



**SCOTTSDALE AIRPORT ADVISORY COMMISSION  
PUBLIC MEETING  
Scottsdale Airport Aviation Business Center  
Stearman/Thunderbird Meeting Room  
15000 N. Airport Drive  
Scottsdale, Arizona  
Wednesday, October 26,  
2022**

**MINUTES**

**PRESENT:** Charles McDermott, Chair  
Peter Mier, Vice Chair  
Larry Bernosky  
Ken Casey (telephonic)  
Michael Goode  
John Spalj (telephonic)

**ABSENT:** David Reid

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

**GUESTS:** Matthew Quick, Coffman Associates  
Court Zulauf, Visionmakers International, LLC  
Christopher Zak, Scudo Rentals

**CALL TO ORDER**

The meeting was called to order at 5:00 p.m.

**ROLL CALL**

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

**AVIATION DIRECTOR'S REPORT**

Gary Mascaro, Aviation Director, congratulated and welcomed new Commission members. He noted that the busy season has arrived and the Airport business partners are ready to go. Super Bowl planning details will be shared at the December meeting.

1. Regular Meeting: September 21, 2022

VICE CHAIR MIER MADE A MOTION TO APPROVE THE REGULAR MEETING MINUTES OF SEPTEMBER 21, 2022 AS PRESENTED. COMMISSIONER BERNOSKY SECONDED THE MOTION, WHICH CARRIED 5/0 WITH CHAIR MCDERMOTT, VICE CHAIR MIER, COMMISSIONERS BERNOSKY, CASEY AND GOODE VOTING IN THE AFFIRMATIVE WITH COMMISSIONER SPALJ ABSTAINING.

**PUBLIC COMMENT**

There were no public comments.

**REGULAR AGENDA            ITEMS 1-13**

1. Discussion and possible action to Adopt Resolution No. 12635 authorizing Contract No. 2022-176-COS with Coffman Associates, Inc., to provide planning services at Scottsdale Airport, not to exceed \$1,000,000 for the initial three-year term

Carmen Williams, Aviation Finance & Administration Manager, stated that the Airport requires specialized consulting services subject to FAA and state regulations. The contract has an initial three-year term with two one-year options to extend. Services include Airport master planning, environmental analysis, Airport layout plan updates, capital project planning and general on-call services. Aviation and the Purchasing Department developed the request for qualifications, formalizing the solicitation in August, 2022. One statement of qualification was received and a three-member evaluation team reviewed the proposal. Coffman Associates specializes in airport planning and have worked with the Scottsdale Airport on many projects. Funding for the contract is derived from grants on eligible projects or from the Aviation Fund. Matthew Quick, Principal for Coffman Associates, was present on behalf of Coffman Associates.

In response to a question from Commissioner Bernosky, Ms. Williams stated that Coffman has lowered some rates. They do have the ability to request a percentage increase, capped at five percent.

Commissioner Spalj asked about the ramifications or additional requirements of entering into a contract when there was only one submission. Ms. Williams stated that the Purchasing Department refers to this situation as a sole source justification. Airport staff was required to answer additional questions from Purchasing about the contract and the relationship with the vendor. There are no restrictions with entering into a contract based on the submission of a single proposal.

COMMISSIONER BERNOSKY MADE A MOTION TO ADOPT RESOLUTION NO. 12635. COMMISSIONER CASEY SECONDED THE MOTION, WHICH CARRIED 6/0 WITH CHAIR MCDERMOTT, VICE CHAIR MIER, COMMISSIONERS BERNOSKY, CASEY, GOODE AND SPALJ VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

2. Discussion and possible action regarding application for Airpark Aeronautical Business Permit for Visionmakers International, LLC to conduct hangar/shade leasing services at Scottsdale Airport

Ms. Williams stated that Visionmakers purchased a hangar on the east side of the Airport. They lease out space for helicopter and parts storage for a flight school operator. They have met all the requirements of the permit. Court Zulauf, was present on behalf of the company.

VICE CHAIR MIER MADE A MOTION TO APPROVE THE APPLICATION FOR AIRPARK AERONAUTICAL BUSINESS PERMIT FOR VISIONMAKERS INTL, LLC TO CONDUCT HANGAR/SHADE LEASING SERVICES AT THE SCOTTSDALE AIRPORT. CHAIR MCDERMOTT SECONDED THE MOTION, WHICH CARRIED 6/0 WITH CHAIR MCDERMOTT, VICE CHAIR MIER, COMMISSIONERS BERNOSKY, CASEY, GOODE AND SPALJ VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

3. Discussion and possible action regarding application for Airport Aeronautical Business Permit for Airworthy Avionics, LLC to conduct mobile aircraft maintenance and repair services at the Scottsdale Airport.

Ms. Williams stated that as a mobile maintenance proprietor, Airworthy Avionics is approved to work on based aircraft that are piston under 12,500 pounds. They have met all the requirements of the application. Owner, Brandon Rogers, was present representing the company.

In response to a question from Commissioner Casey, Mr. Mascaro stated that the Airport's rules and regulations include a minimum standards for mobile maintenance limitation of piston aircraft of 12,500 pounds or less due to insurance requirements. Larger maintenance aircraft would also be required to have hangar and office space.

In response to a question from Vice Chair Mier, Mr. Rogers stated that the company also has permits at Glendale, Goodyear, Deer Valley and working on a permit in Buckeye.

COMMISSIONER BERNOSKY MADE A MOTION TO APPROVE THE APPLICATION FOR AIRPARK AERONAUTICAL BUSINESS PERMIT FOR AIRWORTHY AVIONICS, LLC TO CONDUCT MOBILE AIRCRAFT MAINTENANCE AND REPAIR SERVICES AT THE SCOTTSDALE AIRPORT. COMMISSIONER GOODE SECONDED THE MOTION, WHICH CARRIED 6/0 WITH CHAIR MCDERMOTT, VICE CHAIR MIER, COMMISSIONERS BERNOSKY, CASEY, GOODE AND SPALJ VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

4. Ratification of Airport Aeronautical Business Permit for Scudo Rentals, LLC to conduct Airport car concession services at the Scottsdale Airport

Ms. Williams stated that Scudo Rentals is an offsite company providing ground transportation services as well as renting out higher end vehicles. They have been working with FBOs to provide these services. They have met the requirements of the permit. Christopher Zak was present on behalf of Scudo Rentals.

In response to a question from Vice Chair Mier, Mr. Zak stated that the company has been operating for four years. They are a sister company to a chauffeur transportation company owned and operated by law enforcement and military. The entire staff is comprised of first responders and military veterans.

VICE CHAIR MIER MADE A MOTION TO APPROVE THE APPLICATION FOR AIRPORT AERONAUTICAL BUSINESS PERMIT FOR SCUDO RENTALS, LLC TO CONDUCT AIRPORT CAR CONCESSION SERVICES AT SCOTTSDALE AIRPORT. COMMISSIONER GOODE SECONDED THE MOTION, WHICH CARRIED 6/0 WITH CHAIR MCDERMOTT, VICE CHAIR MIER, COMMISSIONERS BERNOSKY, CASEY, GOODE AND SPALJ VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

5. Discussion and input regarding Airport and Airpark Aeronautical Business Permit Additions, Cancellations and Revocations

Ms. Williams noted that the list contains the new permits approved during this meeting. There were no cancellations for the period.

6. Discussion and input regarding Monthly Financial Report for August

Ms. Williams stated that revenues totaled \$1.4 million. There is a variance of \$569,000, however, \$400,000 will be reduced on the October or November report, as the figures even out. Expenses are higher than budgeted, as two U.S. Customs invoices were billed consecutively and have been paid through December. There were several reverse accruals, which is the reason for the negative figure in August of 2021. The runway closure limited revenues from fuel and other items over that period last year. The Aviation Cash Fund Balance is at \$6.6 million. There was a negative figure for last year, however, this is due to the effects of the runway project. Airport jet fuel was up 350 percent, however, this is due to lack of activity at this time last year. AVGAS is up 538 percent and the Airpark is up 315 percent. Overall for July and August, FBOs are up 31 percent. AVGAS is up 67 percent and Airpark is up 80 percent. In comparison to fuel flowage of surrounding airports, Scottsdale's flowage fees are towards the lower end and sales are second only to Phoenix Mesa Gateway Airport for total sales.

7. Discussion and input regarding Monthly Operations Report

Chris Read, Assistant Aviation Director-Operations cited the total operations figure as down 7.7 percent and IFR is down 5.1 percent compared to last September. Activity is currently rising. There were no alerts for September. U.S. Customs revenue for the month was \$49,150 with 88

total uses and 22 U.S. visits. Totals are up significantly over last year, however, last year's numbers were greatly affected by the runway closure. Total uses fiscal year to date are 272, compared with 159 for the period last year. PPRs for aircraft over 75,000 pounds total 86.

#### 8. Discussion and input regarding Monthly Construction Report

Mr. Read provided an update and photographs of the Taxiway A North Runup Area Project, which commenced on October 10th. Anticipated work for October and November includes demolition, subgrade preparation and drainage. Operational impacts include closure of Taxiway A from north of A12 to A16. Future projects include the Airport Perimeter Road Construction Project and the Airport Drive Rehab Project.

Chair McDermott asked whether the Taxiway A project is all night work. Mr. Read confirmed that thus far, it has been night work. They are starting with work next to the runway. After Thanksgiving, there is expected to be day work on occasion. The project is expected to be completed on time.

In response to a question from Commissioner Casey, Mr. Read confirmed that the latter two projects will not require runway closures. Both projects are expected to be completed on time in January, 2023.

#### 9. Discussion and input regarding Quarterly Noise Complaint Summary

Sarah Ferrara, Aviation Planning & Outreach Coordinator, stated that there were 15 callbacks and 2 emails for the quarter. There were 21 repeat complainants and 8 new complainants. So far for 2022, there have been 365 complaints, compared with 163 for the same period in 2021. The discrepancy is largely due to the runway closure. The noise complaint map and noise complaint history were briefly reviewed. The complaint submission process was discussed for the benefit of new Commissioners.

#### 10. Discussion and input regarding Public Outreach Programs and Planning Projects

Ms. Ferrara addressed the Next Gen/Phoenix Metroplex case, reporting that the U.S. Court of Appeals dismissed the City of Scottsdale's legal brief. The City Manager and Aviation Director met with the FAA Regional Administrator and discussed the Metroplex process in an effort to ensure they include Scottsdale as soon as possible.

Ms. Ferrara reported that two voluntary curfew letters were issued in September. One project was included in the Planning and Zoning reports listed in the Airport Influence Area for the month. Listserv notices were sent out on the current construction projects and operating procedures in place during project construction. Another listserv was sent to promote the Airport's participation in NBAA-BACE. The Phoenix Business Journal contacted Airport staff regarding upcoming Super Bowl preparations. Airport staff continue to host tours, most recently a group of 47 Scottsdale Leadership class members.

#### 11. National Business Aviation (NBAA) Convention & Exhibition update

Ms. Ferrara provided an overview of the recent presentation at the 2022 NBAA Business Aviation Convention and Exhibition in Orlando, Florida. The primary purpose for attending this year's show was to promote Super Bowl operating procedures. NBAA statistics on attendance population was briefly discussed. Photos of the exhibit setup, activities and materials were reviewed. Staff collected information from 324 contacts. Staff will continue to track the data to determine whether show attendees come through the Airport in the future. One visit will produce enough revenue to cover the cost of attending. The list of contacts is also added to the listserv recipient list when applicable.

12. Administration report from the Aviation Director, or designee, regarding the status of pending aviation-related items

Mr. Mascaro noted that the list of items are typically those items that the Airport Advisory Commission bring to the City Council for recommendations. At this time, there are no new items, aside from the contract award approved this evening. This will go to City Council as a consent item before Thanksgiving.

There is no new movement on the list of items for the Planning Commission, Design Review Board or City Council that may be on Airport, have taxi lane access, have height implications or sensitive noise uses. Project Cactus should be receiving permits within the next 30 days to break ground on their building. The apron is complete and open for operations. Optima is going to Planning Commission at this time and the results will be reported to the Commission. Heights have been reduced for the project. There have been meetings regarding the Seventh Day Adventists warehouse building, however, progress has been quiet of late.

The runway will be closed beginning 8:30 on Saturday morning for a full-blown Airport emergency drill. This will include a live fire, in conjunction with the fire department, police department, Airport staff and FAA air traffic control tower. There will be video and drone coverage, which will be shown to the Commission at an upcoming meeting.

13. Discussion and possible action to modify the Airport Advisory Commission meeting schedule and Commission item calendar

There were no actions taken.

#### **PUBLIC COMMENT**

There were no public comments.

#### **FUTURE AGENDA ITEMS**

There were no items added.

#### **ADJOURNMENT**

With no further business to discuss, the meeting adjourned at 6:09 p.m.

SUBMITTED BY:

eScribers, LLC