

*SUMMARY* MINUTES OF THE REGULAR MEETING OF THE COTTONWOOD AIRPORT COMMISSION OF THE CITY OF COTTONWOOD, ARIZONA, HELD APRIL 15, 2010 AT THE COTTONWOOD COUNCIL CHAMBERS, 826 NORTH MAIN STREET, COTTONWOOD, ARIZONA.

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Chairman Gradijan called the meeting to order at 6:00 p.m.

Roll call was taken as follows:

Commission Members Present

Aleck Gradijan, Chairman  
Jim Moeny, Vice-Chairman  
Doug Palmquist, Commission Member  
Bill Tinnin, Commission Member  
Allyson Waak, Commission

Commission Members Absent

Staff Members Present

Tim Costello, Public Works Director  
Barb Herrick, Administrative Coordinator

**PLEDGE OF ALLEGIANCE TO THE FLAG**

Chairman Gradijan led the Pledge of Allegiance.

**APPROVAL OF MINUTES**

Mr. Gradijan asked if there were any comments or corrections to the minutes of the Airport Commission meeting held on March 18, 2010. Mr. Moeny moved to accept the minutes as presented and Mr. Tinnin seconded the motion. The vote was in favor of the approval of the minutes as written.

**BRIEF SUMMARY OF CURRENT EVENTS**

Mr. Costello informed the commission that he checked the salvaged sign from the Carpet One building to see if it could be used at the airport. The illuminated sign is 10 feet wide by 5 feet tall and it should fit the airport terminal building. He said he will be following up on the ordering of the sign and then have it installed.

Mr. Gradijan asked about the airport signs on Hwy 89A. Mr. Costello noted that he is in contact with ADOT, and they will have to have a permit to make changes. Mr. Gradijan also asked if it would be possible to put a sign near the intersection of Main Street and Hwy 89A. Mr. Costello said he would take a look at it, but felt it might be too congested with other signs to be visible.

Mr. Gradijan asked if there was any new information regarding the runway extension and the GPS approach. Mr. Costello indicated that at this time there has been no new progress for this

fiscal year. The money has been rolled so that we can accrue the money to have a bigger amount of money to complete the project. The FAA is trying to find another source of funding for us for the survey for the GPS approach.

Mr. Gradijan introduced Mike Marshall, Barnstormer Flying Club, and welcomed him to Cottonwood. Mr. Marshall will be the FBO and mechanic at the Cottonwood Airport. Mr. Marshall addressed the Commission and gave a brief history of his experience in the aviation field.

### **CALL TO THE PUBLIC**

None

### **UNFINISHED BUSINESS**

#### **Monthly Fuel Usage**

The Commission reviewed the chart provided and had no comments. Mr. Costello noted that we had a load of fuel delivered last month and the cost was now \$4.46 a gallon.

#### **Update and possible action regarding FBO contract**

Mr. Costello informed the members that the bulk of the contract was taken directly from the Statement of Qualifications document and it had only minor changes. One of the changes made was regarding the fuel issues. After a few discussions with Barnstormers it was evident that they wanted to control the fuel, and the city agreed to relinquish the control. Mr. Costello noted that the city attorney has also made his comments and suggestions to the document.

Mr. Palmquist had questions regarding Section 2.1.5.7. He wanted to know what defines "bulk storage". Mr. Costello explained that there was not a specific rule, but he felt it would be in the range of 100 gallons or more.

Mr. Palmquist wanted to know if there was anything in our ordinance that would prevent someone else from selling fuel at our airport. Mr. Costello referred to the Operating Rules, Chapter IV – Fueling Operations and read Section A and B that would cover the situation. After general discussion on the subject, Mr. Costello suggested that the subject could be put on a future agenda for discussion.

Mr. Gradijan noted that the contract has been through all the necessary channels and the next step for the Commission is to recommend or not recommend the contract to the City Council.

Mr. Palmquist made the motion to recommend the submittal of the FBO contract to the City Council for their approval. The motion was seconded by Mr. Moeny and the vote was unanimous in favor.

After approval, the FBO contract will go to the Barnstormer Flying Club LLC for their approval and signature. It will then be forwarded on to the City Council.

### **Update regarding Cottonwood Airfest 2010**

Mr. Gradijan opened the discussion by stating that last year was our first airport event and it was very successful. Mr. Moeny stated that the date of the event has been set for October 16 and our theme will be WWII aviation. He also added that Ms. Waak has found a group of WWII re-enactors that we would like to contact.

### **NEW BUSINESS**

#### **Discussion of the Arizona Energy Efficiency Block Grant for a solar voltaic installation on a city facility**

Mr. Costello indicated that the grant was obtained from federal stimulus money through the Arizona Department of Commerce in the amount of \$92,000 for the purpose of installing solar panels on one of three city facilities. The three locations in consideration are the public safety building, the wastewater facility and the Cottonwood Airport. We are proceeding with the project by using a design-build procurement method. A brief feasibility study will be done to determine the best location for the installation. Mr. Costello noted that the airport installation is the only ground-mount of the three locations, and it is the easiest to maintain. We are trying to stay away from roofs because of problems such as structural support issues and leaks associated with retrofitting a solar system on a roof.

Using a visual image of the airport, different locations were pointed out as options to be used for the location of the solar panels. The discussion revealed constraints in different locations to be considered such as a floodplain, runway object free zone (OFZ), public access, and distance from the electrical vault.

### **SET FUTURE AGENDA ITEMS**

No items were noted at this time

### **ADJOURNMENT**

Ms. Waak made the motion for adjournment. Mr. Moeny seconded the motion. The vote was unanimous and the meeting was adjourned at 6:50 p.m.