



AIRPORT ADVISORY COMMITTEE MINUTES

Airport Advisory Committee Minutes
Tuesday, September 20, 2022, 2:00 p.m.

Airport Administration Conference Room
6630 Airport Ave
Prescott, Arizona 86301
(928) 777-1114

A. Call to Order

B. Roll Call

Committee Members present were Daryl Austermiller, Jim Huffman, Jason Kopscak, Parker Northrup. Frank Newman was telephonically present. Michael Gjede and Yvonne Gibbs were absent.

City Staff: Robin Sobotta - Airport Director; Tammi Schreier – Airport Services Manager; Carl Berghoefer – Airport Operations Superintendent; Roxanne Alexander - Administrative Services Specialist and Phil Goode- Mayor Citizen - Mike Schnell, Ronald & Jackie Layman

C. Approval of Minutes for the 8/16/2022 Airport Advisory Committee Meeting

Frank Newman made a motion to approve the minutes from 08/17/2022, motion was seconded by Jim Huffman and passed on a 5-0 vote.

D. Administration & Operations Updates

i. Airport Activity

- Total Enplanements to date through August 2021 are 2107. Aircraft activity January 1 – August 31 total operations are 201,063 for 2022 and 203,953* same timeframes in 2021.

**Total reflects reduced operations due to an extended Spring Runway Closure for maintenance.*

ii. Construction Projects

- Perimeter security project
 - Contract Awarded: Asphalt Paving & Supply
 - Construction Start: Oct. 2022 on Security 21R Project
 - Facing Supply Chain Challenges
- Runway 3R/21L maintenance
 - Bid opening: Sept. 8, 2022
 - Lowest responsive bid: Maxwell Asphalt
 - Contract to Council: Oct 11, 2022

E. Strategic Academic Flight Education Complex RFP (Tammi Schreier and Parker Northrup presented)

1. Complex ERAU Proposal Highlights

- Safety Impact – ERAU move to SAFE Complex will eliminate 85,00 runway crossings in one year.
- Proposed Fee - \$.41 per square foot per year.
- First Year ERAU Investment - \$5,482,250
- Sole Bidder

*Includes a \$600,000 State grant (requires private sector match) to Prescott Regional Airport for the SAFE Complex.

2. ERAU Presentation by Parker Northrup – highlights
 - 62,000 Building Sq Ft
 - 150,000 Apron Sq Ft
 - 43 Aircraft Parking Spaces
 - 22 Briefing Rooms
 - 6 Simulation Bays
 - 87,000 Building Sq Ft
 - 350,000 Apron Sq Ft
 - 88 Aircraft Parking Spaces
 - 48 Briefing Rooms
 - 10 Sim Bays and FFS High Bay

3. If accepted, this would allow ERAU:
 - 200,000+ square foot of aircraft parking
 - Hangar space
 - Flight Operations
 - Replace the West ramp location
 - Replace the need for use of Hangar Q, their West operations site.

4. SAFE Complex RFP Discussion & Possible Action*
 - A. Tammi Schreier briefed on the SAFE RFP Response (Bid) Received
 - Revenue/compensation to the Airport
 - How proposer's operations will benefit: City and Airport
 - Financial responsibility
 - Lease term/duration: 25 years with two (2) ten (10) year renewal options
 - Comments from Review Committee were positive
 - B. AAC Role
 - Review RFP Bid Response(s) – ERAU only respondent
 - Provide comments and recommendations to Airport Director and City Manager
 - Recommended Action: Move to recommend or not recommend City leadership enter into lease discussions with Embry-Riddle Aeronautical University for the SAFE Complex and consider the comments from the Airport Advisory Committee.

**Parker Northrup recused himself from the discussion and voting.*

Committee Member Frank Newman made a motion to Move to recommend City leadership enter into lease discussions with Embry-Riddle Aeronautical University for the SAFE Complex. The motion seconded by Daryl Austermilller passed 4-0.

- F. Airport Vicinity Overlay (AVO) – Code Change Process and Public Outreach
 - Robin Sobotta discussed the date and times of the Airport AVO meetings to be held in the New Passenger Terminal
 - Sept. 15th – 5:00 p.m. - 7:00 p.m.
 - Sept. 20th – 11:00 a.m. - 1:00 p.m.
 - Sept. 22nd - 10:00 a.m. to 12:00 p.m.
 - Oct. 5th - 3:00 p.m. - 5:00 p.m.

The Planning & Zoning Committee will continue the AVO public hearing meetings on September 29, 2022; AVO briefing only expected (no action). Also, on October 13th at 9:00 a.m. AVO public hearing at City Council Chambers, 201 S. Cortez.

Saddlewood Community residents attending the meeting asked questions regarding the AVO and the postcard they just received. They also wanted to know if there was any room for changes, like wording to add churches, specifically mentioning Willow Hills Baptist Church.

Robin mentioned the dates above and invited them to the meeting scheduled in two days. She also stated that the AVO is a draft form since we are going through the Public Comment portion before officially finalizing anything.

City Council Meetings – October 11 and 25. AVO actions TBD.


G. New Business – none

H. Adjournment

Parker Northrup made a motion to adjourn the meeting and was seconded by Jason Kopschak and passed 5-0. Frank Newman adjourned the meeting at 3:05 p.m.

Submitted by

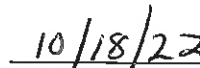

Mike Gjede, Committee Chair



Date



Roxanne Alexander, Staff Liaison



Date