

Minutes

**MAYOR AND COUNCIL
SPECIAL MEETING WORK SESSION - JANUARY 27, 2021, AT 5:30 P.M.**

The City of Douglas Mayor and Council met in a Special Meeting on Wednesday, January 27, 2021 at 5:30 p.m. in the Council Chamber of City Hall, 425 10th Street. The Honorable Mayor Huish called the meeting to order.

1. **CALL TO ORDER:** 5:30 p.m.
2. **PLEDGE OF ALLEGIANCE:** by Council
3. **ROLL CALL.**

	<u>PRESENT</u>	<u>ABSENT</u>
MAYOR, DONALD C. HUISH	X	
MAYOR PRO TEMPORE, MARGARET MORALES	X	
COUNCILMEMBER, MITCH LINDEMANN	X	
COUNCILMEMBER, DANYA ACOSTA	X (5:32 p.m.)	
COUNCILMEMBER, RAY SHELTON	X	
COUNCILMEMBER, MICHAEL BALDENEGRO	X	
COUNCILMEMBER, JOSE GRIJALVA	X	
INTERIM CITY MANAGER/CITY TREASURER, LUIS PEDROZA	X	
CITY CLERK, ALMA ANDRADE	X	

4. **PRESENTATION/DISCUSSION on AIRPORT OPERATIONS Status Report.**

Luis Pedroza presented on the following Airport Operations status report:

HISTORY

- Established in early 1900s originally as a military Base (Camp Douglas)
- First city with an international airport in the United States
- Began commercial service flights in 1928/1929
- Was established as airmail route in 1930
- Women's Transcontinental Air Race (Powder Puff Derby) made overnight stops in Douglas (Amelia Earhart visited DGL through this race)



ABOUT THE AIRPORT

- Non NPIAS (National Plan Integrated Airport Systems) Airport - Close proximity (20) miles to BDI
- Not Eligible for FAA Federal Funding
- Currently State Airport under ADOT Aeronautics Division submit annual Five Year Capital Improvement Plan for Funding (67 Airports)
- Current uses include recreational, personal transportation and corporate/business transportation



ABOUT THE AIRPORT

- Runway 03-21 (5,760 feet)
- Partial parallel taxiway (northwest side)
- Connector taxiway to apron areas
- Navigational Aids - Runway lighting (PAPI lights), taxiway lighting, beacon, runway markings, wind sock
- Large Community Hanger
- Small Hanger
- Aviation Terminal Trailer (Office and Pilot's Lounge)
- Visitor Parking

INVENTORY



ABOUT THE AIRPORT

- Airport Museum
- 2 Vacant Buildings (west side)
- Main Apron - Fueling and Tie Down
- Tie Down Area (currently used by border wall contractor)
- T hangers (10 units)
- Self Serve/Self Pay 100LL Fuel Facility
- Self Serve Jet A Facility
- Above ground fuel tanks (2)
- Lifeline Trailer
- Security Fencing (partial)

INVENTORY



OPERATIONS

RECENT IMPROVEMENTS

- 100LL Self Fueling/Self Pay Fueling Station – 2008 \$ 11,225
- Taxiway Resurfaced – 2014 \$ 29,258
- Phase I Fencing (1,900 feet) – 2015 \$ 54,339
- Phase II Fencing (7,000 feet) – 2017 \$163,178
- Airport Masterplan – 2017 \$268,500
- Waterline improvements and land improvements – 2019 \$ 10,019
- Gate and culverts at new entrance – 2019 \$ 11,308
- Environmental Study – 2020 \$ 14,943
- \$562,770

OPERATIONS

BASED AIRCRAFT

- 4 Aircraft in Community Hangar
- 1 Helicopter (Lifeline) in Small Hangar
- 7 Aircraft at T-hangers
- 2 Units being used as storage
- 1 Vacant Unit

Community Hangar 2020 Rent Revenue: \$ 7,200
 Small Hangar 2020 Revenue: \$14,700
 Life Line Land Lease 2020 Revenue: \$ 2,700

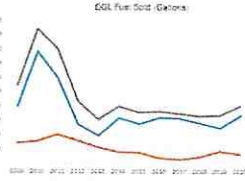
*Current temporary lease to border wall contractor \$15,000 per month

Event Account	New	Total
2007	27	27
2008	20	47
2009	24	71
2010	27	98
2011	20	118
2012	20	138
2013	20	158
2014	27	185
2015	27	212
2016	27	239
2017	27	266
2018	27	293
2019	27	320
2020	27	347

OPERATIONS

Year	100LL	Self	Total
2009	7,521	20,121	27,642
2010	7,806	39,279	47,085
2011	10,045	29,912	39,957
2012	8,074	19,869	27,943
2013	9,702	9,768	19,470
2014	4,142	15,942	20,084
2015	3,070	13,945	17,015
2016	3,090	10,272	13,362
2017	1,804	15,849	17,653
2018	2,451	14,138	16,589
2019	4,370	12,469	16,839
2020	3,350	15,982	19,332
*2021	1,121	8,378	9,499

FUEL SALES

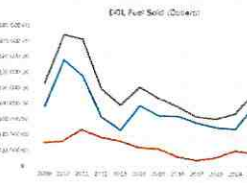


• 26% decrease in sales from 2009 to 2020
 • 57% decrease if compared from 2010 to 2020

OPERATIONS

Year	100LL	Self	Total
2009	\$21,947	\$76,065	\$98,012
2010	\$12,948	\$176,200	\$189,148
2011	\$48,256	\$115,033	\$163,289
2012	\$30,853	\$82,004	\$112,857
2013	\$11,200	\$45,320	\$56,520
2014	\$23,701	\$77,588	\$101,289
2015	\$22,548	\$44,810	\$67,358
2016	\$11,261	\$53,825	\$65,086
2017	\$7,804	\$35,406	\$43,210
2018	\$18,713	\$48,605	\$67,318
2019	\$18,953	\$47,999	\$66,952
2020	\$18,368	\$78,472	\$96,840
*2021	\$5,491	\$44,254	\$49,745

FUEL SALES



• 12% decrease in sales from 2009 to 2020
 • 44% decrease if compared from 2010 to 2020

OPERATIONS

5 YEAR OPERATIONS HISTORY & NEW BUDGET

Expense	Actual 15/10	Actual 15/17	Actual 12/20	Actual 10/19	Actual 10/20	Budget 2021
Fuel Sales	72,658	40,317	63,771	67,929	92,267	70,000
Facit	33,545	29,083	23,973	26,250	24,300	25,420
Other expenses	81,240	102,728	127,261			
TOTAL	187,443	172,128	115,005	114,429	140,867	95,420
Seasonal & Dev	15,161	23,940	24,454	26,905	20,772	37,647
Fuel Service	46,084	43,290	43,365	54,644	58,347	52,361
Overseas	24,270	29,330	20,261	30,630	32,360	33,880
Travel	129,320	221,237	189,319		14,053	85,000
TOTAL	202,941	227,990	203,009	114,447	126,544	109,478
Net Op Subsidy	64,000	71,864	25,004	17,416	10,781	9,308

NEEDS

- Runway
 - Complete Reconstruction (20 year useful life) - \$4.4 million
 - Reconstruction with millings base (10-15 year useful life) - \$3.3 million
 - Mill and overlay (7-10 year useful life) - \$2.1 million
- Runway Lighting (Complete Reconstruction) - \$289,886
- Phase III Security Fencing - \$400,000
- Heliport Construction - \$220,000
- Rehab Main Apron - \$200,000
- New Terminal Building - \$75,000
- Weather Reporting Equipment - \$150,000
- New Beacon Light - \$150,000

Total Capital Project Needs: \$3,584,886



ADOT 5-YEAR CAPITAL IMPROVEMENT PLAN

- 2022 - Phase III Security Fencing - \$400,000
- 2023 - Heliport Construction - \$220,000
- 2024 - Rehab Main Apron - \$200,000
- 2025 - Weather Reporting Equipment - \$150,000
- 2026 - New Beacon Light - \$150,000



City 10% Match

OTHER NEEDS

- Rehab Large Hangar
- Modify/Construct New Small Hangar
- Replace 100LL Self Service Station
- Add Jet A Self Service Station
- Construct Full Parallel Taxiway
- Rehab T-Hanger Apron
- Expansion of utility (water and sewer) infrastructure for non aviation use
- Adding more runway protection zones
- Review instrument approach procedures
- Install a crosswind runway



STRENGTHS

- Airpark Capabilities
- Available Land
- Border Location
- Border Patrol Facilities
- Business Friendly
- Community Support
- Convenience
- Flight Training Potential
- Free Trade Zone
- Fueling Capability
- Good Weather
- Aviation Museum
- Room For Expansion
- Strong Leadership
- U.S. Customs

WEAKNESSES

- Aging Population
- Aging Infrastructure
- Funding Issues
- General Business Decline
- Insufficient Ops Budget
- Lack of Marketing Plan (Cohesive)
- Low Public Awareness
- No Scheduled Public Transportation
- Persistent Weakness: runway, aprons, taxiways
- Perceived Intl. Airspace Issues
- Regional Airport Competition
- Under-developed
- Utility Infrastructure
- Understanding of the Douglas Market

OPPORTUNITIES

- Increase Corporate Traffic
- New Terminal and Development Space
- Business/Industrial Park
- More Focused Advertising
- Medical Tourism
- Growing Population in Mexico
- U.S. Customs Service
- Charter Service
- Hangar/Aviation Storage
- Land Development
- Increased Grant Funding (ADOT)
- Current Favorable Airport Fee Structure

THREATS

- Unsecured Funding
- Border Security Precautions
- Regional Airport Competition
- Passport Regulations (Mexican Side)
- Current Limited Maintenance Funding
- Limited Staff
- Poor Runway PCI Index
- Lack of Infrastructure
- Rising Costs
- Waning General Aviation Interest

Council Member Lindemann inquired if the cross-wing runway had room.

In response Luis Pedroza commented there were plans in place for the existing runway in order to run the other way, and stated it might not be the ideal space council would like, however, it was a matter of getting the construction which was challenged.

Furthermore, Council Member Lindemann asked how many users were out there.

Mr. Pedroza responded there were eleven aircraft stationed to include the border wall constructors.

Council Member Acosta inquired if the city reached out to federal agencies that had aircraft to check on the possibility to partnership or fund some of the listed items.

Mr. Pedroza believed the city did not reach out, however, federal agencies used the facility, for example like Border Patrol, and USDA for fueling.

Council Member Acosta mentioned it might be something the city could do and approach them.

Mr. Pedroza agreed.

Council Member Shelton inquired on the decline from twenty-four to eleven aircraft in the last twelve to fifteen years.

Mr. Pedroza responded it could had been the interest level of keeping aircrafts or the expense for aircraft maintenance which would have been use for recreation.

Additionally, Council Member Shelton commented the city had a grant writer and the city could look into other grants or reaching out to other aircraft businesses, and that many people had airplanes and liked to travel.

Council Member Shelton inquired if the county wanted the city to take over Bisbee Douglas International Airport.

Mr. Pedroza agreed and commented the county presented to council to see if there was interest from the city to take over operations.

Lastly, Council Member Shelton suggested the city could sit down to check on priorities then decide.

Council Member Lindemann commented that Eleanor Roosevelt was the individual that dedicated the Douglas International Airport to the city.

Council Member Morales inquired on the number of years the lease was for, and if the city could possibly increase the monthly fees or have them to contribute to make the hangar bigger.

Mr. Pedroza stated the city had a five-year lease and had conversations with them in which the city could seek partnerships with Lifeline to help cover match.

Mayor Huish added that he along with former city manager Dawn Prince met with Lifeline and the new helicopter unit and stated they needed a bigger hangar; therefore, Lifeline was getting some plans for the city in order to try to make a partnership to get them what they needed. Mayor Huish stated Lifeline wanted to be in Douglas, viable to be in Douglas and they enjoyed being in Douglas.

Council Member Grijalva commented that Dawn Prince took him for a tour at the airport to check on conditions and stated it was a big project which had historical roots. Furthermore, Council Member Grijalva added that the port of entry was moving west, and businesses would want to move west.

Lastly, Council Member Grijalva commented he would like to involve the community and possibly do a bond since it was a big number to deal with and thought the city was not in a situation to take care of it.

Council Member Lindemann inquired if there were two helicopter companies at the airport.

In response Mr. Pedroza stated it was only one.

Mayor Huish commented that Border Patrol sometimes would come down with their helicopter for fueling but not station at the airport.

Luis Pedroza commented that the other helicopter was stationed at the old hospital.

Mayor Huish commented that the intent of the work session was to bring the topic to the forefront and for everyone to see what was out there and to sit down at a future meeting to decide some of the things everyone brought up which were very important points. Moreover, Mayor Huish stated the city would love to preserve it, but questioned if it was financially feasible or the city could consider a partnership with the county on BDI, however, BDI needed to be fixed before the city could take over.

Furthermore, Mayor Huish stated those were permanent issues for staff to benchmark through grants, and commented the runway could fall apart within the next five years; therefore, the city could suspend as an airport until funding would become available or whether the city would be abandoned which he considered not happen due to great history due to the fact that the museum was there as well and it was very important to the community.

As an additional comment, Mayor Huish thanked the Airport Authority, Council Member Shelton sits on the board on behalf of the city and appreciated all the efforts of citizens trying to make it happen. Lastly, Mayor Huish stated the development of benchmarks was needed to see if the city could get to certain points and if it was not possible council would need to make hard decisions.

Council Member Shelton added that council could visit the airport to check on its needs, and at the same time Ms. Ann English can set up a date to visit BDI to check on their needs as well as to check on air strategies.

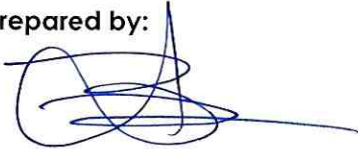
Mayor Huish commented that the needs were there but it would be good to see them as well.

In closing Mayor Huish stated when they met with Senators Synema, Kelly, and Congresswoman Kirkpatrick the airports needs were mentioned and they were trying to check for extra funding in order to secure it.

5. ADJOURNMENT:

Motion by Council Member Morales, **second** by Council Member Shelton to adjourn the meeting at 6:11 p.m.

Prepared by:

A handwritten signature in blue ink, appearing to be 'Alma Andrade', written over a horizontal line.

Alma Andrade, City Clerk