

AIRPORT ADVISORY COMMITTEE
MEETING MINUTES
PRESCOTT, ARIZONA

MINUTES OF THE AIRPORT ADVISORY COMMITTEE MEETING HELD ON September 12, 2018 at located at the Airport Administration Conference Room at 6546 Crystal Lane, Prescott, Arizona.

A. Call to Order

Chairman Juliani called the meeting to order at 2:03 pm.

B. Roll Call.

COMMITTEE MEMBERS:

Present: Chair Juliani
Vice Chair Foote
Member Gjede
Absent: Member DeFreitas
Member Kidrick

C. Vice-Chair Foote moved to approve the meeting minutes from the 08/21/2018 Advisory Committee meetings. Chair Juliani seconded the motion, which then passed 3-0.

D. 1. Airport Director, Dr. Robin Sobotta reported on the Air Carrier Service launch which occurred on August 29th. The ribbon cutting ceremony was well attended and terminal building was completely packed. She went on to discuss some pros and cons that we encountered during the process of getting ready for the new service.

One pro she mentioned was in regards to the financial aspect and how City Council approved \$150,000 to go towards terminal improvements. Due to the exemplary work by Airport staff and City of Prescott Facilities, we only spent around \$68,000 to date which included the new baggage makeup area and baggage claim area. We also saw a good regional turnout and support at the ribbon cutting and hope that the regional support will help in turn get our enplanements to 10,000 to help increase our Airport Improvement Program funding. Dr. Sobotta advised our partnership and work with SkyWest is strong and overall are well respected.

Dr. Sobotta advised that one con we have experienced so far is the parking situation. She advised that we have created 34 additional spots by repainting areas of the lot. Councilman Sischka asked if we had to use the parking spots at the administration building yet and Dr. Sobotta responded that we have mitigated TSA, Hertz and airline employees from parking in the main lot by moving TSA to inside the fence and airline employees to the administration lot. We are doing parking lot

checks four times a day to continue to monitoring but there is concern as holidays grow closer we will experience greater parking concerns.

Dr. Sobotta also advised that another issue encountered has been the baggage claim area, and not enough room for passengers to stand waiting for the baggage. To mitigate this she explained that we are opening the doors for passengers to wait inside the terminal for the baggage.

Dr. Sobotta reported that another issue encountered has been the rental car company and how Hertz's hours of operation do not match the airlines and how passengers arriving from LAX in the evening cannot get a rental. Airport staff has met with Hertz and they are actively working to adjust the hours of operations. Member Gjede inquired about a provision for rental cars to stay late if the flight is delayed, and Dr. Sobotta advised that they have been advised they are responsible for tracking the flight and stay accordingly.

Member Kidrick arrived at 2:12pm while Airport Director was giving update.

Chair Juliani asked if there is a plan to go out for an RFP for rental cars. Dr. Sobotta responded that at this time we are hoping to increase the performance standards with Hertz until the time comes for a new terminal and will consider at that time.

Dr. Sobotta advised that we have received calls and complaints regarding the difficulty experienced getting to the airport with the roundabouts on Highway 89. We are looking to get our website updated with Ground Transportation companies that are willing to pick-up and drop-off at passenger's houses as well as working with ADOT towards better signage.

Dr. Sobotta also reported the temperature and winds have been an issue with the airline causing some voluntary denied boarding. Runway 21L has been the predominant runway due to winds and she advised that when the airline departs on 3R, they are able to take an additional 4,000 pounds. To assist with this, the airport is working with the golf course regarding trees on the golf course property that are causing obstructions. The airport staff has also asked the airline to consider alternate aircraft that would be able to accommodate a shorter take-off.

Dr. Sobotta reported the load factors for the first three days of service in August were at 70%. Originally, when SkyWest bid for the EAS service they anticipated a 44% load factor and SkyWest considers this one of the most successful EAS launches they have seen.

Dr. Sobotta advised that on September 11th, City Council approved payment for entering into 30% design for a new terminal which will be under our contract with Dibble Engineering and will include their partners which include local architect, Michael Taylor. She advised that at the October 16th Airport Advisory Committee meeting, we are going to have an open house for the public to see the design process and provide input to the consultants and vision. The Committee was asked

to extend the normal meeting by 30 minutes to accommodate the open house. Members present agreed to move the meeting to 1:30-3:30pm.

2. Doug Whitney, Airport Operations and Maintenance Supervisor, reported the runway construction project is scheduled to be completed by September 29th which will be approximately two weeks ahead of schedule. Currently, we are doing overnight closures of primary and cross-wind runway and are about to start the grooving and painting and the project will be completed. Vice Chair Foote commented that he has noticed an improvement in lighting and the lights being brighter when he has been out flying.

3. Member Kidrick provided an update on Wings Out West reporting that everything is planned and on schedule. He commented that it will be important to consider as soon as this year's show is completed, the Airport Advisory Committee should weigh in on the decision how big we want the show to be going forward and if we should consider sponsorships. A discussion will need to take place with primary stakeholders as well whether it gets moved towards a paid event.

E. Adjournment

There being no further business to be discussed, the Airport Advisory Committee adjourned the public meeting of September 12th at 3:47 pm at the Airport Terminal building. The next meeting is scheduled for October 16th at 1:30 p.m. at the Centennial Center at 1989 Clubhouse Dr.

Submitted by:



Kristi Miller



Date



Tom Juliani, Chairman



Date