

City of Prescott

Airport Advisory Committee



May 14, 2025 | 2:00 PM
Airport Old Terminal Building
6500 MacCurdy
Prescott, AZ 86301

AGENDA

The following Agenda will be considered by the **Airport Advisory Committee** at their meeting to be held **May 14, 2025**. 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 April 15, 2025 Airport Advisory Committee Meeting.
Recommended Action: MOVE to approve minutes as presented
 - B. Presentation & Discussion Regarding Updates Related to 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 and 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.
 - E. Staff Announcements & Updates.
Recommended Action: This item is for discussion only. No formal action will be taken.
 - F. Discussion Regarding Future Topic Options.
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 5/8/25 at 12:00 p.m. in accordance with the statement filed by the Prescott City Council with the City Clerk.

Sarah M. Siep

Sarah M. Siep, City Clerk



TO: MAYOR AND CITY COUNCIL
AGENDA: May 14 Airport Advisory Committee Meeting
DATE: May 14, 2025
DEPT: Airport
ITEM #: 3.A
SUBJECT: Approval of Minutes from April 15, 2025 Airport Advisory Committee Meeting.

ITEM SUMMARY

This item is for approval of the April 15, 2025 Airport Advisory Committee Meeting Minutes. Staff recommends approving the minutes as presented.

BACKGROUND

None.

FINANCIAL IMPACT

There is no fiscal impact associated with this item.

RECOMMENDED ACTION

MOVE to approve minutes as presented

ATTACHMENTS

1. April 15, 2025 AAC Minutes

City of Prescott

Airport Advisory Committee



April 15, 2025 | 2:00 PM
Airport Old Terminal Building
6500 MacCurdy
Prescott, AZ 86301

MINUTES

1. CALL TO ORDER

2. ROLL CALL

Mike Gjede, Chairman
Timothy Holt, Vice Chairman (Excused)
Jim Huffman, Member
Parker Northrup, Member
Matt Pruett, Member
James Adams, Member
Hal Hayden, Member

3. DISCUSSION & ACTION ITEMS

- A. Approval of Minutes from March 12, 2025 Airport Advisory Committee Meeting.
MOTION BY MEMBER NORTHRUP TO APPROVE MARCH 12, 2025 MINUTES AS AMENDED; SECONDED BY MEMBER ADAMS: (6 - 0)
- B. Presentation & Discussion Regarding Updates Related to Airport Administration and Airport Area Activity.

Airport Director Rick Crider welcomed the new committee members and provided an update on airport activity and aircraft enplanements. Mr. Crider also updated the committee on some new capital projects and financial standing. The Federal Aviation Administration (FAA) grants that are currently to be expected in June are: \$3 million for North Deep Well Ranch (DWR), \$1.1 million for South DWR, \$1.75 million for Hangar Development, \$660,000 for RW 12-30 Lighting, \$347,000 for TW F Design.

Mr. Crider also provided the flight delay's for the month of March, Los Angeles flight had six (6) late turns, two (2) maintenance, one (1) weight and balance and one (1) weather delay. The Denver flight had four (4) maintenance, three (3) crew legality, two (2) weight and balance and one (1) weather delay.

Chairman Gjede had questions regarding flight delays, specifically late turns, for clarification they are flights that leaves our airport, turns around and comes back to our airport.

Mr. Crider responded yes, comes back from Los Angeles after the Denver flight. Chairman Gjede asked what the criteria is for calling it "late", Airport Operations

Superintendent Pete Townsend responded fifteen (15) minutes after scheduled landing time.

Chairman Gjede asked how many passengers have missed their connecting flight in Denver

Mr. Crider responded that SkyWest/United tries to accommodate a later flight in Phoenix (PHX), depending on scheduling, and we are unable to track third party flights.

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

Airport Capital Projects Manager, John Kuebrich, provided an update and presentation on Capital Improvement Projects. Local funding is being used for the Dela 7 (D7) pavement repairs, work to begin the week of April 21st pending any delays, and the Ruger Road pavement project which will begin in Fiscal Year (FY) 2026 along with the new Wash Rack. State/Federal funding will be used on the following design projects: ARFF, SRE & Ops Building with construction to begin in Federal Fiscal Year (FFY) 2026, Taxiway Foxtrot (Taxiway F) realignment with construction to begin in FFY 2026, and the North Ramp Expansion with construction to begin in FFY 2028. State/Federal funding will be used on the following construction projects: Runway 12-30 Electrical Improvements this work to begin in June of this year (2025), Arizona Department of Transportation (ADOT) Airport Pavement Maintenance System (APMS) threshold 21L, which will begin on September 9, 2025. State/Federal-funded studies: Dual Lane Taxiway & Unleaded Fuel Study, and Runway 3R-21L Demand Forecast Review. Currently, the Embry-Riddle Aeronautical University's (ERAU) SAFE project is scheduled to open on January 1, 2026.

Mr. Crider added to the discussion that the Airport would like to do some community outreach with ERAU and asked the Committee Members their thoughts.

Member Northrup responded that previous discussion among tenants, discussed dual lane from bottleneck entrance out to Charlie (Taxiway C) so traffic can move in both directions easily. We are super happy to engage; can get data on engine runup times, aircraft sequencing, etc.

Member Hayden asked if the new hangars are completely grant funded and does all revenue go back to the airport.

Mr. Crider responded yes, at fair market value, all revenue does back to the Airport, and yes mainly funded.

Member Hayden asked what the time is for flight school runup.

Member Northrup responded twelve (12) to fifteen (15) minutes for students, commercial students seven (7) to ten (10) minutes.

Member Hayden asked why a sunup was not put there.

Mr. Crider responded that a dual lane taxiway was more important than a sunup area, if you have been down to Scottsdale Airport to see an example/solution is more what we are going to try and accomplish.

Member Northrup asked staff if we have our own personal point of contact with Sundt (ERAU contractor for SAFE).

Mr. Kuebrich responded yes, we will still have to do some coordination with them.

Member Hayden asked if the shuttle buses (ERAU) travel through the rest of this year, until the SAFE complex is completed.

Mr. Kuebrich responded that by Spring of 2026 we're hoping to have students in their new area.

Mr. Townsend added that he will be covering that during his portion of the presentation.

Mr. Crider added all drivers will go through training.

Member Hayden asked why the yellow expansion area split on the North Ramp,

Mr. Kuebrich responded we want to put two (2) taxiways that lead out, at different elevations.

D. Presentation & Discussion Regarding Airport Operations.

Airport Operations Superintendent Pete Townsend provided a presentation regarding airport operations updates. Operations have just finished last weather event, activated snow and ice control plan on runway. Not predicting upcoming snow due to warming temps. PRC Maintenance Staff to remove the plow. We can use the new deicing material as a solid or as a liquid. ERAU West Ops Update have moved all aircraft to SAFE Ramp. West Ramp leasehold will expire at the end of month, Ramp will revert back to PRC, rent out as Tie Downs to GA in the short term. ERAU constant shuttles from Q Hangar down to Gate 12 > SAFE Ramp. All drivers must go through Gate 12 (shortest route of non-movement area vs Gate 8). All drivers are non-area movement trained; strong emphasis on safety. Access cards are issued to each ERAU shuttle vehicle. If you all have an issue with people not getting out of the way, please let me know.

Mr. Crider added if there is a problem or something you feel can be done better go back to Pete and we will work on adding in consistency with our efforts.

Member Adams asked are they students (ERAU bus drivers).

Member Northrup responded that they are all full-time employees.

E. Staff Announcements & Updates.

Mr. Crider informed the Committee that the next meeting will be May 14, 2025.

Mr. Townsend said that next month he will be giving an update on Fire Season operations. There was a discussion regarding airport tours for advisory members.

F. Discussion Regarding Future Topic Options.

Mr. Crider asked if there were any future topics that the committee would like to see.

Chairman Gjede asked if we have a new commercial service.

Mr. Crider responded that Mike Mooney is retiring, a new consultant will be taking over and is coming out with Mike on May 14th and 15th, we will discuss opportunities and will report back to the committee.

Chairman Gjede added that his hopes are that the new consultant will be looking to the future, we want to get more service if possible, and better than the 200's.

Mr. Crider commented if anyone has rode on the 500 flight; there was a brief discussion on how nice they are.

Member Northrup announced that ERAU is building an auxiliary field in Yavapai County, the runway has to be within thirty (30) miles for successful flight training.

Member Hayden mentioned that he went to a Young Eagles event and was told that ERAU flight training was not permitted to fly during these events.

Member Northrup responded that ERAU normally does not allow flight training while the Young Eagles event is going on.

Member Adams added that there were some long-term procedures that got changed by Dr. Sobotta regarding the Hangar Wait List, gate issues and communication and suggested this be up for discussion. 2-way access and piggybacking.

Mr. Crider responded that it is permanently in our security manual now, all about protecting our airfield.

Member Hayden asked about the future self-serve location.

Mr. Crider responded it will be part of the North Ramp rehabilitation and in the general area however, it may change.

4. ADJOURNMENT

There being no further business to discuss, Chairman Gjede adjourned the meeting at 2:43 p.m.

MICHAEL GJEDE, Chair

ATTEST:

Staff Liaison



TO: MAYOR AND CITY COUNCIL
AGENDA: May 14 Airport Advisory Committee Meeting
DATE: May 14, 2025
DEPT: Airport
ITEM #: 3.B
SUBJECT: Presentation & Discussion Regarding Updates
Related to Airport Administration and Airport
Area Activity.

ITEM SUMMARY

This item is for staff & Committee members to participate in a presentation and discussion regarding airport administration and airport activity around Prescott Regional Airport - Ernest A. Love Field.

BACKGROUND

None.

FINANCIAL IMPACT

There is no fiscal impact associated with this item.

RECOMMENDED ACTION

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

ATTACHMENTS

None



TO: MAYOR AND CITY COUNCIL
AGENDA: May 14 Airport Advisory Committee Meeting
DATE: May 14, 2025
DEPT: Airport
ITEM #: 3.C
SUBJECT: Presentation & Discussion Regarding Airport Construction Projects and Updates.

ITEM SUMMARY

This item is for staff & Committee members to participate in a presentation and discussion regarding construction activity, ongoing, and future projects at Prescott Regional Airport - Ernest A. Love Field.

BACKGROUND

None.

FINANCIAL IMPACT

There is no fiscal impact associated with this item.

RECOMMENDED ACTION

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

ATTACHMENTS

None



TO: MAYOR AND CITY COUNCIL
AGENDA: May 14 Airport Advisory Committee Meeting
DATE: May 14, 2025
DEPT: Airport
ITEM #: 3.D
SUBJECT: Presentation & Discussion Regarding Airport Operations.

ITEM SUMMARY

This item is for staff & Committee members to participate in a presentation and discussion regarding operations at Prescott Regional Airport - Ernest A. Love Field.

BACKGROUND

None.

FINANCIAL IMPACT

There is no fiscal impact associated with this item.

RECOMMENDED ACTION

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

ATTACHMENTS

None



TO: MAYOR AND CITY COUNCIL
AGENDA: May 14 Airport Advisory Committee Meeting
DATE: May 14, 2025
DEPT: Airport
ITEM #: 3.E
SUBJECT: Staff Announcements & Updates.

ITEM SUMMARY

This item is for staff to provide general updates to the Committee members.

BACKGROUND

None.

FINANCIAL IMPACT

There is no fiscal impact associated with this item.

RECOMMENDED ACTION

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

ATTACHMENTS

None



TO: MAYOR AND CITY COUNCIL
AGENDA: May 14 Airport Advisory Committee Meeting
DATE: May 14, 2025
DEPT: Airport
ITEM #: 3.F
SUBJECT: Discussion Regarding Future Topic Options.

ITEM SUMMARY

This item is an opportunity for the Committee to let staff know what future topics they would like to see on future meeting agendas.

BACKGROUND

None.

FINANCIAL IMPACT

There is no fiscal impact associated with this item.

RECOMMENDED ACTION

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

ATTACHMENTS

None