



City of Prescott

Airport Advisory Committee

May 21, 2024 | 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 **May 21, 2024**. 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 from the April 16, 2024 Airport Advisory Committee Meeting.
Recommended Action: MOVE to approve minutes as presented
 - B. Presentation & Discussion Regarding Updates on Airport Administration and Airport-Area Activity.
Recommended Action: This item is for discussion only. No formal action will be taken.
 - C. Presentation & Discussion Regarding Airport Construction Projects & Airport Updates.
Recommended Action: This item is for discussion only. No formal action will be taken.
 - D. Presentation & Discussion Regarding Airport Operations.
Recommended Action: This item is for discussion only. No formal action will be taken.
4. **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 5/13/24 at 4:30 p.m. in accordance with the statement filed by the Prescott City Council with the City Clerk.



Sarah M. Siep, City Clerk



TO: MAYOR AND CITY COUNCIL
AGENDA: May 21st Airport Advisory Committee Meeting
DATE: May 21, 2024
DEPT: Airport
ITEM #: 3.A
SUBJECT: Approval of Minutes from the April 16, 2024
Airport Advisory Committee Meeting.

ITEM SUMMARY

This item is for approval of the April 16, 2024 Airport Advisory Committee Meeting. Staff recommends approving the minutes as presented.

BACKGROUND

None.

FINANCIAL IMPACT

None.

RECOMMENDED ACTION

MOVE to approve minutes as presented

ATTACHMENTS

1. April 16, 2024 AAC Minutes



City of Prescott

Airport Advisory Committee

April 16, 2024 | 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 2:03 p.m.

2. ROLL CALL

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

3. DISCUSSION & ACTION ITEMS

- A. Approval of Minutes from the March 5, 2024 Airport Advisory Committee Meeting.
**MOTION BY MEMBER DUEMLING TO APPROVE MARCH 5, 2024 MINUTES;
SECONDED BY MEMBER HUFFMAN: PASSED (6 - 0)**
- B. Presentation & Updates Regarding Airport Administration and Airport-Area Activity.

Airport Services Manager Christina Papa gave a presentation on current airport activity and flight operations for the month and a year to date summary was provided to the Committee.

Airport Operations Supervisor Julia Metivier presented to the Committee on airport flight activity from 6 a.m. to 10 p.m. Ms. Metivier showed a slide of the activity for a day along with an overlay of the flights and the neighborhoods. Ms. Metivier discussed the impact of the neighborhoods and created documents with the airport traffic info for citizens. Vice Chairman Austermiller suggested making the runway darker on the image to visually see it better. It was also mentioned that the airport's website will be undergoing some changes as staff begins to update the site with more accurate and updated information. This will also include more information regarding noise, frequently asked questions, policies, rules and regulations, updated contact information for both Airport and tenants. Ms. Metivier also discussed the complaint update and the data specific to those complaints that were received, this allowed committee members to visual see the areas in which most noise complaints are taking place.

Ms. Papa provided the Committee and members of the public an update on the

Essential Airservice Bid and informed them that the United States Department of Transportation (USDOT) had issued the bid for Prescott Regional Airport - Ernest A. Love filed on April 9, 2024, with bid proposals due by May 8, 2024.

Interim Airport Director Kelly Fredericks provided everyone with an update on the new Airport Director Rick Crider, who starts work at Prescott Regional Airport - Ernest A. Love Field on May 28, 2024.

C. Presentation & Discussion Regarding Airport Construction Projects & Airport Updates.

Capital Projects Manager John Kuebrich provided a presentation and updates on current construction projects at the airport. There were updates on the terminal ramp at gate one (1) pavement replacement, that project continues to move forward and looking to begin work in May. Mr. Kuebrich also provided an update on the south ramp, that some patchwork will be getting done this summer, he was able to save about \$100,000.00 on being able to move this project up on the pavement schedule. Taxiway 'D' at D5 to D7 will also be undergoing some patchwork this summer along with Taxiway 'H'. Mr. Kuebrich provided the Committee and members of the public an update on Arizona Department of Transportation's (ADOT) Airport Pavement Management System (APMS) work that will begin in late summer, this will include the removal of 1" of asphalt, seal coat and some crack sealing. In 2025 Taxiway 'D' is on schedule for a full replacement. The SAFE Complex has moved equipment to the site to begin grading. In concert with this project the City will be doing storm drain improvements between the new SAFE complex and Bottleneck Hangars. Mr. Kuebrich thanked everyone that contributed and came out for the unveiling of the Ernest A. Love Statue.

D. Presentation & Discussion Regarding Airport Operations.

Airport Operations Superintendent Pete Townsend provided a brief presentation, and went over the hangar inspection procedures. The presentation included images of some of the most egregious violations that they have seen so far this year while conducting inspections. Mr. Townsend went over voluntary compliance efforts and possible enforcement up to revocation of permits.

Councilwoman Rusing acknowledged the Council's continued support of the runway extension and mentioned the recent land acquisition. Councilwoman Rusing also mentioned that there will be a Study Session on May 7, 2024, at 1:00 p.m. with further discussions on land acquisition and the future runway extension.

4. ADJOURNMENT

There being no further business to discuss, Chairman Gjede adjourned the meeting at 2:38 p.m.

MICHAEL GJEDE, Chair

ATTEST:

Staff Liaison



TO: MAYOR AND CITY COUNCIL
AGENDA: May 21st Airport Advisory Committee Meeting
DATE: May 21, 2024
DEPT: Airport
ITEM #: 3.B
SUBJECT: Presentation & Discussion Regarding Updates on Airport Administration and Airport-Area Activity.

ITEM SUMMARY

Staff & Advisory Board members will participate in a presentation and discussion regarding an update on the Essential Airservice (EAS) bid, and update on airport activity at and around Prescott Regional Airport - Ernest A. Love Field.

BACKGROUND

None.

FINANCIAL IMPACT

None.

RECOMMENDED ACTION

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

ATTACHMENTS

None



TO: MAYOR AND CITY COUNCIL
AGENDA: May 21st Airport Advisory Committee Meeting
DATE: May 21, 2024
DEPT: Airport
ITEM #: 3.C
SUBJECT: Presentation & Discussion Regarding Airport Construction Projects & Airport Updates.

ITEM SUMMARY

Staff & Advisory Board members will participate in a presentation and discussion regarding construction activity, on-going, and future projects at Prescott Regional Airport - Ernest A. Love Field.

BACKGROUND

None.

FINANCIAL IMPACT

None.

RECOMMENDED ACTION

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

ATTACHMENTS

None



TO: MAYOR AND CITY COUNCIL
AGENDA: May 21st Airport Advisory Committee Meeting
DATE: May 21, 2024
DEPT: Airport
ITEM #: 3.D
SUBJECT: Presentation & Discussion Regarding Airport Operations.

ITEM SUMMARY

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

BACKGROUND

None.

FINANCIAL IMPACT

None.

RECOMMENDED ACTION

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

ATTACHMENTS

None