



**SCOTTSDALE AIRPORT ADVISORY COMMISSION
REGULAR MEETING**

**Scottsdale Airport Aviation Business Center
Stearman/Thunderbird Meeting Room
15000 N. Airport Drive, Second Floor
Scottsdale, Arizona
Wednesday, February 19, 2025**

PRESENT: Peter Mier, Chair
April Beauboeuf, Vice-Chair
Peter Lenton
David Reid

ABSENT: Michael Goode
John Spalj

STAFF: Gary Mascaro, Aviation Director
Rick Wielebski, Assistant Aviation Director
Matthew Johnson, Director of Operations & Maintenance
Kelli Kuester, Aviation Planning and Outreach Coordinator
Andrea Kelley, Airport Administrative Coordinator

GUESTS: Lupe Nesbitt, CFO of FlyHouse
Devann-Ray Hamilton, Operations Coordinator

CALL TO ORDER

The meeting was called to order at 5:01 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, discussed the Airport Commission vacancy, noting the City Council has nominations and appointments scheduled for March. Therefore, a new Commissioner will not be present until the April meeting.

Chair Meir recognized Mr. Mascaro for his fifteen years with the Scottsdale Airport.

Regular Meeting: January 15, 2025

COMMISSIONER REID MADE A MOTION TO APPROVE THE REGULAR MEETING MINUTES OF JANUARY 15, 2025, AS PRESENTED. COMMISSIONER LENTON SECONDED THE MOTION, WHICH CARRIED 4/0 WITH CHAIR MIER, VICE-CHAIR BEAUBOEUF AND COMMISSIONERS LENTON, AND REID VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

PUBLIC COMMENT

There were no public comments.

REGULAR AGENDA ITEMS 1-8

1. Discussion and Possible Action Regarding Application for Airpark Aeronautical Business Permit for Golden West Airlines dba FlyHouse to Conduct Aircraft Charter and Management Services at Scottsdale Airport.

Rick Wielebski, Assistant Aviation Director, explained that Golden West Airlines dba FlyHouse is seeking ratification of an Airpark Aeronautical Business Permit to conduct aircraft charter and management services. FlyHouse has met the requirements of the airpark aeronautical business permit. He noted Lupe Nesbitt, CFO, and Devann-Ray Hamilton, Operations Coordinator for the company, are present to answer any questions.

Ms. Hamilton provided an overview of FlyHouse's background and services.

COMMISSIONER REID MADE A MOTION TO APPROVE THE APPLICATION FOR AIRPARK AERONAUTICAL BUSINESS PERMIT FOR GOLDEN WEST AIRLINES DBA FLYHOUSE TO CONDUCT AIRCRAFT CHARTER AND MANAGEMENT SERVICES AT SCOTTSDALE AIRPORT. VICE-CHAIR BEAUBOEUF SECONDED THE MOTION, WHICH CARRIED 4/0 WITH CHAIR MIER, VICE-CHAIR BEAUBOEUF, AND COMMISSIONERS LENTON AND REID VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

2. Discussion and Possible Action Regarding Airport and Airpark Aeronautical Business Additions, Cancellations, and Renovations.

Rick Wielebski, Assistant Aviation Director, provided an update, noting the only addition is FlyHouse who is reflected on the list as approved. The one cancellation in February was Board this Flight, LLC, who requested that their permit for inflight catering services be removed.

A brief discussion ensued regarding the request for aeronautical permits.

3. Discussion and Input Regarding Monthly Operations Report January 2025.

Matt Johnson, Director of Operations & Maintenance, noted the current number of aircraft is 439, operations have increased compared to last year, and the IFR numbers are up 8.69 percent. Total operations are also up compared to last year. There were three alerts, seven incidents, and twelve enforcement actions were reviewed. U.S. Customs fees and totals are remaining steady at 278. He reviewed the operations calendar from 2023 to 2025, pointing out the typical increase seen during the busy season going into January 2025. The operation numbers dropped for December. The airport continues to hold the 10th position on the FAA Business Jet Report.

In response to the Commission's questions, Mr. Johnson advised that Customs is open from 9:00 a.m. to 7:00 p.m. seven days per week. City code authorizes the director to conduct a revocation hearing for similar violations. The internal policy, called the three-strike rule, is when three incidents of similar violation occur over a twelve-month period, and the enforcement for such is progressive up to and including being asked to leave the airport.

Gary Mascaro, Aviation Director, provided an overview of and discussed the events from the tragic incident that occurred at the airport on February 10, 2025. He commended the Scottsdale Fire and Police Departments, Phoenix Fire Department, the manager and staff of Southwest Jet, the Federal Aviation Administration, the National Transportation Safety Board (NTSB), and airport staff for coming together as a team to provide guidance and support. There will be an after-action meeting, and if something can be implemented to help prevent incidents like this, it will be shared with the Commission at the next meeting.

Mr. Johnson reviewed the damage to airport property and repairs that have occurred. Staff is working with risk management to ensure everything is captured.

Mr. Mascaro explained the NTSB's evaluation of the Learjet can take six to eight months for the production of a preliminary report, and a final report could come in a couple of years. This is a very close airport and community, and many people were impacted by the loss of the pilot. The Police Crisis Intervention Unit has offered to provide support to anyone who is interested.

Chair Meir stated on behalf of this Commission and residents of the City of Scottsdale that it is obvious that these individuals, many who are new, are the face of this airport, and it was a team effort. They came off as a team, professional, polished, and were outstanding representatives of the City of Scottsdale and this airport. That cannot be said loud and often enough, and no one should lose sight of any of those things. It was a serious situation, but many rose to the occasion.

4. Discussion and Input Regarding Monthly Financial Report for December 2024

Rick Wielebski, Assistant Aviation Director, noted this report represents December 2024. The approved budget for revenues was \$3.9 million with actuals totaling \$4.7 million. For expenses, the approved budget was \$1.76 million with actuals totaling \$1.5 million. Compared to last year, revenues are up by approximately \$183,000 while expenses are lower by approximately \$86,000. Year-to-date and monthly revenues were up, and expenses were down. The Aviation Cash Balance is approximately \$11.23 million as of December 31, 2024. He reviewed the

account receivables aging report, showing balances for all City accounts as of January 3, 2025. Fixed-base operator fuel sales accounted for 77.7 percent of total fuel, aviation gas was 2.5 percent, and Airpark Operators was at 20 percent. Approximately 1.6 million gallons were pumped, up by .3 percent from last November. The fiscal year comparison is up 2.7 percent.

In response to the Commissioners' questions, Mr. Wielebski noted expenditure control and futile budgeting aided in lower expenses. It was clarified that this report was for November, and the effects of various events will be reflected in the December and January reports.

5. Discussion and Input Regarding Monthly Construction Report

Matthew Johnson, Director of Operations & Maintenance, provided a construction update for February 2025, announcing this is the final construction report for the Kilo Apron Rehab. It was completed within the time frame and opened three days early on Friday, January 13, 2025.

6. 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 for January 2025. The updates included:

- Noise outreach calls received from residents
- Voluntary curfew outreach letters were sent
- Development within the Airport Influence Areas
- Development adjacent to taxiways
- Airport Master Plan
- Presentations and events
- Social media activity

In response to Commissioner Lenton's inquiry, Ms. Kuester explained the resident is still able to make complaints, but the airport will not engage in further conversation at this time.

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

Mr. Mascaro noted there are no updates at this time for items going to the City Council. The items for the Planning Commission have nothing added. The City Council 2025 meeting calendar has been provided.

In response to Chair Meir's inquiry, Mr. Mascaro noted everything has remained status quo with federally funded grants.

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

Mr. Mascaro referenced the Commission's 2025 meeting calendar, with the next meeting scheduled for March 19, 2025.

In response to Commissioner Lenton's question, Mr. Mascaro explained on many occasions the Chair has made a decision to cancel summer meetings when the City Council recesses. Chair

Meir noted it is anticipated that will occur again, but it is still early.

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 5:40 p.m.

COMMISSIONER LENTON MADE A MOTION TO ADJOURN. COMMISSIONER REID SECONDED THE MOTION, WHICH CARRIED 4/0 WITH CHAIR MIER, VICE-CHAIR BEAUBOEUF, AND COMMISSIONERS LENTON AND REID VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

SUBMITTED BY:

eScribers, LLC