



City of Prescott

Airport Advisory Committee

May 21, 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 1:59 p.m

2. ROLL CALL

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

3. DISCUSSION & ACTION ITEMS

- A. Approval of Minutes from the April 16, 2024 Airport Advisory Committee Meeting.
**MOTION BY CHAIRMAN GJEDE TO APPROVE APRIL 16, 2024 MINUTES;
SECONDED BY MEMBER NORTHRUP: (5 - 0)**

- B. Presentation & Discussion Regarding Updates on 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. There has been an increase in total operations area activity, and that all operations at the airport have increased to fifty-eight (58) operations per hour, which is about an operation every sixty-two (62) seconds. In addition to the airport activity, Airport Services Manager Christina Papa provided the committee with an update on the Essential Air Service (EAS) Bid. The bidding period ended on May 8th. There were two (2) bids that were submitted, one was for the existing service provider SkyWest - United to maintain the existing air service and an additional option to add another flight to Denver. The second bid was from Advanced Air. They operate a King Air (9 passenger seat aircraft) with their service offering seventeen (17) weekly flights to Phoenix and seven (7) weekly flights to HHR, Hawthorn - Los Angeles. Interim Airport Director Kelly Fredericks discussed in depth the process of the bids and approval of the EAS service provider. Member Huffman asked several questions regarding the end of service for SkyWest and if there would be a delay or disruption of service. Staff responded that there would be no disruption to existing services, and that both bids would be for a three (3) year contract.

At the Runway Safety Action Team (RSAT) meeting on April 23, 2024, there was

a discussion regarding the Aviation Safety Action Program. Interim Airport Director Fredericks explained in detail the ASAP program and the focus on safety at the airport. This program is in the current budget and will not cost additional funds. We will be engaging with all patrons at the airport during this process. This is voluntary and will need FAA approval.

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

Airport Capital Projects Manager John Kuebrich provided a presentation and updates on current construction projects at the airport. The Airport Capital Projects Manager provided an update to the committee regarding the upcoming meeting with the Federal Aviation Administration (FAA) local Airport District Office (ADO) and Arizona Department of Transportation (ADOT) to go over the Airports Capital Improvement Plan (ACIP). A couple of ACIP projects that are coming up are the Runway 12/30 - 1" Pavement Replacement & Runway 21R/3L Seal Coat. These projects are associated with ADOT's Airport Pavement Management System Programs (APMS), work is scheduled and projects will be proceeding through the summer. The Strategic Academic Flight Education (SAFE) Complex should be move in ready by August 1st of this year. Locally funded projects this summer are scheduled for Taxiway 'D' at D5 - D7, which is located in front of the USFS Tanker Base, Wash Rack on the North Ramp, and Terminal Ramp number 1 replacement. Possible runway closures will be brief but necessary while doing work on runways and taxiways. There will be multiple facets of work including mill and fill, crack repair, recoating, and temporary runway markings. Work is scheduled for three (3) weeks but hoping to have it done in two (2) weeks.

Cutter the Fixed Base Operator (FBO) at the airport is starting their ramp expansion and will hopefully be completed by fall of 2024. Interim Airport Director Kelly Fredericks discussed the end of fire season, which usually ends by the end of August, at which time that Taxiway 'D' work will begin.

D. Presentation & Discussion Regarding Airport Operations.

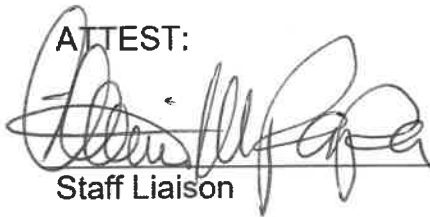
Airport Operations Superintendent Pete Townsend provided a brief presentation regarding the upcoming Airfield Access Upgrade. The Airport hosted three (3) informational tenant meetings the week of May 6th with a question & answer period at the end of each meeting. The staff received good feedback and made some minor changes that were discussed during those meetings. New placards have been installed on the airfield side of the gates with the twenty-four (24) hour operations phone number for emergency purposes. Badging will begin next week starting with commercial tenants and moving to the rest in segments. Airport Operations Superintendent Pete Townsend passed out examples of the badges to see what they will look like. It is anticipated that the majority of the badging will be done by July 1st. The new pin pads that will be installed were shown in the presentation along with a video of how the new access will function, which is both a swipe of the card and a four (4) digit pin. The access cards will be valid for two (2) years and will expire on the birthday of the cardholder(s). The cards will automatically deactivate after two (2) years if they do not reapply/renew. It will be the tenants responsibility to reapply either before or on their birthday. The finalized application was also presented on the presentation to show the committed members what information will be required.

4. ADJOURNMENT

There being no further business to discuss, Chairman Gjede adjourned the meeting at 2:34 p.m.



MICHAEL GJEDE, Chair

ATTEST:


Staff Liaison