

SUMMARY MINUTES OF THE REGULAR MEETING OF THE COTTONWOOD AIRPORT COMMISSION OF THE CITY OF COTTONWOOD, ARIZONA, HELD **MAY 13, 2015** AT THE COTTONWOOD REC CENTER, 150 S 6th STREET, 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

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 April 1, 2015 meeting. All approved.

BRIEF SUMMARY OF CURRENT EVENTS

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

Airport Mechanic – Working on a RFP – We have had 2 vendors inquire about the position

Signage for Airport – We think we may have found a possible solution – it is still in the works

AWOS – First annual certification – it is up and running, however “Cottonwood” is cut off.

Helicopter Operations – Guardian Air has leased a hangar on the East side of the Airport.

GPS/IFR Approach – FAA Inspector issued a 50-10 Form. Staff will get the list out to the Commission.

Minimum Operating Procedures – Staff has begun the process, started with Sedona’s Procedures, will get a draft to commission soon.

Apron Seal – In the process of getting the Grant finalized.

Future specifications for businesses operating on airport property – This will be included in The new minimum operating procedures.

FAA expectations when we develop leases for businesses that operate on the airport - This is still in the FAA’s hands.

OLD BUSINESS

Kami Mulcaire’s request for new lease agreement – Staff recommended to table this item for a future meeting, Ron Krum made a motion, Jim Moeny second, all approved.

Airport Project list / Perc Chart – Still compiling, will be provided at a later date.

Renewal of existing contract with CNS Engineers – Ron Krum moved to renew the contract, Bill Tinnin 2nd, all approved.

NEW BUSINESS

FAA & ADOT 2017-2021 Five Year Airport Capital Improvement Plan (ACIP) - This has been completed and Bill Wade made a motion to submit to FAA. Jim Moeny 2nd, all approved.

Helicopter Issues - need to get an established route for helicopters as soon as possible.

DISCUSSION OF NEW AGENDA ITEMS

1. Hang glider/ Parachute – New landing area
2. Solar Production
3. Helicopter Operations
4. Form 50-10 – Form used to make the Green Book – Airport & Facilities Directory
5. Shades in Terminal

Adjournment

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