

*SUMMARY MINUTES OF THE REGULAR MEETING OF THE COTTONWOOD AIRPORT COMMISSION OF THE CITY OF COTTONWOOD, ARIZONA, HELD NOVEMBER 18, 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

Commission Members Absent

Marv Lamer, Commission Member

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**

Chairman Gradijan asked if there were any comments regarding the minutes of the last meeting of the Airport Commission. There were no comments and a motion was made by Mr. Tinnin to approve the minutes. The motion was seconded by Mr. Moeny. The vote was in favor of the motion.

**BRIEF SUMMARY OF CURRENT EVENTS**

Mr. Costello stated that there has been intensive brush clearing at the airport on both ends of the runway. The brush clearing was done for safety purposes.

**CALL TO THE PUBLIC**

Mr. Al Paxhia, Cottonwood AZ, addressed the commission and stated that he is new to the area and happy with the airport. He also wanted to know what the status was of the AWOS (automated weather observation system). Mr. Costello told Mr. Paxhia that he would be happy to bring him up-to-date after the meeting.

## **UNFINISHED BUSINESS**

### **Update and discussion regarding LPV (GPS) approach(es)**

Mr. Costello explained that the LPV (GPS) approach is a grant that was awarded to the State of Arizona for multiple Arizona airports. We were recommended by the FAA, so we were included as one of the recipient airports. A survey consultant from Denver by the name of Woolpert has been hired and they have already been on the field setting what is called “ground control”. They have flown the aerial portion of the work. He went on to say that surveys done for the FAA are done electronically for GIS (geographic information system) format. Everything is digital and will be entered into a website that can be viewed by Mr. Costello. The website has a “Scope of Work” that shows what they are doing. The survey work is on both ends of the runway. When they get the survey complete, they will do an initial airspace analysis. The contract timeframe is 360 calendar days.

Mr. Tinnin asked if the survey work was a grant from the federal government.

Mr. Costello answered that it was from the federal government, but the city is not the sponsor of the grant. The recipient of the grant is the ADOT Aeronautics, and the consultant does not work for us.

Mr. Palmquist asked what would be the next step.

Mr. Costello stated that they will be acquiring the survey information and then they have to enter the data in the website.

Mr. Palmquist asked for the contact names for the State of Arizona and also the contractor. He indicated that he feels we need personal contact to find out what is going on, not just reports off of the website.

Mr. Costello noted that he would supply the contact names of the state and the contractor.

### **Update and discussion regarding Solar Project at Airport**

Mr. Costello opened by explaining that the solar project is going to be a design/build contract. The contract is now in the final stages of legal review and should be out on the streets shortly.

It was asked where the airport stands as far as receiving the solar installation. Mr. Costello noted that the airport has been budgeted for the project, but if there is difficulty in placement, the city might have to look at an alternative site for the solar. Mr. Costello also added that the grant expires in 2012.

## **NEW BUSINESS**

### **Discussion of policies and procedures for seeking grant funding for the airport**

Chairman Gradijan stated that we would like to take advantage of all the free money that we can. He also added that we have discussed this in the past. Because of the absence of Mr. Lamer, Chairman Gradijan made the motion to table this item until next meeting. Mr. Moeny seconded the motion and it carried unanimously.

### **Discussion of establishing a program to recognize significant supporters of the airport**

Chairman Gradijan talked about the plaque on the big rock by the terminal that honors Hank Thompson. He also mentioned all of the changes that have taken place at the airport over the last 18 years, and they were numerous. His comments were directed to the changes that Brian Mickelsen had made to the airport.

Chairman Gradijan suggested that a formula or guidelines be established for recognizing the contributors that have changed the airport over a period of time that has a significant result.

Mr. Dale Williams addressed the Commission and suggested that there are people in the community that could be recognized for their contributions to aviation. He also felt that the selection process should not be taken lightly.

After discussion, it was suggested that they could ask the airport community for their input. It was also suggested that everyone put together what they would like to see as guidelines for the selection process.

## **SET FUTURE AGENDA ITEMS**

Mr. Tinnin would like to discuss moving the "Call to the Public" to the end of the agenda.

## **ADJOURNMENT**

Mr. Tinnin made the motion for adjournment. Mr. Moeny seconded the motion. The vote was unanimous and the meeting was adjourned at 7:37 p.m.