

A G E N D A

REGULAR MEETING OF THE COTTONWOOD AIRPORT COMMISSION, TO BE HELD **WEDNESDAY, October 3, 2018 AT 6:00 P.M.**, LOCATED AT THE COTTONWOOD COUNCIL CHAMBERS LOCATED AT 826 N. MAIN STREET, COTTONWOOD, ARIZONA.

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE TO THE FLAG
- IV. BRIEF SUMMARY OF CURRENT EVENTS BY COMMISSION, FBO, AND AIRPORT MANAGER -- THE PUBLIC BODY DOES NOT PROPOSE, DISCUSS, DELIBERATE OR TAKE LEGAL ACTION ON ANY MATTER BROUGHT UP DURING THIS SUMMARY UNLESS THE SPECIFIC MATTER IS PROPERLY NOTICED FOR LEGAL ACTION UNDER THE NEW OR OLD BUSINESS SECTION OF THIS AGENDA.

V. 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.A. (H).) Therefore, pursuant to A.R.S. §38-431.01.G., action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date.
Comments are limited to a 3-minute time period.

VI. NEW BUSINESS

- 1. Discussion and Direction on Aircraft Noise and Impact on the surrounding areas.
- 2. Discussion (no motion at this time) on the Arizona Hanglider and Powerglider Association (AZHPA) Proposal and a potential Non-Motorized Landing Zone
- 3. Discussion/Direction of traffic issues with the main gate. Consider moving public access to the airport to the west gate for a cost of approximately \$3,000.
- 4. Discussion and Potential Motion to amend the Airport Commercial Standards for a flat fee for aircraft sales instead of a percentage of a transaction. See Attached report.
- 5. Update and Discussion (no motion at the time) possible lease of land under the skydive building to the EAA.

VII. ADJOURNMENT

Pursuant to A.R.S. § 38-431.02(B) the Commission may vote to go into executive session on any agenda item pursuant to A.R.S. § 38-431.03(A) (3) and (4) for discussion and consultation for legal advice with the City Attorney.

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The Cottonwood Council Chambers is accessible to the handicapped in accordance with Federal "504" and ADA laws. Those with needs for special typeface print or hearing devices may request these from the Public Works Department at 634-8033 (TDD 634-5526). All requests must be made at least 24 hours before the meeting.

City of Cottonwood, Arizona
Airport Commission Agenda Communication Form

Meeting Date: October 3, 2018
Subject: Proposed Adjustment to the Airport Commercial Standards

REQUESTED ACTION

Discussion and possible motion regarding a recommendation to the City Council to alter the Airport Commercial Minimum Operating Standards (ACMOS).

If the Commission desires to approve this item the suggested motion is: I move to recommend to the City Council to alter Table 2.1 of the Airport Commercial Minimum Operating Standards (ACMOS) to charge a flat fee of \$100 per aircraft transaction rather than 0.5% of the transaction.

BACKGROUND

At the regular meeting of the Airport Commission dated September 5, 2018 the Commission directed staff to draft language which would place a flat fee for a commercial sale of an aircraft at the airport rather than 0.5% of the overall transaction. Below is the existing language and the proposed language.

EXISTING

Table 2.1: Fees

City of Cottonwood Airport Commercial Rates and Fees	
Based Maintenance and Repair (% of Gross Revenue)*	1.50%
Mobile Maintenance and Repair (per Aircraft per repair)*	\$10
Others (as described below)	1.50%
Aircraft and part sales*	0.50%
Banner Towing (per day)*	\$50
Signage 30" W x 30 L (per year)*	\$200
Fuel Flowage Fee for all private tanks *	\$0.10

*Plus applicable tax

Others: Skydiving, Aircraft rental, leasing or storage, washing, detailing, On-Airport rental car services, Aircraft sales Services, Flight Training Services (including non-profit flight training services), Aircraft Management Services, Charter Brokerage Services, aerial photography, and any specialized flying service as defined in Section 7-11.

PROPOSED

Table 2.1: Fees

City of Cottonwood Airport Commercial Rates and Fees	
Based Maintenance and Repair (% of Gross Revenue)*	1.50%
Mobile Maintenance and Repair (per Aircraft per repair)*	\$10
Others (as described below)	1.50%
Aircraft sales*	\$100/transaction
Aircraft part sales*	\$100/\$100,000 of parts sales**
Banner Towing (per day)*	\$50
Signage 30" W x 30 L (per year)*	\$200
Fuel Flowage Fee for all private tanks *	\$0.10

*Plus applicable tax

Others: Skydiving, Aircraft rental, leasing or storage, washing, detailing, On-Airport rental car services, Aircraft sales Services, Flight Training Services (including non-profit flight training services), Aircraft Management Services, Charter Brokerage Services, aerial photography, and any specialized flying service as defined in Section 7-11.

**The Fee of \$100 shall not be applied to a vendor who sells less than \$5,000 of parts per year. However, all other portions of the commercial standards, including insurance and permitting, shall apply.

JUSTIFICATION/BENEFITS/ISSUES

This adjustment should encourage business activity at the airport as well as require the vendor to cover the cost of the airport's support of the commercial activity.

COST/FUNDING SOURCE

There is no cost associated with this alteration.