

**DOUGLAS AIRPORT AUTHORITY PUBLIC MEETING NOTICE
REGULAR MEETING – MAY 4, 2026, AT 5:30 PM.
CITY HALL COUNCIL CHAMBERS – 425 E. 10TH STREET, DOUGLAS,
AZ 85607**



Pursuant to A.R.S. §38-431.02, notice is hereby given that the Airport Authority Board of the City of Douglas will hold a **REGULAR MEETING** at 5:30 p.m. on **MONDAY, May 4, 2026, at City Hall Council Chambers, 425 Tenth Street, Douglas, AZ 85607**. Meetings are open to the public. **Airport Authority members may attend in person or by phone**. The members may vote to enter an **Executive Session** for legal advice on any agenda item, per A.R.S. §38-431.03. Executive Sessions are not open to the public.

The **agenda** will be available at least 24 hours in advance at the City Clerk's Office, 425 Tenth Street.

Public Notice: Meetings may be recorded, and children present may be included in recordings per A.R.S. §1-602. A.9. Consent is assumed unless action is taken to prevent recordings.

Posted on May 1, 2026

AGENDA

1. CALL TO ORDER.
2. ROLL CALL.
3. PERSONS WISHING TO ADDRESS THE AIRPORT AUTHORITY IN WRITING OR VERBALLY ON ANY ITEM NOT ON THE AGENDA.
4. DISCUSSION/DECISION ON APPROVAL OF MEETING MINUTES FOR JANUARY 26, 2026.
5. DISCUSSION/DECISION ON APPROVAL OF QUARTERLY FINANCIAL REPORT(S) TO BE PRESENTED TO MAYOR AND COUNCIL.
6. DISCUSSION/RECOMMENDATION ON REVISION OF THE STRUCTURE OF THE DOUGLAS AIRPORT AUTHORITY PER DOUGLAS MUNICIPAL CODE.
7. DISCUSSION/UPDATE REGARDING SALE OF LAND AROUND THE DOUGLAS MUNICIPAL AIRPORT.
8. DISCUSSION/UPDATE ON FUEL DISPENSERS AT DOUGLAS MUNICIPAL AIRPORT.
9. INFORMATION/DISCUSSION AND POSSIBLE RECOMMENDATION REGARDING THE ROTATING BEACON.
10. DISCUSSION/UPDATE ON PERIMETER FENCING PROJECT AT DOUGLAS MUNICIPAL AIRPORT.
11. DISCUSSION/UPDATE ON SAVE AMERICA'S TREASURES GRANT PROJECTS AT DOUGLAS MUNICIPAL AIRPORT.
12. DISCUSSION/RECOMMENDATION ON 5-YEAR ADOT AIRPORT CAPITAL IMPROVEMENT PLAN (ACIP).
13. INFORMATION/DISCUSSION REGARDING GENERAL UPDATES OR CONCERNS AT THE DOUGLAS MUNICIPAL AIRPORT.
14. DISCUSSION AND DIRECTION/CONSENSUS FOR AGENDA ITEMS TO BE DISCUSSED AT FUTURE MEETINGS.
15. ADJOURNMENT.

Posted at City Hall on Friday May 1, 2026, at 2:00 PM by:

A handwritten signature in black ink, appearing to read 'Leslie Dominguez', written over a horizontal line.

Leslie Dominguez
Administrative Assistant

Members of the Airport Authority will attend either in person or telephonically.

PURSUANT TO THE AMERICANS WITH DISABILITIES ACT (ADA), THE CITY OF DOUGLAS DOES NOT, BY REASON OF A DISABILITY, EXCLUDE FROM PARTICIPATION IN OR DENY BENEFITS OF SERVICES, PROGRAMS OR ACTIVITIES OR DISCRIMINATE AGAINST ANY QUALIFIED PERSON WITH A DISABILITY. INQUIRIES REGARDING COMPLIANCE WITH ADA PROVISION, ACCESSIBILITY OR ACCOMMODATION CAN BE DIRECTED TO LUIS PERALTA WITHIN 72 HOURS AT TELEPHONE NO. (520) 417-7311, PHONE/TDD/TTY NO. (520) 364-1582, FAX (520) 417-7174, 425 TENTH STREET, DOUGLAS, ARIZONA 85607



**City of Douglas Municipal Airport
Financial Report - 3rd Quarter FY 2025/2026**

Accrual Method, Last In First Out Method (LIFO)

From: July 1, 2025 - March 31, 2026

Revenues

	<u>Year to Date</u>	<u>Gallons</u>
	<u>Jul - Mar 2026</u>	
100LL	\$ 1,459	220
Jet A	\$ 21,357	4,088
Donations	\$ 67	
T-Hangars	\$ 15,403	
Large Hangars	\$ 2,900	
Small Hangar	\$ 14,030	
Trailer	\$ 3,030	
Misc	\$ 83	
ADOT Grant	\$ 24,924	
General Fund Subsidy	\$ 14,744	

Expenditures

	<u>Year to Date</u>
	<u>Jul - Mar 2026</u>
<u>Salaries & Benefits</u>	
Regular	\$ 23,912
Limited	\$ -
Overtime	\$ 568
Fica	\$ 1,873
AZ State Retire	\$ 2,938
Health Insurance	\$ 24
Income Protect	\$ 55
Work Comp	\$ 491
Insurance Claims	\$ -
Total	\$ 29,861

Fuel Costs

100LL	\$ 1,030
Jet A	\$ 14,658
Total Fuel Costs	\$ 15,688

Operations Costs

Contractual Services	\$ 2,626
Telephone	\$ 976
Utilities	\$ 9,688
Auto Maint	\$ 1,345
*Building Maint	\$ 22,237
Liability Insurance	\$ 8,198
Travel & Training	\$ -
Office	\$ 58
Operating Supplies	\$ 562
Safety Equipment	\$ -
Books Dues & Subscr	\$ 15
Uniforms	\$ -
Gas/Oil/Lube	\$ 2,369
Capital/Revised ALP	\$ -
Capital/Runway Engineering	\$ -
Design/Perimeter Fencing	\$ 24,924
Total Operations	\$ 72,998

TOTALS	\$ -	\$ 97,998	4,307	TOTALS	\$ -	\$ 118,547	Over (Under)
							(20,549)

*Building Maint

Pump Repairs	\$ 20,548.60
Other (Lights, gas can, signs, stand, weed eater)	\$ 1,688.10
Total	\$ 22,236.70

Chapter 2.44 DOUGLAS AIRPORT ~~AUTHORITY~~ ADVISORY COMMITTEE

2.44.010 ~~Corporate powers~~ Purpose.

- A. The City hereby establishes the Douglas Airport Advisory Committee, to provide to the City Council recommendations regarding the operations and maintenance of any and all airports belonging to the City of Douglas, shall have the right and power to own or otherwise acquire and obtain, within or without the limits of the City, either by purchase, donation, bequest or otherwise, all property it may need for the purpose of establishing, maintaining and operating airports, with a right to improve the same with all necessary buildings, facilities and equipment for the maintenance and operation thereof, and all necessary rights-of-way thereto, and shall have the power to sell, lease or otherwise dispose of the same in whole or in part. All of said powers, together with such additional authority, rights and powers concerning acquisitions, operation, improvement, maintenance and disposal of airports and airport properties, as may be conferred upon the City, shall be exercised by an agency of the City to be known as the Douglas Airport Authority to be organized as herein provided.
- B. ~~As used in this chapter, unless the context otherwise requires, "airport" means any area of land or water designated and set aside for the landing and taking off of aircraft, and any appurtenant areas which are used or intended to be used for airport buildings or other airport facilities or approach zones or rights-of-way.~~

(Ord. 451, § 1, 1980)

2.44.020 Appointment of members—Terms of office.

- A. The Douglas Airport Authority-Advisory Committee shall consist of seven members. Six members shall be qualified voters of the City of Douglas who shall be subject to the same qualifications and disqualifications as provided by law for City Council members and shall not hold or be candidates for public office. Those members shall be referred to herein as "the appointed members." The seventh member shall be the Mayor or a City Council member appointed by the Mayor to serve in the Mayor's stead.
- B. Upon final adoption of the ordinance codified in this section, the Mayor, subject to the approval of the City Council, shall appoint to the Douglas Airport Authority-Advisory Committee six qualified voters of the City. In order to create a system of staggered terms, two members will be appointed to serve a term expiring June 30, 1998, two members will be appointed to serve a term expiring June 30, 1999, and two members will be appointed to serve a term expiring June 30, 2000. After these initial appointments, members will be appointed to serve four-year terms, except for the Mayor or the City Council member appointed by the Mayor to serve in the Mayor's stead.

(Ord. 451, § 2, 1980; Ord. 524, § 1, 1987; Ord. 695, § 2, 1997)

2.44.030 Vacancies.

If a vacancy occurs in the membership of the Douglas Airport Authority-Advisory Committee, for any reason, the Mayor, with approval of the Council, shall appoint a qualified voter of the City to fill the unexpired term of the member whose position has become vacant. With the exception of the Mayor or the Mayor's designated representative, any member missing more than three consecutive meetings without an excuse acceptable to the majority of the Douglas Airport Authority-Advisory Committee members shall be considered to have vacated his or her position on the Douglas Airport Authority-Advisory Committee.

(Ord. 451, § 3, 1980; Ord. 695, § 3, 1997)

2.44.040 Removal ~~from office.~~

Members of the [Douglas Airport Authority Advisory Committee](#) shall be removed only for cause as provided in the statute or ordinances, in the manner provided, or which may hereafter be provided, for the removal of municipal elective officers by general law.

(Ord. 451, § 4, 1980)

2.44.050 Mayor or Councilmember as member.

The Mayor shall serve as the seventh member of the [Douglas Airport Authority Advisory Committee](#) and shall have full power to act and vote on [Douglas Airport Authority Advisory Committee](#) matters. At the Mayor's discretion, the Mayor may appoint the Mayor Pro-tempore or another member of the City Council to serve as the Mayor's representative on the Douglas Airport [Authority Advisory Committee](#), with full power to act and vote in the Mayor's stead.

(Ord. 451, § 5, 1980; Ord. 695 § 4, 1997)

2.44.060 Organization.

The [Douglas Airport Authority Advisory Committee](#) ~~shall adopt rules and bylaws for conducting its affairs and~~ shall elect a Chairman and a Vice-chairman from among its members.

(Ord. 451, § 6, 1980)

2.44.070 ~~Airport fund.~~

~~The Douglas Airport Authority shall have the power to operate any and all airports as a separate utility. It shall have the power to accept from any source, including authorized agencies of the United States of America and of the State of Arizona, such funds as now are, or may at any time be, available under any act of Congress or any law of the State of Arizona for, or in and of, the acquisition, operation, maintenance, development and improvement of the airports of the City. All funds so received and all income and revenue derived from the operation of the airports and their facilities and from property acquired for airport purposes, shall be deposited with the City Treasurer to the credit of the airport fund and shall be paid out only upon the order of the airport authority after they have been audited by the City Treasurer. No funds shall be paid out of the airport fund, nor shall any funds be paid from accounts now or hereafter created for the proceeds from the sale of bonds authorized by the qualified voters of the City for airport purposes, except on warrants signed by the Chairman or Vice-chairman of the airport authority, countersigned by the City Treasurer and approved by the Authority.~~

(Ord. 451, § 7, 1980)

2.44.080 ~~Powers Duties.~~

The [Douglas Airport Authority Advisory Committee](#) shall have ~~within its duties~~ the power to ~~recommend to the City Council~~ adopt, amend or repeal rules and regulations for the maintenance and operation of any and all airports belonging to the City ~~and shall have the power to enter into contracts for the acquisition, establishment, operation, improvement, maintenance, leasing or other disposition of the airports of the City, all such rules, regulations and contracts to be subject to approval by the City Council.~~

(Ord. 451, § 8, 1980)

2.44.090 Reports.

The [Douglas Airport Authority Advisory Committee](#) shall ~~render to the City Council~~ [review and approve, in writing](#), quarterly reports for the calendar quarters ending in the last day of March, June, September and December of each year as soon after the conclusion of each quarter as practicable, which reports shall show the transactions of [the Airport Authority City owned airports](#) during the preceding quarter.

(Ord. 451, § 9, 1980)

Federal Aviation Administration and Arizona Department of Transportation

Five-Year Capital Improvement Program

Project Request Data Sheet

Airport Name: Douglas Municipal Airport Sponsor Signature: _____ Date: 7/11/2025 4:08:18PM

(Required)

<u>Fiscal Year</u>	<u>Project Identifier</u>	<u>Project Category</u>	<u>Project Total Amount</u>	<u>Project Component</u>	
2027	27-1	State and Local	\$220,000	<p>Description: Perimeter Fencing - Barbed Wire, Install (New) Installation of approx 6,250 linear feet of perimeter fencing as final phase IV to fully secure the Airport. Phase I & II are complete and Phase III is in design phase. Phase III will include design of Phase IV section.</p> <p>Justification: To prevent unauthorized persons & vehicles from freely accessing the airport and also protect from animals entering the airport. Provide security to tenants and Airport users.</p>	<p>Project shown on approved ALP? Y</p> <p>Phase Project? Y</p> <p>FSL Pavement Maintenance Prj.? N</p> <p>Environmental Review Status? CatEx</p>
2028	28-1	State and Local	\$325,000	<p>Description: Apron, Rehabilitate Rehab Main Apron A01DM-10 (135,000 sq ft), Apron A02DM North (139,500 sq ft) and Apron 02DM (153,000 sq ft) South Apron west of Rwy 03-21 (427,500 sq ft).</p> <p>Justification: Main apron(PCI 25) is where fuel facility, community hangar and small hangar for air ambulance are located. North apron (PCI 49) contains 10 T-Hangar spaces and 18 tie down spaces. South Apron (PCI 49) contains 18 tie downs.</p>	<p>Project shown on approved ALP? Y</p> <p>Phase Project? N</p> <p>FSL Pavement Maintenance Prj.? N</p> <p>Environmental Review Status? CatEx</p>
2028	28-2	State and Local	\$150,000	<p>Description: Taxiway, Rehabilitate Rehab TWYADM-10. TWY located 240 feet from centerline of Rwy 03-21 (214,714 sq ft).</p> <p>Justification: TWY show PCI of 68. Necessary crack repairs, seal coat and striping to preserve and maintain TWY functional</p>	<p>Project shown on approved ALP? Y</p> <p>Phase Project? N</p> <p>FSL Pavement Maintenance Prj.? N</p> <p>Environmental Review Status? CatEx</p>
2029	29-1	State and Local	\$350,000	<p>Description: Runway MIRL/HIRL, Install Replacement of out of service runway edge lights for runway 03-21 (75 x 5,760 ft).</p> <p>Justification: Existing lights are out of service and new electrical must be installed for pilots to maintain a safe approach to runway 03-21 and safe landings.</p>	<p>Project shown on approved ALP? Y</p> <p>Phase Project? N</p> <p>FSL Pavement Maintenance Prj.? N</p> <p>Environmental Review Status? CatEx</p>

Federal Aviation Administration and Arizona Department of Transportation Five-Year Capital Improvement Program Project Request Data Sheet

Airport Name: **Douglas Municipal Airport** Sponsor Signature: _____ Date: **7/11/2025** 4:08:18PM

(Required)

<u>Fiscal Year</u>	<u>Project Map Identifier</u>	<u>Project Category</u>	<u>Project Total Amount</u>	<u>Project Component</u>	
2029	29-2	State and Local	\$150,000	Runway Vertical/Visual Guidance System, Install/Upgrade	
			Description: PAPI lighting for runway 03-21 (75 x 5,760 ft).		Project shown on approved ALP? Phase Project? Y FSL Pavement Maintenance Prj.? N Environmental Review Status? N CatEx
			Justification: Replace PAPI Lights that are out of service on both ends to maintain a safe approach to runway 03-21 for safe landings.		
2030	30-1	State and Local	\$435,000	Helipod, Construct	
			Description: Construct new helipod located between existing Jet A fuel station and north T hanger apron. Touchdown and liftoff area 35x35 final approach and takeoff are 182.5x182.5. Min separation 17.5 safety area width 20. New safety fencing included; 890 I.F. Airport has air ambulance tenant MedTrans with a busy rotorcraft operation. City currently does not have a hospital. Permanent helipod with fence and lgt would increase safety for the entire Airport.		Project shown on approved ALP? Y Phase Project? N FSL Pavement Maintenance Prj.? N Environmental Review Status? CatEx
			Justification: The existing beacon is a standard rotating white-green beacon that is old and outdated. Not able to find replacement parts for the unit and the climbing ladder is unsafe, not meeting regular safety standards.		
2031	31-1	State and Local	\$400,000	Rotating Beacon, Install (New)	
			Description: Replacement of rotating beacon light used as a navigation aid located northwest of the main apron.		Project shown on approved ALP? Y Phase Project? N FSL Pavement Maintenance Prj.? N Environmental Review Status? CatEx

**Airport Authority Board Meeting
January 26, 2026, at 5:30 pm
City Hall – Council Chamber**

1. CALL TO ORDER

Meeting was called to order by Carlos Fernandez at 5:33 PM.

2. ROLL CALL

Board Members present were Tanya Duarte, Mitch Lindemann, Bill Wendt, and Carlos Fernandez. Tom Hannigan arrived at 5:39 PM. Board Members absent were Richard Acosta and Pedro Ochoa. City officials present were Luis Pedroza, Karl Rockwell, and Leslie Dominguez.

3. PERSONS WISHING TO ADDRESS THE AIRPORT AUTHORITY IN WRITING OR VERBALLY ON ANY ITEM NOT ON THE AGENDA

None.

4. DISCUSSION/DECISION ON APPROVAL OF MEETING MINUTES FOR DECEMBER 1, 2025

Minutes were reviewed and approved. Motion to approve by Mitch Lindemann and seconded by Tanya Duarte. Motion carried unanimously.

5. DISCUSSION/DECISION ON APPROVAL OF QUARTERLY REPORT(S) FOR QUARTER ENDING DECEMBER 31, 2025, TO BE PRESENTED TO MAYOR AND COUNCIL.

The quarterly report for the period ending December 31, 2025, was reviewed and discussed. Discussion included salary allocation, safety equipment expenses, perimeter fencing costs, building maintenance, fuel dispenser repairs, and fuel sales amounts. Vice Chair Tanya Duarte raised a concern regarding PPE and the need to ensure that adequate safety equipment is provided to airport staff to help reduce potential City liability. Board members requested clarification and corrections to certain line items, including identifying the perimeter fencing expense as design/engineering costs and correcting reported fuel gallon amounts.

A motion was made by Tanya Duarte and seconded by Tom Hannigan to withhold approval of the quarterly report until corrections are made. Motion carried unanimously.

6. DISCUSSION/UPDATE ON THE CREATION OF DOUGLAS AIRPORT AUTHORITY BYLAWS.

Staff provided an update regarding the creation of Douglas Airport Authority bylaws and explained that the current Douglas Municipal Code language refers to the Airport Authority as having corporate powers, although the Authority has been functioning as an advisory board. The Board discussed the need for clarification of the ordinance and the role of the Airport Authority. Staff noted that Mayor and Council may review the ordinance at a future Council meeting.

No action was taken.

**Airport Authority Board Meeting
January 26, 2026, at 5:30 pm
City Hall – Council Chamber**

7. DISCUSSION/UPDATE REGARDING SALE OF LAND AROUND THE DOUGLAS MUNICIPAL AIRPORT.

Staff provided an update regarding the sale of land around the Douglas Municipal Airport. It was noted that the Mayor and Council approved the sale, and the City is working with the purchaser on rezoning, development agreements, deeds, and easements.

The Board discussed concerns previously raised regarding the agreement, including the need to clearly define when development and construction must begin for each parcel. Discussion included clarification that permits must be obtained and construction must commence within 18 months for each parcel, and that construction should include more than grading or foundation work. Staff noted that the Board's concerns from the previous meeting were relayed to the Mayor and Council.

No action was taken.

8. DISCUSSION/UPDATE ON FUEL DISPENSERS AT DOUGLAS MUNICIPAL AIRPORT.

Staff provided an update regarding the fuel dispensers at the Douglas Municipal Airport. It was noted that the fuel dispenser was repaired on December 30, 2025, after multiple repair attempts. Discussion included repair costs exceeding \$20,000, refund requests submitted to the vendors, and QT Pod agreeing to reimburse approximately \$2,181.16.

Staff also noted that the 100LL tank holds 12,000 gallons and that fuel testing is completed daily. Additional discussion included the jet fuel totalizer, which is difficult to read and needs replacement, as well as weekly website updates regarding pump status.

9. DISCUSSION/UPDATE ON PERIMETER FENCING PROJECT AT DOUGLAS MUNICIPAL AIRPORT.

Staff provided an update regarding the perimeter fencing project. Design plans are nearly complete and awaiting final review by ADOT before the project can go out to bid. Public Works crews have cleared the fence line. Discussion included available grant funding, estimated project costs, and possible reimbursement related to the land sale.

**Airport Authority Board Meeting
January 26, 2026, at 5:30 pm
City Hall – Council Chamber**

10. DISCUSSION/UPDATE ON SAVE AMERICA'S TREASURES GRANT PROJECTS AT DOUGLAS MUNICIPAL AIRPORT.

Staff provided an update regarding the Save America's Treasures Grant projects. Discussion included preservation work for the historic hangar, including painting and electrical updates, as well as the use of remaining grant funds for pavement preservation, crack seal, and fog seal. Additional discussion included tenant coordination during the project and future improvements to the trailer and fuel system.

No action was taken.

11. INFORMATION/DISCUSSION REGARDING GENERAL UPDATES OR CONCERNS AT THE DOUGLAS MUNICIPAL AIRPORT.

Staff and Board members discussed general updates and concerns at the Douglas Municipal Airport, including the rotating beacon light, PAPI lights, runway edge lights, cattle and fencing concerns, airport security, and FAA-related matters. The Board requested that the beacon light be brought back for further discussion, including options for repair or replacement.


No action was taken.

12. DISCUSSION AND DIRECTION/CONSENSUS FOR AGENDA ITEMS TO BE DISCUSSED AT FUTURE MEETINGS.

The Board discussed future agenda items, including an update on the beacon light and clarification of the City ordinance related to the Airport Authority.

13. ADJOURNMENT

Motion by Tanya Duarte and seconded by Mitch Lindemann to adjourn the meeting at 7:11 PM. Motion carried unanimously.


Prepared By: Leslie Dominguez, Administrative Assistant