

I. PROCEDURES:

- A. Call to Order Chairperson Walt Eastland called the meeting to order at 5:37 p.m.
- B. Roll Call Committee members Walt Eastland (Chairman), Paul Cook, Mike Cowen, John Ferrier, Wayne Marx and Laird Moody (arrived late) were present and constituted a quorum. Eric Savage (Vice-Chairperson) was not present. Council member Bill Miller (arrived late) attended as ex-officio member. Public Works Director Glenn Cornwell and Administrative Assistant Pamela Galvan represented City Staff. Sue Atkinson (arrived late) 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 5-0.

II. AGENDA ITEMS:

- A. Discussion of “Spring Fly-In”
- Paul Cook opened the discussion with the “punch list” made up by Pamela Galvan.
 - Glenn Cornwell mentioned the insurance certificate will be forthcoming.
 - Paul Cook spoke of entering through the front doors.
 - Glenn Cornwell noted that parking would be entirely out front.
 - Mike Cowen noted the order of T-shirts was cut back to 100 and shirts are at the Visitors Center.
 - Pamela Galvan confirmed the need of six volunteers for the event; will call Carol Glassburn with number.
 - Eric Savage will be at the airport the Friday before the event and will decide who will run his simulator.
 - Walt Eastland mentions that Tri-motor will not be present due to motor mount issues.
 - Paul Cook went over the various signs needed for the event. Pamela Galvan will create them.
 - Glenn Cornwell has the caution tape, vests and barricades arranged.
 - Paul Cook passed the map for the event with vendor locations marked; will provide Pamela Galvan with one next week.
 - Boy scouts will be here at 7:30-8:00 a.m. or possibly stay overnight on the Friday before. Bill Miller shared concerns with the possibility of open campfires by the Boy scouts. Glenn Cornwell said he would check with Joe Duffy.

- Bill Miller confirms that the Kiwanis are all set to be here. It was decided that the windows facing the airstrip should and would be left unobstructed; for viewing purposes.
- Bill Miller will provide city maps.
- Glenn Cornwell will get tables out here next week.
- Sue Atkinson stated that the “Coke” trailer will be delivered on Friday before the event; as well as port-o-lets.
- Bill Miller suggested that we have a safety officer on site. Walt Eastland will be.
- John Ferrier inquired on a cell phone list for event. Paul Cook is creating a list for the event; Pamela Galvan will distribute via email.
- Paul Cook will be staying Friday evening and Glenn Cornwell will notify the police department.
- Realtors will set-up and run Chamber booths.
- Paul Cook will contact individuals with Ultra lights to see if they would like to participate in this event.
- The Fly-In will be announced on the radio beginning next week.
- Sue Atkinson noted that Sean Casey from Bearizona will be running an ad on their digital billboard beginning Monday, May 2nd for the event.
- John Ferrier questioned whether the “touch and gos” would be logged.
- Paul Cook spoke of age range for flight simulators; all agreed minimum 12 years.
- Sue Atkinson will be inquiring with the Williams Newspaper on their attendance and coverage of the event.
- Glenn Cornwell will check with Joe Duffy on setting up an account for future events at Clark Field.
- If anyone needs to bring something to the airport, please contact Walt Eastland.

IV. REPORTS AND INFORMATIONAL ITEMS

A. Council (ex-officio) and Committee Members

- Next Regular meeting to be on the Monday May 16th, 2011 at 5:30p.m.

B. City Staff

- None

V. *ADJOURN*

Paul Cook made a motion to adjourn, Wayne Marx seconded, and the meeting adjourned at 6:54 p.m.