advised that anyone opposed to the Bill should contact his or her Representative and/or Senator.

Commissioner Portouw advised that the Commission should make their views known.

Commissioner Portouw asked Mr. Hemesath if the City Manager was aware of the Bill. Mr. Hemesath advised that Mr. Potucek is aware and has sent a letter to the Arizona Airports Association, and that the City Council would be meeting with the State Legislature next week.

Commissioner Portouw again advised that the Airport Commission needed to take a position and pass a resolution to state that position in a memo to the State Legislature. Commissioner Gill made a motion that the SVMA Airport Commission is opposed to the Bill and would send a

memo as suggested. Commissioner Falzone seconded the motion. Vote – unanimous. The motion carried.

REPORTS:

Airport Operations Reports: Airport Manager, Mike Hemesath

Mike introduced Richard Cayer, the new Public Works Operations Manager.

Mike advised that the new signage would be installed on Tuesday.

Mike advised that the minimum standards update was being funded by a 90/10 grant from ADOT in the amount of \$73,000, the approval should be on ADOT's March meeting schedule, and the process would begin in April.

Commissioner Portouw asked Chairman McColley who would be on the committee to review the minimum standards before they are finalized. Chairman McColley advised that Jon Nelson, Amy Metz, Leo Scherping, Tom Collins, Harry Bladow, Bob Hazlett, George Pohlman, John Kenny, Jim Rose and himself would be on the committee. Mike advised that there would be lots of public input and that the process would take approximately one year to complete.

Mike also advised that the ALP would be updated in FY 2009 through an FAA grant.

Mike relayed a message from Steve Tyrninski that the driving test would be on-line soon and he encouraged all Airport users to take the test.

Commissioner Gill asked Mike why the RFQ for the FBO had come out before the RFQ for the Airport Manager. Mike advised that the City Manager directed him to do the RFQ for the FBO first.

Mike passed out copies of the Airport Customer Survey and nighttime activity log.

Commissioner Metz asked when a computer would be placed in the pilot's lounge. Mike advised that it was already up and running.

Fort Huachuca: Airfield Manager, Jim Rose (via email to Dick McColley)

-Base Operations now staffed from 0630-1730L M-F. They can be reached on 122.95 if required.

-Weather can also be contacted on 122.95 (Pilot to Forecaster) Call Libby 'Metro'. WX is staffed 0700-2300L M-F.

-Tower, Radar, and Restricted Airspace will continue to be operational 0700-2300L M-F.

-Construction: As part of the upgrade radar project, a crane is located mid field, N. of rwy 26 centerline. This is by NOTAM and will be there for a few more weeks.

-Expect an increase in UAS (Unmanned Aircraft Systems) training at Libby beginning in March-May timeframe. Current FAA policy prohibits civil manned and unmanned aircraft to operate

within the Class D airspace at the same time, so future departure and landing delays are possible.

-All NAVVAIDS are operational.

-Runway 8/26 lights continue to be problematic. The 'High Intensity' setting on the pilot-controlled lighting (PCL) is not operational at this time. Parts are on order to correct the problem. Steps 1 thru 3 operate on PCL.

Chairman's report: Dick McColley

Chairman McColley advised that on Saturday winds were being erroneously reported on AWOS. He asked if a tetrahedron could be used. He advised that Jim Rose approved the idea, but that the military would not pay for one. Chairman McColley suggested a better solution might be that few more clearly visible lighted windsocks be installed at strategic locations, i.e. the runup/approach area to rwy 26, etc.

City Report: Councilman Craig Johnson

Councilman Johnson was not present at this meeting, but did send the Task Force meeting minutes to the Commission member via email.

Turner Aviation Assoc. (TAA): Bill Turner

Bill advised that in the October 2007 Airport Newsletter there was a list of tools and equipment that tenants and pilots could use. Included in this list are aircraft jacks. Bill advised that the jacks were not working – leaking and not holding pressure. Bill advised that the maintenance issues of the last commission meeting have been resolved. Bill advised that many pilots were using the phrase “traffic in the area – please advise”. He advised not to respond, and to refer the person to the A.I.M.

OLD BUSINESS:

None.

NEW BUSINESS:

Election of a new commission secretary: Dick advised that this would be tabled until the entire commission was present to vote.

Review of RFQ's: Dick advised that all members should review the FBO RFQ thoroughly and make note of items of concern. He suggested that a work session be scheduled. Joe Gill moved that a work session be scheduled for Friday February 22, 2008 at 1800 at the Airport Terminal Building. Motion seconded by Commissioner Metz. Vote – unanimous. The motion carried.

2009 Airport Commission Budget: the budget was reviewed and revised to \$11,000.

Commissioner Falzone advised that there is grant money available for airport advertising and that the commission should work with the City's PIO and Convention Bureau. He also recommended a heavy-duty printer/fax machine for the pilot's lounge.

Commissioner Falzone advised he would like to review the goals, accomplishments and objectives for the Commission. Commissioner Portouw advised that everyone should look at them to see if any need to be dropped or moved to FY 2009.

CALL TO PUBLIC: Chairman McColley advised that the Airport Commission meetings would be conducted the same as City Council meetings, where the audience does not participate in the meeting, but could request to be placed on a future agenda. If someone from the audience chooses to participate in the Call to Public, the Commission would not be able to respond until the item is placed on the agenda. Commissioner Portouw advised that this format is state law.

Darrell Noble advised that the aircraft jacks have been out of service for many years and wanted to know when they would be repaired. He also advised that when he contacted the City Clerk's Office, they could find no record of his business. He advised that he could not pay for his 2008 City Business License because there was no record. He also advised that he received a letter from the City Clerk advising him that he needed hangar keeper's insurance in the amount of \$2 million.

ANNOUNCEMENTS/DISCUSSIONS: Commissioner Portouw advised that the Douglas Fly-In is being held March 14th and 15th, and that the SVAA dinner will be on March 29th.

ADJOURNMENT: Commissioner Portouw moved that the meeting be adjourned. Commissioner Gill seconded the motion. Chairman McColley adjourned the meeting at 8:10 p.m.

Next meeting scheduled for March 12, 2008 at 6:00 PM at the Airport Terminal Building.

Dick McColley, Chairman