



**AIRPORT ADVISORY COMMITTEE AGENDA  
REGULAR MEETING**

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

**JANUARY 3, 2017 - 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. For Possible Action: Election of Chair and Vice Chair
3. Private Hangar Lease Update
4. Receive an Update on Boulder City Airport Activities
5. Receive Airport Financial Statement
6. For possible action: Committee/Commission Absences
7. 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](http://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](mailto: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](http://www.bcnv.org)  
<https://notice.nv.gov/>

## July 2016 Minutes

### SUBJECT:

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

### ADDITIONAL INFORMATION:

#### ATTACHMENTS:

Description	Type
📎 July 2016 Minutes	Cover Memo



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.

### **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.

#### **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.

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Chairman Schutt

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Marissa Adou  
Airport Operations Coordinator

## Election of Chair and Vice Chair

### SUBJECT:

For Possible Action: Election of Chair and Vice Chair

### ADDITIONAL INFORMATION:

#### ATTACHMENTS:

Description	Type
☐ Staff Report Item 2	Cover Memo



## Agenda Item No. 2 January 3, 2017

**BOULDER CITY  
MUNICIPAL AIRPORT**

**MAYOR**  
RODNEY WOODBURY

**MAYOR PRO-TEM**  
CAM WALKER

**COUNCIL MEMBERS:**  
DUNCAN MCCOY  
PEGGY LEAVITT  
RICHARD SCHUMAN



**COUNCIL CHAMBERS**  
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WWW.BCNV.ORG



**CITY MANAGER:**  
J. DAVID FRASER

**AIRPORT MANAGER**  
KERRY AHEARN

**AIRPORT OPERATIONS  
COORDINATOR:**  
MARISSA ADOU

**AIRPORT AGENT**  
COREY JENKINS

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

## Staff Report to Airport Advisory Committee

**TO:** Airport Advisory Committee  
**FROM:** Kerry Ahearn  
Manager, Boulder City Municipal Airport  
**DATE:** December 27, 2016  
**SUBJECT:** Election of Chair and Vice-Chair

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**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:** The Airport Advisory Committee select a new Chair and Vice-Chair to serve for 2017

### Overview:

- AAC Rules and Regulations require the committee select a Chair and Vice-Chair at the first meeting of the calendar year.
- The selected members will serve for the balance of the year

**Background Information:** The Airport Rules and Regulations require the AAC select a Chair and Vice-chair person to serve for a calendar year. All members are eligible to serve.

**Recommendation:** Airport Staff respectfully requests that the Airport Advisory Committee elect a new Chair and Vice-Chair.

**Attachments:** none.



## Hangar Update

### SUBJECT:

Private Hangar Lease Update

### ADDITIONAL INFORMATION:

#### ATTACHMENTS:

Description	Type
📎 Staff Report Item 3	Cover Memo



## Agenda Item No. 3 January 3, 2017

**BOULDER CITY  
MUNICIPAL AIRPORT**

**MAYOR**  
RODNEY WOODBURY

**MAYOR PRO-TEM**  
CAM WALKER

**COUNCIL MEMBERS:**  
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ANDREW HUXFORD  
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:** December 22, 2016  
**SUBJECT:** Private Hangar Lease Update

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**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:** Airport Staff respectfully requests that the Airport Advisory Committee receive the update.

**Attachments:** None

## Airport Update

### SUBJECT:

Receive an Update on Boulder City Airport Activities

### ADDITIONAL INFORMATION:

#### ATTACHMENTS:

Description	Type
☐ Staff Report Item 4	Cover Memo



## Agenda Item No. 3 January 3, 2017

BOULDER CITY  
MUNICIPAL AIRPORT

MAYOR  
RODNEY WOODBURY

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COUNCIL MEMBERS:  
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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: December 22, 2016

SUBJECT: Receive an Update on Boulder City Airport Activities

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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**

The Boulder City Municipal Airport has retained the services of KHA since 2005 as its aviation engineering consultant for all work performed at the Boulder City Municipal Airport. The Airport has been pleased with the services provided but is required by the FAA to formally conduct the consultant selection process every five years.

The City used FAA AC 150/5100-14D Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects as recommended by the FAA to comply with Title 49 Code of Federal Regulations (CFR) § 18.36 when selecting consultants for airport projects funded under Federal grant programs. The RFQ was advertised locally and with the Southwest Chapter of the American Association of Airport Executives. The selection panel and selection criteria were also developed according to FAA guidelines. Only one (1) qualified firm submitted a Statement of Qualifications. Kimley-Horn was selected as the preferred firm to provide professional engineering and consultant services to the Boulder City Municipal Airport.

## **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 is being re-graded 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' is also being 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 re-graded and stabilized with ac millings. The existing drainage swale that runs along the north of the west ramp will be re-graded and stabilized. The low bidder was Patriot Construction, LLC with a bid price of \$1,246,581.75. Construction began on October 24, 2016 and anticipated to be complete end of February 2017. Construction updates are being sent out via email as last year.

### *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](http://www.flybouldercity.com).

## **2018 FAA AIP Projects:**

### *Transient Ramp (Construction):*

Reconstruct Transient Ramp, Taxiway 'A' and Fuel Farm:

This project includes the reconstruction (removal and replacement) of the transient ramp, rehabilitation of the North Tie Down, helicopter ramp and Taxiway 'A'.

### *Design & Construct Taxiway Alpha, upgrade electrical on 9/27, install new electrical vault and replace the AWOS*

This project includes the design for the realignment of Taxiway 'A' including reconstruction, electrical improvements of Runway 9-27 involving new LED lights and signs for its entire length. The electrical vault will be replaced with an upgraded system. Replacement of the AWOS is also slated for 2018. The AWOS is 10 years old and past its useful life. The ceilometer has also failed and the cost to replace it is approximately \$20,000.

**Private Hangar Inspections:**

The annual hangar inspections were performed October 10-12, 2016 in conjunction with the fire monitoring servicing and the fire inspection. The inspection sheets were sent to all the leaseholders.

**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 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 I, the team will review the current aviation fee program for the Airport, and under Phase II, 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 has been started and should be complete early 2017.

Recommendation: Airport Staff respectfully requests that the Airport Advisory Committee receive the update.

Attachments: None

## Airport Financials

### SUBJECT:

Receive Airport Financial Statement

### ADDITIONAL INFORMATION:

#### ATTACHMENTS:

Description	Type
📎 Staff Report Item 5	Cover Memo
📎 October Financials	Cover Memo



BOULDER CITY  
MUNICIPAL AIRPORT

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## Agenda Item No. 5 January 3, 2017

### Staff Report to Airport Advisory Committee

TO: Airport Advisory Committee  
FROM: Kerry Ahearn, A.A.E.  
Airport Manager, Boulder City Municipal Airport  
DATE: December 22, 2016  
SUBJECT: Receive Airport Financial Statement

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



**CITY OF BOULDER CITY**  
**AVIATION FUND**  
October 31, 2016 (33% of year complete)

<u>REVENUES</u>	<u>BUDGET</u>	<u>YEAR TO DATE</u>	<u>PERCENT OF BUDGET</u>
FAA Grant	\$ 3,512,457	\$ 8,285	
DOT	-	-	
State Aviation Fuel Taxes	70,000	22,287	32%
Airport Rents:			
Tiedowns	35,000	14,166	40%
Fuel Flow Fees	75,000	48,324	64%
Landing Fees	2,000	500	25%
Commer. Ground Lease	350,000	122,321	35%
Private Ground Lease	100,000	51,406	51%
Miscellaneous	57,000	21,782	38%
<b>Total Revenues</b>	<b><u>4,201,457</u></b>	<b><u>289,071</u></b>	<b><u>7%</u></b>
<b><u>EXPENDITURES</u></b>			
Airport Operations	525,158	161,988	31%
Depreciation	525,000	0	0%
Capital	3,512,457	61,614	
<b>Total Expenditures</b>	<b><u>4,562,615</u></b>	<b><u>223,602</u></b>	<b><u>5%</u></b>
<b>Revenues Over (Under) Expenditures</b>	<b><u>(361,158)</u></b>	<b><u>65,469</u></b>	
<b>Beginning Fund Balance</b>	<b><u>16,668,971</u></b>	<b><u>16,668,971</u></b>	*
<b>Ending Fund Balance</b>	<b><u>\$ 16,307,813</u></b>	<b><u>\$ 16,734,440</u></b>	

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