

TOWN OF PAYSON
AIRPORT COMMISSION
Monday, May 9, 2016, 6:30 PM
Town Council Chambers

- A. CALL TO ORDER:** Chairman Hunt called to order the duly posted Airport Commission meeting at 6:30 p.m. in the Payson Town Council Chambers.
- B. Pledge of Allegiance**
- C. Roll Call:** Jim Hunt, Bill Day, Jon Barber, Phil Cook, and Bob Pearson were present.

Staff: LaRon Garrett, Town Manager, Curtis Ward, Town Engineer, and Ray Law, Airport Coordinator, were present.

Others Present: One member of the airport community was present.

- D. Public Comments - Comments concerning items not on the agenda.**
Chairman Hunt asked for any comments from the public on items not on the agenda. Member Pearson gave a summary of how the Airport Renaming Committee was progressing.

- E. Minutes**
The minutes from the January 25, 2016 meeting were presented for approval. No corrections were needed. A motion for the minutes to be accepted as presented was made by Member Pearson and seconded by Vice Chairman Day.

Approved 5-0

- F. Items for Discussion/Possible Action**

1. Review Draft Request for Proposals for additional private hangars at the airport.
Chairman Hunt summarized the topic and offered some suggestions to add to the Request for Proposals (RFP). He noticed that a schedule was not included in the draft RFP. Also, he questioned what "Special Services" were in the evaluation criteria. Member Barber suggested that "Utilities development" be included in the requirements so prospective bidders would be forced to investigate the costs and processes involved in bringing the required utilities to their hangar. A short discussion continued about the possible locations of hangars and that prospective bidders use places designated by the Airport Layout Plan.

No actions required

2. New Airport Terminal building and Restaurant

This topic was requested by Member Cook, so Chairman Hunt asked him to begin. Member Cook stated that he was concerned that the airport did not have a terminal. He offered to lead a committee to research the issue and make a presentation to the Town Council about it. Member Cook and Chairman Hunt cited examples of small airports that had built nice terminal facilities. Chairman Hunt spoke about the possible ways to finance a terminal. A discussion followed about how to form the Committee to avoid problems with the Open Meeting rules. It was determined that no committee would be formed but Member Cook would work on this project and that he would be assisted by a staff member (Mr. Law most likely) and then a few volunteers that were not on the Airport Commission. Member Barber suggested that Member Cook contact Darla Annabel since her restaurant and its lease might be affected by building a new terminal. A discussion followed about the plans that were created a few years ago for a terminal by Gary Spragins and that something like that would be helpful to sell the idea to investors. Other short discussions continued about bringing in an FBO and about using bonds to raise money. Chairman Hunt felt that this was a worthy undertaking and suggested that Member Cook contact Bobby Davis at the Town's Economic Development Office to see if he had some ideas to help. He also said that the other Commissioners could look for volunteers to help and to give their names to Mr. Law to pass on to Member Cook. Member Barber reiterated that they needed to ensure that Darla Annabel's restaurant would not be adversely affected by any of the actions taken. Various ideas and points were briefly discussed then Chairman Hunt summarized the topic and concluded it.

No actions required

G. Management Report and Discussion

Mr. Law's report included the following items:

1. Another patch was done on the west entrance to Echo Ramp – asphalt failing.
2. Had office treated for termites and replaced trim at base of walls
3. Installed new Elevation and Noise Abatement signs at both ends of runway (yellow/black signs mounted on three large frangible couplings so they shouldn't blow over.) Also, a new "No Takeoff from here" sign was installed at mid-field.
4. Streets Dept crack sealed all ramps (except East half of Alpha)
5. Replaced all wind socks with donated ones (Air Methods and AVFuel)
6. Repainted tie down markings on Delta Ramp
7. McCauley Construction from Winslow was low bidder on Drainage Project – should begin soon.
8. USFS helicopter came in Apr. 4th temporarily on standby until needed elsewhere. USFS mobile office moved in Apr. 12 plus extra camp trailer for helicopter pilot/maint. crew – USFS paying extra \$25/day for it. Also had a Skycrane come in on Apr. 14th to be on standby until needed.
9. Gave tour to 10 JRE 5th grade students from after-school aviation program (Ernie Milton instructor)
10. Governor Ducey flew in on Apr. 4th for Fund Raiser at Mazatzal Casino
11. Waiting for Suddenlink to install cable for internet connection to office. Will give us better speed and allow access to security camera. IT department also has better computers for both offices. Many websites we use require newer versions of IE than our old computers can run.
12. Humane Society making plans to hold benefit dinner in ATW hangar.
13. Replaced rotating beacons on Bravo Gate with new strobe lights.
14. Now have Kubota tractor with loader and mower permanently at airport!
15. In process of getting Dennis his applicator license so we can treat weeds faster when needed.
16. Attended AzAA conference in FLG last week. Thanks to Ralph Larkins' write up, we won the Aviation Safety Advisory Group safety award for 2015. Received large travelling trophy and wall plaque. Will show it to Town Council tomorrow night.
17. ACIP review meeting with FAA/ADOT scheduled for May 18th down in Phoenix.

H. Schedule of future meetings and requests to Staff for the placement of items on future Commission Agendas – No Discussion Permitted.

The Commission agreed that the next meeting would be held at 6:30 pm on Monday, September 12, 2016. Agenda items requested were for the Airport Renaming Committee report and the new Terminal Building Committee report.

I. Adjournment

Meeting adjourned at 7:15 p.m.