



**SCOTTSDALE AIRPORT ADVISORY
COMMISSION PUBLIC MEETING**
Scottsdale Airport Aviation Business Center
Stearman/Thunderbird Meeting Room
15000 N. Airport Drive, Second floor
Scottsdale, AZ
Wednesday, February 20, 2019

MINUTES

PRESENT: Cory Little, Chair
Kevin Maxwell, Vice Chair
Brad Berry
John Berry (telephonic)
Larry Bernosky
John Celigoy

ABSENT: Liz Kaplan

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

GUESTS: John Levitz, Triple C Airpark Properties, LLC
Darrin Austin, Jetset Magazine
Chris Evans, Air Culinaire Worldwide, LLC

CALL TO ORDER

Chair Celigoy called the meeting to order at 5:00 p.m.

ROLL CALL

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

PLEDGE OF ALLEGIANCE

Chair Little led the meeting in the pledge of allegiance.

AVIATION DIRECTOR'S REPORT

There was no report.

APPROVAL OF MINUTES

1. Regular Meeting: January 16, 2019

Chair Little called for approval of the minutes.

VICE CHAIR MAXWELL MOVED TO APPROVE THE REGULAR MEETING MINUTES OF THE AIRPORT ADVISORY COMMISSION OF JANUARY 16, 2019 AS PRESENTED. COMMISSIONER BERNOSKY SECONDED THE MOTION, WHICH CARRIED 6-0 WITH CHAIR LITTLE, VICE CHAIR MAXWELL, COMMISSIONERS BRAD BERRY, JOHN BERRY, BERNOSKY AND MAXWELL VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

PUBLIC COMMENTS

There were no public comments.

REGULAR AGENDA ITEMS 1 - 10

1. Ratification of Airpark Aeronautical Business Permit for Triple C Airpark Properties, LLC to conduct hangar/shade leasing services in the Scottsdale Airpark

Carmen Williams, Aviation Finance & Administration Manager, stated that a new hangar and office facility was recently constructed on 74th Street on the west side of the Airport between Helm and Butherus Drive. The hangar office facility has access to taxiway 2. The Applicant has met all the requirements of the aeronautical business permit and has submitted all documentation. Owner and Applicant John Levitz was present to answer questions.

In response to a question from Chair Little, Mr. Levitz stated that the hangar is 7,000 square feet. It is currently vacant and they are in search of a single tenant. The hangar door and size of the hangar will fit a larger aircraft than the taxiway will accommodate. Three to four mid-size business jets could fit in the hangar.

VICE CHAIR MAXWELL MOVED TO APPROVE THE AERONAUTICAL BUSINESS PERMIT FOR TRIPLE C AIRPARK PROPERTIES LLC. COMMISSIONER BERNOSKY SECONDED THE MOTION, WHICH CARRIED 6-0 WITH CHAIR LITTLE, VICE CHAIR MAXWELL, COMMISSIONERS BRAD BERRY, JOHN BERRY, BERNOSKY AND MAXWELL VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

2. Ratification of Airport Aeronautical Business Permit for 15220 N. 75th Street, LLC to conduct hangar/shade leasing services in the Scottsdale Airpark

Ms. Williams stated that the hangar and office facility is located off of 75th Street with access to taxilane 1. The Applicant has met the requirements of the aeronautical business permit and has submitted all the proper documentation. Darrin Austin, owner of Jetset Magazine, is a tenant at the hangar and is representing the owner and Applicant, John Cauvin.

In response to a question from Chair Little, Mr. Austin stated that the hangar is approximately 3,200 square feet. It is being used to store a Citation 2 personal plane.

VICE CHAIR MAXWELL MOVED TO APPROVE THE AERONAUTICAL BUSINESS PERMIT FOR 15220 N. 75th STREET, LLC. CHAIR LITTLE SECONDED THE MOTION, WHICH CARRIED 6-0 WITH CHAIR LITTLE, VICE CHAIR MAXWELL, COMMISSIONERS BRAD BERRY, JOHN BERRY, BERNOSKY AND MAXWELL VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

3. Ratification of Airport Aeronautical Business Permit for Air Culinaire Worldwide, LLC to conduct off-airport catering services at the Scottsdale Airport.

Ms. Williams stated that Air Culinaire is a full service catering company based in Florida with over 1,800 airport locations nationwide. The local kitchen is just located off of 73rd Street and Evans Road in the Airpark. The applicant has met all the requirements of the aeronautical business permit. Representative Chris Evans was present to answer questions.

In response to a question from Chair Little, Mr. Evans stated that he is the general manager for the Scottsdale location. The company has operated as Food for Jets for the last 15 years in the Valley. They have been at the 73rd Street location for approximately five years.

VICE CHAIR MAXWELL MOVED TO APPROVE THE AERONAUTICAL BUSINESS PERMIT FOR AIR CULINAIRE WORLDWIDE, LLC. COMMISSIONER BERNOSKY SECONDED THE MOTION, WHICH CARRIED 6-0 WITH CHAIR LITTLE, VICE CHAIR MAXWELL, COMMISSIONERS BRAD BERRY, JOHN BERRY, BERNOSKY AND MAXWELL VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

4. Discussion and Input Regarding Airport and Airpark Aeronautical Business Permit Additions, cancellations and Revocations

Ms. Williams noted stated that the three new applicants are listed in the report. There are no cancellations or revocations for the month. There were no questions.

5. Discussion and Input Regarding Monthly Construction Report

Chris Read, Assistant Aviation Director-Operations, reviewed progress on the Delta Ramp Reconstruction Project. Progress was temporarily halted for ten days due to 200 gallons of jet fuel leaking onto the project area. This has since been remediated.

Chair Little asked whether remediation costs are charged back the airplane owner. Mr. Read stated that since the company, Signature TECHNICAir (parent company BBA Aviation) was responsible, they have liability.

6. Discussion and Input Regarding Monthly Operations Report for January

Mr. Read noted that there were three alerts and four incidents in January. Year-to-date revenue for U.S. Customs was \$326,230 with 146 total uses. Total uses FYTD are 602. U.S. visits totaled 26. A category has been provided to the report to provide an update of hangar/shade transition status. Ten out of ten City hangars are still full and 22 out of 22 City shades are still full. There were 5 PPRs for the new calendar year in January.

7. Discussion and Input Regarding Financial Report for December

Ms. Williams reported year-to-date revenues at \$2.2 million. Expenses are \$977,000. December 2018 revenues were slightly lower than 2017 by approximately \$12,000. Expenses were much lower than last year, mainly due to a quarterly invoice for the Customs staff paid in December of 2017. The Aviation Fund cash balance as of 12/31/18 was \$10.1 million. The Airport online payment system was introduced in November with 60 people now paying their monthly accounts and self-reporting accounts online.

In response to Chair Little, Ms. Williams stated that there is the potential for a couple hundred accounts to transfer to online payments. The payment option is tied in with the City's utility accounts.

Commissioner Bernosky asked about the procedure for collection of accounts past due by greater than 120 days. Ms. Williams stated that accounts past due 31 to 60 days are contacted. If they do not pay within ten days, they are sent a notice of violation, ultimately cancelling the account in the worst case scenario. There rarely any accounts in the 31 to 60 days payment category.

Ms. Williams stated that in December of 2018, Airport Jet fuel accounted for 78 percent of the total fuel flowage. AVGAS accounted for 3.1 percent. Airpark fuel flowage was 18.9 percent. Compared to December of 2017, fuel flowage was down overall 1.9 percent, primarily due to the Airpark numbers. Overall for the year, the total is up 2.8 percent over last fiscal year.

8. Discussion and Input Regarding Public Outreach and Planning Projects

Sarah Ferrara, Aviation Planning and Outreach Coordinator, said that staff received a request from a residential development, Stonebrook, near TPC to review information regarding aircraft noise being experienced in the neighborhood.

A pilot's briefing is in the works and originally slated for February, but will be postponed until the dust settles from the government shutdown. It will likely be scheduled for March.

Eight voluntary curfew letters were issued in January.

For January, two projects were listed in the Airport Influence Area.

An updated Airport brochure is now available.

Ms. Williams and Ms. Ferrara recently exhibited at the Schedulers and Dispatchers Conference held January 29th through February in San Antonio. Run the Runway is scheduled for April 6.

In response to a question from Chair Little, Ms. Ferrara stated that staff is not slated to attend the NBAA regional conference this year.

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

Mr. Read noted that there were no items to City Council since the last meeting.

Ms. Ferrara provided an update on planning projects. In terms of the Manor Scottsdale Project in Phoenix, a meeting is scheduled for March 6th to start the process. Staff has received input from residents in the area who are opposed to the project and plan to be vocal at upcoming meetings. The project falls within the Airport's 55 and 60 DNL. The Airport sent a strongly worded letter to the City of Phoenix Aviation Department and also to the Village planners.

Another City of Phoenix project, the LCG Kierland six-story rental community is located on 75th Street and Tierra Buena. It is not within the noise contours, but staff thought it prudent to keep the Commission in the loop with resident developments. A letter was also submitted in this instance, stressing the importance of providing a disclosure to all residents regarding proximity to the Airport as well as advice to go through the FAA for a height analysis. The Mayor is also contemplating writing a letter.

In response to a question from Chair Little, Ms. Ferrara stated that staff is considering tracking metric in terms of resident complaints by development.

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

There were no requests to modify the calendar.

PUBLIC COMMENT

There were no public comments

FUTURE AGENDA ITEMS

No action taken.

ADJOURNMENT

Chair Little called for a motion to adjourn.

With no further business to discuss, being duly moved by Vice Chair Maxwell and seconded by Commissioner Bernosky, the meeting adjourned at 5:34 p.m.

AYES: Chair Little, Vice Chair Maxwell, Commissioners Brad Berry, John Berry, Celigoy, and Bernosky.

NAYS: None

SUBMITTED BY:

eScribers, LLC