

MINUTES OF THE REGULAR MEETING OF THE CASA GRANDE MUNICIPAL AIRPORT ADVISORY BOARD OF THE CITY OF CASA GRANDE HELD OCTOBER 27, 2015 IN THE PUBLIC SAFETY FACILITY, CONFERENCE ROOM 128, 373 E. VAL VISTA BOULEVARD, CASA GRANDE, ARIZONA, AT THE HOUR OF 6:00 P.M.

MEMBERS PRESENT: Richard Calcaterra Co Chairman
 Donald Domeyer Member
 David Goss Chairman
 Lindsey Goss Member
 Brad Sharp Member

MEMBERS ABSENT: None

OTHERS PRESENT: Richard Wilkie Airport Manager
 Kevin Louis Director of Public Works
 Mark Graffius Assistant City Attorney

A. CALL TO ORDER

Chairman Goss called the meeting to order at 6:00 PM.

B. ROLL CALL

Chairman David Goss noted all the board members were in attendance.

C. APPROVAL OF MINUTES

Chairman Goss entertained a motion to approve the minutes of the September 22, 2015 meeting. Co Chairman Calcaterra motioned to approve and Member Domeyer seconded the motion and the vote carried unanimously.

D. PRESENTATIONS

D. 1 Procedural Rules

Chairman Goss provided an overview of the protocol all must follow during the course of the meeting. Chairman Goss reported to the board and the public audience item H of the Airport Advisory Board agenda provides an opportunity for the public to give comments to the board. Chairman Goss said public comments will be allowed before agenda item H and after presentations. When addressing the board, speakers must stand and provide their name and address for the board and the recording secretary. The comments must be made respectfully, orderly and be productive. Chairman Goss asked the public audience when more than one individual wants to comment on the same subject, that one person speak on behalf of all interested parties. When a board member wants to speak, they must ask the chairman to be recognized to avoid speaking over each other. Chairman Goss went on to say as long as the meeting was orderly and productive, and protocol was followed, the chairman will allow comments prior to agenda item H. Chairman Goss asked for comments from the board, there were no comments.

E. OLD BUSINESS

E.1 Update on Airport Driving and Parking

Airport Manager Wilkie provided a diagram which depicted the access gates and the no driving and parking areas on the airport noting the restrictions did not preclude tenants from getting to and from their hangars. Airport Manager Wilkie clarified golf carts, motor scooters and bicycles are exempt from the restrictions; it is private motor vehicles that must obtain permission from airport staff to drive on the diagramed areas.

Mr. Jack Dixon, Casa Grande, AZ offered comments expressing frustration at the inability to drive from his hangar to his T shade because of the driving and parking restrictions. Airport Manager Wilkie offered to meet with Mr. Dixon to discuss the restrictions at another time. Airport Manager Wilkie requested Mr. Bob Dazsy removed from the meeting for using expletive language directed at Airport Manager Wilkie. Chairman Goss warned Mr. Daszy that he would be removed from the meeting if he continued to disrupt the meeting.

E.2 Update on Airport Code of Conduct

Airport Manager Wilkie recommended that the board take into consideration the implementation of guidelines for conduct at the airport, primarily in the airport terminal noting the recommendation came from an incident which occurred in the airport terminal. Manager Wilkie went on to say currently the consequences for misconduct at the airport are probation or termination of airport lease. Member Goss addressed the board saying in addition to a code of conduct, enforceable consequences should be established as well. Member Goss later added in response to public comment, if an individual created a nuisance in a restaurant, the restaurant had the authority to ask the individual to leave and ban them from the restaurant.

Mr. Jack Dixon, Casa Grande, AZ offered comments stating the local police have the authority to enforce the law and should be called to handle nuisances in a public setting.

Mr. Fortner, 253 W. Hawthorne Drive, Casa Grande, AZ offered comments in agreement with comments offered by Mr. Jack Dixon regarding the restrictions of parking and driving and the code of conduct.

Mr. Bob Daszy, Casa Grande, AZ offered comments saying the visitors to the airport should police themselves.

Co Chairman Calcaterra suggested the board conduct a study session to discuss the development of guidelines for conduct at the airport. Assistant City Attorney Graffius told the board they may schedule a study session on the same day as the next board meeting prior to the regular meeting or select another day to hold a study session. An agenda for the study session must be posted.

F. MANAGER REPORT

Airport Manager Wilkie provided an overview of the airport financial report. The information on the report is provided by the City of Casa Grande Finance department and is formatted showing year to date totals. The report included comparison of revenues of \$198,868 for July through September of fiscal year 14/15 and \$144,000 for July through September fiscal year 15/16. Manager Wilkie went on to describe the expenditures which included supplies, vehicle maintenance, contractual services, repairs, AV gas and Jet A fuel revenue and expenditures. Assistant Attorney Graffius recommended placing the financial report as an agenda item on all future agendas for discussion.

Airport Manager Wilkie reported to the board on the recent the Copper State Fly In event. Manager Wilkie said there were minor glitches in the preparation for the event; the mailing of the tenant letters was delayed and at the request of the Copper State president access codes were changed and not all tenants received the temporary gate codes and/or remote in a timely manner for which Airport Manager Wilkie apologized, otherwise there were no major incidents during the event. Member Domeyer also reported the codes to the airport bathrooms were changed; Manager Wilkie said he did not authorize any changes to the codes for the bathrooms and will investigate and correct the matter.

Airport Manager Wilkie said city staff previously sent information to the board from the Federal Aviation Administration (FAA) in regards to establishing a parachute landing zone (PLZ) at the airport. Airport Manager Willkie said internal discussions are taking place on how to move forward with the request for a parachute landing zone. Airport Manager Wilkie will provide an update to the board at the next meeting.

Airport Manager Wilkie further reported to the board the 2nd Annual 5K Fun Run/Walk would be held on Saturday, October 31, 2015, from 8:00 am – 10:00 am, during which the runway would be shut down. The event is free with donations taken for youth aviation programs at the airport.

Assistant Attorney Graffius reminded the board that reports cannot be open for discussion unless the item is on the agenda according to Open Meeting Law. Items that are not on the agenda may be placed on the agenda for discussion at a future meeting or the public may contact airport staff during office hours to ask a question. Assistant Attorney Graffius pointed out the purpose of the meeting is to discuss overall airport business. In response to question by Chairman Goss, Assistant Attorney Graffius said agenda item I Reports by the Board provides the board members an opportunity to report, not discuss, items they would like to share with the rest of the board.

G. NEW BUSINESS

G.1 Solar Power at the Airport

Member Domeyer stated to the board he noticed solar panels being utilized throughout the city and at several city facilities; he inquired about the use of solar power at the airport. Director of Public Works, Kevin Louis reported to the board that the city engaged in an energy audit of all city facilities, it was feasible to apply solar power to many City facilities but not at the airport at the time of the audit. Director Louis said city staff will continue to visit the feasibility of solar power at the airport.

H. PUBLIC COMMENTS

Chairman Goss reminded the board and public audience during this portion of the meeting the board may accept comments and thank the public for the comments in accordance with Open Meeting Law.

Mr. Jack Dixon, Casa Grande, AZ offered comments stating the skydiving operation brings many people to the airport and added he supports small business.

Mr. Paul Knauth, Casa Grande, AZ offered comments asking the board to use common sense when evaluating the airport rules and regulations and to place the Managers Report topics on the agenda for discussion. Mr. Knauth further offered comments regarding discussing daily airport operations at the board meeting rather than meeting with Airport Manager Wilkie to discuss daily operations.

Mr. Bob Dazsy offered comments stating the city ordinance governs the airport advisory board and the airport manager.

Mr. Terry Emig, Boeing Drive, Casa Grande, AZ offered comments regarding agenda item E. 2 requesting the board review the existing City ordinance and airport rules before drafting another policy. Mr. Emig went on to say the FAA report noted a moderate risk for an on-site parachute landing zone at the airport and as a business owner in the airport industrial park expressed concern of an on-site landing zone.

Ms. Amber Downs, Casa Grande, AZ offered comments saying she observes the daily operations at the airport and expressed concern of the future effect of a parachute landing zone at the airport.

In response to public comments offered regarding the skydiving business at the airport, Airport Manager Wilkie clarified there has been no discussion of removing the skydiving business from the airport; the FAA letter references the safety of a parachute landing zone at the airport.

I. REPORTS BY BOARD MEMBERS

Member Sharp reported he printed Chapter 13.04 of the City Code from the City website and said all airport users must read the document. Member Sharp noted portions of the code were roughly 10 to 15 years old and recommended the board and airport manager take the lead to update the code. He offered comments saying in Washington, airport tenants were notified of code changes in their billings. Member Sharp went on to comment on the sport of skydiving stating skydiving is not unsafe and is highly regulated.

J. REPORTS BY OFFICERS

Airport Manager Wilkie provided a report to the board at agenda item F Report By Manager. Assistant City Attorney Graffius suggested removing agenda item J. Reports By Officers from future agendas.

K. ADJOURNMENT

Chairman Goss entertained a motion to adjourn the meeting, Member Sharp motioned to adjourn, Member Goss seconded the motion and the vote carried unanimously. The meeting adjourned at approximately 7:10 PM.

Submitted by Christine Perez, Recording Secretary to the Municipal Airport Authority of the City of Casa Grande, to the City Council, subject to the Airport Advisory Board's approval.

Approved this 27th day of January by the Municipal Airport Advisory Board of the City of Casa Grande.

ATTEST:



Chairman of the Municipal Airport Advisory Board of the City of Casa Grande