

Bisbee Douglas International Airport Airport Master Plan Update

Project Kick-off Meeting

October 22, 2013
Cochise County Executive Conference Room

MEETING SUMMARY

Purpose: Present the Airport Master Planning process to the Technical Advisory Committee (TAC) and obtain feedback pertaining to the schedule, process, and expected deliverables.

Technical Advisory Committee members:

Name	Affiliation	Present
Ann English	Cochise County	Yes
Jim Vlahovich	Cochise County	Yes
Richard Searle	Cochise County	Yes
Elda Orduno	Cochise County	Yes
Eddie Levins	Cochise County	Yes
Mike Turisk	Cochise County	Yes
Karen Lamberton	Cochise County	Yes
Lisa Marra	Cochise County	Yes
Lauren Ortega	City of Douglas	Yes
Sam Place	Resident	Yes
Belinda Burnett	Cochise College	No
Jared Raymond	FAA PHX AFO	No
Kenn Potts	ADOT	No
William Gillies	U.S. Air Force	No
Ruben Ojeda	AZ State Land Department	No

Consultants:

Justin Pietz	Armstrong Consultants, Inc.	Yes
Charlie McDermott	Armstrong Consultants, Inc.	Yes
Jenny Watts	Armstrong Consultants, Inc.	Yes

A TAC project kickoff meeting was held on October 22, 2013 to present the Airport Master Planning (AMP) process to the TAC. Attendance at the meeting comprised of representatives from Cochise County, City of Douglas, local residents, and Armstrong Consultants, Inc (ACI).

ACI began the meeting giving a brief overview of the federal and state grant funding history for the airport. A table summarizing the grant history over the past ten years for Bisbee Douglas International Airport (KDUG) was provided to the group.

ACI presented the AMP study objectives and process, and discussed the importance of why an AMP study is conducted. The role of the TAC was explained, and the importance of receiving input from the community was also emphasized. Additionally, ACI presented the proposed

schedule for the entire project, as well as the first deliverables. The components of working paper #1 were discussed; working paper #1 will include the inventory and aviation forecast chapters. ACI anticipates producing working paper #1 to the TAC for review before the 2013 Thanksgiving holiday.

Following working paper #1, the next phase of the AMP is the facility requirements and development alternatives chapters. The next TAC meeting will be held after working paper #2 and #3 are distributed for review by the TAC, FAA and ADOT. The FAA and ADOT are invited to attend all TAC meetings to ensure agency support of selected alternatives.

Additionally, the technical aspects of the AMP were discussed by ACI. FAA design standards, types of aircraft, approach categories and design dimension were explained. According to FAA Advisory Circulars, the FAA requires 250 takeoffs and 250 landings per year of the largest aircraft in order to assign the Runway Design Code (RDC). The current RDC for Runway 17/35 is C-I, and the current RDC for Runway 8/26 is B-I.

During the presentation a discussion took place regarding the pavement strength of the runway and taxiways at KDUG and why there is a discrepancy between the two. ACI noted the concern and indicated that with the review of the airport's critical design aircraft and RDC during the AMP process, any design discrepancies will be reviewed, and if needed, the proper recommendations to change design standards will be made.

Planning considerations were further discussed, specifically aviation demand and land use compatibility. ACI stated the importance of the Airport Layout Plan (ALP) and the need to be realistic about future development. The ALP drawing set depicts the existing and future layout of the airport from several different viewpoints. The FAA requires future capital improvement projects to be shown on the ALP in order to be eligible for FAA grant funding. A question was raised about FAA funding for certain projects. ACI stated the FAA's highest project priority starts at the runway and meeting design standards related to safety. Typically the further the development is from the runway the lower the priority for FAA funding, with the exception of fencing which generally falls into the safety category. One TAC member expressed interest in possibly designating the airport as a Free Trade Zone, and wished to ACI to learn more about this process. A question was asked about how the land north of Runway 3/21 could be used if the runway were to remain closed indefinitely. This question led to a discussion of land use on and off of airport property and how it is classified. ACI described the difference between aeronautical and non-aeronautical land use activities, and the TAC felt that it was important that ACI review the current aeronautical and non-aeronautical land use on the existing airport property and determine whether or not it is being utilized properly and in the most efficient manner. Furthermore, another TAC member inquired about what steps or process was needed to have several abandoned buildings on the airport property removed. ACI mentioned that no specific permissions were needed to have county owned buildings removed, however, that from an environmental prospective, one might have to consult whether or not some of the buildings may meet National Historic Registry requirements before being removed.

The importance of public involvement with the AMP was discussed. The TAC is an important way to incorporate public involvement. Potential venues for public involvement were discussed as well as appropriate public notice methods including the local paper and an Internet webpage. The suggestion was made that all ACI produced documents regarding the Bisbee Douglas International Airport Master Plan update were made available to the public via the County's webpage. The County indicated that they would work with their IT department to have this available, and would inform ACI when this site was up and running. The TAC also decided that Lisa Marra, Grants Administrator for Cochise County, would be the primary point of contact for any concerns or questions. A brief discussion of whether several other individuals should be added to the committee took place. Ms. Marra indicated that she will follow up with those individuals.

Again, ACI reiterated the next step for the AMP will be providing working paper #1 to the TAC, FAA and ADOT. When the first working paper is complete, ACI will begin formulating the facility requirements and recommended development for the alternatives (Chapters 3 and 4). This information will later be distributed in the form of a working paper to the TAC for review and comment. After the dissemination and review of the second and third working papers by the TAC, FAA and ADOT, a meeting will be held to discuss and present the information and receive input based on the future layout and configuration. A public information meeting is scheduled to be held at this time as well.

A copy of the meeting sign-in sheet is attached hereto and made of part hereof.

Meeting Sign-In Sheet

Project: Bisbee Douglas International Airport Master Plan Kickoff Meeting **Meeting Date:** October 22, 2013

Name	Title	Affiliation	Phone	Fax	E-mail
Justin Pietz	Principal	Armstrong Consultants, Inc.	[REDACTED]	[REDACTED]	[REDACTED]
Charlie McDermott, LEED AP	Project Manager	Armstrong Consultants, Inc.	[REDACTED]	[REDACTED]	[REDACTED]
Jenny Watts	Airport Planner	Armstrong Consultants, Inc.	[REDACTED]	[REDACTED]	[REDACTED]
Anu English	Bd of Supervisors	Cochise Co.	[REDACTED]	[REDACTED]	[REDACTED]
Eddie Levinis	Facilities	Cochise County	[REDACTED]	[REDACTED]	[REDACTED]
LISA MARRA	Grants Admin	Cochise County	[REDACTED]	[REDACTED]	[REDACTED]
Lauren Ortega	PN Director / City Eng	City of Douglas	[REDACTED]	[REDACTED]	[REDACTED]
SAM PEARCE	INSIGN BORN PD AIRPORT		[REDACTED]	[REDACTED]	[REDACTED]
Elda Orduño	Deputy County Atty	Cochise County	[REDACTED]	[REDACTED]	[REDACTED]
Richard Seade	PA	Cochise Co	[REDACTED]	[REDACTED]	[REDACTED]
Jim Matheis	BO		[REDACTED]	[REDACTED]	[REDACTED]
Vlahovich			[REDACTED]	[REDACTED]	[REDACTED]

