



Cottonwood Municipal Airport Master Plan Update

Master Plan Advisory Committee

Notes: Meeting #1 – August 27, 2020

Introduction

The Master Plan Advisory Committee met for the first time on Thursday, August 27, 2020 at 1:00 pm MST. Due to the COVID-19 pandemic and physical distancing considerations, the meeting was held virtually via GoToMeeting. This meeting consisted of team and committee member introductions, an overview of the master planning process, and summaries of the Inventory of Existing Conditions and Forecast chapters. The overall project schedule, ongoing work, and next steps were also discussed.

Meeting Attendees

Consultant Team (Kimley-Horn):

- Colin Wheeler - Project Manager
- John Coliton - Deputy Project Manager

City/Airport Staff:

- Mark Williams - Airport Manager
- Ron Corbin - Cottonwood City Manager
- Rudy Rodriguez - Cottonwood Deputy City Manager

Master Planning Committee Members:

- Scott Ellis - Community Development Director, City of Cottonwood
- Tosca Henry - Council Member, City of Cottonwood
- Tracie Hlavinka - Town Manager, Town of Clarkdale
- Tricia Lewis - Tourism & Economic Development Director, City of Cottonwood
- Jim Moeny - Chair, Cottonwood Airport Commission
- Christian Oliva del Rio - President/CEO, Cottonwood Chamber of Commerce
- Vernon Reed - Experimental Aircraft Association

Committee Members not Present:

- Brenda Clouston - Owner, Colt Grill
- Jim Millis - President, Cottonwood Ranch HOA
- Orville Wiseman - FBO Owner/Operator, Wiseman Aviation

Committee's Initial Thoughts for Master Plan Update

- The Airport serves as a major economic driver for the area.
- There is an opportunity to educate tenants and the public to enhance compliance and promote the Airport as a "good neighbor".
- The City/Airport should maximize business and growth opportunities in a manner that is responsible and considerate of community members and stakeholders.
- The master plan should consider the greater Cottonwood area including the Town of Clarkdale and Unincorporated Yavapai County.
- The master plan should identify local aircraft-related noise concerns, especially in the areas of approach/departure.
- The planning process should emphasize safety and identify environmental impacts for all facets of the Airport and its facilities.

SWOT Analysis

A SWOT Analysis (strengths, weaknesses, opportunities, threats) was conducted to solicit thoughts from each committee member. A summary of findings from this exercise is provided on the following page.

Next Steps

Master Plan:

- **Aviation Activity Forecasts** – To be submitted to the FAA for review/approval in September 2020
- **Facility Requirements** - Ongoing

Public Involvement:

- **Public Workshop** - September 2020 (Date TBD)
- **Master Plan Advisory Committee #2** - November 2020 (Date TBD)

	HELPFUL to achieving the objective	HARMFUL to achieving the objective
INTERNAL ORIGIN (attributes of the organization)	Strengths	Weaknesses
	<ul style="list-style-type: none"> ▪ Location within growing Verde Valley/Yavapai County ▪ Local accessibility to the Airport ▪ Support of City leadership and the City Council ▪ Parallel taxiway ▪ Fixed Based Operator ▪ Fueling facilities (especially the recent addition of Jet A) ▪ Airport manager on site 	<ul style="list-style-type: none"> ▪ Encroaching development near the Airport ▪ Runway length (insufficient for larger aircraft) ▪ Runway strength (insufficient for heavier aircraft) ▪ Lack of aircraft runup area ▪ Lack of broadband infrastructure on Airport ▪ Lack of local aircraft noise disclosure ordinances ▪ Lack of community engagement
EXTERNAL ORIGIN (attributes of the environment)	Opportunities	Threats
	<ul style="list-style-type: none"> ▪ Land available for development ▪ Possible runway extension ▪ Expansion of facilities to attract more tenants/revenue ▪ Community outreach/education programs ▪ City of Cottonwood population/economic growth 	<ul style="list-style-type: none"> ▪ Possible future encroaching development ▪ Increasing aircraft noise and community complaints ▪ Growth of nearby airports (contributing to activity at Cottonwood Airport) ▪ Insufficient facilities to support Airport growth ▪ Existing leases on Airport property could be a deterrent for future businesses