

SCOTTSDALE AIRPORT ADVISORY COMMISSION MEETING NOTICE AND AGENDA



Tuesday, February 15, 2022
5:00 p.m.

Scottsdale Airport Aviation Business Center
Stearman/Thunderbird Meeting Room
15000 N. Airport Drive, Second floor
Scottsdale, AZ



AIRPORT ADVISORY COMMISSION

Charles McDermott, Chair
Peter Mier, Vice-Chair
John Berry
Larry Bernosky

Ken Casey
Cory Little
Rick Milburn

The Stearman/Thunderbird room is open to the public during Airport Advisory Commission meetings at a reduced capacity. Seating will be available on a first come, first served basis. Once capacity has been reached, individuals will be directed to a nearby location to view the televised meeting. The Chair will announce names of speakers in advance to give those attending the meeting from the nearby location sufficient time to enter the Stearman/Thunderbird room and make their comments in person.

Individuals are also invited to virtually attend the meeting on Scottsdale's YouTube channel.

- 1. Go to ScottsdaleAZ.gov, search "live stream"***
- 2. Click on "Scottsdale YouTube Channel"***
- 3. Scroll to "Upcoming live streams"***
- 4. Select the applicable meeting***

Citizens may attend in person or online.

In-person or telephonic comment is being accepted on items on the Regular Agenda. To sign up to speak on these items telephonically, please [click here](#). To speak in person, please complete one Request to Speak "Public Comment" card listing the agenda item number(s) you wish to speak on and submit to Aviation Staff.

Citizens may also speak on items that are within the Commission's jurisdiction but are not on the agenda during the Public Comment period. There will be a total of 15 minutes at the beginning and 15 minutes at the end of the meeting dedicated to comment on non-agenidized

items. To sign up to speak telephonically on a non-agendized item that is within the Commission's jurisdiction, please [click here](#). If in person, please complete one Request to Speak "Public Comment" card per night and submit to Aviation Staff.

Online Request to Speak forms for Regular and Non-Agendized items must be submitted no later than 90 minutes before the start of the meeting and must indicate whether you will be addressing the Commission in person or telephonically.

Written comments on any of the items on the agenda that are being submitted electronically at least 90 minutes before the meeting will be emailed to the Commission prior to the meeting. A written public comment may be submitted electronically by [clicking here](#).

Call to Order

Roll Call

Pledge of Allegiance

Aviation Director's Report

The public body may not propose, discuss, deliberate or take legal action on any matter in the summary unless the specific matter is properly noticed for legal action.

Approval of Minutes

Regular Meeting: January 19, 2022

Public Comment

Public Comment time is reserved for citizens to comment on non-agendized items that are within the Commission's jurisdiction. No official Commission action can be taken on these items. Speakers may address the Commission once under Public Comment at the beginning or the end of the meeting, but not both. Public Comment is limited to a total of 15 minutes at the beginning and 15 minutes at the end of the meeting. Speakers are limited to three minutes to address the Commission during "Public Comment."

REGULAR AGENDA

ITEMS 1-8

How the Regular Agenda Works: The Commission takes a separate action on each item on the Regular Agenda.

1. [Experience Scottsdale Update](#)
Contact: Rachel Pearson, Vice President of Community & Government Affairs, 800-782-1117
rpearson@experiencescottsdale.com
2. [Discussion and Possible Action to approve the Five-Year Capital Improvement Program for Fiscal Years 22/23 through FY26/27.](#)

Staff contact: Carmen Williams, Aviation Finance & Administration Manager, 480-312-8475, cawilliams@scottsdaleaz.gov

3. Discussion and input regarding Monthly Construction Report.

Staff contact: Chris Read, Assistant Aviation Director-Operations, 480-312-2674, cread@scottsdaleaz.gov

4. Discussion and input regarding Monthly Operations Report.

Staff contact: Chris Read, Assistant Aviation Director-Operations, 480-312-2674, cread@scottsdaleaz.gov

5. Discussion and input regarding Financial Report for December.

Staff contact: Carmen Williams, Aviation Finance & Administration Manager, 480-312-8475, cawilliams@scottsdaleaz.gov

6. Discussion and input regarding Public Outreach Programs and Planning Projects.

Staff contact: Sarah Ferrara, Aviation Planning & Outreach Coordinator, 480-312-8482, sferrara@scottsdaleaz.gov

7. Administrative report from the Aviation Director, or designee, regarding the status of pending

aviation-related items. Staff contact: Gary P. Mascaro, Aviation Director, 480-312-7735, gmascaro@scottsdaleaz.gov

8. Discussion and possible action to modify the Airport Advisory Commission Meeting

Schedule and Commission Item Calendar. Staff contact: Gary P. Mascaro, Aviation Director, 480-312-7735, gmascaro@scottsdaleaz.gov


Public Comment

Public Comment time is reserved for citizens to comment on non-agendized items that are within the Commission's jurisdiction. No official Commission action can be taken on these items. Speakers may address the Commission once under Public Comment at the beginning or the end of the meeting, but not both. Public Comment is limited to a total of 15 minutes at the beginning and 15 minutes at the end of the meeting. Speakers are limited to three minutes to address the Commission during "Public Comment."

Future Agenda Items

Discussion and possible action to add Commissioner requested item on a future agenda.

Adjournment

 Persons with a disability may request a reasonable accommodation by contacting Airport Administration (480-312-2321). Requests should be made 24 hours in advance or as early as possible to allow time to arrange accommodation. For TTY Users, the Arizona Relay Service (1-800-367-8939) may contact the Aviation Department (480-312-2321)



COMMISSION INFORMATION REPORT
APPROVAL OF MINUTES

Meeting Date: 02/15/22

Contact: Gary P. Mascaro,
Aviation Director

Phone: (480) 312-7735

ACTION

Approval of Minutes – Regular Meeting
January 19, 2022

Attachment(s): 1. Draft of minutes of the January 19, 2022 Regular Meeting

Action taken:



**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, January 19, 2022**

DRAFT MINUTES

PRESENT: John Berry, Chair
Charles McDermott, Vice Chair (Telephonic)
Larry Bernosky
Ken Casey
Cory Little
Peter Mier
Rick Milburn

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

GUESTS: David Best Jet Aviation
Danny Larsen, Jet Aviation

CALL TO ORDER

Chair Berry called the meeting 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 stated that the Airport is prepared for the upcoming event season, beginning with Barrett-Jackson beginning on Sunday as well as the golf show.

1. Regular Meeting: November 17, 2021

COMMISSIONER BERNOSKY MADE A MOTION TO APPROVE THE REGULAR MEETING MINUTES OF NOVEMBER 17, 2021 AS PRESENTED. COMMISSIONER MILBURN SECONDED THE MOTION, WHICH CARRIED 7/0 WITH CHAIR BERRY, VICE CHAIR MCDERMOTT, COMMISSIONERS BERNOSKY, CASEY, LITTLE, MIER AND MILBURN VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

PUBLIC COMMENT

Public comments were provided and discussed under Agenda Item 2.

REGULAR AGENDA ITEMS 1-14

1. Discussion and Possible Action Regarding Application for Airpark Aeronautical Business Permit for JJS Investments, LLC to conduct hangar/shade leasing services at the Scottsdale Airpark.

Carmen Williams, Aviation Finance & Administration Manager, stated that the applicant's hangar and office facility is located on the southwest side of the Airpark near 74th Street. They have met all of the requirements for the Aeronautical Business Permit and have submitted the proper documentation. Ivan Milosavljevic (phonetic) was present representing JJS Investments.

Commissioner Milburn asked about the business operations and activities. Mr. Milosavljevic stated that at this time, a single company, Quantum Leasing, LLC is run out of the space and owns several aircraft. The purpose for seeking the permit is to lease to a friend who is also an aircraft owner. This will fill excess space and provide a modest additional income. In response to a question from Commissioner Milburn, Mr. Milosavljevic estimated that they currently have approximately 1,500 square feet of unused space.

COMMISSIONER CASEY MADE A MOTION TO APPROVE THE APPLICATION FOR JJS INVESTMENTS, LLC. COMMISSIONER LITTLE SECONDED THE MOTION, WHICH CARRIED 7/0 WITH CHAIR BERRY, VICE CHAIR MCDERMOTT, COMMISSIONERS BERNOSKY, CASEY, LITTLE, MIER AND MILBURN VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

2. Discussion and information regarding Jet Aviation development at Greenway Shades/Hangars location

Gary Mascaro, Aviation Director, stated that the Airport has been receiving comments from tenants, specifically of Jet Aviation currently operating out of the Greenway Shades and Hangars facility. He introduced David Best, Jet Aviation, to speak on this item. Mr. Best provided a brief history of Jet Aviation's time at Scottsdale Airport since 2020. In April, 2020, the company began

to invest in Airport infrastructure. Upon completion of the final phase, they will have invested over \$50 million in infrastructure and will have created more than 40 jobs. The purpose of the project is in response to term requirements contained in the lease. This includes development of the site at Greenway. If it is not developed by 2025, they must forfeit the site. The project includes a 30,000 square foot hangar, 13,000 square foot two-story terminal and 225,000 square feet of ramp. This is a first of its kind facility for a large fleet operator.

The public infrastructure improvements made as part of the project include repaving of the Greenway taxiway. The company has also invested \$2.5 million for the purchase of a site, which will provide the Airport permanent easement from Greenway into the Airport parking. It also eliminates significant vehicle traffic on the Airport itself. The project also includes creation of a new taxiway and connector, which will bolster the existing taxiway. Currently there are 70 tenants who fly a total of 81 aircraft. A total of 25 tenants were past due on lease payments when they were served with notice of the project. In addition, 35 tenants have never purchased fuel, which is a requirement of the lease. Sixteen tenants have been accommodated in box hangars. Three tenants requested to be let out of their leases early and this was honored. It is hoped that the project will break ground in the second quarter for completion in 2023. All tenants have received the required notices. The company has committed to cease charging tenants from the point that the official notice to terminate leases comes due.

In response to a Commission question, Mr. Best stated that notice was provided to the tenants in December, 2021. Tenants will vacate in a phased manner over the next six months.

In response to a Commission question, Mr. Best confirmed that the box hangars will be filled in an effort to accommodate tenants. Concessions have been made on the rents.

A Commissioner referred to the new tenants for the new tenant space and asked whether these will be new aircraft to the Airport or are existing tenants. Mr. Best stated that they are an existing tenant, a large fleet operator, who will be increasing their presence in Scottsdale as their flagship facility.

In response to a question from Commissioner Casey, Mr. Best said that no tenants have received official termination dates as yet. Commissioner Casey sympathized with tenants who will have to vacate and are unable to find other space.

A Commissioner inquired as to whether the project includes accommodation for similar sized aircraft parking and rates. Mr. Best clarified that the new development is a dedicated facility for a single customer.

A Commissioner asked about the condition of aircraft that are not being flown. Mr. Best said that he is not aware of those details and suggested that the Airport comment. Mr. Mascaro stated that because these are not Airport tenants, the Airport is unaware of whether or not the craft are airworthy. The FBO general manager may know.

Chair Berry asked for clarification that these actions were required under the lease and whether there was a timing issue. Mr. Mascaro confirmed that when the deal was originally negotiated with Santa Fe Jet Center, they were interested in taking responsibility for the Greenway Shades and Hangars as well. This involves the same owner. The lease was expiring at the date that Mr. Best suggested. The goal was for them to have a performance measure to meet the needs of the Master Plan. The lease was acquired in December of 2018.

A Commissioner asked for clarification on the project schedule. Mr. Best deferred the question to and introduced Danny Larsen, Vice President of Business Development and Real Estate in charge of the product, who stated that demo will start in the second quarter. Ramp work and foundation work will be largely completed in 2022. Breaking ground on the actual structure is planned for late summer, followed by 12 to 16 months of construction.

In response to a question from Commissioner Milburn, Mr. Mascaro stated that the Master Plan was adopted by City Council in 2015. It serves as a guideline to evaluate the Airport's aviation demand over a 20-year span. The Plan was based on information and forecasts created in 2013 to evaluate the needs of the Airport in the future. A graphic depicting the Master Plan and specifically the Greenway Shades and Hangars was reviewed. Based upon the forecast demand, the Plan anticipated taking down the Greenway Shades and Hangars at the time frame of the intermediate term of the Master Plan, which is the ten-year mark, to develop conventional corporate executive-type hangars. In response to a question from Commissioner Casey, Mr. Mascaro confirmed that this represents Phase 2 of the original Master Plan.

The following public comments were received:

- David Rumulo expressed concern regarding where light twin and single engine planes will park after the destruction of Greenway Hangars.
- Chris Winterholler expressed concern about parking for single engine planes at the Airport.
- John Phelps spoke about the lease Jet Aviation has at Scottsdale Airport and the plans in the lease.

3. Election of Officers

Mr. Mascaro discussed the requirements pursuant to the By-Laws for the Commission to elect its members, Chair and Vice Chair and provided an overview of the guidelines.

Nominations were made as follows:

CHAIR BERRY MADE A MOTION TO NOMINATE VICE-CHAIR MCDERMOTT AS THE CHAIR. COMMISSIONER CASEY SECONDED THE MOTION WHICH CARRIED 7/0 WITH CHAIR BERRY, VICE-CHAIR MCDERMOTT, COMMISSIONERS BERNOSKY, LITTLE, CASEY, MILBURN AND MIER VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

CHAIR BERRY MADE A MOTION TO NOMINATE COMMISSIONER PETER MIER AS VICE CHAIR. COMMISSIONER CASEY SECONDED THE MOTION WHICH CARRIED 7/0 WITH CHAIR BERRY, VICE-CHAIR MCDERMOTT, COMMISSIONERS BERNOSKY, LITTLE, CASEY, MILBURN AND MIER VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

Newly elected Chair McDermott requested that John Berry continue to preside over the remainder of the meeting.

4. Discussion and possible action regarding Airport Advisory Commission By-Laws pursuant to the By-Laws of the Scottsdale Airport Advisory Commission Section IV, Rules and Amendments, Paragraph 401 Amended Procedures

Mr. Mascaro discussed that the Commission is required to review the By-Laws on an annual basis and make amendments as necessary. Commissioner Bernosky requested a revision, which would require permit applicants to be present either in person or over the phone at the time of Commission consideration and vote for approval of such application. Mr. Mascaro stated that discussion on this specific request would be deferred to the next meeting to allow him the opportunity to discuss this with legal staff.

5. Discussion and possible action to approve the Airport Advisory Commission Annual Report

Mr. Mascaro referred to the annual report provided to Commissioners and noted that this a standard format report for all boards and commissions. He welcomed comments, additions or changes. There were no requested changes.

COMMISSIONER MILBURN MADE A MOTION TO APPROVE THE AIRPORT ADVISORY COMMISSION ANNUAL REPORT AS PRESENTED. COMMISSIONER BERRY SECONDED THE MOTION, WHICH CARRIED 7/0 WITH CHAIR MCDERMOTT, VICE-CHAIR MIER, COMMISSIONERS BERRY, BERNOSKY, LITTLE, CASEY AND MILBURN VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

6. Discussion and Possible Action to Recommend Adoption of Resolution No. 12359, Authorizing Lease Agreement 2022-007-COS with 21 Luna, LLC for the lease of General Aviation Box Hangar Space at the Scottsdale Airport

Ms. Williams provided a brief historical overview of the issue. The City and tenant agreed to a mutual termination, which required the existing tenant to reimburse the City for commission fees for leasing the hangar. 21 Luna, LLC is looking to lease the last available unit. Following approval by the Commission, the lease will go before City Council for approval at its February 22nd meeting.

COMMISSIONER BERNOSKY MADE A MOTION TO RECOMMEND ADOPTION OF RESOLUTION NO. 12359, AUTHORIZING LEASE AGREEMENT 2022-007-COS WITH 21 LUNA, LLC FOR LEASE OF GENERAL AVIATION BOX HANGAR SPACE AT SCOTTSDALE AIRPORT. COMMISSIONER LITTLE SECONDED THE MOTION WHICH CARRIED 7/0 WITH CHAIR MCDERMOTT, VICE CHAIR MIER, COMMISSIONERS BERRY, BERNOSKY, LITTLE, CASEY AND MILBURN VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

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

Ms. Williams noted that the newly approved permit for JJS Investments is included on the list. There are no other changes.

8. Discussion and Input Regarding the Monthly Construction Report

Chris Read, Assistant Aviation Director-Operations, provided an update on construction. The project to replace two sections of Airport fencing at Frank Lloyd Wright and Thunderbird commenced yesterday. The design phase is under way on the rehabilitation of the north end of Taxiway A and run-up area.

9. Discussion and Input Regarding the Monthly Operations Report

Mr. Read noted the strong IFR totals, being 23 percent higher than last year, even as the runway was closed for 39 days during the year. For December, there were five alerts and five incidents. U.S. Customs revenue was \$109,525 with 191 uses and 52 U.S. visits. Revenues are increased over the same period last year. Total uses were 191, compared to 168 last year. Fiscal year-to-date total uses are 703 compared to 718 last year, likely due to the runway closure. PPRs totaled 66 for the calendar year.

Commissioner Casey asked about the commencement of the requirement for aircraft coming from out of the country and utilizing Customs to complete application paperwork online. Ms. Williams confirmed that the program was implemented on January 3rd. Out of country arrivals are now required to go to an online system and pay fees in advance.

Commissioner Bernosky asked about any repercussions to the Airport with commencement of 5G. Mr. Mascaro stated there was a halt to implementation with a focus on commercial aircraft. No other specific concerns have been reported.

Commissioner Casey referred to the based aircraft report and said it would be helpful to have a breakdown of single engine piston, piston twin and turbo prop single. Mr. Read said he would be happy to provide that breakdown.

Commissioner Casey asked for clarification on the distinction between an alert and an incident. Mr. Read discussed that an alert is called by the tower when an in-flight aircraft is having an issue or has crashed. The tower labels the alerts by degree of severity.

Commissioner Casey asked who makes the call for the Airport to go to a ground stop, one of which occurred shortly after Thanksgiving. Mr. Read stated that the FAA would make the call. Commissioner Casey suggested taking a closer look at this, given that the busiest times at the Airport are coming up. Mr. Mascaro stated that this is the first time he has heard of a ground stop. No one informed the Airport or administration. He will have follow-up discussions with relevant sources and provide more feedback.

10. Discussion and Input Regarding Financial Report for October and November

Ms. Williams focused on the November report. Fiscal year-to-date approved budget for revenues was \$2.1 million. Actuals came in at \$2.9 million. The expense budget was \$1.2 million with actuals totaling \$1.05 million. Compared to last year, revenues were significantly higher. The variance is due to a change in how accounts receivable are treated. This should be corrected in January or February. When the adjustment is factored out, totals are higher than last November by approximately \$16,000. Expenses were up by \$47,000, attributed to the NBAA exhibit and

setup booth, additional fees for banking services and landing fee commissions. The Aviation Fund Cash Balance totals \$3.49 million. In terms of fuel, FBO fuel sales accounted for 72.7 percent of the total fuel. AVGAS was at 2 percent and Airpark operators were at 25.3 percent. Totals overall are up 39 percent over last year. Year-to-date totals are up 4.5 percent.

11. Discussion and Input Regarding Quarterly Noise Complaint Summary Report

Sarah Ferrara, Aviation Planning & Outreach Coordinator, stated that during the period, there were 29 callbacks and 3 emails in response to complaints. There were 50 new complainants and 42 repeat complainants for a total of 92 for the quarter. This is slightly higher than the same period last year. A single complainant continues to submit a considerable number of complaints, totaling over 8,800 for the period. Discussion ensued regarding the potential for the online submission form to have a verification method to ensure that complaints cannot be submitted automatically or through a bot program. For a comparison, there were a total of 10,075 complaints for the period last year and 9,768 for the current period. Complaints are mapped by grid and were reviewed.

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

Ms. Ferrara addressed Next Gen/Phoenix Metroplex, noting that the City Manager sent a letter on December 6 to formally request that the City of Scottsdale be included in the Phoenix Airspace Working Group as the new PBN procedures for Phoenix are considered. Word has been received that this has been delayed at this time.

Airport staff is conducting outreach to Airport users and business that utilized the Customs service regarding new online Airport user fee processes.

For November, 21 voluntary curfew letters were issued and 8 in December.

The Planning and Zoning reports listed three projects within the Airport Influence Area in November and two in December.

Airport staff continues to connect with people via social media and listserv notices. Recent topics included a military aircraft video, Jet Aviation's FBO accolade, a holiday message and the new Customs Airport user fee process.

The Schedulers and Dispatchers convention in San Diego was rescheduled from January to April. Airport staff will be participating. Ms. Ferrara conducted an in-person, 25-person Roundtable session.

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

Mr. Mascaro stated that that Council will be reviewing the proposed lease agreement for the new hangar at its upcoming February 22nd meeting. He briefly touched upon other Aviation-related items: Falcon's Nest hangar; new corporate hangar for Set Jet at gate 1 of the Airpark; Scottsdale

Jet Center (Jet Aviation) Phase II submission for staff approval: Hangar on the south end of the Airport as well as Project Cactus, which has been submitted to the Development Review Board.

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

Mr. Mascaro requested an adjustment of the February schedule to the 15th of February.

COMMISSIONER BERRY MADE A MOTION TO MODIFY THE AIRPORT ADVISORY COMMISSION MEETING CALENDAR FOR THE MONTH OF FEBRUARY, MOVING THE MEETING FROM WEDNESDAY, FEBRUARY 16TH TO TUESDAY, FEBRUARY 15TH. COMMISSIONER BERNOSKY SECONDED THE MOTION, WHICH CARRIED 7/0 WITH CHAIR MCDERMOTT, VICE-CHAIR MIER, COMMISSIONERS BERRY, BERNOSKY, LITTLE, CASEY AND MILBURN VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

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 6:15 p.m.

AYES: Chair McDermott, Vice Chair Mier, Commissioners Bernosky, Berry, Casey, Little and Milburn

NAYS: None

SUBMITTED BY:

eScribers, LLC



COMMISSION INFORMATION REPORT

Annual update from Experience Scottsdale

Agenda Item No.: 1

Meeting Date: 02/15/22

Contact: Rachel Pearson,
Vice-President of Community &
Government Affairs

Phone: (800) 893-6110

INFORMATON

Rachel Pearson will present the annual update to the Airport Advisory Commission.



COMMISSION ACTION REPORT

Five-Year Airport Capital Improvement Program for
Fiscal Years 22/23 through 26/27

Agenda Item No.: 2

Meeting Date: 02/15/22

Staff Contact: Carmen Williams,
Finance & Administration Manager

Phone: (480) 312-8475

ACTION

Discussion and possible action to approve the Five-Year Airport Capital Improvement Program for Fiscal Years 22/23 through FY26/27.

PURPOSE

The Aviation Department's Five-Year Capital Improvement Program provides a basis for controlling expenditures for the acquisition of significant aviation assets and construction of capital items at Scottsdale Airport. A presentation of the proposed program to the Airport Advisory Commission is part of the annual budget approval process. Following this action, the program will be incorporated into the overall City budget process before final adoption by the City Council. The program is developed and updated annually.

KEY CONSIDERATIONS

- All recommended aviation capital improvement projects would be funded by the Aviation Enterprise Fund, federal and/or state grants which will result in no impact to the General Fund.
- If grant funding is not realized for a project it will be pulled for future consideration or pushed to the following year.
- The proposed adoption date by the City Council is June 2022 for implementation on July 1, 2022.

Attachments: 1. Proposed Five-Year Airport Capital Improvement Program FY22/23 through 26/27

Action taken:



Proposed Five-Year Capital Improvement Program

FY 2022/23 – 2026/27 Sorted by Division

Application: Capital Planning; For C&E – Airport

Req Type	Project #	Project Name	Funding Source	FY2021/22 *Approved	ITD Exp @01/2022	FY2021/22 Remaining Budget	FY2022/23 Requested	Total FY2022/23 Requested	Net FY2022/23 Requested	FY2023/24 Forecast	FY2024/25 Forecast	FY2025/26 Forecast	FY2026/27 Forecast	Future	Total Remaining and Forecasted Budget	Total Budget
C&E – Airport																
<i>Design/Construct North General Aviation Box Hangars</i>																
E	AF01		642 - Aviation Funds	9,547,000.0	(8,805,208.7)	741,791.3	-	9,547,000.0	741,791.3	-	-	-	-	-	741,791.3	9,547,000.0
<i>Kilo Ramp Rehabilitation</i>																
E	AG02		642 - Aviation Funds	139,059.0	-	139,059.0	-	139,059.0	139,059.0	-	-	-	-	-	139,059.0	139,059.0
			644 - Grant	2,832,832.0	-	2,832,832.0	-	2,832,832.0	2,832,832.0	-	-	-	-	-	2,832,832.0	2,832,832.0
			645 - Grant	139,059.0	-	139,059.0	-	139,059.0	139,059.0	-	-	-	-	-	139,059.0	139,059.0
SubTotals for AG02				3,110,950.0	-	3,110,950.0	-	3,110,950.0	3,110,950.0	-	-	-	-	-	3,110,950.0	3,110,950.0
<i>Runway 03/21 Rehabilitation/Reconstruction</i>																
E	AG04		642 - Aviation Funds	518,520.0	(848,686.0)	(330,166.0)	-	518,520.0	-330,166.0	-	-	-	-	-	-330,166.0	518,520.0
			644 - Grant	10,562,960.0	(9,836,413.5)	726,546.5	-	10,562,960.0	726,546.5	-	-	-	-	-	726,546.5	10,562,960.0
			645 - Grant	518,520.0	(450,000.0)	68,520.0	-	518,520.0	68,520.0	-	-	-	-	-	68,520.0	518,520.0
SubTotals for AG04				11,600,000.0	(11,135,099.4)	464,900.6	-	11,600,000.0	464,900.6	-	-	-	-	-	464,900.6	11,600,000.0
<i>Airport Security Fencing Improvements</i>																
E	AG06		642 - Aviation Funds	367,179.0	(3,391.6)	363,787.5	-	367,179.0	363,787.5	-	-	-	-	-	363,787.5	367,179.0
			645 - Grant	197,821.0	(26,030.7)	171,790.3	-	197,821.0	171,790.3	-	-	-	-	-	171,790.3	197,821.0
SubTotals for AG06				565,000.0	(29,422.3)	535,577.8	-	565,000.0	535,577.8	-	-	-	-	-	535,577.8	565,000.0
<i>Environmental Assessment for Land Acquisition</i>																
E	AH03		642 - Aviation Funds	8,940.0	-	8,940.0	-	8,940.0	8,940.0	-	-	-	-	-	8,940.0	8,940.0
			644 - Grant	182,120.0	-	182,120.0	-	182,120.0	182,120.0	-	-	-	-	-	182,120.0	182,120.0
			645 - Grant	8,940.0	-	8,940.0	-	8,940.0	8,940.0	-	-	-	-	-	8,940.0	8,940.0
SubTotals for AH03				200,000.0	-	200,000.0	-	200,000.0	200,000.0	-	-	-	-	-	200,000.0	200,000.0
<i>Aviation Annual Pavement Preservation</i>																
E	AI01		642 - Aviation Funds	200,000.0	(146,673.2)	53,326.9	200,000.0	400,000.0	253,326.9	200,000.0	200,000.0	200,000.0	-	-	853,326.9	1,000,000.0
A	AI01 (1)	Adding funding to FY 2026/27	642 - Aviation Funds	-	-	-	-	-	-	-	-	-	200,000.0	-	200,000.0	200,000.0
SubTotals for AI01				200,000.0	(146,673.2)	53,326.9	200,000.0	400,000.0	253,326.9	200,000.0	200,000.0	200,000.0	200,000.0	-	1,053,326.9	1,200,000.0
<i>Rehabilitate/Geometry Improvements - Partial Parallel Taxiway A and Connectors, Design/Construct</i>																
E	AI02		642 - Aviation Funds	23,667.0	(62,019.9)	(38,352.9)	213,002.0	236,669.0	174,649.1	-	-	-	-	-	174,649.1	236,669.0
			644 - Grant	482,128.0	-	482,128.0	4,339,149.0	4,821,277.0	4,821,277.0	-	3,664,585.0	-	-	-	8,485,862.0	8,485,862.0
			645 - Grant	23,667.0	-	23,667.0	213,002.0	236,669.0	236,669.0	-	-3,664,585.0	-	-	-	-3,427,916.0	-3,427,916.0
A	AI02 (1)	Increase Cost and Roll In TEMP2503-F (Hold Up Apron)	642 - Aviation Funds	-	-	-	15,731.0	15,731.0	15,731.0	-	-	-	-	-	15,731.0	15,731.0
			644 - Grant	-	-	-	320,473.0	320,473.0	320,473.0	-	-	-	-	-	320,473.0	320,473.0
			645 - Grant	-	-	-	15,731.0	15,731.0	15,731.0	-	-	-	-	-	15,731.0	15,731.0

* Approved = Budget inclusive of changes subsequent to Adoption.

Ⓞ Project was partially or wholly funded with reallocated bond proceeds from MPC Series 2013 per Resolution 10335 and MPC2016-01.



Proposed Five-Year Capital Improvement Program

FY 2022/23 – 2026/27 Sorted by Division

Application: Capital Planning; For C&ED – Airport

SubTotals for AI02			529,462.0	(62,019.9)	467,442.1	5,117,088.0	5,646,550.0	5,584,530.1	-	-	-	-	-	5,584,530.1	5,646,550.0
Exit Taxiways B2, B9 and B15															
E	TEMP2084-F	642 - Aviation Funds	-	-	-	-	-	-	8,940.0	87,190.0	-	-	-	96,130.0	96,130.0
		644 - Grant	-	-	-	-	-	-	182,120.0	1,776,170.0	-	-	-	1,958,290.0	1,958,290.0
		645 - Grant	-	-	-	-	-	-	8,940.0	87,190.0	-	-	-	96,130.0	96,130.0
A	TEMP2084-F (1)	Push Out to FY 2025/26 and Increase Cost													
		642 - Aviation Funds	-	-	-	-	-	-	-8,940.0	-76,909.0	95,247.0	-	-	9,398.0	9,398.0
		644 - Grant	-	-	-	-	-	-	-182,120.0	-1,566,732.0	1,940,316.0	-	-	191,464.0	191,464.0
		645 - Grant	-	-	-	-	-	-	-8,940.0	-76,909.0	95,247.0	-	-	9,398.0	9,398.0
SubTotals for TEMP2084-F										230,000.0	2,130,810.0			2,360,810.0	2,360,810.0
Airport Master Plan Update															
E	TEMP2274-F	642 - Aviation Funds	-	-	-	-	-	-	17,880.0	-	-	-	-	17,880.0	17,880.0
		644 - Grant	-	-	-	-	-	-	364,240.0	-	-	-	-	364,240.0	364,240.0
		645 - Grant	-	-	-	-	-	-	17,880.0	-	-	-	-	17,880.0	17,880.0
A	TEMP2274-F (1)	Push Out to FY24/25													
		642 - Aviation Funds	-	-	-	-	-	-	-17,880.0	17,880.0	-	-	-	-	-
		644 - Grant	-	-	-	-	-	-	-364,240.0	364,240.0	-	-	-	-	-
		645 - Grant	-	-	-	-	-	-	-17,880.0	17,880.0	-	-	-	-	-
SubTotals for TEMP2274-F										400,000.0				400,000.0	400,000.0
Rehabilitate Airport Drive															
E	TEMP2497-F	642 - Aviation Funds	-	-	-	84,678.0	84,678.0	84,678.0	-	-	-	-	-	84,678.0	84,678.0
		645 - Grant	-	-	-	762,102.0	762,102.0	762,102.0	-	-	-	-	-	762,102.0	762,102.0
A	TEMP2497-F (1)	Push Out to FY 2023/24 and Increase Cost													
		642 - Aviation Funds	-	-	-	-76,178.0	-76,178.0	-76,178.0	84,804.0	-	-	-	-	8,626.0	8,626.0
		645 - Grant	-	-	-	-685,602.0	-685,602.0	-685,602.0	763,236.0	-	-	-	-	77,634.0	77,634.0
SubTotals for TEMP2497-F						85,000.0	85,000.0	85,000.0	848,040.0					933,040.0	933,040.0
Reconstruct Greenway Hangar Taxilane and Taxiway Alpha By-Pass															
E	TEMP2498-F	642 - Aviation Funds	-	-	-	4,605.0	4,605.0	4,605.0	41,444.0	-	-	-	-	46,049.0	46,049.0
		644 - Grant	-	-	-	93,809.0	93,809.0	93,809.0	844,283.0	-	-	-	-	938,092.0	938,092.0
		645 - Grant	-	-	-	4,605.0	4,605.0	4,605.0	41,444.0	-	-	-	-	46,049.0	46,049.0
A	TEMP2498-F (1)	Push Out to FY 2024/25, Decrease Cost and Fund Source Changes													
		642 - Aviation Funds	-	-	-	-4,605.0	-4,605.0	-4,605.0	-33,594.0	70,647.0	-	-	-	32,448.0	32,448.0
		644 - Grant	-	-	-	-93,809.0	-93,809.0	-93,809.0	-844,283.0	-	-	-	-	-938,092.0	-938,092.0
		645 - Grant	-	-	-	-4,605.0	-4,605.0	-4,605.0	29,203.0	635,826.0	-	-	-	660,424.0	660,424.0
SubTotals for TEMP2498-F									78,497.0	706,473.0				784,970.0	784,970.0
Airport Drainage Master Plan Update															
E	TEMP2499-F	642 - Aviation Funds	-	-	-	-	-	-	17,880.0	-	-	-	-	17,880.0	17,880.0
		644 - Grant	-	-	-	-	-	-	364,240.0	-	-	-	-	364,240.0	364,240.0
		645 - Grant	-	-	-	-	-	-	17,880.0	-	-	-	-	17,880.0	17,880.0

* Approved = Budget inclusive of changes subsequent to Adoption.
 © Project was partially or wholly funded with reallocated bond proceeds from MPC Series 2013 per Resolution 10335 and MPC2016-01.



Proposed Five-Year Capital Improvement Program

FY 2022/23 – 2026/27 Sorted by Division

Application: Capital Planning; For C&ED – Airport

A	TEMP2499-F (1) Push Out to FY 2025/26	642 - Aviation Funds	-	-	-	-	-	-17,880.0	-	17,880.0	-	-	-	-		
		644 - Grant	-	-	-	-	-	-	-364,240.0	-	364,240.0	-	-	-		
		645 - Grant	-	-	-	-	-	-	-17,880.0	-	17,880.0	-	-	-		
		SubTotals for TEMP2499-F	-	-	-	-	-	-	-	-	400,000.0	-	-	400,000.0	400,000.0	
Reconfigure Aircraft Run-up Hold Apron RY21 End																
E	TEMP2503-F	642 - Aviation Funds	-	-	-	-	-	-	-	5,637.0	50,732.0	-	-	56,369.0	56,369.0	
		644 - Grant	-	-	-	-	-	-	-	-	114,829.0	1,033,473.0	-	-	1,148,302.0	1,148,302.0
		645 - Grant	-	-	-	-	-	-	-	-	5,637.0	50,732.0	-	-	56,369.0	56,369.0
A	TEMP2503-F (1) Cancel Project	642 - Aviation Funds	-	-	-	-	-	-	-	-5,637.0	-50,732.0	-	-	-56,369.0	-56,369.0	
		644 - Grant	-	-	-	-	-	-	-	-	-114,829.0	-1,033,473.0	-	-	-1,148,302.0	-1,148,302.0
		645 - Grant	-	-	-	-	-	-	-	-	-5,637.0	-50,732.0	-	-	-56,369.0	-56,369.0
SubTotals for TEMP2503-F																
Phase II Construct Rehabilitate/Geometry Improvements Taxiway A																
N	TEMP2679	642 - Aviation Funds	-	-	-	-	-	-	141,400.0	-	-	-	-	141,400.0	141,400.0	
		644 - Grant	-	-	-	-	-	-	-	2,880,520.0	-	-	-	2,880,520.0	2,880,520.0	
		645 - Grant	-	-	-	-	-	-	-	141,400.0	-	-	-	141,400.0	141,400.0	
SubTotals for TEMP2679																
Reconstruct Ross South Apron - Design/Construct																
N	TEMP2681	642 - Aviation Funds	-	-	-	-	-	-	-	-	8,046.0	81,955.0	-	90,001.0	90,001.0	
		644 - Grant	-	-	-	-	-	-	-	-	163,908.0	1,669,540.0	-	1,833,448.0	1,833,448.0	
		645 - Grant	-	-	-	-	-	-	-	-	8,046.0	81,955.0	-	90,001.0	90,001.0	
SubTotals for TEMP2681																
Airsides Ramp Lighting LED Fixture Replacement																
N	TEMP2710	642 - Aviation Funds	-	-	50,000.0	50,000.0	50,000.0	-	-	-	-	-	-	50,000.0	50,000.0	
Aviation Match Contingency																
E	ZB52	642 - Aviation Funds	220,400.0	-	220,400.0	450,000.0	670,400.0	670,400.0	450,000.0	450,000.0	450,000.0	-	-	2,020,400.0	2,020,400.0	
A	ZB52 (1)	642 - Aviation Funds	-	-	-	-220,400.0	-220,400.0	-220,400.0	-	-	-	450,000.0	-	229,600.0	229,600.0	
SubTotals for ZB52																
			220,400.0	-	220,400.0	229,600.0	450,000.0	450,000.0	450,000.0	450,000.0	450,000.0	-	-	2,250,000.0	2,250,000.0	
Airport Future Grants Contingency																
E	ZB53	646 - Grant	3,600,000.0	-	3,600,000.0	3,600,000.0	7,200,000.0	7,200,000.0	3,600,000.0	3,600,000.0	3,600,000.0	-	-	18,000,000.0	18,000,000.0	
A	ZB53 (1)	646 - Grant	-	-	-	-3,600,000.0	-3,600,000.0	-3,600,000.0	-	-	-	3,600,000.0	-	-	-	
SubTotals for ZB53																
			3,600,000.0	-	3,600,000.0	-	3,600,000.0	3,600,000.0	3,600,000.0	3,600,000.0	3,600,000.0	-	-	18,000,000.0	18,000,000.0	
SubTotals for C&ED - Airport			29,572,812.0	(20,178,423.5)	9,394,388.5	5,681,688.0	35,254,500.0	15,076,076.5	8,339,857.0	5,586,473.0	6,960,810.0	6,083,450.0	-	42,046,666.5	62,225,090.0	
Expended Prior Years Budget (through 01/2022)			(20,178,423.5)				(20,178,423.5)							(20,178,423.5)		
			9,394,388.5				15,076,076.5							42,046,666.5		
Fund Summary for C&ED - Airport			642 - Aviation Funds	11,024,765.0	(9,865,979.3)	1,158,785.7	716,833.0	11,741,598.0	1,875,618.7	884,054.0	748,808.0	771,173.0	731,955.0	-	5,011,608.7	14,877,588.0
			644 - Grant	14,060,040.0	(9,836,413.5)	4,223,626.5	4,659,622.0	18,719,662.0	8,883,248.5	2,880,520.0	4,238,263.0	2,468,464.0	1,669,540.0	-	20,140,035.5	29,976,449.0
			645 - Grant	888,007.0	(476,030.7)	411,976.3	305,233.0	1,193,240.0	717,209.3	975,283.0	-3,000,598.0	121,173.0	81,955.0	-	-1,104,977.7	-628,947.0

* Approved = Budget inclusive of changes subsequent to Adoption.

Ⓞ Project was partially or wholly funded with reallocated bond proceeds from MPC Series 2013 per Resolution 10335 and MPC2016-01.



Proposed Five-Year Capital Improvement Program

FY 2022/23 – 2026/27 Sorted by Division

Application: Capital Planning; For C&ED – Airport

646 - Grant	3,600,000.0	-	3,600,000.0	-	3,600,000.0	3,600,000.0	3,600,000.0	3,600,000.0	3,600,000.0	3,600,000.0	3,600,000.0	-	18,000,000.0	18,000,000.0
Total Capital Budgets:	29,572,812.0	(20,178,423.5)	9,394,388.5	5,681,688.0	35,254,500.0	15,076,076.5	8,339,857.0	5,586,473.0	6,960,810.0	6,083,450.0	-	42,046,666.5	62,225,090.0	
Expended Prior Years Budget (through 01/2022)	(20,178,423.5)				(20,178,423.5)								(20,178,423.5)	
	9,394,388.5				15,076,076.5								42,046,666.5	

* Approved = Budget inclusive of changes subsequent to Adoption.

Ⓞ Project was partially or wholly funded with reallocated bond proceeds from MPC Series 2013 per Resolution 10335 and MPC2016-01.



COMMISSION INFORMATION REPORT

Discussion and input regarding the Monthly Airport Construction Report for February 2022

Agenda Item No.: 3

Meeting Date: 02/15/22

Staff Contact: Chris Read,
Asst. Aviation Director-Operations

Phone: (480) 312-2674

INFORMATION

Airport Construction Update for February 2022

PURPOSE

The purpose of this item is to keep the Airport Advisory Commission informed as to the status of all construction activity at the City’s airport.

FUTURE PROJECTS

Airport Fence Replacement Project

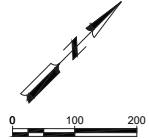
<u>Description</u>	<u>Approximate Cost</u>	<u>Status</u>	<u>Start Date</u>	<u>Estimated Completion Date</u>
Replace two sections of airport fencing at Frank Lloyd Wright Blvd. and Thunderbird Rd.	\$475,000	20% complete	January 17, 2022	March 11, 2022





Taxiway A North Rehabilitation and Run-up Area Project

<u>Description</u>	<u>Approximate Cost</u>	<u>Status</u>	<u>Estimated Start Date</u>	<u>Estimated Completion Date</u>
Rehabilitate the north end of Taxiway A and add additional run-up area.	\$5,000,000	Design Phase	August 2022	Late 2022

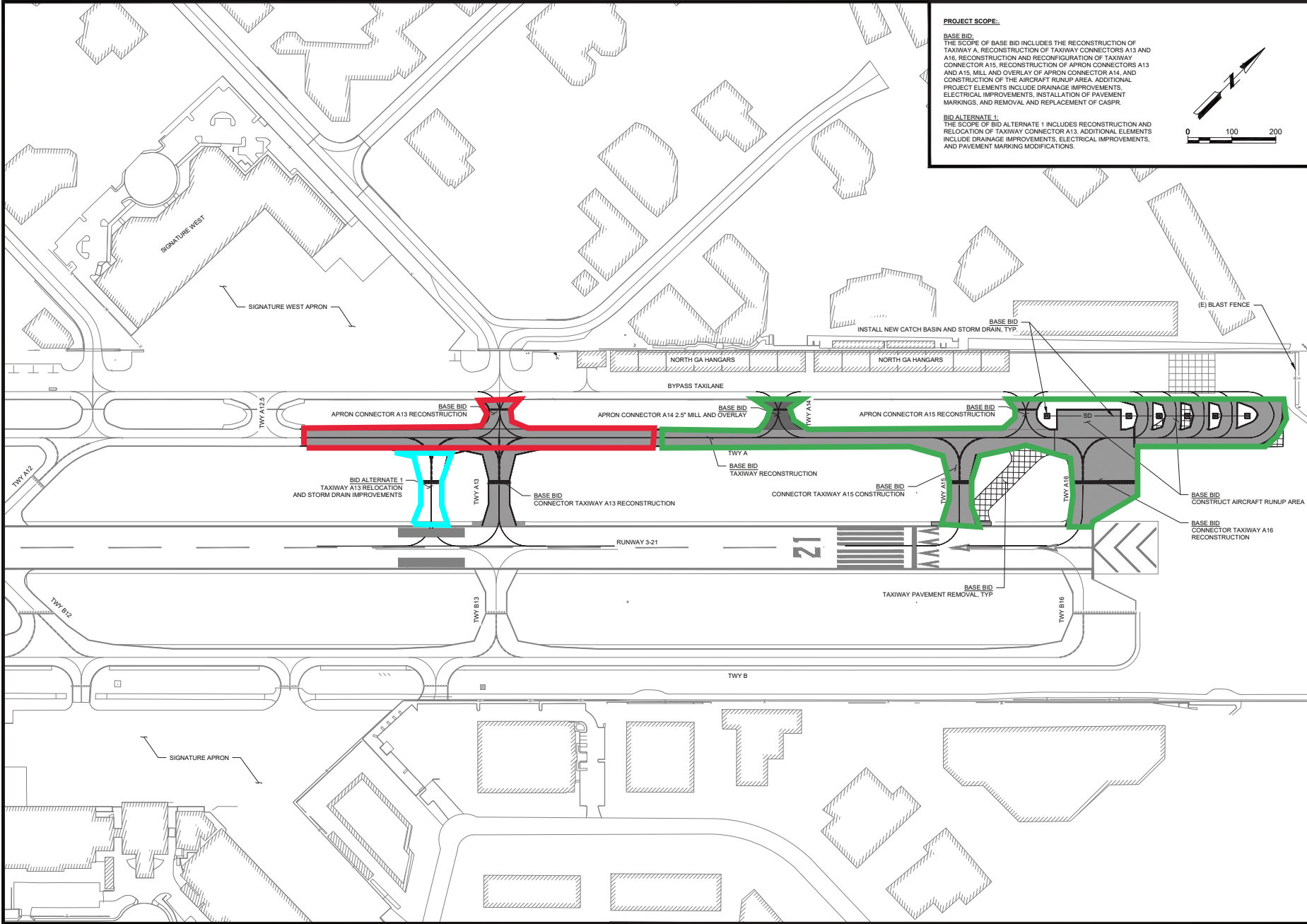


PROJECT SCOPE:

BASE BID:
THE SCOPE OF BASE BID INCLUDES THE RECONSTRUCTION OF TAXIWAY A, RECONSTRUCTION OF TAXIWAY CONNECTORS A13 AND A15, RECONSTRUCTION AND RECONFIGURATION OF TAXIWAY CONNECTOR A15, RECONSTRUCTION OF APRON CONNECTORS A13 AND A15, MILL AND OVERLAY OF APRON CONNECTOR A14, AND CONSTRUCTION OF THE AIRCRAFT RUNUP AREA. ADDITIONAL PROJECT ELEMENTS INCLUDE DRAINAGE IMPROVEMENTS, ELECTRICAL IMPROVEMENTS, INSTALLATION OF PAVEMENT MARKINGS, AND REMOVAL AND REPLACEMENT OF CASPR.

BID ALTERNATE 1:
THE SCOPE OF BID ALTERNATE 1 INCLUDES RECONSTRUCTION AND RELOCATION OF TAXIWAY CONNECTOR A13. ADDITIONAL ELEMENTS INCLUDE DRAINAGE IMPROVEMENTS, ELECTRICAL IMPROVEMENTS, AND PAVEMENT MARKING MODIFICATIONS.

These documents shall not be used for any purpose or project other than that specifically intended. Mead and Hunt, Inc. is not responsible for any errors or omissions in these drawings. The user of these drawings shall be responsible for obtaining all necessary permits and approvals. Mead and Hunt, Inc. is not responsible for any damage to property or injury to persons resulting from the use of these drawings. Mead and Hunt, Inc. is not responsible for any delay or interruption of work resulting from the use of these drawings. Mead and Hunt, Inc. is not responsible for any cost overruns or other financial consequences resulting from the use of these drawings.



**SCOTTSDALE AIRPORT
TAXIWAY A NORTH AND AIRCRAFT
RUNUP AREA RECONSTRUCTION
15000 N AIRPORT DRIVE
SCOTTSDALE, AZ 85260**

ISSUED:
30% SUBMITTAL

NOT FOR CONSTRUCTION

APP NO: 3-04-0032-041-2022
MISC NO: 2886300-212148-01
DATE: JANUARY 2022
DESIGNED BY: RNS
DRAWN BY: RNS
CHECKED BY: SVQ
DO NOT SCALE DRAWINGS

SHEET CONTENTS:
**PROJECT LAYOUT
PLAN**

SHEET NO: 4 of 28

G-021

X:\2886300\212148-01\TECH\CAD\G-021 PROJECT LAYOUT PLAN.DWG
1/14/2022 12:12:17 PM



COMMISSION INFORMATION REPORT

Discussion and input regarding Operations Report for January 2021

Agenda Item No.: 4

Meeting Date: 02/15/22

Staff Contact: Chris Read,
Asst. Aviation Director-Operations

Phone: (480) 312-2674

INFORMATION

Airport Monthly Operations Update for January 2021.

PURPOSE

The purpose of this item is to keep the Airport Advisory Commission informed as to the operational status of the Airport.

BASED AIRCRAFT

	<u>Helicopter</u>	<u>Single Piston</u>	<u>Single turboprop</u>	<u>Twin Piston</u>	<u>Twin Turboprop</u>	<u>Jet</u>	<u>Total</u>
Current Month	26	183	29	16	15	190	463
January 2021	28	184	29	18	15	173	447

OPERATIONS

	<u>January 2021</u>	<u>January 2022</u>	<u>% Δ</u>	<u>2021 YTD</u>	<u>2022 YTD</u>	<u>% Δ</u>
Total	15,715	14,277	-9.1	15,715	14,277	-9.1
IFR	5,138	6,484	26.2	5,138	6,484	26.2

ALERTS

<u>Date</u>	<u>Type</u>	<u>Description</u>
1/02/22	3	Piper PA-46, runway excursion, collapsed nose gear
1/16/22	2	Cessna 172, rough running engine
1/16/22	3	Cessna 150, aborted take-off, nose wheel broke off

INCIDENTS

<u>Date</u>	<u>Description</u>
1/4/22	Fuel leak, Ross Aviation fuel truck
1/4/22	PD called for belligerent customer at restaurant
1/11/22	Small fuel leak, Ross Aviation ramp, pilot error during fuel transfer
1/21/22	Fuel leak, Kilo ramp, pilot error during transfer
1/27/22	Fuel leak, Ross main ramp, tank vented due to expansion
1/28/22	Power steering fluid leak, Ross Aviation fuel truck
1/31/22	Fuel leak, venting from military T-6 during start up

ENFORCEMENT ACTIONS

<u>Date</u>	<u>Violation</u>	<u>Enforcement Method Used</u>	<u>Comments</u>
1/04/22	Failure to wait for vehicle gate to close	Verbal	1 st Violation
1/07/22	Speeding	Verbal	1 st Violation
1/13/22	Failure to wait for vehicle gate to close	Verbal	1 st Violation
1/14/22	Speeding	Verbal	1 st Violation
1/18/22	Parking violation	N.O.V.	1 st Violation
1/19/22	Failure to wait for vehicle gate to close	Verbal	1 st Violation
1/28/22	Performing aircraft maintenance w/o permit	Verbal	1 st Violation
1/28/22	Aiding and abetting unauthorized aircraft maintenance work	Verbal	1 st Violation

U.S. CUSTOMS

<u>*Revenue (Month)</u>	<u>Total Uses Month</u>	<u>U.S. Visit Uses (flights/current month)</u>	<u>Comments</u>
\$131,250	224	35	U.S. Visit Summary 90 Mexican, 12 Swiss, 2 Canadian, 6 Netherlanders, 8 British, 1 Chinese, 1 Venezuelan, 3 Norwegian, 1 New Zealander

<u>*Revenue (FYTD)</u>	<u>Total Uses Month</u>	<u>Total Uses (FYTD)</u>
2021/2022 \$567,300	JANUARY 2021 224	2021/2022 927
2020/2021 \$402,075	JANUARY 2020 171	2020/2021 721

*Revenue = User Fees and Overtime Fees Charged to Users
 75,000 lbs. + PPR = 4 (calendar year 2022)



COMMISSION INFORMATION REPORT

Discussion and Input Regarding Monthly
Financial Reports for December 2021

Agenda Item No.: 5

Meeting Date: 02/15/22

Staff Contact: Carmen Williams,
Aviation Finance & Administration Manager

Phone: (480) 312-8475

AVIATION OPERATING BUDGET FISCAL YEAR 2021/22

	FY 2021/22	FY 2021/22	FY 2021/22 Year to Date (through December 2021)			
	Adopted Budget	Approved Budget	Approved Budget	Actual	Dollar Variance	% Variance
Revenue	\$6,262,427	\$6,262,427	\$2,530,751	\$3,756,421	\$1,225,670	48%
Expenses	\$2,825,237	\$2,614,347	\$1,424,414	\$1,344,350	-\$80,064	-6%
Net	\$3,437,190	\$3,648,080	\$1,106,337	\$2,412,071	\$1,305,734	

AVIATION FUND CASH BALANCE

	Operating	CIP Funds	Total
As of 12/31/21	\$7,057,059	-\$3,266,593	\$3,790,465
As of 12/31/20	\$4,061,036	\$2,026,481	\$6,087,517

MONTHLY REVENUE AND EXPENDITURE COMPARISON (ACTUALS)

	December 2020	December 2021	Dollar Variance	% Variance
Revenue	\$745,097	\$851,681	\$106,584	14%
Expenses	\$321,534	\$287,093	-\$34,441	-11%
Net	\$423,563	\$564,588	\$141,025	

ACCOUNTS RECEIVABLE AGING REPORT

Aging Report Data as of 12/6/2021

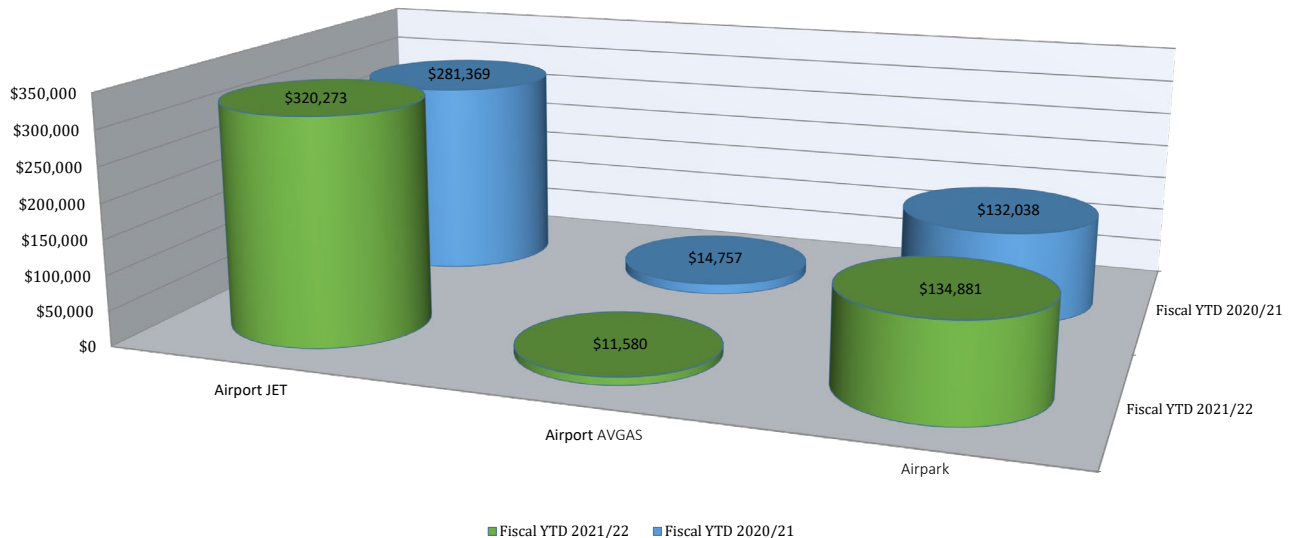
			Current	1-30 Days	31-60 Days	61-90 Days	91-120 Days	>120 Days	Total Amt Due
All Accounts	Total	187,207.55	-1,278.87	176.38	96.74	35.00	-572.66	185,664.14	

Fuel Flowage (@ \$0.10 per gallon)

	December 2020			December 2021			% Change From Last Yr	
	Revenue	Gallons	% Total	Revenue	Gallons	% Total		
Airport JET	\$94,743	947,427	74.9%	\$135,903	1,359,030	77.7%	43.4%	Gal
Airport AVGAS	\$3,501	35,006	2.8%	\$3,651	36,507	2.1%	4.3%	Gal
Airpark	\$28,236	282,358	22.3%	\$35,398	353,978	20.2%	25.4%	Gal
	\$126,479	1,264,790	100.0%	\$174,951	1,749,515	100.0%	38.3%	Gal

	Fiscal YTD 2020/21			Fiscal YTD 2021/22			% Change From Last Yr	
	Revenue	Gallons	% Total	Revenue	Gallons	% Total		
Airport JET	\$376,111	3,874,006	67.8%	\$456,176	4,561,764	71.1%	17.8%	Gal
Airport AVGAS	\$18,257	189,127	3.3%	\$15,231	152,308	2.4%	-19.5%	Gal
Airpark	\$160,274	1,668,356	28.9%	\$170,279	1,702,793	26.5%	2.1%	Gal
	\$554,642	5,731,489	100.0%	\$641,686	6,416,865	100.0%	12.0%	Gal

Scottsdale Airport Fuel Flowage (@ \$0.10 per gallon) - Fiscal Year-to-Date





COMMISSION INFORMATION REPORT

Discussion and Input Regarding
Public Outreach Programs and Planning Projects

Agenda Item No: 6

Meeting Date: 02/15/22

Staff Contact: Sarah Ferrara,
Aviation Planning & Outreach
Coordinator

Phone: (480) 312-8482

INFORMATION

Monthly update of the marketing, community, planning and pilot outreach programs at Scottsdale Airport.

PURPOSE

The purpose of this item is to keep the Airport Advisory Commission informed of the airport’s marketing, outreach and planning projects efforts.

Noise Program Outreach		
Description	Purpose	Status
Next Gen/Phoenix Metroplex	The City Manager sent letter on Dec. 6 formally requesting that Scottsdale be included in the Phoenix Airspace Working Group as new PBN procedures for PHX are considered. FAA has postponed scheduling meeting.	In progress
Noise Outreach	Will conduct noise outreach as necessary.	Completed
Pilot Outreach		
Description	Purpose	Status
Pilot Briefing & Outreach	Conducting outreach to airport users and businesses that utilize customs service regarding our new online airport user fee process.	In progress
Voluntary Curfew Outreach (10:00 p.m. – 6:00 a.m.)	The Voluntary Curfew Program is designed to respond to a complaint received for an operation between 10 p.m. and 6 a.m. If a flight can be confirmed, a letter is sent out to the operator to ask them for their cooperation in flying outside these hours when possible. There were three voluntary curfew letters sent out in January.	Completed
Planning Projects		
Description	Purpose	Status
Monitor property development through the Planning Department	Working with the Planning Department to protect the airspace and development uses near Scottsdale Airport. The Planning and Zoning reports listed three projects within the Airport Influence Area in January.	Completed

Community Outreach and Marketing		
Description	Purpose	Status
Media, social media, & list serves	Continuing to post on social media and send out list serve newsletters, recent topics included: Barrett Jackson operations and unique aircraft. Fox 10 did segment on private aviation and Phoenix Open.	As needed
Brochures, flyers, other print materials, webpages & videos	The Schedulers and Dispatchers convention in San Diego will be held April 5-7. We are signed up and planning to attend and working on show messaging.	In process
Community outreach, presentations and events	Scheduled to present at the upcoming Airpark Forum Luncheon on March 10. Also, Gary will present at the DC Ranch Community Council Speaker Series on April 6.	Upcoming



COMMISSION INFORMATION REPORT

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

Agenda Item No: 7

Meeting Date: 02/15/22

Staff Contact: Gary P. Mascaro,
Aviation Director

Phone: (480) 312-7735

INFORMATION

Discussion regarding status of the Airport Advisory Commission's items to City Council, and aviation-related items approved by Planning Commission, Design Review Board, or City Council.

Attachment(s):

1. Airport Advisory Commission Items to City Council.
2. Aviation-related items to Planning Commission, Design Review Board, or City Council.
3. City Council Meeting Calendar.

**AVIATION-RELATED ITEMS TO PLANNING COMMISSION, DESIGN REVIEW BOARD OR CITY COUNCIL
(Projects that may be on airport, have taxi lane access, have height implications, or have sensitive noise uses)
2022**

AIRPORT COMMISSION DATE	APPROVED	ITEM DESCRIPTION	PLANNING, DRB, OR CITY COUNCIL	APPROVED
N/A	N/A	<p>Falcon’s Nest Hangar Request by owner for approval of a site plan, landscape plan, and building elevations for an approximately 26,000 square foot hangar and office building, with Industrial Park (I-1) zoning, and airport access, located at 15650 N. 83rd Way. 13-DR-2021</p>	DR	?
N/A	N/A	<p>New Corporate Hangar for Set Jet Request for approval of a site plan, landscape plan and building elevations for an approximately 16,000 square foot hangar and office building with I-1 (Industrial Park) zoning. 31-DR-2021</p>	DR	?
N/A	N/A	<p>SDL Jet Center Hangar 2 Request approval of the site plan and building elevations for a new aircraft hangar building with approximately 18,000 square feet of building area, all on a 7.8-acre site. 48-DR-2021</p>	DR	?
N/A	N/A	<p>Project Cactus Construction of a 29,400SF maintenance hangar with 4,200SF support space and 9,500SF terminal for transient and based aircraft to support Jet Aviation’s business at Scottsdale Airport. Work includes demolition of existing buildings and site features, and creation of access drives, onsite parking and landscaping, and improvement to the ramp as well as modification/addition of a connector to the airfield. 52-DR-2021</p>	DR	?

**AIRPORT ADVISORY COMMISSION AVIATION ITEMS TO CITY COUNCIL
2022**

AIRPORT COMMISSION DATE	APPROVED	ITEM DESCRIPTION	CITY COUNCIL DATE	APPROVED
01/19/21	Approved 7-0	Discussion and Possible Action to Recommend Adoption of Resolution No. 12359, Authorizing Lease Agreement 2022-007-COS with 21 Luna, LLC for the lease of General Aviation Box Hangar Space at the Scottsdale Airport. Staff contact: Carmen Williams, Aviation Finance & Administration Manager, 480-312-8475, cawilliams@scottsdaleaz.gov	CC – 02/22/22	?

2022 City Council Meeting Calendar

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Key

	Council Meetings
	Optional Additional Mtg and/or Study Session
	General Plan
	Events
	City of Scottsdale Holidays
	Election
	No meetings will be scheduled
	Strategic Planning Workshop/Retreat

Jan: 12 - MLK Dinner
 18 - State of the City Address
 Mar: 5-9 - NLC Congressional City Conference
 May: 17 - Tentative Budget Adoption
 June: 7 - Final Budget Adoption
 21 - Property Tax Adoption
 28 - Charter Officer Reviews
 Revised: 11/18/21

Aug: 2 - Primary Election
 30-31 - AZ League Conference (Glendale)
 Sep: 1-2 - AZ League Conference (Glendale)
 Nov: 8 - General Election
 16-19 - NLC City Summit
 Dec: 6-7 - Major General Plan Amendments and Reg Council Mtgs
 8 - Optional Meeting Date for Regular and GP items, if needed



COMMISSION ACTION REPORT

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

Agenda Item No.: 8

Meeting Date: 02/15/22

Staff Contact: Gary P. Mascaro,
Aviation Director

Phone: (480) 312-7735

ACTION

Review Airport Advisory Commission meeting schedule.

PURPOSE

Pursuant to By-Laws of the Scottsdale Airport Advisory Commission, Section 202, *“Regular meetings of the Commission shall be held on the third Wednesday of each month immediately following the study session, unless otherwise scheduled by majority vote of its members. In the event the Commission desires not to hold the preceding study session, the regular meeting shall begin at 5:00 p.m., unless otherwise scheduled by majority vote of its members.”*

Attachment(s): 1. Airport Advisory Commission meeting schedule

Action taken:

AIRPORT ADVISORY COMMISSION SCHEDULE OF MEETINGS - 2022
 (Including anticipated topics and timeline for discussion)

JANUARY						
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- Election of Officers
- By-Laws Review
- Quarterly Noise Program Update

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- Experience Scottsdale Update

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- Quarterly Noise Program Update

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- Chamber Update

JUNE						
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JULY						
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- Quarterly Noise Program Update

AUGUST						
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- Quarterly Noise Program Update
- Annual AZBAA Update

NOVEMBER						
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- Risk Management Update

DECEMBER						
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