

SUMMARY MINUTES OF THE REGULAR MEETING OF THE COTTONWOOD AIRPORT COMMISSION OF THE CITY OF COTTONWOOD, ARIZONA, HELD **OCTOBER 14, 2015** AT THE COTTONWOOD PUBLIC WORKS OFFICE, 1490 W MINGUS AVENUE, COTTONWOOD, ARIZONA.

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

ROLL CALL

Roll call was taken as follows:

Commission Members Present

Jim Moeny, Chairman
Bill Tinnin, Vice Chairman
Bill Wade, Commission Member
Ron Krumm, Commission Member
Vernon Reed, Commission Member

Staff Members Present

Morgan Scott, Development Services Operations Manager
Kelly Jobe, Administrative Assistant-Airport & Public Works

PLEDGE OF ALLEGIANCE TO THE FLAG

Chairman Moeny led the Pledge of Allegiance.

APPROVAL OF MINUTES

Motion was made to approve minutes for August 5, 2015 meeting. All approved.

CALL TO THE PUBLIC –

John Altizer stated some lights at the Airport are out at the North End of the Airport and need to be replaced. One is at Hangar B & the other is at the entrance gate at the card reader – He would like to request that Staff send out a NOTAM when we are out of fuel. Al Gradajin - requested a new fuel hose reel with a proper mechanism that has an enclosure. It is old and needs to be replaced. It was purchased used 10 years ago.

BRIEF SUMMARY OF CURRENT EVENTS

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

GPS/IFR Approach – Received an update last week from the FAA, it will be completed and published soon. The survey has been completed which is the largest and most expensive part of the project cost. Airspace category has changed from “G” to “E”.

Apron Seal – This went to City Council last week for Design and we have a contract. We will give adequate notice to have all aircraft moved. Pilots have concerns of the debris getting into the aircraft. One part will need total replacement, the rest will just need the overlay. Staff would like to see this completed this fiscal year, we have \$1 million dollars in the budget to take care of this.

Hanglider – Parachute New Landing Area – We need to get back in touch with Mike Mongini leasing the property to the west of the hangar to renegotiate the lease to get back from them. Looking at this area for a possible landing zone. There have been requests of planting grass but develops a question of who would maintain the grass if this was utilized.

Minimum Operating Procedures - No new progress, information has been gathered from several other airports now it just needs to be put together. Commission would like to put together a committee and get a deadline proposed on getting the first draft completed. This committee will consist of Jim Moeny, Bill Wade & Morgan Scott.

OLD BUSINESS

1. **Jeff Skelly's UAS permit – other drone usage** - City attorney advised Mr. Skelly that his drone was not the same as the permit stated he was required to have – Mr. Skelly pulled his application.
2. **Red Rock Skydiving Lease Update** – The building has been vacated as they continue to operate out of the Airport. City is working with former owners of the building on any questionable financial entanglements. City is going to give them time to get it worked out between RR Skydiving & former owners of the building.
3. **Jet A Fuel Discussion** - This is on the ACIP for 2019-2020. Questions as to where this tank would be located and was advised that this will be included in the study. Larry Green or Guardian has no interest in any type of agreement with the city on sharing operations with Jet A fuel.
4. **Helicopter Operations** - No news from Guardian, waiting on operations and a flight pattern. Staff and commission agree that there needs to be an SOP established for safety of the airport and all aircraft. Pilots are concerned with the APS helicopter flying in. It was stated that if we have an SOP, they can be given a copy and they will implement our new guidelines into their operations.

NEW BUSINESS

1. **Discussion with VV Flyers** - Would like to use Hangar B a couple times of year for events. – Would like to implement poker runs. There is no gambling involved. This will not interrupt normal operations of the Airport. They would like to be able to have a bbq and possible hold a civic function. Commission would like to see the city sponsor quarterly events that would involve the VV Flyers Group. Pilots would like to get Casey Rooney and Lana Tollison on board to implement some welcoming events, flyers, coupons created to attract more traffic at the airport and the city. Al Paxhia will be joining separate committee to start discussions with Casey & Lana.
2. **Airport Perc Chart** - Commission member Bill Wade requested this as a form of communication so when he is approached by other pilots/members of the community with inquisitions on the on goings and or improvements of the airport, he has the information available as well as a time line. Staff reported it is not completed at this time.

3. **GPS change of Airspace Designation** - P52 has changed from a class “G” to a class “E” Airport. Class “E” is controlled airspace. The visibility requirements are at 3 miles. Staff suggested to send an email to the notification list the pending the IFR approach notifying of the class change.

4. **Update on FAA lease compliance investigation** – We have word from the FAA that we can initiate new leases, this will allow the building of new hangars on the East side.

DISCUSSION OF NEW AGENDA ITEMS

1. Bill Wade - suggested that the city holds keys to the individual hangars. Morgan stated we have 6 of the 10 keys needed.
2. Commission would like to start talking about looking at a regional airport prospect between here and Sedona. It was stated it would be wise to look at before any more new development of subdivisions start looking at that area.

Adjournment

A motion to adjourn was made by Chairman Moeny, 2nd by Bill Wade, all approved. Meeting adjourned.