

**CITY OF BUCKEYE  
AIRPORT ADVISORY BOARD MEETING  
SEPTEMBER 9 2015  
MINUTES**

**1. Call to Order/Pledge of Allegiance/Roll Call**

**Members Present:** Board Member Paul Daffinrud, Board Member Larry Runge, Board Member Ted Burton, Board Member Ken Spencer, Board Member Jeff Schwartz, Chairman Steve St. John, Council Liaison Brian McAchran

**Members Absent:** Board Member Jessie Lee

**City Staff Present:** Airport Director Scott Lowe, Airport Coordinator John McMahon, Management Assistant Nanci Dixon

**2. Comments from the Public - Members of the audience may comment on any item of interest.**

None.

**3. Minutes**

**Board to approve the minutes of the June 17, 2015 Airport Advisory Board meeting.**

Board Member Spencer noted a scrivener's error on the June 17 minutes and requested a correction of Item 10. A motion was made by Board Member Burton and seconded by Board Member Spencer to approve the minutes of the June 17 2015 Airport Advisory Board meeting with the noted correction of Item 10. Motion passed.

**4. Air Fair Discussion**

A discussion was held regarding combining the Air Fair with the 2015 Buckeye Marathon. Mr. Lowe provided historical details related to previous events that were primarily organized and run by an all-volunteer Air Fair and a desire to return the responsibility back to a similar event structure. The Buckeye Marathon fulfills the requirements of the FAA to hold an open house event annually. Mr. McAchran discussed the opportunity to combine with the Marathon in an effort to reduce work load and provide a full day of events in the City. Board Members agreed the size and scope of the Air Fair has evolved into more of a community services event and can be tailored to gear toward Airport development as well as address the open house requirements of the FAA.

**6. Water Line Development Update**

Mr. McMahon reported active ongoing construction at the Airport related to water line installation. The Water Department has secured Water Infrastructure Finance Authority of AZ (WIFA) funding to develop well site #2 as well as pipeline along Palo Verde Road connecting to the Hopeville water line. Completion is scheduled for the end of year 2015. Once completed, the water campus will hold a treatment pump and main line connecting to Hopeville. This will provide for a water source for the airport. Economic Development has approved funding for the design of a water line on the east side of the airport property.

**7. Airport Coordinator Report**

Mr. McMahon reported that fuel sales have peaked and are leveling off. Summer temperatures can affect aircraft activity. Phoenix-Goodyear Airport will be shut down for two weeks, which might increase activity at the airport. Fuel prices are competitive with neighboring airports. There are 75 based air craft; the hangar waiting list has seven applicants. Scott Poulter has joined the airport as an intern effective September 1 and will be working on Airport promotion related research. An application was submitted for an Airport Capital Improvement Project for construction of an airport maintenance building. An Airport Pavement Maintenance System program is scheduled for fall 2016. This is a state funded program through the Arizona Department of Transportation, which will include installation of a mill and overlay of the runway, estimated cost is \$990,000 with a 10% match from the City. Future projects include an Airport Layout Plan update, an Airport Master Plan update, a Runway Safety Action Team (RSAT) update to upgrade airfield lighting on the runway and secured access.

Mr. Lowe reported that Mr. McMahon has received his student pilot's license and has complete his solo flight.

**8. Comments from Airport Advisory Board**

Board Member Runge asked if there would be future Air Fairs.

**9. Adjournment**

There being no further business to come before the Board, a motion was made by Board Member Runge

and seconded by Board Member Burton to adjourn the meeting. Motion passed unanimously and the meeting was adjourned at 7:04 p.m.

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**Steve St. John, Chairman**

**ATTEST:**

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**Nanci Dixon, Management Assistant**

Scrivener's error was noted on September 9, 2015 Agenda; Item 5 did not exist on agenda.

I hereby certify that the foregoing minutes are a true and correct copy of the Airport Advisory Board Meeting held on the 9 day of September, 2015. I further certify that a quorum was present.

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**Nanci Dixon, Management Assistant**