

THE REGULAR MEETING MINUTES OF THE AIRPORT AD-HOC ADVISORY COMMITTEE OF THE CITY OF WILLCOX, COCHISE COUNTY, ARIZONA HELD ON THIS 09th DAY OF JULY 2009

1. CALL TO ORDER –By Committee Chairman Rod Keeling 6:03 PM

2. ROLL CALL – by Recording Secretary Van Allen

Committee Present

Rod Kneeling Kurt Edelman
Cynthia Stine Phil Stratton
Louise Walden Richard Frank
Walter Clark Robert Smith
Harley Smith Delcie Schultz
Gene Moreman

City Staff

Pat Mc Court, City Manager
Sherry Van Allen, Recording Secretary
Jeff Stoddard, Development Services
Dave Bonner, Public Works Director
Ruth Graham, Finance Director
Jake Weaver, Public Safety Director

Committee Absent

Kathy Smith – Excused
Pete Erickson – Excused
David Walters – Excused
Richard Searle – Excused
Rusty Harguess - Resigned

3. DECLARATION OF CONFLICT OF INTEREST

Present Committee Members or Staff declared no conflicts.

4. DISCUSSION/DECISION REGARDING THE ADOPTION OF THE AGENDA

MOTION: made by Delcie Schultz to adopt the agenda as presented.

SECOND: Phil Stratton – No Discussion - **CARRIED.**

5. DISCUSSION/DECISION REGARDING THE REGULAR MEETING MINUTES OF JUNE 18, 09

MOTION: Made by Phil Stratton to accept the regular meeting minutes of June 18, 2009.

SECONDED: Walter Clark – No Discussion - **CARRIED.**

6. CHAIRMAN KEELING CALLED A 35-MINUTE RECESS so those people attending could write down questions and view and read the slides set up around the room presenting maps and information on the Cochise County Airport and to allow attendees to talk with staff and Committee members.

- a. Chairman Keeling would facilitate the meeting and direct the questions.
- b. Kurt Edelman would narrate the Power Point Presentation
- c. Jeff Stoddard & Cynthia Stine would serve as scribes writing down questions asked by attendees.

7. PRESENTATION TO PUBLIC ON CURRENT AIRPORT INFORMATION – 7:00PM

Meeting reconvened at 7:06pm. Chairman Keeling gave a brief description of the resolution directing the committee to investigate all aspects of the City acquiring the Airport from the County. He also introduced all present committee members and gave a brief background on some of their qualifications. The Power Point presentation narrated by Committee Member Kurt Edelman began about 7:16pm. Chairman Keeling asked those present to hold questions until the presentation was completed.

8. CALL TO PUBLIC FOR DISCUSSION/ OPINIONS/QUESTIONS FROM PUBLIC TO

COMMITTEE/CITY STAFF WHO WILL ANSWER ON CITY ACQUIRING THE AIRPORT FROM COCHISE COUNTY.

Discussion was held and questions were asked.

Q - Why does the County want to let go of the operations of the Airport? – Jimmy Naugle

City Manger Mc Court – The City feels we will do a better job running the airport. However, the county will continue to maintain it as is and retain full operational duties should the City Council decide not to acquire it. It is also a very low priority for them and they would not mind being able to focus only on the other county airport they have in Bisbee/Douglas area.

Q - The presentation showed approximately a \$9,000 loss per year. Are the Grant matches calculated into that amount? – Chuck Broeder

No, the grants come from the Federal and State Level and require a 2.5% up to 10% match of City Funds depending on who issues the grant. This amount is not included in the \$9,000.00.

Q - The presentation also focused on economic development has the City spoken to the Willcox Economic Development Association. (WEDA Board) – Chuck Broeder

Yes, there are committee members and City staff serving on that board.

Q - Who currently uses the Airport and how long is the runway? – John Cropper

Louise Walden – FBO currently it is used for small planes with parcels or small passenger planes. The main runway is approx. 6000 feet. With proper FAA approval, and upgrades we can land larger aircraft. The other runway is approx 3100 feet long.

Q - Does the City have the capacity to operate the Airport? – Rod Keeling

City Manager McCourt, the City will make necessary accommodations depending on the directions set forth by the City Council.

Q - Will the City hire a new Department for Airport Operations/Maintenance or will it just be handed over to Public Works and we are already short handed in some areas? – Dave Bonner

City Manager McCourt, the City will make the Airport maintenance a part of the Public Works Department. It will put a heavier burden on you Dave as Director and some of the other employees who will be assigned some of those maintenance duties.

Q - Does the City have the proper equipment and work force to properly operate the airport given the current budget? – Pat Stark

City Manager McCourt, I have recently been in touch with the California division of the FAA and it has been reported that Willcox Cochise County Airport is an FAA Entitlement Airport. Which means they are awarded \$150,000.00 per year by the FAA to be used for Airport Maintenance and improvements. I have been told they have been receiving this award.

The City is looking at the airport as a long time project, grants for improvements can be applied for and obtained and providing some new zoning can be implemented, the City should be able to generate revenue in the future to help off set expenses.

Q – How much time does the County crews spend at the airport currently on maintenance and other issues? – Larry Schultz

Approx 3 to 4 days per month.

Q – With the City wanting to make improvements and entice revenue-generating businesses we will need additional infrastructure such as water, sewer, electric, and other services. Can grants be obtained to provide these services – Ruth Graham

Normally infrastructure improvements are done at the expense of the facilities owner, or put into a package with the development costs and shared. The City could be facing expenses for these issues. However, grants for aviation related businesses can be obtained and who knows what other new possibilities will become available.

Q – Does the Airport have to be annexed? – Jimmy Naugle

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No the City may own property outside of the City limits.

Q – Does Public Works need to purchase additional equipment for proper airport maintenance? – Chuck Broeder

Yes, they will eventually. Depending on how aggressively the Airport is managed and developed.

Q- How Many Planes land here per day on an average? - Jessie Teeters

Approximately 8 to 10 per day on an average but traffic is heavier when the u-pick season is in session.

Q - Our Fire Department is a volunteer department what type of equipment and personnel is required if an accident or fire happens at the Airport and we need emergency response? – Jessie Teeters

The City is looking at the airport as a long time project, It will need new equipment for emergency response as it grows. The growth depends on how aggressive it is promoted. It is currently under paid contract with Willcox Rural Fire Department. Also being an FAA Entitlement Airport some of those funds could be used to obtain proper emergency response items.

Q – Will the City look at charging user fees or landing fees? – Jack Walton

The has been no discussion on charging fee's at this time.

Q – Did this committee look at a joint venture with the County and are they open for that type of discussion? – Ruth Graham

Yes, this committee has looked at the possibility of a joint venture with the county. According to Mr. Richard Searle, all options are open for discussion as far as the county is concerned. There have been no formal offers or discussions with this committee members and anyone from the County. Mr. Searle attends these meetings when he is available. Mr. Searle has stated in previous minutes "The Airport will remain open and will continue to operate if the City decides not to pursue anything with the Airport."

Q – What would make the City want to acquire the Airport? Why ???

Chairman Keeling asked for comments to this question...

Phil Stratton - *The City would be in a better position to take action if opportunities were brought forth for development of the Airport.*

Delcie Schultz - *This is an opportunity for the City to promote future growth in Willcox. It will not happen over night we are talking in 10 or 20 years from now it could be a definite asset to the City.*

Jeff Stoddard – *The City would have some control on what development happens on and on the acreage around the airport if it could be split up as presented in the slide show and on the Map..*

Cynthia Stine – *The added growth would generate tax dollars, jobs, and development in Willcox.*

Gene Moreman – *I think the City would do a better job of responding to opportunities involving leases and agreements on the Airport than the county. Mr. Moreman informed the people in attendance it took him close to four years to get a deal worked out for hangar development and rental with the County.*

9. COMMENTS ONLY, FROM ADVISORY COMMITTEE/CITY STAFF, NOT FOR DISCUSSION.

Chairman Keeling announced the next meeting will be on Thursday July 23, 2009 at the Council Chambers at 6:00pm. Everyone is welcome to attend. The subject will be to discuss the data from tonight's meeting. Chairman Keeling also thanked City Staff for their hard work to put the meeting together, everyone for attending, asking questions and thanked the Elks for allowing us to use their facilities.

10. ADJOURN – 9:08 P.M. by Chairman Keeling.

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular meeting of the Airport Ad Hoc Committee of the City of Willcox held on the 09th day of July 2009. I further


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certify that the meeting was duly called and held, and that a quorum was present.

Dated this 22nd day of June 2009

s/s Sherry Lynn Van Allen
Recording Secretary Sherry Van Allen

PASSED, APPROVED AND ADOPTED this 23rd day of July 2009.


CHAIRMAN ROD KEELING


Recording Secretary Sherry Van Allen

NOTE: People with disabilities may request reasonable accommodations. Requests must be made 48 hours prior to the meeting by contacting Human Resources, at 384-4271 during regular business hours 8:30 a.m. to 4:30 p.m.

Next Regular Meeting: Thursday August 06, 2009