

Cochise County Airport Airport Master Plan Update

Project Kick-off Meeting

October 23, 2013
Cochise County Airport

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
Richard Searle	Cochise County	Yes
Jim Vlahovich	Cochise County	No
Elda Orduno	Cochise County	No
Eddie Levins	Cochise County	No
Mike Turisk	Cochise County	Yes
Karen Lamberton	Cochise County	Yes
Lisa Marra	Cochise County	Yes
Ted Soltis	City of Willcox	Yes
Alan Baker	Willcox Chamber of Commerce	No
Louise Walden	Airport Manager	Yes
Gene Moreman	Airport user	Yes
David Walters	Airport user	Yes
Rod Keeling	Business owner/Airport user	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 23, 2013 to present the Airport Master Planning (AMP) process to the TAC. Attendance at the meeting comprised of representatives from Cochise County, City of Willcox, airport management, airport users, 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 Cochise County Airport (P33) 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 3/21 is B-II.

During the presentation a discussion took place regarding the pavement strength of the runway, taxiways, and apron at Cochise County and why there is a discrepancy between the three. 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. Additionally, a TAC member (and airport user) asked whether or not the current closed crosswind runway (Runway 14/32) would ever be considered to be rehabilitated and reopened for use. ACI informed the group that funding from the FAA for crosswind runways is also a very low priority; however, ACI could research whether or not a portion of the closed runway could be refurbished to accommodate the desire for a crosswind runway.

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 and State grant funding. A question was raised about FAA funding for certain projects, as well as for airport heavy equipment, such as sweepers and mowers. 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. The group also discussed some of the land use compatibility issues surrounding the airport, and was also very interested in determining what the current demand for the airport was for some of the larger local and out-of-state business owners. Attracting new business users to the airport, and retaining those users, was a key topic of discussion. For example, the airport manager indicated that the U.S. Air Force Academy has in the past used the airport and surrounding airspace as a base and training site for the cadet glider training during the spring. This customer provides the airport with a large revenue surge during their stay, and the airport and TAC would like to continue to reach out to these types of clients. One way to do this, the TAC determined, is to improve the airport facilities. ACI agreed that this is an important component to helping the airport grow, and thus the AMP process will help identify areas of the airport that may need improvement in order to attract more business-centric clientele.

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. A suggestion was made to develop an airport user survey to get input from the local community. ACI offered to assist the TAC develop and distribute the airport user survey. Furthermore, the TAC also agreed all ACI produced documents regarding the Cochise County Airport Master Plan update should be 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: Cochise County Airport Master Plan Kickoff Meeting

Meeting Date:

October 23, 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]
Louise Welden	Airport Mgr.	Walden Aviation	[REDACTED]	[REDACTED]	[REDACTED]
Ted Sohis	City Manager	Willcox	[REDACTED]	[REDACTED]	[REDACTED]
Lisa Maria	Grants Admin.	Cochise Co.	[REDACTED]	[REDACTED]	[REDACTED]
Rose Lambertson	County Administrator	Cochise County	[REDACTED]	[REDACTED]	[REDACTED]
Gene Norman		Cochise County	[REDACTED]	[REDACTED]	[REDACTED]
Danny Walters			[REDACTED]	[REDACTED]	[REDACTED]
Mike Turist	Board of Supervisors	Cochise Co.	[REDACTED]	[REDACTED]	[REDACTED]
Richard Seade	Board of Supervisors	Cochise Co.	[REDACTED]	[REDACTED]	[REDACTED]