



City of Prescott

Airport Advisory Committee

September 11, 2023 | 2:00 PM
Airport Administrative Conference Room
6630 Airport Avenue
Prescott, AZ 86301

AGENDA

The following Agenda will be considered by the **Airport Advisory Committee** at their meeting to be held **September 11, 2023**. Notice of this meeting is given pursuant to Arizona Revised Statutes, Section 38-431.02.

1. CALL TO ORDER

2. ROLL CALL

3. DISCUSSION & ACTION ITEMS

- A. Approval of Minutes for the August 15, 2023 Airport Advisory Committee Meeting.

Recommended Action: MOVE to approve meeting minutes as presented

- B. Presentation & Discussion Regarding an Update on Airport and Airport-Area Activity.

Recommended Action: This item is for discussion only. No formal action will be taken.

4. FACILITY TOURS

- A. Committee Tour of Cutter Aviation Facility.

- B. Committee Tour of Prescott Fire Station 73 & Aircraft Rescue and Fire Fighting (ARFF) Station.

5. ADJOURNMENT

Upon a public majority vote of a quorum of the Board, the Board may hold an executive session, which will not be open to the public, regarding any item listed on the agenda but only for the following purposes:

- (1) Discussion or consideration of personnel matters (A.R.S. §38-431.03(A)(1));
- (2) Discussion or consideration of records exempt by law (A.R.S. §38-431.03(A)(2));
- (3) Discussion or consultation for legal advice with the city's attorneys (A.R.S. §38-431.03(A)(3));
- (4) Discussion or consultation with the city's attorneys regarding the city's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation, or in settlement discussions conducted in order to avoid litigation (A.R.S. § 38-431.03(A)(4));
- (5) Discussion or consultation with designated representatives of the city to consider its position and instruct its representatives regarding negotiations with employee organizations

(A.R.S. §38-431.03(A)(5));

(6) Discussion, consultation or consideration for negotiations by the city or its designated representatives with members of a tribal council, or its designated representatives, of an Indian reservation located within or adjacent to the city (A.R.S. §38-431.03(A)(6));

(7) Discussion or consultation with designated representatives of the city to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property (A.R.S. §38-431.03(A)(7)).

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Prescott City Hall on 9/8/23 at 12:00 p.m. in accordance with the statement filed by the Prescott City Council with the City Clerk.

A handwritten signature in cursive script, reading "Sarah M. Siep".

Sarah M. Siep, City Clerk



TO: MAYOR AND CITY COUNCIL
AGENDA: September 11th Airport Advisory Committee Meeting
DATE: September 11, 2023
DEPT: Airport
ITEM #: 3.A
SUBJECT: Approval of Minutes for the August 15, 2023 Airport Advisory Committee Meeting.

ITEM SUMMARY

This item is for the approval of the August 15, 2023 Airport Advisory Committee Meeting. Staff recommends approval of the meeting minutes as presented.

BACKGROUND

None.

FINANCIAL IMPACT

None.

RECOMMENDED ACTION

MOVE to approve meeting minutes as presented

ATTACHMENTS

1. August 15, 2023 Meeting Minutes

City of Prescott

Airport Advisory Committee



August 15, 2023 | 2:00 PM
Airport Administrative Conference Room
6630 Airport Avenue
Prescott, AZ 86301

MINUTES

1. CALL TO ORDER

Chairman Gjede called the meeting to order at 2:00 p.m.

2. ROLL CALL

Mike Gjede, Chairman
Daryl Austermiller, Vice Chairman
Bud Ackerman, Member
Gary Duemling, Member
Jim Huffman, Member
Jason Kopschak, Member (Absent)
Parker Northrup, Member (Absent)

3. DISCUSSION & ACTION ITEMS

A. Approval of Minutes for the April 18, 2023 Airport Advisory Committee Meeting.
**MOTION BY CHAIR GJEDE TO APPROVE THE MINUTES AS PRESENTED;
SECONDED BY VICE CHAIR AUSTERMILLER: PASSED (5 – 0)**

B. Approval of Minutes for the July 18, 2023 Airport Advisory Committee Meeting.
**MOTION BY CHAIR GJEDE TO APPROVE THE MINUTES AS PRESENTED;
SECONDED BY VICE CHAIR AUSTERMILLER: PASSED (5 – 0)**

C. Presentation & Discussion Regarding an Update on Essential Air Service (EAS) at Prescott Regional Airport - Ernest A. Love Field.

Airport Director Robin Sobotta presented an update on the Essential Air Service (EAS) bid. The US Department of Transportation has extended the current air carrier contract through December 31, 2023, and reminded the public to book with confidence through the end of the year.

After the presentation, there was a short discussion regarding the current air carrier service, specifically regarding subsidies and ticket prices. The Airport Director provided information regarding the subsidies that the air carrier receives and if they do not have subsidies (EAS service), how ticket prices are affected.

D. Presentation & Discussion Regarding Airport Grant Funded Projects and Grants. The airport staff provided a brief discussion and presentation regarding grants received by the Airport from 2018-2023 and future fiscal years through 2028.

E. Presentation & Discussion Regarding an Update on Airport Activity.

Airport Operations Supervisor Jules Metivier along with Airport Director Robin Sobotta presented and discussed airport activity past and future. As well as the impact that is seen in the community in regards to noise complaints and future development and what that means for airport activity.

There was a discussion after the presentation regarding the types of aircraft that are receiving the majority complaints, and if that kind of data is available. Airport staff provided information on what type of aircraft makes up the majority of operations and explained that the majority are fixed wing noise complaints. Discussions regarding airport activity in terms of what is disclosed to homeowners that purchase in the proximity of the airport, so as to try and decrease the amount of complaints that the airport receives. Staff informed the committee that a disclosure statement should be provided, but the airport has no evidence that that actually occurred. Also, an airport disclosure map is available from the State of Arizona Department of Real Estate, on their website for the public.

4. FACILITY TOUR

- A. Committee Tour of the Prescott Fire Center & the Y.H. Kim Aviation Facility. United States Forest Service (USFS) Cindy Matthews, gave a tour of the Prescott Fire Center & the Y.H. Kim Aviation Facility.

5. ADJOURNMENT

There being no further business to discuss, Chair Gjede adjourned the meeting at 3:57 p.m.

MICHAEL GJEDE, Chair

ATTEST:

CHRISTINA PAPA, Staff Liaison



TO: MAYOR AND CITY COUNCIL
AGENDA: September 11th Airport Advisory Committee Meeting
DATE: September 11, 2023
DEPT: Airport
ITEM #: 3.B
SUBJECT: Presentation & Discussion Regarding an Update on Airport and Airport-Area Activity.

ITEM SUMMARY

Staff & Advisory Board will participate in a presentation and discussion regarding activity at and around Prescott Regional Airport - Ernest A. Love Field.

BACKGROUND

None.

FINANCIAL IMPACT

There is no fiscal impact at this time.

RECOMMENDED ACTION

This item is for discussion only. No formal action will be taken.

ATTACHMENTS

None



TO: MAYOR AND CITY COUNCIL
AGENDA: September 11th Airport Advisory Committee Meeting
DATE: September 11, 2023
DEPT: Airport
ITEM #: 4.A
SUBJECT: Committee Tour of Cutter Aviation Facility.

ITEM SUMMARY

Staff will take Committee members on a tour of the fixed base operator (FBO) Cutter Aviation facility located at 2020 Clubhouse Drive.

BACKGROUND

This is an opportunity for the Airport Advisory Committee members and public to become more familiar with the airport tenants and activities at Prescott Regional Airport - Ernest A. Love Field.

FINANCIAL IMPACT

There is no financial impact at this time.

RECOMMENDED ACTION

This item is for familiarization and discussion only. No formal action will be taken.

ATTACHMENTS

None



TO: MAYOR AND CITY COUNCIL
AGENDA: September 11th Airport Advisory Committee Meeting
DATE: September 11, 2023
DEPT: Airport
ITEM #: 4.B
SUBJECT: Committee Tour of Prescott Fire Station 73 & Aircraft Rescue and Fire Fighting (ARFF) Station.

ITEM SUMMARY

Staff will take Committee members on a tour of the Prescott Fire Station 73 & Aircraft Rescue and Fire Fighting (ARFF) Station located at 1980 Clubhouse Drive.

BACKGROUND

This is an opportunity for the Airport Advisory Committee members and public to become more familiar with the airport tenants and activities at Prescott Regional Airport - Ernest A. Love Field.

FINANCIAL IMPACT

There is no financial impact at this time.

RECOMMENDED ACTION

This item is for familiarization and discussion only. No formal action will be taken.

ATTACHMENTS

None