

MINUTES OF THE JOINT STUDY SESSION OF THE SHOW LOW CITY COUNCIL AND SHOW LOW AVIATION ADVISORY COMMITTEE HELD ON TUESDAY, OCTOBER 18, 2022 AT 6:30 P.M. IN THE CITY COUNCIL CHAMBERS, 181 NORTH 9TH STREET, SHOW LOW, NAVAJO COUNTY, ARIZONA

1. Call to Order.

Mayor Leech called the meeting to order at 6:31 p.m.

2. Roll Call.

COUNCIL MEMBERS PRESENT: Mayor Leech, Councilman Allsop, Councilman Clark, and Councilman Hatch.

COUNCIL MEMBERS ABSENT: Vice Mayor Kakavas, Councilman Adams, and Councilman Judd.

AVIATION ADVISORY COMMITTEE MEMBERS PRESENT: None.

AVIATION ADVISORY COMMITTEE MEMBERS ABSENT: Chairman Thomas Cedarblade, Committee Members Louis Booker, Bruce Ironside, Roger Williams, and Gary Winslow.

STAFF MEMBERS PRESENT: Ed Muder, City Manager; Morgan Brown, City Attorney; Justin Johnson, Deputy City Manager; Bill Kopp, Public Works Director; Jacob Allen, Airport Manager; Grace Payne, Communications Manager; Nicole Hudson, Deputy City Clerk; and Rachael Hall, City Clerk.

GUESTS: Margaret Heath.

3. Update on Aviation Advisory Committee Activities.

Mr. Allen said the airport staff met with the Federal Aviation Administration (FAA) on June 22 to discuss the five-year Airport Capital Improvement Plan. The plan included reconstruction of the south apron, a focused planning study for crosswind runway 02/20, upgrading 7/25 runway lighting system to LED, overlaying taxiway A and seal coating runway 4/22, environmental assessment for the new runway 02/20, construction of runway 02/20, and construction of taxiway D (parallel to runway 02/20).

Mr. Allen said as part of the Bipartisan Infrastructure Law (BIL) passed by congress, the Show Low Regional Airport was granted \$295,000.00 per year for the next five years. The funds were to be used for Airport Improvement Program (AIP) eligible projects. The projects that staff had identified for the funding were two large helicopter parking pads that would accommodate a Chinook or a Skycrane helicopter, which were regularly utilized for wildland firefighting. With

the remaining funds the airport had identified portions of taxiway B that needed to be reconstructed.

Mr. Allen said the Aviation Advisory Committee (AAC) had continued discussion regarding opening the south side of the airfield to commercial activity. He said this was a critical step in future growth of the airport. The AAC had recommended revisions to the noncommercial hangar ground lease policy to allow commercial activity and the revised policy would be presented to the City Council at their regular meeting later this evening.

Mr. Allen said reconstruction of the south apron was completed on June 27, 2022, which was ahead of the scheduled time for completion despite supply chain issues.

Mr. Allen said on September 27, the FAA conducted a Part 139 Certification Inspection, and two discrepancies were noted including pavement markings that need refreshed and annual training for the administration of wildlife hazard mitigation program.

Mr. Allen said the City had replaced four of the five automatic gate openers at the vehicle access gates at the airport. The operators were more than 20 years old and were in constant need of maintenance and repair.

Mr. Allen said the City was working with Big Dog Development, LLC to develop a group II taxiway to allow for the construction of eight 65 feet by 65 feet hangars. The hangars would be capable of storing larger aircraft such as larger turboprop and light jets.

Mr. Allen said the City advertised for proposals for the construction of additional hangars at the airport. Three proposals were received, and staff was scheduling meetings with each of the prospective builders to discuss details.

Mr. Allen said this year the airport hosted the second annual White Mountain Veteran's Fly-In event that was organized by Walking Down Ranch and the local Experimental Aircraft Association Chapter. The event was a success and was a valuable fundraiser for the Veteran's Village. The fly-in would continue to be an annual event with the next event tentatively scheduled for September 2023.

Mr. Allen said fuel sales for the first quarter of FY2023 totaled 66,621 gallons compared to 75,895 gallons in the first quarter of FY2022 and 82,761 gallons in the first quarter of FY2021.

Mr. Allen said Southern Airways Express had started service on July 15, 2022. In August, there were 364 passenger enplanements out of 416 possible enplanements. In September, there were 415 passenger enplanements out of

480 possible enplanements. There were three daily scheduled flights except for Tuesday, Wednesday, and Saturday which had two flights. He said the first flight to Phoenix departed at 8:05 a.m. and the last flight departed at 6:05 p.m.

Mr. Allen said the AAC would like to express its interest in working with the Council to further the goals of the airport, to discuss incentive options to bring a restaurant to the airport, and to suggest the distribution of an advertisement announcing the additional commercial space available at the airport.

Councilman Clark asked if there was a facility at the airport for a restaurant. Mr. Allen said the committee had discussed a few different options for a restaurant location. He said one of the location options was where the current modular buildings were located. That location would place the restaurant at the intersection of the current runway and the proposed crosswind runway.

Mayor Leech asked if there was enough year-round traffic through the airport to support a restaurant. Mr. Allen said the airport saw approximately 20,000 operations per year, but the restaurant could be open to the public as well.

Mayor Leech asked if the airport offered coffee. Mr. Allen said that coffee and ice were available and there were also two vending machines on site. Mr. Kopp said that a request for proposals had been advertised multiple times for the use of the small area across from the baggage claim area as a coffee and snack shop. He said a few people had been interested initially but nothing had ever solidified. He said the AAC was committed to researching the restaurant idea further.

4. Council Direction to Aviation Advisory Committee.

Councilman Clark said he supported the idea of exploring the options for a restaurant at the airport. He said he would like to see the restaurant location be convenient for pilots, customers of the airport, and the community as a whole.

Mayor Leech said he would like to see the airport host an appreciation event for pilots and tenants.

5. Adjournment.

There being no further business to be brought before the Council, **MAYOR LEECH ADJOURNED THE JOINT STUDY SESSION OF THE SHOW LOW CITY COUNCIL AND THE AVIATION ADVISORY COMMITTEE OF OCTOBER 18, 2022, AT 6:49 P.M.**

ATTEST:

APPROVED:

Rachael Hall, City Clerk

John Leech, Jr., Mayor

T:\docs\c101822j-aac.doc

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the **JOINT STUDY SESSION** of the City Council of Show Low held on October 18, 2022. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 20____.

(SEAL)

Rachael Hall, City Clerk