



## **Deer Valley Pilots Association**

### **Monthly Meeting Minutes – November 15, 2007**

**"The Minutes of the Monthly Meeting are subject to approval and/or change by the Board at the next monthly meeting."**

At 7:00 P.M., Deer Valley Pilots Association (DVPA) President Ray Weigold called the November meeting to order in Pan Am Flight Academy training room "B". Board members present: Treasurer Doug Bronson, Ken Cada, Jim Little, Jim Russell, Bob Thomas and Dan Tollman.

Directors absent: Vice President Mike McNally, Secretary Stan Watkins, Mike Berglund, Dee Grimm and Whitney White.

E-mail proxies received from Vice President Mike McNally, Mike Berglund and Dee Grimm.

Members in attendance: Loretta Glenn, Jim Kahn, Pat Mornin, Lacy Parker, Carl Ulbrich and Dave Underwood.

Associate members attending: Susan Thomas

Guests: Gary Mascaro, Deer Valley Airport Manager; Tom Brewer, DVT Aviation Supervisor; Garry Jagers, City of Phoenix Engineering.

#### **Meeting Format:**

Ray utilized the overhead projection equipment and proceeded with the planned meeting agenda and topics.

#### **Guest Presentation:**

Guest presenter Gary Mascaro, DVT Airport Manager. Gary brought with him and introduced Tom Brewer, DVT Aviation Supervisor, Garry Jagers, Project Manager, City of Phoenix. Gary passed out copies of a memo titled "Deer Valley Airport South Ramp Reconstruction" including a diagram illustrating the airport with the south ramp divided into sections or phases. A timetable is included in this diagram.

#### **Airport Improvements -**

- Repaving of the south ramp is a \$7.2M project.
- Work to be done in phases, diagram illustrates phases and lists construction timetable.
- Originally, work was to begin in front of the terminal building. Upon further consideration, work will now start on the far east side near the Phoenix Police Air Support Unit.
- A precursor to the Project is reconfiguration of the northwest ramp. Warbird (C-123) will be relocated to northeast corner of that ramp area.
- Tie-down cables to be installed on the northwest ramp, area will be marked off into individual parking locations, lines painted, individual locations numbered.
- Ramp expected to accommodate 45 aircraft.
- The northwest ramp will be used as a temporarily relocation site for those aircraft on the south side affected by the south ramp reconstruction project. See ramp diagram and timetable handout added to this document.
- 1<sup>st</sup> phase resurfacing operations expected to begin Dec. 12 and be completed before January 31. Once operations start, tenants will not be permitted access to their hangars; aircraft cannot be moved in and/or out of the area undergoing reconstruction. Any tenant expecting to use his

aircraft during this period may have it relocated to an assigned tie down spot on the northwest ramp prior to start of reconstruction.

- Southeast ramp work scheduled to start Dec. 12, milling all blacktop and sub-base.
- Milling will be done at night, 10:00 PM until 6:00 AM. Material will be taken directly to the runway, a 20' wide swath both sides, will be spread out from existing runway edge. Material tapered to ground level at outside edge, compacted then treated to prevent growth of vegetation.
- To address drainage problems, larger drain pipes to be installed.
- Construction will be shut down for 4 days over Super Bowl weekend.
- No low bid contracts accepted for this project. Each contractor interviewed and sorted for best quality then price negotiated.
- Lighting, FBO areas will be well illuminated with a white light. Light poles in the aircraft parking areas will be raised 20 to 30 feet, height increases and color change approved by FAA.
- Signage, old signs to be replaced with new lighted signs.

Jim Russell asked Gary if any rate adjustment was being considered for those tenants who chose to have their aircraft placed in the northwest tie down area during this reconstruction project. Gary acknowledged by saying he would consider the idea.

#### **Super Bowl -**

- Gary expects the airport to be very busy during the period starting Tuesday and Wednesday before the Super Bowl.
- Sunday night after the game, the airport should be busy with aircraft departing.

#### **Other Topics –**

- North valley radar is up and running.
- East ramp access gate is for the corporate hangar area and not for regular GA use.
- Pedestrian gates, there will be no more keypads once updating of the gates is completed.
- July 2007, 24 hour coverage at Operations will take place. Tenants will be notified.
- **IMPORTANT**, all tenants need to insure that DVT Administration has each tenant's current contact information: name, e-mail address, home phone, cell phone.

#### **Minutes of the Meeting:**

In preparation for this meeting, Jim Little e-mailed copies of the October Minutes to each Director. Dan Tollman moved to approve the minutes, Ken Cada seconded the motion, the board voting unanimously to approve the October 18, 2007 meeting minutes.

#### **Treasurers Report:**

Treasurer Doug Bronson reviewed the financial report for period October 1 thru 31, 2007. Dan Tollman moved to accept the Treasurers report as submitted, Ken Cada seconded the motion with the board voting to approve the report.

Ray Weigold reported that he called representatives from several area banks / savings and loans. Of all the banks Ray checked with and as determined by the Bank Research Team, February 2007, Compass Bank continues to have the best offerings suitable to the needs of DVPA. Ray will work with Doug to begin a transition of the checking/savings account. A new account will be established before the next regular monthly meeting. **( ACTION ITEM #1 )**

#### **Membership:**

Statistics reported by Dan Tollman and Doug Bronson.

As of 11/15/2007, the membership roster indicated a total of 446 members. Doug reported 330 members in good standing. Members who have not renewed their membership for 2008 totals 185. Seventy three (73) new members joined since March 1, 2007. Fifty nine (59) members joined since start of mail campaign October 11. A small percentage of members, approx. 8%, do not have an e-mail address on file.

The membership committee, Thomas (Chairman), McNally, Russell, White, will need to formulate a plan in December and take prompt action in January to address the delinquent member issue.

( ACTION ITEM #2 )

#### **OLD Business:**

#### **Membership Committee:**

Three months remain before the annual General Membership Meeting and nomination/election of new directors. The membership must be notified at a minimum of 30 days prior to the meeting date, see ByLaws. Preparations need to be underway to get ready for this meeting.

( ACTION ITEM #3 )

#### **Nomination Committee:**

Qualified and willing candidates need to be identified. Annual General Membership Meeting, nomination and election of Directors scheduled February 21, 2008. Information is contained in our membership roster identifying members that have indicated an interest in serving on the board. This information needs to be extracted and steps taken to contact each of these members. Need bios on each nominee.

Board members whose terms are expiring are identified: Mike Berglund, Dee Grimm, Mike McNally, Jim Russell and Bob Thomas. Nomination Committee, Ken Cada (Chairman).

( ACTION ITEM #4 )

#### **Committee Reports:**

##### **Picnic Committee -**

Doug provided a few statistics on the picnic:

Cost - \$1331.37

Funds donated: \$1000 (Complete Aviation Fuel Systems, Air Petro Corp. and Sibran Properties LLC)

Bob Thomas donated soft drinks = \$77.24.

Membership: 20 new members, 37 renewal memberships completed

Member Jim Kahn added that he thought the picnic was fantastic!

##### **ENewsletter Committee -**

The 15<sup>th</sup> issue of the DVPA Electronic Newsletter is to be distributed on/about January 1, 2008.

Newsworthy information is needed.

( ACTION ITEM #5 )

##### **Minimum Standards -**

Ray said that our letters on SASSO 1 and SASSO 2 need to be posted on the web site. Jim Little will get copies of these documents then work with Bob Bureker to place on the web site.

( ACTION ITEM #6 )

#### **NEW Business:**

##### **Planning (Brain Storm) Session -**

Ray will handle the arrangements to hold a planning session meeting Saturday, December 8 in the terminal building upstairs conference room beginning at 1:00 PM.

( ACTION ITEM #7 )

## **Partnership Meeting -**

This month's Partnership Meeting was cancelled. In part, due to our ability to get information out quickly, the City of Phoenix is likely to rely on DVPA more to communicate information to tenants.

## **Hangar Inspections –**

Jim Russell led a discussion on this subject. Though a couple of months off, hangar inspections will be coming soon. If we get a copy of the checklist that the City uses and distribute this list to our members, Jim feels this might reduce the number of issues experienced by some tenants. Will the City take last year's inspection plan and use it again? Some concerns expressed regarding inspectors and their ability to be uniform and consistent from one inspector to the next. No specific action established at this time.

## **Membership Incentive Plan-**

Matt Wright, G.M. Atlantic Aviation, has offered to help us put a membership incentive plan into action. For becoming a new member of DVPA, the new member would receive at no charge, 3 gallons of 100LL fuel. Matt is ready to kick this program off now. Details need to be worked out. Ray agreed to contact Matt and pursue this opportunity. **( ACTION ITEM #8 )**

## **Holiday Treats -**

Valerie McNally agreed to organize and manage the Holiday Treats program for 2007. E-mail will be sent out to the membership explaining the program and what is needed from the members. In conjunction with our regular December 20 business meeting, trays containing the donated baked goods will be assembled, wrapped and labeled. The following morning, the "delivery volunteers" will make the rounds delivering the trays to the designated recipients.

Little pointed out that the Phoenix 99's deliver trays of baked goods to various airport organizations after 9:00 AM the same day we plan our delivery. He asked the group if we should offer to partner with the 99's in this. The group was nearly unanimous in saying we should do this on our own to maintain our own identity. **( ACTION ITEM #9 )**

## **DVPA Brochures -**

Little brought to the attention of board members that we have but a handful of brochures remaining. New brochures are needed but before having more printed, this would be a good opportunity to review the current brochure and update as needed. The picture of the control tower should be replaced. Little located a software copy of the existing brochure and offered to work at updating it. **( ACTION ITEM #10 )**

## **Miscellaneous:**

### **Hospitality Hangar –**

Considering the Phoenix FBR Open, other potential dates were reviewed with January 19 being selected for our next Hospitality Hangar event. Committee members, W. White (Chairman), Bronson, Cada, Russell. **( ACTION ITEM #11 )**

### **Navajo Christmas Airlift -**

Twenty five aircraft loaded with donations flew to Window Rock in this annual charity event. Twelve DVPA members participated in this airlift to the Navajo Nation.

## **Special Projects -**

Public service projects -

- WIFI on the north side, member Dan Olsen is working on this in conjunction with the self serve fuel installation.
- Hooks in bathrooms – for jackets, purses, etc.

( ACTION ITEM #12 )

**Calendar:**

***Upcoming Events:***

- Nov. 16 Wings Safety program.
- Dec. 8 DVPA Board work session.
- Dec. 20 Regularly scheduled monthly DVPA business meeting and special Holiday Treats program.
- Jan. 1 New hangar rental rates into effect.
- Jan. 17 DVPA monthly meeting.
- Jan. 19 DVPA Hospitality Hangar.
- Feb. 21 Annual DVPA General Membership Meeting and Nomination/Election of Board Members.

**Action Item(s):**

- #1 Bank Account Change** – Ray Weigold/Doug Bronson, transition checking and savings account.
- #2 Membership Committee** – Thomas (Chairman), McNally, Russell, White develop action plan and timetable and prepare to execute.
- #3 Membership Committee** – Thomas (Chairman), McNally, Russell, White preparations for General Membership meeting. Notice in mail on/before Jan. 15, 2008.
- #4 Nomination Committee** – Cada (Chairman), candidates for nomination February mtg.
- #5 ENewsletter** – Little (Editor), publication of the 15<sup>th</sup> issue due Jan. 1, 2008
- #6 Minimum Standards Letters** – Little to acquire and work with Bureker to place on web site.
- #7 Planning Session** – Weigold to make necessary arrangements.
- #8 Membership Incentive Plan** – Weigold to contact Matt Wright to discuss.
- #9 Holiday Treats** – McNally organize and manage.
- #10 Brochures** – Little, manage updating of membership brochure.
- #11 Hospitality Hangar** - Committee members, W. White (Chairman), Bronson, Cada, Russell.
- #12 Special Projects** – Weigold, see list above.

**Adjourn:**

Ray asked for a motion to adjourn, Ken Cada moved to adjourn, the motion was seconded by Dan Tollman and approved by the attending board members. The meeting was adjourned at 9:33 PM.

**POST NOTES:**

*None*