



**AIRPORT ADVISORY COMMITTEE AGENDA
REGULAR MEETING**

**401 CALIFORNIA AVENUE, BOULDER CITY NV
89005**

OCTOBER 4, 2016 - 6:00 PM

ITEMS LISTED ON THE AGENDA MAY BE TAKEN OUT OF ORDER; TWO OR MORE AGENDA ITEMS FOR CONSIDERATION MAY BE COMBINED; AND ANY ITEM ON THE AGENDA MAY BE REMOVED OR RELATED DISCUSSION MAY BE DELAYED AT ANY TIME.

CALL TO ORDER

PUBLIC COMMENT

PUBLIC COMMENT DURING THIS PORTION OF THE AGENDA MUST BE LIMITED TO MATTERS ON THE AGENDA FOR ACTION. EACH PERSON HAS UP TO FIVE MINUTES TO SPEAK ON A SPECIFIC AGENDA ITEM.

AGENDA

For possible action: APPROVAL OF AGENDA

1. For Possible Action: Approval of the Regular July 2016 AAC Minutes
2. Receive an Update on the Private Hangar Leases
3. Receive an Update on Boulder City Municipal Activities
4. Receive an Update on Airport Revenues
5. For possible action: Committee/Commission Absences
6. Public Comment

Each person has up to five minutes to speak. Comments made during the Public Comment period of the agenda may be on any subject. There shall be no personal attacks against the Chair, members of the Airport Advisory Committee, the City staff, or any other individual. No person, other than members of the Airport Advisory Committee and the person who has the floor, shall be permitted to enter into any discussion, either directly or through a member of the Airport Advisory Committee without the permission of the Chair or Presiding Officer. No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken.

Supporting material is on file and available for public inspection at the City Clerk's Office, 401 California Avenue, Boulder City, Nevada 89005 and the Boulder City website at

www.bcnv.org, as per NRS 241. To request supporting material, please contact the City Clerk Lorene Krumm at (702) 293-9208 or lkrumm@bcnv.org.

Notice to persons with disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the City Clerk by telephoning (702) 293-9208 at least seventy-two hours in advance of the meeting.

This notice and agenda has been posted on or before 9 a.m. on the third working day before the meeting at the following locations:

Boulder City Hall, 401 California Avenue

United States Post Office, 1101 Colorado Street

Boulder City Senior Center, 813 Arizona Street

Boulder City Parks & Recreation, 900 Arizona Street

www.bcnv.org

<https://notice.nv.gov/>

Minutes

SUBJECT:

For Possible Action: Approval of the Regular July 2016 AAC Minutes

ADDITIONAL INFORMATION:

ATTACHMENTS:

Description	Type
☐ July 2016 Minutes	Cover Memo

Draft



Council Chambers
City Hall

July 5, 2016
6:00PM

AIRPORT ADVISORY COMMITTEE (Agenda previously posted in accordance with NRS 241.020.3(a))

CALL TO ORDER

The Airport Advisory Committee was called to order at 6:00 p.m., Tuesday, July 5, 2016, in the Council Chamber, City Hall, by Chairman Schutt, in due compliance with law, the Charter, and the Council's Rules of Procedure, with the following members present, namely:

Chair: Jeff Schutt

Committee members: Deborah Downs
Gary Berger
Kurt Goodfellow
William Perlmutter

Absent: Andrew Huxford
Jim Gross

Also present: J. David Fraser, City Manager
Kerry Ahearn, Airport Manager
Marissa Adou, Airport Operations Coordinator

Public Comment

Chairman Schutt opened the meeting for public comment. No public comment was offered; Chairman Schutt closed public comment.

Draft

For possible action: Approval of the Agenda

Chairman Schutt asked for a motion to approve the agenda; Perlmutter motioned to approve the agenda as amended; seconded by Member Schutt; unanimously approved.

1. For possible action: Approval of the Regular April 2016 AAC meeting Minutes.

Chairman Schutt motioned to approve the minutes; seconded by Member Goodfellow; unanimously approved.

2. For Possible Action Receive Update on Private Hangar Leases

City Manager Fraser gave an update on the hangars. He stated the process will take some time and since the last meeting the City has been researching other airport hangar leases and options.

Member Perlmutter advised the City that the FAA just came out with a revised proposal on hangar usage.

Chairman Schutt opened for public comment:

Rob Martin is concerned that he is hearing different things from the City and not seeing any real resolution.

Rich Moynihan stated that if the City managed the leases it would be a wash, a break even for the City. He would like to see a new lease and new lease rate. This would also benefit the City by increasing revenue sooner.

Bob Fahnstock stated he owns 16 of the hangars and not dealing with the hangars decreases the value. There is not enough city staff to keep up the hangar and the rest of the airport.

Robert Merrill stated that he owns a hangar and has an airplane at the airport. Does not understand why the City would want to be in the hangar maintenance and rental business. The lease issues should have been resolved 10 years ago, but now we are in the same boat; it is a great opportunity for the City now.

No further public comment was offered. Chairman Schutt closed public comment.

3. Receive an Update on Boulder City Municipal Activities

Airport Manager Ahearn gave an update on the projects and activities at the airport.

Discussion was held between the Airport Manager Ahearn and Committee Members.

Chairman Schutt Opened Public Comment. No public comment was offered. Chairman Schutt closed public comment.

Draft

4. Receive an Update on Airport Revenues

Chairman Schutt opened public comment.

Rob Martin stated the commercial operators are the main users of the airport. He wanted to know how much they were paying.

No further Public Comment was offered, Chairman Schutt closed public comment.

5. For Possible Action: Committee/Commission Absences

Member Gross and Member Huxford were absent and notified the Chair prior to the meeting. Chairman Schutt motioned to excuse both absences since they provided notice; seconded by Member Goodfellow; unanimously approved.

6. Public Comment

Chairman Schutt opened public comment.

Rich Moynihan stated the hangar structures must be removed prior to the lease termination, according to the lease. The hangar inspections noted some consistent violators, but the majority abide by the rules.

Rob Martin reiterated Mr. Moynihan's comments that all personal property must be removed at the end of the lease. The hangars are personal property and taxed as such.

Member Goodfellow stated that he would very much like to see that the airport continue to be a good/friendly place to fly. And feels the leases should be resolved sooner than later.

No further public comment was offered. Chairman Schutt closed public comment.

Chairman Schutt motioned to adjourn the meeting; seconded by Member Perlmutter; unanimously approved.

Meeting Adjourned 6:41pm.

Chairman Schutt

Marissa Adou
Airport Operations Coordinator

Hangar Leases

SUBJECT:

Receive an Update on the Private Hangar Leases

ADDITIONAL INFORMATION:

ATTACHMENTS:

Description	Type
📎 Item 2 Staff Report	Cover Memo



Agenda Item No. 2 October 4, 2016

BOULDER CITY
MUNICIPAL AIRPORT

MAYOR
RODNEY WOODBURY

COUNCIL MEMBERS:
DUNCAN MCCOY
PEGGY LEAVITT
RICHARD SHUMAN
CAM WALKER



COUNCIL CHAMBERS
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CITY MANAGER:
J. DAVID FRASER

COMMUNITY DEVELOPMENT
DIRECTOR / AIRPORT DIRECTOR
BROK ARMANTROUT

AIRPORT MANAGER
KERRY AHEARN

AIRPORT OPERATIONS
COORDINATOR:
MARISSA ADOU

AIRPORT OPERATIONS AGENT:
COREY JENKINS

AIRPORT ADVISORY COMMITTEE:
GARY BERGER
DEBORAH DOWNS
KURT GOODFELLOW
JIM GROSS
ANDREW HUXFORD
WILLIAM PERLMUTTER
JEFFREY SCHUTT

Staff Report to Airport Advisory Committee

TO: Airport Advisory Committee
FROM: Kerry Ahearn, A.A.E.
Airport Manager, Boulder City Municipal Airport
DATE: September 22, 2016
SUBJECT: For possible action: Hangar Lease Update

Business Impact Statement: This action will not have a significant economic impact on business and will not directly restrict the formation, operation, or expansion of a business.

Action Requested: That the Airport Advisory Committee receive an update on airport on the hangar leases.

Background Information:

The thirty (30) year private hangar ground leases are slated to expire between years 2020-2028. Airport Advisory Committee requested a regular update on the status of the leases.

Recommendation: The Community Development Department Staff respectfully requests that the Airport Advisory Committee receive the update.

Attachments: None

BVU Activities

SUBJECT:

Receive an Update on Boulder City Municipal Activities

ADDITIONAL INFORMATION:

ATTACHMENTS:

Description	Type
📎 Item 3 Staff Report	Cover Memo



Agenda Item No. 3 October 4, 2016

BOULDER CITY
MUNICIPAL AIRPORT

MAYOR
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COUNCIL MEMBERS:
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WILLIAM PERLMUTTER
JEFFREY SCHUTT

Staff Report to Airport Advisory Committee

TO: Airport Advisory Committee
FROM: Kerry Ahearn, A.A.E.
Airport Manager, Boulder City Municipal Airport
DATE: September 22, 2016

SUBJECT: Receive an Update on Boulder City Municipal Airport
Activities

Business Impact Statement: This action will not have a significant economic impact on business and will not directly restrict the formation, operation, or expansion of a business.

Action Requested: That the Airport Advisory Committee receive an update on airport construction projects.

Background Information: **Consultant Selection**

Every five years the FAA requires airports to put a request for qualifications for Aviation Planning Services and Architectural/Engineering Services for Airport Development Projects every 5 years. The City put out an RFQ on October 3, 2016. Responses must be received by November 28, 2016 to qualify. They will be reviewed afterwards by a selection committee. No onsite interview will be held.

2016 FAA AIP Projects

Phase IV, Enhance Airfield Drainage (Construction)

This project includes the construction of approximately 1200 feet of a 20 foot wide concrete V-channel in the infield between Runway '15-33' and Taxiway 'B' north or Taxiway 'D'. This infield area will be regraded and receive ac millings to stabilize the infield and prevent future erosion (approximately 5 acres). The existing swale along the north side of Taxiway 'D' west of Runway '15-33' will be re-graded and will be stabilized with ac milling (this is approximately 2,400 linear feet). The southern portion of the airfield where there are currently 6 existing RCP

culverts will be stabilized to prevent future erosion. The TSA and OFA east for Taxiway 'B' north of the ramp will be regraded and stabilized with ac millings. The existing drainage swale that runs along the north of the west ramp will be regraded and stabilized. The low bidder is Patriot Construction, LLC with a bid price of \$1,246,581.75. The notice to proceed has not been sent out yet, but we are expecting to start construction before the end of October. Construction updates will be sent out via email as last year. We will also be working on being able to update via the website as well.

Transient Ramp (Design)

This project includes the design of the reconstruction (removal and replacement) of approximately 36,000 square yards of asphalt pavement and the rehabilitation (seal coat) of 10,500 square yards of existing asphalt pavement. The City Boulder City has a Professional Services Agreement with Kimley-Horn and Associates, Inc. (Agreement No. 11-1363) for aviation engineering services and project management for the Boulder City Municipal Airport and will be the engineer executing the work.

Master Plan

The Master Plan Advisory Committee (PAC) has met three times with the Master Plan Consultant, Coffman Associates, Inc. There have been two Public Workshops held on February 17, 2016 and July 19, 2016. A third workshop is planned, but the date is unknown at this time. Information on the Master Plan (including draft reports) can be found on the airport website: www.flybouldercity.com.

Contract Tower

The Tower Location Study and a Feasibility Study on Relocating the current Las Vegas Tower to Boulder City was completed in May 2015. The airport executed a Reimbursable Agreement with the FAA for selective demolition design for the LAS tower. The next meeting to review the 95% design plans is scheduled October 6, 2016 at the new LAS Tower. Recent cost estimates have both options (total deconstruction and selective deconstruction) as equal. The Airport is still considering whether to move forward with relocating the LAS Tower or building a new tower once the Contract Tower Program accepts new airports into the program. It is expected to occur early 2017.

Private Hangar Inspections:

The annual hangar inspections are to commence on October 10-12, 2016 in conjunction with Stanley Security and the Fire Inspector. Notices were sent by email and mail for those with no email on September 15th, 2016.

Cost Recovery Study:

The Aviation Management Consulting Group (AMCG), a highly experienced company consisting of a team of results-oriented aviation professionals with the skills, resources and expertise to perform this task, was selected to conduct the Study. The Study will consist of two phases – to establish general aviation fees for the Airport to help recover the costs that have been incurred relating to planning, development, operation and management of the airport. Under Phase II, the, once the types of fees, the methodologies, and the basis have been selected, the team will conduct a “cost

recovery” financial analysis (revenue and expenses) and calculated fees. Phase I has been received and is being reviewed by airport staff for accuracy. Phase II will be underway and hopefully completed before the end of the year 2016.

Recommendation: The Community Development Department Staff respectfully requests that the Airport Advisory Committee receive the update.

Attachments: None

Airport Revenues

SUBJECT:

Receive an Update on Airport Revenues

ADDITIONAL INFORMATION:

ATTACHMENTS:

Description	Type
☐ Item 4 Staff Report	Cover Memo
☐ Aviation Fund August 2016	Cover Memo



Agenda Item No. 4 October 4, 2016

BOULDER CITY
MUNICIPAL AIRPORT

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WILLIAM PERLMUTTER

Staff Report to Airport Advisory Committee

TO: Airport Advisory Committee
FROM: Kerry Ahearn, A.A.E.
Airport Manager, Boulder City Municipal Airport
DATE: September 22, 2016
SUBJECT: Receive Update on Airport Revenues

Business Impact Statement: This action will not have a significant economic impact on business and will not directly restrict the formation, operation, or expansion of a business.

Action Requested: That the Airport Advisory Committee receive the attached monthly summary report on airport revenues and expenditures.

Overview:

- The Airport Advisory Committee requested at their regular October 2008 meeting that a standard agenda item be included for revenues for the Airport
- The Airport Revenue Report provided in this packet is the same report provided to the City Council

Background Information: At the regular meeting of the Airport Advisory Committee in October 2008, it was requested that Staff include as a standard agenda item the report provided to the City Council on airport revenues. Attached is the most recent report provided to the Council.

Recommendation: The Community Development Department Staff respectfully requests the Airport Advisory Committee receive the report.

Attachments:
August 2016 Financial Statement (as provided to the City Council)

CITY OF BOULDER CITY
AVIATION FUND
August 31, 2016 (16% of year complete)

<u>REVENUES</u>	<u>BUDGET</u>	<u>YEAR TO DATE</u>	<u>PERCENT OF BUDGET</u>
FAA Grant	\$ 3,512,457		
DOT	-	-	
State Aviation Fuel Taxes	70,000	7,223	10%
Airport Rents:			
Tiedowns	35,000	9,166	26%
Fuel Flow Fees	75,000	32,814	44%
Landing Fees	2,000	500	25%
Commer. Ground Lease	350,000	91,741	26%
Private Ground Lease	100,000	35,274	35%
Miscellaneous	57,000	16,246	29%
Total Revenues	<u>4,201,457</u>	<u>192,964</u>	<u>5%</u>
<u>EXPENDITURES</u>			
Airport Operations	525,158	108,409	21%
Depreciation	525,000	0	0%
Capital	3,512,457	68,576	
Total Expenditures	<u>4,562,615</u>	<u>176,985</u>	<u>4%</u>
Revenues Over (Under) Expenditures	<u>(361,158)</u>	<u>15,979</u>	
Beginning Fund Balance	<u>16,668,971</u>	<u>16,668,971</u>	*
Ending Fund Balance	<u>\$ 16,307,813</u>	<u>\$ 16,684,950</u>	

* Note 1 - This is prior to final audit adjustments.