



*"Inspiring a Vibrant Community"*

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**SUMMARY MINUTES OF THE REGULAR MEETING OF THE COTTONWOOD AIRPORT COMMISSION OF THE CITY OF COTTONWOOD, ARIZONA, HELD MAY 8, 2019 @ 6:00 P.M. AT THE COUNCIL CHAMBERS AT 826 N. MAIN ST., COTTONWOOD ARIZONA.**

**I. CALL TO ORDER (0:58)**

***Summary Minutes:***

Chairman, Jim Moeny called the regular meeting to order at 6:01 p.m.

**II. ROLL CALL (1:10)**

***Summary Minutes:***

**COMMISSION MEMBERS PRESENT:**

Jim Money, Chairman

Bill Wade, Vice Chairman

Tim Pebler, Commission Member

Bill Tinnin, Commission Member

**COMMISSION MEMBER(S) ABSENT:**

Vernon Reed, Commission Member

**CITY STAFF PRESENT:**

Morgan Scott, Special Projects/Airport Manager

Renee George, Administrative Assistant – City Hall

**III. PLEDGE OF ALLEGIANCE TO THE FLAG (1:31)**

***Summary Minutes:***

Chairman Money led the Pledge of Allegiance

**IV. BRIEF SUMMARY (2:02)**

BRIEF SUMMARY OF CURRENT EVENTS BY COMMISSION, FBO, AND AIRPORT MANAGER -- THE PUBLIC BODY DOES NOT PROPOSE, DISCUSS, DELIBERATE OR TAKE LEGAL ACTION ON ANY MATTER BROUGHT UP DURING THIS SUMMARY UNLESS THE SPECIFIC MATTER IS PROPERLY NOTICED FOR LEGAL ACTION UNDER THE NEW OR OLD BUSINESS SECTION OF THIS AGENDA.

***Summary Minutes:***

Morgan Scott reported that the AWOS is not functioning right now, but it is being worked on. The AWOS is on the top of the priority list for the next capital improvement plan. We are in discussion with the FBO about expanding his contract to encompass some of the daily operations at the airport. Once we have this put together we will bring it before the commission. The Bonanza aircraft that belly-landed at the airport several weeks ago, will be picked up on May 18<sup>th</sup>.

**V. CALL TO THE PUBLIC (03:14)** -- *This portion of the agenda is set aside for the public to address the Commission regarding an item that is not listed on the agenda for discussion. However, the Commission cannot engage in discussion regarding any item that is not officially listed on the agenda for discussion and/or action (A.R.S. §38-431.02.A. (H).) Therefore, pursuant to A.R.S. §38-431.01.G., action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date. Comments are limited to a 3-minute time period.*

***Summary Minutes:***

No speakers from the public.

**VI. NEW BUSINESS (03:49)**

**1. New Airport Signage (03:50)**

***Summary Minutes:***

Morgan Scott reported the new signage has been installed to remind pilots of the CTAF and AWOS frequencies and the Calmwind Runway 32 with the 1,000 feet AGL, which is not currently in our AFD, but it will be revised soon. Chairman Moeny asked where these signs are placed. Morgan Scott stated that one is at the North end taxi way, the second one is leading into the second taxi way known as taxi way Charlie and the third one has not been installed yet and it will be down on the Calmwind Runway 32. Commission member Tim Pebler suggested a cost saving method for putting up the signs, by mounting the two signs on the reverse side of the existing signs that are already mounted (utilizing both sides of the pole saved over \$1,000 per sign.). The 32 sign will be over \$1,000, due to having to install the pole that it will be mounted on.

**2. Set a work Session Date (06:19)**

***Summary Minutes:***

A discussion opened up between the commission and staff regarding the date and where it will be held. The date decided is Wednesday, May 29, 2019 at 6:00 p.m., if anyone has any suggestions for items they want on the work session agenda, please contact Morgan Scott.

**3. Non-Motorized (hanglider and skydiver) landing zone options (see attached report) (09:11)**

***Summary Minutes:***

Morgan Scott opened discussion showing several areas considered for landing zones for the non-motorized hanglider, paraglider and skydiver enthusiasts. After lengthy discussions on all options presented, Commissioner Bill Tinnin, made a motion to pursue the Happy Jack lease area. I think

for all involved it would be a much better property for the city and the hanggliders', themselves. Commissioner Tim Pebler, seconded, the motion passed unanimously. The commission directed Mr. Scott to put this matter on the agenda for the work session.

4. New gate (46:21)

*Summary Minutes*

The Main Gate has been relocated to the West Gate. That gate is slower as it is a chain pulley mechanism. Vice Chairman, Bill Wade asked for the sensors to be marked. Chairman, Jim Moeny stated that there are other secondary sensors that are below the ones that are marked. Chairman Moeny also stated that relocating the Main Gate to the West Gate has cut down on the high speed traffic on the airport taxi way.

5. Airport Master Plan (49:33)

*Summary Minutes:*

Vice Chairman, Bill Wade requested that the commission be more involved in the process of the master plan and that it should be memorialized so that process is more specific for the commission and the community. The first meeting beginning the Master Plan will be in July. Chairman Moeny expressed that the first capital expenditure in the Master Plan should be the AWOS system. Further discussion continued, Chairman, Jim Moeny requested that work sessions be scheduled for the Master Plan. Commissioner Tim Pebler asked who is the consulting firm for the Master Plan? Morgan Scott replied, Kimley Horn, who has done the airport master plans for Flagstaff, Deer Valley and another airport down in southern Arizona.

**VII. ADJOURNMENT (55:08)**

*Summary Minutes:*

Chairman Jim Moeny, asked for a motion to adjourn. Commissioner Bill Tinnin moved to adjourn and Vice Chairman Bill Wade seconded, the motion passed unanimously.

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*Pursuant to A.R.S. § 38-431.02(B) the Commission may vote to go into executive session on any agenda item pursuant to A.R.S. § 38-431.03(A) (3) and (4) for discussion and consultation for legal advice with the City Attorney.*

. . . . .  
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