

**SUMMARY REPORT  
OF THE APRIL 28, 2009, SPECIAL JOINT WORK SESSION OF THE CITY COUNCIL AND THE  
AIRPORT COMMISSION OF THE CITY OF COTTONWOOD**

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This summary is a statement of matters discussed by the Cottonwood City Council at a work session pursuant to A.R.S. § 38-431.02(D), and is being provided as required by A.R.S. § 38-431.01(D.).

**Council Members Present:** Mayor Diane Joens, Vice Mayor Karen Pfeifer, Council Members James Chapman, Tim Elinski, Duane Kirby, Linda Norman. **Council Member absent:** Terence Pratt.

**Airport Commission Members Present:** Michael Casebier, Billy Tinnin, Jim Money, Aleck Gradijan. **Commission Member Absent:** Allyson Waak.

Mayor Joens called the meeting to order at 6:00 p.m.

DISCUSSION REGARDING CIVIL AIR PATROL USE OF THE AIRPORT

The Council and Commission expressed their support for the purposes and activities of the Civil Air Patrol (CAP). The lack of meeting room and storage space for the CAP was noted. Since the priorities of the airport were paramount little could be done at the present time, but cooperation was promised to the extent possible consistent with maintaining airport operations. A mobile storage facility, if professionally maintained, would be permitted on the airport grounds for CAP use.

DISCUSSION OF FIXED BASED OPERATOR SOLICITATION

Discussion revolved around the possible need and how best to acquire a fixed base operator (FBO) for the Cottonwood Airport. Methods of solicitation and incentives were mentioned, the most suitable of which would be those that best promoted the vision determined for the future use of the facility, which should be determined first. If the airport were to figure as a component in local growth, an increase in the size, number and quality of services would be needed, including maintenance. The Council desired Commission members to investigate options that would best ensure the fulfillment of that vision and report their findings to the Council at a future meeting. Council direction was to look into a Request for Qualifications for a full service FBO and to determine if one could be obtained by this means while also approaching various fuel vendors to determine if they could provide alternatives.

DISCUSSION REGARDING MINOR REMODELING OF THE AIRPORT TERMINAL BUILDING

The Council directed that a proposal to remodel part of the airport terminal interior to create a larger meeting room and better access for pilots be undertaken with a budget of approximately \$10,000.

PRESENTATION BY THE TURBINE/JET POWERED AIRPORT USERS

Discussion was conducted on the future need to provide jet fuel in order to promote the future growth and success of the airport. The first step was thought to be the acquisition of a fuel delivery vehicle and the best means of obtaining a jet fuel operation at the lowest cost.

#### ADJOURNMENT

The joint work session adjourned at 8:18 p.m.