



**SCOTTSDALE AIRPORT ADVISORY COMMISSION
PUBLIC MEETING**

**Scottsdale Airport Aviation Business Center
Stearman/Thunderbird Meeting Room
15000 N. Airport Drive
Scottsdale, Arizona
Wednesday, November 16,
2022**

MINUTES

PRESENT: Charles McDermott, Chair
Larry Bernosky
Ken Casey
Michael Goode (telephonic)
David Reid
John Spalj

ABSENT: Peter Mier, Vice Chair

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

GUESTS: Mark Stanton, President & CEO, Scottsdale Area Chamber of Commerce
Robert Bartsch, Runway 3 Aviation Services, LLC
Jeremy Bailey, Runway 3 Aviation Services, LLC
Greg Bird, Shiny Jets Phoenix, LLC

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, welcomed the two new commissioners to the board. He shared that preparations are continuing for the upcoming Super Bowl and super season. He congratulated Jet Aviation and Net Jets on the groundbreaking event for their new terminal and hangar space.

1. Regular Meeting: October 26, 2022

COMMISSIONER BERNOSKY MADE A MOTION TO APPROVE THE REGULAR MEETING MINUTES OF OCTOBER 26, 2022 AS PRESENTED. COMMISSIONER CASEY SECONDED THE MOTION, WHICH CARRIED 6/0 WITH CHAIR MCDERMOTT AND COMMISSIONERS BERNOSKY, CASEY, GOODE, REID AND SPALJ VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

PUBLIC COMMENT

There were no public comments.

REGULAR AGENDA ITEMS 1-11

1. Discussion and possible action regarding application for Airport Aeronautical Business Permit for Runway 3 Aviation Services, LLC to conduct aircraft maintenance and repair services at the Scottsdale Airport

Carmen Williams, Aviation Finance & Administration Manager, stated that Runway 3 Aviation Services works primarily on Set Jet's aircraft and they acquired a lease with Signature to conduct operations. They have met the requirements of the permit. Company owners, Robert Bartsch and Jeremy Bailey were present to answer any questions.

Chair McDermott invited the applicant to give an overview of the business. Mr. Bailey provided a company background summary. Services offered include overnight checks, scheduled maintenance and others.

In response to a question from Commissioner Casey, Mr. Bailey stated that the company hopes to expand its client base in the future.

In response to a question from Chair McDermott, Mr. Casey stated that the number of local employees will depend on the volume of work.

Commissioner Bernosky inquired about permit restrictions. Ms. Williams stated that the permit allows them the ability to work on other aircraft with full aircraft, maintenance and repair services.

Commissioner Bernosky asked about their relationship with Signature. Mr. Bailey stated that they have a lease for office space and ability to work on aircraft in the hangar.

COMMISSIONER CASEY MADE A MOTION TO APPROVE THE APPLICATION FOR AN AIRPORT AERONAUTICAL BUSINESS PERMIT FOR RUNWAY 3 AVIATION SERVICES TO CONDUCT AIRCRAFT MAINTENANCE AND REPAIR SERVICES AT THE SCOTTSDALE AIRPORT. CHAIR MCDERMOTT SECONDED THE MOTION, WHICH CARRIED 6/0 WITH CHAIR MCDERMOTT AND COMMISSIONERS BERNOSKY, CASEY, GOODE, REID AND SPALJ VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

2. Discussion and possible action regarding application for Airport Aeronautical Business Permit for Shiny Jets Phoenix, LLC to conduct mobile aircraft washing services at the Scottsdale Airport

Ms. Williams stated that as a global washing service provider, the applicant is required to submit an airport wash plan and list of chemicals to be used. The plan must be approved by Airport staff. The applicant has met all the requirements of the permit. Owner, Greg Bird, was present to answer questions. Mr. Bird provided a brief over of the company history.

COMMISSIONER CASEY MADE A MOTION TO APPROVE THE APPLICATION FOR AN AIRPORT AERONAUTICAL BUSINESS PERMIT FOR SHINY JETS PHOENIX, LLC, TO CONDUCT MOBILE AIRCRAFT WASHING SERVICES AT THE SCOTTSDALE AIRPORT. CHAIR MCDERMOTT SECONDED THE MOTION, WHICH CARRIED 6/0 WITH CHAIR MCDERMOTT AND COMMISSIONERS BERNOSKY, CASEY, GOODE, REID AND SPALJ VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

3. Annual Scottsdale Area Chamber of Commerce update

Mark Stanton, President & CEO of the Scottsdale Area Chamber of Commerce provided the update, particularly in reference to the relationship between the Airport, Airpark and the Chamber of Commerce. The Chamber is currently celebrating its 75th anniversary in providing advocacy and connectivity for the business community. Detailed programs are used for the education of members and the community regarding how the Chamber works to attract and retain location businesses. This is done in synchrony with the Economic Development Office.

4. Discussion and possible action regarding proposed verbiage changes to the Scottsdale Airport/Airpark rates and fees schedule

For the benefit of new Commissioners, Mr. Mascaro provided an overview of the Airport/Airpark's primary guiding documents, which are driven by City Code. The proposed changes at this time would reflect a transient landing fee calculation based on maximum certificated takeoff weight, rather than a fee based on maximum certificated ramp weight.

Key considerations include:

- Changing the verbiage associated with the fee to use the aircraft's maximum certified takeoff weight instead of maximum certified ramp weight will assist in the collection of these fees by the three (3) Fixed Base Operators (FBOs).
- The FBOs requested this change, as their software systems can automatically calculate the fee associated with maximum certified takeoff weight. Calculating the max ramp

weight means manually updating each invoice, which takes significant staff time to process.

- There are very minimal differences in charges from max ramp weights compared to max takeoff weights.

Commissioner Casey commented that in looking at the Airport rates and fee schedule, some are flat fees and others are based on max takeoff weight. Mr. Mascaro confirmed this understanding, however, this request is specifically in reference to the transient landing fee.

Commissioner Goode inquired about potential loss of revenue. Mr. Mascaro stated that he did not anticipate loss of revenue, especially as these refer to such de minimis values.

Chair McDermott asked who establishes the max takeoff weight. Mr. Mascaro said it is a specification from the aircraft manufacturer.

In response to a question from Chair McDermott, Mr. Mascaro stated that each year, during the budget cycle, Carmen Williams, Aviation Finance & Administration Manager, receives notification for all enterprise funds regarding requests for any rate changes. Changes are made when deemed appropriate. This proposed change applies to verbiage modifications and is not a rate fee change. As a verbiage-only modification, this change will not be required to have approval of City Council.

COMMISSIONER SPALJ MADE A MOTION TO APPROVE THE VERBIAGE CHANGES TO THE SCOTTSDALE AIRPORT/AIRPARK RATES AND FEES SCHEDULE. COMMISSIONER REID SECONDED THE MOTION, WHICH CARRIED 6/0 WITH CHAIR MCDERMOTT AND COMMISSIONERS BERNOSKY, CASEY, GOODE, REID 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 two business permits from tonight's agenda are included on the list. There were no other changes.

6. Discussion and input regarding Monthly Financial Report for September

Ms. Williams stated that fiscal year to date revenues total approximately \$2 million for the end of September. There is a large variance due to fixed tenant rents, which will be reduced between October and November's reports. Expenses are slightly higher than budgeted, as two of the Customs quarterly label invoices were billed. For the monthly comparison to last year, the revenues will not be comparable, as there was a runway closure in July and August of last year. Reporting for these amounts occurs one month later. Expenses were slightly lower. The Aviation Fund Cash Balance was approximately \$7 million at the end of September. The accounts receivable aging reports include items such as tie-down, leases and access permit accounts. For fuel totals, because the August numbers are not received until September, the totals will factor in last year's runway closure. For September, FBO jet fuel sales are up 125 percent. AVGAS is up 149 percent and Airpark is up 8 percent. For a comparison fiscal year to date from last year, FBO fuel sales are up 52 percent. AVGAS is up 89 percent and Airpark is up 80 percent.

In response to a question from Commissioner Spalj, Ms. Williams stated that the fiscal year begins on July 1st. Airport Jet fuel encompasses the three fixed base operators.

7. Discussion and input regarding Monthly Operations Report

Chris Read, Assistant Aviation Director-Operations, referenced the -7.2 percent figure for IFRs as compared to last year, noting that there is also a negative amount for last month's totals. Overall for the year, however, the total remains up by 14.8 percent. There were two Alert 1s for the period. A brief overview of categories for alerts was provided. U.S. Customs revenue for the month was \$116,250. Total uses were 202 and U.S. visit uses totaled 32. Total PPRs for the calendar year totaled 97.

Commissioner Bernosky referenced the incident involving aircraft taxiing through barricades into the construction area and asked about residual damage. Mr. Read stated that the incident involved low profile barricades across the closed area of the taxiway. There was slight damage to the aircraft's wheel covers.

In response to a question from Commissioner Spalj, Mr. Read stated that PPR stands for Prior Permission Required.

Mr. Read's report included a new document, the Business Jet Report from the Federal Aviation Administration (FAA). The report includes a statistic specific to the Scottsdale Airport, ranking it Number 8 in the country for top ten airports for domestic business jet operations from October 2021 to September 2022.

Mr. Read played a brief video of an emergency drill, which included footage of a drill event involving an emergency vehicle putting out a plane fire while fire and EMTs tended to survivors.

8. Discussion and input regarding Monthly Construction Report

Mr. Read provided progress photos of the Airport Taxiway A North Runup Area Project construction.

In response to a question from Commissioner Casey, Mr. Read provided an estimated overview of upcoming ramp closure times. The project is scheduled for completion the second week of December.

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

Sarah Ferrara, Aviation Planning & Outreach Coordinator, stated that two voluntary curfew letters were sent out in October. As part of the property development monitoring through the Planning Development, there were three projects listed in the Airport Influence Area the last month. Listservs are sent out as needed. The Airport plans to exhibit at the 2023 NBAA Schedulers & Dispatches conference January 24th through 26th in Nashville, Tennessee. In terms of community outreach, Aviation staff hosted a tour and presentation for members of the Mayor's Youth Council.

Ms. Ferrara commended Commissioner Casey for his attendance and participation in the Sky Kids event. Commissioner Casey thanked the Airport for its support of the program.

In response to a question from Commissioner Spalj, Ms. Ferrara provided an overview of the voluntary curfew program.

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

Mr. Mascaro noted that one of the roles of the Commission is to make recommendations to City Council. The most recent item is the Coffman Associates planning contract, which will go before City Council on Monday. For aviation-related items to the Planning Commission, Design Review Board or City Council, these items may be on Airport, have taxilane access, have height implications or sensitive noise issues. This is one of the most significant focuses of the Commission, in terms of protecting the interests of the Airport within the surrounding community in terms of development. There are occasions when the Commission must make recommendations to the Planning Commission and City Council, depending on whether it involves a zoning change or General Plan amendment. This applies particularly to the Airport Influence Area, which is defined by the Part 150 noise study and adopted into City Code. Mr. Mascaro briefly touched on development projects included on the current list.

In response to a question from Commissioner Reid, Mr. Mascaro stated that the Parque project includes mixed use residential.

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

Discussion ensued regarding the upcoming Commission meeting schedule. Mr. Mascaro noted that Commissioners are free to cancel the December meeting, if desired, specifically in light of the fact that the proposed agenda contains no significant items for consideration.

COMMISSIONER CASEY MADE A MOTION TO CANCEL THE DECEMBER 21, 2022 AIRPORT ADVISORY COMMISSION MEETING. COMMISSIONER GOODE SECONDED THE MOTION, WHICH CARRIED 6/0 WITH CHAIR MCDERMOTT AND COMMISSIONERS BERNOSKY, CASEY, GOODE, REID AND SPALJ VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

There is a request from staff to change the date for the February meeting in light of the Super Bowl events.

COMMISSIONER SPALJ MADE A MOTION TO POSTPONE THE FEBRUARY 15, 2023 AIRPORT ADVISORY COMMISSION MEETING TO FEBRUARY 22, 2023. CHAIR MCDERMOTT SECONDED THE MOTION, WHICH CARRIED 6/0 WITH CHAIR MCDERMOTT AND COMMISSIONERS BERNOSKY, CASEY, GOODE, REID AND SPALJ VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

Mr. Mascaro noted that Chair and Vice-Chair elections will take place in January.

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 5:59 p.m.

SUBMITTED BY:

eScribers, LLC