



**SIERRA VISTA AIRPORT COMMISSION  
REGULAR MEETING MINUTES  
8 APRIL, 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, Chris Ireland, Jon Nelson, Brian Bellerose, John Falzone, Bob Hazlett, and non-voting members, Rob Harnage, Bob Shepherd  
Absent: Steve Ciccanti (excused)

ATTENDEES:

City of Sierra Vista: Councilwoman Carol Dockter, Steve Tyminski  
Public: Cliff Van Vleet, Kyle Koski, George Pohlman.

INTRODUCTIONS: Chairman McColley elected to forego introductions.

ACCOLADES FOR AVIATORS:

Commissioner Nelson acknowledged the recent passing of two aviators/friends of SVMA: Ron Jarvis (March 17) and Richard Hlavenka (March 21). Mr. Jarvis, a Bronze Star recipient as an Army pilot, also was recognized by the FAA as a Master Pilot, who "...contributed to and maintained safe flight operations for 50 or more consecutive years of piloting aircraft." Mr. Hlavenka, in the 1960's set a world altitude record in a glider he built from blueprints. He was known for his skill at restoring aircraft.

Commissioner Hazlett announced he will celebrate his 89<sup>th</sup> birthday on Saturday, April 11. Notably, he has spent 75 years in aviation as a pilot, engineer or teacher!

ACCEPTANCE OF AGENDA:

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

ACCEPTANCE OF MARCH 8, 2009 MEETING MINUTES

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

REPORTS:

Airport Operations Report: Transportation Services Superintendent, Steve Tyminski

- DRAFT MINIMUM STANDARDS/RULES & REGULATIONS were handed out to each commissioner. By April 10, 2009, both documents will be available on the City's Airport Website along with an email address to send comments. The documents will also be

available at [www.sierravista.airportstudy.com](http://www.sierravista.airportstudy.com). This website is provided by Coffman & Associates. A public presentation will be planned for either Saturday, May 2<sup>nd</sup>, or during the week of May 4<sup>th</sup> through 8<sup>th</sup>, whichever is decided by the Airport Commission.

Mr. Tyminski displayed three design options for the document's cover and asked the Commission to select one. ACTION: After a straw poll of the commissioners present, Mr. Tyminski was advised that "Document 2" on Mr. McColley's computer (the option with three inset pictures across the bottom of the cover page) received the most votes.

- PAVEX Corp. was awarded the ASOS construction project. Work is expected to begin April 20<sup>th</sup>. The dirt work will be completed first, followed by a delay for the equipment to arrive. Then the project will resume and continue to completion. Watch for NOTAM's.
- ALP DRAWINGS are completed and will be sent to FAA and ADOT Aeronautics for evaluation and approval..
- The AVGAS Self-Serve Fuel Project is being designed.
- The reconstruction of Runway 12/30 and the realignment of Taxiway "J" projects are expected to go out for bid on April 19.
- A Work Request has been submitted to Facilities to prepare the SNOOZE ROOM area.
- Hangar Exterior Lighting wiring upgrade. One photocell per lighting circuit.
- The FUELER's regular work hours, 7 AM to 5 PM, will resume April 20<sup>th</sup>.
- PUBLIC WORKS OPEN HOUSE: May 16.

Fort Huachuca: Airport Facilities Manager, Carol Thompson. Absent...no report.

Chairman's Report: Dick McColley

- Update on AirNav and City websites is finished and submitted to AIRNAV. Received pre-submission review by Carol Thompson (Airfield Manager) and staff.
- APC BUDGET presentation is completed and was sent to Deputy City Clerk, Maria Marsh who will make it ready for the April 14 Council/APC Work Session.
- Reviewed the two Stimulus Projects: Realignment of Taxiway "J" and resurfacing of Runway 12/30. Projects scheduled to go out for bid on April 19.

City Report: Councilwoman, Carol Dockter

- The budget Work Session for the Airport Commission is scheduled for April 14, 2009 at 3:30 pm. Carol requested as many Commissioners as possible attend, and suggested everyone "bring a friend" so they can see how City Government works.

#### UNFINISHED BUSINESS:

Snooze Room:

- Chairman McColley thanked Councilwoman Dockter and George Pohlman for their donations of furniture for the Pilot Snooze Room and the Pilot Lounge.
- Chairman McColley displayed a letter prepared by non-voting Commissioner, Rob Harnage. The letter seeks deductible donations of miscellaneous furnishings for the Snooze Room. nACTION: Commissioner Falzone moved, Commissioner Bellerose seconded, to accept the letter as written. Mr. Harnage volunteered to mail the letter to selected area merchants, then follow-up via email and phone calls. He volunteered to absorb the cost of postage.
- Steve Tyminski advised that the City will not provide a TV cable connection in the Snooze Room.

Windsock:

- Nothing new to add since Carol Thompson is absent.

NEW BUSINESS: None

ACTION ITEMS/ASSIGNMENT LOG:

- Commissioners to select a preferred date for the public presentation of the draft Minimum Standards/Rules & Regulations document (May 2<sup>nd</sup> or a time between May 4<sup>th</sup> and 8<sup>th</sup>) and advise Steve Tyminski. (4-8-09)
- Doug Strohl will install directional signs to the pilot Snooze Room. (3-11-09)

CALL TO PUBLIC:

- Carol Dockter suggested an agenda item be added to the May meeting calling for an "Update/History of the City's attempts to attract businesses to the airport. She also suggested an additional agenda item just before "Announcements" called "Commissioner Comments" during which each commissioner would have an opportunity to comment on any of the previous agenda items.
- George Pohlman echoed Carol Dockter's suggestion calling for a history of the City's attempts to attract businesses to the airport.
- John Falzone showed a plastic brochure holder and suggested it might be sent out with the next mailing of brochures.

ANNOUNCEMENTS:

Commissioner Hazlett announced that the 2009-10, AOPA Airport Directory is out. He observed that few, if any, changes have been made to the Libby entry and wondered where AOPA gets its data.

Commissioner Bellerose announced that new taxi instruction requirements (by the FAA) are now in place at FHU. Pilots will now be instructed when authorized to cross intersecting runways leading to the active runway; the authorization to cross such runways should no longer be assumed by the pilot. Pilots will also be instructed which taxi ways to use during taxi (i.e., "Taxi to runway 26 via Golf").

Chairman McColley announced that Commissioner Ciccanti was seriously injured Monday in a bicycle accident on Buffalo Soldier Trail. He broke several bones in his shoulder and is home recuperating.

Commissioner Falzone announced that former Commissioner Joe Gill fell and fractured his hip. He, too, is home recuperating.

ADJOURNMENT: Chairman McColley adjourned the meeting at 7:51 p.m.

**Next meeting is scheduled for May 13, 2009 at 6:00 PM at the Airport Terminal Building.**

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Dick McColley, Chairman

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Jon M. Nelson, Acting Secretary