

SUMMARY MINUTES OF THE REGULAR MEETING OF THE COTTONWOOD AIRPORT COMMISSION OF THE CITY OF COTTONWOOD, ARIZONA, HELD JULY 22, 2010 AT THE COTTONWOOD COUNCIL CHAMBERS, 826 NORTH MAIN STREET, COTTONWOOD, ARIZONA.

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
Marv Lamer, Commission Member
Doug Palmquist, Commission Member
Bill Tinnin, Commission Member

Commission Members Absent

Staff Members Present

Tim Costello, Public Works Director
Dan Lueder, Development Services General Manager
Barb Herrick, Administrative Coordinator

PLEDGE OF ALLEGIANCE TO THE FLAG

Chairman Gradijan led the Pledge of Allegiance.

WELCOME NEW COMMISSION MEMBER MARV LAMER

Chairman Gradijan welcomed Marv Lamer to the Airport Commission. Mr. Lamer will serve a 3-year term beginning July 1, 2010 and ending July 1, 2013.

ELECT A CHAIRMAN FOR NEXT ONE-YEAR TERM

Chairman Gradijan opened the discussion and asked for nominations for the next one-year term for the Airport Commission chairman. Mr. Moeny nominated Mr. Gradijan and Mr. Tinnin seconded the nomination. There were no other nominations. A vote was taken and it was unanimous in favor.

ELECT A VICE-CHAIRMAN FOR NEXT ONE-YEAR TERM

Chairman Gradijan asked for nominations for the vice-chairman. Mr. Palmquist nominated Jim Moeny and Mr. Tinnin seconded the motion. There were no other nominations. The vote was unanimous in favor.

APPROVAL OF MINUTES

Mr. Gradijan asked if there were any comments regarding the minutes of the Airport Commission meeting held on June 17, 2010. There were no comments or changes. Mr. Tinnin moved to accept the minutes as presented and Mr. Moeny seconded the motion. The vote was unanimous in favor of the approval of the minutes as written.

BRIEF SUMMARY OF CURRENT EVENTS

Mr. Costello addressed the commission and informed them that at the City Council meeting on July 20 the Mayor presented a plaque to Allyson Waak for her service as a volunteer on the Airport Commission.

Mr. Costello informed the Commission that the new sign at the Terminal Building is up. The sign is located on the ramp side of the airport and it is illuminated at night. The seating for the Terminal Building is now in as well as the furniture that the CAUA has provided, which includes two glass tables and chairs.

Regarding the Energy Grant, staff is writing a Request for Qualifications and a design/build contract. The design/build team has not been selected yet.

Mr. Costello mentioned the aircraft accident that happened on July 2 when an aircraft landed with landing gear collapsed. The cleanup was done efficiently, and the incident closed the airport for two hours. He indicated that there were no injuries, but the aircraft had major damage to it. The runway was not damaged from the landing.

Chairman Gradijan commended Mr. Costello and his staff on the appearance of the Terminal Building and the improvements that have been made.

Mr. Gradijan inquired as to the status of the Mooney and the location in which repairs are being done. He believes it is in violation of the Operating Rules.

CALL TO THE PUBLIC

None

UNFINISHED BUSINESS

Monthly Fuel Usage

There was no discussion about the monthly fuel usage. It was mentioned that the current fuel rate set by Barnstormers is \$4.10 a gallon for full-service.

Update regarding Cottonwood Airfest 2010

Mr. Moeny noted that the committee is moving forward and we are getting more sponsors and new vendors all the time, and it looks like we will have a good event in October. Mr. Lamer expressed an interest in helping and requested further information. Mr. Lueder offered the assistance of Sgt. Gildehaus to help with security at the event.

NEW BUSINESS

Discussion and possible action for a contingency plan for airport emergencies

Mr. Gradijan opened the discussion by stating that after the recent accident at the airport it brings to light how important it is that a contingency plan be in place.

Mr. Lueder suggested that a check list be established.

Mr. Costello noted that the FAA has a circular covering a airport emergencies and it is 300 pages. He went to say that it covered every possible event that could happen. Mr. Costello also indicated that the city does have an Emergency Operations Guide that is overseen by the Fire Department.

Mr. Lamer suggested contacting our insurance underwriters for suggestions and guidelines that they might have.

SET FUTURE AGENDA ITEMS

With the start of a new year, Mr. Gradijan mentioned items that he would like to see be accomplished in the next year. The goals noted were: 1) Emergency Contingency Plan, 2) GPS approach, 3) Brochure to promote airport, and 4) "Wall of Honor".

ADJOURNMENT

Mr. Moeny made the motion for adjournment. Mr. Tinnin seconded the motion. The vote was unanimous and the meeting was adjourned at 6:57 p.m.