

TOWN OF PAYSON
AIRPORT COMMISSION
REGULAR MEETING MINUTES
JUNE 16, 2014

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| A | CALL TO ORDER: Chairman Jim Hunt called to order the duly posted Airport Commission meeting at 6:30 p.m. in the Payson Town Council Chambers. | Meeting Time & Place |
| B | PLEDGE OF ALLEGIANCE | Pledge of Allegiance |
| C | ROLL CALL: Jim Hunt, Dick Garmon, Jon Barber, Dan Nyhus, Bob Pearson, and Robert Henley were present. | Roll Call |
| | STAFF PRESENT: LaRon Garrett, Assistant Town Manager and Ray Law, Airport Coordinator, were present. | Staff Attending |
| | OTHERS PRESENT: Two members of the airport community were present. | Others Attending |
| D | PUBLIC COMMENTS: Chairman Hunt asked for any comments from the public on items not on the agenda. There were no public comments. | Public Comments |
| E | MINUTES: The minutes from the March 10, 2014 meeting were presented for approval. A motion for the minutes to be accepted as written was made by Member Pearson and seconded by Member Garmon.
Approved 6-0 | Minutes |
| F | ITEMS FOR DISCUSSION/POSSIBLE ACTION:
1. 2016-2020 proposed Airport Capital Improvement Program (ACIP)
Mr. Garrett stated that the ACIP list that was handed out was basically what had been reviewed previously. He said that the airport was still on track for the construction of the Echo ramp expansion this summer. The plans have been submitted to ADOT and FAA for final approval and once they are approved we will go out for bid on the construction. Mr. Garrett went on to say that the ADOT grant for the grading project was also on track. Member Henley asked for confirmation that the echo expansion project would be for this summer and not 2015. Mr. Garrett confirmed that the project was for this year and that the FAA was trying to get the project grant in by the end of August.

Chairman Hunt confirmed Mr. Garrett that the echo ramp expansion and the infield drainage projects were already funded. Mr. Garrett stated that the infield drainage project would be a State/Local funded project and that money would not be available for it until after July 1 st .

Mr. Jim Garner asked if the layout of the expanded echo ramp was the same as previously planned, which included two heliports. Mr. Garrett | 2016-2020 proposed
Airport Capital
Improvement Program
(ACIP) |

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responded that the heliports were not included and that it was all aircraft parking with a connector to Alpha taxiway.

No actions required

2. Aircraft Noise and Noise Abatement

Aircraft Noise and Noise
Abatement

Chairman Hunt stated that he added this agenda item so the Commission could review the current noise abatement procedures. He wondered if the 30° north turns on takeoff were still needed. Member Henley stated that he headed up the committee that came up with the noise abatement procedures. He explained that the procedures were designed to minimize noise for the town of Payson and to keep the patterns north of the airport. A discussion continued on the history and merits of the present procedures.

Mr. Law reported on two calls he had received recently from the Northwood Condos residents' HOA. The callers had been concerned about the amount of air traffic passing over their condos. Mr. Law explained to the commission what he had told the residents concerning the aircraft flying over. Chairman Hunt asked for other comments on the subject but there were none.

No actions required

3. Aero Fair Planning and Insurance

Aero Fair Planning and
Insurance

Mr. Law explained a handout he had given to the commissioners showing what airports he had contacted and what their insurance requirements were for special events. He stated that some of the larger events like Copper State Fly-in were actually promoted and run by an LLC or a nonprofit organization. In such cases the organization only has to provide a single Certificate of Insurance (COI) to the city running the airport and may not require vendors and exhibitors to provide their own insurance. Many airports did require vendors giving aircraft rides or selling food vendors to provide their own insurance. Mr. Law also mentioned that often the board of the organization carries insurance to cover its own members. A discussion continued about insurance coverage and companies.

Chairman Hunt asked Mr. Garrett if he foresaw the town insurance requirements changing under the current company. Mr. Garrett responded that the insurance pool the town belongs to is not bending at all. The discussion continued regarding other insurance companies and what the town's insurance pool requires.

The discussion then turned to how the car club provides event insurance for its membership for the car show. Mr. Law stated that the car club organization covers all of its members and provides the town with a single COI for the event. Next the commissioners discussed whether a large sponsor like EAA would be willing to sponsor Aero Fair member Henley stated that EAA had stopped

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sponsoring most events now. Other sponsors such as AOPA or the Chamber of Commerce were also discussed. Member Garmon asked whether the town would be in favor of such an organization being created for the Aero Fair. Mr. Garrett stated that he saw no reason the town would object since other organizations put on events such as the car show. Next the commission discussed the type of organization that might be required to run the Aero Fair such as an LLC or a 501-3C nonprofit organization.

Member Henley offered his opinion as to why there wasn't very much aircraft participation last year blaming a lot of it on the unreasonable insurance requirements which made the event "not very friendly to pilots". Further discussion of possible courses of action completed this topic.

No actions taken

4. Status Report on Upcoming Projects and their effect on airport operations

Mr. Law stated that ADOT had not provided any dates for the upcoming paving operation yet. Mr. Garrett added that the grading project was ready to be bid as soon as construction dates were available. He reminded the commissioners that the layer of paving had to be installed before the grading could commence. The subject of runway closure times and scenarios was then discussed however no specific plan could be made until the construction dates were available and the contractor was available to talk to. Mr. Law promised that he would send out an email to the airport users as quickly as this information became available.

No actions taken

Status Report on
Upcoming Projects and
their effect on airport
operations

G Management Report and Discussion

Mr. Law summarized the highlights of work accomplished at the airport since the last commission meeting. These included: Re-striping the helipad, the USFS mobile home and Helitack crew moving onto Echo ramp in April, repair of a sewer pipe leak on Airport Road, one grinder pump being replaced with a rebuilt one and the other one cleaned, the West T restroom holding tank being pumped out (1800 gal. for \$900), core sampling of the runway and Echo ramp by an ADOT contractor, the airport generator annual service, and the upcoming AWOS annual inspection in June.

Management Report

Chairman Hunt asked Mr. Garrett if the budget items for the airport had been approved. Mr. Garrett said that tentatively, the airport sign had been approved as well as the carpet for the office. Also, the crack sealing was funded by a different maintenance budget. The only item that was not funded was the ADA sidewalk connecting Delta and Charlie ramps.

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H **Schedule of Future Meetings and Requests to Staff for the Placement of Items on Future Commission Agendas – No Discussion Permitted**

Future Meetings and Agenda Items

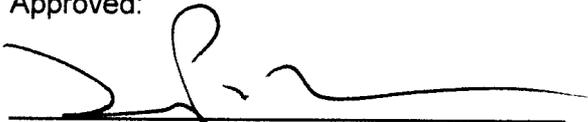
The Commission agreed that the next meeting would be held at 6:30 pm on Monday, August 11, 2014. Member Henley requested an update on the self-serve fuel figures on the next agenda. There were no other items requested.

I **Adjournment**

Adjourn

Chairman Hunt adjourned the meeting at 7:18pm.

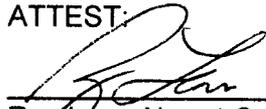
Approved:



Chairman Hunt

Date: 8 SEP 14

ATTEST:



Ray Law, Airport Coordinator

Certification

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Airport Commission of the Town of Payson held on the 16th day of June, 2014. I further certify that the meeting was duly called and held and that a quorum was present.

DATED this 8th day of SEPTEMBER, 2014.



Ray Law, Airport Coordinator

Affix Town Seal

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