



**SCOTTSDALE AIRPORT ADVISORY COMMISSION
PUBLIC MEETING**

**Scottsdale Airport Aviation Business Center
Stearman/Thunderbird Meeting Room
Second floor 15000 N. Airport Drive
MEETING HELD ELECTRONICALLY
Scottsdale, Arizona
Wednesday, March 16, 2022**

MINUTES

PRESENT: Charles McDermott, Chair
Larry Bernosky
Ken Casey
Rick Milburn

ABSENT: Peter Mier, Vice Chair
John Berry
Cory Little

STAFF: Gary Mascaro, Aviation Director
Carmen Williams, Aviation Finance & Administration Manager
Sarah Ferrara, Aviation Planning & Outreach Coordinator
Chris Read, Assistant Aviation Director-Operations

GUESTS: Andrew Olson, M&N Equipment

CALL TO ORDER

The meeting was called to order at 5:03 p.m.

ROLL CALL

A formal roll call confirmed the presence of Commissioners as noted above.

AVIATION DIRECTOR'S REPORT

Gary Mascaro, Aviation Director, highlighted the fact that this event season has been extremely busy, particularly with business jet traffic. A more detailed update will be provided later in the meeting.

1. Regular Meeting: February 15, 2022

COMMISSIONER BERNOSKY MADE A MOTION TO APPROVE THE REGULAR MEETING MINUTES OF FEBRUARY 15, 2022 AS PRESENTED. COMMISSIONER MILBURN SECONDED THE MOTION, WHICH CARRIED 4/0 WITH CHAIR MCDERMOTT AND COMMISSIONERS BERNOSKY, CASEY AND MILBURN, VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

PUBLIC COMMENT

There were no public comments.

REGULAR AGENDA ITEMS 1-8

1. Discussion and Possible Action regarding application for Airport Aeronautical Business Permit for M&N Equipment, LLC dba M&N Aviation to conduct aircraft charter/management services at the Scottsdale Airport.

Carmen Williams, Aviation Finance & Administration Manager, stated that the company is based out of Centennial Airport in Englewood, Colorado with offices in Boca Raton, Florida. They are currently leasing office and hangar space at Signature Flight Support and base two Beech Premier jets for charter operations. They have met the requirements of the permit and submitted proper documentation. She introduced executive director, Andrew Olson. In response to a Commissioner question, Mr. Olson stated that the plan is to base two Premier jets in Scottsdale for charter. Typical runs will be to Las Vegas and San Diego. Fuel-ups will be done in Scottsdale as much as possible.

Chair McDermott asked about staffing. Mr. Olson stated that they are currently looking at adding two maintenance individuals along with a base office manager. The aircraft are owned by an ownership group and are managed on behalf of the owner. The ultimate goal will be to add additional planes.

COMMISSIONER CASEY MADE A MOTION TO APPROVE THE APPLICATION FOR AN AIRPORT AERONAUTICAL BUSINESS PERMIT FOR M&N EQUIPMENT, LLC DBA M&N AVIATION TO CONDUCT AIRCRAFT CHARTER/MANAGEMENT SERVICES AT SCOTTSDALE AIRPORT. COMMISSIONER BERNOSKY SECONDED THE MOTION, WHICH CARRIED 4/0 WITH CHAIR MCDERMOTT AND COMMISSIONERS BERNOSKY, CASEY AND MILBURN, VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

2. Discussion and Possible Action to Recommend to City Council Adoption of Resolution No. 12425 authorizing the acceptance of an airport improvement grant from the Arizona Department of Transportation, Aeronautics Group in the amount of \$728,090 and;

Authorizing a FY 2021/22 Aviation Future Grant Contingency Budget Appropriation transfer totaling \$728,090 to a newly created capital improvement project to be titled "Perimeter Service Road Rehabilitation" for the design and construction of airport perimeter road improvements.

Chris Read, Assistant Aviation Director-Operations, identified the perimeter road project location. It is a service road, constructed in 2003 for use by service vehicles and City first responders. The road is in need of repair, after repeated utilization as a construction haul route. This is a 100 percent grant from the State.

In response to a question from Commissioner Casey, Mr. Read stated that if approved by the Commission, it will go before Council for approval on April 5th. This will be followed by execution of the grant and initial work by the design team. Work would likely begin in October. Runway closures are not required and there is no associated lighting work.

COMMISSIONER CASEY MADE A MOTION TO RECOMMEND TO CITY COUNCIL THE ADOPTION OF RESOLUTION 12425 AUTHORIZING THE ACCEPTANCE OF AN AIRPORT IMPROVEMENT GRANT FROM THE ARIZONA DEPARTMENT OF TRANSPORTATION, AERONAUTICS GROUP. COMMISSIONER MILBURN SECONDED THE MOTION, WHICH CARRIED 4/0 WITH CHAIR MCDERMOTT AND COMMISSIONERS BERNOSKY, CASEY AND MILBURN, VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

3. Discussion possible action to modify the Airport Advisory Commission By-laws to request applicant to attend meeting for ratification of Aeronautical Business Permit.

Mr. Mascaro stated that this item is brought based on a request from the Commission in January regarding adjusting a policy document to require applicants for permits to attend the Commission meeting for approval and ratification. Staff worked with the City Attorney to make adjustments to the bylaws. The change to Section 210 now requests and authorizes an applicant to attend the applicable meeting. If they do not attend, the Commission has the authorization to deny the application or to set the item for a future agenda. The bylaws update will take effect immediately upon ratification.

COMMISSIONER BERNOSKY MADE A MOTION TO MODIFY THE AIRPORT ADVISORY COMMISSION BYLAWS TO REQUEST APPLICANT TO ATTEND MEETING FOR RATIFICATION, COMMISSIONER CASEY SECONDED THE MOTION, WHICH CARRIED 4/0 WITH CHAIR MCDERMOTT AND COMMISSIONERS BERNOSKY, CASEY AND MILBURN, VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

4. Discussion and Input Regarding the Monthly Operations Report

Mr. Read stated that there were two alert 1s and a few incidents, including a patron fall in the lobby of the restaurant. For U.S. Customs, revenue for the month of February totaled \$118,475 with 205 total uses (compared with 140 for the same period last year) and 39 U.S. visits. Fiscal year to date revenue is \$685,775. Total uses for the fiscal year to date were 1,132 compared with 861 for the same period last year. PPRs for the calendar year total 12.

Commissioner Casey cited the incident, "Extra NG, runway excursion," compared with the restaurant patron fall, noting that the classifications are confusing. Mr. Read stated that it is up to the control tower to determine whether an event rises to the level of an alert.

Commissioner Casey asked for clarification that an alert means that an emergency has been declared for someone. Mr. Read confirmed that understanding, adding that alerts are in-flight. An Alert 1 is a very minor incident. Alert 2 is a little more serious situation and an Alert 3 is a crash. In the case of the Extra NG, runway excursion, the craft left the runway, moved through the rocks and ended up in a taxiway and a determination was made not to call this an Alert 3 or a crash.

Commissioner Casey asked for clarification that incidents at the restaurant are reported simply because the building is controlled by the Airport. Mr. Read confirmed that the Airport keeps a database of all incidents. These include aircraft and non-aircraft related incidents.

5. Discussion and Input Regarding Monthly Construction Report

Mr. Read provided an update on the fencing replacement at Frank Lloyd Wright and Thunderbird Road. Photographs were reviewed. The rehabilitation of the north end taxiway and run-up area project is in design phase. The FAA has provided approval for the 90 percent phase. The project will now move to 100 percent design phase prior to going out for bid.

Chair McDermott asked about the timeline for the taxiway project to go to bid. Mr. Read said this would likely occur in the next two to three weeks.

6. Discussion and Input Regarding Airport and Airpark Aeronautical Business Permit Additions, Cancellations and Revocations

Ms. Williams cited the newly approved permit from this agenda. Southwest Flight Center cancelled its permit for flight training, aircraft leasing and mobile aircraft maintenance. There were no changes on the Airpark side.

Commissioner Casey asked if Southwest Flight Center is leaving the Airport. Ms. Williams stated that Southwest Flight Center does not currently have a lease with Jet Aviation. Based on conversations with the owner, there was hope to start up again. However, without the office space lease in place, a cancellation was required. If they can find space, the permit can be reactivated.

7. Discussion and Input Regarding Financial Report for January

Ms. Williams stated that the approved budget for revenues was \$3.5 million with actuals coming in at \$4.5 million. The expense budget was \$1.7 million with actuals coming in at \$1.5 million. Compared to last year, revenues were approximately \$100,000 higher this year and expenses were lower by approximately \$52,000. The Aviation Fund Cash Balance was \$4.27 million as of January 31st. For January, 2022, FBO fuel sales account for 75 percent of total fuel. AVGAS was 1.9 percent and Airpark operators were at 22.6 percent. Volumes are up 32.7 percent over last January. For year to date, volumes are up 15.6 percent.

8. Discussion and Input Regarding Public Outreach Programs and Planning Projects

Sarah Ferrara, Aviation Planning & Outreach Coordinator, stated that seven voluntary curfew letters were issued in February. For Planning and Zoning, four projects were listed in the Airport Influence Area. Staff continues its media, social media and listserv efforts. Topics included: Scottsdale Airport fourth in the world for business aviation departures, Barrett-Jackson, and open operational numbers. Aviation staff will host a booth at the upcoming NBAA in October 2023 in Orlando Florida. Ms. Ferrara gave a presentation to approximately 100 people at the Scottsdale Chamber of Commerce Airpark Forum on March 10th. Staff will also conduct presentations for DC Ranch Community Council, AZAA and Realtor's Group. She provided statistics for Airport activity during the high season.

Ms. Ferrara addressed the ground delays, which are largely as a result of the significant growth in volume and management of airspace. Staff held a recent meeting with the local FAA air traffic control tower. The air traffic control management team and the district are aware of the delays. They are having daily morning meetings to address the issues. Other contributing factors include staffing issues. As a single runway, there is a continuous amount of IR arrivals coming in. VFR arrivals must also be worked in and these cause delays. When Albuquerque Center feeds in IFR arrivals into Scottsdale, there is a 15 mile trail spacing, which allows more IR departures and an organization chart VFR departure. The increased volume of IFR arrivals are coming from all directions. Ways to utilize a diverse vector area for departures out of Scottsdale are being explored. Another factor for consideration is separation of Deer Valley IFR traffic from Scottsdale IFR traffic.

Commissioner Casey expressed appreciation that the situation is being acknowledged, adding that if procedures are not changed, the issues will increase. He would be interested to see the activity figures for March.

Commissioner Bernosky inquired as to receipt of complaints. Ms. Ferrara said she was unaware of any complaints. Mr. Mascaro added that they are working to be proactive ahead of any such complaints. Briefings will continue to towards finding solutions. The assistant director said they are very well aware of the issues and that they have monthly briefings with all air traffic managers at the Albuquerque Center.

9. Administrative report from the Aviation Director or Designee Regarding the Status of Aviation-Related Items

Mr. Mascaro stated that City Council approved the agreement authorizing the lease of the box hangar space at the Airport on its consent agenda in February. Acceptance of the grant from the State of Arizona discussed at today's meeting will be before City Council on April 5, 2022. For aviation-related items to the Planning Commission, Development Review Board or City Council, there are several items, with the only change being the Scottsdale Jet Center Hangar 2, which is the hangar located on the south end and includes construction of an 18,000 square foot hangar. The City is moving away from having the Development Review Board approve every item, and as this project is a fairly straightforward construction project, it will pass via staff approval. It is hoped that construction will begin in the next 30 to 60 days.

10. Discussion and Possible Action to Modify the Airport Advisory Commission Meeting Schedule and Commission Item Calendar

There were no modifications.

PUBLIC COMMENT

There were no public comments.

FUTURE AGENDA ITEMS

There were no items added.

ADJOURNMENT

With no further business to discuss, being duly moved and seconded, the meeting adjourned at 5:47 p.m.

AYES: Chair McDermott, Commissioners Bernosky, Casey and Milburn

NAYS: None

SUBMITTED BY:

eScribers, LLC