

I. PROCEDURES:

- A. Call to Order Chairperson Walt Eastland called the meeting to order at 5:41 p.m.
- B. Roll Call Committee members Walt Eastland (Chairman), Paul Cook, Mike Cowen, John Ferrier, Wayne Marx (left early) and Laird Moody were present and constituted a quorum. Eric Savage (Vice-Chairperson) was not present. Council member Bill Miller attended as ex-officio member. Public Works Director Glenn Cornwell and Administrative Assistant Pamela Galvan represented City Staff. Events Coordinator Sue Atkinson represented the Chamber of Commerce.
- C. Adopt Agenda Mike Cowen made a motion to adopt the agenda as presented, Paul Cook seconded, and the motion carried 6-0.
- D. Approval of minutes: Minutes had not been done for months of January and February; they will be presented at the next meeting, April 11, 2011.

II. AGENDA ITEMS:

- A. Discussion of ERAU projects
- Kyle Heffeling presented his Wildlife Assessment to the Committee; he went through his entire assessment. If H. A. Clark Memorial Field is to become Plan 139 certified it will have to hire a certified wildlife biologist to evaluate the airport with a yearlong study. Following, it will have to write an official Wildlife Hazard Management Plan in accordance with 14 CFR 139.337 which will be the guiding force for future improvements and eligibility for federal funding.
 - Chairperson Eastland asked for questions, Councilmen Miller inquired on chemical treatment of vegetation at the airport. Glenn Cornwell pointed out that staff is currently going through certification training.
- B. Discussion of “Spring Fly-In”
- Paul Cook started the discussion with an inquiry on hand washing (port-o- stalls) stations for campers. Sue Atkinson is ordering them at a cost of \$375.00 for the weekend.
 - Paul Cook moved on to transportation for the attendees. A bus will be used at the cost of \$317.00. It will shuttle people from 9 a.m. to 6 p.m., every 30 minutes, making 18 trips, 6 miles each way.
 - Glenn Cornwell suggested that Bearizona might participate in transportation as well as GCR.
 - Laird Moody questioned the anchoring of planes with tie-downs. It was suggested that buckets filled with gravel along with tie-downs be used. Location of campers was also discussed and Paul Cook will be drawing a draft for location of not only campers and their planes but, also, static displays, simulator, port-o-

stalls etc.

- Boy Scouts will direct traffic for parking.
- Sue Atkinson will obtain coupons from local merchants for attendees' use.
- Staff member Cornwell will order "Airport" stamp for merchant coupons to be stamped and tracked.
- Mike Cowen inquired about T-shirts; Sue Atkinson presented artwork for the shirts. Cowen will place an order for 100 to 150 shirts. Shirts will be sold at the Airport and the Chamber of Commerce.
- Glenn Cornwell will look into "two for one" golf play card(s).
- City will bring out extra trashcans.
- City will provide vests and caution tape for event.
- Certificates of Insurance need to read "Williams Air Show" and Williams Unified School District needs to be added as additionally insured.
- Glenn Cornwell will follow-up with DPS and their participation at this event.
- Paul Cook requested Councilman Miller to contact the Kiwanis to let them know that they will be the sole supplier of food and drink.

IV. REPORTS AND INFORMATIONAL ITEMS

A. Council (ex-officio) and Committee Members

- Mike Cowen informed the Committee that the Historic Preservation Commission approved the donation of the old airport beacon tower to Grants, New Mexico, where it will be reassembled and a plaque noting City of Williams as benefactor will be erected.
- Paul Cook inquired on the response on future "Hanger interest forms".

B. City Staff

- Glenn Cornwell noted that a group is coming to do a WEFAC drill the second Monday in April, as well as a gun safety class. We also have a bid out for the hanger door.

V. ADJOURN

Paul Cook made a motion to adjourn, Mike Cowen seconded, and the meeting adjourned at 7:46 p.m. on a 5-0 vote.