

SCOTTSDALE AIRPORT ADVISORY COMMISSION MEETING NOTICE AND AGENDA



Wednesday, December 13, 2023
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
April Beauboeuf
Ken Casey

Michael Goode
David Reid
John Spalj

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: November 15, 2023

Public Comment

Citizens may complete one Request to Speak "Public Comment" card per night and submit it to Aviation Staff. Public Comment time is reserved for citizen comment regarding non-agendized items. No official action can be taken on these items. 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."**

 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).

REGULAR AGENDA

ITEMS 1-5

How the Regular Agenda Works: The Commission takes a separate action on each item on the Regular Agenda. If you wish to address the Commission regarding any or all of the items on the Regular Agenda, please complete a Comment Card for each topic you wish to address and submit it to Aviation Staff. Speakers will be given three minutes to speak per item. Additional time may be granted to speakers representing two or more persons. Cards for designated speakers and the persons they represent must be submitted together. **Comment cards must be submitted before public testimony has begun on any Regular Agenda or Public Hearing item.**

1. Discussion and input regarding Monthly Financial Report for October
Staff contact: Kelli Kuester, Aviation Outreach & Planning Coordinator, 480-312-8482, kkuester@scottsdaleaz.gov
2. Discussion and input regarding Monthly Operations Report
Staff contact: Chris Read, Assistant Aviation Director-Operations, 480-312-2674, cread@scottsdaleaz.gov
3. Discussion and input regarding Public Outreach Programs and Planning Projects
Staff contact: Kelli Kuester, Aviation Planning & Outreach Coordinator, 480-312-8482, kkuester@scottsdaleaz.gov
4. 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
5. 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

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Future Agenda Items

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

Adjournment



COMMISSION INFORMATION REPORT
APPROVAL OF MINUTES

Meeting Date: 12/13/23

Contact: Gary P. Mascaro,
Aviation Director

Phone: (480) 312-7735

ACTION

Approval of Minutes – Regular Meeting

Attachment(s): 1. Draft of minutes of the November 15, 2023, Regular Meeting

Action taken:



**SCOTTSDALE AIRPORT ADVISORY COMMISSION
PUBLIC MEETING**

**Scottsdale Airport Aviation Business Center
Stearman/Thunderbird Meeting Room
15000 N. Airport Drive
Scottsdale, Arizona
Wednesday, November 15, 2023**

DRAFT MINUTES

PRESENT: Charles McDermott, Chair
Peter Mier, Vice Chair
April Beauboeuf
Ken Casey
Michael Goode
David Reid
John Spalj

STAFF: Gary Mascaro, Aviation Director
Kelli Kuester, Aviation Planning and Outreach Coordinator
Chris Read, Assistant Aviation Director-Operations

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 new Commissioner, April Beauboeuf. He spoke about the NBAA event in Las Vegas, Nevada, stating that the event was a success with many attendees. He also shared that Scottsdale Airport participated as an exhibitor and collected several contacts from potential airport customers.

1. Regular Meeting: September 20, 2023

VICE CHAIR MIER MADE A MOTION TO APPROVE THE REGULAR MEETING MINUTES OF SEPTEMBER 20, 2023 AS PRESENTED. COMMISSIONER CASEY SECONDED THE MOTION, WHICH CARRIED 7/0 WITH CHAIR MCDERMOTT, VICE CHAIR MIER AND COMMISSIONERS BEAUBOEUF, CASEY, GOODE, REID AND SPALJ VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

PUBLIC COMMENT

There were no public comments.

REGULAR AGENDA ITEMS 1-9

1. Recommend to City Council adoption of Resolution No. 12991

Chris Read, Assistant Aviation Director-Operations, reviewed the requested actions for adoption, including:

Recommend to City Council Adoption of Resolution No. 12991 authorizing the award of contract No. IFB – 072023-104 with Legacy Wireless Services, Inc. in the amount of \$262,270 to construct Main Apron Lighting Upgrades; and authorize two budget adjustments to Aviation Capital Improvement Project (AJ01): 1) a FY 2023/24 Aviation Funds Capital Contingency Budget Appropriation transfer of up to \$45,000 to be funded by the Aviation fund; 2) a FY 2023/24 Aviation Future Grants Capital Contingency Budget Appropriation transfer of up to \$267,484 (\$254,968 Federal and \$12,516 State) to be funded by the respective grant funds.

Mr. Read provided a review of the work to be performed and the purpose and need for the budget adjustments.

COMMISSIONER REID MADE A MOTION TO RECOMMEND TO CITY COUNCIL ADOPTION OF RESOLUTION NO. 12991 AUTHORIZING CONSTRUCTION CONTRACT NO. IFB-072023-104 WITH LEGACY WIRELESS SOLUTIONS, INC. COMMISSIONER SPALJ SECONDED THE MOTION, WHICH CARRIED 7/0 WITH CHAIR MCDERMOTT, VICE CHAIR MIER AND COMMISSIONERS BEAUBOEUF, CASEY, GOODE, REID AND SPALJ VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

2. Discussion and input regarding Airport and Airpark Aeronautical Business Permit additions, revocations and cancellations

Kelli Kuester, Aviation Outreach & Planning Coordinator, reviewed the report. Recent cancellations have been received from ASI Charter, Inc., CB Aviation, Inc. and Lookout Peak, LLC.

3. Discussion and input regarding Monthly Financial Report for August and September

Ms. Kuester stated that the approved budget for revenues for August was \$1.05 million with actuals totaling \$1.55 million. Expenses were budgeted at \$557,000 with actuals totaling \$533,000. Compared to last year, revenues were increased by \$22,000 and expenses lower by

\$96,000. The Aviation Cash Balance was at \$11 million as of August 31st. For the month of July, FBO fuel sales accounted for 65.3 percent of total fuel. AVGAS was 4.0 percent and Airpark operators were at 30.7 percent. Total gallons pumped were 905,000 gallons, down 8.6 percent over last July. For the fiscal year comparison to last year, totals are down slightly at 3.4 percent.

In response to Commissioner Casey's question, Ms. Kuester stated that the fiscal year runs from July through June, and she would be happy to add this detail in the report.

Commissioner Beauboeuf inquired about the reason for the increase in projected revenues. Mr. Mascaro stated that the major metric for revenue is fuel flowage. During COVID, fuel flowage increased significantly from corporate traffic, while other traffic levels decreased. Last year, the airport experienced a plateau. The jet gas levels are approximately even, however, AGVAS, used in small piston engine aircraft, volumes are up significantly. This is predominantly in response to the increased volume of activity from flight schools.

Ms. Kuester addressed the September budget. The approved budget for revenues was \$1.8 million with actuals totaling \$2.1 million. Expenses were budgeted at \$946,000 with actuals totaling \$1 million. This is as a result of a second Customs quarterly invoice. Compared to last year, revenues were on track and expenses lower by \$250,000, as a result of the Customs invoice payment as well as having two new retirees, which affects personnel costs. The Aviation Cash Balance was at \$11.1 million as of September 30th. For the month of September, FBO fuel sales accounted for 68.7 percent of total fuel. AVGAS was 3.8 percent and Airpark operators were at 27.6 percent. Total gallons pumped were just over 1 million gallons, up 0.7 percent over last September.

Commissioner Reid surmised that the Airport accrues for the Customs invoicing, resulting in fluctuations based upon actual versus accrued. Mr. Mascaro stated that they do not compare revenues to expenses, as a normal business operation would. Instead, they budget in a 12-period (one-year) schedule. They must anticipate which month the Customs bill will be received.

4. Discussion and input regarding Monthly Operations Report

Mr. Read stated that based aircraft totals are essentially the same as last year. Total operations are up 12.7 percent compared to last year, however year-to-date is even. IFRs are decreased slightly by 3.5 percent with year-to-date totals down 9.3 percent. There were six Alert 1s for the period. U.S. Customs are slightly lower this year, at \$250,075 compared to \$264,475 last year. Total uses last year were 202 compared with 172 this year. Total uses fiscal year to date are 438 compared to 474 last year. PPRs total 118 for calendar year 2023.

Commissioner Casey asked about the procedure for fuel leaks on a ramp. Mr. Read stated that FBOs who experience fuel leaks must report the incident to Airport management to ensure proper cleaning. Spills over five feet in any direction must be reported to the Fire Department and Airport Operations.

In response to a question from Chair McDermott, Mr. Read explained that local operations involve take-offs and landings from the Airport. Itinerant activities are those that involve leaving the Airport or coming into the Airport from another location.

5. Discussion and input regarding Monthly Construction Report

Mr. Read reviewed current construction projects and photographs, including Taxiway A4 rehabilitation and future main apron lighting rehabilitation project. Recently completed projects include Airport perimeter road reconstruction and Airport Drive rehabilitation.

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

Ms. Kuester stated that four voluntary curfew letters were issued in September and five in October. In terms of monitoring property development through the Planning Department, one project for September and one for October were within the Airport Influence Area. The Airport remains active on social media, including Instagram posting. Listserv notices were created for the NBAA activities as well as notifications on runway and taxiway closures. In terms of community outreach, presentation and events, there was a recent group tour for a local church on November 3rd. A brief review of NBAA-BACE participation and activities was provided.

In response to a Commissioner question regarding how the Phoenix Terminal Area Projects will affect Scottsdale Airport, Mr. Read stated that the FAA has announced a terminal area procedure evaluation of the entire airspace of the Valley. The first group of technical meetings was held approximately four months ago. Scottsdale was invited to participate. Minutes have been released by the FAA. Potential impacts to the Scottsdale Airport are not yet known, however there is anticipation of some changes to Scottsdale Airport routes.

7. Discussion and input regarding Quarterly Noise Complaint Summary Report

Ms. Kuester stated that there were eight callbacks for the quarter and one email response by staff. There were 21 total complainants, including 12 repeats and 9 new. Total complaints for the quarter were 162 compared with 365 last year. Overall, compared with 2022, the total number of complaints for third quarter of 2023 decreased by 203.

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

Mr. Mascaro reviewed items approved by City Council via consent agenda. Resolution No. 12991, approved by the Commission at this meeting, will go to City Council for approval on December 5th, 2023. For aviation related items to the Planning Commission, Design Review Board or City Council, the Parque project has been approved by City Council.

Commissioner Spalj addressed PFAS (forever chemicals) utilized in fire protection. The City of Scottsdale is participating with the State in a lawsuit against the chemical maker. There is the potential down the road for related mitigation by the Airport. He inquired whether the City of Scottsdale will handle the settlement and whether there will be allocation to the Airport. Mr. Mascaro stated that he could not address the legal aspects. However, this is a national issue and concern. There is potential contamination on the Airport, however, this is not factually confirmed. The Fire Department does use fire protection foam projects that contain these forever chemicals. They are looking to transition to a newly developed foam approved by the FAA which does not include the forever chemicals.

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

There were no requested changes.

PUBLIC COMMENT

There were no public comments.

FUTURE AGENDA ITEMS

Commissioner Casey addressed the recent occasion where the tower was closed at 4:30 p.m. due to a staffing issue. This represents a major safety concern for the Airport. He requested an agenda item where the tower manager would address contingency plans with the Commission.

COMMISSIONER REID MADE A MOTION TO ADD A FUTURE AGENDA REQUEST FROM THE CITY TO HAVE THE FAA DISCUSS THE RECENT TOWER CLOSING AT THE AIRPORT. COMMISSIONER SPALJ SECONDED THE MOTION, WHICH CARRIED 7/0 WITH CHAIR MCDERMOTT, VICE CHAIR MIER AND COMMISSIONERS BEAUBOEUF, CASEY, GOODE, REID AND SPALJ VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

ADJOURNMENT

With no further business to discuss, the meeting adjourned at 5:47 p.m.

SUBMITTED BY:

eScribers, LLC



COMMISSION INFORMATION REPORT

Discussion and Input Regarding Monthly
Financial Report for October 2023

Agenda Item No.: 1

Meeting Date: 12/13/23

Staff Contact: Kelli Kuester
Aviation Planning & Outreach Coordinator

Phone: (480) 312-8482

**AVIATION OPERATING BUDGET
FISCAL YEAR 2023/24 (JUL-JUN)**

	FY 2023/24		FY 2023/24		FY 2023/24 (JUL-JUN) Year to Date (through Oct. 2023)			
	Adopted Budget		Approved Budget		Approved Budget	Actual	Dollar Variance	% Variance
Revenue	\$9,586,458		\$9,586,458		\$2,772,942	\$2,868,822	\$95,880	3%
Expenses	\$3,315,174		\$3,005,158		\$1,221,580	\$1,175,966	-\$45,614	-4%
Net	\$6,271,284		\$6,581,300		\$1,551,362	\$1,692,856	\$141,494	

AVIATION FUND CASH BALANCE

	Operating	CIP Funds	Total
As of 10/31/23	\$9,898,159	\$1,788,964	\$11,687,123
As of 10/3/22	\$7,308,495	\$106,423	\$7,414,918

MONTHLY REVENUE AND EXPENDITURE COMPARISON (ACTUALS)

	October 2022	October 2023	Dollar Variance	% Variance
Revenue	\$705,296	\$700,332	-\$4,964	-1%
Expenses	\$173,446	\$174,472	\$1,026	1%
Net	\$531,850	\$525,860	-\$5,990	

ACCOUNTS RECEIVABLE AGING REPORT

Aging Report Data as of 11/2/2023

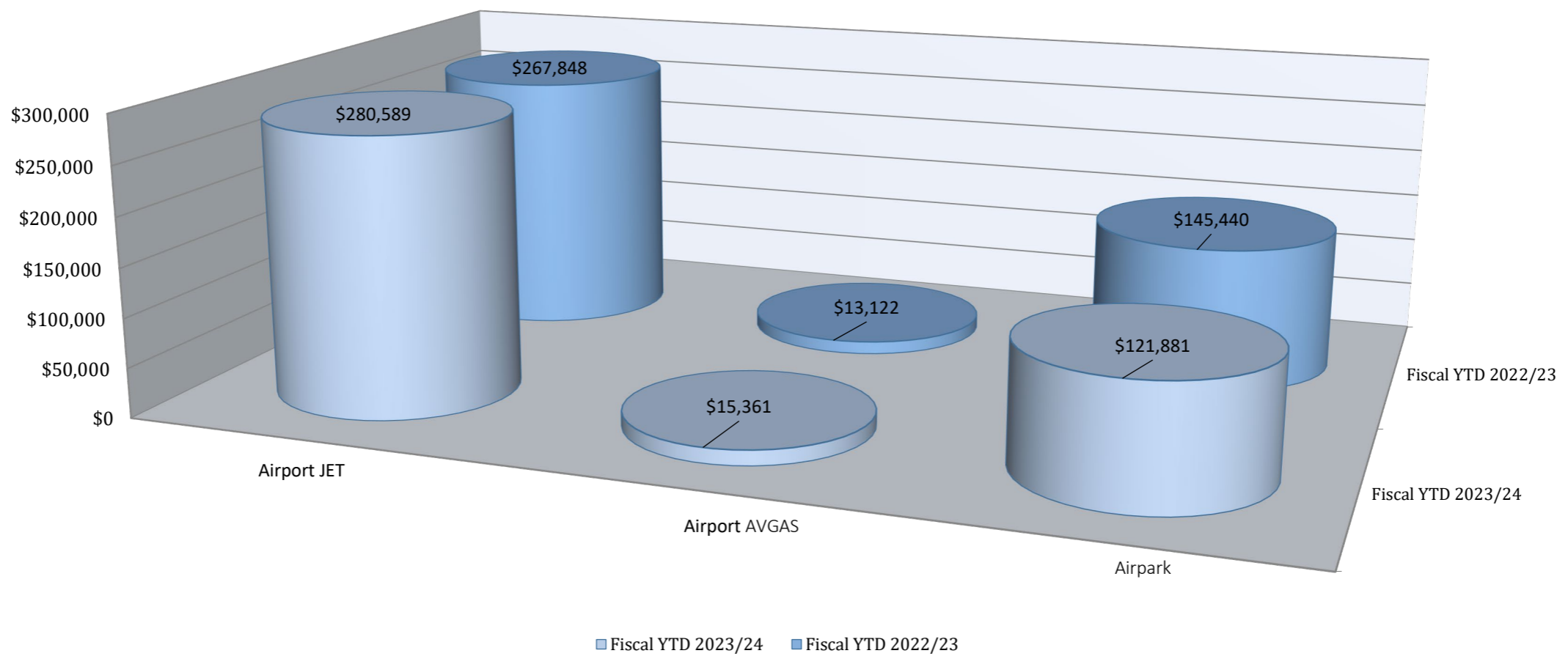
	Current	1-30 Days	31-60 Days	61-90 Days	91-120 Days	>120 Days	Total Amt Due
All Accounts	202,569.10	2,450.40	-222.37	35.00	-131.41	-823.43	203,877.29

Fuel Flowage (@ \$0.10 per gallon)

	October 2022			October 2023			% Change From Last Yr	
	Revenue	SEPT Gallons	% Total	Revenue	SEPT Gallons	% Total		
Airport JET	\$76,106	761,060	66.5%	\$77,376	773,760	68.8%	1.7%	Gal
Airport AVGAS	\$3,565	35,650	3.1%	\$3,870	38,700	3.4%	8.6%	Gal
Airpark	\$34,813	348,130	30.4%	\$31,204	312,040	27.7%	-10.4%	Gal
Total	\$114,484	1,144,840	100.0%	\$112,450	1,124,500	100.0%	-1.8%	Gal

	Fiscal YTD 2022/23			Fiscal YTD 2023/24			% Change From Last Yr	
	Revenue	Gallons	% Total	Revenue	Gallons	% Total		
Airport JET	\$267,848	2,678,480	62.8%	\$280,589	2,805,890	67.2%	4.8%	Gal
Airport AVGAS	\$13,122	131,220	3.1%	\$15,361	153,610	3.7%	17.1%	Gal
Airpark	\$145,440	1,454,400	34.1%	\$121,881	1,218,810	29.2%	-16.2%	Gal
Total	\$426,410	4,264,100	100.0%	\$417,831	4,178,310	100.0%	-2.0%	Gal

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





COMMISSION INFORMATION REPORT

Discussion and input regarding Operations Report for November 2023

Agenda Item No.: 2

Meeting Date: 12/13/23

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

Phone: (480) 312-2674

INFORMATION

Airport Monthly Operations Update for November 2023

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	50	127	23	7	14	184	405
November 2022	38	131	25	8	13	191	406

OPERATIONS

	<u>November 2022</u>	<u>November 2023</u>	<u>% Δ</u>	<u>2022 YTD</u>	<u>2023 YTD</u>	<u>% Δ</u>
Total	14,125	14,990	6.1	156,683	157,688	.6
IFR	5,954	5,823	-2.2	61,577	56,273	-8.6

ALERTS

<u>Date</u>	<u>Type</u>	<u>Description</u>
11/4/23	1	Cirrus SF-50, electrical issue
11/11/23	1	Cirrus SF-50, electrical issue
11/29/23	1	Diamond DA-40, electrical issue

INCIDENTS

<u>Date</u>	<u>Description</u>
11/5/23	Suspicious person wandering in parking lots, PD called
11/8/23	Small oil leak from FBO service vehicle
11/13/23	Small fuel leak Jet Aviation ramp
11/14/23	Small fuel truck leak
11/18/23	Challenger 600, small hydraulic leak from broken nose gear line
11/26/23	Lear 45, small fuel leak from engine during start up
11/26/23	Fuel spill, Atlantic Aviation ramp
11/28/23	Small fuel spill, Jet Aviation ramp

Commission Information Report**Agenda Item No.: 2**

Airport Monthly Operations Update for November 2023

ENFORCEMENT ACTIONS

<u>Date</u>	<u>Violation</u>	<u>Enforcement Method Used</u>	<u>Comments</u>
11/2/23	Security plan violation	N.O.V.	1 st Violation
11/2/23	Aircraft wash plan violation	N.O.V.	1 st Violation
11/2/23	Non-permitted driver violation	N.O.V.	Escorted off airport
11/13/23	Vehicle parking violation	N.O.V.	1 st Violation
11/24/23	Aircraft parking violation	Verbal	1 st Violation
11/25/23	Engine run-up violation	Verbal	1 st Violation

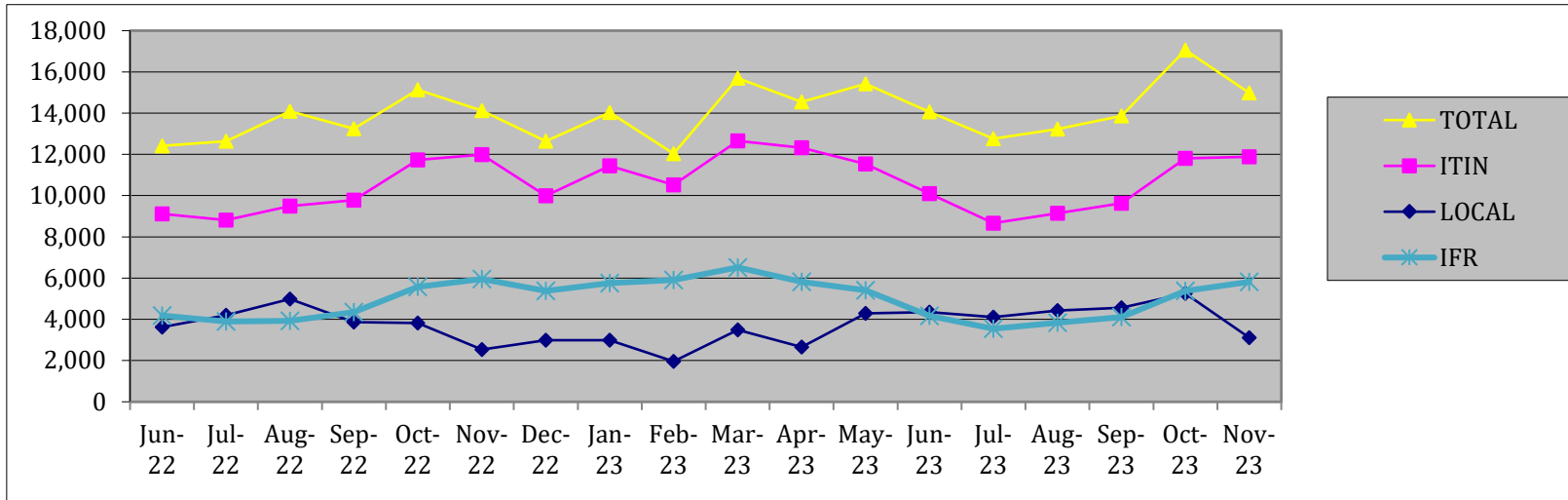
<u>*Revenue (FYTD)</u>		<u>Total Uses Month</u>		<u>Total Uses (FYTD)</u>	
2023/2024	\$390,700	NOVEMBER 2023	234	2023/2024	672
2022/2023	\$395,725	NOVEMBER 2022	231	2022/2023	705

**Revenue = User Fees and Overtime Fees Charged to Users*
 75,000 lbs. + PPR = 127 (calendar year 2023)

SCOTTSDALE AIRPORT OPERATIONS 2021-2023

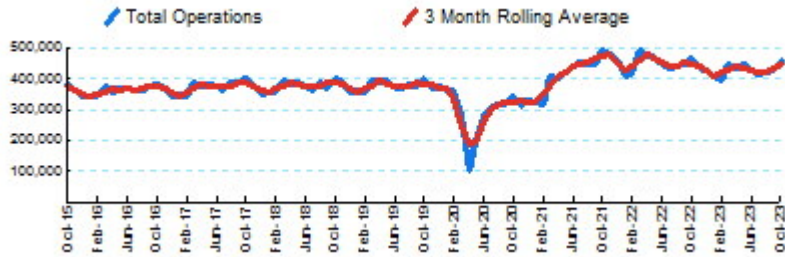


	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23
ITIN	9,118	8,809	9,490	9,785	11,734	11,987	9,996	11,443	10,525	12,654	12,317	11,530	10,097	8,664	9,139	9,636	11,805	11,885
LOCAL	3,617	4,204	4,988	3,870	3,818	2,531	2,984	2,983	1,960	3,489	2,653	4,293	4,353	4,100	4,419	4,561	5,254	3,105
IFR	4,177	3,896	3,925	4,350	5,575	5,954	5,374	5,761	5,914	6,518	5,810	5,414	4,168	3,543	3,835	4,105	5,382	5,823
TOTAL	12,414	12,646	14,085	13,240	15,130	14,125	12,640	14,030	12,037	15,687	14,548	15,417	14,056	12,764	13,229	13,871	17,059	14,990





1.Total Business Jet Operations



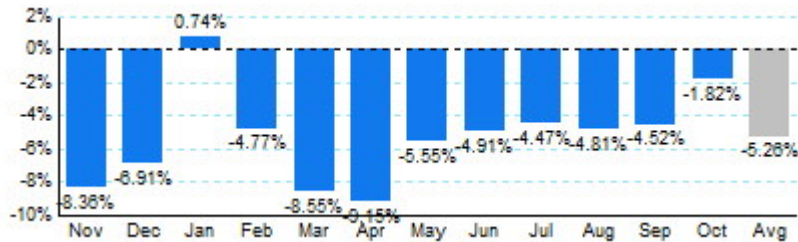
Source: ETMSC
Note: Operations refer to arrivals and departures.

4.Overall Trends (Calendar Year)

Year	Total			Domestic		International	
	Operations	Change	Operations	Change	Operations	Change	
2013	4,072,848		3,394,942		677,906		
2014	4,235,910	4.00%	3,527,038	3.89%	708,872	4.57%	
2015	4,291,174	1.30%	3,605,060	2.21%	686,114	-3.21%	
2016	4,349,740	1.36%	3,667,338	1.73%	682,402	-0.54%	
2017	4,483,614	3.08%	3,793,700	3.45%	689,914	1.10%	
2018	4,520,968	0.83%	3,824,528	0.81%	696,440	0.95%	
2019	4,533,920	0.29%	3,836,578	0.32%	697,342	0.13%	
2020	3,501,192	-22.78%	3,033,148	-20.94%	468,044	-32.88%	
2021	5,099,528	45.65%	4,421,070	45.76%	678,458	44.96%	
2022	5,369,454	5.29%	4,577,730	3.54%	791,724	16.69%	
2023*	4,284,532		3,639,666		644,866		

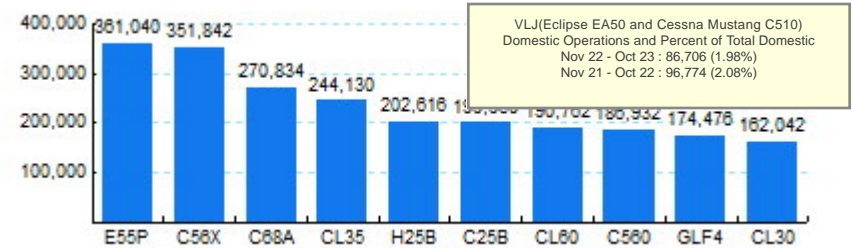
* - Year to date
Source: ETMSC
Note: International flights include US to Foreign, Foreign to US and all foreign operations.

2.Year Over Year Change in Business Jet Operations
Nov 22 - Oct 23 vs. Nov 21 - Oct 22



Source: ETMSC

5.Top Ten Aircraft for Domestic Business Jet Operations
Nov 22 - Oct 23



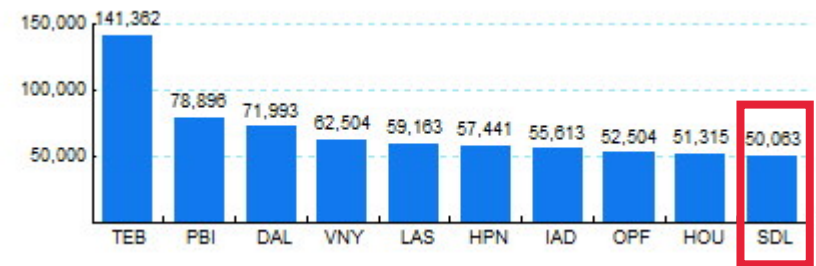
Source: ETMSC

3.Monthly Trends

Month	Total			Domestic			International		
	2022-2023	2021-2022	Change	2022-2023	2021-2022	Change	2022-2023	2021-2022	Change
Nov	437,452	477,342	-8.36%	372,284	410,554	-9.32%	65,168	66,788	-2.43%
Dec	427,326	459,058	-6.91%	357,666	390,574	-8.43%	69,660	68,484	1.72%
Jan	410,146	407,152	0.74%	342,222	346,468	-1.23%	67,924	60,684	11.93%
Feb	396,146	415,990	-4.77%	334,066	353,248	-5.43%	62,080	62,742	-1.06%
Mar	450,536	492,664	-8.55%	376,892	415,274	-9.24%	73,644	77,390	-4.84%
Apr	432,482	476,016	-9.15%	363,492	402,982	-9.80%	68,990	73,034	-5.54%
May	446,806	473,042	-5.55%	379,868	403,764	-5.92%	66,938	69,278	-3.38%
Jun	428,102	450,206	-4.91%	363,440	382,244	-4.92%	64,662	67,962	-4.86%
Jul	413,462	432,792	-4.47%	349,292	366,962	-4.82%	64,170	65,830	-2.52%
Aug	422,236	443,560	-4.81%	362,910	381,670	-4.92%	59,326	61,890	-4.14%
Sep	425,780	445,926	-4.52%	368,168	388,060	-4.87%	56,612	57,866	-2.17%
Oct	458,836	467,328	-1.82%	398,316	407,108	-2.16%	60,520	60,220	0.50%
Total	5,149,310	5,441,076	-5.36%	4,369,616	4,648,908	-6.01%	779,694	792,168	-1.57%

Source: ETMSC
Note: International flights include US to Foreign, Foreign to US and all foreign operations.

6.Top Ten Airports for Domestic Business Jet Operations
Nov 22 - Oct 23



Source: ETMSC



COMMISSION INFORMATION REPORT

Discussion and Input Regarding
Public Outreach Programs and Planning Projects

Agenda Item No: 3

Meeting Date: 12/13/23

Staff Contact: Kelli Kuester,
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
Phoenix Terminal Area Procedure	The FAA Performance Based Navigation team held initial procedure design meetings.	In progress
Noise Outreach	Will conduct noise outreach as necessary.	Completed
Pilot Outreach		
Description	Purpose	Status
Pilot Briefing & Outreach	Pilot Briefings are hosted by the FAA Air Traffic Control Tower and are typically held annually.	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 is confirmed, a letter is sent out to the operator to ask them for their cooperation in flying outside these hours when possible. The following Voluntary Curfew letters were sent out: November- 10	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 the following number of projects within the Airport Influence Area: November- 2	Completed
Community Outreach and Marketing		
Description	Purpose	Status
Media, social media, & list serve notices	Will employ outreach and marketing efforts as needed. Continue to launch social media posts as necessary.	Completed
Brochures, flyers, other print materials, webpages & videos	Will produce brochures, flyers, and other collateral material as necessary.	Completed
Community outreach, presentations, and events	Community outreach being done as necessary.	Completed



COMMISSION INFORMATION REPORT

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

Agenda Item No: 4

Meeting Date: 12/13/23

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
2023**

AIRPORT COMMISSION DATE	APPROVED	ITEM DESCRIPTION	CITY COUN CIL DATE	APPROVED
03-15-23	7-0	Adopt Resolution No. 12766 Authorizing Lease Agreement No. 2023-038-COS with Out West Rentals LLC, and Lease Agreement No. 2023-039-COS with Cirrus Design Corporation dba Cirrus Aircraft for the lease of General Aviation Box Hangar; and Resolution No. 12767 Authorizing Lease Agreement No. 2023-040-COS with SDL AZ Holdings, LLC dba Atlantic Aviation 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 .	04-18-23	Approved on consent
06-21-23	5-0	Adopt Resolution No. 12859 Authorizing Lease Agreement No. 2023 – 087-COS with Aerobat Ventures, LLC for the lease of General Aviation Box Hangar Space at Scottsdale Airport. Staff contact: Carmen Williams, Aviation Finance & Administration Manager, 480-312-8475, cawilliams@scottsdaleaz.gov .	07-10-2023	Approved on consent
06-21-23	5-0	Discussion and Possible Action to Recommend to City Council Adoption of Resolution No. 12858 authorizing the award of the base bid and add alternates #1 and #2 for contract no. IFB – 02023-071 with J. Banicki Construction, Inc in the amount of \$1,212,134.50 to construct perimeter road improvements at Scottsdale Airport, and Authorize a FY 2023/24 appropriation contingency transfer up to \$650,000 from the Airport Future Grants Contingency (ZB53) to the Airport Perimeter Road Construction capital project (AI03) to be funded by the Operating Aviation Fund undesignated, unreserve ending fund balance. Staff contact: Chris Read, Ass't Aviation Director – Operations, 480-312-2674, cread@scottsdaleaz.gov .	07-10-2023	Approved on consent
06-21-23	5-0	Discussion and Possible Action to Recommend to City Council Adoption of Resolution No. 12876 authorizing the award of contract no. IFB – 032023-074 with J. Banicki Construction, Inc. in the amount of \$901,015.55 to construct Airport Drive improvements at Scottsdale Airport, and Authorize a FY 2023/24 appropriation contingency transfer up to \$125,000 from the Airport Match Contingency (ZB52) to the Rehabilitate Airport Drive capital project (AJ02) to be funded by the Operating Aviation Fund undesignated, unreserved ending fund balance. Staff contact: Chris Read, Ass't Aviation Director – Operations, 480-312-2674, cread@scottsdaleaz.gov .	07-10-2023	Approved on consent

09-20-23	6-0	Discussion and Possible Action to Recommend to City Council Adoption of Resolution No. 12920 authorizing Contract No. 2023-134-COS with Mead & Hunt, Inc. to provide Engineering Services at Scottsdale Airport. Staff contact: Chris Read, Ass't Aviation Director – Operations, 480-312-2674, cread@scottsdaleaz.gov .	10-10-23	Approved on consent
09-20-23	6-0	Discussion and Possible Action to Recommend to City Council Adoption of Resolution No. 12921 authorizing Contract No. IFB-052023-091 with J. Banicki Construction, Inc. in the amount of \$501,745.50 to construct Taxiway A4 improvements at Scottsdale Airport. Staff contact: Chris Read, Ass't Aviation Director – Operations, 480-312-2674, cread@scottsdaleaz.gov .	10-10-23	Approved on consent
9-20-23	5-0	Adopt Resolution No. 12923 Authorizing a Second Amended and Restated Lease Agreement No. 2018-193-COS-A2 with Jet Aviation Scottsdale, LLC. Staff contact: Gary P. Mascaro, Aviation Director, 480-312-7735, gmascaro@scottsdaleaz.gov	10-10-23	Approved on consent
11-15-23	7-0	Recommend to City Council Adoption of Resolution No. 12991 authorizing construction contract No. IFB-072023-104 with Legacy Wireless Solutions, Inc. in the amount of \$262,270.00 for the Main Apron Lighting Upgrade project at Scottsdale Airport and; authorize a FY 2023/24 Aviation Funds Capital Contingency Budget Appropriation transfer of up to \$45,000 to be funded by Aviation Funds and; authorize a FY 2023/24 Aviation Future Grants Capital Contingency Budget Appropriation transfer of up to \$267,484 (\$254,968 Federal and \$12,516 State) to be funded by the respective grant funds. Staff contact: Chris Read, Assistant Aviation Director-Operations, 480-312-2674, cread@scottsdaleaz.gov	01-09-24	?

**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)
2023**

AIRPORT COMMISSION DATE	APPROVED	ITEM DESCRIPTION	PLANNING, DRB, OR CITY COUNCIL	APPROVED
N/A	N/A	<p>Seventh Day Adventists Warehouse Building Request by applicant for approval of a site plan, building elevations and landscape plan for a new one-story warehouse building comprised of approximately 243,360 square feet of building area, may have aircraft storage, on a +/- 18-acre portion of property located at 7501, 7509, and 7511 E. Redfield Rd. with Planned Airpark Core Development, Aviation (PCP AV) and Planned Airpark Core Development Employment (PCP EMP) zoning. 14-DR-2022</p>	DR 01-19-23	Approved 7-0
06-21-23	Approved w/Stip 5-0	<p>The Parque Request by owner for a zoning district map amendment from General Commercial (C-4) to Planned Airpark Core Development - Airpark Mixed Use Residential, Planned Shared Development (PCP-AMU-R PSD) including a development plan with bonus development standards for building height and floor area ratio to allow a mixed-use development with approximately 1,236 dwelling units, 223 hotel keys, and 253,000 square feet of commercial floor area on a +/- 32.29 gross acre site located at 16001 N. Scottsdale Road. 13-ZN-2022</p>	PC 09-27-23 CC 11-13-23	Approved 6-0 Approved 5-2
N/A	N/A	<p>Key Essential Hangar Request for the development of an aircraft hangar with accessory office on a one-acre vacant site within the Industrial Park (I-1) zoning located at 16060 N. 82nd St with I-1 zoning. 41-DR-2022.</p>	DR 05-18-2023	Approved 5 - 0
N/A	N/A	<p>Key Essential Hangar – Use Permit Requesting a Conditional Use Permit for a heliport as part of a new aircraft hangar, located at 16060 N. 82nd St with I-1 zoning. 1-UP-2023.</p>	PC 05-10-23 CC 06-13-23	Approved 5-0 Approved on consent 7-0

09-20-23	Approved 6-0	Northsight Residential Health Care Request for a zoning district map amendment, amending the stipulations and development plan of case 14-ZN-1991. Increasing allowed building height from 36 ft to 51 ft and the allowed floor area ration from .25 to 1.15 to allow for redevelopment of the site into a new residential health care facility including up to 270 residential healthcare beds/units on a 5.78-acre site with Central Business Planned Community District (C-2 PCD). 15-ZN-2022	PC 10-25-23	Continued TBD
N/A	N/A	Augusta One Scottsdale Request by owner for approval of the site plan, landscape plan, and building elevations for a new residential healthcare facility, consisting of 120-units, on a +/- 3.0-acres site located at 7221 E. Legacy Boulevard, with Planned Regional Center and Planned Community Development (PRC PCD) zoning. 30-DR-2021#4	DR	?
N/A	N/A	Helm Hangar Request for approval of a site plan, landscape plan and building elevations for 2 new 2-story aircraft hangar/office buildings comprised of two stories with approximately 63,806 square feet of total building area located at 7333 E Helm Drive with Industrial Park (I-1) zoning. 47-DR-2022	DR 07-06-23	Approved on consent 5-0
N/A	N/A	AFB Development Request by owner for approval of the preliminary plat for a new 55-lot single-family subdivision, on a +/- 40-acre site with Single-family Residential, Planned Community Development (R1-7 PCD) zoning, located at 9402 E. Bell Road. 12-PP-2022	DR 11-16-23	Approved 6-0
?	?	Sundown Commons Request by owner for a Zoning District Map Amendment from Central Business (Conditional) (C-2 (C)) to Planned Unit Development, Planned-shared District (PUD PSD) Zoning with a Development Plan on a +/- 8.5 acre site located at 7000 E. Shea Boulevard for a mixed use development including +/- 239 multi-family units and existing commercial buildings. 6-ZN-2023 and 2-GP-2023	PC CC	? ?
?	?	AXON Discussion and Possible Action for a Recommendation to the Planning Commission and City Council regarding case 13-ZN-2020#2, a request by owner for a zoning district map amendment from Planned Community District, Industrial Park (P-C I-1) zoning to Planned Community District with P-C comparable Planned Airpark Core,	?	?

		Airpark Mixed-Use - Residential (P-C PCP AMU-R) zoning to accommodate an amendment to the original development plan (13-ZN-2020) to allow for 2,552 multi-family residential units, a hotel, and retail in six five-story buildings, up to 67 feet in height, and an increase in allowed floor area ratio (FAR) from 0.8 to 1.1, on a +/- 41-acre portion of a +/- 68-acre site, located at 8300 E Axon way.		
?	?	Banner Health Medical Campus Request by owner for a zoning district map amendment from Planned Community Development with P-C comparable Central Business District (P-C C-2) and comparable Industrial Park District (P-C I-1) to Special Campus (S-C) District, including development plan, for a new medical campus including full-service hospital with helipad, on a +/- 48-acre site located at 18400 N. Hayden Road.	?	?
N/A	N/A	Sky Harbor Center Addition of 6,215 sf hangar storage building to existing lot with minor site work. 646-PA-2023.	?	?



2024 City Council Meeting Calendar

JANUARY

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FEBRUARY

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MARCH

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APRIL

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MAY

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JUNE

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JULY

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AUGUST

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SEPTEMBER

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- Jan 11-MLK Dinner
25-State of the City Address
- Feb 13-Retreat
- Mar 10-14-NLC Congressional City Conference
- Apr 16-Proposed Budget and CIP Presentation
- May 7-History Hall of Fame Ceremony
14-Tentative Budget Adoption
- Jun 4-Final Budget Adoption
18-Charter Officer Evaluations (3pm)
25-Property Tax Adoption
- Aug 6-Election Day
27-30-AZ League Annual Conference (Arizona Biltmore-Phoenix)
- Nov 1-Regular Meeting (2pm)
5-Election Day
12-17-NLC Summit

OCTOBER

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NOVEMBER

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DECEMBER

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Revised: 09/28/23

Key

- Council Meeting
- Election
- Special Meeting – Charter Officer Evaluations
- No meetings will be scheduled
- Optional Additional Mtg and/or Work Study Session
- Retreat
- Events ****Dates are subject to change****
- City of Scottsdale Holiday



COMMISSION ACTION REPORT

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

Agenda Item No.: 5

Meeting Date: 12/13/23

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 Meetings

2024

January						
Su	Mo	Tu	We	Th	Fr	Sa
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Election of Officers

By-Laws Review

Quarterly Noise Program Update

February						
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March						
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April						
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Risk Management Update

May						
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Quarterly Noise Program Update

Proposed Aviation Enterprise Fund

Five Year Financial Plan

June						
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July						
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August						
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Experience Scottsdale Update

September						
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Quarterly Noise Program Update

October						
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November						
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December						
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