

SUMMARY MINUTES OF THE REGULAR MEETING OF THE COTTONWOOD AIRPORT COMMISSION OF THE CITY OF COTTONWOOD, ARIZONA, HELD **AUGUST 5, 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 May 13, 2015 meeting. All approved.

BRIEF SUMMARY OF CURRENT EVENTS

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

Airport Mechanic – City Manager would like to get proposals out for an FBO, we have a list of companies that have expressed interest. Two mechanics have approached the City, but they have not owned a business.

AWOS – The phone communication for the AWOS is down at the present time, it is being worked on.

Helicopter Operations – This is still being revised in the Master Plan. We still do not have a route pattern proposal from the Hospital.

GPS/IFR Approach – Have a proposal from FAA, there will be one more meeting to finalize for approval. The latest version will be sent out to the commission for comments.

Minimum Operating Procedures – Talking with Boulder City and Scottsdale Airports on items that have similarities to Cottonwood. A draft will be presented to the Commission a month before final approval.

ACIP - This will need to be completed and approved by November 2015.

OLD BUSINESS

No Old Business

NEW BUSINESS

1. **Jeff Skelly's UAS permit** - Chairman Moeny asked if UAS activity can be prohibited on Airport property. Morgan Scott stated that there is only on the ground, not in the air. Jeff Skelly addressed the commission: He stated that he has applied for and obtained a permit from the FAA to fly a commercial drone. He stated that all waivers state that you cannot operate within 5 miles of an Airport without a letter of acknowledgement from the Airport manager.
He stated the drone will not fly in the airport, or within a certain distance of the airport, it is incapable. When the drone gets to a certain distance from an Airport – it will stop. If not commanded to return to the operator within a minute, the drone would land itself. Commission Member Bill Tinnin stated he was concerned with the flight pattern. Mr. Skelly stated the drones are not to be flown over 200 ft., the radius is approx. one mile. City staff/Airport Manager is ok with issuing a letter of acknowledgement. Bill Wade suggested they should be required to obtain a City of Cottonwood business license and should be in communication with the Public Safety Department before he operates the drone. Bill Wade made a motion to recommend the Airport manager submit the letter of acknowledgement to Jeff Skelly. Bill Tinnin second the motion. All Approved.
2. **Hanglider – Parachute New Landing Area** - no update on this – need to meet with the hangliding group on this and the airport lease.
3. **Solar Production** – No Update, we have emailed APS and have not had a response as of yet.
4. **Helicopter Ops** – no update
5. **Form 50-10 Form used to make the Green Book – Airport & Facilities Directory** – had and inspection. We are to remove brush 75' from the center of the runway and the 40' tall light on apron is out. These items were taken care of asap.
6. **Shades in Terminal** – Clint has not given us a price, looking at getting a quote for window tinting.

DISCUSSION OF NEW AGENDA ITEMS

1. Mechanic – can we check with the Hospital to possibly share business.

Adjournment

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