



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

CALL TO ORDER:

Chairman Dick 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: John Falzone, Bob Hazlett, Dick McColley, Steve Ciccanti and non-voting member Bob Shepard

Absent: Chris Ireland, Jon Nelson

ATTENDEES:

City of Sierra Vista: Councilwoman Carol Dockter, Steve Tyminski and Janet Laduke
LAAF Airfield Mgr: Carol Thompson
Public: Daniel Duchon, Kyle Koski, Jeff Ingertson, Cliff Van Vleet, and Angelo Petropolis

INTRODUCTIONS:

Everyone introduced themselves.

ACCOLADES FOR AVIATORS:

None.

ACCEPTANCE OF AGENDA:

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

ACCEPTANCE OF AUGUST 12, 2009 MEETING MINUTES

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

REPORTS:

Airport Operations Report: Transportation Services Superintendent, Steve Tyminski

- Minimum Standards and Rules & Regulations were approved by the Council on August 27, 2009. No additional comments were received during the 30 day public comment period.
- The Fees and Charges document is expected from Coffman Associates on September 15, 2009. There will not be a public input period; however, the documents will be shared with the Commission.

- The Streets Department will be sealing the asphalt between the hangars on Tuesday 09-15-09 and Thursday 09-17-09. There will be no access to the hangars between 0700 and 1500. Tie-down spaces will be available for those who need them.
- The Self-Serve AVGAS project is out for quotes. The RFQ closes on 09-15-09.
- Pavex Corporation is ready to complete work on the ASOS construction project. Watch for NOTAM's.
- The reconstruction of Runway 12/30 and the realignment of Taxiway "J" projects are continuing.
 - At the recent construction meeting, the contractor said the Taxiway "J" project is 43% complete. Watch for NOTAM's.
- Joint City/EAA Fly-In is scheduled for November 6th and 7th, 2009.
- From Jill Adams, City Clerk: Reminder that there will be an Open Meeting Law Training on Wednesday 09-16-09 from 6 pm to 9 pm at Fire Station #3 on Giulio Cesare Avenue.

Fort Huachuca: LAAF Airfield Manager, Carol Thompson

- The ATC has returned to their regular hours – 0700 to 2300 hours Monday through Friday.
- The work order is in process for the wind sock extension. No further update.
- They are trying to keep the weeds and shrubs cut back.
- They raised a bird alert.
- The distance remaining markers on 26 are out. They need to be rewired.
- Beginning in October through the end of November, the ATC will be open from 0800 to 1600 on Saturdays.
- Two weather stations are under construction on the airfield.
- Rubber removal will begin this fall, followed by restriping.

Chairman's Report: Chairman McColley

- AirNav website: Chairman McColley advised he spoke directly to an AirNav employee, and the employee advised him that they can only update their site with information from the Airport Facility Directory. Carol Thompson will check into that.
- NOTAMS.com shows incorrect information about FHU/SVMA. Steve Tyminski advised that Doug Strohl has registered on the site, but that it does not allow for changes to be made and there is no company contact information on the site.
- Chairman McColley reviewed the following in regards to Commission member status:
 - Brian Bellerose has resigned. He has taken a job in California.
 - Chris Ireland is not available for reappointment.
 - Bob Hazlett and John Falzone are both available for reappointment. Carol Dockter advised both Commissioners would need to reapply with the City Clerk's Office.
 - Dick McColley has reached his term limits.
 - Non-voting member Rob Harnage has resigned.

City Report: Councilwoman Carol Dockter

- Carol reviewed the Airport debt service.
- Carol reviewed the City's strategic plan for the next 2 years.

UNFINISHED BUSINESS:

- Snooze Room for transient pilots: Dr. Petropolis donated a lounge chair.
- Wind sock height extension: addressed earlier (above).

NEW BUSINESS:

- Chairman McColley reviewed pictures of the Airport to show the construction areas.
- Candidates for the Airport Commission:
 - Bob Shepard – does not live within the City limits of Sierra Vista, and therefore, does not qualify to be a voting member.
 - Carolyn Thompson – cannot be an Airport Commissioner due to it being a professional conflict. Commissioner Falzone made a motion to designate Carolyn as the Libby Army Airfield Liaison. Commissioner Ciccanti seconded the motion. Motion carried (unanimous).
 - Jeffrey Ingertson – the Commission interviewed Mr. Ingertson. A motion was made by Commissioner Hazlett to nominate Mr. Ingertson. Commissioner Ciccanti seconded the motion. Motion carried (unanimous).
 - Commissioner Ciccanti made a motion that Commissioner Hazlett and Commissioner Falzone be accepted for a 2nd term. Commissioner McColley seconded the motion. Motion carried (unanimous).
 - Councilwoman Dockter will take the nominations to the Council for approval. She advised that the new appointees should attend the Council meeting on October 8, 2009 at 5:00 to be sworn in.
 - The Airport Commission still has 2 open positions for voting members
- Petition City Council to allow tenants from County to apply for the Airport Commission: Commissioner Falzone advised that only residents living in the 85635 and 85650 zip codes could apply for a City Commission. He advised that the City and County rules are very clear about this issue.
- Discuss incentives to attract pilots to visit SVMA: Commissioner Hazlett mentioned a couple of ideas other airports have for brining in pilots. One gives away a free meal with a fill up of fuel. One gives away a bottle of wine and steak with each 15,000 gallon fuel purchase. He would like to see some type of incentive implemented at SVMA.
 - Councilwoman Dockter suggested getting the community interested in the Airport.
 - Commissioner Falzone will email the marketing plan recommended by the Task Force to the Commission members.
- Review SVMA brochures for accuracy prior to re-printing: Commissioner Falzone advised all Commissioners and attendees at the meeting to report any errors to Katie Barron at the Public Information Office of the City.
 - Chairman McColley presented several changes to the Brochure, including adding the photo of LAAF with all runways and taxiways identified, and removing the references to the VFR corridor. Chairman McColley will review the changes with Katie Barron. Carol Thompson will review the changes needed regarding the hours of operation, etc. with Katie Barron.

ACTION ITEMS/ASSIGNMENT LOG:

- Carol Dockter will check on the possibility of holding a future Airport Commission meeting at City Hall sometime after the October meeting when new Commissioners are on board. The purpose would be to meet City Staff and to hold a short refresher on open meeting laws (8-12-09): Councilwoman Dockter suggested that the Commission work with Public Works staff to have a tour of the various City departments to familiarize them with building locations and City staff.
 - Commissioner Falzone also suggested that members attend City functions to meet City staff.
 - Steve Tyminski suggested the members could attend other commission meetings to see how they conduct their meetings.

CALL TO PUBLIC:

None.

ANNOUNCEMENTS:

- Councilwoman Dockter reminded the Commission that Open Meeting Law training will be on September 16, 2009 from 6 pm to 9 pm at Fire Station #3.

COMMENTS FROM COMMISSIONERS:

None.

ADJOURNMENT: Chairman McColley adjourned the meeting at 7:36 p.m.

Next meeting is scheduled for October 14, 2009 at 6:00 PM at the Airport Terminal Building.

Dick McColley, Chairman

Steve Ciccanti, Secretary