



**SIERRA VISTA AIRPORT COMMISSION
REGULAR MEETING MINUTES
JANUARY 13, 2010 5:30 PM
SVMA TERMINAL**

CALL TO ORDER:

Chairman Jon Nelson called the meeting of the Airport Commission to order at 5:32 P.M. in the Terminal Building of the Sierra Vista Municipal Airport, 2100 Airport Avenue.

ROLL CALL:

Present: John Falzone, Bob Hazlett, Jeff Ingertson, Seth Burgess, and Jon Nelson.
Non-voting member Bob Shepard.

ATTENDEES:

City of Sierra Vista: Councilwoman Carol Dockter, Steve Tyminski and Janet Laduke.
LAAF Airfield Mgr: Carol Thompson
Public: Jim Nye, Lee Gray, David Yunt, Clifford Van Vleet, Arthur Weisberger, Dick McColley, Linda Moss, Larry Portouw, Ross Lampert, and Stu Carter

INTRODUCTIONS:

Everyone introduced themselves.

ACCOLADES FOR AVIATORS AND FRIENDS OF THE AIRPORT:

None.

ACCEPTANCE OF AGENDA:

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

ACCEPTANCE OF DECEMBER 9, 2009 MEETING MINUTES

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

REPORTS:

Special Report: Jill Adams, City Clerk

Jill briefly reviewed some open meeting law information:

- Agendas should be as detailed as possible so citizens will know the topics to be discussed.

- Communication between board/commission members falls under the Public Records Law. Any type of correspondence (to include emails) can be requested by the public. Any correspondence between a quorum of members, or attendance at a function/event, could be considered a meeting; therefore a citizen could request copies of the correspondence.
- Call to Public: there is to be no interaction with Commission members. If a member of the public asks a question, the Commission must place the item on the next meeting's agenda.

Airport Operations Report: Transportation Services Superintendent, Steve Tyminski

- The reconstruction of Runway 12/30 and the realignment of Taxiway "J" projects are continuing. There is a sub-grade issue, and should be resolved by mid week. Estimated completion date is February 28, 2010. Check for NOTAM's.
- The self-fuel avgas project has been awarded. Site preparations are being made. Estimated completion date is June 1, 2010.
- Hangar inspections were conducted Tuesday and will continue on Thursday. With a couple of exceptions, everything is looking good.
- There are small and large hangars available.
- Doug will be conducting hangar maintenance inspections in the near future. These will be conducted two times each year. If anyone has any maintenance concerns with their hangar, they should contact Doug.
- A couple of weeks ago a woman was wandering in the operations area. She was removed from the airfield and reported to the MP's. Apparently she gained access to the airfield from the civilian side. Fuelers have been reminded to challenge any unknown persons on the civilian side of the field. We ask that any unknown persons be reported to fuelers for processing.
- We received notification that the ARFF has no foam for 24 hours. NOTAM's issued.

Fort Huachuca: LAAF Airfield Manager, Carol Thompson

- Carol reviewed the construction projects and advised that Taxiway Delta has been cleaned up, and that the milling machine is working. She has issued NOTAM's that say there is construction until March 15, but will cancel them as soon as the construction is completed.
- The Air Force aerostat was destroyed in the last major wind storm. A new one will be back up this week. It will go through some testing and then be moved to another location.
- They have an exercise scheduled January 26th through February 26th. Hours will change to 0700 – 0100. They will also be flying on Saturdays and will operate from 0800 to 1600.

City Report: Carol Dockter, City Council Liaison

- FY 2011 budget process has begun. There will be a \$1.4M short-fall from the State.
- Commissions will present their budgets to the Council in March.

Chairman's Report: Jon Nelson

- Chairman Nelson reviewed the process to create a Vision Statement and is currently assembling a committee of 2 Airport Commissioners and 7 to 8 members from local businesses, airport users, etc.
 - **ACTION:** Commissioner Hazlett made a motion that the Commission adopt Chairman Nelson's process to create the vision statement. Commissioner Falzone seconded the motion. Motion carried (unanimous).
 - The final list of members will be announced at the next meeting.
- Budget – Commissioners Falzone and Nelson will meet with Steve and identify priorities. Council Liaison, Carol Dockter, will also attend.
 - February's meeting agenda will include an item for discussing the identified priorities.

UNFINISHED BUSINESS:

- AirNav – Carol is still working on correcting the errors.
- Carol also advised that the work order for the windsock is still pending.
- WINGS Fly-In update:
 - Commissioners Hazlett and Ingertson and Lee Gray of Dollar Rent-a-Car are the committee members for this event.
 - The Air Force Association had an executive meeting and discussed the possibility of a static air show on September 18, 2010 in conjunction with the Air Force's 53rd Anniversary.
 - The WINGS Committee would like to have their WINGS training in conjunction with the static air show.
 - It was suggested that the EAA Young Eagles/City Open House Fly-in take place at that time.
 - Suggested seminars for the WINGS event: airspace, weather, AOPA and FAA safety programs. Also suggested was an aircraft Ramp Inspection demonstration.
 - **ACTION:** A motion was made by Commissioner Ingertson to set September 18, 2010 as the date for the WINGS Fly-In. Commissioner Falzone seconded the motion. Motion carried (unanimous).
 - EAA representative Cliff Van Vleet advised that September 18 is not a good date for the Young Eagles event due to another event occurring on the same date. The EAA will discuss this at their next meeting.
 - Ross Lampert, Air Force Association President, advised they would also like to include Army aviation at the static show.

NEW BUSINESS:

- Chairman Nelson advised that there is one applicant for the Commission – Arthur Weisberger.
 - Mr. Weisberger was interviewed.
 - Commissioner Falzone made a motion to nominate Arthur Weisberger to the Airport Commission. Commissioner Ingertson seconded the motion. Motion carried (unanimous).

- Councilwoman Dockter will put on the January 28, 2010 Council meeting agenda for approval.

ACTION ITEMS/ASSIGNMENT LOG:

- None pending at this time.

CALL TO PUBLIC:

Lee Gray – Dollar Rent-a-Car – advised that the City has given approval for them to have a direct phone line from the Airport to their office. He also advised that last month business was exceptional.

Cliff Van Vleet advised he attended a NASA traveling exhibit at the Pima Air Museum.

Larry Portouw advised that he is the webmaster for the SVAA, and would be able to post upcoming events on their website.

Commissioner Nelson advised that there is a Bluegrass fly-in in Lake Havasu City March 5th through the 7th. Commissioner Ingertson advised that there will be a live air show at Davis-Monthan March 21st and 22nd.

ANNOUNCEMENTS:

None.

COMMENTS FROM COMMISSIONERS:

None.

ADJOURNMENT: Commissioner Ingertson made a motion to adjourn the meeting. Commissioner Hazlett seconded. Chairman Nelson adjourned the meeting at 7:30 p.m.

Next meeting is scheduled for February 10, 2010 at 5:30 PM at the Airport Terminal Building.

Jon Nelson, Chairman

Seth Burgess, Secretary