



# City of Prescott

## Airport Advisory Committee

May 19, 2026 | 2:00 PM  
Embry-Riddle North Campus Classroom F30  
2455 Ruger Road  
Prescott, AZ 86301

### MINUTES

#### 1. CALL TO ORDER

Chairman Gjede called the meeting to order at 2:01 p.m.

#### 2. ROLL CALL

Mike Gjede, Chairman  
Jim Huffman, Vice Chairman  
Matt Pruett, Member  
James Cooper, Member  
Hal Hayden, Member - Excused  
Parker Northrup, Member - Excused  
James Adams, Member – Excused

#### 3. DISCUSSION & ACTION ITEMS

A. Approval of Minutes from April 21, 2026 Airport Advisory Committee Meeting.  
**MOTION BY VICE CHAIRMAN HUFFMAN TO APPROVE APRIL 21, 2026 MINUTES; SECONDED BY CHAIRMAN GJEDE: (4 - 0)**

B. Presentation & Discussion Regarding Updates Related to Airport Administration and Airport Area Activity.

Airport Director Rick Crider presented updates on airport activity, including operations, delays, load factors, and administrative items for the past month and year-to-date.

- **Enplanements:** Increased 26% over the prior year
- **Operations:** Currently the airport is ranked number 16<sup>th</sup> in the nation, and 4<sup>th</sup> in the State, behind Pheonix Sky Harbor, Falcon Field and Deer Valley.

#### Flight Delays:

- **March:**
  - LAX: 1 cancelled (due to storm in Denver), 1 weight & balance, 1 crew rest, 1 late turn, 1 customer service.
  - DEN: 2 cancelled (due to storms in Denver & Chicago), 2 air traffic control (ATC), 4 crew rest, 1 maintenance, 1 late turn
- **April:**
  - LAX: 4 maintenance, 1 weather, 1 late fueler
  - DEN: 3 maintenance, 7 late turns, 2 air traffic control (ATC)

#### Load Factors:

- **March:**
  - LAX: 72.7% (2025: 60.7%)
  - DEN: 69.0% (2025: 76.4%)
- **April:**
  - LAX: 69.2% (2025: 69.6%)
  - DEN: 65.5% (2025: 82.1%)

The Committee discussed landing fees as they relate to ADS-B data, airline delays associated with weather, alerts and maintenance issues, and load factors related to the Denver route.

***This item was for discussion only, no formal action was taken.***

- C. Presentation & Discussion Regarding Airport Construction Projects and Updates. Airport Capital Projects Manager John Kuebrich provided updates on Airport Construction Projects:

**Upcoming Projects:**

- South Ramp and hangar area crack seal and sealcoat
  - Beginning May 26<sup>th</sup> with an estimated project duration of five days.
- Southwest Ramp spot repairs
  - Beginning May 26<sup>th</sup> with an estimated project duration of five days.

**Projects Under Design**

- **Hangar Development Program Phase 1**
  - Value engineering is underway due to grading modifications and updated cost estimates. The project includes the wash rack facility.
- **Taxiway Foxtrot Realignment**
  - Overall design is complete. Construction will be phased and includes a Vehicle Service Road (VSR). Initial work will begin near "F3" and extend partially up Taxiway "F."
- **ARFF/SRE Facility**
  - Eligibility plan review is currently underway. Site preparation is anticipated to begin in January 2027.
- **North Ramp Reconstruction**
  - Design efforts have resumed.
- **Northeast Ramp**
  - Currently under contract with Dibble. A stakeholder meeting is planned for June.
- **Southwest Ramp**
  - Design is anticipated to begin after July 1. Staff is currently working to finalize a contract with Mead & Hunt.
- **Vehicle Service Road (VSR)**
  - Scope and contract negotiations are underway with Mead & Hunt.

**Upcoming Design Projects**

- Terminal parking restriping plan.
- Long-term parking lot along Janine Drive with pedestrian access. Design for this project is currently under contract.

The Committee discussed proposed parking lot changes, the anticipated number of additional parking spaces, progress on the new Air Traffic Control Tower project, and the status of the runway extension project.

***This item was for discussion only, no formal action was taken.***

D. Presentation & Discussion Regarding Airport Operations.

Mr. Crider provided operational updates, including:

- Fire season operations are underway, and Taxiway “H” closures will remain in effect through July 31. The future Northeast Ramp project is expected to help mitigate these closures.
- Airfield preparations are currently underway in advance of the upcoming Part 139 inspection, including:
  - Sign and light cleaning (interior and exterior)
  - Airfield painting
  - Grass cutting, weed removal, and erosion mitigation work

***This item was for discussion only, no formal action was taken.***

**4. UPDATES & ANNOUNCEMENTS FROM STAFF**

A. Staff Announcements.

Mr. Crider provided the following staff updates:

- Congratulations to Sydney Webb on her promotion to Duty Supervisor.
- Dana Tutrone began employment as a full-time temporary Administrative Specialist.
- Planning for AirFest has begun, and Airport Advisory Committee members interested in participating on the AirFest planning committee are encouraged to contact staff.
- The Airport has two consent agenda items scheduled for the May 26 City Council meeting.
- Budget development is nearing completion.
- SkyWest continues the transition from CRJ200 aircraft to CRJ450 aircraft.

B. Presentation & Discussion Regarding Future Agenda Topic Options.

Topics to come back to a future meeting:

- SkyWest Origin & Destination (O&D) metrics and yield data
- Continued reporting on maintenance-related delays

Chairman Gjede requested that American Federation of Government Employees (AFGE) be added as a discussion item for next month’s agenda.

**5. ADJOURNMENT**

There being no further business, Chairman Gjede adjourned the meeting at 2:51 p.m.



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MICHAEL GJEDE, Chair

ATTEST:



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Staff Liaison