

# SHOW LOW AVIATION ADVISORY COMMITTEE

## Special Meeting – Wednesday, May 27, 2009

**PURSUANT** to A.R.S. Section 38-431.02, notice is hereby given to the Show Low Aviation Advisory Committee and to the general public, that a **Special Meeting** of the Show Low Aviation Advisory Committee will be held on Wednesday, May 27, 2009 at 5:30 p.m. **in the City Council Chambers on the second floor of the Show Low Library, 180 N. 9<sup>th</sup> Street**, Show Low, Navajo County, Arizona. The agenda for this meeting is as follows:

1. Call to Order – Robert Adams, Chairman

Chairman Adams called the meeting to order at 5:35 p.m.

2. Roll Call

Committee members present: Chuck Moore, Robert Adams, Tom Kingsbury, Stephen Aeschlimann,

Committee members absent: Ole Alcumbrac, Sonja Armstrong, Robert Newton

City staff present: Cari Bilbie, Ed Muder

City Council present: Gene Kelly arrived at 5:33 p.m.

Guests present: Zola Hamm

3. Old Business

- A. Final Review of Minimum Standards

Zola Hamm reported on the AOPA regarding the Minimum Standards. Zola has mailed them to the AOPA, and the FAA. Zola asked for responses by June 4, 2009. Bob Adams asked Zola what the version was that she sent. Zola sent the updated unapproved cleaned copy. Bob Adams asked Ed Muder regarding timing for City Council. Ed asked that Zola send the comments to staff as she receives them. Ed stated our attorney was not an aviation attorney, however, with the organizations that are reviewing them, it should be fine.

Bob Adams asked the committee if they had reviewed the new copy and what did they find.

Chuck Moore found on Page 9 – Typo on Paragraph C.1.B. Change to At least. Page 15 paragraph 2.2.A. change to either owned. Page 18 paragraph 1 ground space and improvements: Should be the same as the aircraft sales and rentals. Page 20 paragraph section K. Last paragraph should be another subsection. Page 24. paragraph N. should read clearly. Section M – the end should say just City rather than the City of Show Low. Same in Section 1.9.

Stephen Aeschlimann found under definitions K. a sentence was missing.

Missing a paragraph in section 1.6

1.7.C .a.2 should read operator's licenses should be made available

1.7.A.2 – Need to check with attorney

Page 11 – 6.a. next to last line. It reads charger should be charter.

Page 13 – D.2.1.A. Avionics repair – Discussion on requiring minimum square footage was started. Gene Kelly asked why the committee was setting minimums. Stephen stated

we were talking about subleasing. If the minimum space is not available what is the solutions other than the commercial lessee going elsewhere. Gene asked about safety reasons and/or standard guidelines.

Kenny was having trouble with the minimum space requirements as well. He said the point was that if they are building a building then there should be a minimum to keep from having several small buildings.

Ed recommended staff and Gilbertson review the document prior to sending it to Council. The committee agreed. Kenny recommended getting copies of other airports Minimum Standards to compare and look at their footage requirements. Zola provided copies of Minimum Standards from other agencies for staffs review. Copies will be provided to the committee and to staff.

Chuck recommended a minimum space for a permanent erected building and add a subsection on subleasing.

Gene Kelly said the size of hanger required for someone to build should be dictated by the geography, the space available, and the type of commercial activity. Gene stated the goal is for growth, activity and safety. If we limit the square footage we will loose tenants.

Ed stated it should be established through the master plan the minimum standards. Kenny and Ed agreed that there needs to be minimums.

After the discussion, the committee agreed there needed to be further research and information on square footage.

In the document – remove required hours of operations throughout the document and tables.

Staff will provide a clean copy after the research to the committee for review.

#### 4. New Business

##### A. Signage at the Airport

Bob stated the committee asked Dennis for an update. Kenny stated everything but the signs are done. Kenny is working on this item with staff. Kenny believes the supplies have been ordered and built; however, staff has not been able to install them. Bob asked that we keep this on the agenda for the next meeting.

##### B. “Through-The-Fence” Agreements

Bob stated Dennis discussed the item and was to do some research and get back with the committee. Kenny stated that this is not a rush; however it needs to be started. Kenny stated the request for this type of agreement will happen and the committee needs to begin working on it. Kenny will get with staff and work on getting information to the committee for the next meeting.

##### C. RFP for Fuel Vendor Requests – Update from Sub-Committee

Ed stated that to create a sub-committee is illegal. This is a staff action. There is not an issue with the entire committee reviewing the requests. Kenny said currently staff is

checking with state contract pricing. Kenny stated that one reason for the committee to review the RFP is to make sure that if we go to another vendor the City receives the same services. This item will be discussed as a full committee. This item will be on the next agenda. Bob said another concern was the availability of service.

D. Run-up area

Tom stated that the idea was to have an area that doesn't collect debris so that you can do a run-up without dealing with the rocks and other debris. Tom is asking for one at each runway with a minimum of 3. Kenny will research cost and areas and get back with the committee by the next meeting.

5. Airport Director's Report

A. None

6. Summary of Current Events

A. Chairman's Report

Bob said he has not heard anything about the Fly-in. Zola said it is on the 6<sup>th</sup> of June and there will be a pancake fly-in breakfast. There will be transportation similar to last years fly-in. Kenny said there will be discounted fuel with the purchase of breakfast.

B. Committee Members' Report

None.

7. Scheduling of Meetings

The next meeting will be on July 22, 2009 at 5:30 p.m. at the Show Low Library Council Chambers.

8. Call to the Public. No discussion – The committee invites citizen participation regarding the aviation affairs of the City. Any citizen desiring to speak on a matter that is not scheduled on this agenda may do so at this time. Pursuant to the Arizona Open Meeting Law, the Committee cannot discuss or act on the items presented at this time; however, the Committee may place an item on an agenda for discussion at a future meeting.

None.

9. Adjournment.

Bob Adams adjourned the meeting at 7:06 p.m.

I, Cari Bilbie, do hereby certify that the foregoing notice was posted on Friday, May 22, 2009.

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Cari Bilbie, Operations Secretary