

MINUTES OF THE REGULAR MEETING OF THE SHOW LOW AVIATION ADVISORY COMMITTEE HELD ON MONDAY, APRIL 20, 2026, AT 4:00 PM IN THE CITY COUNCIL CHAMBERS, 181 NORTH 9TH STREET, SHOW LOW, NAVAJO COUNTY, ARIZONA

1. **CALL TO ORDER:**

Chairman Winslow called the meeting to order at 4:00 p.m.

2. **ROLL CALL:**

COMMITTEE MEMBERS PRESENT: Chairman Gary Winslow, Member John Hannah, and Member Patrick Krugh.

COMMITTEE MEMBERS ABSENT: Vice Chairman David Murray and Member Don Lusk.

STAFF MEMBERS PRESENT: Anna Atencio, City Attorney; Shane Hemesath, Public Works Director; Jacob Allen, Airport Manager; and Kathy Clements, Deputy City Clerk.

CITY COUNCIL PRESENT: Councilman Derik Whipple.

GUESTS PRESENT: None.

3. **APPROVAL OF MINUTES:**

A. Aviation Advisory Committee Regular Meeting of October 7, 2025

MEMBER KRUGH MOVED TO APPROVE THE MINUTES OF OCTOBER 7, 2025; SECONDED BY MEMBER HANNAH; MOTION PASSED 4 TO 0, WITH CHAIRMAN WINSLOW, VICE CHAIRMAN MURRAY, AND MEMBERS HANNAH AND KRUGH, AND VOTING IN FAVOR.

4. **NEW BUSINESS:**

A. Addition of a Surveillance Camera Located at Gate 1A

Mr. Winslow said an unfortunate accident occurred at the airport on February 21, 2026. An unknown individual struck an APS transformer, also causing damage to a hangar's electrical box, and shutting off power to the hangar. The owners of the hangar incurred \$10,185 in repair costs.

The offender fled the scene, and no witnesses could identify the culprit. A camera surveillance system at the A1 Gate might have provided enough evidence for the police to identify the offender, and the offender could have been held responsible for the damage.

Mr. Winslow said that with all the additional investment in hangars and new equipment at the airport, there should be a camera at the gate to identify people coming to and leaving the area.

Mr. Allen thanked Chairman Winslow for the suggestion. He said he had spoken to the City's Information Technology (IT) Department, which manages

surveillance around the City and at all City buildings. The airport terminal was pretty heavily camera'd from all angles, so there was some surveillance there, but not near the A1 Gate. He said he learned that the A1 Gate area lacked internet infrastructure, so wireless options would need to be explored, or, when fiber cable was brought to the area, perhaps the airport could tie into it.

Mr. Allen said the hangars on that side of the airfield were all private, and owners could always install their own surveillance systems.

Chairman Winslow said that as leaseholders, they relied on the City for security.

Mr. Allen said he would meet with IT to see what could be done, what the cost would be, and if it could be added as a future budget item.

Member Lusk said he had a game camera at his hangar, and perhaps the City could use one on the gate in the interim until a better solution was implemented.

B. Use of Millings for Parking Area Southwest of the Public Restroom Building for Tenant and Event Parking

Chairman Winslow said that when meetings and events were held at the airport, the tenant parking area had to be stripped beforehand almost every time. Whenever it rained, the stripping would disappear. He said if some milling could be placed in the parking area, it would be a cleaner, more permanent area for people to park. He asked Mr. Hemesath if he could address the potential to obtain and put down millings.

Mr. Hemesath said that millings were a good alternative for the parking area and held up better than gravel. The City had some millings acquired from Arizona Department of Transportation (ADOT) projects in the area. The pile was diminishing, and he did not know when the City would get more. Additional millings were requested from ADOT's State Route 260 project, which was supposed to occur this summer.

Mr. Hemesath said that about 700 yards of material would be needed, so the City would like to take a phased approach to ensure the parking lot drains properly. The City's engineering staff could explore how best to grade the site to eliminate the puddle. This would help the millings hold up so they did not become completely saturated.

C. Stockpile of Spoils Leftover from the Recent Taxiway and Hangar Development Projects

Chairman Winslow said there was quite a bit of material being collected along the south fence near the tenant and event parking area, and asked if the City could remove it.

Mr. Allen said the rolled fencing was sold at auction and had been removed. The poles would be hauled off soon.

Chairman Winslow said that people who were constructing hangars in the area were leaving unused materials along the south fence.

Mr. Hemesath said that there was some spoilage left behind after the taxiway construction, which was pretty minimal, but over time, the pile of dirt had grown. Contractors saw the pile of dirt and were adding to it as private hangars were constructed. The City would start hauling this material off. He said the City did not want to take the excess soil from other hangar projects; those people building new hangars were now being told to haul off their own spoils.

5. **CALL TO THE PUBLIC:**

Any citizen desiring to speak on a matter that is within the jurisdiction of the Aviation Advisory Committee may do so at this time. Comments may be limited to three minutes per person and shall be addressed to the Committee as a whole, and not to any individual member. Issues raised shall be limited to those within the jurisdiction of the Aviation Advisory Committee. Pursuant to the Arizona Open Meeting Law, the Committee cannot discuss or act on items presented at this time. At the conclusion of the call to the public, individual committee members may (1) respond to criticism made by those who have spoken, (2) ask staff to review a matter, and (3) ask that a matter be put on a future agenda.

None.

6. **SUMMARY OF CURRENT EVENTS:**

A. Committee Members

None.

B. Public Works Director

Mr. Hemesath said the City would be remodeling the restroom facilities at the terminal building. The contractor was selected, and staff was in the process of setting up a pre-construction meeting. Mr. Allen would be included in that meeting, and he would communicate to the contractor what needs to be addressed based on flights arriving and departing from the airport.

Mr. Hemesath said this would be a serious remodel. The restroom would be rotated 90 degrees, so crews would be hammering out the foundation and plumbing and making them ADA-compliant.

Mr. Hemesath said the bathrooms would be a little larger, but each restroom would lose a stall to make them more accessible. The construction was scheduled to be completed within 90 days. Staff would work with the contractor to minimize the project's impact. There were no other restrooms in the terminal, so porta-johns would be brought in.

Mr. Hemesath said the City would also be repainting the inside of the terminal and installing new flooring, but wanted to wait until after the restroom remodel was complete.

Mr. Hemesath said staff presented the tentative budget to the City Council last week. There were two 100% City-funded projects tentatively in the budget. One of them was for Taxiway B improvements, and the other for a terminal expansion behind the Transportation Security Administration sterile area.

C. Airport Manager

Mr. Allen said that the January through March airport activity included 1,334 commercial operations and 3,834 general aviation operations, for a total of 5,620 operations. Local operations accounted for 21% and itinerant operations accounted for 79%. He said 51,369 gallons of fuel were sold between January and March 2026.

Mr. Allen said that in March 2026, Contour Airlines completed 106 flights, 72 of which were on time, for a 67.9 percent on-time departure rate. There were 79 on-time arrivals for 74.5 percent. There were 27 delays and two cancellations due to maintenance. Those cancellations were made up, so they had a 100 percent completion rate.

Mr. Allen said the City's next meeting with the Federal Aviation Administration (FAA) and ADOT was scheduled for May 20, 2026, to discuss the five-year plan. He said what was currently on the plan would be staying. For the upcoming year, there was the crosswind runway environmental assessment. That assessment should start in August or September, when the City should receive the FAA grant. He said the City's consultant, Dibble, would conduct the assessment, and the Commission members would be invited to the public meeting they would hold.

Mr. Allen said that in April, construction began on the large helicopter parking pads, and the project was scheduled for completion in early May. ADOT issued two grants to the City for airfield lighting and signage projects: replacement of the runway signage for 7 and 25 with LED fixtures, and replacement of Precision Approach Path Indicators and Runway End Identifier Lights. Staff was working with the engineering consultant, Lochner, on the design plans for that project.

Mr. Allen said the 2027 Airport Capital Improvement Plan projects included the design of runway 1836, the north-south runway, and the taxiway delta that would be parallel to it. There was also a project to replace the airport's Automated Weather Observing System, and a project to relocate the primary wind cone to the north side of the runway.

Mr. Allen said in December 2025, the City advertised a Request for Proposal for non-commercial ground leases for hangar development. The City received three proposals and accepted one. The other two were rejected because they were too large.

Mr. Allen said the airport parking lot expansion project was completed. The roof replacement for the City of Show Low's three-bay commercial hangar was also completed. The BIA building also received a roof replacement. The exterior painting of the terminal building was completed.

Mr. Allen said the City's Community Services Director was working on new City signage, which included an airport entry sign.

Mr. Allen said the contractor who did the seal coat and fresh markings last summer on Runway 725 was doing warranty work because the markings were failing. They were about 50 percent finished with the project. They were delayed in finishing the project due to high winds.

Mr. Allen said a noise-abatement sign was installed, asking pilots to avoid flying over populated areas of the City. The sign could be seen as pilots taxi out to Runway 25.

7. **NEXT MEETING:**

Mr. Allen said the next meeting was tentatively scheduled for October 15, 2026, at 4:00 p.m.

8. **ADJOURNMENT:**

There being no further business to be brought before the Aviation Advisory Committee, **CHAIRMAN WINSLOW ADJOURNED THE REGULAR MEETING OF THE SHOW LOW AVIATION ADVISORY COMMITTEE OF APRIL 20, 2026, AT 4:29 P.M.**

ATTEST:

APPROVED:

Jacob Allen, Airport Manager

Gary Winslow, Chairman

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular Meeting of the Aviation Advisory Committee of Show Low held on April 20, 2026. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 20____.

Jacob Allen, Airport Manager