

City of McCall
Airport Advisory Committee
December 1st, 2005 – Minutes

The meeting was called to order at 1208 local with members Gordon Eccles, Jerry McCauley, Dan Scott and Chairman John Seevers present. Member Frankie Romero was out of town. Additional persons attending were Rick Harvey (Airport Manager). Five airport users were in attendance.

Minutes from the November meeting were reviewed. Mr. Seevers moved to have the minutes approved, it was seconded and the minutes were approved.

Public Comment: Paul Jorgensen, President of the McCall Chapter of the IAA announced their Christmas Party for the 15th.

Airport Manager's Report:

- Snow removal equipment solicitation specifications (wheel loader to be bought through FAA AIP funds) have been written and sent to Seattle ADO for review. FAA money not available until March 2006. FAA/ADO has budgeted for this. Possibility of leasing with payments applied toward cost, thus reimbursing the city.
- Winter snow removal plan – the following was reviewed and approved:

Snow Plow Plan
Winter 2005/2006- Approved by AAC on 1 Dec '05
(2 Operators - Order of Events)

- **Night Before:**
 - Check Weather
 - Determine Work Schedule
- **Beginning of day (approximately 0530):**
 - **Start Plow and Loader allow 30 minutes to warm-up - while warming;**
 - Assess conditions
 - Shovel out Back Door entry and Shop Entrance
 - Decide who does what
 - **Plow Operator**
 - Plow Runway as far to edges as possible
 - Clear Main Taxiway to McCall Aviation
 - Clear Area to Pioneer Hangar
 - Clear Hangar Taxiways

- **Loader Operator**
 - Clear Entrance and Path through parking lot to McCall Aviation
 - Clear remaining entrances and pathways
 - Clean-up North End of Runway 16

- **Plow and Loader Snow Clean-up (*between storms*)**
 - Transient Parking Area
 - North Ramp Area
 - Runway Edges (blower as required)
 - Parking Lots
 - Miscellaneous Areas as required (blower as required)
 - South Taxiway Berms Pushed Back

➤ **End of Day:**

- Refuel All Machines and Service:
 - Check Engine Oil
 - Grease All Fittings
 - Bleed Air Tanks
 - Add Brake De-ice Fluid
 - Plug-In All Engine Block Heaters

- **Current Snow Removal Equipment status:** The plow and the loader are both working OK. The blower is down with two broken axels and should be back in service in one week. Work is being done by Public Works. Non-budgeted expense for parts - \$5020.00

- **ARFF Gate Actuator** mechanism was damaged by plow. Public Works was able to remount the box to the foundation. New panel was ordered (\$107.00) and an electrician was called. Total dollar repair cost approximately \$200.

- **New Web Links** – the Airport Manager pointed out two new links on the Airport Web site – under *Airport Services and Resources* there are links to NWS north west automated weather stations and two new web cams, one showing Payette Lake from the south and one showing Brundage Ski area.

- **Hangar Addresses** – the Airport Manager showed a list and map of existing hangars that need to have their addresses changed due to mis-numbering. Problems arise with utility billing and hangar location in the event of a fire emergency. This will take a while to complete since there are so many people and agencies involved. The following list indicates the proposed changes:

McCall Municipal Airport

General Aviation Hangars

Owners & Addresses

With proposed changes

Current Hangar Number	Name of Owner	Proposed New Hangar Number
201	Jeff Magee	unchanged
202	Jack Magee	unchanged
203	Steve Wright	unchanged
204	Mike Anderson	unchanged
205	Mike Anderson	unchanged
206	Tom Wooten	unchanged
207	Tom Wooten	unchanged
208A	Hugh McNair	unchanged
208B	Marvin May	unchanged
209	Mike Chapman	unchanged
210	Kathy Miller-Poston	unchanged
211	Vincent Mancini	unchanged
212	Southcoast Lumber	unchanged
213	Timber Wolfe	unchanged
214	Paul & Lori Jorgensen	unchanged
601	Flightline Systems 2	unchanged
603	Flightline Systems 1	unchanged
605	JB Scott	unchanged
602A	Richard Hormachea	unchanged
602B	James Campbell	unchanged
602C	Robert Hitchcock	unchanged
606	Brad Hoover	unchanged
603	Perry Sands	607
604	James Mullett	608
701	Paul Collins	unchanged
702	Edward O’Gara	unchanged
704	Larry Carpenter	703
706	Jim Gerblick	704
714	Kasey Lindsay	705
710	Jim Gerblick	706
712	Cox Chris	707

Business

- **Possible Formation of Airport Urban Renewal District** – More information needed from Rick Fereday and Scott Findlay. One question was whether or not the intended land for future acquisition needed to be within the city limits.

- **Hangar Waiting List Proposal** – Dan Scott summarized recommendations from the Hangar Waiting List steering committee gained from procedures and policies in use by other municipalities. The following was briefed to the AAC and accepted by the committee:

Hangar Waiting List Policy
 McCall Municipal Airport, City of McCall
Adopted by the McCall Airport Advisory Committee 12/1/2005

In order to gain an accurate assessment of what the true hangar demand is for the McCall Airport the following Hangar Waiting List Policy is now in effect.

- **Definitions:**
 - **Waiting list is for all types of hangar possibilities, including:**
 - Bare land to be leased
 - Newly constructed condominium hangars to be purchased
 - Newly constructed box hangars to be purchased
 - Newly constructed hangars to be rented
- **Eligibility to be placed on the Hangar Waiting List:**
 - Completed (new) Application Below
 - Possession of a Pilots License (a copy to accompany the application)
 - \$500 deposit
 - To be applied 100% to lease
 - \$100 is an admin fee, non-refundable if removed from list for any reason
 - No limit to the number of times on list if the above requirements are met
 - 30 days to comply with the above requirements from receipt of this application
 - List is for non-commercial hangar use only
 - Commercial use such as FBO, Flight School, Maintenance, etc., will be considered on a case by case basis and is independent of the waiting list
- **Requirements to accept a hangar and/or a hangar land leasehold (*note; these properties cannot be transferred*):**
 - Pilot's License
 - Aircraft registration or leased aircraft in your name
 - Notification by certified letter
 - 15 days from receipt of letter to reply
 - If no reply (or non-deliverable), the person on the waiting list is simply skipped and their position is retained on hangar waiting list
 - Note – it is acceptable to decline an available spot for any reason and for as many times as desired – the position on waiting list is retained
 - Note - available hangars (as listed in the above definitions) will be offered solely according to the list without preference to size of hangar

Return this application along with a check for \$500 to:

McCall Municipal Airport, 216 E. Park St., McCall, ID 83638

Name: _____

_____ Pilot's License Number and date of issue

Property Desired (check one):

Bare Land to build on []

"T" Hangar []

Box Hangar [] size: _____

_____ Aircraft Model and 'N' number (if applicable)

Address _____

Phone(s)

e-mail address

Below is for administrative purposes only

Date application received _____

Amount of deposit _____

Position on Waiting List _____

- **Master Plan Scope of Services (Mead & Hunt)** – The Scope of Services for the new master plan is now completed and has been approved, with several minor recommendations by the FAA incorporated, and the work will begin soon. Kick-off presentation to the public is planned for January, 2006.
- **East Hangar RFP** – The AAC reviewed all elements of the RFP. Parts of the RFP are below with the areas in red being their recommendations:
 - Construction of condominium hangars (ideally, if feasible, 6 condo structures, each with 4 hangar bays per building), with the following specifications: (the AAC wanted two estimates from each proposal submitted; 1) all condominium hangars and, 2) all individual box hangars)
 - Individual enclosures sized from approximately 45 feet to 50 feet width (minimum door widths of 45 feet) by 40 feet depth (all hangars must be 40 feet deep due to taxilane OFA) (the AAC wanted 45 foot doors)
 - Electric bi-fold doors (or acceptable design to be functional all seasons) with door open height of at least 12 feet (the AAC wanted at least 14 foot door height)
 - Interior electrical will consist of a minimum of two overhead lamp receptacles (capable of 300w each) with at least one 110 volt (minimum 15 amp circuit breaker protected) wall plug outlet(s) (the AAC wanted at least 2 outlets with 20 amp each capacity)
 - Credit of fair market value to the owners of the 5 eastern most existing hangar units. *Note: This credit for the displaced hangar owners will be assessed by the City of McCall and will only be made available if they are using their existing hangar for aviation use as per the airport minimum standards, possess a registered aircraft or show proof of a valid sublease to a current aircraft owner. If they desire, these individuals will be placed first on the McCall Airport hangar waiting list. (the AAC wanted these hangars assessed before the RFP went out so that the fair market value could be posted in the RFP)*

Three copies of the written proposal and associated materials are due within 30 days of the above date. (the AAC wanted specifications in the RFP as to what should be submitted by the developers, ie, defining the detail of their drawings along with economic analysis as to the actual selling price of the individual hangars)

- **Proposed Airport Revenues Collection Compensation Fees** – The following compensation rates for collecting overnight parking and landing fees by the FBO (McCall Aviation) were proposed:

Overnight Aircraft Parking:

- **Greater than 6000 lbs - \$10.00/night*
 - **Turbine powered single/twin - \$10.00/night*
 - **Jet, less than 12,500 lbs - \$30.00/night*
 - **Jet, more than 12,500 lbs - \$45.00/night*
 - ** **Collected at FBO on sign-in and/or fuel bill. Collection service fee retained by the FBO will be \$5.00 non-jet, \$20.00 for all jets***
- *Estimated Annual City Revenue Increase-\$2500.00*

Landing Fees:

- *All USFS, fire fighting and life flight are exempt from this fee*
 - *Aircraft less than 8000 lbs – free*
 - *Aircraft more than 8000 lbs - \$1.00/1000 lbs of certified max takeoff*
 - ***Collected at FBO on sign-in and/or fuel bill. Collection service fee retained by the FBO will be \$5.00/transaction***
- *Estimated Annual City Revenue Increase-\$5500.00*

The AAC wanted the Airport Manager to research other airports to determine what their typical compensation to FBO's for fee collections were for overnight parking. The AAC would review this next month.

Adjournment – The meeting was adjourned at 1527 local

John Seevers, Chairman

Rick Harvey, Airport Manager