

AIRPORT ADVISORY COMMITTEE
MEETING MINUTES
PRESCOTT, ARIZONA

MINUTES OF THE AIRPORT ADVISORY COMMITTEE MEETING HELD ON October 20, 2020 located at the Airport Administration Upstairs Conference Room at 6546 Crystal Lane, Prescott, Arizona.

A. Call to Order

Chairman Juliani called the meeting to order at 2:05 p.m.

B. Roll Call

COMMITTEE MEMBERS:

Present: Chair Tom Juliani
Vice Chair Michael Gjede
Member Frank Newman
Member Daryl Austermilller
Member Parker Northrup
Member Jim Huffman

Absent: Member Jason Kopcsak

C. Approval of Minutes for the 8/18/2020 Airport Advisory Committee Meeting

Chair Tom Juliani made a motion to approve the August 18, 2020 Airport Advisory Committee meeting minutes. Member Frank Newman seconded the motion and was passed 6-0.

D. Introduction of New Committee Member

Chair Tom Juliani introduced new member Jim Huffman. Huffman introduced himself and discussed his background in science, research, and technology development. Huffman also described his flight training experiences and his excitement to be part of the committee. Other committee members officially introduced themselves to Huffman.

E. Presentations

a) Dibble Engineering – Runway Extension Planning Study

Dibble Engineering's Charlie McDermott and Jenny Watts provided an overview of the Runway 3R-21L Extension Planning Study. McDermott detailed the current airline operational challenges, Runway 3R-21L critical aircraft, required runway lengths, development and evaluation alternatives, a proposed program schedule, benefit cost analysis foundation, key challenges to the project, next steps to take, and the study's conclusion.

Member Parker Northrup, Chair Tom Juliani, Dibble's Charlie McDermott and Jared Bass, and other members of the committee discussed the various alternatives presented and discussed the importance of increasing the importance of safety and efficiency of Alternative 1, an expansion of both Taxiway C and D in the presentation for the study's final draft. Northrup also mentioned Embry-Riddle's relationship with FAA's NextGen.

b) Dibble Engineering – Construction Updates

Dibble Engineering's Jared Bass discussed the various phases of the Taxiway C Relocation project, including Phase 1, which consists of everything south of the crosswind runway. Construction is planned to start January 11, 2021 and will last until April 2021. Phase 2, which include the northeast section of TW-C, should start around August 2021 and go until November 2021. Based upon FAA funding Phase 3 of the project would occur in 2022.

F. Staff Reports

1. Administrative Update – Robin Sobotta, Airport Director
 - a) Airline: Last month, enplanement numbers for the year were at 9,049. As of today, enplanements had reached 10,000. For October, Denver is running at a 76% load factor. Los Angeles is at a 36% load factor for October.
 - b) Funding/Grant Updates: ADOT has issued a grant for the new terminal project in the amount of \$250,000. ADOT has notified Airport staff that they will be funding a Pavement Maintenance project at PRC in the amount of \$313K+. The Airport is continuing to spend CARES Act funding as planned. Staff will be going to City Council soon with proposals for a baggage handling system for the new terminal that came in \$100K+ under budget.
2. Operations Update – Robin Sobotta, Airport Director
 - a) Presidential Visit: Sobotta detailed that 15,000-18,000 people visited Prescott Regional Airport property to see the Trump 2020 Campaign Rally held on site.
 - b) Triennial Exercise: Operations Superintendent, Jeff Tripp, announced that the exercise will be held on Thursday, October 29, 2020 and will have participation from multiple agencies in the area. This is a requirement from the FAA to hold a live drill every three years.

G. Discussion

1. SkyWest Lease – Kristi Miller, Management Analyst

Kristi announced that in alignment with the USDOT contract for Essential Air Service to SkyWest Airlines, City Council will be asked to approve an amendment to their lease agreement, extending it until August 31, 2023. As required by Arizona Revised Statutes 28-8425, all requirements for lease extension have been met.

3. Hangar Waitlist Policy and Use Agreements (Time Permitting)

Time ran out. Miller announced discussions will continue about this topic next meeting.


H. Adjournment

There being no further business to be discussed, the Airport Advisory Committee adjourned the public meeting of October 20, 2020 at 3:42 p.m. at the Airport Administration Upstairs Conference Room.

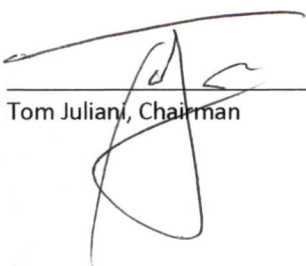
Submitted by:



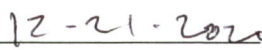
Kristi Miller, Staff Liaison



Date



Tom Juliani, Chairman



Date