



City of Douglas
Douglas Airport Authority Board
Regular Meeting
Thursday, November 20, 2014
5:00 p.m.

DOUGLAS MUNICIPAL AIRPORT, BORDER AIR MUSEUM
MINUTES OF THE MEETING

1. **CALL TO ORDER:** The Douglas Airport Authority Board meeting of the City of Douglas was held at 3200 E. 10th Street Douglas, Arizona 85607, pursuant to the notice sent to all board members in accordance with the bylaws. The meeting convened at 5:05pm.
2. **ROLL CALL**

Members	
Bill Wendt, Chairman	Present
Joey Barreras, Member	Present
Les Stimac, Member	Absent
Neel Overman, Member	Present
Tom Hanigan, Member	Present
Ken Nelson, Council Member	Present
Carlos Fernandez, Member	Present
City Staff present:	
Lauren Ortega, Public Works Director	
Miguel Gutierrez, Airport Operator	
Carlos De La Torre, City Manager	

3. **APPROVAL OF MINUTES:** *July 17, 2014, by Bill Wendt, PASSED by a vote of 5-0*
4. **FINANCIAL REPORT BY STAFF:**
Low Lead increased 33% while Jet A decreased 59% compared to last quarter compared to last year Low Lead down 36% while Jet A was down 24%.
5. **REPORT OF AIRPORT OPERATIONS:**
 - a. Taxi Overlay was completed at the end of August.
 - b. Credit Card machine is working well. The screen has not been installed yet; staff is researching the cost to install.
 - c. 100% submittal for phase one of the fencing project. The City is currently waiting for a “notice to proceed” for the end of the year. The fence will be 6 feet tall, with a three strand barbed wire on top and 1000 feet long. It will be placed west of the big hanger to 10th Street and then south Air Port Road approximately 60 feet north of the border.

- d. ADOT has approved the Airport Master Plan for \$275,000.00. The City will be responsible for 10%, approximately \$27,500.00, which has not been budgeted due to the fact that the City was not considered for this project. Other cities were not qualified and ADOT contacted Douglas unexpectedly. This plan should be updated every ten years. The last plan was completed in 1994. Lauren has requested that the plan include a business and economic focus as well.
- e. The City cannot offer a courtesy vehicle due to liability restraints.
- f. Carlos De La Torre (City Manager) reported on BDI. They are currently sending out a working plan and hope to finalize it by the 1st quarter of the year. City has made an agreement with the County to market BDI but nothing has been finalized at this time.
- g. Carlos also reported the Mayor and Council has budgeted \$400,000.00 for City improvements. \$30,000.00 of that has been allocated to the Airport for improvements to the facility, to include demolition of buildings along Airport Road, to allow for better view of the Airport and to add landscaping. The Museum will be remodeled to include a lounge, rest rooms, an office and a heating/cooling system. Improvements in lighting will also be made to Airport Park. The walkway will be connected to Geronimo Trail Road, all in an effort to make the Airport more visible. Carlos assured the Board that all attempts to preserve as much of the history will be made. There will be complete documentation to ensure the structures are beyond repair.
- h. An agreement has been made between the City and Cochise College to move and house the Glider at their facility.

8. PERSONS WISHING TO ADDRESS THE AIRPORT AUTHORITY IN WRITING OR VERBALLY ON ANY ITEM NOT ON THE AGENDA: None

9. ADJOURNMENT: *Meeting adjourned at 5:43 pm: motion to adjourn passed 5-0.*

Minutes approved by:



William (Bill) Wendt
Chairman



Debbie Rivera
Administrative Secretary, Public Works Department