



City of Prescott

Airport Advisory Committee

July 21, 2026 | 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 **July 21, 2026**. 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 June 16, 2026 Airport Advisory Committee Meeting.
Recommended Action: MOVE to approve the 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.
4. **UPDATES & ANNOUNCEMENTS FROM STAFF**
 - A. Staff Announcements
 - B. Presentation & Discussion Regarding Future Agenda Topic Options.
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 7/15/26 at 11:00 a.m. in accordance with the statement filed by the Prescott City Council with the City Clerk.

Sarah M. Thornhill

Sarah M. Thornhill, City Clerk



TO: MAYOR AND CITY COUNCIL
AGENDA: July 21 Airport Advisory Committee
DATE: July 21, 2026
DEPT: Airport
ITEM #: 3.A
SUBJECT: Approval of Minutes from June 16, 2026 Airport Advisory Committee Meeting.

ITEM SUMMARY

This item is for approval of the minutes from the June 16, 2026 Airport Advisory Committee Meeting. Staff recommends approval of these minutes as presented.

BACKGROUND

None.

FINANCIAL IMPACT

There is no fiscal impact associated with this item.

RECOMMENDED ACTION

MOVE to approve the minutes as presented

ATTACHMENTS

1. June 16, 2026 AAC Minutes



City of Prescott

Airport Advisory Committee

June 16, 2026 | 2:00 PM
Airport Old Terminal Building
6500 MacCurdy
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
Jim Huffman, Vice Chairman
James Adams, Member
James Cooper, Member
Hal Hayden, Member - Excused
Matt Pruett, Member
Parker Northrup, Member

3. DISCUSSION & ACTION ITEMS

A. Approval of Minutes from May 19, 2026 Airport Advisory Committee Meeting.

**MOTION BY MEMBER NORTHRUP TO APPROVE MAY 19, 2026 MINUTES;
SECONDED BY MEMBER ADAMS: (6-0)**

B. Presentation & Discussion Regarding Potential Privatization of Transportation Security Administration.

Representatives from the American Federation of Government Employees (AFGE) presented concerns about the potential privatization of Transportation Security Administration (TSA) being promoted to smaller commercial service airports across the country.

- AFGE reported that 4 of 9 Arizona airports they have spoken with oppose TSA privatization.
- TSA Gold+ was discussed as a model that would allow private companies to participate in security operations, using advanced AI technology, potentially reducing the role of human judgment.
- AFGE raised concerns that privatization could negatively impact both PRC and TSA by lowering wages and weakening standards and regulations currently upheld under federal management.

Member Northrup clarified that the presenters were representing AFGE, not TSA as an institution. Mr. Crider confirmed with the AFGE members that the purpose of the visit was to gather preliminary feedback from Arizona airports before formal proposals or recommendations are considered.

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

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

Airport Services Manager Christina Stapleton presented updates on airport activity, including operations, delays, load factors, and administrative items for the past month and year-to-date

- **Operations:** Increased 12% over the prior year

Flight Delays:

- **May:**
 - LAX: 4 maintenance, 1 crew rest
 - DEN: 5 ATCT ground delay program (in DEN), 1 maintenance, 2 late turns, 1 station/customer service (passenger required aisle chair assistance), 2 weight/balance, 1 fueling (pilot requested additional fuel)

Load Factors:

- **May:**
 - LAX: 73.0% (2025: 65.8%)
 - DEN: 70.8% (2025: 80.2%)
- **June:**
 - LAX – 57.7% (2025 – 54.3 %)
 - DEN – 61.5% (2025 – 66.4%)

The Committee discussed airline delays associated with weather, disabled aircraft, maintenance issues, and load factors related to the Denver route.

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

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

Airport Capital Projects Manager John Kuebrich provided updates on Airport Construction Projects:

Completed Projects:

- South Ramp Crack Seal / Sealcoat
- South Hangars Ramp Crack Seal / Sealcoat
- Southwest Ramp Spot Repairs
- Restriping and Signage at Old Terminal

Projects Under Design:

- ARFF / SRE Operations Facility
 - Eligibility plan review currently underway
 - Project will be done in two Phases, site preparation tentatively to begin 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.
- Additional Overflow Parking
 - Along Janine Drive
 - Includes Demo of Quonset Hut
 - Pedestrian Walkway to Terminal
 - Design is under Contract.
- Rental Car Staging and Prep Area
 - At SR89 & McCurdy
 - Includes Demo of Quonset Hut

Upcoming Design Projects:

- Hangar Development Program Phase 1
 - Includes Wash Rack
 - Advertising June 21st & June 28th
 - Bids Due August 6th
 - Engineer's Estimate is \$3,450,000
- Taxiway Foxtrot Realignment
 - Phase One Construction
 - Advertising July 5 & July 12th
 - Bids Due August 27th

- Engineer's Estimate is \$2,200,000

The Committee discussed the proposed rental car vehicle staging and preparation area planned for the South side of Highway 89. Members also reviewed 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.

E. Presentation & Discussion Regarding Airport Operations.

Airport Operations Manager Julia Metivier 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.
- **Cutter Aviation Hot Fueling** – Approximately 4 since April 8th
- **Ramp name changes become effective July 9, 2026**
 - South Ramp --> Leighnor Ramp & South Hangar Ramp
 - Guidance Ramp --> Southwest Ramp
 - SAFE Ramp --> Eagle North Ramp
 - RITTAIRE Ramp --> Eagle Multi Ramp
 - Riddle Ramp --> Eagle Main Ramp
 - West Ramp --> Northwest Ramp
 - Monarch --> Juliet Tango Ramp
- **Protocol for Emergency Response & Aircraft Removal**
 - Clear the closed runway as soon as possible and re-open
- **Security Incidents**
 - Incidents occurred regarding leaving a gate unattended or open. Reviewed the rules on gate etiquette.
- **Drone Incidents**
 - Covered the procedure that should be followed when observing a drone
 - Attempt to identify the following information:

Location of the UAS in proximity to airport

- Registration Number or description of UAS as applicable
- Identification or description of pilot(s) and number of persons
- Associated motor vehicles and the license number, or any distinguishing marks.
- Purpose of threat
- Contact the PRC Air Traffic Control Tower

- Keep UAS and pilot(s) under surveillance until TSA, Police, or ATCT is contacted, if possible.

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

4. UPDATES & ANNOUNCEMENTS FROM STAFF

A. Staff Announcements.

Airport Director Rick Crider provided the following staff updates:

- Job Openings:
 - Airport Operations Specialist-FTP (Closes June 17th)
 - Airport Operations Technician-FTT (Closes June 25th)
- New Hire- Connor Link- Ops Technician (Starts June 25th)
- Budget development is nearing completion.

B. Airport Tenant Updates.

- Cutter Aviation
- Embry Riddle Aeronautical University
- Leighnor
- EagleAir
- United States Forest Service (USFS) Tanker Base

C. Presentation & Discussion Regarding Future Agenda Topic Options.

Topics to come back to at a future meeting:

- SkyWest Origin & Destination (O&D) metrics and yield data
- Continued reporting on maintenance-related delays
- Recommendations from Bypass Taxiway and UL Fuel Study.
- Planning efforts approaching
 - Environmental Assessment of proposed runway shift & extension
 - Terminal Development Plan
 - Long-Term Visioning Study
 - Business and General Aviation Development Strategy

The Committee requested monthly update presentations from airport tenants and businesses, including those previously discussed, as well as SkyWest, Avis/Budget, TSA, PAUA, the Air Traffic Control Tower team, and Guidance.

5. ADJOURNMENT

There being no further business to discuss, Chairman Gjede adjourned the meeting at 3:21pm.

ATTEST:

MICHAEL GJEDE, Chair

Staff Liaison



TO: MAYOR AND CITY COUNCIL
AGENDA: July 21 Airport Advisory Committee
DATE: July 21, 2026
DEPT: Airport
ITEM #: 3.B
SUBJECT: Presentation & Discussion Regarding Updates
Related to Airport Administration and Airport
Area Activity.

ITEM SUMMARY

This item provides an opportunity for staff and Committee members to participate in a presentation and discussion regarding airport administration and operational activity 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: July 21 Airport Advisory Committee
DATE: July 21, 2026
DEPT: Airport
ITEM #: 3.C
SUBJECT: Presentation & Discussion Regarding Airport Construction Projects and Updates.

ITEM SUMMARY

This item provides an opportunity for staff and committee members to participate in a presentation and discussion regarding airport construction activity 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: July 21 Airport Advisory Committee
DATE: July 21, 2026
DEPT: Airport
ITEM #: 3.D
SUBJECT: Presentation & Discussion Regarding Airport Operations.

ITEM SUMMARY

This item provides an opportunity for staff and Committee members to participate in a presentation and discussion regarding airport 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: July 21 Airport Advisory Committee
DATE: July 21, 2026
DEPT: City Clerk
ITEM #: 4.A
SUBJECT: Staff Announcements

ITEM SUMMARY

This item is for staff to provide updates to the Committee on the following items:

- Job openings
- Staffing
- Budget updates

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: July 21 Airport Advisory Committee
DATE: July 21, 2026
DEPT: Airport
ITEM #: 4.B
SUBJECT: Presentation & Discussion Regarding Future Agenda 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. At this time the following items are slotted for future agendas:

- SkyWest Origin & Destination (O&D) metrics and yield data.

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