

AGENDA

REGULAR MEETING OF THE COTTONWOOD AIRPORT COMMISSION, TO BE HELD WEDNESDAY, SEPTEMBER 5TH , 2012 AT 6:00 P.M., AT THE COTTONWOOD COUNCIL CHAMBERS BUILDING, 826 NORTH MAIN STREET, COTTONWOOD, ARIZONA.

I. CALL TO ORDER

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE TO THE FLAG

IV. APPROVAL OF MINUTES – REGULAR MEETINGS OF AUGUST, 2012.

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. BRIEF SUMMARY OF CURRENT EVENTS BY AIRPORT COMMISSION AND/OR STAFF MEMBERS. 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. THE ITEMS LISTED BELOW MAY BE DISCUSSED AND LEGAL ACTION TAKEN OR DIRECTION GIVEN:

1. Airport Lights and PAPIS
2. GPS Approach
3. Beacon and windsock
4. AWOS
5. Minimum operating Procedures
6. Runway overlay project
7. ERAU Training
8. Solar Panel Production
9. Airport Wall of Honor
10. Airfest

VII. OLD BUSINESS

1. Discussion of the Airport Commission reconvening as the Airport Committee.
2. Apron Seal, update on meeting with the manufacturer.

VIII. NEW BUSINESS

1. Airport Mechanic Contract
2. On-call design consultant

IX. 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.

.

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.

SUMMARY MINUTES OF THE REGULAR MEETING OF THE COTTONWOOD AIRPORT COMMISSION OF THE CITY OF COTTONWOOD, ARIZONA, HELD AUGUST 1ST , 2012 AT THE COTTONWOOD COUNCIL CHAMBERS, 826 NORTH MAIN STREET, COTTONWOOD, ARIZONA.

Chairman Moeny called the meeting to order at 6:03 p.m.

ROLL CALL

Roll call was taken as follows:

Commission Members Present

Jim Moeny, Chairman
Bill Tinnin, Vice Chairman
Rex Williams, Commission Member
Ron Krumm, Commission Member

Commission Members Absent

None

Staff Members Present

Morgan Scott, Development Services Operations Manager
Susan Monroe, Administrative Coordinator- Airport/ Public Works

PLEDGE OF ALLEGIANCE TO THE FLAG

Chairman Moeny led the Pledge of Allegiance.

APPROVAL OF MINUTES

Chairman Jim Moeny asks the Commission for approval of the 6-6-12 Minutes. Bill Tinnin motions to approve, Ron Krumm seconds the motion.

Call to the Public

No public requests.

CIVIL AIR PATROL

Morgan Scott, Development Services Operations Manager presents Chuck Spiteri with the Civil Air Patrol with a check from the City of Cottonwood for the C.A.P. services provided during the 2011 Cottonwood Airfest.

BREIF SUMMARY OF CURRENT EVENTS

Brief Summary of events is presented by- Morgan Scott, Development Services Operations Manager

- Airport Lights. All lights are in working order. A series of items were checked and some replaced. Radio system was replaced, circuit breakers, and light bulbs. (Suggestion was made at the next users meeting to ask pilots to continue to check the light system).
- GPS Approach. No update at this time. Still awaiting FAA approval.
- Beacon/Windsock. Possible that the bidding process will begin. This project is ADOT grant funded. A 20 knot windsock will be installed @ the south apron location and replace the current windsock at this location. Estimated time to start this project would be before November 2013.
- AWOS. No update. Presently the FAA will not authorize the Super AWOS II system. Still waiting to hear if there will be any change in this decision. An application to revise current ALP has been made regarding AWOS for the airport.
- Commission member nomination advertisement will not be announced at this time. Awaiting a decision regarding Airport Commission possibly being changed to a Committee.
- Airport Mechanic Contract. Changes regarding duties for the Airport Mechanic may be added to the contract. The Airport Commission requested to see what duties may be added. Would like to bid for a mechanic in the next 3 to 4 weeks.

- Airport Minimum Operating Procedures. This would be for anyone interested in conducting business at the airport procedures and definitions of use. Currently this is on hold and still gathering data. A future date will be set to meet which will include the City Attorney's participation.
 - Runway Overlay. Grant Fund \$390,000.00 to overlay runway. Estimated date to start this project Spring 2013.
 - ERAU Training. Awaiting the completion of the Minimum Operating Procedures.
 - Solar Panel Production. (hand out presented). Will continue to gather data on usage.
 - Wall of Fame. (hand out presented for Commission members review). Chairman Jim Money asks for members to review the handouts and move to the next agenda.
 - On Call Design Consultant. Consultant would be paid per project. Further discussion will be held at the next meeting. Item to be moved to next agenda.
- Airfest 2012- Not anticipated for 2012. Volunteers would be crucial to the City of Cottonwood hosting any future Airfest activities. Suggestion was made that if there was enough volunteer interest for 2013 and an Airfest Committee would need to start planning in January of 2013.
- Red Rock Skydiving Proposal. The City of Cottonwood is not accepting proposals at this time.

OLD BUSINESS

- 1) Schedule a Date for a work session to discuss action to recommend to the City council that the Airport Commission reconvene as the Airport Committee. Executive session meeting will be held Tuesday, August 28th at 6:00 P.m. located at the Council Chambers building.
- 2) Apron Seal- (handout provided). Manufacturer of current Apron Seal surface would like to use a local contractor to apply their materials. This project could start as early as this fall. Airport Commission members suggest that an additional sample be applied.

NEW BUSINESS

- 1) Airport Staff Location- Staff is now located at the Public Works Building (1490 W Mingus Ave). Administrative Coordinator, Sue Monroe will still be staffed at the airport on Saturdays.

Adjournment

A motion to adjourn was made by commission member Rex Williams. Motion was seconded by Ron Krumm.
