

SCOTTSDALE AIRPORT ADVISORY COMMISSION MEETING NOTICE AND AGENDA



Wednesday, March 17, 2021
5:00 p.m.
**Meeting will be held electronically and
remotely**



AIRPORT ADVISORY COMMISSION

John Berry, Chair	
Charles McDermott Vice-Chair	Cory Little
Larry Bernosky	Peter Mier
Ken Casey	Rick Milburn

Until further notice, Airport Advisory Commission meetings are being held electronically. While physical facilities are not open to the public, Airport Advisory Commission meetings are available on Scottsdale's YouTube channel to allow the public to virtually attend and listen/view the meeting in progress.

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

Spoken comment is being accepted on agenda action items. To sign up to speak on these please [click here](#). Request to speak forms must be submitted no later than 90 minutes before the start of the meeting.

Written comment is being accepted for both agendized and non-agendized items, and should be submitted electronically no later than 90 minutes before the start of the meeting. To submit a written public comment electronically, please [click here](#)

Call to Order

Roll Call

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: February 17, 2021

REGULAR AGENDA

ITEMS 1-6


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

1. Discussion and input regarding Financial Report for January 2021. Staff contact: Carmen Williams, Aviation Finance & Administration Manager, 480-312-8475, cawilliams@scottsdaleaz.gov
2. Discussion and input regarding the Monthly Construction Report
Staff contact: Chris Read, Assistant Aviation Director-Operations, 480-312-2674, cread@scottsdaleaz.gov
3. Discussion and input regarding Monthly Operations Report
Staff contact: Chris Read, Assistant Aviation Director-Operations, 480-312-2674, cread@scottsdaleaz.gov
4. Discussion and input regarding Public Outreach Programs and Planning Projects
Staff contact: Sarah Ferrara, Aviation Planning & Outreach Coordinator, 480-312-8482, sferrara@scottsdaleaz.gov
5. 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
6. 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

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: 03/17/21

Contact: Gary P. Mascaro,
Aviation Director

Phone: (480) 312-7735

ACTION

Approval of Minutes – Regular Meeting

Attachment(s): 1. Draft of minutes of the February 17, 2021 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
Scottsdale, Arizona**

**MEETING HELD ELECTRONICALLY
Wednesday, February 17, 2021**

DRAFT MINUTES

PRESENT: John Berry, Chair
Charles McDermott, Vice Chair
Larry Bernosky
Cory Little
Peter Mier
Rick Milburn

ABSENT: Liz Kaplan

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

CALL TO ORDER

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

ROLL CALL

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

Reporter's Note: Due to the poor audio quality, not all comments could be captured.

AVIATION DIRECTOR'S REPORT

Gary Mascaro, Aviation Director, thanked Commissioner Kaplan for her three years of service to the Commission. A new commissioner will be on board and present for the March meeting. He provided an update on aircraft operations and fuel volumes, which have significantly increased this past year by 25-30 percent and continue through the month of January.

1. Regular Meeting: January 20, 2021

Chair Berry called for approval of the minutes.

COMMISSIONER MIER MADE A MOTION TO APPROVE THE MINUTES OF THE JANUARY 20, 2021 REGULAR MEETING AS PRESENTED. COMMISSIONER LITTLE SECONDED THE MOTION, WHICH CARRIED 6/0 WITH CHAIR BERRY, VICE CHAIR MCDERMOTT, COMMISSIONERS BERNOSKY, LITTLE, MIER AND MILBURN VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

PUBLIC COMMENTS

No comments were submitted.

REGULAR AGENDA ITEMS 1-17

1. Discussion and Possible Action to Recommend Adoption of Resolution No. 12075, Authorizing Lease Agreement with 3R Ranch, Inc. (2021-022-COS) for the lease of the North General Aviation Executive Box Hangar Space at the Scottsdale Airport.

Carmen Williams, Aviation Finance & Administration Manager, said this should be the last of the box hangar agreements. A couple of months ago, a hangar tenant decided to cancel his relocation to Arizona and the City agreed to a mutual lease termination with the tenant. 3R Ranch would like to lease out the unit. The lease requires City Council approval and will be presented at their March 2nd meeting.

VICE CHAIR MCDERMOTT MADE A MOTION TO APPROVE THE ADOPTION OF RESOLUTION NO. 12075, AUTHORIZING LEASE AGREEMENT WITH 3R RANCH, INC. (2021-022-COS) FOR THE LEASE OF NORTH GENERAL AVIATION EXECUTIVE BOX HANGAR SPACE AT SCOTTSDALE AIRPORT. COMMISSIONER BERNOSKY SECONDED THE MOTION, WHICH CARRIED 6/0 WITH CHAIR BERRY, VICE CHAIR MCDERMOTT, COMMISSIONERS BERNOSKY, LITTLE, MIER AND MILBURN VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

2. Discussion and Possible Action Regarding 1-GP-2021: Draft Scottsdale General Plan 2035

Taylor Reynolds, Project Coordination Liaison, stated that the packet provided commissioners comprised content specific to the Airport in the General Plan. Commissioner Bernosky sat on the review committee, attended every meeting and provided input on behalf of the Commission. Mr. Reynolds provided a brief overview of the General Plan. State Statutes require that the

General Plan be updated every ten years. Updates include enhanced public outreach and presentation to the Planning Commission and City Council for adoption. The General Plan must be voter ratified. The 2001 General Plan was adopted in 2001 and ratified by public vote in 2002. The City underwent the 2011 General Plan update process, which was composed of a 19-member General Plan working group. City Council adopted the General Plan in 2011, however, it failed the next available public vote by a margin of 2 percent. As such, the City continues to operate under the 2001 General Plan. The General Plan proceeded through another update between 2012 and 2014, which also went through extensive public outreach, but not a public hearing process. It was not heard by the Planning Commission or City Council for possible adoption, however, the plan was used as the baseline for the Citizen Review Committee process. If adopted by City Council, the General Plan will be on the next available ballot in November.

Elements specific to the Airport Advisory Commission include:

- Land use element includes a new goal of protecting the viability of the Scottsdale Airport (LU 7), by encouraging compatible land uses and development types in the surrounding area.
- Lane use element includes an Airport Influence Area Map that provides detail of the Airport Influences Area, noise contours and runway protection zones.
- Safety element contains goals and policies to ensure the community is prepared for disasters.
- Circulation element includes a new policy to support the goal of improving transportation accessibility, connectivity and mobility choices.
- Economic element includes a new policy to support compatibility, growth and flexibility in terms of Scottsdale's economic well-being; enhance and protect Scottsdale Airport as a global connection for tourism and business development.
- Implementation chapter provides clarity by guiding more specific efforts that may be undertaken by City departments, Council, boards and commissions; includes several items, such as the Airport Part 150 program and Airport Master Plan update, as occurring in years five to ten of the planned implementation timeline.

Next steps include public outreach to follow the state statute required process. From March through June, meetings will proceed with Planning Commission and City Council with possible adoption by City Council in June.

COMMISSIONER MILBURN MADE A MOTION TO SUPPORT THE SCOTTSDALE GENERAL PLAN, ELEMENTS THAT PERTAIN TO SCOTTSDALE AIRPORT. COMMISSIONER LITTLE SECONDED THE MOTION, WHICH CARRIED 6/0 WITH CHAIR BERRY, VICE CHAIR MCDERMOTT, COMMISSIONERS BERNOSKY, LITTLE, MIER AND MILBURN VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

3. Discussion and Possible Action to approve the Five-Year Capital Improvement Program for Fiscal Years 21/22 through FY 25/26

Ms. Williams stated that the Airport undergoes two separate capital planning processes each year. The five-year program considers several guiding documents: Airport Master Plan, City's General Plan, goals of the Mayor and City Council and guidance from the Airport Advisory Commission. Input is also gathered from staff. The Airport team works with on-call engineers and the planning team to develop a list of grant-eligible projects. Each spring, the Airport meets

with the Federal Aviation Administration and the ADOT State Department of Transportation to look at the five-year projects eligible for grant funding. Later in the summer, staff looks into non-grant-funded projects and identifies new projects. All projects requested in the five-year period go into the City's capital budget database. Each year, the list changes based on timing of projects, scope or cost. Grant funding is highly important, as federal and state dollars pay the majority of project costs. On a federally funded grant, the FAA will pay 91.06 percent of overall project costs. The State pays a share of 4.47 percent. The local match is 4.47 percent. On a state grant project, the State will cover 90 percent and the Airport's share is 10 percent. If a project is not selected to be funded for that year, it will generally be pushed to the following year. In some cases, a project is removed.

A list of proposed capital projects for the next five years was presented. All requests are grant eligible and were submitted to the FAA and the State earlier this year. There are three updates. The Rehab Service Road Project, AG05 will be incorporated into the Runway Rehab Project. A State grant for the Airport security fencing improvements will be awarded shortly. The project for ceiling improvements for the Airport OPS building was cancelled. Each year, \$200,000 of Aviation funds are budgeted for pavement preservation. An aerial view of project locations and project details was reviewed.

Commissioner Bernosky asked about the source of proposed revisions/changes to a particular project. Ms. Williams stated that proposed modifications come from a variety of sources. Many projects come out of the Airport Master Plan, which looks at the 20-year period to identify improvements. This includes geometry improvements to add taxiway connectors. Sometimes input comes from engineers, air traffic control or pilots.

Ms. Williams continued with the list of capital projects as identified on the aerial map.

Chair Berry commented that the angle egress on the runways is a great idea and will assist with the flow at the airport. He referred to the environmental study of four acres and commented that he had never been aware of such study being so costly. He asked whether this has already been bid out and approved. Ms. Williams stated that the project has not yet been bid. When the list and estimated costs are developed, the \$200,000 is used as a placeholder, based on the costs of similar projects. Mr. Mascaro stated that this study is required by National Environmental Protection Act (NEPA) to be focused on NEPA requirements for federal land.

Vice Chair McDermott asked about the composition of the project numbers. Ms. Williams stated that the numbers come from the City's database. He inquired how the phases of the project are scheduled. Ms. Williams stated that design and construction timelines depend on the details of the project. Some larger projects are broken up. This ensures that while the Airport is fronting the costs for design, they are more likely to be reimbursed the following fiscal year.

Chair Berry asked about the possibility of the FAA diverting some funds from major hub airports to municipal airports. Mr. Mascaro stated that this is absolutely the case with the runway project.

COMMISSIONER MIER MADE A MOTION TO APPROVE THE FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEARS 21/22 THROUGH FY 25/26. CHAIR MCDERMOTT SECONDED THE MOTION, WHICH CARRIED 6/0 WITH CHAIR BERRY, VICE CHAIR MCDERMOTT, COMMISSIONERS BERNOSKY, LITTLE, MIER AND MILBURN VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

4. Discussion and Possible Action to modify the Airport Rules and Regulations. Article 1 Definitions, Article 2 Section 2.6. Aircraft Parking, Section 2.9 Aircraft shades and tiedowns, Section 2.15. Aviation Business Center and Airpark Rules and Regulations, Section 301, Landing and takeoff of helicopters

Mr. Mascaro stated that the Airport has primary guiding documents directed by City Code, which allows the Airport to make changes as needed. These primary guiding documents are dynamic in nature, with changes made as necessary. Revisions are made on a periodic basis. The goal of the changes is to foster long term development and to ensure a safe operating environment. Changes this time include updating the definition of based aircraft. The second item addresses aircraft shades and tiedowns and prohibits based aircraft from parking in transient parking. Very limited parking is available for small aircraft and the Airport endeavors to keep the area open. A new section is being added to 2-15 of the rules and regulations, which will address the use of the business center building. A sentence is being added to Section 301 to clarify that hover taxiing of helicopters is prohibited in the Airpark.

VICE CHAIR MCDERMOTT MADE A MOTION TO MODIFY THE AIRPORT RULES AND REGULATIONS. ARTICLE 1 DEFINITIONS, ARTICLE 2 SECTION 2.6. AIRCRAFT PARKING, SECTION 2.9 AIRCRAFT SHADES AND TIEDOWNS, SECTION 2.15. AVIATION BUSINESS CENTER AND AIRPARK RULES AND REGULATIONS, SECTION 301, LANDING AND TAKEOFF OF HELICOPTERS. COMMISSIONER MIER SECONDED THE MOTION, WHICH CARRIED 6/0 WITH CHAIR BERRY, VICE CHAIR MCDERMOTT, COMMISSIONERS BERNOSKY, KAPLAN, MIER AND MILBURN 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 stated that there were no changes this month.

6. Discussion and Input Regarding Financial Report for December, 2020

Ms. Williams stated that the approved budget for revenues was \$2.4 million, with actuals coming in at \$3 million. For expenses, the budget was \$1.2 million and actuals were on target at \$1.2 million. For the December monthly comparison to last year, there was \$745,000 in revenues this December compared to last year's revenues of \$495,000. The variance was primarily due to the timing of processing fees, including landing fees, fuel flowage and parking. Even with this variance, the budget remains significantly ahead of last year's revenues. Other factors included customs fees and rental car revenues, which were significantly higher this year over last year. Expenses totaled \$321,000 this year, compared to \$193,000 in 2019. The variance is due to the quarterly U.S. Customs bill that was processed in December. Also included were some larger one-time expenses, such as work on the ABC stairs and pavement work. The aviation cash fund balance was \$6 million as of December 31st. December fuel revenues were up significantly over last year. For the December comparison, jet fuel gallons are up 33.5 percent. AVGAS is up 15.9 percent and Airpark fuel is up 14.3 percent over last December. For the month, December gallons were up 28.1 percent. For fiscal year to date, jet fuel sales are up 27.2 percent. AVGAS is up 5.5 percent and Airpark fuel is down just slightly at 0.06 percent. Actual pumped gallons this year are at 5.5 million, a 17 percent increase over last year.

7. Discussion and Input Regarding Monthly Construction Report

Chris Read, Assistant Aviation Director-Operations, stated that the second phase of the box hangar project has started. In terms of the Runway construction project, the FAA has provided official approval to move from 90 percent plans to 100 percent plans.

8. Discussion and Input Regarding Monthly Operations Report

Mr. Read stated that compared to last year, there was a dip in total operations of 9.5 percent compared to last January. IFR numbers were down slightly. The dip is likely attributable to rain days. There were three alerts and eight incidents. Enforcement actions included an abandoned vehicle in the parking lot. It was a busy month for U.S. Customs, with 171 operations and revenue of \$95,225 for the month. There were 32 U.S. visit flights. Revenues are well above last year's totals. There were five PPRs for the calendar year so far.

Commissioner Milburn commented that Aviation International News indicated in a recent article that for the first six months of 2021, a 25.4 percent increase in activity is expected year over year. For January and February, they anticipate numbers to be down 10 and 15 percent below 2019 levels. However, by June, they anticipate only being down 6.5 percent from 2019 levels.

Commissioner Little commented that there is talk in the industry that levels may come back stronger than pre-COVID, due to increased levels of private flying. He asked whether there are plans for updated studies. Mr. Mascaro stated there is some potential for moving the Master Plan up after the pandemic subsides to account for the new operations that are occurring. There is data to confirm significantly more charter activity and aircraft sales.

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

Sarah Ferrara, Aviation Planning & Outreach Coordinator stated that for January, there were seven voluntary curfew letters. Staff continues to monitor property development through the Planning Department. Four projects were listed within the Airport Influence Area for January. Staff continues to send out listservs on the runway rehab project, announcing the official start date and reminder for tenants to find temporary accommodations. With Jet Aviation coming onboard, staff completed an update of the webpage, brochures and pilot guide.

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

Mr. Mascaro reported that three Airport Advisory Commission items went to City Council last month, all approved on consent. Another item will be included on the March 2nd agenda, when a new commissioner will be appointed also. There were no significant updates on aviation-related items to the Planning Commission, Design Review Board or City Council. Greystar is starting to move forward, but there are no new updates.

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

Mr. Mascaro stated that there may be a request for a special meeting of the Commission to approve the contract for the Runway grant award.

ADJOURNMENT

With no further business to discuss, being duly moved by Vice Chair McDermott and seconded by Commissioner Mier, the meeting adjourned at 6:12 p.m.

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

NAYS: None

SUBMITTED BY:

eScribers, LLC



COMMISSION INFORMATION REPORT

Discussion and Input Regarding Monthly
Financial Reports for January 2021

Agenda Item No.: 1

Meeting Date: 03/17/21

Staff Contact: Carmen Williams,
Aviation Finance & Administration Manager

Phone: (480) 312-8475

AVIATION OPERATING BUDGET FISCAL YEAR 2020/21

	FY 2020/21 Adopted Budget	FY 2020/21 Approved Budget	FY 2020/21 Year to Date (through January 2021)			
			Approved Budget	Actual	Dollar Variance	% Variance
Revenue	\$5,743,088	\$5,743,088	\$2,963,835	\$3,712,055	\$748,220	25%
Expenses	\$2,547,579	\$2,315,796	\$1,496,919	\$1,501,478	\$4,559	0%
Net	\$3,195,509	\$3,427,292	\$1,466,916	\$2,210,577	\$743,661	

AVIATION FUND CASH BALANCE

	Operating	CIP Funds	Total
As of 1/31/21	\$4,452,285	\$1,901,665	\$6,353,950
As of 1/31/20	\$10,034,599	-\$538,988	\$9,495,611

MONTHLY REVENUE AND EXPENDITURE COMPARISON (ACTUALS)

	January 2020	January 2021	Dollar Variance	% Variance
Revenue	\$489,078	\$704,131	\$215,053	44%
Expenses	\$226,057	\$272,946	\$46,889	21%
Net	\$263,021	\$431,185	\$168,164	

ACCOUNTS RECEIVABLE AGING REPORT

Aging Report Data as of 2/1/2021

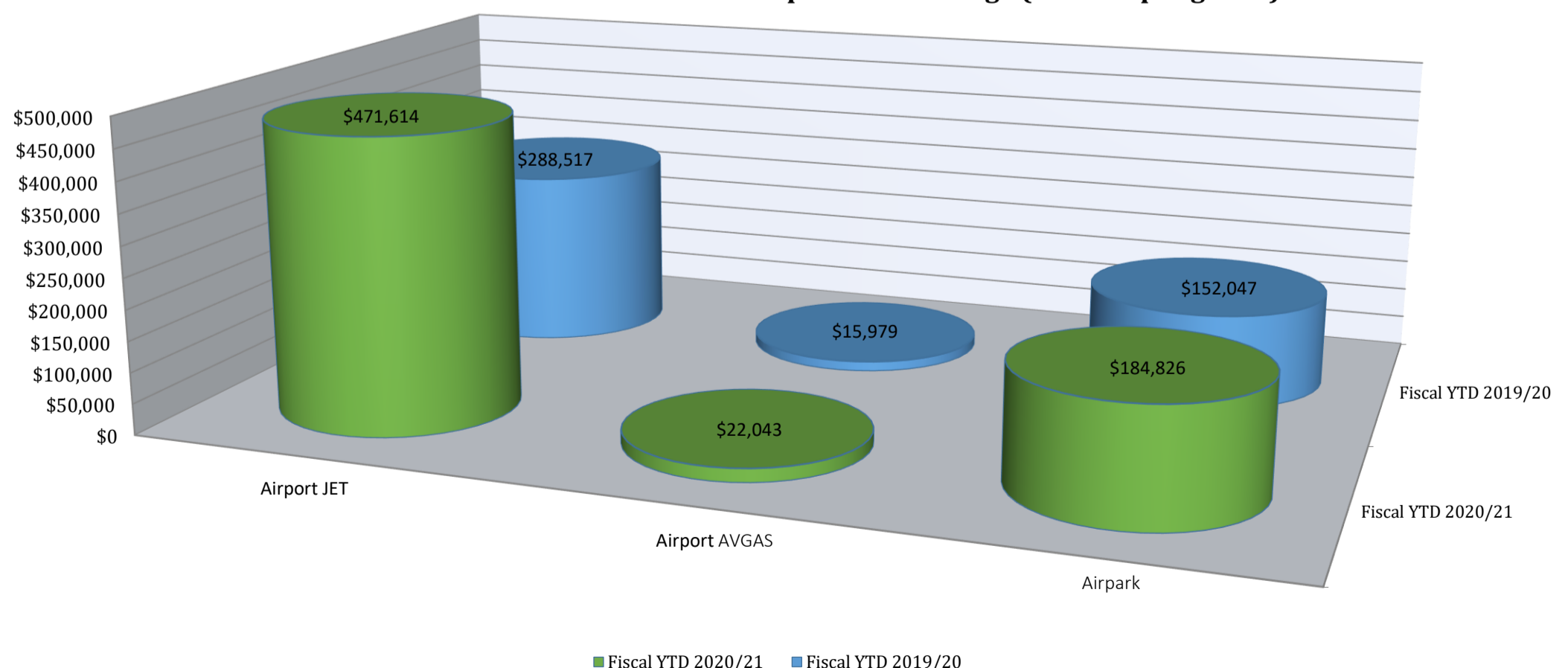
	Current	1-30 Days	31-60 Days	61-90 Days	91-120 Days	>120 Days	Total Amt Due
All Accounts	189,430.24	-888.29	-1,547.08	20.00	0.00	-256.71	186,758.16

Fuel Flowage (@ \$0.10 per gallon)

	January 2020			January 2021			% Change From Last Yr	
	Revenue	Gallons	% Total	Revenue	Gallons	% Total		
Airport JET	\$52,050	650,631	67.4%	\$95,502	955,021	77.1%	46.8%	Gal
Airport AVGAS	\$2,139	26,742	2.8%	\$3,786	37,856	3.1%	41.6%	Gal
Airpark	\$23,056	288,199	29.8%	\$24,552	245,517	19.8%	-14.8%	Gal
	\$77,246	965,571	100.0%	\$123,839	1,238,394	100.0%	28.3%	Gal

	Fiscal YTD 2019/20			Fiscal YTD 2020/21			% Change From Last Yr	
	Revenue	Gallons	% Total	Revenue	Gallons	% Total		
Airport JET	\$288,517	3,606,459	63.2%	\$471,614	4,716,135	69.5%	30.8%	Gal
Airport AVGAS	\$15,979	199,736	3.5%	\$22,043	220,429	3.2%	10.4%	Gal
Airpark	\$152,047	1,900,582	33.3%	\$184,826	1,848,255	27.2%	-2.8%	Gal
	\$456,542	5,706,777	100.0%	\$678,482	6,784,819	100.0%	18.9%	Gal

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





COMMISSION INFORMATION REPORT

Discussion and input regarding the Monthly Airport Construction Report for March 2021

Agenda Item No.: 2

Meeting Date: 03/17/21

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

Phone: (480) 312-2674

INFORMATION

Airport Construction Update for March 2021

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.

PROJECT(S) CURRENTLY UNDERWAY

**North GA Box Hangar Project Phase 2 - (\$3,972,571.00)
December 2020 to October 2021**

% Complete	Completed Work - January	Anticipated Work - March	Operational Impacts
10%	None	Pavement Demolition, underground utilities, building footers	Small section of Kilo ramp closed





FUTURE PROJECTS

Runway Rehabilitation Pre-Construction Phase Project

<u>Description</u>	<u>Contractor Pre-Construct. Cost</u>	<u>Status</u>	<u>Start Date</u>	<u>Estimated Completion Date</u>
Design, value engineering, bidding of the Runway Rehabilitation Project	\$112,539.00	Design complete, GMP under development	August 2020	March 2021

Runway Rehabilitation Construction Phase Project

<u>Description</u>	<u>Approximate Cost</u>	<u>Status</u>	<u>Estimated Start Date</u>	<u>Estimated Completion Date</u>
Construction of runway, shoulders, blast pads and lighting	\$12,000,000.00	Pre-Construction phase underway	July 2021	August 2021



COMMISSION INFORMATION REPORT

Discussion and input regarding Operations Report for February 2021

Agenda Item No.: 3

Meeting Date: 03/17/21

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

Phone: (480) 312-2674

INFORMATION

Airport Monthly Operations Update for February 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 Engine</u>	<u>Twin Engine</u>	<u>Jet</u>	<u>Total</u>
Current Month	29	213	33	179	454
February 2020	30	234	38	176	478

OPERATIONS

	<u>February 2020</u>	<u>February 2021</u>	<u>% Δ</u>	<u>2020 YTD</u>	<u>2021 YTD</u>	<u>% Δ</u>
Total	17,187	15,302	-11.0	34,542	31,017	-10.2
IFR	4,897	5,528	-1.3	10,103	10,666	-1.3

ALERTS

<u>Date</u>	<u>Type</u>	<u>Description</u>
2/04/21	2	Cessna Citation 560, faulty gear indication
2/09/21	1	Bonanza B36TC, faulty gear indication

INCIDENTS

<u>Date</u>	<u>Description</u>
2/02/21	Small fuel spill, Ross Aviation ramp
2/02/21	Small fuel spill, Ross Aviation ramp
2/04/21	Diamond aircraft struck nose cone of another Diamond aircraft while taxiing
2/09/21	Small fuel spill, Ross Aviation ramp
2/10/21	Small fuel leak at taxiway A16
2/10/21	Brakes on fuel truck overheated causing smoke
2/21/21	Cirrus SF-50, flat main tire after landing
2/22/21	Socata TBM-700, fuel leak due to venting/overfill of tanks

Commission Information Report
 Airport Monthly Operations Update for February 2021

Agenda Item No.: 3

ENFORCEMENT ACTIONS

<u>Date</u>	<u>Violation</u>	<u>Enforcement Method Used</u>	<u>Comments</u>
2/12/21	Truck obstructing taxiway in airpark	Verbal	1 st Violation
2/17/21	Airport security plan violation	Verbal	1 st Violation
2/25/21	Failure to wait for vehicle access gate to close	N.O.V.	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>
\$77,000	140	42	U.S. Visit Summary 104 Mexican, 2 Spanish, 2 British, 1 Netherlander, 2 Swiss, 2 Italian, 2 Swiss, 3 French, 1 Irish, 3 Canadian, 1 Filipino, 1 Norwegian, 2 New Zealander, 1 Venezuelan, 6 Dominican,

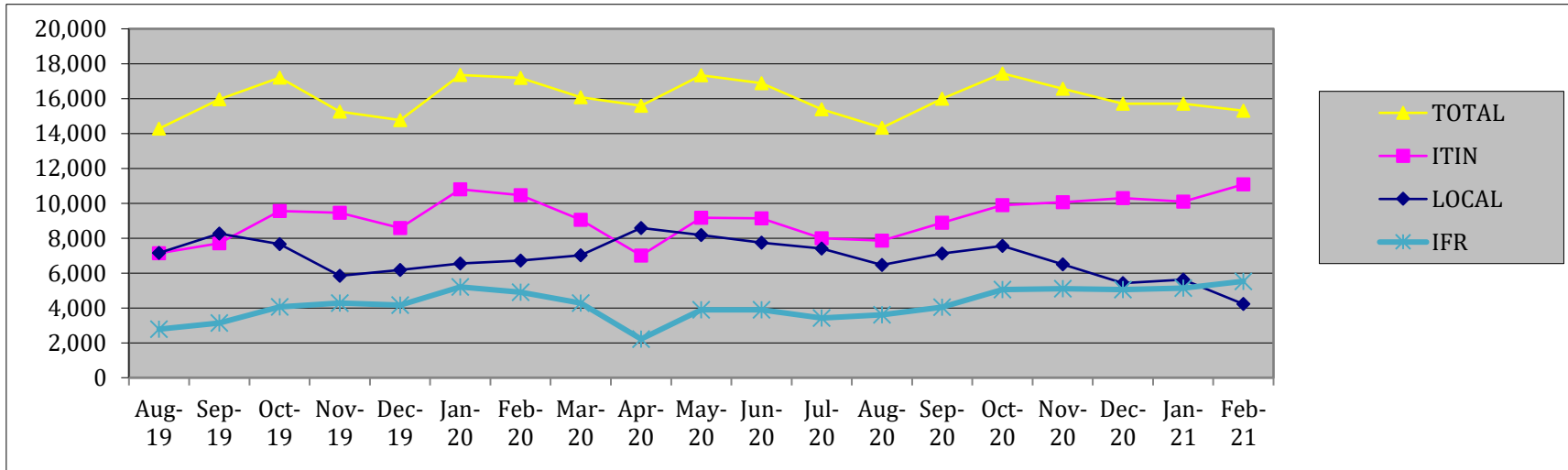
<u>*Revenue (FYTD)</u>	<u>Total Uses Month</u>	<u>Total Uses (FYTD)</u>
2020/2021 \$479,075	FEBRUARY 2021 140	2020/2021 861
2019/2020 \$415,600	FEBRUARY 2020 126	2019/2020 752

*Revenue = User Fees and Overtime Fees Charged to Users
 75,000 lbs. + PPR = 10 (calendar year 2021)

SCOTTSDALE AIRPORT OPERATIONS 2019-2021



	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21
ITIN	7,133	7,707	9,548	9,452	8,580	10,804	10,467	9,054	7,005	9,164	9,140	7,996	7,854	8,886	9,897	10,062	10,298	10,089	11,082
LOCAL	7,145	8,255	7,660	5,839	6,181	6,551	6,720	7,017	8,587	8,169	7,740	7,398	6,469	7,114	7,548	6,496	5,416	5,626	4,220
IFR	2,777	3,133	4,064	4,271	4,159	5,206	4,897	4,284	2,215	3,885	3,896	3,429	3,607	4,046	5,057	5,094	5,059	5,138	5,528
TOTAL	14,278	15,962	17,208	15,261	14,761	17,355	17,187	16,071	15,592	17,333	16,880	15,394	14,323	16,000	17,445	16,558	15,714	15,715	15,302





COMMISSION INFORMATION REPORT

Discussion and Input Regarding
Public Outreach Programs and Planning Projects

Agenda Item No: 4

Meeting Date: 03/17/21

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	City Council has filed a petition for review of the FAA action related to flight routes.	In progress
Noise Outreach	Will conduct noise outreach as necessary.	Completed
Pilot Outreach		
Description	Purpose	Status
Pilot Briefing & Outreach	The next FAA’s quarterly Scottsdale Flight Schools workgroup meeting has not been rescheduled yet.	Completed
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 was one voluntary curfew letter sent out in February.	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 four projects within the Airport Influence Area in February.	Completed

Community Outreach and Marketing		
Description	Purpose	Status
Media, social media, & list serves	Continue to post photos and information on social media, trying to increase presence. Posted information on Scottsdale Airport being only three of 25 busiest private jet airports with gains in 2020. Scottsdale Airport was up 4 percent. Preparing list serve on U.S. Customs' provided services.	In process
Brochures, flyers, other print materials, webpages & videos	Working on Runway Rehabilitation collateral material and short video; including adding a construction countdown clock on website.	In process
Community outreach, presentations and events	Created a public communications and outreach plan for the upcoming Runway Rehabilitation project to inform users and tenants about the upcoming project, timeline, and impacts. Submitting the General Aviation Box Hangar project for consideration as an Airport Business Project of the Year.	In process



COMMISSION INFORMATION REPORT

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

Agenda Item No: 5

Meeting Date: 03/17/21

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.

**AIRPORT ADVISORY COMMISSION AVIATION ITEMS TO CITY COUNCIL
2021**

AIRPORT COMMISSION DATE	APPROVED	ITEM DESCRIPTION	CITY COUNCIL DATE	APPROVED
01/20/21	6-0	<p>Airport Lease Agreement Discussion and Possible Action to Recommend Adoption of Resolution No. 12038, Authorizing Lease Agreement with Pantheon Global Realty for the lease of North General Aviation Executive Box Hangar Space at the Scottsdale Airport. Staff contact: Carmen Williams, Aviation Finance & Administration Manager, 480-312-8475, cawilliams@scottsdaleaz.gov</p>	02/02/21	Approved on consent
01/20/21	6-0	<p>Aviation Real Estate Brokerage Consulting Services Contract Discussion and Possible Action to Recommend Adoption of Resolution No. 12044, Authorizing Contract No. 2021-015-COS with DMD Real Estate Group, LLC for Aviation Real Estate Brokerage Consulting Services. Staff contact: Carmen Williams, Aviation Finance & Administration Manager, 480-312-8475, cawilliams@scottsdaleaz.gov</p>	02/02/21	Approved on consent
01/20/21	6-0	<p>Contract Amendment for On-Call Aviation Department Engineering Service Discussion and Possible Action to Recommend that City Council Adopt Resolution 12045 authorizing On-Call Engineering Services Contract Amendment 2018-055-COS-A1 with Mead & Hunt, Inc. increasing the annual contract expenditure limit from \$1,000,000 to \$1,500,000 for design and construction administration of various Aviation Department projects. Staff contact: Chris Read, Assistant Aviation Director-Operations, 480-312-2674, cread@scottsaleaz.gov</p>	02/02/21	Approved on consent
02/17/21	6-0	<p>Airport Lease Agreement Discussion and Possible Action to Recommend Adoption of Resolution No. 12075, Authorizing Lease Agreement with 3R Ranch, Inc. (2021-022-COS) for the lease of the North General Aviation Executive Box Hangar Space at the Scottsdale Airport.</p>	03/02/21	Approved on consent

02/17/21	6-0	Airport Code Amendment Adopt Ordinance No. 4494 amending Chapter 5, Aviation, Section 5-101, Definitions of the Scottsdale Revised Code, to help foster the long-term economic health and enhance the safe operating environment at the Airport/Airpark and provide clarity to the language.	03/16/21	?
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**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)
2021**

AIRPORT COMMISSION DATE	APPROVED	ITEM DESCRIPTION	PLANNING, DRB, OR CITY COUNCIL AGENDA DATE	APPROVED
?	?	<p>Ina Levine Jewish Community Campus Request by applicant for a zoning district map amendment from a Single-family Residential (R1-35) to Special Campus with Planned Shared District (SC PSD) including a development plan with amended development standards for building setbacks, building setbacks and landscape buffers on a +/- 28-acre site. Includes residential health care facility. 11-ZN-2020</p>	?	?
03/31/21	?	<p>Greystar Request by owner for approval of a Zoning District Map Amendment from Single-family Residential (R1-35) to Commercial Office (C-O) zoning on a +/-4.5-acre site located approximately 1,000 feet northwest of the East Raintree Drive and North 90th Street intersection for residential health care facility. 16-ZN-2020</p>	?	?
N/A	N/A	<p>Raintree Drive Residential Request approval of the site plan, landscape plan, and building elevations for a new 5-story residential development with 109 units and 218,419 square feet of building area on a +/- 3.12-acre site located at 8555 E. Raintree Drive. 1-DR-2021</p>	?	?
N/A	N/A	<p>People's Hangar and Heliport Request for approval of the site plan, building elevations, landscape plan and lighting plan for a new aircraft hangar building with approximately 10,620 square feet of building area including 3,820 square feet of office area, all on a 1.2-acre site. 15902 N. 80th St. 5-DR-21 & 6-UP-21</p>	?	?

2021 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

Jan: 14 - MLK Dinner
 Feb:
 Mar: 7-10 - NLC Conference
 Apr: xx - State of the City Address
 May: 18 - Tentative Budget Adoption
 June: 8 - Final Budget Adoption
 15 - Charter Officer Reviews

Aug: 31 - AZ League Conference (Arizona Biltmore)
 Sep: 1-3 - AZ League Conference (Arizona Biltmore)
 Oct:
 Nov: 2 - General Election
 17-20 - NLC Summit
 Dec: 7-8 - Major General Plan Amendments and Reg Council Mtgs
 9 - 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.: 6

Meeting Date: 03/17/21

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 - 2021
(Including anticipated topics and timeline for discussion)

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

FEBRUARY						
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- Five-Year Capital Improvement Program FY 21/22 thru FY 25/26

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APRIL						
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- Special Meeting

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- Risk Management Insurance Update

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- Chamber Update

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- Experience Scottsdale Update

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- AZ Business Aviation Assn. Update

DECEMBER						
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