

**SIERRA VISTA AIRPORT COMMISSION
REGULAR MEETING MINUTES
June 8, 2016, 5:30 p.m.
SVMA TERMINAL**

CALL TO ORDER:

Chairman Jackson called the meeting of the Airport Commission to order at 5:30 p.m. in the Terminal Building of the Sierra Vista Municipal Airport, 2100 Airport Avenue.

ROLL CALL:

Present: Frank Flores, Frank Jackson, George Pohlman, Darnell Rambert, James Short, and Arthur Weisberger.

Absent: John Voishan and Lee Gray (non-voting).

ATTENDEES:

City of Sierra Vista: Yvette Matthias.

Public: Clifford VanVleet (EAA 776), George Clarke (EAA 776/Tenant), and Rob Harnage (private pilot).

ACCOLADES FOR AVIATORS AND FRIENDS OF THE AIRPORT: None

ACCEPTANCE OF AGENDA – June 8, 2016:

Commissioner Pohlman made a motion to accept the agenda as written. Seconded by Commissioner Short. The motion carried unanimously, 6/0.

ACCEPTANCE OF May 11, 2016 MEETING MINUTES:

Commissioner Flores made a motion to accept the minutes as written. Seconded by Commissioner Pohlman. The motion carried unanimously, 6/0.

REPORTS:

Airport Operations Report – Public Works

- Airport Updates- Sharon Flissar – No report.

Fort Huachuca/Libby Army Airfield - Carol Thompson:

Chairman Jackson and Commissioner Pohlman read Ms. Thompson's report. There was a discussion regarding ASOS concerns.

- The Bradys will be operating out of LAAF and Hubbard LZ 20-24 Jun 16.
- The ASOS is out of service and will not be returning. Please dial up the ATIS and the current weather is available. During our operating hours, you are welcome to call from anywhere to our weather folks for an update on the current conditions at LAAF.
- Twy J & G project is in discussion and efforts are to ensure all tenants are tracking how to get to/from the ramp area to the runways during the taxiway closures.

City Report - Rachel Gray:

- Current Events – No report.

Commission Report:

- Vacant Hangars – Chairman Jackson inquired about the vacant hangar count. Yvette advised that she attends the meetings to record rather than report, and then reminded the commission that the hangar count was emailed to all members prior to the meeting.
- Renewal Applications for Commission Members - Chairman Jackson mentioned that the following terms expire and need renewal: Commissioners Voishan, Rambert, and Short. He also noted that Commissioner Weisberger has served his maximum allowable term and his unable to renew. Chairman Jackson asked to have the renewal applications submitted by the August meeting.

- Letter to Possible Tenants - Chairman Jackson advised that the letter he drafted was approved by Ms. Flissar and her supervisor. He also explained that George Clarke's input was received after the approval and was not included. George distributed a copy of his suggestions to the commission members. Discussion followed. Chairman Jackson will send the approved letter, adding the suggested Public Works contact, to the commissioners for review.
- Rental Procedures - The commission discussed hangar rentals, which included some of the following questions: signature requirements, amount of time for signatures, agreement terms, insurance on temporary rentals, SOP for rentals, charges for an after-hours employee to come out to the airport, hangar or aircraft insurance, charges for tie-down and who collects the fees, and the airport employees awareness of rental procedures. A comment was made that hangar rates should be at the airport. Commissioner Flores suggested the possibility of commission members providing service for on-call hangar rentals.

CALL TO PUBLIC

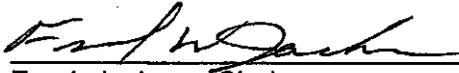
- Cliff VanVleet announced that there are people on the ramp installing new cameras.
- Rob Harnage mentioned that he was a previous commission member, that he recently purchased a plane, and will start attending the meetings.

COMMENTS FROM COMMISSIONERS

- Commissioner Flores commented that the letter to possible tenants is excellent and that George's fact list should be incorporated as a response card to allow readers to give feedback.

ADJOURNMENT

Chairman Jackson adjourned the meeting at 6:29 p.m.



Frank Jackson, Chairman