



**SCOTTSDALE AIRPORT ADVISORY COMMISSION
PUBLIC MEETING**

**Scottsdale Airport Aviation Business Center
Stearman/Thunderbird Meeting Room
15000 N. Airport Drive
Scottsdale, Arizona
Wednesday, November 20, 2024**

MINUTES

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

ABSENT: Peter Lenton

STAFF: Gary Mascaro, Aviation Director
Rick Wielebski, Assistant Aviation Director
Matthew Johnson, Director of Airport Operations & Maintenance

GUESTS: Chad Menneke, Siglo Aviation
David Henninger, President, AtYourJet, LLC
Chad Barta, President of Heliponents, Inc

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.

Chair Mier led the commission in the Pledge of Allegiance.

AVIATION DIRECTOR'S REPORT

Gary Mascaro, Aviation Director, congratulated and welcomed Assistant Aviation Director, Rick Wielebski.

Regular Meeting: October 16, 2024

COMMISSIONER REID MADE A MOTION TO APPROVE THE REGULAR MEETING MINUTES OF OCTOBER 16, 2024, AS PRESENTED. VICE CHAIR GOODE SECONDED THE MOTION, WHICH CARRIED 6/0 WITH CHAIR MIER, VICE CHAIR GOODE AND COMMISSIONERS BEAUBOEUF, MCDERMOTT, REID, AND SPALJ VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

PUBLIC COMMENT

There were no public comments.

ITEMS 1-11

REGULAR AGENDA

1. Discussion and Possible Action Regarding Application for Airpark Aeronautical Business Permit for Siglo Aviation to Conduct Aircraft Management Services at Scottsdale Airport.

Rick Wielebski, Assistant Aviation Director, explained Siglo Aviation is seeking ratification of an aeronautical business permit to conduct aircraft management services. Siglo Aviation has met the requirements of the aeronautical business permit, and Chad Menneke is present to answer any questions.

Mr. Menneke provided an overview of Siglo Aviation's background, the services they will provide for Marlin aircraft, and their response to natural disasters.

COMMISSIONER REID MADE A MOTION TO APPROVE THE APPLICATION FOR AIRPORT AERONAUTICAL BUSINESS PERMIT FOR SIGLO AVIATION TO CONDUCT AIRCRAFT MANAGEMENT SERVICES AT SCOTTSDALE AIRPORT. COMMISSIONER MCDERMOTT SECONDED THE MOTION, WHICH CARRIED 6/0 WITH CHAIR MIER, VICE CHAIR GOODE AND COMMISSIONERS BEAUBOEUF, MCDERMOTT, REID, AND SPALJ VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

2. Discussion and Possible Action Regarding Application for Airport Aeronautical Business Permit for AtYourJet, LLC to Conduct Off-Airport Catering Services at Scottsdale Airport.

Rick Wielebski, Assistant Aviation Director, explained AtYourJet, LLC is seeking ratification of an aeronautical business permit to conduct off-airport catering services. AtYourJet, LLC has met the requirements of the aeronautical business permit, and David Henninger, Co-Founder and President of AtYourJet, LLC is present to answer any questions.

Mr. Henninger provided an overview of AtYourJet, LLC's background and the services they will provide.

COMMISSIONER SPAJL MADE A MOTION TO APPROVE THE APPLICATION FOR AIRPORT AERONAUTICAL BUSINESS PERMIT FOR ATYOURJET, LLC TO CONDUCT OFF-AIRPORT CATERING SERVICES AT SCOTTSDALE AIRPORT. VICE CHAIR GOODE SECONDED THE MOTION, WHICH CARRIED 6/0 WITH CHAIR MIER, VICE CHAIR GOODE AND COMMISSIONERS BEAUBOEUF, MCDERMOTT, REID, AND SPALJ VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

3. Discussion and Possible Action Regarding Application for Airport Aeronautical Business Permit for Heliponents, Inc to Conduct Aircraft Mobile Maintenance and Repair Services at Scottsdale Airport

Rick Wielebski, Assistant Aviation Director, explained Heliponents, Inc is seeking ratification of an aeronautical business permit to conduct aircraft mobile maintenance services. Heliponents, Inc has met the requirements of the aeronautical business permit, and Chad Barta, President of Heliponents, Inc is present to answer any questions.

Mr. Barta provided an overview of Heliponents Inc's background and the services they will provide.

COMMISSIONER REID MADE A MOTION TO APPROVE THE APPLICATION FOR AIRPORT AERONAUTICAL BUSINESS PERMIT FOR HELIPONENTS, INC TO CONDUCT AIRCRAFT MOBILE MAINTENANCE SERVICES AT SCOTTSDALE AIRPORT. VICE CHAIR GOODE SECONDED THE MOTION, WHICH CARRIED 6/0 WITH CHAIR MIER, VICE CHAIR GOODE AND COMMISSIONERS BEAUBOEUF, MCDERMOTT, REID, AND SPALJ VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

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

Rick Wielebski, Assistant Aviation Director, provided an update noting both AtYourJet, LLC and Heliponents Inc. have been added. Siglo Aviation was approved administratively and added last month. Vertical Works canceled their permit for flight training due to going out of business effective the end of November 2024.

5. Discussion and Input Regarding Monthly Operations Report for October 2024

Matt Johnson, Operations Supervisor, discussed aircraft numbers are at 431. Operations have an uptick compared to last month and a 5.9% overall increase compared to last year. There were five alerts, thirteen incidents, and thirteen enforcement actions over the past month. Mr. Johnson discussed the policy related to nonoperation of aircraft which was implemented in 2023. U.S. Customs fees and totals are starting to increase and are up to 166 for October. PPRs for the calendar year are 96, which is average compared to last year. The operation numbers are continuing to increase upwards. The Scottsdale Airport continues to hold the 10th position on the Business Jet Report.

6. Discussion and Input Regarding Monthly Financial Report for September 2024

Rick Wielebski, Assistant Aviation Director, noted this report represents September 2024. The approved budget for revenues was \$1.93 million with actuals totaling \$2.23 million. For expenses, the approved budget was \$961,000 with actuals totaling \$849,000. Compared to last year, revenues are higher by approximately \$24,000. Expenses are lower by approximately \$185,000. The aviation cash balance is approximately \$15.8 million as of September 30th. The account receivables aging report shows balances for all city accounts as of October 5, 2024. Fuel totals for the month of August FBO fuel sales accounted for 72.3 percent of total revenue, with AVGAS at 3.2 percent and Airpark Operators at 24.5 percent. Approximately 1.1 million gallons were pumped, up 8.6 percent from last August. The fiscal year comparison is up 6.9 percent.

7. Discussion and Input Regarding Monthly Construction Report for October 2024

Matthew Johnson, Operations Supervisor, provided a construction update on the Kilo Apron Rehab, noting the start date is set for January 6, 2025, following a preconstruction meeting with the contractor in December.

In response to the commissioner's questions, Mr. Johnson explained they expect this project will go smoothly and quickly and be completed prior to affecting other activities in January and February. The apron will be closed during the construction, but the taxiway will remain open.

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

Kelli Kuester, Aviation Planning and Outreach Coordinator, provided an update on the public programs and planning projects. Ms. Kuester discussed the FAA Performance-Based Navigation Team's design meeting, next steps, and noted more information is to come. There were twelve voluntary curfew letters mailed in October. In terms of monitoring property development through the City's Planning Department, there was one project for the month of October within the Airport Influence Area. An open house was held on October 29, 2024, as part of the Airport Master Plan, with approximately 50 attendees and staff available to answer questions. Social media remains active with many people sharing events. (A video was shared with commissioners this evening).

Listserv has been used to send out reminders to airport users regarding the following:

- Overnight runway and taxiway closures
- A U.S. Customs Frequently Asked Questions notice
- Matt Johnson's Promotion
- Movie Night – November 23, 2024, at 6:00 p.m.

Ms. Kuester and Mr. Johnson attended the Scottsdale Fall Festival, a community outreach event that had 3,000 attendees, and there they fielded many questions about the airport and spoke with other city staff. Mr. Kuester provided a tour to the Cub Scouts and their parents on October 28, 2024, and 50 Old Town Ambassadors on November 19, 2024.

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

Mr. Mascaro noted there is no update on items going to the City Council, and a fresh list will be presented in January. Discussion ensued regarding the Axon proposal that was approved by the Planning Commission on November 13, 2024, and the City Council on November 19, 2024.

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

VICE-CHAIR GOODE MADE A MOTION TO CANCEL THE DECEMBER 18, 2024, AIRPORT ADVISORY COMMISSION MEETING. COMMISSIONER MCDERMOTT SECONDED THE MOTION WHICH CARRIED 6/0 WITH CHAIR MIER, VICE-CHAIR GOODE AND COMMISSIONERS BEAUBOEUF, MCDERMOTT, REID, AND SPALJ VOTING IN THE AFFIRMATIVE.

The next meeting date is January 15, 2025.

PUBLIC COMMENT

There were no public comments.

FUTURE AGENDA ITEMS

There were no future agenda items noted.

ADJOURNMENT

With no further business to discuss, Chair Mier called for a motion to adjourn at 5:37 p.m.

VICE-CHAIR GOODE MADE A MOTION TO ADJOURN COMMISSIONER REID SECONDED THE MOTION, WHICH CARRIED 6/0 WITH CHAIR MIER, VICE CHAIR GOODE AND COMMISSIONERS BEAUBOEUF, MCDERMOTT, REID, AND SPAJL VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

SUBMITTED BY:

eScribers, LLC