



"Inspiring a Vibrant Community"

AGENDA

AIRPORT COMMISSION MEETING

MEETING LOCATION:

City Council Chambers
826 North Main Street
Cottonwood, AZ 86326

Wednesday, February 1, 2023

6:00 PM

cottonwoodaz.gov

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
- IV. APPROVAL OF THE MINUTES OF DECEMBER 7, 2022.
- V. NEW BUSINESS
 - 1. Appointment of Airport Commission Chair
 - 2. Appointment of Airport Commission Vice Chair
- VI. ITEMS FOR DISCUSSION - The following items are for Commission discussion, consideration, and possible direction to staff.
 - 1. Airport Manager's Report
 - 2. Airport Operations & Noise Abatement Report
 - 3. Fixed Base Operator RFP
 - 4. RFP's for private hangar development
 - 5. Requirements for aviation mechanics
 - 6. Airport Commission projects & goals for CY2023
- VII. FUTURE AGENDA ITEMS
- VIII. CALL TO THE PUBLIC--This portion of the agenda is set aside for the public to address the Commission regarding an item that is not listed on the agenda for discussion. However, the Commission cannot engage in discussion regarding any item that is not officially listed on the agenda for discussion and/or action (A.R.S. §38-431.02(H).) **Comments regarding items listed on the agenda are limited to a 3-minute time period per speaker.**
- IX. ADJOURNMENT

Pursuant to A.R.S. §38-431.03.(A) the Commission may vote to go into executive session on any agenda item pursuant to A.R.S. §38-431.03.(A)(3) and/or A.R.S. §38-431.03(A)(4) Discussion or consultation for legal advice with the attorney or attorneys of the public body.

The Cottonwood Council Chambers is accessible to the disabled in accordance with Federal "504" and "ADA" laws. Those with needs for special typeface print or hearing devices may request these from the City Clerk (TDD 634-5526.) All requests must be made 24 hours prior to the meeting.

Members of the Airport Commission will attend either in person or by telephone conference call or other telephonic means.

MINUTES OF THE MEETING OF THE AIRPORT COMMISSION OF THE CITY OF COTTONWOOD, ARIZONA, HELD DECEMBER 7, 2022, 6:00 P.M., AT THE COTTONWOOD COUNCIL CHAMBERS LOCATED AT 826 N. MAIN STREET, COTTONWOOD, ARIZONA

I.-II. Chairman Moeny called the meeting to order at 6:00 p.m. Roll call was taken as follows:

COMMISSION MEMBERS PRESENT

Jim Moeny, Chairman
Tim Pebler, Commission Member
Ron Baird, Commission Member

COMMISSION MEMBERS ABSENT

Bill Wade, Vice Chairman
Vernon Reed, Commission Member

STAFF MEMBERS PRESENT

Jeff Tripp, Airport Manager
Rudy Rodriguez, Deputy City Manager
Rosa Cays, Customer Service and Reservations Specialist, Recorder

III. PLEDGE OF ALLEGIANCE

Chairman Moeny led the Pledge of Allegiance.

IV. APPROVAL OF MINUTES OF OCTOBER 5, 2022; NO MEETING HELD IN NOVEMBER 2022

Commissioner Pebler made a motion to approve the minutes; Commissioner Baird second the motion. Minutes were unanimously approved.

V. ITEMS FOR DISCUSSION

1. Airport Manager's Report

Commissioner Pebler mentioned that a number of airplanes are flying over quite low and said some are as low as 500 feet above his house. Mr. Tripp said he would check the tracking and believes the pilots are likely students from the flight schools who need to be educated on proper procedures.

Chair Moeny had questions about the runway and taxiway reconstruction and asked if there was a way around the narrowing of both. Mr. Tripp said the taxiway was being narrowed to the right dimensions for Cottonwood's type of airfield and would be less maintenance for the city. He said the runway could possibly be left wider, but the additional 15 feet would be the responsibility of the city to maintain. He also clarified that the airport had a B1 classification and explained the changes coming to the current ramp exit.

Commissioner Baird asked if any progress had been made with the city attorney regarding training on open meeting laws. Mr. Tripp said it will have to wait until Mr. Horton's replacement is hired.

2. Airport Operations and Noise Abatement Report

Chair Moeny said the noise complaints seem to be down. Mr. Tripp said they have indeed decreased and explained that the number of flights has also lowered in the fall compared to spring. He said helicopter complaints have also ceased, but this is likely because Sedona Air Tours is no longer in operation. Mr. Tripp also mentioned that Air Methods, a medivac company, will be starting up in the area with one helicopter in the next month and that he would be working with them on arrival and departure procedures to minimize any issues.

Mr. Tripp then updated the commissioners on the fixed-wing pilot's guide, a work in progress, and the helicopter pilot's guide, which was temporarily on hold with the exit of Sedona Air Tours. But now with two new medivac companies moving into the area, he would work with them on the guide to come up

with ingress and egress procedures and perhaps letters of agreement to address ingress/egress procedures further.

Mr. Pebler made a comment about making sure helicopter pilots are talking to each other so Cottonwood does not repeat the incident that happened in Flagstaff a number of years ago. Mr. Tripp agreed and said more safety features are available today that were not when the Flagstaff accident occurred [in 2009].

3. Fixed Base Operator discussion

Mr. Tripp reported that the agreement that was entered into with AeroZona Aviation back in June has ceased, due mostly to insurance issues. He said the company failed to comply and did not meet the city requirements. At 60 days, the city decided to cancel the agreement. Mr. Tripp said the next step was to discuss the four options he has presented to the commission, and the pros and cons of each. [At this point Mr. Tripp wanted to share a presentation, but could not due to technical difficulties.]

Chair Moeny reaffirmed that there is now no FBO agreement in place, which Mr. Tripp confirmed, then said that the city would continue to provide fuel services, and that now it was time to consider options going forward. He listed the options he had outlined for the visual presentation, which the commissioners had in hard copy, then expounded on each one. Mr. Tripp then explained that the commissioner's recommendations could then go before city council and city management.

Option 1: Reissue the request for proposals (RFP) to see a third-party FBO (fixed-base operator). Mr. Tripp stated the pros: The RFP could be reissued quickly with minimal changes; a private operator would have the incentive to do the work; the city would have less overhead cost in operating the airport. Mr. Tripp named off recent expenses the city had incurred just operating the fuel concession. He then listed the cons: The city might not receive any RFPs. He said the city received only two proposals the last time a request went out. He said revenue generating opportunities were limited and that this was the fifth time in 12 years that the city has had to find an FBO. Mr. Tripp also mentioned that the B hangar could not be used for aircraft maintenance (a separate, possible RFP) if the city partners with a third-party FBO.

Option 2: City operates the FBO with intention to pass on for privatization. Mr. Tripp said one pro is that the city is currently providing Avgas and airfield inspection and maintenance; the city is already preparing land for new construction of additional private hangars, which would tap into other airport revenues, not just fuel sales and parking. He said the main con would be the requirement to pay for more equipment and additional staff, likely two more people.

Option 3: City operates FBO on a long-term basis, similar to Sedona Airport. Mr. Tripp said the pros and cons would be similar to those for Option 2, then listed some of the additional costs the city would incur should it decide to operate the airport under this scenario. He said he has reached out to Rob Green about possibly leasing his jet fuel tank, which would mean taking on more expenses.

Option 4: City issues RFP to seek a third-part operator to run the whole airport *and* the FBO. Mr. Tripp said it would likely eliminate his position but that the city would then hand over all management and services to a private entity and also eliminate other direct costs. He said a private operator would also be incentivized to increase revenue, hence increase airport services. But to rely on a private airport operator could put the city in a similar position it has faced in partnering with a private FBO, said Mr. Tripp, the main downside of this option.

Chair Moeny said he was familiar with Option 4, and shared a story about an airport in a small town in Colorado. He said a gentleman who lives near the field helps manage it in trade for a hangar for mechanical operations. He also rides a tractor to mow the grass. Chair Moeny said the airport seems to

run pretty well and seems to work for the community, although it may be a smaller community than Cottonwood.

Mr. Baird could see the similarities between Option 4 and the city's current situation with the revolving door of FBOs. He said it would put the city in a dire position. A brief discussion ensued about finding someone like the gentleman in Colorado who can do the mechanics. Mr. Tripp reminded the commissioners that administrative work is a large part of his job, so they would need someone who could also manage this aspect of operating the airport; it would be a lot of work for one person.

Mr. Pebler said no. 4 was a great option. He suggested keeping the airport manager and have other positions filled by a third party. He said these would be long-term employees. Mr. Pebler reminded everyone that Cottonwood has a small airport; that fuel sales would be going down, and that other airports are starting to install charging stations. He said the city knows the community's needs. The discussion continued, then Mr. Pebler said he did not want to make any hard decisions tonight without the two commissioners who were not in attendance.

Interim City Manager Rudy Rodriguez approached the dais to address the commission. He said to bring the airport inhouse would be very expensive for the city. He said he was uncertain how the council would feel about hiring more staff, but that timing could be right with the budget process about to begin. He suggested they issue an RFP and put a budget in front of the council.

Chair Moeny said this was a great idea and suggested the commission explore this further. Mr. Tripp said he would prepare something for the next meeting regarding options 1 and 2. He asked the commissioners if they would like additional information to assist in their decision making. Mr. Pebler said he would like to know what the council wants the airport to be in 5 to 10 years.

Mr. Rodriguez said the council has always seen the airport as an economic tool; the question is how much do they want it to grow, taking into consideration additional noise and traffic. He said they do want to promote it but not necessarily expand it. Mr. Pebler said improvement, not expansion, was more his concern and what the council wants to invest in to make people want to use the airport. Mr. Rodriguez said right now the airport is a marketing tool and that the council would want to see numbers to consider other options. Mr. Pebler said startups lose money at the beginning, but that in time, money can be made. Mr. Rodriguez politely said that the city is not a profitmaking business and that the council is well aware of the challenges at the airport. He said the city was fortunate to have Mr. Tripp on board.

Cottonwood resident Lawrence Minch asked if he could approach the dais. Chair Moeny told him it was not quite time, that the commission had more items to address first.

VI. NEW BUSINESS

None.

VII. FUTURE AGENDA ITEMS

[At this point, Chair Moeny allowed Mr. Minch to speak.]

Mr. Minch said the commission seemed to have lofty goals, but in the meantime, who is taking care of the tenants? He asked if the commission had the ability to speak with the council; that the situation was dire. He posed questions to the commissioners and stated that there are airplanes in need of maintenance. Mr. Minch said this is dangerous and that "someone's got to talk some sense here" and let mechanics onto the airport. He asked if the commission could go to council and let them know what's going on. Mr. Minch then brought up some of the insurance requirements for mechanics to operate at the airport and asked if neighboring operations on city property had the same requirements.

Mr. Tripp answered yes, and explained what the requirements were and why and when they were put in place. He told Mr. Minch that he took exception with the notion that mechanics are not allowed at the airport—they are. Mr. Tripp said the issue is that they are not willing to provide the insurance required to operate at the airport. He further explained the situation and said he was following FAA guidelines; that Mr. Minch and others are tenants; that they don't own the airport, the city does, so the city is liable. Mr. Tripp said tenants cannot say they will "take responsibility" because ultimately it will end up being a financial liability for the city as owners of the airport. He asked if the commission could take the lead on this issue. As manager, Mr. Tripp said he cannot arbitrarily change what the city establishes as standards.

Mr. Minch said he was not pointing fingers, that he just wants to fix the problem. He said mechanics cannot afford the insurance. He asked how this can be resolved and asked if it was possible to suspend some of the rules. Mr. Minch made a couple of other points that Mr. Tripp said were simply not true and attempted to explain why to Mr. Minch.

Mr. Rodriguez joined Mr. Minch at the podium and said his point was taken. Mr. Rodriguez said liability lies with the city. He suggested possibly putting a working group together to come up with a solution, not just tell council they need to do something. He said insurance requirements will not change.

Chair Moeny said the commission projects 4 goals for 2023. Chair Moeny said the first goal was to ask Mr. Tripp if he had any in mind. Mr. Tripp said he would like to know what the commission would like to work on. He suggested for January to start having goals projected including insurance, the FBO, a lease policy, and a few other items.

2. RFPs for hangar development.

VIII. CALL TO THE PUBLIC

Chair Moeny read aloud the ARS regarding the Call to Public. There were no petitions from the public that had not already been addressed earlier in the meeting.

Mr. Dan Westphal, president of Cottonwood Ranch, said he lived about two miles from the hospital where the 2010 helicopter accident happened in Flagstaff. Mr. Westphal said his "ask" is that helicopters be required to have operating ADS-B.

Mr. Tripp said he recently clarified with the FAA that regardless of airspace, all aircraft and helicopters equipped with ADS-B are required to have the ADS-B operating. He pointed out where this information was included on the pilot guide.

Mr. Pebler asked if it could be added to the AWOS. Mr. Tripp said no, that his intention was to keep that information minimal. He said the city can ask for cooperation, not make it a requirement, and that it was an FAA policy.

Diane Schneider of Clarkdale approached the dais. She broached the subject of the airport being heavily marketed and asked what the goal was in doing this. Ms. Schneider said she does not see a reason to "grow" the airport and that she is not seeing people with airplanes moving to Cottonwood.

IX. ADJOURNMENT

Commissioner Pebler moved to adjourn; Commissioner Baird second the motion. The regular meeting adjourned at 6:45 p.m.

V. ITEMS FOR DISCUSSION

Cottonwood Municipal Airport
AIRPORT MANAGER'S REPORT
February 1, 2023



1. Airport Administration

- a. **Hangar Wait List & Covered Tiedown Wait List** – There are currently 34 customers on the hangar wait list and 15 customers on the covered tiedown list.
- b. **RFP for FBO** – The Airport has received interest from two parties to provide fuel service and maintenance services. The previous RFP document is being updated in preparation for releasing for advertisement.
- c. **Hangar G auction** – Hangar G, leased to Dakota Territory Tours, is scheduled to be auctioned on February 15 through [Cunningham Auctions](#). The remaining term of the existing lease is through November 30, 2035.

2. Airport Operations & Maintenance

- a. No update.

3. Airport Capital Improvement Program

- a. **Taxiway A Rehabilitation (Design)** – The design phase is currently in progress.
- b. **ADOT Airport Pavement Management System (APMS)** – The ADOT grant to design and construct a 1-inch pavement overlay of Runway 14/32 was approved by City Council at the January 17, 2023 council meeting.

4. Airport Budget & Finance

- a. **Airport Avgas 100LL Fuel Sales**

The Avgas 100LL self-service facility sold **3,456 gallons** in November with **total sales of \$18,820.91**. Staff continues to monitor self-service fuel prices at Prescott, Flagstaff, Williams, Payson, Wickenburg, and Winslow (Sedona does not have self-service fuel).

5. Airport Master Plan Update

- a. The final Airport Planning Committee and public meetings were held on January 19, 2023 at the city Recreation Center. The Master Plan and the Airport Layout Plan set will be submitted to FAA for review and approval.

6. Airport Economic Development

- a. **IKG Air LLC** – The Airport has been contacted by IKG Air LLC to establish air charter operations using a fixed wing aircraft and a helicopter. Staff is working with the operator to complete the commercial operating permit process, parking agreements, and terminal use agreement.

7. Airport & Airpark/Business Park Development

- a. **Airport Development** – The Request for Proposals draft is nearing completion to build 1 or 2 larger hangars on existing bare ground located between Hangar B and Hangar C and two smaller hangars adjacent to Hangar B and the Terminal.

- b. **Airpark/Business Park Development**
 - 1. **Airpark** –Lot 127 hangar plans under review by Community Development.
 - 2. **Business Park – East** – no new updates.
 - 3. **Business Park – West** – no new updates.

8. Misc.

None

Cottonwood Municipal Airport

AIRPORT OPERATIONS & NOISE ABATEMENT REPORT

February 1, 2023



1. Monthly Operations & Noise Abatement Report

- a. December 2022 and the CY2022 Annual reports are attached. The Airport Operations & Noise Abatement Reports are posted to the [airport website](#).

2. Noise Abatement Action Plan (approved August 2019) updates shown in RED below

1) Goal 1: Reduce noise over residential areas.

- a. Place signage at the airport to remind pilots of the Airport Noise Action Plan. This may remind pilots who were not aware that pilots are requested to take off to the north if safely when possible.

STATUS: CLOSED. Signs were installed in April 2019; however, the request to FAA to officially increase the Traffic Pattern Altitude (TPA) for light aircraft was not completed. The TPA increase request was submitted to FAA on December 28, 2021. On April 12, 2022, the Airport received from FAA a Notice of Airport Airspace Analysis Determination Alter Public Use Airport ** NO OBJECTION ** to raise the VFR traffic pattern from 800 feet Above Ground Level (AGL) to 1000 feet AGL.



- b. Keep in place the current policy that the calm wind runway is 32. This was done to encourage pilots to take off to the north where residents are farthest from the runway,

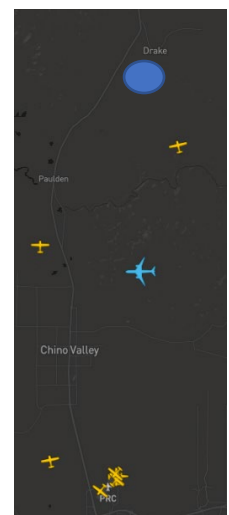
STATUS: CLOSED. Runway 32 is listed in the official Airport/Facility Directory Remarks Section (A110-002) as the calm wind runway and on the airfield noise abatement signage installed in April 2019 (above).

- c. Work with the FBO to communicate with pilots over the radio to remind them of the preferred procedures.

STATUS: CLOSED.

- d. Support flight schools in developing an auxiliary training field in northern Arizona.

STATUS: OPEN. The Airport Commission drafted and approved a letter to the County Board of Supervisors on March 2, 2022 requesting Yavapai County to be an active participant and provide the necessary support to make this goal a reality and/or support another airfield in the Verde Valley to accommodate the flight training needs of the region while helping to reduce the amount of flight training occurring at Cottonwood. **Embry-Riddle Aeronautical University is exploring the potential to develop an auxiliary field in the vicinity of the Drake Cement Plant north of the Prescott Regional Airport.**

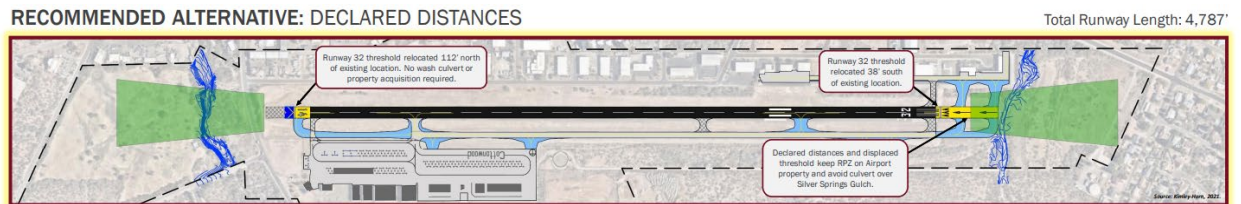


- e. Request that pilots not conduct midfield or intersection takeoffs. This will increase the altitude of the aircraft by a few hundred feet over the areas of concern. However, this will not impact the altitude of aircraft doing touch-and-go's.

STATUS: OPEN. The Airport Operating Rules (§ 2.3 AIRCRAFT TAXIING, TAKE-OFF, AND LANDING) have prohibited *midfield & intersection takeoffs and stop-and-go operations* (which FAA allows an Airport to regulate) since May 2010. A request to add this language to the official FAA Airport/Facility Directory Remarks Section was submitted to FAA in January 2022. This request has not yet been published in the Airport Data Information Portal; staff is continuing to follow-up with FAA.

- f. During the upcoming Airport Master Plan process explore the possibility of extending the runway to the south in order to increase the height over the residences to the north.

STATUS: CLOSED. The City is examining the runway length for possible lengthening as part of the current Airport Master Plan update. The current runway length is 4,250 feet. Three runway alternatives were developed; the recommended alternative is to extend by approximately 535 feet (423 feet to the south and 112 feet to the north) for a new length of 4,787 feet. This length will not change the types and classes of aircraft that currently use the airport.



- g. Work with many of the bush pilots and training groups in northern Arizona to develop a non-paved landing field for training purpose away from residential areas.

STATUS: CLOSED. The bush pilot training school that was the primary impetus for this item has ceased operations. The need for this action item has diminished and for this reason it has been placed on hold. This item can be revisited in the future if the need arises again.

- h. Update the Airport Facilities Directory (AFD) now the Chart Supplement Guide per the items above. Below are the current airport remarks in the AFD as well as the proposed:

- i. **CURRENT AIRPORT REMARKS:** AIRPORT REMARKS: Unattended. Fuel avbl 24 hrs with major credit card. Emergency phone 928-634-4246 (Police Dispatch). Wildlife on or in vicinity of arpt. Parachute Jumping. Hang gliders invof arpt. No touch-and-go 30 minutes before SS until 30 minutes after dawn. Acft departing Rwy 14 maintain heading for 1 NM byd departure end and 500' AGL prior to turning. Departing Rwy 32 maintain rwy heading for .6 NM and 500' AGL prior to turning. Check CTAF for local flight training restrictions. Rwy 32 designated calm wind rwy. TPA—helicopter 4060(500), single 4360(800), multi 4560(1000), turbine 5050(1500).

- ii. **PROPOSED AIRPORT REMARKS:** Unattended. Fuel avbl 24 hrs with major credit card. Emergency phone 928-634-4246 (Police Dispatch). Wildlife on or in vicinity of arpt. Parachute Jumping. Hang gliders invof arpt. No touch-and-go 30 minutes before SS until 30 minutes after dawn. Noise Action procedure in effect. No midfield departures. Acft departing Rwy 14 maintain heading for 1 NM by departure end and 500' AGL prior to

turning. Check CTAF for local flight training restrictions. Rwy 32 designated calm wind rwy. TPA—helicopter 4060(500), single 4360(800), multi 4560(1000), turbine 5050(1500).

STATUS: OPEN. Multiple items in the PROPOSED REMARKS have already been updated (Departing Rwy 32 maintain rwy heading for .6 NM and 500' prior to turning) or have been recently submitted to FAA for inclusion (raising TPA from 800 feet to 1000 feet (refer to Item 1a regarding the TPA increase); no midfield, intersection or stop-and-go operations (refer to item 1e). Additional items will be submitted as needed.

2) Goal: Prevent future incompatible growth around the airport.

- a. Meet with the Planning and Zoning Department to develop a method of identifying developments which may not be compatible based on proximity to the airport.

STATUS: CONTINUOUS. The Airport is provided with all City of Cottonwood Code Review Board development proposals for review and comment on airport-related issues to include compatible land use, height restrictions, aviation easements, or other concerns.

- b. Explore the possibility of developing a City Ordinance which would require landlords to disclose to potential tenants in a similar method as state law requires when selling a property.

STATUS: OPEN

- c. Develop a program to inform realtors, property managers and others of the areas of the City which may be impacted by the airports.

STATUS: CLOSED. The Homeowners, Renters, and Realtors Guide has been completed and published to the airport website; staff is coordinating outreach to area realtors to disseminate the document.

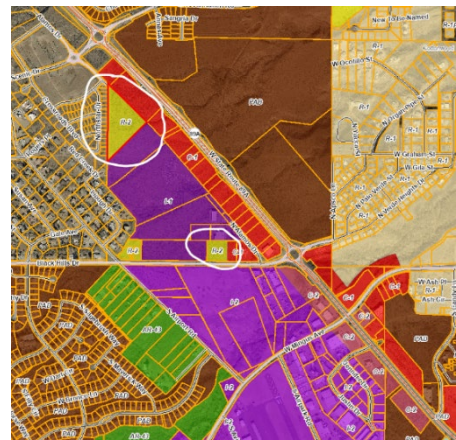
- d. Complete a Master Plan for the airport which explores the community's desires and concerns for the future of the airport.

STATUS: OPEN. The final Airport Master Plan Update Planning Advisory Committee (PAC) and public meeting was held on January 19, 2023.

- e. Develop a video to be placed on the airport's website advising pilots of the noise action procedures.

STATUS: OPEN. The Airport reached out to the FAA Runway Safety office in March 2022 for assistance with developing a "From the Flight Deck" video similar to those created for Prescott, Flagstaff, Phoenix Deer Valley, Mesa-Falcon Field, and other airports. FAA only creates these videos for airports with air traffic control towers (which Cottonwood does not have); however, FAA suggested contacting the Aviation Safety Group of Arizona (ASAG) who are creating similar videos for non-towered airports in Arizona. ASAG has completed safety videos for Marana and Sedona. ASAG commenced work on the Cottonwood video on May 20. This video will incorporate both noise abatement and safety items. The Airport Manager has reviewed and commented on the first draft of the video's written narrative.

- f. There are two remaining residential properties located north of the airport which are not compatible due to the proximity to the airport. Work with these owners to



either dedicate an aviation easement and/or rezone to an appropriate zoning.

STATUS: CLOSED. Neither property currently has a physical address assigned to it at this time. The Airport is working with Community Development to re-zone the properties from R-2 (residential) to I-1 (industrial) and complete an aviation easement for each parcel with each owner. Letters were mailed April 25, 2022 to the property owners to start discussion of rezoning the parcels. The Airport received a response from the owner of the northern parcel and will enter into further discussions. The other parcel owner has asked if the City will compensate them for changing the zoning designation; this is not being pursued by the City at this time.

- g. **Place a map on the Airport's website displaying the areas which can reasonably be expected to be impacted by aircraft noise.**

STATUS: CLOSED. The airport links to the [Airport Traffic Pattern map](#), which has been in place since 2006, as required by A.R.S. § 28-8486. This map is being updated as part of the Airport Master Plan update. The airport website was updated in January 2022 to include links to the [Arizona Department of Real Estate](#) regarding A.R.S. § 28-8486 (Territory In The Vicinity Of A Public Airport), enacted by the 1999 Legislature. Kimley-Horn and Associates has updated the Airport Traffic Pattern Map as part of the Airport Master Plan Update (discussed at the July 6, 2022 Airport Commission meeting under NEW BUSINESS). Map published to [State Department of Real Estate website](#) with an effective date of September 1, 2022; the map for the County Recorder has been submitted.

3) **Accountability on the items listed above:**

- a. **Place this action plan on the Airport Commission's agenda each month until the action plan is completed.**

STATUS: CONTINUOUS. The status and implementation of the Noise Action Plan is being placed on the Airport Commission's agenda each month until the action plan is completed.

- b. **Provide a written update to the City Council monthly on the progress of the Noise Action Plan until all items are complete.**

STATUS: CONTINUOUS. The Airport Operations & Noise Complaint Report, to include progress on implementation of the Noise Action Plan, is being provided to City Council monthly until all items are complete.

3. **Additional Noise Abatement Action Items & Information**

- a. **Airport Website updates** – The webpage has been updated and will continue to be refined to include more information on the airport's noise abatement program and efforts.
- b. **Noise Abatement message for AWOS message.** The Aviation Weather Observing System (AWOS) Voice Remark feature is being used, and updated as needed, to disseminate noise abatement messaging for the airport. The AWOS message is available by calling 928.634.0916. The AWOS data is now being published to the [Aviation Weather Center](#) website effective November 11, 2022.
- c. **Noise Abatement Practice modifications** – At the May 6, 2022 Airport Commission meeting, the following modifications were made to the established voluntary noise abatement practices:
1. **“avoid touch & go's 30 minutes before sunset and 30 minutes after dawn” to “avoid repetitive flight training between 6 PM and 8 AM weekdays and 6 PM and 9 AM weekends and holidays.”** This request is voluntary. An email was disseminated to all airport tenants

and flight schools at Cottonwood, Prescott, and a Scottsdale-based operator. Published in the Airport Data Information Portal (ADIP).

2. The request was added for **“No more than four (4) aircraft conducting repetitive flight training operations in the traffic pattern at any time.”** Published in the Airport Data Information Portal (ADIP).
 3. **“Acft departing Rwy 14 maintain heading for 1 NM by departure end and 500’ AGL prior to turning”** and **“Acft departing Rwy 32 maintain rwy heading for .6 NM and 500´ AGL prior to turning”** were consolidated and updated to **“Maintain runway heading until 1000 feet AGL prior to turning.”** These requests have not yet been published in the Airport Data Information Portal; staff is following-up with FAA.
 4. The request was added for **“Use Vy (best-rate-of-climb) airspeed until reaching 1000 feet AGL.”** Published in the Airport Data Information Portal (ADIP).
- f. **Pilot Guides – Fixed Wing and Helicopters** – The Airport has requested funding in the new fiscal year to develop and publish separate pilot guides for fixed wing aircraft and helicopters to help provide a downloadable guide providing pilots with more detailed information about the airport to include noise abatement and general flight patterns.

For helicopter operations, the intent is to also establish, in cooperation with helicopter operators, more establish routes and reporting points for flying to/from the airport and/or the hospital helipad.

The primary goal of these guides is safety with noise abatement a secondary benefit. These guides will be similar in nature to those used Mesa-Falcon Field ([fixed wing](#)) ([helicopters](#)) and other airports. The pilots guide task order has been completed and work has commenced.

The fixed wing pilot guide draft is underway. The first draft has been disseminated to the Airport Commission, tenants and users for review and comment.