

B. City Staff

- Embry-Riddle flight team is requesting food.
- Next meeting to be held Monday, March 19, 2012.

V. ADJOURN

Paul Cook made a motion to adjourn, Laird Moody seconded, and the meeting adjourned at 7:19 p.m. on a 5-0 vote.

DRAFT

I. PROCEDURES:

- A. Call to Order Chairperson Walt Eastland called the meeting to order at 5:35 p.m.
- B. Roll Call Committee members Walt Eastland (Chairman), John Ferrier, Laird Moody, Wayne Marx and Paul Cook were present and constituted a quorum. Committee members Mike Cowen and Eric Savage (Vice-Chairperson) were not present. Administrative Assistant Pamela Galvan represented City Staff.
- C. Approval of minutes: Feb 13, 2012 Wayne Marx made a motion to approve the minutes. Paul Cook seconded, and the motion carried.
- D. Adopt Agenda Wayne Marx made a motion to adopt the agenda as presented, Paul Cook seconded, and the motion carried.

II. AGENDA ITEMS:

- A. Open House; Sat. May 12, 2012
- The flyer for Planes, Trains and Automobiles was presented to the Committee.
 - The ~~intercom~~ PA system is here and ready for installation. Discussed how and where the audio speakers would be placed.
 - John Ferrier may bring out his simulator; there are some issues with it working properly yet.
 - It is noted the windows need cleaning as well as the need for some community service clean up.
 - The need for service dog only signs was brought up and Pam Galvan will check on their estimated arrival.
 - There was discussion of the need for additional signs, directional etc.
 - There will be greeters from the local real estate just like last year.
 - Radio update- new radios needed. Wayne Marx mentioned WEFAC radios; will check on them. There was further discussion on radios.
 - Advertising was discussed, KCLOUD and downtown advertising through the Chamber.
 - Boy Scouts will be doing breakfast.
 - There is an aviation radio to be installed in the golf cart.
 - New wind socks are up.
 - Hanger interest forms were mentioned and noted, that they still come in occasionally.
 - There was one request regarding last year's camping

area, that this year make the area smoother for the campers to lie on; maybe another location this year.

- A typo was noted or omission of “Clark” in the title of H.A. Clark Memorial field on the flyer. The correction will be forwarded to the printer before additional flyers are printed.
- Fuel sales are down due to weather.
- Field lighting is operational now.
- Embry Riddle has not been by lately. We will look into requesting a stagnate display for the “Open House.”
- The airport has security again.
- The front door auto-lock is in process of being fixed.
- There was discussion of the possibility of someone/body to live at the airport. Due to liability, the idea way laid to rest.

IV. REPORTS AND INFORMATIONAL ITEMS

A. Council (ex-officio) and Committee Members

- None

B. City Staff

- Next meeting is scheduled for Monday, April 30, 2012.

V. ADJOURN

Paul Cook made a motion to adjourn, Laird Moody seconded, and the meeting adjourned at 6.22 p.m.

Chairman

Attest

I. PROCEDURES:

- A. Call to Order Chairperson Walt Eastland called the meeting to order at 5:32 p.m.
- B. Roll Call Committee members Walt Eastland (Chairman), Eric Savage (Vice-Chairperson) John Ferrier, Laird Moody and Paul Cook were present and constituted a quorum. Committee members Mike Cowen and Wayne Marx were not present. Administrative Assistant Pamela Galvan represented City Staff.
- C. Approval of minutes: April 09, 2012 Paul Cook made a motion to approve the minutes with an amendment to *intercom system to read PA system*. John Ferrier seconded, and the motion carried 5-0.
- D. Adopt Agenda Paul Cook made a motion to adopt the agenda as presented, John Ferrier seconded, and the motion carried 5-0.

II. AGENDA ITEMS:

- A. Open House; Sat. May 12, 2012
- There was an inquiry on the front door being fixed yet and the response was “no, not yet”.
 - The question came up regarding the community service clearing the weeds; cleaning in general.
 - The potholes along airport road were brought up.
 - NO DOGS ALLOWED signs are in place.
 - Eric Savage has 5 simulators and a presentation that he will be setting up for the Open House. There was extensive discussion regarding location set-up. This program is for grades 4 -9. Maximum of 30 kids for a 90-minute presentation; may try to downscale to 10 kids’ 30- minute presentation.
 - A Wings presentation is to be held in the ARF building.
 - The question came up if the Valle War Birds will be attending; not confirmed.
 - Pilots will be directed where to park.
 - Bus and driver for the event were handled by Gioia Goodrum at the Chamber.
 - The question of Scouts having provided an insurance certificate for last year’s event came up. The response was “no”.
 - Handheld radios will be looked into.

IV. REPORTS AND INFORMATIONAL ITEMS

- A. Council (ex-officio) and Committee Members
- Cracks in the runway are to be repaired.
 - Fuel sales have been slow. Even though gas prices have risen in general, ours have been kept the same. We plan to lower them a bit for the Open House.

- Lighting on the runway has been resolved.
- Flagstaff is going to do some construction that will cause them to close down at night. They will be using our airfield as a backup during the evenings until they are completed.
- Sail plane coming in this weekend.
- There will be a Helibike taking up residence in the hangar.
- Open House will run from approximately 7:30 to noon, 1:00 p.m.
- Advertising was discussed.
- Pam Galvan noted having spoken to the City Manager about adding Airport information to the City's website.
- Next meeting scheduled for Monday, May 21, 2012.

B. City Staff

V. ADJOURN

Paul Cook made a motion to adjourn, John Ferrier seconded, and the meeting adjourned at 6:50 p.m. on a 5-0.

Chairman

Attest

I. PROCEDURES:

- A. Call to Order Chairperson Walt Eastland called the meeting to order at 5:45 p.m.
- B. Roll Call Committee members Walt Eastland (Chairman), Eric Savage-late (Vice-Chairperson) John Ferrier, Laird Moody and Paul Cook were present and constituted a quorum. Committee members Mike Cowen and Wayne Marx were not present. Gioia Goodrum, President/CEO of Williams-Grand Canyon Chamber of Commerce arrived late. City Clerk/HR Director Susan Kerley was present.
- C. Approval of minutes: April 30, 2012 Paul Cook made a motion to approve the minutes. Laird Moody seconded, and the motion carried 4-0.
- D. Adopt Agenda Paul Cook made a motion to adopt the agenda as presented, Laird Moody seconded, and the motion carried 4-0.

II. AGENDA ITEMS:

- A. Open House May 12, 2012 results
- Next time bottled water should be sold for a little over cost to cover the purchase of ice to cool it.
 - The article in the newspaper was based only on National Train Day.
 - There was a school bus covering the route to town, but no one was on it.
 - There was no signage downtown.
 - There will be an event wrap-up tomorrow, and Walt will cover these points.
 - Coffee is a must for next year.
 - A map to the Airport should go in with advertising.
 - Hours of the event should be posted.
 - We need to correct the lack of advertising and have a newspaper article specific to the Airport event.
 - Display a sign advertising the event on the side of the bus.
 - People came in for the seminar. This was a big draw, and it should be repeated next year.
 - More help will be needed for setting up and breaking down.
 - The dog signs worked – no dogs were seen all day.
 - At the end when everything was taken down was when the majority of people showed up.
 - Cathy Cook volunteered to handle the advertising for next year.
 - Four kids attended, and two of them were Eric Savage's.
 - After Gioia Goodrum arrived, Walt Eastland did a recap for her.
 - Gioia doesn't think the Railway will do the event next year.

While lots of people were at the Railway, there were fewer people riding the train.

- About 260 gallons of gas were sold.
- Event planning will start early next year.

III. REPORTS AND INFORMATIONAL ITEMS

A. Council (ex-officio) and Committee Members

- Walt Eastland said he will do a single flyover for the parade on May 26th.

B. City Staff

- The next meeting is scheduled for Monday, June 18, 2012, at 5:30 p.m.

V. ADJOURN

Paul Cook made a motion to adjourn, Laird Moody seconded, and the meeting adjourned at 6:47 p.m. on a 5-0 vote.

Chairperson

Attest

I. PROCEDURES:

- A. Call to Order Administrative Assistant Pamela Galvan called the meeting to order at 5:35 p.m.
- B. Roll Call Committee members Eric Savage (Vice-Chairperson), John Ferrier, Laird Moody and Mike Cowen were present and constituted a quorum. Committee member Paul Cook was not present. City Manager Brandon Buchanan and Administrative Assistant Pamela Galvan represented City Staff.
- C. Approval of minutes: May 21, 2012 John Ferrier made a motion to approve the minutes. Eric Savage seconded, and the motion carried 4-0.
- D. Adopt Agenda Mike Cowen made a motion to adopt the agenda as presented, Laird Moody seconded, and the motion carried 4-0.

II. AGENDA ITEMS:

- A. Discussion and possible decision on a new Chairperson for the Airport Committee.
- Tabled until next meeting with consideration of new applicants filling two positions on the committee.
- B. Discuss Airport Management.
- Brandon Buchanan reviewed what the city has been doing and asked for ideas on management of the airport.
 - John Ferrier inquired if there is to be compensation.
 - There was discussion of an individual's interest; there was discussion of possible satellite management.
 - Items to be addressed at the airport were brought up.
 - The need for hangers was discussed.

IV. REPORTS AND INFORMATIONAL ITEMS

- A. Council (ex-officio) and Committee Members
- Eric Savage spoke of the lighting regulations requiring a three-foot perimeter around each of the lights.
 - There were inquires on the amount of ARF training that our city fire fighters have, along with inquires on the airport operations manual and whether the city staff has knowledge on how to properly plow the runways, etc.
- B. City Staff
- Brandon Buchanan confirmed the airport apron project; to be executed by LP Excavating and should be completed in 60 days.
 - Mention of a perimeter road inside the fence will be constructed in sections; reason for road is security and maintenance.

- Pam Galvan mentioned the recent filling of the airports fuel tank, the cost to fill and that our current price of \$5.58 will not change.
- John Ferrier requested an application for AAC; Pam Galvan will email tomorrow.

V. ADJOURN

John Ferrier made a motion to adjourn, Mike Cowen seconded, and the meeting adjourned at 6:53 p.m. on a 4-0 vote.

Chairperson

Attest

I. PROCEDURES:

- A. Call to Order Chairperson Eric Savage called the meeting to order at 6:20 p.m.
- B. Roll Call Committee members Eric Savage (Vice- Chairman), John Ferrier, Laird Moody and Mike Cowen were present and constituted a quorum. Committee member Paul Cook was not present. Administrative Assistant Pamela Galvan represented City Staff.
- C. Approval of minutes: September 17, 2012 Mike Cowen made a motion to approve the minutes. Laird Moody seconded, and the motion carried 4-0.
- D. Adopt Agenda Mike Cowen made a motion to amend the agenda, switching items A. and C., John Ferrier seconded the motion and it carried 4-0. Mike Cowen made a motion to adopt the amended agenda, John Ferrier seconded, and the motion carried 4-0.

II. AGENDA ITEMS:

- A. Tour of Airport
- This took place at 5:30 p.m. prior to the call to order.
 - There was discussion regarding the ARF truck and observations of the conditions of the buildings. No decisions were made; group spoke of actions that should take place. i.e. pest control, clean-up.
- B. Discuss airport issues noted by Eric Savage
- Eric briefly went over issues he found and noted the list is not conclusive.
 - Eric spoke of the apron work being done and once completed coming back to do some general clean up; windows etc.
 - Eric briefly spoke of this year's snow removal and how perhaps the city might like to practice with the new equipment up at the airport.
 - Eric mentioned that he had spoken to the city manager regarding the possible installation of a kiosk in the airport terminal. It would provide local advertising on a video loop. The city manager might consider.
 - The Committee discussed installing hunting cameras to obtain a more accurate count of traffic at the airport. Cameras are approximately \$50.00 each.
- C. Discuss and possibly make a decision on a replacement Chairperson.
- Mike Cowen made a motion to nominate Eric Savage to be the Committees replacement Chairperson. John Ferrier seconded the motion and it carried, 3-0.
 - Mike Cowen made a motion to nominate John Ferrier as the new Vice-Chairperson. Laird Moody seconded the motion and it carried, 3-0.

IV. REPORTS AND INFORMATIONAL ITEMS

A. Council (ex-officio) and Committee Members

- Laird inquired if an ad is being run in the paper for replacement committee members.
- Eric will contact several agencies after the Thanksgiving Holiday to get a feel for their perception of our airport.
- There was discussion on hangers.

B. City Staff

- Next meeting will be early 2013.

V. ADJOURN

Mike Cowen made a motion to adjourn, Laird Moody seconded, and the meeting adjourned at 7:10p.m. on a 4-0 vote.

Chairperson

Attest