



**SIERRA VISTA AIRPORT COMMISSION  
REGULAR MEETING AGENDA  
NOVEMBER 14, 2007, 6:00 PM  
SVMA TERMINAL**

**CALL TO ORDER:**

Dick McColley called the meeting of the Airport Commission to order at 6:25 p.m. in the Terminal Building of the Sierra Vista Municipal Airport, 2100 Airport Avenue.

**ROLL CALL:**

Present: Chris Ireland, Amy Metz, Joe Gill, Dick McColley, Bob Hazlett, and Jon Nelson.  
Absent: Larry Portouw (non-voting member).

**ATTENDEES:**

City Councilman: Craig Johnson  
Public Works: Doug Strohl and Janet Laduke  
LAAF: Jason Pease  
Southwest AeroTech: David Isaak  
Tenants, EAA, SVAA, etc: Leo Scherping, Cliff Van Vleet, Harry and Suzanne Bladow, Kyle Koski, Paul Hollinshead, Jeff Ingertson, Kenny Curfman, Angelo Petropolis, and Don Wirthlin

**INTRODUCTIONS:**

Everyone introduced themselves.

**ACCEPTANCE OF AGENDA:**

Motion made by Joe Gill to accept the agenda as written. Bob Hazlett seconded the motion. Vote – unanimous. The motion carried.

**ACCEPTANCE OF OCTOBER 10TH MEETING MINUTES**

Motion made by Jon Nelson to accept the minutes as written. Bob Hazlett seconded the motion. Vote – unanimous. The motion carried.

**REPORTS:**

**Airport Operations Reports:** Airport Operations Supervisor, Doug Strohl

Doug advised that hangar inspections went well – there were only a few violations. The Terminal Building remodel is almost complete.

**Fort Huachuca:** Airfield Manager, Jim Rose (via email)

The tower will no longer tape CTAF (124.95) transmissions when the tower is closed.

**Chairman's report:** Dick McColley

Motion made by Joe Gill to authorize the City to use \$800 of the Airport Commission budget for the EAA Fly-In/Open House. Bob Hazlett seconded the motion. Vote – unanimous. The motion carried.

Airport Terminal Signage: Chairman McColley presented a proposal for new signage at the Terminal Building for after-hours visitors at the Airport. He would like to change the access sign for the pilot's lounge and restrooms to include that you need to enter the “#” symbol after the VOR number, and “Step up to the door”. It was suggested that the signage include the emergency number for Libby's emergency dispatcher (533-5054). He would like for the signs to be white with black lettering for maximum visibility. He would like to add to the current sign on the south ramp side of the building “Main Terminal” and to the right a sign that says “Fuel – Unicom 122.95”.

Chris Ireland made a motion for Councilman Johnson to present the Commission's request for signage (a CD and memo) to the City Council. Bob Hazlett seconded the motion. Vote – unanimous. The motion carried.

**City Report:** Councilman Craig Johnson

Janet Laduke, Public Works Transportation Secretary, was elected to record the minutes of the Airport Commission meetings.

Craig advised that a budget timeline is being put together for all commissions and that the budget will now be tied to the City's strategic plan.

The City Manager has acted on two of the Airport Task Force's recommendations. The City will put out RFQ's for an Airport Manager and also for an FBO. Also, the City received an ADOT grant to hire a consultant to review and revise policies and procedures for the Airport. The Airport Commission members requested that they be allowed to review a draft of the RFQs for the Airport Manager and the FBO. Craig advised it would probably be after the first of the year.

Jon Nelson asked Craig about the Task Force's Mission Statement. Craig advised that he has presented it to the City Manager, and needs to place it on a City Council work session. Craig advised that he will be providing work session minutes to the Commission.

Review of any SVMA related Resolutions going to City Council – none at this time.

**Turner Aviation Assoc. (TAA):** Bill Turner not present.

**Southwest Aero Tech LLC.** – David Isaak advised that they enjoyed hosting the EAA Fly-In/Open House at the AGS. He advised they attended Copper State. He said business is steady and that he appreciates the local pilots for their business and support.

**Sierra Vista Aero Association (SVAA)** per Dick McColley – the SVAA had their annual meeting and now has a Board of Directors. Ron Kline is the new Chair and George Pohlman is the Secretary.

**EAA Chap. 776: President, Leo Scherping:** Jon Nelson asked if the EAA could provide a certificate to Southwest AeroTech for their assistance with the Fly-In. The EAA will discuss this issue.

Fly-In report: President Leo Scherping stated that 8 pilots flew on Friday/10 on Saturday. 268 children were flown over the two days. 320 breakfasts were served on Saturday. \$895.00 was donated to the City for next year's Fly-In (net proceeds from the Open House Breakfast).

**OLD BUSINESS:**

There is one 2-year term position open on the Airport Commission. Dick advised that he did have a couple of applicants, but that they were not able to attend tonight's meeting. He requested that the Commission interview the applicants at the next meeting. Joe Gill made a motion to table the interviews until the next meeting. Bob Hazlett seconded the motion. Vote – unanimous. Motion carried.

**NEW BUSINESS:**

Dick suggested that the December meeting be rescheduled for January due to attendance being historically low in December. Amy Metz made a motion to omit December's meeting. Jon Nelson seconded the motion. Vote – unanimous. Motion carried.

**CALL TO PUBLIC:** None

**ANNOUNCEMENTS/DISCUSSIONS:** Dr. Petropolis asked if there was going to be a computer for pilots and would it have a wireless connection. Doug advised that there is already a wireless connection in the building. Doug also advised that 2 computers were requested in the budget for this fiscal year, but were cut. The computers will be put in next year's budget (FY 08/09). Doug will check with the City's IT Department to see if they have any surplus computers that could be used temporarily.

**ADJOURNMENT:** Chairman McColley adjourned the meeting at 7:05 p.m.

Next meeting scheduled for January 9, 2008 at 6:00 PM at the Airport Terminal Building.