



**SIERRA VISTA AIRPORT COMMISSION
REGULAR MEETING MINUTES
DECEMBER 9, 2009 6:00 PM
SVMA TERMINAL**

CALL TO ORDER:

Chairman Jon Nelson 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: John Falzone, Bob Hazlett, Steve Ciccanti, Jeff Ingertson, Seth Burgess, and Jon Nelson.

Absent: Non-voting member Bob Shepard.

ATTENDEES:

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

LAAF Airfield Mgr: Carol Thompson

Public: Cliff Van Vleet, Adam Curtis, Dick McColley, and Ryan Gray.

INTRODUCTIONS:

Everyone introduced themselves.

ACCOLADES FOR AVIATORS:

Commissioner Hazlett reported that George Lewis of Maryland turned 100 on December 6th and that he is still flying. He also reported that Evelyn Johnson has 57,567 hours of flying time, which is the most of any woman aviator.

ACCEPTANCE OF AGENDA:

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

ACCEPTANCE OF OCTOBER 14, 2009 MEETING MINUTES

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

REPORTS:

Airport Operations Report: Operations Manager, Richard Cayer

- The Airport Fees and Charges document has been completed. A copy will be placed in the Pilot's Lounge, along with the Minimum Standards and Rules and Regulations documents.

- As of November 25th, the reconstruction of Runway 12/30 and the realignment of Taxiway "J" projects are 80% complete. Millings from the project will be hauled to the end of Runway 08/26 via Taxiway G starting in mid-December. Watch for NOTAM's.
- The self-fueling project was awarded to Complete Aviation.
- The Snooze Room sign-in log shows 5 people have signed the log book since October 15, 2009.
- Updated Airport brochures are available in the Fueler's office for pilots to distribute when they fly to other airports.
- A theft of tools from a hangar was reported to the Sierra Vista Police Department.
- A report was made of unauthorized businesses being operated on the Airport. Please report any unauthorized businesses to the City.
- Civil Air Patrol was contacted regarding their mechanic. He will get a license.
- 2010 Hangar Lease Agreements and Operator's License Agreements have been mailed out.

Fort Huachuca: LAAF Airfield Manager, Carol Thompson

- Carol reviewed the construction projects and advised they are scheduled to be completed in January or February. It has been too cold to pour concrete.
- The Fort is reviewing a request for a 30,000 square foot hangar which would be constructed in the summer of 2010.
- The Air National Guard out of Davis-Monthan AFB will be bringing in a Predator C.
- The windsock work order is still pending.

City Report: Carol Dockter, City Council Liaison

- The band shell was demolished today, and the new "Centennial Pavilion" will be completed by July 2010.
- Phase I construction is continuing at the Police Department.

Chairman's Report: Jon Nelson

- Chairman Nelson reviewed the following:
 - The role of the Airport Commission
 - His philosophies (Tact/diplomacy, optimism, open and honest communication, commissioner participation, more public participation).
 - The future of the airport. With the help of a PowerPoint presentation, Chairman Nelson made a case for a VISION STATEMENT for the Airport as a precursor to Airport Strategic Planning. The Statement, once approved by the Airport Commission, would be offered to the City for adoption.

Commissioner Falzone made a motion to develop a Vision Statement for the Airport. Commissioner Hazlett seconded the motion. Motion carried (unanimous).

- Weekend ATIS: Commissioner Nelson advised that the ATIS contained inaccurate information. Carol Thompson advised that it has been corrected.

UNFINISHED BUSINESS:

- WINGS Fly-In update: Commissioner Hazlett advised he did not receive the information sent by Chairman Nelson. Item tabled until the next meeting.
- Air Nav Website Update: Carol Thompson advised that Air Nav uses the Airport Directory when updating their site. The Airport Directory is correct, but the Air Nav site is not. She is still trying to contact someone at Air Nav.
- Copper State Fly-In Report:
 - Cliff Van Vleet advised that it was the best air show in many years and that attendance was up 20% and show planes in attendance were up 12%.
- Young Eagles Fly-In:
 - Cliff Van Vleet advised that they flew 323 students this year and that the number of breakfasts served was down this year.
- Christmas Airlift Report:
 - Dick McColley reported that they had 28 aircraft for the airlift, and that they delivered 3 tons of materials (clothing, toys, and non-perishable items) to Window Rock.

NEW BUSINESS:

- Chairman Nelson advised that Commissioner Ciccanti is resigning from the Commission due to his taking a job out of the area.
 - This leaves two Commission vacancies. One of the positions is the Secretary.
 - Commissioner Ingertson made a motion to nominate Commissioner Burgess as Secretary. John Falzone seconded the motion. Motion carried (unanimous).
- Commission Meeting Time: Commissioner Falzone made a motion to change the time of the Airport Commission Meeting to 5:30 PM. Commissioner Burgess seconded the motion. Motion carried (unanimous).
- Accolades for Aviators: Chairman Ingertson made a motion to change the title of the agenda item “Accolades for Aviators” to “Accolades for Aviators and Friends of the Airport”. Commissioner Falzone seconded the motion. Motion carried (unanimous).

ACTION ITEMS/ASSIGNMENT LOG:

- None pending at this time.

CALL TO PUBLIC:

Cliff Van Vleet advised that a fellow aviator flew in for a City Council meeting, and could not get transportation from the Airport to City Hall. He returned home without attending the meeting and did not receive his certificate of appreciation from the Council for his participation in the Fly-In.

Ryan Gray – Dollar Rent a Car: Ryan advised they have a request into the Airport Manager to place a direct phone line to them in the Pilot’s Lounge.

ANNOUNCEMENTS:

None.

COMMENTS FROM COMMISSIONERS:

Commissioner Ciccanti thanked the Commission for having him as a member.

Commissioner Ingertson asked if the meetings were going to move to City Hall. Chairman Nelson advised that the meetings would continue at the Airport Terminal Building.

Chairman Nelson advised that he had visited several airports during his recent vacation and that a Waiver of Subrogation seems to be common at most of these airports. He also advised that some airports do not require any insurance on the aircraft based there.

ADJOURNMENT: Chairman Nelson adjourned the meeting at 8:05 p.m.

Next meeting is scheduled for January 13, 2010 at 5:30 PM at the Airport Terminal Building.

Jon Nelson, Chairman

Seth Burgess, Secretary