



**SIERRA VISTA AIRPORT COMMISSION
REGULAR MEETING MINUTES
JULY 8, 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, Bob Hazlett, Steve Ciccanti, Chris Ireland, and non-voting members Bob Shepherd and Rob Harnage.
Absent: John Falzone

ATTENDEES:

City of Sierra Vista: Councilwoman Carol Dockter, Richard Cayer, Steve Tyminski, and Janet Laduke.
LAAF Airfield Mgr: Carol Thompson
Public: Kyle Koski

INTRODUCTIONS:

None needed.

ACCOLADES FOR AVIATORS:

None.

ACCEPTANCE OF AGENDA:

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

ACCEPTANCE OF JUNE 10, 2009 MEETING MINUTES

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

REPORTS:

Airport Operations Report: Transportation Services Superintendent, Steve Tyminski

- Minimum Standards and Rules & Regulations final drafts were provided to the Commission.
 - Many of the comments and concerns were incorporated into the final documents.
 - Draft copies are also available at www.sierravista.airportstudy.com. This website is provided by Coffman & Associates.
- An Airport Commission recommendation is requested during tonight's meeting.

- A presentation of the Minimum Standards and Rules & Regulations to the Council is scheduled for the July 13, 2009 Council Work Session.
- The Av Gas self-fuel project bid came in much higher than expected. At this time specifications are being prepared for a self-contained skid-mounted fueling facility.
 - Copies of a prototype design and location were provided to the Commission at the last meeting.
- Pavex Corporation continues to work on the AWOS construction project. Watch for NOTAM's.
- The reconstruction of Runway 12/30 and the realignment of Taxiway "J" projects are continuing.
 - At yesterday's meeting, the contractor reported that the project is 8% complete.
 - 24-hour operation is expected to begin in August and will likely run a pattern of 1 day at 24 hours and 3 days at 10 hours. Watch for NOTAM's.
- The snooze room sign-in log shows that 3 people have signed the log book since June 15, 2009. Directional signage has been ordered.
- Steve reviewed the ACIP (Airport Capital Improvement Plan).

Fort Huachuca: LAAF Airfield Manager, Carol Thompson

- Runway 26 will be closed this weekend (Saturday) for some survey work. The tower will also be closed. Check NOTAM's.
- The rotating beacon will stay in its current location.
- There are currently no temporary flight restrictions.

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.
- Chairman McColley advised he and two other Commission members would be meeting with the City Manager, City Clerk and Airport Manager on Friday to discuss insurance requirements. Councilwoman Dockter advised that there should be a Commission consensus regarding the items to be discussed at the meeting.
- Review of Minimum Standards Draft Document:
 - Appendix B – Section 3, Item #2
 - Commission requests to have the annual fee for the Independent Airport Operator reduced from \$100 to \$50 (same as for On-Site Operators). Motion made by Commissioner Hazlett to request the fee be changed to \$50. Commissioner Harnage seconded. Motion carried (unanimous).
- Review of Rules & Regulations Draft Document:
 - Section 1 General Regulations, Item 1.3 Airport Liability
 - The Commission objects to this item NOT being taken out of the document.
 - Section 5 Special Events, 5.1 General,
 - Commission requests to change the entire paragraph to read:

6. A Special Event that involves certain maneuvers by aircraft must be coordinated with the Airport Manager, the local Flight Standards District Office (FSDO) of the FAA, and the Libby Army Airfield Manager.
 - Section 8 Hangar Co-Occupancy, 8.1 General, Item #1
 - Commission requests the removal of "*if all existing hangars are leased*". Steve advised that the City did not approve the removal of this part of the sentence.
 - Section 8 Hangar Co-Occupancy, 8.1 General

- Commission requests to add Item #4: “Grandfather all existing co-occupants as they are.” Steve advised that the City did not approve of this addition.
 - Section 8 Hangar Co-Occupancy, 8.3 Terms of Co-Occupancy, Item #3
 - Commission requests to have the \$50 fee removed. Steve advised that the paragraph has been reworded to read: “The existing hangar tenant shall submit all fees associated with a Co-Occupant Hangar Agreement at a rate equal to the monthly amount of the hangar rent prescribed for the particular type of hangar.”
- Other related issues: Insurance
 - The Commission is requesting changes on all vehicle liability requirements and hangar keepers’ requirements.

Commissioner Bellerose made a motion to recommend acceptance of the Minimum Standards and Rules & Regulations documents as amended, with exceptions as noted. Commissioner Nelson seconded. Motion carried (unanimous).

City Report: Councilwoman Carol Dockter

- Review of any SVMA related Resolutions going to City Council: none at this time.
- SVMA Master Plan list of shovel-ready projects: reviewed earlier by Steve.

Carol distributed invitations to Commission members for the Spotlight Breakfast on August 11, 2009. The City Manager will be discussing the City’s Strategic Plan for the next 2 years.

Carol advised that she spoke to the City Manager about having a courtesy car on SVMA. The City Manager is against the idea due to the fact that we have two rental car companies that provide service at the Airport.

UNFINISHED BUSINESS:

- Snooze Room for transient pilots:
 - Recliners are needed. Commissioner Harnage advised he had written several letters to local businesses requesting donations. He advised he has had no response and asked permission of the Commission to visit these businesses in person. All Commissioners agreed that would be acceptable.
- Wind Sock height extension runway 26:
 - Carol does not know the status at this time.
- SVMA Terminal signs(s) with Airport Manager information:
 - Signs have been ordered.

NEW BUSINESS:

- 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.
 - Signs have been ordered.

ACTION ITEMS/ASSIGNMENT LOG:

None.

CALL TO PUBLIC:

None.

ANNOUNCEMENTS:

- This year's EAA/City Open House will be on November 6th and 7th.

COMMENTS FROM COMMISSIONERS:

None.

ADJOURNMENT: Chairman McColley adjourned the meeting at 8:10 p.m.

Next meeting is scheduled for August 12, 2009 at 6:00 PM at the Airport Terminal Building.

Dick McColley, Chairman

Steve Ciccanti, Secretary