

**City of McCall**  
**Airport Advisory Committee**  
**January 5<sup>th</sup> , 2006 – Minutes**

The meeting was called to order at 1207 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), Kevin Bissell (Toothman-Orton). Several airport users were in attendance.

The minutes from the December, 2005 meeting were reviewed. Mr. Seevers moved to have the minutes approved, it was seconded and the minutes were approved.

**Public Comment:** None

**Airport Manager's Report:**

- Snow Removal – Equipment Update
  - Blower is back (price approximately \$5500)
  - Everything else working OK
- Snow Removal – Program Update
- Loader Acquisition – Update
  - Invitations to bid – Out
  - Specifications requested by five firms
- East Hangar RFP – Update
  - The appraisal is the only thing remaining
  - Retained Joe Corlett (mid January)
- Master Plan – Update
  - Initial scope of services approved by FAA
  - Initial cost is over \$237,000
  - Requires independent cost review
    - ESA Airports retained (\$2700)
    - Goes before City Council 5 Jan
  - Requires FAA review and will probably undergo some cost slashing
  - Probably will not make the January “kick off”
- Hangar Waiting List (new program/Application) – Update
  - Because of deposit, needs to go before City Council (5<sup>th</sup> of January)
  - Should hit the mail by the 10<sup>th</sup> of January
- Tree Grant – We got ½ the requested tree grant

**Business:**

- **New Airport Revenues/Fees** – the following is the AAC approved fees and compensation to the FBO for the collection of certain fees. This will next go before the City Council.

## Proposed Airport Fees and Revenues

5 January, 2006

### Fuel Flowage Fees:

- Established with 1990 Resolution 10-90
- \$0.04/gallon (both jet & avgas)
- \$0.04 corrected to 2005 CPI = \$0.056
- **AAC recommended fuel flowage fee adjusted to \$0.06/gallon (both fuel types)**
- **Estimated Annual Revenue Increase=\$5,000**

### Seasonal Tie-Down Rates:

- Established with 1990 Resolution 10-90
- Hard-surface tie-down areas = \$15.00/month
- All other tie-down areas = \$7.50/month
- **AAC recommended Tie-Down Rates adjusted to:**
  - **Hard surface = \$30.00/month**
  - **All other surface = \$15.00/month**
- **Estimated Annual Revenue Increase=\$2,300**

### Overnight Aircraft Parking:

- Established with 2000 Resolution 00-05
- Currently:
  - \$4.00/night Single & Light twin (tagged at tie-down)
  - \$10.00/night Turbo-prop, Jet & Heavy (currently not tagged)
- **AAC recommended:**
  - **Piston single & light piston twin (less than 6000 lbs) – \$5.00/night (aircraft tagged with collection envelope)**
  - **\*Greater than 6000 lbs Piston/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 \$10.00 per transaction**
- **Estimated Annual Revenue Increase-\$4,000**

### Land Leases:

- Established with 2000 Resolution 00-05
- \$0.10/sq ft bare ground – CPI adjusted/year, currently \$0.115
- \$0.20/sq ft covered ground – CPI adjusted/year, currently \$0.229
- **AAC recommended: (for new leases established under this resolution)**
  - **\$0.12/sq ft bare ground**
  - **\$0.23/sq ft covered ground**
- **Estimated Annual Revenue Increase-Unchanged**

#### **Landing Fees:**

- Established with 2000 Resolution 00-05
- Commercial operators \$0.50/1000 lbs
- Min fee \$3.00
- Collected by Airport Manager (there has been no means to do this)
- **AAC recommended:**
  - **All USFS, fire fighting and life flight are exempt from this fee**
  - **Aircraft less than 8000 lbs – no charge**
  - **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 Revenue Increase-\$5,500**

#### **Hangar Waiting List:**

- Currently, no monetary policy
- **AAC recommended a \$500 deposit per applicant**  
**note: if applicant's name is removed from the Hangar Waiting List, for any reason, \$100 is retained for administrative purposes**
- **Estimated Annual Revenue Increase–N/A**

- **Seasonal Tie Down Policy for 2006** – The following new policy for seasonal tie-downs was approved by the AAC.

## **McCall Municipal Airport Tie-Down Agreement**

**Tie-Down #** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

**Phone(s):** \_\_\_\_\_

**Security Tag #** \_\_\_\_\_

**Term** – This agreement shall be effective **from:** \_\_\_\_\_ day of \_\_\_\_\_, 2006

**until:** \_\_\_\_\_ day of \_\_\_\_\_, 2006

or until terminated. Termination may be by either party upon 30 days written notice, by Certified Mail, or in person at the Airport Manager's office. *Note, tie-down agreements will not extend beyond the 1<sup>st</sup> of November due to airport snow removal activities.*

**Rates** – Tie-Down rates are: **\$30/month or \$162 for 6 months** – paid in advance, cash or check payable to:

**City of McCall  
McCall Municipal Airport  
216 E. Park St.,  
McCall, ID 83638**

**Aircraft Identification:**

**Auto Identification:**

Manufacturer: \_\_\_\_\_

Car/Truck Manufacturer: \_\_\_\_\_

Model: \_\_\_\_\_

Model: \_\_\_\_\_

Registration # \_\_\_\_\_

License Plate # \_\_\_\_\_

**(user's signature)** \_\_\_\_\_ hereby acknowledges and agrees to the terms and conditions on the following page of this agreement.

**Date** \_\_\_\_\_

*This form to remain with the Airport Manager*  
**McCall Municipal Airport, Tie-Down Rules**  
*Note: Many of the following rules are new to 2006*  
***This copy of rules to be retained by the tie-down user***

- Tie-down spot preference is “first come – first serve.” The user must be willing to sign – up, and pay, for that spot with this agreement becoming effective on the day of signing
- Private vehicles can only be parked **on the assigned tie-down spot**
- Row ‘H’ will only be for **twin engine aircraft** unless the remainder of the ramp is full and spaces are available in Row ‘H’
- No changing of aircraft oil unless with written permission by the airport manager
- At the termination of this agreement automobiles will not be allowed to remain on the tie-down spot – no vehicles or aircraft after November 1<sup>st</sup>.

**Termination** - This agreement shall be terminated in the event of any of the following:  
 Falsification of tie-down agreement, assignment or subleasing of tie-down space, airport construction or improvements on space(s) or other modifications pursuant to airport master plan and/or ALP, non-compliance with gate and security procedures, reckless conduct on the ramp (speed limit is 10 mph), non-compliance with airport minimum standards,

**Liability** – The tie-down user shall defend, and hold harmless, the McCall Municipal Airport from any claim or action relating to the user’s use of the assigned space, however, this provision has no effect if, but only if, the sole proximate cause of the injury or damage is the negligence of the McCall Municipal Airport. The user shall hold the McCall Municipal Airport harmless for any damage sustained to the aircraft (or vehicle) parked on the assigned space or to any other property of the user. The McCall Municipal Airport exercises no control over the mode or method of tying down the aircraft. The use of tie-down chains or ropes provided by the McCall Municipal Airport is at the owner’s own risk and the owner may use tie-downs of his or her own choice. It is the responsibility of the aircraft owner to properly use the assigned facilities. The McCall Municipal Airport is not responsible for any damage caused by any weather conditions or “Acts of God.” The aircraft owner, insofar as the McCall Municipal Airport liability is concerned, assumes all risk of loss from vandalism or any action by third parties. However, this does not prevent the aircraft owner from taking part against third parties.

**Permitted Use** – The aircraft owner shall use assigned space for no purpose other than aircraft storage, parking of aircraft, or utilized for vehicle parking during aircraft activity. Unaccompanied vehicle is not permitted at the tie-down for extended periods of time (in excess of 7 days), except by permission of the Airport Manager. The user shall not use assigned space nor permit another to use assigned space for any purpose that may constitute a nuisance, fire hazard, or violation of any law, lawful order, rules, and shall comply with all regulations as defined by the City of McCall code. Vehicles parked during flight shall not impede any adjacent taxiway or encroach on any other tie-down area(s) **Vehicles must be parked on the assigned spot.**

**Security** – In order to enhance safety and security, the basic objective of our security plan is to prevent unauthorized vehicles from entering the ramp. After driving through the gate, please exercise extreme caution and comply with the following: maximum speed is 10 mph / yield to pedestrians and aircraft / pass to the rear of taxiing aircraft and do not approach closer than 10 feet of any aircraft with engines running / beware of jet blast / avoid reverse gear / plan your approach to an aircraft so that you can continue to drive forward when leaving.

**Gates** – Please keep the following gate code confidential:

Powered lift gate next to Airport Manager’s office = **1024**

- **East Hangar RFP** – A lengthy discussion about the proposed new hangar RFP ensued. Jeff Miller, a hangar developer from Boise was in attendance and made numerous suggestions and recommendations. Dan Scott also had several

comments. Below is the existing RFP. In red are areas where members of the AAC would like to see changes:

*Draft*

**City of McCall  
McCall Municipal Airport  
Rick Harvey, Manager**

**Request for Proposals**  
*Date 00/00/00*

The McCall Municipal Airport, owned by the City of McCall, is requesting written proposals, complete with conceptual drawings and an economical analysis, from interested parties for the possible development of a **taxilane** and a row of **general aviation hangars** (see attached PDF example).

The McCall Airport currently has a sizable hangar waiting list and this parcel of land is one of the last suitable areas on the airport available for development. The developer must sell all hangars through the administration of the Airport Manager since the individuals on the hangar waiting list will be given the first priority to buy these new units. All land will be leased by the City of McCall. A developer may develop all or part of the following plan, but all hangars will be built to the same specifications and elevation standards. *(The AAC suggested that developers must propose on the entire development. This is necessary to ensure that the bids are similar and can be compared against each other and to ensure that the per-unit resulting prices are the lowest possible due to fixed costs being amortized across the maximum number of finished units.)*

➤ **Preconstruction specifications/requirements:**

- Dismantle and remove the eastern most 6 units of the existing hangar row as depicted on the attached diagram. The two western most remaining hangars are an integral, free standing, unit.
- Excavation to establish acceptable grade
  - Designed to accommodate storm-water runoff as per FAA AC 150/5230-5B and City of McCall storm-water management standards (City Codes 2-2-030, 3-18-060).

➤ **Construction specifications/requirements:**

- Construction of a 35 foot width Group I Taxilane (79 feet obstacle free area (OFA), as depicted and defined by FAA AC 150/5300-13 Change 8)

with access to the existing northeast ramp. Construction should be as per the following:

- Paving specifications as outlined in FAA AC 150/5370-10B (4/25/05) and as a minimum:

2.5" Bituminous Asphalt (FAA P-401)  
4" Aggregate Base Course (FAA P-208)  
6" Subbase Course (FAA P-154)  
Compacted Subgrade (FAA P-152)

- Construction of condominium hangars (for example, if feasible, 6 condominium structures, each with 4 hangar bays per building), **or**,
- Construction of individual box hangars (as depicted on accompanying PDF document), *(the AAC wanted this to be more specific)*

either design must comply with the following specifications:

- All metal hangars, all of the same height and elevation – light brown exterior walls, dark brown exterior roof tops, anchored to individual concrete slabs constructed to hangar manufacturer's specifications and city building codes, with roof slope to the rear (east)
- Individual enclosures sized approximately 50 feet width (minimum door widths of 45 feet) by 40 feet depth (all hangars must be 40 feet deep due to taxiway OFA)
- Electric bi-fold doors (or acceptable design to be functional all seasons) with door open height of at least 14 feet
- Layout to accommodate acceptable snow storage areas (approximate 30% of uncovered area)
- Hangar structural standards as per city code, specifically to accommodate 150 pounds per square foot live roof load
- Set-backs as per city code (10' minimum)
- Utilities access as depicted in attached PDF drawing and City Code 3-5-060(F)
- Interior electrical will consist of a minimum of two overhead lamp receptacles, capable of 300 watt each, with at least two 110 volt, minimum 20 amp protected wall outlets

- *(the AAC wanted something about financing for hangar buyers)*
- *(the AAC wanted something written that when a specific hangar was contractually sold to an individual, the buyer has the ability to contact the builder/developer and, between themselves, they could negotiate specific options/minor changes to the proposed hangar)*

➤ **Supplemental costs to be absorbed in the project:**

- Dismantling of the 6 eastern most existing hangar units
- Credit of fair market value to the owners of the 5 eastern most existing hangar units *(the AAC questioned this number. They wanted everything “above board” and any special agreement with an individual hangar owner would be dealt with separately. Any compensation other than FMV, would have to be offered to all existing owners of the condemned hangars)*  
*Note: I’ve since learned that hangar 106F was built separately years ago and is a stand alone hangar.. Note: This fair market value credit for the displaced hangar owners has been assessed by the City of McCall and will only be made available if the current owners 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 a method for determining the placement of these individuals on the hangar waiting list, ie random lottery draw)*
  - Fair Market Value for each existing unit has been assessed at:
  -
- Utilities relocated *(the AAC wanted utilities specified and where located)*
- Developer to acquire all permits/approvals
- **Proposals:** Developer must present three copies of the written proposal and associated materials within 30 days of the above date. Please include the following:
  - Two detailed drawings of at least 1” = 100’ scale depicting:
    - All individual box hangar configuration
    - All condominium hangar configuration
  - Detailed economic analysis which defines the sale price of each individual hangar unit



Direct any questions to:

**Rick Harvey, Airport Manager**

phone: 208-634-1488

e-mail: [rharvey@mccall.id.us](mailto:rharvey@mccall.id.us)

fax: 208-634-3038

Please send proposals to the following address:

**McCall Municipal Airport**

City of McCall

216 E. Park St.

McCall, Idaho

83638

- **Hangar Waiting List Policy/Application** – The following is the existing, proposed hangar waiting list policy. It goes before the City Council on the 5<sup>th</sup> of January for approval, primarily because of the proposed \$500 deposit. The areas in red are recommended changes from the AAC:

**Hangar Waiting List Policy/*Application***

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 (*a date rather than days from receipt*)**
  - **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*): (*AAC wanted this more specific*)**
- **Pilot's License**
  - **Aircraft registration or leased aircraft in your name**
  - **Notification by certified letter**
    - 15 days from receipt of letter to reply (*AAC – a specific date*)

- 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

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*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

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*Below is for administrative purposes only*

Date application received \_\_\_\_\_

Amount of deposit \_\_\_\_\_

Position on Waiting List \_\_\_\_\_

**Adjournment** – The meeting was adjourned at 1343 local

\_\_\_\_\_  
John Seevers, Chairman

\_\_\_\_\_  
Rick Harvey, Airport Manager