

**CITY OF BUCKEYE  
AIRPORT ADVISORY BOARD MEETING  
SPECIAL MEETING  
JULY 11, 2018  
MINUTES**

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

Chairman St. John called the meeting to order at 5:00 p.m.

**Members Present:** Board Member Mark Meinhardt, Board Member Larry Runge, Board Member Jeff Schwartz, Alternate Board Member Douglas Brooks, Chairman Steve St. John

**Members Absent:** Board Member Ken Spencer, Board Member Paul Daffinrud

**City Staff Present:** Council Liaison Eric Orsborn, Public Works Director Scott Lowe, Airport Coordinator Ryan Reeves, Management Assistant Nanci Dixon

**2. New Item – Airport Property Lease Agreement – Performance Air Group -**

Mr. Reeves presented the lease agreement to the Board and was available for questions. Performance Air Group currently operates out of Clark Field in Williams, Arizona and has outgrown the available facility with respect to current operations and future expansion. Upon approval of the lease agreement, services provided will include aircraft maintenance, full concierge service, an eventual rehabilitation of the fuel tank and future expansion to a Jet-A fuel truck and aircraft rental, flight instruction and aircraft sales. Board Member Runge confirmed that fuel tanks are above ground, Performance Air Group will hold the J-A fuel concession license, the City will receive the flowage fee and that operations will be Monday – Friday, on-call during the weekend and any future expansion would need to be brought to the Board and subsequently Council for approval. Board Member Schwartz confirmed that Performance Air Group will be relocating their operations from Williams to Buckeye, and any tenant improvements at Buckeye will be credited toward tenant lease fees. Chairman St. John confirmed that Performance Air Group has provided a future growth analysis, anticipating within three to five years the construction of a 12,000 sq. foot hangar facility with adjoining office space, depending on economic stability; the shade structure referenced would be required for any type of hazard work will be performed in this area, due to lack of fire suppression infrastructure and that Performance Air Group holds a Part 145 license as well as being a licensed Garmin installer/maintainer and dealer.

A motion was made by Board Member Schwartz and seconded by Board Member Meinhardt to recommend to Council the approval of the lease agreement between the City of Buckeye and Performance Air Group.

**3. Adjournment**

A motion was made by Board Member Runge and seconded by Board Member Meinhardt to adjourn the meeting. Motion was passed and meeting was adjourned at 5:24 p.m.

---

**Steve St. John, Chairman**

**ATTEST:**

---

**Nanci Dixon, Management Assistant**

I hereby certify that the foregoing minutes are a true and correct copy of the Airport Advisory Board Meeting held on the 11th day of July, 2018. I further certify that a quorum was present.

---

**Nanci Dixon, Management Assistant**