



City of Scottsdale
Airport Advisory Commission
Regular Meeting

5:00p.m., Wednesday, August 19, 2026
Scottsdale Airport Aviation Business Center
Stearman/Thunderbird Meeting Room
15000 N. Airport Dr, Second Floor, Scottsdale, AZ

AIRPORT ADVISORY COMMISSION

April Beauboeuf, Chair
Tom Kube, Vice-Chair
Craig Bennett
Peter Lenton
David Mecartney
Peter Mier
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: May 20, 2026

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 1-15

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. Annual Update from City of Scottsdale Risk Management.
Staff contact: George Woods, Safety & Risk Management Director, (480) 312-7040, gwoods@scottsdaleaz.gov
2. Discussion and Possible Action regarding application for Airport Aeronautical Business Permit for Mach One Structural Solutions, LLC to conduct Mobile Aircraft Maintenance services at Scottsdale Airport.
Staff contact: Rick Wielebski, Airport Director, 480-312-8475, rwielebski@scottsdaleaz.gov
3. Discussion and Possible Action regarding application for Airport Aeronautical Business Permit for Bright Wing, LLC to conduct Mobile Aircraft Washing services at Scottsdale Airport.
Staff contact: Rick Wielebski, Airport Director, 480-312-8475, rwielebski@scottsdaleaz.gov
4. Discussion and Possible Action regarding application for Airport Aeronautical Business Permit for ROMF Solutions, LLC dba Real Clean Greater Phoenix to conduct Mobile Aircraft Washing services at Scottsdale Airport.
Staff contact: Rick Wielebski, Airport Director, 480-312-8475, rwielebski@scottsdaleaz.gov
5. Discussion and Possible Action regarding application for Airport Aeronautical Business Permit for DTA Americas Inc. to conduct Aircraft Sales at Scottsdale Airport.
Staff contact: Rick Wielebski, Airport Director, 480-312-8475, rwielebski@scottsdaleaz.gov
6. Discussion and Input regarding Airport and Airpark Aeronautical Business Permit Additions, Cancellations, and Revocations.
Staff contact: Rick Wielebski, Airport Director, 480-312-8475, rwielebski@scottsdaleaz.gov
7. Discussion and Possible Action to Adopt Resolution No. 13764 and authorize Contract 2026-145-COS a Memorandum of Agreement with U.S. Customs and Border Protection at Scottsdale Airport.
Staff contact: Rick Wielebski, Airport Director, 480-312-8475, rwielebski@scottsdaleaz.gov

8. Discussion and possible action to recommend to City Council adoption of Resolution No. 13768, Authorizing Contract No. 2026-147-COS with DMD Real Estate Group, LLC for Aviation Real Estate Brokerage Consulting Services
Staff contact: Rick Wielebski, Airport Director, 480-312-8475, rwielebski@scottsdaleaz.gov
9. Discussion and Input regarding Monthly Financial Reports April, May, and June 2026.
Staff contact: Rick Wielebski, Airport Director, 480-312-8475, rwielebski@scottsdaleaz.gov
10. Discussion and Input regarding Monthly Operations Report.
Staff contact: Matthew Johnson, Director - Operations & Maintenance, 480-312-2674, mljohnson@scottsdaleaz.gov
11. Discussion and Input regarding Public Outreach Programs and Planning Projects.
Staff contact: Kelli Kuester, Aviation Planning & Outreach Coordinator, 480-312-8482, kkuester@scottsdaleaz.gov
12. Discussion and Input regarding Quarterly Noise Complaint Summary
Staff contact: Kelli Kuester, Aviation Planning & Outreach Coordinator, 480-312-8482, kkuester@scottsdaleaz.gov
13. Discussion and Input regarding Monthly Construction Report.
Staff contact: Matthew Johnson, Director - Operations & Maintenance, 480-312-2674, mljohnson@scottsdaleaz.gov
14. Summary of the Administrative Report from the Aviation Director, or designee, regarding the status of pending aviation-related items. The Commission 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.
Staff contact: Rick Wielebski, Airport Director, 480-312-8475, rwielebski@scottsdaleaz.gov
15. Discussion and Possible Action to modify the Airport Advisory Commission Meeting Schedule and Commission Item Calendar.
Staff contact: Rick Wielebski, Airport Director, 480-312-8475, rwielebski@scottsdaleaz.gov

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."**

Future Agenda Items

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

Adjournment



**SCOTTSDALE AIRPORT ADVISORY COMMISSION
PUBLIC MEETING
Scottsdale Airport Aviation Business Center
Stearman/Thunderbird Meeting Room
15000 N. Airport Drive, Second Floor
Scottsdale, Arizona
Wednesday, May 20, 2026**

DRAFT MINUTES

PRESENT: April Beauboeuf, Chair
Thomas Kube, Vice-Chair
Craig Bennett (arrived at 5:01 p.m.)
Peter Lenton
David Mecartney
Peter Mier
John Spalj

ABSENT: none

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

GUESTS: Timothy Vallowe, President of AZBAA

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.

PLEDGE OF ALLEGIANCE

Chair Beauboeuf led the Commission in the Pledge of Allegiance.

COMMISSIONER BENNETT ARRIVED AT 5:01 P.M.

AVIATION DIRECTOR'S REPORT

Director of Airport Operations & Maintenance, Matthew Johnson provided the Director's Report due to Director Wielebski and Assistant Director Formo being away at training. He announced the Airport restaurant will be closed for tenant improvements between July 4th and 14th, 2026. The runway and taxiway will close for restriping on May 26 and 27, 2026 from 9:00 a.m. to 6:00 p.m. Director Wielebski and Director Johnson recently attended the American Association of Airport Executives (AAAE) Annual Convention and Conference in Los Angeles. This conference offers an opportunity to meet industry leaders, attend multiple sessions regarding what is occurring in aviation and at airports, talk to vendors to learn about new and upcoming products and how they can be utilized at Scottsdale Airport, among other beneficial opportunities. Mr. Johnson noted this conference will be held in Phoenix in 2027.

APPROVAL OF MINUTES

Special Meeting: April 13, 2026, and Regular Meeting: April 15, 2026

COMMISSIONER MIER MADE A MOTION TO APPROVE THE APRIL 13, 2026, SPECIAL MEETING, AND APRIL 15, 2026, REGULAR MEETING MINUTES AS PRESENTED. VICE-CHAIR KUBE SECONDED THE MOTION, WHICH CARRIED 7/0 WITH CHAIR BEAUBOEUF, VICE-CHAIR KUBE, COMMISSIONERS BENNETT, LENTON, MECARTNEY, MIER, AND SPALJ VOTING IN THE AFFIRMATIVE.

PUBLIC COMMENT

There was no response to the call for public comment.

REGULAR AGENDA ITEMS 1-11

1. Annual Update from Arizona Business Aviation Association.

President of Arizona Business Aviation Association (AZBAA), Timothy Vallowe, provided an update on AZBAA's accomplishments focusing on development and growth. Through contributions and proceeds from the annual golf tournament AZBAA provided \$95,000 in career development opportunities with scholarships and grants. This year the association plans to provide a total of \$60,000 in scholarships, six in the spring and six in the fall.

Mr. Vallowe discussed AZBAA's positive impact on the community, noting the formation of a Safety Committee to ensure they have a voice in the community's safety issues and concerns as well as being a resource for others. A Yo-pro Committee will work with universities to assist students with presenting themselves appropriately, connecting with individuals, and acquiring internships, jobs, or other opportunities. Presently the committee is working with Arizona State University and Embry-Riddle Aeronautical University. The goal is to keep students in the community so it can continue to grow. Mr. Vallowe stated, "it is expanding and maturing as an association".

Mr. Vallowe advised this year's golf tournament was the largest event with a sold out 27-hole sponsorship and over 200 golfers. Scottsdale is a major airport, and it is important for AZBAA to

reach out to other airports and let them know we are here as a resource and to help the community. Keep the momentum, keep individuals involved, and know the impact it is making.

In response to Vice-Chair Kube's question, Mr. Vallowe said they are working with independent flight schools and the great part about having scholarship recipients is they can choose to utilize them.

2. Discussion and Possible Action regarding application for Airport Aeronautical Business Permit for Nubian Air Co. dba MARS Aviation Phoenix to conduct Mobile Aircraft Washing services at Scottsdale Airport.

Director of Airport Operations & Maintenance, Matthew Johnson, Nubian Air Co. dba MARS Aviation Phoenix has met the minimum operating standards to obtain a permit. He introduced Osman Khalil, a representative from the company, who provided additional details about the business and noted the company focuses on customer relationship building.

Responding to Commissioner queries, Mr. Khalil explained MARS Aviation is a franchise that has been operating in Bosman for 12 years. His team spent two weeks training at this facility and in Billings and noted his graduate school projects that benefit this business. Mr. Khalil clarified this is a mobile aircraft washing service that is also being offered at Deer Valley and Goodyear.

There was no public comment on this item.

COMMISSIONER LENTON MADE A MOTION TO APPROVE THE APPLICATION FOR AIRPORT AERONAUTICAL BUSINESS PERMIT FOR NUBIAN AIR CO. DBA MARS AVIATION PHOENIX, TO CONDUCT MOBILE AIRCRAFT WASHING SERVICES AT SCOTTSDALE AIRPORT. COMMISSIONER SPALJ SECONDED THE MOTION, WHICH CARRIED 7/0 WITH CHAIR BEAUBOEUF, VICE-CHAIR KUBE, AND COMMISSIONERS BENNETT, LENTON, MECARTNEY, MIER, AND SPALJ VOTING IN THE AFFIRMATIVE.

3. Discussion and Input regarding Airport and Airpark Aeronautical Business Permit Additions, Cancellations and Revocations.

Director of Airport Operations & Maintenance, Matthew Johnson, noted the last item has been added to the Airport's business permit and tenant list.

4. Discussion and Possible Action to Recommend Adoption of Resolution No. 13653, Authorizing Lease Agreement with 3R Ranch, Inc. for the Lease of North General Aviation Executive Box Hangar Space at Scottsdale Airport (2026-061-COS)

Aviation Planning & Outreach Coordinator, Kelli Kuester, noted 3R Ranch, Inc previously occupied a different box hangar and with that lease term being met, this is a new lease for a different box hangar.

In response to commissioner's queries, Ms. Kuester clarified 3R Ranch, Inc. previously occupied Box Hangar #106 and this lease is for Box Hangar #104 which contains office space. They will have one aircraft in the Box Hangar. Currently there is no vacancy among the Box Hangars.

COMMISSIONER MIER MADE A MOTION TO RECOMMEND ADOPTION OF RESOLUTION NO. 13653, AUTHORIZING LEASE AGREEMENT WITH 3R RANCH, INC. FOR THE LEASE OF NORTH GENERAL AVIATION EXECUTIVE BOX HANGAR SPACE AT SCOTTSDALE AIRPORT (2026-061-COS). VICE-CHAIR KUBE SECONDED THE MOTION, WHICH CARRIED 7/0 WITH CHAIR BEAUBOEUF, VICE-CHAIR KUBE, AND COMMISSIONERS BENNETT, LENTON, MECARTNEY, MIER, AND SPALJ VOTING IN THE AFFIRMATIVE.

5. Discussion and Possible Action to Recommend Adoption of Resolution No. 13654, Authorizing Lease Agreement with SDL AZ Holdings, LLC dba Atlantic Aviation for Lease of North General Aviation Executive Box Hangar Space at Scottsdale Airport (2026-062-COS)

Aviation Planning & Outreach Coordinator, Kelli Kuester, noted SDL AZ Holdings, Inc previously occupied two box hangars, and the lease terms have been met, this is a renewal and new lease for a different box hangar that will be sublet.

In response to Commissioner's questions, Ms. Kuester explained SDL AZ Holdings, Inc previously occupied A102 and A104, which will be replaced with A106. As part of the lease agreement, the box hangars can be subleased which is approved administratively. She noted that only aircraft can be stored within the box hangars.

COMMISSIONER MECARTNEY MADE A MOTION TO RECOMMEND ADOPTION OF RESOLUTION NO. 13654, AUTHORIZING LEASE AGREEMENT WITH SDL AZ HOLDINGS, LLC DBA ATLANTIC AVIATION FOR LEASE OF NORTH GENERAL AVIATION EXECUTIVE BOX HANGAR SPACE AT SCOTTSDALE AIRPORT (2026-062-COS). COMMISSIONER BENNETT SECONDED THE MOTION, WHICH CARRIED 7/0 WITH CHAIR BEAUBOEUF, VICE-CHAIR KUBE, AND COMMISSIONERS BENNETT, LENTON, MECARTNEY, MIER, AND SPALJ VOTING IN THE AFFIRMATIVE.

6. Discussion and Possible Action to Recommend Adoption of Resolution No. 13696, Authorizing Consent Agreement with SDL AZ Holdings, LLC dba Atlantic Aviation (2010-166-COS-A5) Relating to an Indirect Transfer of Ownership or Control Under an Existing Airport Lease at Scottsdale Airport

Aviation Planning & Outreach Coordinator, Kelli Kuester, reviewed Resolution No. 13696 and noted Atlantic Aviation majority ownership is with KKR, a private entity group. KKR and Apollo Infrastructure, Inc. are private entity groups well established in the aviation industry. KKR will sell their majority ownership to Apollo Infrastructure Group, creating a new arrangement with Apollo Infrastructure, Inc., having 60 percent ownership and KKR having 40 percent ownership. Ms. Kuester noted Director Wielebski had advised there would be no changes to Atlantic Aviation's operating or leadership structures.

In response to Commissioner's questions, Ms. Kuester said Apollo will be a new stockholder company. KKR has been the owner for approximately five years. Should the motion fail, the recommendation would still move forward to City Council for consideration.

COMMISSIONER SPALJ MADE A MOTION TO RECOMMEND ADOPTION OF RESOLUTION NO. 13696, AUTHORIZING CONSENT AGREEMENT WITH SDL AZ HOLDINGS, LLC DBA ATLANTIC AVIATION (2010-166-COS-A5) RELATING TO AN INDIRECT TRANSFER OF

OWNERSHIP OR CONTROL UNDER AN EXISTING AIRPORT LEASE AT SCOTTSDALE AIRPORT. COMMISSIONER MECARTNEY SECONDED THE MOTION, WHICH CARRIED 7/0 WITH CHAIR BEAUBOEUF, VICE-CHAIR KUBE, AND COMMISSIONERS BENNETT, LENTON, MECARTNEY, MIER, AND SPALJ VOTING IN THE AFFIRMATIVE.

7. Discussion and Possible Action to Recommend City Council Adoption of Resolution No. 13664, Authorizing Construction Manager at Risk Contract No. 2026-073-COS with J. Banicki Construction, Inc. for Pre-Construction Services in the Amount of \$23,677.43 for the Runway 3-21 Pavement Preservation Project at Scottsdale Airport

Director of Airport Operations & Maintenance, Matthew Johnson, provided an overview of the project noting this is currently at 30 percent design that includes service preparation and placement of seal coat on runway 3-21 and paved shoulders. A runway rehab was completed in the summer of 2021, and pavement preservation is necessary for several reasons including longevity and grant assurances required by the Federal Aviation Administration. Mr. Johnson reviewed the scope of the project that includes removal of existing rubber and striping, crack sealing, surface preparation, application of seal coat, and installation of new pavement markings.

It is anticipated that the project will take seven days to complete and require closure of the runway. He intends to work closely with the contractor to reduce the closure time and potentially conduct night work. The entire project will be paid for through the Aviation Enterprise funds. An outreach program has been established to keep all airport tenants and users informed of the closure. It is proposed to complete the project in late October 2026; however, the construction target date will be finalized and brought to the Aviation Advisory Committee and City Council with the Construction Phase Contract in August 2026.

In response to Commissioner's queries, Mr. Johnson said the runway project in 2021 was performed by Banicki Construction. He explained the Construction Manager at Risk process for selecting a contractor for this project. Although the tentative plan is to start construction in October 2026, it depends on the weather because it must be a certain temperature to apply the seal coat. Banicki Construction will be awarded the entire construction project from start to finish, and the \$23,677.43 is payment for the design phase which will include a Contingency Plan. Ms. Kuester stated Mr. Wielebski and Mr. Formo have taken the closure into consideration when preparing next year's budget. Mr. Johnson clarified there will be a further presentation on this project at the August meeting.

COMMISSIONER LENTON MADE A MOTION TO RECOMMEND CITY COUNCIL ADOPTION OF RESOLUTION NO. 13664, AUTHORIZING CONSTRUCTION MANAGER AT RISK CONTRACT NO. 2026-073-COS WITH J. BANICKI CONSTRUCTION, INC. FOR PRE-CONSTRUCTION SERVICES IN THE AMOUNT OF \$23,677.43 FOR THE RUNWAY 3-21 PAVEMENT PRESERVATION PROJECT AT SCOTTSDALE AIRPORT. COMMISSIONER SPALJ SECONDED THE MOTION, WHICH CARRIED 7/0 WITH CHAIR BEAUBOEUF, VICE-CHAIR KUBE, AND COMMISSIONERS BENNETT, LENTON, MECARTNEY, MIER, AND SPALJ VOTING IN THE AFFIRMATIVE.

8. Discussion and Input Regarding Monthly Financial Report for March 2026

Aviation Planning & Outreach Coordinator, Kelli Kuester, reviewed the Monthly Financial Report included in the agenda packet, including statistics related to the approved annual budget, the

Aviation Cash Fund Balance, the accounts receivable aging report, the monthly revenue and expenditure comparison, the year-to-date figures, and fuel flowage numbers. She anticipates the Aviation Fund Cash will change in the future due to the purchase of the new building.

Responding to Vice-Chair Kube's question, Ms. Kuester stated the purchase of the building is complete and the airport has taken ownership.

9. Discussion and Input regarding Monthly Operations Report.

Director of Airport Operations & Maintenance, Matthew Johnson, reviewed the Operations Report included in the agenda packet, highlighting statistics about based aircraft, operations, alerts, incidents, enforcement actions, U.S. Customs and Border Protection, airport operations, and the Business Jet Report. He noted Scottsdale Airport is holding the #8 ranking.

Responding to Commissioner questions, Mr. Johnson noted the transient plane has been removed. Ms. Kuester explained JSX will provide additional details regarding a third agent for customs soon for flights to Cabo San Lucas.

10. Discussion and Input regarding Public Outreach Programs and Planning Projects.

Aviation Planning & Outreach Coordinator, Kelli Kuester reviewed the items highlighted in the staff report for this item, noting it will cover April and parts of May. Noting the FAA published an environmental assessment and noise mapping tool.

In response to Commissioner questions, Ms. Kuester noted there were both positive and negative comments and Deer Valley and Scottsdale received questions related to noise impact.

11. Discussion and Input regarding Monthly Construction Report.

Director of Airport Operations & Maintenance, Matthew Johnson, reviewed the Construction Report for May 2026. The Security Gate Improvement project started May 11, 2026, and is moving forward with a completion date of June 12, 2026. Future projects include Runway 3-21 Pavement Preservation Pre-Construction and Construction Phase Project

12. Summary of the Administrative Report from the Aviation Director, or Designee, Regarding the Status of Pending Aviation Related Items.

Aviation Planning & Outreach Coordinator, Kelli Kuester reviewed the Commission items listed in the staff report for this item, stating the Banner Health medical Campus project has not received a date to return to the Planning Commission after being continued at the January 2026 meeting. The One Scottsdale project received a 7-0 vote at the Planning Commission meeting and will go to City Council. The four items mentioned this evening will be on the Consent Agenda for City Council's June 9, 2026, meeting. The Master Plan will go to City Council via Work Study session on June 23, 2026. The 2026 City Council meeting calendar is attached for review.

13. Discussion and Possible Action to modify the Airport Advisory Commission Meeting Schedule and Commission Item Calendar

Aviation Planning & Outreach Coordinator, Kelli Kuester, reminded the Commission of the vote to cancel the June and July 2026 meeting as reflected on the Airport Advisory calendar. The next meeting is August 19, 2026.

PUBLIC COMMENT

There was no public comment.

FUTURE AGENDA ITEMS

There were no future agenda items suggested.

ADJOURNMENT

With no further business to discuss, Chair Beauboeuf called for a motion to adjourn at 5:52 p.m.

VICE-CHAIR KUBE MADE A MOTION TO ADJOURN THE MEETING. COMMISSIONER MECARTNEY SECONDED THE MOTION, WHICH CARRIED 7/0 WITH CHAIR BEAUBOEUF, VICE-CHAIR KUBE, AND COMMISSIONERS BENNETT, LENTON, MECARTNEY, MIER, AND SPALJ VOTING IN THE AFFIRMATIVE.

SUBMITTED BY:

eScribers, LLC



COMMISSION ACTION REPORT

Annual update from the City of Scottsdale Risk Management

Agenda Item No.: 1

Meeting Date: 8/19/26

Staff Contact: George Woods,
Safety & Risk Management
Director

Phone: (480) 312-7040

INFORMATION

George Woods will provide an annual update to the Airport Advisory Commission.

Action Taken:



COMMISSION ACTION REPORT

Discussion and Possible Action regarding application for Airport Aeronautical Business Permit for Mach One Structural Solutions, LLC to conduct Mobile Aircraft Maintenance & Repair Services

Agenda Item No.: 2

Meeting Date: 8/19/26

Staff Contact: Rick Wielebski,
Aviation Director

Phone: (480) 312-8475

ACTION

Ratification of Airport Aeronautical Business Permit for Mach One Structural Solutions, LLC to conduct Mobile Aircraft Maintenance & Repair Services at Scottsdale Airport.

PURPOSE

Pursuant to Scottsdale Revised Code, Chapter 5, Article 3, commercial aeronautical activity conducted on the Airport requires a valid Aeronautical Business Permit. In addition, the Airport Minimum Operating Standards outline the process for obtaining such a permit. Mach One Structural Solutions, LLC has requested an Airport Aeronautical Business Permit to conduct Mobile Aircraft Maintenance & Repair Services at Scottsdale Airport.

APPLICANT(S)

Mach One Structural Solutions, LLC
Abram Smith
719 W. Utopia Road
Phoenix, AZ 85027

KEY CONSIDERATIONS

Mach One Structural Solutions, LLC has provided the required documentation in accordance with the Airport Minimum Operating Standards.

Attachment(s): 1. Completed Airport Aeronautical Business Permit

Action taken:

SCOTTSDALE

**SCOTTSDALE AIRPORT
AERONAUTICAL
BUSINESS PERMIT**



*(Required to conduct commercial aeronautical activity on the airport)
Fields in RED are required fields.*

Business or activity to be conducted (check all that apply):

- | | |
|---|---|
| ☐ Aircraft Charter Services | ☐ Hangar/Shade Leasing Services |
| ☐ Aircraft Leasing or Rental Services | ☐ Flight Training Services |
| ☐ Aircraft Maintenance and Repair Services | ☐ Fixed Base Operator |
| ☐ Aircraft Management | ☐ On-Airport Rental Car Concession |
| ☐ Aircraft Washing Services | ☐ Other (list service): |
| ☐ Aircraft Sales Services | |
| ☒ Mobile Aircraft Maintenance and Repair Services | |
| ☐ Specialized Aircraft Repair Services (list service): | |
| ☐ Specialized Commercial Flying Service (list service): | |

These activities are limited to the airport by ordinance. Please refer to the Airport Minimum Operating Standards for further information on each type of business.

Applicant
(Business Name):

Mach One Structural Solutions

Authorized
Representative, title:

Abram Smith

Email Address:

as@mach1aircraftstructures.com

Work Phone:

(602) 757-3733

Cell Phone:

(602) 757-3733

Fax:

Mailing Address:

719 W. Utopia Road

City:

Phoenix

State:

AZ

Zip Code:

85027

Billing Address:

719 W Utopia Road

City:

Phoenix

State:

AZ

Zip Code:

85023

Billing Phone:

(602) 757-3733

Billing Email:

as@mach1aircraftstructures.com

The Applicant hereby requests the above action(s), and in consideration of this request being granted, agrees to the following:

1. FEE PAYMENT: The Applicant agrees to pay all applicable fees on time, and all required fees including late fees, interest and penalties without deduction of any kind.
2. PERMIT LIMITATIONS: This permit may not be assigned or transferred, and is limited to the approved business activity listed above
3. INFORMATION CHANGES: The Applicant shall notify Airport Administration, in writing within fifteen (15) days, of any change to the information provided.
4. RELEASE OF LIABILITY: The City assumes no liability for damage or loss to personal property while operating at Scottsdale Airport.
5. INDEMNIFICATION: The Applicant and invitees shall indemnify the City pursuant to Chapter 5 of the Scottsdale Revised Code. As required by the Airport Minimum Operating Standards, permit holder shall endorse all liability insurance policies to include the City of Scottsdale as an additional insured. Applicant further agrees to waive their insurers' subrogation rights against the City of Scottsdale, and its Officers, Directors, Commissioners, and Employees.
6. COMPLIANCE WITH THE LAW: The Applicant shall comply with all applicable laws, ordinances, rules and regulations. To view regulations, go to <http://www.scottsdaleaz.gov/airport/regulatorydocs>

Please check the box for each item attached and submitted with the application:

☐ Lease/License Agreement

☒ Certificates of Insurance

☒ FAA Certificates

☐ Sublease Agreement

☐ Business/ Privilege Tax License

For Flight Training Schools:

☐ Noise Abatement Pilot Briefing

The undersigned representative certifies he/she is authorized to sign for the business and acknowledges receipt of a copy of this permit.

Applicant Signature:

Abram Smith

Date: 6-10-2026

☐ By checking this box, I affirm that the information entered above is accurate and that the name typed above represents my official signature.

Please save the form to your documents, submit the form with an electronic signature to rformo@scottsdaleaz.gov OR print, sign and return to: 15000 N. Airport Drive, Suite 100, Scottsdale, AZ 85260.

Staff Use Only

Application, permits and insurance reviewed by:

Aviation
Director's
Comments/
Stipulations:

2026-05

Approved by Aviation
Director or designee:

Date Ratified by the Airport Advisory Commission:

December 2025



COMMISSION ACTION REPORT

Discussion and Possible Action regarding application for Airport Aeronautical Business Permit for Bright Wing Detailing, LLC to conduct Mobile Aircraft Washing Services

Agenda Item No.: 3

Meeting Date: 8/19/26

Staff Contact: Rick Wielebski,
Aviation Director

Phone: (480) 312-8475

ACTION

Ratification of Airport Aeronautical Business Permit for Bright Wing Detailing, LLC to conduct Mobile Aircraft Washing Services at Scottsdale Airport.

PURPOSE

Pursuant to Scottsdale Revised Code, Chapter 5, Article 3, commercial aeronautical activity conducted on the Airport requires a valid Aeronautical Business Permit. In addition, the Airport Minimum Operating Standards outline the process for obtaining such a permit. Bright Wing Detailing, LLC has requested an Airport Aeronautical Business Permit to conduct Mobile Aircraft Washing Services at Scottsdale Airport.

APPLICANT(S)

Bright Wing Detailing, LLC
Quinten McDaniel
1431 E Breezy Ct.
Phoenix, AZ 85086

KEY CONSIDERATIONS

Bright Wing Detailing, LLC has provided the required documentation in accordance with the Airport Minimum Operating Standards.

Attachment(s): 1. Completed Airport Aeronautical Business Permit

Action taken:



SCOTTSDALE AIRPORT AERONAUTICAL BUSINESS PERMIT



(Required to conduct commercial aeronautical activity on the airport)

Fields in RED are required fields.

Business or activity to be conducted (check all that apply):

- | | |
|---|---|
| ☐ Aircraft Charter Services | ☐ Hangar/Shade Leasing Services |
| ☐ Aircraft Leasing or Rental Services | ☐ Flight Training Services |
| ☐ Aircraft Maintenance and Repair Services | ☐ Fixed Base Operator |
| ☐ Aircraft Management | ☐ On-Airport Rental Car Concession |
| ☒ Aircraft Washing Services | ☐ Other (list service): <input type="text"/> |
| ☐ Aircraft Sales Services | |
| ☐ Mobile Aircraft Maintenance and Repair Services | |
| ☐ Specialized Aircraft Repair Services (list service): <input type="text"/> | |
| ☐ Specialized Commercial Flying Service (list service): <input type="text"/> | |

These activities are limited to the airport by ordinance. Please refer to the Airport Minimum Operating Standards for further information on each type of business.

Applicant
(Business Name):

BrightWing Detailing

Authorized
Representative, title:

Quinten McDaniel, Owner

Email Address:

brightwingdetail@gmail.com

Work Phone:

602 767 2717

Cell Phone:

602 377 5714

Fax:

Mailing Address:

1431 E Breezy Ct

City:

Phoenix

State:

AZ

Zip Code:

85086

Billing Address:

1431 E Breezy Ct

City:

Phoenix

State:

AZ

Zip Code:

85086

Billing Phone:

602 767 2717

Billing Email:

brightwingdetail@gmail.com

The Applicant hereby requests the above action(s), and in consideration of this request being granted, agrees to the following:

1. FEE PAYMENT: The Applicant agrees to pay all applicable fees on time, and all required fees including late fees, interest and penalties without deduction of any kind.
2. PERMIT LIMITATIONS: This permit may not be assigned or transferred, and is limited to the approved business activity listed above
3. INFORMATION CHANGES: The Applicant shall notify Airport Administration, in writing within fifteen (15) days, of any change to the information provided.
4. RELEASE OF LIABILITY: The City assumes no liability for damage or loss to personal property while operating at Scottsdale Airport.
5. INDEMNIFICATION: The Applicant and invitees shall indemnify the City pursuant to Chapter 5 of the Scottsdale Revised Code. As required by the Airport Minimum Operating Standards, permit holder shall endorse all liability insurance policies to include the City of Scottsdale as an additional insured. Applicant further agrees to waive their insurers' subrogation rights against the City of Scottsdale, and its Officers, Directors, Commissioners, and Employees.
6. COMPLIANCE WITH THE LAW: The Applicant shall comply with all applicable laws, ordinances, rules and regulations. To view regulations, go to <http://www.scottsdaleaz.gov/airport/regulatorydocs>

Please check the box for each item attached and submitted with the application:

☐ Lease/License Agreement

☒ Certificates of Insurance

☐ FAA Certificates

☐ Sublease Agreement

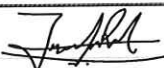
☐ Business/ Privilege Tax License

For Flight Training Schools:

☐ Noise Abatement Pilot Briefing

The undersigned representative certifies he/she is authorized to sign for the business and acknowledges receipt of a copy of this permit.

Applicant Signature:



Date: 06/04/2026

☒ By checking this box, I affirm that the information entered above is accurate and that the name typed above represents my official signature.

Please save the form to your documents, submit the form with an electronic signature to rformo@scottsdaleaz.gov OR print, sign and return to: 15000 N. Airport Drive, Suite 100, Scottsdale, AZ 85260.

Staff Use Only

Application, permits and insurance reviewed by:

Aviation
Director's
Comments/
Stipulations:

2026-06

Approved by Aviation
Director or designee:



Date Ratified by the Airport Advisory Commission:

December 2025



COMMISSION ACTION REPORT

Discussion and Possible Action regarding application for Airport Aeronautical Business Permit for ROMF Solutions, LLC dba Real Clean Greater Phoenix to conduct Mobile Aircraft Washing Services

Agenda Item No.: 4

Meeting Date: 8/19/26

Staff Contact: Rick Wielebski,
Aviation Director

Phone: (480) 312-8475

ACTION

Ratification of Airport Aeronautical Business Permit for ROMF Solutions, LLC dba Real Clean Greater Phoenix to conduct Mobile Aircraft Washing Services at Scottsdale Airport.

PURPOSE

Pursuant to Scottsdale Revised Code, Chapter 5, Article 3, commercial aeronautical activity conducted on the Airport requires a valid Aeronautical Business Permit. In addition, the Airport Minimum Operating Standards outline the process for obtaining such a permit. ROMF Solutions, LLC dba Real Clean Greater Phoenix has requested an Airport Aeronautical Business Permit to conduct Mobile Aircraft Washing Services at Scottsdale Airport.

APPLICANT(S)

ROMF Solutions, LLC dba Real Clean Greater Phoenix
Robert Olivera
320 E Portland Street, Unit 619
Phoenix, AZ 85004

KEY CONSIDERATIONS

ROMF Solutions, LLC dba Real Clean Greater Phoenix has provided the required documentation in accordance with the Airport Minimum Operating Standards.

Attachment(s): 1. Completed Airport Aeronautical Business Permit

Action taken:



SCOTTSDALE AIRPORT AERONAUTICAL BUSINESS PERMIT



(Required to conduct commercial aeronautical activity on the airport)
Fields in RED are required fields.

Business or activity to be conducted (check all that apply):

- | | |
|--|---|
| ☐ Aircraft Charter Services | ☐ Hangar/Shade Leasing Services |
| ☐ Aircraft Leasing or Rental Services | ☐ Flight Training Services |
| ☐ Aircraft Maintenance and Repair Services | ☐ Fixed Base Operator |
| ☐ Aircraft Management | ☐ On-Airport Rental Car Concession |
| ☐ Aircraft Washing Services | ☒ Other (list service): |
| ☐ Aircraft Sales Services | |
| ☐ Mobile Aircraft Maintenance and Repair Services | |
| ☐ Specialized Aircraft Repair Services (list service): | |
| ☐ Specialized Commercial Flying Service (list service): | |

Mobile Aircraft/Detailing

These activities are limited to the airport by ordinance. Please refer to the Airport Minimum Operating Standards for further information on each type of business.

Applicant
(Business Name):

ROMF Solutions d.b.a RealClean Greater Phoenix

Authorized
Representative, title:

Robert Olivera- Co-Owner

Email Address:

r.olivera@realcleanaircraft.com

Work Phone:

480-716-4028

Cell Phone:

646-842-6934

Fax:

Mailing Address:

320 E Portland Street, Unit 619

City:

Phoenix

State: AZ

Zip Code:

85004

Billing Address:

320 E Portland Street, Unit 619

City:

Phoenix

State: AZ

Zip Code:

85004

Billing Phone:

480-716-4028

Billing Email:

greaterphoenix@realcleanaircraft.com

The Applicant hereby requests the above action(s), and in consideration of this request being granted, agrees to the following:

1. FEE PAYMENT: The Applicant agrees to pay all applicable fees on time, and all required fees including late fees, interest and penalties without deduction of any kind.
2. PERMIT LIMITATIONS: This permit may not be assigned or transferred, and is limited to the approved business activity listed above
3. INFORMATION CHANGES: The Applicant shall notify Airport Administration, in writing within fifteen (15) days , of any change to the information provided.
4. RELEASE OF LIABILITY: The City assumes no liability for damage or loss to personal property while operating at Scottsdale Airport.
5. INDEMNIFICATION: The Applicant and invitees shall indemnify the City pursuant to Chapter 5 of the Scottsdale Revised Code. As required by the Airport Minimum Operating Standards, permit holder shall endorse all liability insurance policies to include the City of Scottsdale as an additional insured. Applicant further agrees to waive their insurers' subrogation rights against the City of Scottsdale, and its Officers, Directors, Commissioners, and Employees.
6. COMPLIANCE WITH THE LAW: The Applicant shall comply with all applicable laws, ordinances, rules and regulations. To view regulations, go to <http://www.scottsdaleaz.gov/airport/regulatorydocs>

Please check the box for each item attached and submitted with the application:

☐ Lease/License Agreement

☒ Certificates of Insurance

☐ FAA Certificates

☐ Sublease Agreement

☐ Business/ Privilege Tax License

For Flight Training Schools:

☐ Noise Abatement Pilot Briefing

The undersigned representative certifies he/she is authorized to sign for the business and acknowledges receipt of a copy of this permit.

Applicant Signature:

Robert Olivera

Digitally signed by Robert Olivera
Date: 2026.07.14 13:55:26 -04'00'

Date:

07/14/2026

☒ By checking this box, I affirm that the information entered above is accurate and that the name typed above represents my official signature.

Please save the form to your documents, submit the form with an electronic signature to rformo@scottsdaleaz.gov OR print, sign and return to: 15000 N. Airport Drive, Suite 100, Scottsdale, AZ 85260.

Staff Use Only

Application, permits and insurance reviewed by:

Aviation
Director's
Comments/
Stipulations:

2026-07

Approved by Aviation
Director or designee:



Date Ratified by the Airport Advisory Commission:

8/19/26

December 2025



COMMISSION ACTION REPORT

Discussion and Possible Action regarding application for Airport Aeronautical Business Permit for DTA Americas Inc. to conduct Aircraft Sales

Agenda Item No.: 5

Meeting Date: 8/19/26

Staff Contact: Rick Wielebski,
Aviation Director

Phone: (480) 312-8475

ACTION

Ratification of Airport Aeronautical Business Permit for DTA Americas Inc. to conduct Aircraft Sales at Scottsdale Airport.

PURPOSE

Pursuant to Scottsdale Revised Code, Chapter 5, Article 3, commercial aeronautical activity conducted on the Airport requires a valid Aeronautical Business Permit. In addition, the Airport Minimum Operating Standards outline the process for obtaining such a permit. DTA Americas Inc. has requested an Airport Aeronautical Business Permit to conduct Aircraft Sales at Scottsdale Airport.

APPLICANT(S)

DTA Americas Inc.
Theo Parant
8311 E Via de Venture
Unit 2051
Scottsdale, AZ 85258

KEY CONSIDERATIONS

DTA Americas Inc. has provided the required documentation in accordance with the Airport Minimum Operating Standards.

Attachment(s): 1. Completed Airport Aeronautical Business Permit
 2. Attached Map (company co-located with Jet Aviation)

Action taken:

Location Map





SCOTTSDALE AIRPORT AERONAUTICAL BUSINESS PERMIT



(Required to conduct commercial aeronautical activity on the airport)
Fields in RED are required fields.

Business or activity to be conducted (check all that apply):

- | | |
|--|---|
| ☐ Aircraft Charter Services | ☐ Hangar/Shade Leasing Services |
| ☐ Aircraft Leasing or Rental Services | ☐ Flight Training Services |
| ☐ Aircraft Maintenance and Repair Services | ☐ Fixed Base Operator |
| ☐ Aircraft Management | ☐ On-Airport Rental Car Concession |
| ☐ Aircraft Washing Services | ☐ Other (list service): |
| ☒ Aircraft Sales Services | |
| ☐ Mobile Aircraft Maintenance and Repair Services | |
| ☐ Specialized Aircraft Repair Services (list service): | |
| ☐ Specialized Commercial Flying Service (list service): | |

These activities are limited to the airport by ordinance. Please refer to the Airport Minimum Operating Standards for further information on each type of business.

Applicant
(Business Name): DTA Americas INC

Authorized
Representative, title: Theo PARANT

Email Address: theo@dta-aircraft.com

Work Phone:

Cell Phone:

Fax:

Mailing Address: 8311 E via de Ventura #2051

City: Scottsdale

State: AZ

Zip Code: 85258

Billing Address:

City:

State:

Zip Code:

Billing Phone:

Billing Email:

The Applicant hereby requests the above action(s), and in consideration of this request being granted, agrees to the following:

1. FEE PAYMENT: The Applicant agrees to pay all applicable fees on time, and all required fees including late fees, interest and penalties without deduction of any kind.
2. PERMIT LIMITATIONS: This permit may not be assigned or transferred, and is limited to the approved business activity listed above
3. INFORMATION CHANGES: The Applicant shall notify Airport Administration, in writing within fifteen (15) days , of any change to the information provided.
4. RELEASE OF LIABILITY: The City assumes no liability for damage or loss to personal property while operating at Scottsdale Airport.
5. INDEMNIFICATION: The Applicant and invitees shall indemnify the City pursuant to Chapter 5 of the Scottsdale Revised Code. As required by the Airport Minimum Operating Standards, permit holder shall endorse all liability insurance policies to include the City of Scottsdale as an additional insured. Applicant further agrees to waive their insurers' subrogation rights against the City of Scottsdale, and its Officers, Directors, Commissioners, and Employees.
6. COMPLIANCE WITH THE LAW: The Applicant shall comply with all applicable laws, ordinances, rules and regulations. To view regulations, go to <http://www.scottsdaleaz.gov/airport/regulatorydocs>

Please check the box for each item attached and submitted with the application:

☒ Lease/License Agreement

☐ Sublease Agreement

☒ Certificates of Insurance

☒ Business/ Privilege Tax License

☐ FAA Certificates

For Flight Training Schools:

☐ Noise Abatement Pilot Briefing

The undersigned representative certifies he/she is authorized to sign for the business and acknowledges receipt of a copy of this permit.

Applicant Signature:



Date: July 01, 2026

☒ By checking this box, I affirm that the information entered above is accurate and that the name typed above represents my official signature.

Please save the form to your documents, submit the form with an electronic signature to rformo@scottsdaleaz.gov OR print, sign and return to: 15000 N. Airport Drive, Suite 100, Scottsdale, AZ 85260.

Staff Use Only

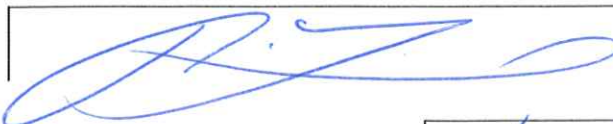
Application, permits and insurance reviewed by:

Aviation
Director's
Comments/
Stipulations:

2026-08

PIN 8311

Approved by Aviation
Director or designee:



Date Ratified by the Airport Advisory Commission:

8/19/26

December 2025



COMMISSION ACTION REPORT

Discussion and input regarding Airport and Airpark Aeronautical
Business Permit Additions, Cancellations, and Revocations

Agenda Item No.: 6

Meeting Date: 8/19/26

Staff Contact: Rick Wielebski,
Airport Director

Phone: (480) 312-8475

INFORMATION

Review of Airport and Airpark permittees and major tenant Aeronautical Business Permit additions, cancellations, and revocations.

PURPOSE

Per the request of the Airport Advisory Commission, a report will be provided as needed indicating additions, cancellations, and revocations of Aeronautical Business Permits.

KEY CONSIDERATIONS

- Attached are the current lists of Airport and Airpark permittees.
- List provides what type of aeronautical activity the business is conducting and the contact information.
- Any additions, cancellations, suspensions, and revocations will be highlighted on the list.

Attachment(s):
1. Current Airport Permittee List by Category
2. Current Airpark Permittee List by Category

AIRPORT AERONAUTICAL BUSINESS PERMITS & TENANTS

August 2026

AIRCRAFT CHARTER, SALES & MANAGEMENT				
BUSINESS NAME	ACTIVITY	LOCATION	CONTACT	TELEPHONE
ALL ACCESS MOTORSPORTS, LLC dba ALL ACCESS JETS	CHARTER BROKERAGE	SFS	BRADLEY CRAIG	
AMERICAN FLIGHT SUPPORT, LLC	CHARTER BROKERAGE	JA	BEN MOKE	888-245-4017
BUSINESS AIRCRAFT MANAGEMENT dba EXECUTIVE AIRCRAFT	AIRCRAFT CHARTER/SALES/MANAGEMENT	SFS	GORDON JOHNSON	480-905-8659
C. WRIGHT AVIATION, LLC	AIRCRAFT SALES/CHARTER BROKERAGE	AASC	CYGNE LASHAE SWAN	480-500-1818
CIRRUS DESIGN CORP DBA CIRRUS AIRCRAFT	AIRCRAFT MANAGEMENT/SALES	AA	RAVI DHARNIDHARKA	865-724-1959
DELUX PUBLIC CHARTER LLC, DBA JSX AIR	AIRCRAFT CHARTER	AA	DAVID DRABINSKY	469-791-7270
DTA AMERICAS INC.	AIRCRAFT SALES	JA	THEO PARANT	
EXECUTIVE JET MANAGEMENT	AIRCRAFT MANAGEMENT	NJ	CHRISTINE LEBER	513-979-6709
G.G.R. AVIATION	AIRCRAFT MANAGEMENT	SFS	GUY MILANOVITS	480-614-1166
GARY AIR SERVICES LLC, DBA AD ASTRA	AIRCRAFT CHARTER	SFS	RYAN STRAND	602-999-5629
JET LINX SCOTTSDALE	AIRCRAFT CHARTER/MANAGEMENT	AASC	JON HULBURD	866-538-5469
JET FLEET, LLC	AIRCRAFT SALES	SFS	STEVE GAGE	480-286-0029
JET OUT, INC.	AIRCRAFT CHARTER	JA	MATT WILD	316.347.1216
JET PROS, LLC	AIRCRAFT CHARTER/BROKERAGE/MANAGEMENT	SFS	MARGARET PIONTEK	480-444-2452
JOHN HOPKINSON & ASSOCIATES	AIRCRAFT SALES	AA	CHRISTINA HOPKINSON	403-637-2250
M&N EQUIPMENT, LLC dba M&N AVIATION	AIRCRAFT CHARTER/MANAGEMENT	SFS	TODD SCHIECK	720-356-4830
MACKIN AVIATION, LLC	AIRCRAFT SALES	AA	BRIAN MACKIN	480-363-0058
MAINE AVIATION AIRCRAFT CHARTER, LLC dba MAC JET CENTER	AIRCRAFT CHARTER	SPH	ALYSAN CARUSO	207-780-1811
NETJETS AVIATION INC.	AIRCRAFT CHARTER/MANAGEMENT		DAVID FRASH	614-696-3308
PARADISE JETS, LLC	AIRCRAFT CHARTER/MANAGEMENT	AA	JAMIE THOMAS	937-654-1914
PRISMJET, LLC	AIRCRAFT CHARTER/BROKERAGE/MANAGEMENT/SALES		SCOTT CASEY	
SOUTHWEST AERO, LLC	AIRCRAFT SALES	AA	BRIAN MACKIN	480-363-0058
AIRCRAFT RENTAL, LEASING & FLIGHT TRAINING				
BUSINESS NAME	ACTIVITY	LOCATION	CONTACT	TELEPHONE
AMERICAN FLYERS, INC.	FLIGHT TRAINING	AANC	STEVEN DAUN	954-784-2122
CIRRUS DESIGN CORP DBA CIRRUS AIRCRAFT	AIRCRAFT RENTAL/FLIGHT TRAINING	AA	RAVI DHARNIDHARKA	865-724-1959
DAXAIR AVIATION, LLC	FLIGHT TRAINING	JA	NOAH KNOX	763-807-1187
FLY WHISKEY TANGO, LLC	AIRCRAFT RENTAL/LEASING/FLIGHT TRAINING	JA	CLARA CANON	201-681-9727
LEGACY FLIGHT TRAINING	FLIGHT TRAINING	ACC	WILLIAM INGLIS	772-539-0420
LEOPARD AVIATION	AIRCRAFT RENTAL/FLIGHT TRAINING	AASC	THOMAS NOON	760-419-2252
PLUS 5 SPORT AERO	FLIGHT TRAINING	JA	BUD DAVIDSON	602-971-3991
SCOTTSDALE EXECUTIVE FLIGHT TRAINING	AIRCRAFT RENTAL/FLIGHT TRAINING	SFS	GUY MILANOVITS	480-614-1166
SDL HOLDINGS - ATP	FLIGHT TRAINING	AASC	JIM KOZIARSKI	904-273-3018
SIERRA CHARLIE AVIATION	AIRCRAFT RENTAL/FLIGHT TRAINING	SFS	SCOTT CAMPBELL	480-390-2346
UNIVERSAL HELICOPTERS, INC.	FLIGHT TRAINING/LEASING	JA	GORDON JIROUX	480-951-6283

AIRCRAFT MAINTENANCE & REPAIR				
BUSINESS NAME	ACTIVITY	LOCATION	CONTACT	TELEPHONE
ACROPRO LLC	MOBILE AIRCRAFT MAINTENANCE	MOBILE	PIKE KELLY	805-268-4962
ARIZONA AIRCRAFT INTERIOR DESIGN	SPECIALIZED AIRCRAFT REPAIR	SFS	MICHAEL BRYANT	480-832-1330
AZ JET SERVICES	AIRCRAFT MAINTENANCE	SFS	DAVE FERNEAU	602-380-5555
CESSNA AIRCRAFT COMPANY	AIRCRAFT MAINTENANCE	SFS	RANDALL SOUTIERE	480-840-9430
CIRRUS DESIGN CORP DBA CIRRUS AIRCRAFT	AIRCRAFT MAINTENANCE	AASC	RAVI DHARNIDHARKA	865-724-1959

CONSTANT AVIATION, LLC	AIRCRAFT MAINTENANCE	AASC	NATHAN ROMNEY	469-323-4081
DALLAS AIRMOTIVE	AIRCRAFT MAINTENANCE	SFS	DAVID HUTCHISON	214-477-9033
DIRECTMX AVIATION LLC	AIRCRAFT MAINTENANCE	AASC	VAN NGUYEN	520-409-7860
DUNCAN AVIONICS	AIRCRAFT MAINTENANCE	SFS	JIM DAVIS	480-922-3575
G.G.R. AVIATION	MOBILE AIRCRAFT MAINTENANCE	SFS	GUY MILANOVITS	480-614-1166
GULFSTREAM PRODUCT SUPPORT CORPORATION	AIRCRAFT MAINTENANCE/MOBILE MAINTENANCE	JA	BRIAN SOTNER	480-806-6720
HELIPONENTS, INC.	MOBILE AIRCRAFT MAINTENANCE	MOBILE	CHAD BARTA	480-981-8300
INFINITY AIRCRAFT SERVICES, LLC DBA EMPIRE AVIATION USA	AIRCRAFT MAINTENANCE	AA	MIKE BARLEY	561-932-0680
JET AVENUE, INC	MOBILE AIRCRAFT MAINTENANCE	MOBILE	JORGE DUARTE	323-707-9567
JET EAST AVIATION	AIRCRAFT MAINTENANCE	SFS	SHAWN GEORGE	216-212-8056
KELLEY AVIATION LLC	MOBILE AIRCRAFT MAINTENANCE	MOBILE	KEN WILSON	623-451-4512
LEARJET/BOMBARDIER INC.	AIRCRAFT MAINTENANCE	SFS	SEBASTIAN MOORE	520-746-5100
MACH ONE STRUCTURAL SOLUTIONS, LLC	MOBILE AIRCRAFT MAINTENANCE	MOBILE	ABRAM SMITH	602-600-8907
NJL AVIATION, LLC.	AIRCRAFT MAINTENANCE	ACC	ANDRE LEARY	727-401-2089
PDR SERVICES	SPECIALIZED AIRCRAFT REPAIR	SFS	PHILIP CHAPMAN	480-202-2908
PREMIER AIR CENTER dba WEST STAR AVIATION	AIRCRAFT MAINTENANCE	SFS	RODGER RENAUD	618-258-8020
STAR GATE AVIATION CORP	MOBILE AIRCRAFT MAINTENANCE	MOBILE	ALTON SERRAO JR	602-909-7533
SILVER STATE JET SERVICES, LLC	MOBILE AIRCRAFT MAINTENANCE	MOBILE	CARY CARAWAY	725-373-1876
TRUE STAR AVIATION	MOBILE AIRCRAFT MAINTENANCE	MOBILE	KYLE GOODRICH	623-256-2605
TURBINE ENGINE SPECIALISTS INC.	AIRCRAFT MAINTENANCE	AA	RICKIE RAMEY	817-625-6100
VELOCITY MAINTENANCE SOLUTIONS, LLC	MOBILE AIRCRAFT MAINTENANCE	MOBILE	MIKE BAKER	513-477-6998

AIRCRAFT WASHING & DETAILING

BUSINESS NAME	ACTIVITY	LOCATION	CONTACT	TELEPHONE
AERO PANACHE	AIRCRAFT WASHING	SFS	TODD PUCKETT	602-531-5505
APPEARANCE GROUP	AIRCRAFT WASHING	SFS	DONALD HENRY	480-580-1658
AVIDJET, INC	AIRCRAFT WASHING	MOBILE	BRANDON WILSON	989-397-4299
AZ SPECIALITY DETAILING	AIRCRAFT WASHING	MOBILE	NICHOLAS ELLENBERGER	602-541-2572
BRIGHTWING, LLC	AIRCRAFT WASHING	MOBILE	QUINTEN McDANIEL	602-767-2717
DAPPER SERVICES, LLC	AIRCRAFT WASHING	MOBILE	HENRY BRIGGS	801-541-9801
DETAIL BOYS, LLC	AIRCRAFT WASHING	MOBILE	ALEX DAY	866-899-6241
EXECUCARE DETAIL SERVICES, LLC	AIRCRAFT WASHING	MOBILE	THOMAS THOMASSEN	832-915-6161
FOXTROT AVIATION SERVICES, LLC AIRCRAFT WASHING AA HEIDI	AIRCRAFT WASHING	MOBILE	HEIDI CROMER	951-365-4621
GOLDEN AUTO AND AIRCRAFT DETAILING, LLC AIRCRAFT WASHING	AIRCRAFT WASHING	MOBILE	MIKE IZAGUIRRE	714-272-2927
HD PRECISION MOBILE DETAILING DBA AVENTO AVIATION	AIRCRAFT WASHING	MOBILE	HARRISON WOOD	480-747-2101
JB'S EXECUTIVE DETAILING	AIRCRAFT WASHING	MOBILE	JEFFREY BURROWS	480-808-4229
NUBIAN AIR, CO. DBA MARS AVIATION PHOENIX	AIRCRAFT WASHING	MOBILE	OSMAN KHALIL	602-860-5414
PURE AVIATION, LLC	AIRCRAFT WASHING	MOBILE	BEN HANCOCK	480-353-1575
ROMF SOLUTIONS DBA REAL CLEAN GREATER PHOENIX	AIRCRAFT WASHING	MOBILE	ROBERT OLIVERA	646-842-6934
SHINY JETS PHOENIX, LLC	AIRCRAFT WASHING	MOBILE	GREG BIRD	480-268-4286
SPLENDORE AVIATION, LLC	AIRCRAFT WASHING	MOBILE	ALBERT VALICENTI	910-447-1159
TIME FOR SALE	AIRCRAFT WASHING	MOBILE	CAROLYN NELSON	602-295-7181
WEST COAST WASH STATION	AIRCRAFT WASHING	AANC	MIKE ADAMS	480-443-7320

AUTO RENTAL COMPANIES

BUSINESS NAME	ACTIVITY	LOCATION	CONTACT	TELEPHONE
ALAMO/NATIONAL CAR RENTAL	OFF-AIRPORT RENTAL CAR	OFF	MIKE ROLLINS	480-948-4884
AVIS RENT-A-CAR SYSTEMS	OFF-AIRPORT RENTAL CAR	OFF	PETER SERENA	480-948-4993
ENTERPRISE RENT-A-CAR	RENTAL CAR	SFS	ERIC BULLIS	480-315-8051

GO RENTALS	RENTAL CAR	AA	KAVOUS GITIBIN	480-991-0117
HERTZ RENT-A-CAR	OFF-AIRPORT RENTAL CAR	OFF	STEPHEN BLUM	239-301-7794

FIXED BASE OPERATORS				
BUSINESS NAME	ACTIVITY	LOCATION	CONTACT	TELEPHONE
ATLANTIC AVIATION	FIXED BASE OPERATOR	AA	KEVIN THOMPSON	480-948-2400
JET AVIATION OF AMERICA	FIXED BASE OPERATOR	JA	TIMOTHY VALLOWE	
SIGNATURE FLIGHT SUPPORT	FIXED BASE OPERATOR	SFS	GREG GIBSON	480-951-2525

HANGAR, SHADE & OFFICE LEASING SERVICES				
BUSINESS NAME	ACTIVITY	LOCATION	CONTACT	TELEPHONE
OUT WEST AVIATION, LLC	HANGAR LEASING	BOX	SHANNON DAY	
SIGNATURE/TAC PRIVATE HANGARS	HANGAR LEASING	SPH	GREG GIBSON	480-951-2525

IN-FLIGHT CATERING SERVICES				
BUSINESS NAME	ACTIVITY	LOCATION	CONTACT	TELEPHONE
AIR CULINAIRE WORLDWIDE, LLC	IN-FLIGHT CATERING	MOBILE	CHRIS EVANS	1-800-247-2433
ATYOURJET LLC	IN-FLIGHT CATERING	MOBILE	DAVID HENNINGER	949-491-3370
EMILY'S EVENTS LLC	IN-FLIGHT CATERING	MOBILE	EMILY GARNER	480-361-1800
JETFARE CATERING	IN-FLIGHT CATERING	MOBILE	JONATHAN ALLEN	480-771-4161
VOLANTI PRIVATE JET CATERING	IN-FLIGHT CATERING	MOBILE	DEE DEE MAZA	480-636-1722
GAT AIRLINE GROUND SUPPORT, INC.	OFF-AIRPORT CATERING	NETJETS	MICHAEL RENO	480-259-0402

U.S. GOVERNMENT				
BUSINESS NAME	ACTIVITY	LOCATION	CONTACT	TELEPHONE
FAA CONTROL TOWER	SDL AIR TRAFFIC CONTROL	TOWER	JONATHAN WILLIAMS	480-609-7585
U.S. CUSTOMS	U.S. CUSTOMS	OPS	OFF. KENNEDY/ARVIZU	480-312-8483

OTHER				
BUSINESS NAME	ACTIVITY	LOCATION	CONTACT	TELEPHONE
AERO INTERIOR MAINTENANCE	OTHER (LEATHER RESTORATION)	OFF AIRPORT	SHANNON HUDGINS	623-910-2878

LEGEND:

Green = New Permit	ACC = Air Commerce Center; 14605 N. Airport Drive, Scottsdale, AZ 85260
Yellow = Recently Cancelled Permit	JA = Jet Aviation; 14650 N. Airport Drive, Scottsdale, AZ 85260
Orange = Suspension/Pending Revocation	AA = Atlantic Aviation (Main); 14600 N. Airport Drive, Scottsdale, AZ 85260
Red = Permit Revoked	AASC = Atlantic Aviation South Complex; 14700 N. Airport Drive, Scottsdale, AZ 85260
	NJ = NetJets; 7811 E Greenway Rd, Scottsdale, AZ 85260
	SFS = Signature Flight Support; 15290 N. 78th Way, Scottsdale, AZ 85260
	AANC = Atlantic Aviation North Complex; 15115 N. Airport Drive, Scottsdale, AZ 85260
	SPH = Signature Private Hangars, 15003 N. Airport Drive, Scottsdale, AZ 85260
	TOWER = FAA Air Traffic Control Tower; 14960 N. 78th Way, Scottsdale, AZ 85260

AIRPARK AERONAUTICAL BUSINESS PERMITS & TENANTS

August 2026

AIRCRAFT CHARTER, SALES & MANAGEMENT & SPECIALTY SERVICES			
BUSINESS NAME	ACTIVITY	CONTACT	TELEPHONE
ACE AIRCRAFT SALES, LLC	AIRCRAFT SALES	DOUGLAS YOUNG	714-501-9339
ALPHA JET CHARTER INC.	AIRCRAFT CHARTER SERVICES	Deb Sedlak	602-909-5573
BRADLEY MACK AVIATION, INC.	AIRCRAFT MANAGEMENT	MARY RANDOLPH	480-393-0770
COPPER STATE TURBINE ENGINE CO.	AIRCRAFT ENGINE OVERHAUL SERVICES	JIM NORDSTROM	480-500-6677
ELEVAGE FLIGHT TRAVEL, LLC	AIRCRAFT CHARTER/MANAGEMENT	JOEL CLAPICK	602-622-2429
EXECUTIVE JET MANAGEMENT	AIRCRAFT MANAGEMENT	CHRISTINE LEBER	513-979-6709
GOLDEN WEST AIRLINES DBA FLYHOUSE	AIRCRAFT CHARTER/MANAGEMENT	DEVANN-RAY HAMILTON	786-970-0193
JET AVIATION FLIGHT SERVICES, INC	AIRCRAFT CHARTER/MANAGEMENT	BEN NEMATZADEH	818-618-9234
LEGACY JETS	AIRCRAFT CHARTER/MANAGEMENT	PAUL WOODFORD	480-788-7233
LINDBLOOM AVIATION	AIRCRAFT MANAGEMENT	PEYTON LINDBLOOM	720-300-2145
LUXURY AERO COLLECTION, LLC	AIRCRAFT MANAGEMENT/SALES	BRIAN MCNANNA	480-771-2389
PINNACLE AIR GROUP	AIRCRAFT CHARTER/MANAGEMENT/SALES	CURT PAVLICEK	602-618-6200
SAWYER AVIATION	AIRCRAFT CHARTER	CHAD VERDAGLIO	480-922-2723
SIGLO AVIATION	AIRCRAFT MANAGEMENT	EDWARD LANGERVELD	888-908-9398
SILVER AIR, LLC	AIRCRAFT MANAGEMENT	BRANDON MARTIN	800-889-5840
SCOTTSDALE HANGAR ONE	AIRCRAFT MANAGEMENT	MATT BEVERAGE	480-624-9000

Moved to Airport 10/30/2024

Ended 6/14/2024

HELICOPTER RENTAL, LEASING & FLIGHT TRAINING			
BUSINESS NAME	ACTIVITY	CONTACT	TELEPHONE
H5 PRODUCTIONS, INC. dba H5 HELICOPTERS	SPECIAL COMMERCIAL FLYING	MITCH KELLDORF	480-607-3400
SUNSTATE HELICOPTERS	SPECIAL COMMERCIAL FLYING	CHRIS DOBKINS	602-469-3182
WESTERN SKY HELICOPTERS	SPECIAL COMMERCIAL FLYING	VANESSA CLIFTON	480-416-6415

HANGAR, SHADE & OFFICE LEASING SERVICES			
BUSINESS NAME	ACTIVITY	CONTACT	TELEPHONE
7345 ACOMA LLC	HANGAR/SHADE LEASING	WILL COUNTS	480-483-8107
7689, LLC	HANGAR/SHADE LEASING	BETH AERTS	480-289-5715
AIRPARK LAND, LLC	HANGAR/SHADE LEASING	CRAIG JACKSON	480-421-6694
ASTOR AIRPARK HOLDINGS	HANGAR/SHADE LEASING	REG COOPER	480-483-1999
AVALON ONE	HANGAR/SHADE LEASING	SAMIR KANUGA	480-718-2412
BATES FAMILY TRUST	HANGAR/SHADE LEASING		480-443-8287
BECK LANE HANGARS LLC	HANGAR/SHADE LEASING	RYAN HAMILTON	
BCO, LLC	HANGAR/SHADE LEASING	LYNN BABCOCK	480-922-0490
BUILDING D	HANGAR/SHADE LEASING	SCOTT LYON	480-367-6200
CENTRAL IMPLEMENT	HANGAR/SHADE LEASING	PERRY CASE	480-998-8989

CC OFFICE LLC	HANGAR/SHADE LEASING	JOSEPH ODDO	480-998-1444
CWIE MANAGEMENT RESOURCES	HANGAR/SHADE LEASING	FRANK CADWELL	480-449-7751
DEVELOPMENT SERVICES OF AMERICA	HANGAR/SHADE LEASING	RICHARD WILSON	480-927-4888
GRAYSTAR CORPORATION	HANGAR/SHADE LEASING	BETH AERTS	480-483-1985
GREAT AMERICAN HANGAR	HANGAR/SHADE LEASING	MARK BOSCO	916-391-5000
HANGAR THREE	HANGAR/SHADE LEASING	JIM KEELEY	480-596-9000
JJS INVESTMENTS LLC	HANGAR/SHADE LEASING	JOHN J. SHUFELDT	602-399-1514
LARRY COFFEY	HANGAR/SHADE LEASING	LARRY COFFEY	480-607-0140
MN Designs, Inc	HANGAR/SHADE LEASING	MAGNE NERHEIM	480-363-4668
PACIFIC MARINE MANAGEMENT	HANGAR/SHADE LEASING	AL CHITTENDEN	360-653-4266
SCOTTSDALE HANGAR ONE	HANGAR/SHADE LEASING	MATT BEVERAGE	480-624-9000
SKY HARBOR LEASING, LLC	HANGAR/SHADE LEASING	REG COOPER	480-483-1999
SOUTHWEST JET CENTER	HANGAR/SHADE LEASING	GARY DAICHENDT	949-254-3027
TANGO ONE, LLC	HANGAR/SHADE LEASING	BECKY JONES	623-209-2173
THE EVANS BUSINESS COMPLEX, LLC	HANGAR/SHADE LEASING	GABE LAKATOSH	
VESELY DESCENDANT'S TRUST	HANGAR/SHADE LEASING	BETH AERTS	480-483-1985
VISIONMAKERS INTL LLC	HANGAR/SHADE LEASING	LANE COOK	480-218-1500
WALLACE HOLDINGS	HANGAR/SHADE LEASING	BOB WALLACE	480-998-8861
WATTS INVESTMENTS, LLC	HANGAR/SHADE LEASING	CHRIS NUTE	602-761-4571

LEGEND:

Green = New Permit
Yellow = Recently Cancelled Permit
Orange = Suspension/Pending Revocation
Red = Permit Revoked



COMMISSION ACTION REPORT

Discussion and Possible Action to Adopt Resolution No. 13764 and authorize Contract 2026-145-COS a Memorandum of Agreement with U.S. Customs and Border Protection at Scottsdale Airport.

Agenda Item No.: 7

Meeting Date: 08/19/26

Staff Contact: Rick Wielebski
Aviation Director

Phone: (480) 312-8475

ACTION

Airport Advisory Commission considers recommending to City Council to Adopt Resolution No. 13764 and authorize Contract 2026-145-COS a Memorandum of Agreement with U.S. Customs and Border Protection at Scottsdale Airport.

PURPOSE / KEY CONSIDERATIONS

The City of Scottsdale established CBP User Fee Service at Scottsdale Airport in 1999 with one full-time agent. In 2013, due to demand, this was increased to two agents. Currently, CBP at Scottsdale Airport is open 7 days a week from 9 am until 7 pm. U.S. Customs service is also available after hours to users for an additional fee charged to the user when the agent is available to accommodate the request.

The hours of operation are based upon the hours and days that international travelers fly into Scottsdale Airport most often. Scottsdale Airport pays for two full-time customs agents to be assigned to the Airport. The current charge for CBP use, to the aircraft owner, by the city during business hours ranges from \$50-\$750 depending on the size of the aircraft. After hours, there is an additional \$225 per use. In 2025, CBP at Scottsdale Airport cleared over 1,800 international flights arriving from locations around the world.

With private jets now using CBP facilities at Scottsdale Airport with more than 10 passengers, CBP requires a 3rd officer to be present. Additionally, international charter operators such as JSX plan to operate international flights into SDL from Mexico starting in October. These international passenger loads will require the 3rd officer as well. The request for the 3rd officer has been placed to CBP, and CBP is currently requisitioning a 3rd officer to start prior to JSX's Mexico flights starting in October. International flights with passenger loads exceeding 10, including those operated by charter carriers such as JSX, require a third CBP officer under CBP's passenger-processing standards. This requirement applies uniformly to any operator whose aircraft carries more than 10 arriving international passengers and is not specific to JSX.

International operators such as JSX anticipate approximately 570 flights to Cabo San Lucas in the first 12 months of operating this route. This does not include other potential Mexico destinations that may be targeted by operators providing similar charter service in the coming months.

Revenue	Expenses	Difference	
US Customs Inspectional Service – 1 Additional Officer		\$283,920	
Increased Annual Technology Charge		\$2,060	
Increased International Trash Expenses		\$10,000	
One-Time Technology Cost		\$21,461	
ANTICIPATED REVENUE From international charter operators such as JSX International Flight User Fee - (12 mos, Cabo Flights Only)	\$427,500		
TOTAL	\$427,500	\$317,441	\$110,059

Attachment(s): 1. CBP MOA Document

Action Taken:

**U.S. CUSTOMS AND BORDER PROTECTION
MEMORANDUM OF AGREEMENT**

USER FEE FACILITY PROGRAM

Under the provisions of Section 236 of the Trade and Tariff Act of 1984 (P.L. 98-573), as amended (19 U.S.C. 58b), the Commissioner of U.S. Customs and Border Protection is authorized to make inspectional services available at airports, seaports, and other facilities and to charge a fee for such services. The purpose of this agreement is to designate the following location and its defined adjoining facilities as eligible for such services under the conditions set forth herein.

Facility Name: Scottsdale Airport, SDL

Location: 15000 N. Airport Dr, Scottsdale, AZ 85260

The above-named facility shall be considered to be the "person" using U.S. Customs and Border Protection services, as the term is applied in Section 236 of P.L. 98-573. In accordance with the requirements of Section 236(c) of the law, a determination has been made that the volume of business anticipated at the facility, and defined adjoining facilities, is insufficient to justify the availability of unreimbursable inspectional services.

U.S. CUSTOMS AND BORDER PROTECTION OFFICE LOCATION DEFINED

For purposes of determining reimbursable travel costs, identify the physical address of the proposed U.S. Customs and Border Protection office, if different from the location named above.

Same as above

U.S. CUSTOMS AND BORDER PROTECTION LOCATIONS DEFINED

Specify below any other locations (other than the facility itself) at which U.S. Customs and Border Protection services would be expected: (i.e., define all adjoining or adjacent facilities, such as Foreign Trade Zones).

None. Only the aviation business center (address above) where SDL's CBP offices are already located.

GEOGRAPHIC BOUNDARIES OF SERVICE DEFINED

Service may only be provided at the mutually agreed upon location listed below. A plat highlighting the service boundaries may also be attached.

No change from existing location.

FACILITY STANDARDS

Entities requesting U.S. Customs and Border Protection services must meet and maintain U.S. Customs and Border Protection facility standards. Facilities that fail to maintain Customs and Border Protection facility standards will be subject to a 120-day notice terminating this agreement. If applicable, an Agriculture Compliance Agreement must also be maintained.

U.S. CUSTOMS AND BORDER PROTECTION RESPONSIBILITIES

U.S. Customs and Border Protection has determined that at the time of the signing of this agreement 3 full-time officer(s) will be required at this facility. U.S. Customs and Border Protection services will be provided as specified below. Any service provided outside these hours may be subject to overtime and/or premium pay. The full cost of overtime service and/or premium pay will be paid by the facility and at the rates prescribed by Section 267 of Title 19, United States Code, as amended. In the event U.S. Customs and Border Protection has to provide a Customs and Border Protection Officer(s) to replace the regularly assigned officer(s) during the established shift by a temporary replacement due to sick leave, annual leave, transfer, travel, and/or training, then the facility agrees to bear any and all costs and expenses associated with such replacement including but not limited to transportation, relocation and/or per diem costs for personnel brought from other locations. The work schedule that has been agreed to is as follows:

Weekly Work Schedule: 7 - days per week

Hours of Service: 0900-1900 hours

In the absence of required inspectional services, U.S. Customs and Border Protection may assign other duties to the officer at another location.

ADJUSTMENT TO LEVEL OF SERVICE

During circumstances that may arise, U.S. Customs and Border Protection reserves the right to adjust the level of service provided to address high alert security situations, special events or other circumstances as needed. Permission to land may be denied if sufficient personnel are not available. Billing adjustments will be made to reflect adjustments to the level of service.

FACILITY RESPONSIBILITIES

Base Fee

The facility agrees to reimburse U.S. Customs and Border Protection for the full-year cost of each officer. All base salary changes will reflect the costs of services being provided which includes all salary and benefit costs, and all administrative overhead costs. This amount is subject to change.

The facility agrees to pay all cost-of-living allowances, if applicable. Fees will be increased for all adjustments and changes in the rate of pay and allowances mandated by legislative and regulatory requirements.

Additional Fees

The facility agrees to reimburse all travel, transportation, relocation, and per diem costs incurred by U.S. Customs and Border Protection in performing regular inspectional duties or for personnel to be brought to the facility from other locations for internal control verifications, special enforcement activities, training, etc., as may be necessary. If authorized by law, relocation costs may be incurred by the facility authority upon termination of the MOA by either party.

The facility agrees to reimburse all Automated Data Processing (ADP) costs, including equipment purchase, installation, connectivity, maintenance and the cost of upgrading and replacing equipment on a schedule determined by U.S. Customs and Border Protection.

Payment of Fees

All of the above-mentioned expenses will be determined in accordance with generally accepted accounting principles and standards. The annual fee will be billed in quarterly installments. The initial payment is due 15 days prior to the service date of this agreement. Any cost-of-living allowance, travel, per diem, transportation, relocation, and any other variable expense will be billed after it is incurred, and will be invoiced as an adjustment to the next quarterly installment.

If any amounts due U.S. Customs and Border Protection under the terms of this agreement are not paid within 90 days of billing, the agreement will be automatically terminated. In the event of termination, all costs incurred by U.S. Customs and Border Protection, which have not been reimbursed, will become immediately due and payable. Interest on unpaid debts will be assessed pursuant to 19 C.F.R. 24.3a(c)(1). The percentage rate of interest to be charged on such bills will be based upon the quarterly rate(s) established under sections 6621 and 6622 of the Internal Revenue Code of 1954 (26 U.S.C. 6621, 6622). The facility authority may file a protest under 19 U.S.C. § 1514 for any charges it believes to be excessive or incorrectly included in the bill provided by U.S. Customs and Border Protection. Any protest must be filed within 180 days of the date of the bill sent by U.S. Customs and Border Protection. If a protest is filed, the procedures set forth in 19 C.F.R. Part 174 must be followed.

Facilities

The facility authority requesting services must satisfy U.S. Customs and Border Protection facility standards before submission of this agreement. The standards are specified in the Airport Technical Design Standards for Passenger Processing, the Cruise Terminal Design Standards, the Physical Security policy of U.S. Customs and Border Protection and any applicable combination or revision. Prior to submission of this agreement, the U.S. Customs and Border Protection Field Office that oversees the facility will inspect the facility and verify whether the standards are met. Facilities that do not meet facility standards after initial approval will be subject to a 120-day termination notice. U.S. Customs and Border Protection reserve the right to update the facilities standards as necessary.

Secure space must be provided for the U.S. Customs and Border Protection officer to inspect baggage and store seized items. The space provided to and occupied by U.S. Customs and Border Protection personnel must remain under the control of the facility that is entering into this agreement.

Compliance with Executive Orders

In accordance with § 3(b)(iv) of Executive Order No. 14173, *Ending Illegal Discrimination and Restoring Merit-Based Opportunity*, dated January 21, 2025, the facility agrees that its compliance in all respects with all applicable Federal anti-discrimination laws is material to this Agreement, and the facility certifies that it does not operate any programs promoting diversity, equity, and inclusion that violate any applicable Federal anti-discrimination laws.

ADP Equipment

U.S. Customs and Border Protection has specific requirements for software, computers, printers, file servers, data cabling, and connectivity to the U.S. Customs and Border Protection National Data Center. The Office of Information and Technology will be responsible for ordering and installing a frame relay data connection from your facility to the U.S. Customs and Border Protection National Data Center. The Office of Information and Technology will develop the automated equipment configuration, determine the cost for this ADP equipment, and procure and install the ADP equipment based on the number of officers at this facility. The facility will be responsible for the procurement and installation of all data cabling components required for connectivity of the ADP equipment according to the Office of Information Technology provided specifications.

The facility will be billed for the purchase of the ADP equipment, the one-time charges for the network installation, and the annual recurring costs for equipment maintenance and network connectivity. This ADP equipment and network will be covered under U.S. Customs and Border Protection maintenance agreements. Equipment problems and network outages must be reported to the U.S. Customs and Border Protection Help Desk by the Port Director. Upgrades to the ADP equipment will be required on a schedule determined by U.S. Customs and Border Protection (currently, every 3 years). The facility will retain ownership of this equipment.

Third Party Charges

If the facility seeks reimbursement by the individual users of the U.S. Customs and Border Protection services provided, for example air carriers, the facility agrees to set and periodically review its rates to ensure that they are in accord with the U.S. Customs and Border Protection services provided.

SERVICE DATE

Service will begin on a date determined by U.S. Customs and Border Protection. Billing will coincide with the actual start of service.

ANNUAL REVIEW OF AGREEMENT (MOA)

This agreement is subject to annual review. U.S. Customs and Border Protection will conduct an annual review of this agreement to ensure that the requirements are being met. U.S. Customs and Border Protection will issue a termination notice if the annual review indicates that the terms and requirements of this agreement are not being met.

In addition to annual review of this agreement, U.S. Customs and Border Protection will also conduct a review of the agreement before any activation or expansion of the service area of the Foreign Trade Zone, in order to ensure compliance with CBP's responsibilities pursuant to 19 CFR part 146. Such review will include CBP's evaluation of the number of CBP personnel necessary to maintain supervision over the User Fee Airport, any Foreign Trade Zone site located at or in the vicinity of such Airport, and any other locations covered by this agreement.

TERMINATION OF AGREEMENT

This agreement may be terminated by either party upon 120 days written notice for any reason. If any amounts due U.S. Customs and Border Protection under the terms of this agreement are not paid within 90 days of billing, the agreement will be automatically terminated. If national security, defense, safety or other interests are at risk, as determined by the Port Director, the agreement may be terminated immediately without prejudice to the filing of a new application. Notice of termination will be provided in writing setting forth the reasons for such action. Any immediate termination may be appealed in writing within 30 days to the Director, Field Operations where the facility is located.

In the event this MOA is terminated for any reason, it may result in the revocation of any Foreign Trade Zone grant that is premised or contingent on the continued operation of this user fee facility or contingent on this MOA remaining in effect.

REVOCATION OF PRIOR AGREEMENTS

All previous Memoranda of Agreement or other written agreements or instruments between the parties concerning the CBP User Fee Facility program at the Facility, including the Agreement between the parties effective 09/30/2013 are hereby terminated.

AUTHORIZATION

Agreement to these terms is attested by the signatures below.

Rick Wielebski

Title Aviation Director
Scottsdale Airport

Rick Wielebski

Signature

Digitally signed by Rick
Wielebski
Date: 2025.08.11 15:58:02
-07'00'

8/11/25

Date

Diane J. Sabatino

Executive Assistant Commissioner
Office of Field Operations
U.S. Customs and Border Protection

Diane J.
Sabatino

Signature

Digitally signed by Diane J.
Sabatino
Date: 2026.01.21 13:22:19
-05'00'

01/21/2026

Date



COMMISSION ACTION REPORT

Discussion and Possible Action to recommend to City Council adoption of Resolution No. 13768, Authorizing Contract No. 2026-147-COS with DMD Real Estate Group, LLC for Aviation Real Estate Brokerage Consulting Services

Agenda Item No.: 8

Meeting Date: 08/19/26

Staff Contact: Rick Wielebski
Aviation Director

Phone: (480) 312-8475

ACTION

Airport Advisory Commission considers recommending to City Council to Adopt Resolution No. 13768 authorizing Contract No. 2026-147-COS with DMD Real Estate Group, LLC for Aviation Real Estate Brokerage Consulting Services.

PURPOSE / KEY CONSIDERATIONS

The purpose of this action is to award a professional services contract for aviation real estate brokerage consulting services. Over the last 10+ years, the Aviation Department has used real estate brokers and consulting to assist with the marketing, analysis, and leasing of property. Airports around the country are increasingly creating broker compensation policies in order to understand and compete in the real estate market.

The primary objective of the contract is to engage the private real estate brokerage community by implementing a systematic process for identifying unutilized and underutilized aviation properties and to deploy a methodology for assessing the feasibility of revenue generating uses of City owned property to better serve the community.

The range of services which may be asked will include, but is not limited to the following services:

Property Analysis, Market Analysis, Leasing Services (City as Lessor), Off-Airport Property Purchase and Consulting Services as needed.

RECENT STAFF ACTION

A request for proposals (RFP) was issued for this contract by the City's Purchasing Department on May 22, 2026. The standard purchasing process for the solicitation was adhered to regarding issuance, notification, website, etc. One (1) interested party responded to the RFP. That party was DMD Real Estate Group, LLC.

Attachment(s): 1. Draft Real Estate Brokerage Consulting Service Contract

Action Taken:



CITY OF SCOTTSDALE
PROFESSIONAL SERVICES CONTRACT
CONTRACT NO. 2026-147-COS

Aviation Real Estate Brokerage Consulting Services

This Professional Services Contract ("Contract") is entered into this ____ day of _____, 2026 ("Effective Date"), between the City of Scottsdale, an Arizona municipal corporation ("City"), and DMD Real Estate Group L.L.C., an Arizona limited liability company ("Consultant"). For purposes of this Contract, the City and Consultant may be referred to individually as a "Party" and collectively as the "Parties".

RECITALS

- A.** The Mayor of the City of Scottsdale is authorized and empowered by provisions of the City Charter to execute contracts for professional services.
- B.** The City desires to contract for aviation-related real estate brokerage services.
- C.** Consultant is duly qualified to perform the requested professional services.

AGREEMENT

FOR AND IN CONSIDERATION of the mutual promises and covenants contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

- 1. INCORPORATION OF RECITALS.** The Recitals set forth above are incorporated into and made a part of this Contract.
- 2. SERVICES, ACCEPTANCE, DOCUMENTATION.**

2.1 Services. The entire solicitation No. 26RFP054, identified as Aviation Real Estate Consulting Services, ("Solicitation") is incorporated by this reference as if set out fully herein. Consultant's proposal submitted in response to the Solicitation dated 6/10/2026 ("Proposal") is incorporated by this reference as if set out fully herein. If any provision of the Proposal conflicts with, or is in any way inconsistent with, any provision of the Solicitation, this Solicitation will control. If any provision of the Proposal, including but not limited to any limitation of liability or disclaimer of warranty language, conflicts with, or is in any way inconsistent with, any provision of this Contract, this Contract will control.

2.2 Acceptance. Each task will be reviewed and approved by the Contract Administrator to determine acceptable completion. The City will provide all necessary information to Consultant for timely completion of tasks.

2.3 Documentation. All documents, including but not limited to data compilations, studies, and reports which are prepared in the performance of this Contract will remain the property of the City and must be delivered to the Contract Administrator before final payment is made to Consultant.

2.4 Billing Records; Audit. The time spent for each task must be recorded and submitted to the Contract Administrator. Consultant must maintain all books, papers, documents, accounting records, and other evidence pertaining to time billed and costs incurred and make these materials available for audit by the City in accordance with Section 12.4, Record and Audit Rights.

3. PAYMENTS.

3.1 Fee Schedule.

Consultant will be paid according to the Pricing Proposal forms submitted in Consultant's proposal dated 6/10/2026, attached as **Exhibit A** for reference.

Amounts indicated in this section represent the entire amounts payable under this Contract. Additional expenses will not be authorized.

3.2 Payment Approval. All charges must be approved by the Contract Administrator before payment.

3.3 Payment Terms. Payment is due no later than twenty-five (25) days after the Contract Administrator's approval of any invoice. In no event will the City issue payment prior to receipt of an original, approved form of invoice containing accurate invoice and reference numbers. The City will not be liable for any delays in payment caused by Consultant's failure to timely submit invoices. Consultant shall send an electronic copy of all invoices to the Contract Administrator for approval. Upon approval, all invoices shall be sent to the City at the following address:

City of Scottsdale
Accounts Payable
7447 E. Indian School Road, Suite 210
Scottsdale, Arizona 85251-4468

4. TERM AND RENEWAL. The initial term of this Contract shall be for a period of one year (1), commencing on the Effective Date. The Parties may extend this Contract for up to four (4) additional terms of One (1) year each, subject to the same terms and conditions outlined herein, without returning to City Council. Any such extensions shall be in the form of an amendment to this Contract and signed by the Purchasing Director or designee and the Consultant's authorized representative

5. CONTRACT ADMINISTRATOR. The "Contract Administrator" for the City is Rick Wielebski. The Contract Administrator will serve as Consultant's primary point of contact with the City, monitor Consultant's performance, review and approve invoices, establish delivery schedules, and in conjunction with Purchasing ensure Certificates of Insurance

are current, conform to the requirements of this Contract, and are in the City's possession. Consultant will direct any reports and/or special requests to the Contract Administrator.

6. **NOTICES.** All notices, requests, demands, consents, approvals, and other communications which may be or are required to be served or given under this Contract, shall be in writing and hand delivered or sent by registered or certified United States mail, return receipt requested, postage prepaid, addressed to the Party or Parties, as follows:

If to City: City of Scottsdale
Attn: Aviation Department
Rick Wielebski
15000 N Airport Dr
Scottsdale, AZ 85260

Copy to: City of Scottsdale
Attn: City Attorney
3939 N. Drinkwater Blvd.
Scottsdale, AZ 85251

If to Consultant: The DMD Group, LLC
Attn: Douglas M. Davis
4980 S. Alma School Road., Ste. A2-439
Chandler, Arizona 85248

7. **CONSULTANT'S PERFORMANCE.**

7.1 Evaluation of Consultant's Performance. The Consultant will be evaluated regarding its performance of this Contract. This evaluation will include, but not be limited to the following factors:

Completeness
Accuracy
Technical Expertise
Organization
Working Relationship with City Staff and Others
Availability
Communication Skills (meetings, correspondence, etc.)

This evaluation will be prepared by City staff and used to evaluate the desirability to contract with the Consultant for services in the future.

7.2 Completeness and Accuracy. The Consultant will be responsible for the completeness and accuracy of its work, including but not limited to survey work, reports, supporting data, drawings, and sketches prepared by the Consultant. The Consultant will correct, at its expense, any errors or omissions which may be disclosed. The cost to correct those errors will be chargeable to the Consultant. Additional construction added to the project will not be the responsibility of the Consultant unless the need for additional construction was created by an error, omission, or negligent act of the Consultant. The City's acceptance of the Consultant's work will not relieve the Consultant of any of its responsibilities.

7.3 Subcontractors. During the performance of the Contract, the Consultant may engage any additional Subcontractors as may be required for the timely completion of this Contract. The addition of any Subcontractors requires that the Consultant first obtain the approval of the City.

7.3.1 In the event of subcontracting, the sole responsibility for fulfillment of all terms and conditions of this Contract rests with the Consultant.

7.3.2 The Consultant will pay its Subcontractors within seven (7) calendar days of receipt of each progress payment from the City. The Consultant will pay for the amount of the Work performed by each Subcontractor as accepted and approved by the City with each progress payment. In addition, any reduction of retention, if any, by the City will result in a corresponding reduction to Subcontractors who have performed satisfactory work. The Consultant will pay Subcontractors the reduced retention within fourteen (14) calendar days of the payment of the reduction of the retention to the Consultant. No Contract between the Consultant and its Subcontractors may materially alter the rights of any Subcontractor to receive prompt payment and retention reduction as provided in this Contract.

7.3.3 If the Consultant fails to make payments in accordance with these provisions, the City may take any of one or more of the following actions and the Consultant agrees that the City may take these actions:

- (A) Hold the Consultant in default under this Contract;
- (B) Withhold future payments including retention until proper payment has been made to Subcontractors in accordance with these provisions;
- (C) Reject all future offers to perform work for the City from the Consultant for a period not to exceed 1 year from the completion date of this project; or
- (D) Terminate this Contract.

8. TERMINATION.

8.1 Termination for Convenience. City reserves the right to terminate this Contract or any part of this Contract for its sole convenience with 30 days' written notice. In the event of any termination, Consultant must immediately stop all work, and must immediately cause any of its suppliers and Subcontractors to cease all work. As compensation in full for services performed to the date of any termination, Consultant will receive a fee for the percentage of services actually completed. This fee will be in the amount to be mutually agreed upon by Consultant and the City, based on the agreed Scope of Work. If there is no mutual agreement, the Contract Administrator will determine the percentage of completion of each task detailed in the Scope of Work and Consultant's compensation will be based upon this determination. The City will make this final payment within 60 days after Consultant has delivered the last of the partially completed items. Consultant will not be paid for any work done after receipt of the notice of termination, nor for any costs incurred by Consultant's suppliers or Subcontractors, which Consultant could reasonably have avoided.

8.2 Cancellation for Cause. City may also cancel this Contract or any part of this Contract with seven (7) days' notice for cause in the event of any default by Consultant, or if Consultant fails to comply with any of the terms and conditions of this Contract. Unsatisfactory performance as judged by the Contract Administrator or failure to provide City, upon request, with adequate assurances of future performance are all causes allowing City to cancel this contract for cause. In the event of cancellation for cause, City will not be liable to Consultant for any amount, and Consultant will be liable to City for any and all damages sustained by reason of the default which gave rise to the cancellation.

In the event Consultant is in violation of any federal, state, county or city law, regulation or ordinance, the City may terminate this contract immediately upon giving notice to Consultant.

If the City improperly cancels the Contract for cause, the cancellation for cause will be converted to a termination for convenience.

8.3 Funds Appropriation. If the Scottsdale City Council does not appropriate funds to continue this Contract and pay for charges under this Contract, the City may terminate this Contract at the end of the current fiscal period. The City agrees to give written notice of termination to Consultant at least 30 days prior to the end of its current fiscal period and will pay to Consultant all approved charges incurred through the end of this period.

9. INSURANCE.

9.1 General. Consultant agrees to comply with all applicable City ordinances and state and federal laws and regulations. Without limiting any obligations or liabilities of Consultant, Consultant must purchase and maintain, at its own expense, this Contract's stipulated minimum insurance with insurance companies properly licensed by the State of Arizona (admitted insurer) with an AM Best, Inc. rating of B ++ 6 or above or an equivalent qualified unlicensed insurer by the State of Arizona (non-admitted insurer) with policies and forms satisfactory to the City. Failure to maintain insurance as specified may result in termination of this Contract at the City's option.

9.2 Certificates of Insurance. A current Acord Certificate is acceptable. Failure to provide an appropriate Certificate of Insurance will result in rejection of your certificate, delay in Contract execution, and/or termination of Contract. Additionally, Certificates of Insurance submitted without referencing a Contract number may be subject to rejection and returned or discarded.

9.3 No Representation of Coverage Adequacy. By requiring the insurance stated in this Contract, the City does not represent that coverage and limits will be adequate to protect Consultant. The City reserves the right to review any and all of the insurance policies and/or endorsements required by in this Contract but has no obligation to do so. Failure to demand any evidence of full compliance with the insurance requirements stated in this Contract or failure to identify any insurance deficiency does not relieve Consultant from, nor may it be construed or considered a waiver of, Consultant's obligation to maintain the required insurance at all times during the performance of this Contract.

9.4 Coverage Term. All insurance required by this Contract must be maintained in full force and effect until all work or services required to be performed under the terms of this Contract are satisfactorily performed, completed, and formally accepted by the City, unless otherwise specified in this Contract.

9.5 Claims Made. In the event any insurance policies required by this Contract are written on a “claims made” basis, coverage shall continue uninterrupted throughout the term of this Contract by keeping coverage in force using the effective date of this Contract as the retroactive date on all “claims made” policies. The retroactive date for exclusion of claims must be on or before the effective date of this Contract and can never be after the effective date of this Contract. Upon completion or termination of this Contract, the “claims made” coverage shall be extended for an additional three (3) years using the original retroactive date, either through purchasing an extended reporting option, or by continued renewal of the original insurance policies. Submission of annual Certificates of Insurance, citing the applicable coverages and provisions specified herein, shall continue for three (3) years past the completion or termination of this Contract.

9.6 Policy Deductibles and/or Self-Insured Retentions. The policies stated in these requirements may provide coverage which contains deductibles or self-insured retention amounts. Any deductibles or self-insured retention are not applicable to the policy limits provided to the City. Consultant is solely responsible for any deductible or self-insured retention amount. The City, at its option, may require Consultant to secure payment of any deductible or self-insured retention by a surety bond or irrevocable and unconditional Letter of Credit.

9.7 Use of Sub-Contractors. If any work under this Contract is subcontracted in any way, Consultant must execute a written agreement with Subcontractor containing the same Indemnification Clause and Insurance Requirements stated in this Contract protecting the City and Consultant. Consultant will be responsible for executing the agreement with Subcontractor and obtaining Certificates of Insurance verifying the insurance requirements.

9.8 Evidence of Insurance and Requirement Endorsements. Before beginning any work or services under this Contract, Consultant must furnish the City with Certificate(s) of Insurance, or formal endorsements as required by this Contract, issued by Consultant’s insurer(s) as evidence that policies are placed with acceptable insurers as specified in this Contract and provide the required coverage, conditions, and limits of coverage and that any coverage and provisions are in full force and effect. If a Certificate of Insurance is submitted as verification of coverage, the City will reasonably rely upon the Certificate of Insurance as evidence of coverage, but any acceptance and reliance will not waive or alter in any way the insurance requirements or obligations of this Contract. If any of the required policies of insurance expire during the life of this Contract, it will be Consultant’s responsibility to forward renewal Certificates within 10 days after the renewal date containing all the aforementioned insurance provisions. Certificates will specifically cite the following provisions endorsed to the Consultant’s policy:

9.8.1 The City of Scottsdale, its agents, representatives, officers, directors, officials and employees must be named as Additional Insured under the following policies:

- a. Commercial General Liability
- b. Auto Liability
- c. Excess Liability - Follow Form to underlying insurance as required.

9.8.2 Consultant's insurance must be primary insurance as respects performance of subject contract.

9.8.3 All policies, except Professional Liability insurance, if applicable, waive rights of recovery (subrogation) against the City, its agents, representatives, officers, directors, officials, and employees for any claims arising out of work or services performed by Consultant under this Contract.

9.8.4 If Consultant receives notice that any of the required policies of insurance are materially reduced or cancelled, it will be Consultant's responsibility to provide prompt notice of same to the City, unless such coverage is immediately replaced with similar policies.

9.9 Commercial General Liability. Consultant must maintain "occurrence" form Commercial General Liability insurance with a limit of not less than \$1,000,000 for each occurrence, \$2,000,000 Products and Completed Operations Annual Aggregate, and a \$2,000,000 General Aggregate Limit. The policy must cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury, and advertising injury. If any excess insurance is utilized to fulfill the requirements of this paragraph, the excess insurance must be "follow form" equal or broader in coverage scope than the underlying insurance.

9.10 Professional Liability. If the Contract is the subject of any professional services or work, or if Consultant engages in any professional services or work adjunct or residual to performing the work under this Contract, Consultant must maintain Professional Liability insurance covering errors and omissions arising out of the work or services performed by Consultant, or anyone employed by Consultant, or anyone for whose acts, mistakes, errors and omissions Consultant is legally liable, with a liability insurance limit of \$1,000,000 each claim and \$2,000,000 all claims.

9.11 Auto Liability. If any vehicle is used in the performance of the Scope of Work that is the subject of this contract, the Consultant must maintain Business Automobile Liability insurance with a limit of \$1,000,000 each accident on the Consultant's owned, hired, and non-owned vehicles assigned to or used in the performance of the Consultant's work or services under this Contract. If any excess insurance is utilized to fulfill the requirements of this paragraph, the excess insurance must be "follow form" equal or broader in coverage scope than the underlying insurance.

9.12 Workers' Compensation Insurance. Consultant must maintain Workers' Compensation insurance to cover obligations imposed by federal and state statutes applicable to Consultant's employees engaged in the performance of work or services under this Contract, and must also maintain Employers' Liability Insurance of not less than \$100,000 for each accident, \$100,000 disease for each employee, and \$500,000 disease policy limit. If Consultant is a sole proprietor or a single member limited liability company with no employees, and has elected not to purchase Workers' Compensation Insurance, a completed and signed Workers' Compensation Waiver Form will substitute for this insurance requirement.

10. INDEMNIFICATION.

To the fullest extent permitted by law, Consultant, its successors, assigns, and guarantors must defend, indemnify, and hold harmless the City, its agents, representatives, officers, directors, officials, and employees from and against all allegations, demands, proceedings, suits, actions, claims, damages, losses, expenses, including but not limited to, attorney fees, court costs, and the cost of appellate proceedings, and all claim adjusting and handling expenses, related to, arising from or out of, or resulting from, any act or omission, negligence, recklessness, or intentional wrongful conduct by Consultant in the performance of this Contract, including but not limited to, any Subcontractor or anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable and any injury or damages claimed by any of Consultant's and Subcontractor's employees. This indemnity obligation does not apply to, and Consultant shall be held harmless from and against all suits, demands, or claims related to, the sole negligence of the City, its agents, representatives, officers, directors, officials, and employees.

Insurance provisions in this Contract are separate and independent from the indemnity provisions of this section and shall not be construed in any way to limit the scope and magnitude of the indemnity provisions. The indemnity provisions of this section shall not be construed in any way to limit the scope and magnitude and applicability of the insurance provisions.

11. COMPLIANCE WITH ARIZONA AND FEDERAL LAWS.

11.1 Conflict of Interest. The City may cancel any contract or agreement, without penalty or obligation, if any person significantly involved in initiating, negotiating, securing, drafting, or creating the contract on behalf of the City's departments or agencies is, at any time while the contract or any extension of the contract is in effect, an employee of any other party to the contract in any capacity or a contractor to any other party to the contract with respect to the contract's subject matter. The cancellation will be effective when all other parties to the contract receive the City's written notice unless the notice specifies a later time (Arizona Revised Statute § 38-511).

11.2 Immigration Law Compliance. Under the provisions of Arizona Revised Statute §41-4401, Consultant warrants to the City that Consultant and all its subcontractors will comply with all federal immigration laws and regulations that relate to their employees and that Consultant and all its subcontractors now comply with the E-Verify Program under Arizona Revised Statute §23-214(A).

A breach of this warranty by Consultant or any of its subcontractors will be considered a material breach of this Contract and may subject Consultant or Subcontractor to penalties up to and including termination of this Contract or any subcontract. Consultant will take appropriate steps to assure that all subcontractors comply with the requirements of the E-Verify Program. Consultant's failure to assure compliance by all its subcontractors with the E-Verify Program may be considered a material breach of this Contract by the City.

The City retains the legal right to inspect the papers of any employee of Consultant or any subcontractor who works on this Contract to ensure that Consultant or any subcontractor is complying with the warranty given above.

The City may conduct random verification of the employment records of Consultant and any of its subcontractors to ensure compliance with this warranty. Consultant agrees to

indemnify, defend, and hold the City harmless for, from, and against all losses and liabilities arising from any and all violations of these statutes.

11.3 No Preferential Treatment or Discrimination. In accordance with the provisions of Article II, Section 36 of the Arizona Constitution, the City will not grant preferential treatment to, or discriminate against, any individual or group on the basis of race, sex, color, ethnicity, or national origin.

11.4 Israel Boycott Prohibition. To the extent applicable under Arizona Revised Statute §35-393, Consultant certifies that it is not currently engaged in, and agrees for the duration of the Contract to not engage in, a boycott of Israel.

11.5 Forced Labor Prohibition. To the extent applicable under Arizona Revised Statute §35-394, Consultant warrants and certifies that it does not currently, and agrees for the duration of the Contract that it will not, use:

- a. The forced labor of ethnic Uyghurs in the People's Republic of China.
- b. Any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China.
- c. Any contractors, subcontractors, or suppliers that use the forced labor or any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China.

If Consultant becomes aware during the term of the Contract that Consultant is not in compliance with this paragraph, Consultant shall notify the City within five (5) business days after becoming aware of the noncompliance. If Consultant fails to provide a written certification that Consultant has remedied the noncompliance within one hundred eighty (180) days after notifying the public entity of its noncompliance, this Contract shall terminate unless the Term of this Contract shall end prior to said one hundred eighty (180) day period.

11.6 Federal Laws. Consultant agrees to comply with all applicable federal laws, including but not limited to the Americans with Disabilities Act, the Immigration Reform and Control Act of 1986, and the Drug Free Workplace Act of 1989.

11.7 Americans with Disabilities Act. Consultant acknowledges that, pursuant to the Americans with Disabilities Act (ADA), programs, services and other activities provided by a public entity to the public, whether directly or through a contractor, must be accessible to the disabled public. Consultant will provide the services specified in this Contract in a manner that complies with the ADA and any and all other applicable federal, state and local disability rights legislation. Consultant agrees not to discriminate against disabled persons in the provision of services, benefits or activities provided under this Contract and that any violation of this prohibition on the part of Consultant, its employees, agents or assigns will constitute a material breach of this Contract.

12. COMPLIANCE WITH CITY REQUIREMENTS.

12.1 Advertising. No advertising or publicity concerning the City using Consultant's services shall be undertaken without prior written approval of such advertising or publicity by the Contract Administrator and the City Attorney.

12.2 No Donations Allowed. To avoid the appearance of impropriety, Consultant shall not make any donation to the City of any goods or services during the term of this Contract, unless it has specifically been approved by the City Manager or designee.

12.3 Request for Taxpayer I.D. Number and Certification I.R.S. W-9 Form. Upon request, Consultant will provide the required I.R.S. 2-9 Form, which is available from the I.R.S. website at www.irs.gov under their forms section.

12.4 Records and Audit Rights. Consultant's records (hard copy, as well as computer readable data), and any other supporting evidence considered necessary by the City to substantiate charges and claims related to this Contract are open to inspection and subject to audit and/or reproduction by City's authorized representative to the extent necessary to adequately permit evaluation and verification of the cost of the work, and any invoices, change orders, payments or claims submitted by Consultant or any of his payees in accordance with the terms of the Contract. The City's authorized representative must be given access, at reasonable times and places, to all of Consultant's records and personnel in accordance with the provisions of this article throughout the term of this Contract and for a period of 3 years after last or final payment.

Consultant must require all Subcontractors, insurance agents, and material suppliers (payees) to comply with the provisions of this Section by insertion of these contract requirements in a written contract agreement between Consultant and payee. These requirements will also apply to any and all Subcontractors.

If an audit in accordance with this Section, discloses overcharges, of any nature, by the Consultant to the City in excess of 1% of the total contract billings, the actual cost of the City's audit will be reimbursed to the City by the Consultant. Any adjustments and/or payments which must be made as a result of any audit or inspection of the Consultant's invoices and/or records will be made within a reasonable amount of time (not to exceed 90 days) from presentation of City's findings to Consultant.

12.5 Background Check. Consultant acknowledges that the City may require a background and/or criminal records check of Consultant, which may include fingerprinting. If, in the City's sole discretion, the City determines that Consultant refused to participate in a background or criminal records check, or the City no longer wishes to contract with Consultant due to the results of a background or criminal records check, the City may terminate this Contract effective immediately upon the City's notice to Consultant.

12.6 On Site Safety Requirements. For any non-construction City supplier whose service contract(s) (either singular or in aggregate) results in the contractor working 500 or more hours on site at a City of Scottsdale location(s) in any one calendar quarter, the following documentation must be provided by the contractor to the Contract Administrator ("CA"):

- the contractor's most recent OSHA 300A (if applicable);

- all accident reports for injuries that occurred in the city under the contract during the most recent review period;
- the contractor's current worker's compensation experience modifier;
- the above information is to be provided to the CA initially and every February thereafter as long as the contract is in force;
- the Contract Administrator will provide this information to Risk Management when requested.

13. MISCELLANEOUS.

13.1 Arizona Law; Venue. This Contract shall be governed and interpreted according to the laws of the State of Arizona, and any cause of action pertaining to this Contract may be brought only in courts in Maricopa County, Arizona.

13.2 Attorney Fees. In the event either party brings any action for any relief, declaratory or otherwise, arising out of this Contract, or on account of any breach or default, the prevailing party will be entitled to receive from the other party reasonable attorneys' fees and reasonable costs and expenses, determined by the court sitting without a jury, which will be considered to have accrued on the commencement of the action and will be enforceable whether or not the action is prosecuted to judgment.

13.3 Severability. If any provision of this Contract is found by a court of competent jurisdiction to be illegal, invalid, or unenforceable, then such provision shall be deemed deleted, the remaining provisions shall not in any way be affected or impaired thereby, and this Contract shall remain in full force and effect.

13.4 Entire Agreement. This Contract constitutes the entire understanding between the Parties and supersedes all previous representations, written or oral, with respect to the subject matter contained herein.

13.5 Amendments. Except as otherwise provided herein, this Contract may not be modified or amended except by written agreement of the Parties. The foregoing notwithstanding:

13.5.1 Changes in the Work. The City may at any time, as the need arises, order changes to the scope of the work without otherwise modifying, amending, or invalidating this Contract. If any such changes increase or decrease the amount due under this Contract or the time required for performance of the work, an equitable adjustment will be authorized by a written Change Order. The City will execute a formal Change Order based on detailed written quotations from the Consultant for work-related changes or time of completion variance. All Change Orders must be approved by both the City's Contract Administrator and Purchasing Director or designee. All Change Orders are subject to, and must comply with, the City's Procurement Code (Division 4, Article IV, Chapter 2 of the Scottsdale Revised Code) and all adopted rules and established procedures of the City's Purchasing Department. The Consultant will not perform any services not specifically described in this Contract and/or the Solicitation without a written Change Order. If the Consultant performs any such services without a Change Order, the Consultant will not receive any additional compensation.

13.6 Ownership of Project Documents. All documents, including but not limited to notes, records, data compilations, studies, and reports in any format, including but not limited to written or electronic media, prepared in the performance of this Contract will remain the property of the City and must be delivered to the Contract Administrator before final payment is made to the Consultant. When the work detail covers only the preparation of preliminary reports or documents, there will be no limitations on the City concerning use of the ideas or recommendations in the reports or documents. The City will release the Consultant from any liability for the preparation and use of preliminary reports or documents.

13.7 Cooperative Use of Contract. This Contract may be extended for use by other municipalities, government agencies and governing bodies, including but not limited to the Arizona Board of Regents, and political subdivisions of the State of Arizona, that has, at the time of request, a cooperative purchasing agreement with the City, or that participates in the Strategic Alliance for Volume Expenditures (SAVE) cooperative. Any usage by other entities must be in accordance with the ordinances, charter, and/or rules and regulations of the respective entity and must be approved by Contractor. Each participating entity that orders goods or services under this Contract as provided above is solely responsible for paying Contractor for those goods and services. The City is not responsible for any disputes arising out of transactions made by other entities.

13.8 Assignment. Services covered by this Contract may not be assigned or sublet in whole or in part without first obtaining the written consent of the Purchasing Director or designee and Contract Administrator.

13.9 Counterparts. This Contract may be executed in one or more counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument.

13.10 Authority. Each party warrants and represents that it has full power and authority to enter into and perform this Contract, and that the person signing on behalf of each has been properly authorized to enter into this Contract.

13.11 Successors and Assigns. This Contract extends to and is binding upon Consultant, its successors and assigns, including any individual, company, partnership or other entity with or into which Consultant merges, consolidates or is liquidated, or any person, corporation, partnership or other entity to which Contractor sells its assets.

13.12 Force Majeure. Neither party will be responsible for delays or failures in performance resulting from acts beyond their control. These acts include, but not limited to, acts of God, riots, acts of war, epidemics, governmental regulations imposed after the fact, fire, communication line failures, or power failures.

13.13 Taxes. The fee listed in this Contract includes all taxes applicable to the services authorized. The City will have no obligation to pay additional amounts for taxes of any type.

13.14 No Third Party Beneficiaries. Nothing in this Contract will be construed to give any rights or benefits to any party other than the City and the Consultant. All duties and responsibilities undertaken in accordance with the Contract will be for the sole and exclusive benefit of the City and the Consultant and not for the benefit of any other party.

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COMMISSION INFORMATION REPORT

Discussion and Input Regarding Monthly
Financial Report for April 2026

Agenda Item No.: 9

Meeting Date: 08/19/26

Staff Contact: Rick Wielebski
Aviation Director

Phone: (480) 312-8475

AVIATION OPERATING BUDGET FISCAL YEAR 2025/26

	FY 2025/26 Adopted Budget	FY 2025/26 Approved Budget		FY 2025/26 Year to Date (through April 2026)			
				Approved Budget	Actual	Dollar Variance	% Variance
Revenue	\$9,847,939	\$9,847,939	Revenue	\$7,721,647	\$8,958,631	\$1,236,984	16%
Expenses	\$3,637,894	\$3,637,894	Expenses	\$3,077,991	\$2,822,938	-\$255,053	-8%
Net	\$6,210,045	\$6,210,045	Net	\$4,643,656	\$6,135,693	\$1,492,037	

AVIATION FUND CASH BALANCE

	Operating	CIP Funds	Total
As of 4/30/25	\$19,950,322	\$263,827	\$20,214,149
As of 4/30/26	\$22,678,042	-\$4,943,312	\$17,734,730

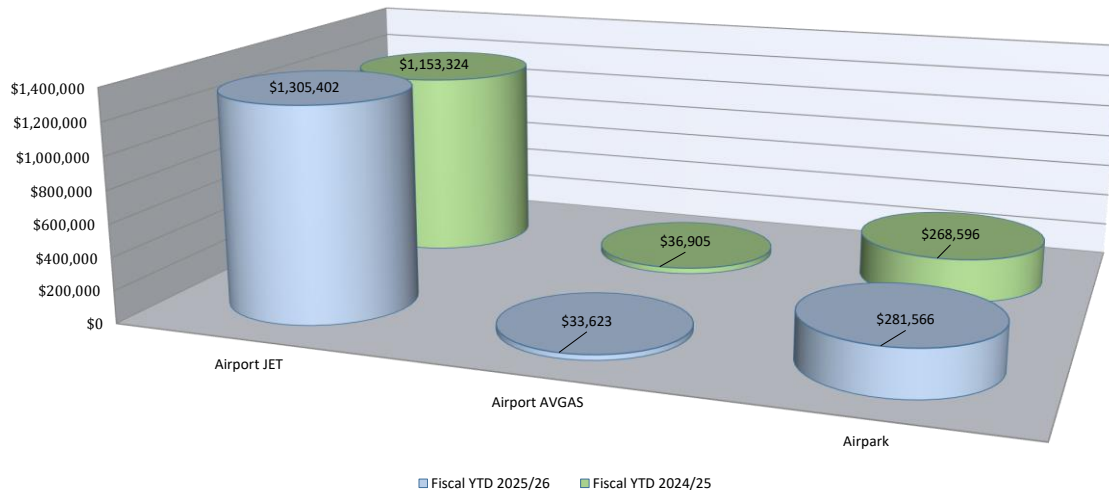
MONTHLY REVENUE AND EXPENDITURE COMPARISON (ACTUALS)

	April 2025	April 2026	Dollar Variance	% Variance
Revenue	\$970,721	\$1,092,862	\$122,141	13%
Expenses	\$276,844	\$271,348	-\$5,497	-2%
Net	\$693,877	\$821,514	\$127,638	

Fuel Flowage (@ \$0.10 per gallon)

April 2025				April 2026				% Change From Last Yr
Revenue	Mar Gallons	% Total		Revenue	Mar Gallons	% Total		
Airport JET	\$161,662	1,616,619	85.1%	\$192,046	1,920,458	85.1%	18.8%	Gal
Airport AVGAS	\$3,774	37,744	2.0%	\$3,545	35,447	1.6%	-6.1%	Gal
Airpark	\$24,508	245,076	12.9%	\$30,080	300,799	13.3%	22.7%	Gal
\$189,944	1,899,439	100.0%		\$225,670	2,256,704	100.0%	18.8%	Gal
Fiscal YTD 2024/25				Fiscal YTD 2025/26				% Change From Last Yr
Revenue	Gallons	% Total		Revenue	Gallons	% Total		
Airport JET	\$1,153,324	11,533,240	79.1%	\$1,305,402	13,054,024	80.6%	13.2%	Gal
Airport AVGAS	\$36,905	369,047	2.5%	\$33,623	336,226	2.1%	-8.9%	Gal
Airpark	\$268,596	2,685,959	18.4%	\$281,566	2,815,662	17.4%	4.8%	Gal
\$1,458,825	14,588,245	100.0%		\$1,620,591	16,205,911	100.0%	11.1%	Gal

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





COMMISSION INFORMATION REPORT

Discussion and Input Regarding Monthly
Financial Report for May 2026

Agenda Item No.: 9
Meeting Date: 08/19/26
Staff Contact: Rick Wielebski
Aviation Director
Phone: (480) 312-8475

AVIATION OPERATING BUDGET FISCAL YEAR 2025/26

	FY 2025/26 Adopted Budget	FY 2025/26 Approved Budget		FY 2025/26 Year to Date (through May 2026)			
				Approved Budget	Actual	Dollar Variance	% Variance
Revenue	\$9,847,939	\$9,847,939	Revenue	\$8,602,693	\$9,937,465	\$1,334,772	16%
Expenses	\$3,637,894	\$3,637,894	Expenses	\$3,359,483	\$3,034,882	-\$324,601	-10%
Net	\$6,210,045	\$6,210,045	Net	\$5,243,210	\$6,902,583	\$1,659,374	

AVIATION FUND CASH BALANCE

	Operating	CIP Funds	Total
As of 5/31/25	\$20,407,972	\$926,732	\$21,334,704
As of 5/31/26	\$23,329,249	-\$5,020,909	\$18,308,340

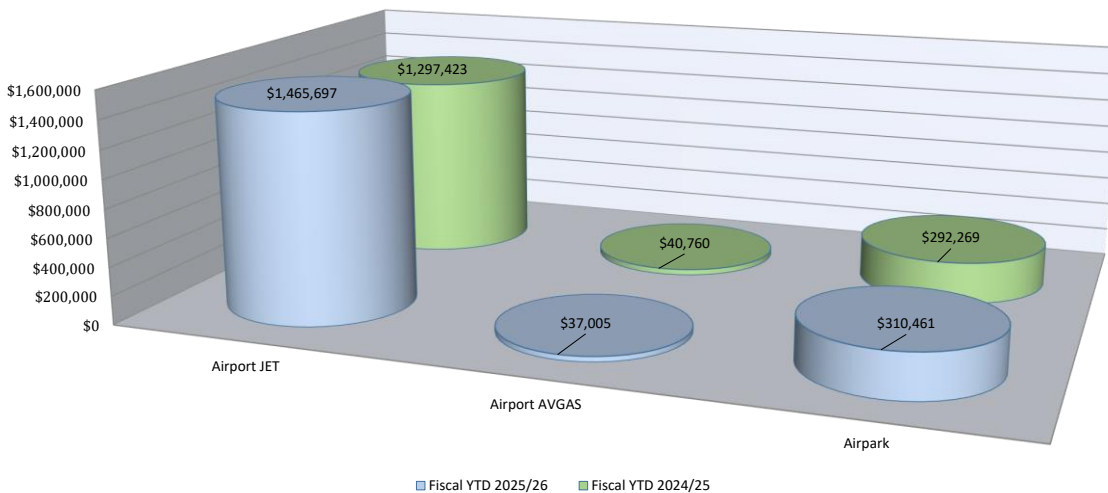
MONTHLY REVENUE AND EXPENDITURE COMPARISON (ACTUALS)

	May 2025	May 2026	Dollar Variance	% Variance
Revenue	\$881,046	\$978,834	\$97,788	11%
Expenses	\$281,492	\$211,944	-\$69,548	-25%
Net	\$599,554	\$766,890	\$167,337	

Fuel Flowage (@ \$0.10 per gallon)

May 2025				May 2026				% Change From Last Yr	
Revenue	Apr Gallons	% Total		Revenue	Apr Gallons	% Total			
Airport JET	\$144,009	1,440,090	83.9%	\$160,295	1,602,946	83.2%		11.3%	Gal
Airport AVGAS	\$3,856	38,560	2.2%	\$3,383	33,829	1.8%		-12.3%	Gal
Airpark	\$23,763	237,630	13.8%	\$28,895	288,947	15.0%		21.6%	Gal
\$171,628	1,716,280	100.0%		\$192,572	1,925,722	100.0%		12.2%	Gal
Fiscal YTD 2024/25				Fiscal YTD 2025/26				% Change From Last Yr	
Revenue	Gallons	% Total		Revenue	Gallons	% Total			
Airport JET	\$1,297,423	12,974,230	79.6%	\$1,465,697	14,656,970	80.8%		13.0%	Gal
Airport AVGAS	\$40,760	407,600	2.5%	\$37,005	370,054	2.0%		-9.2%	Gal
Airpark	\$292,269	2,922,690	17.9%	\$310,461	3,104,609	17.1%		6.2%	Gal
\$1,630,452	16,304,520	100.0%		\$1,813,163	18,131,633	100.0%		11.2%	Gal

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





COMMISSION INFORMATION REPORT

Discussion and Input Regarding Monthly Financial Report for June 2026

Agenda Item No.: 9

Meeting Date: 08/19/26

Staff Contact: Rick Wielebski
Aviation Director

Phone: (480) 312-8475

AVIATION OPERATING BUDGET FISCAL YEAR 2025/26

	FY 2025/26 Adopted Budget	FY 2025/26 Approved Budget		FY 2025/26 Year to Date (through June 2026)			
				Approved Budget	Actual	Dollar Variance	% Variance
Revenue	\$9,847,939	\$9,847,939	Revenue	\$9,847,939	\$10,806,163	\$958,224	10%
Expenses	\$3,637,894	\$3,637,894	Expenses	\$3,637,835	\$3,437,698	-\$200,136	-6%
Net	\$6,210,045	\$6,210,045	Net	\$6,210,104	\$7,368,465	\$1,158,361	

AVIATION FUND CASH BALANCE

	Operating	CIP Funds	Total
As of 6/30/25	\$16,396,592	\$3,714,612	\$20,111,204
As of 6/30/26	\$22,815,399	-\$5,432,441	\$17,382,958

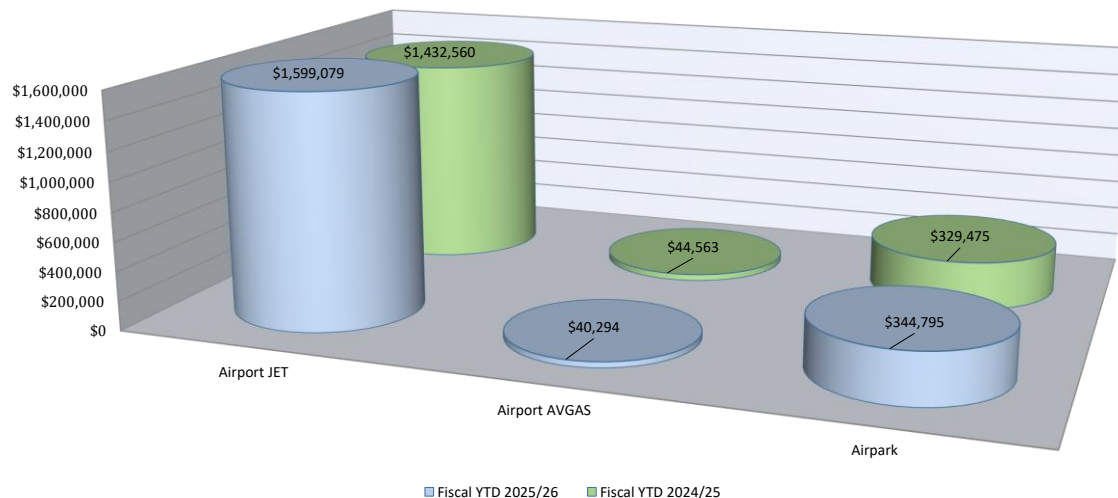
MONTHLY REVENUE AND EXPENDITURE COMPARISON (ACTUALS)

	June 2025	June 2026	Dollar Variance	% Variance
Revenue	\$396,818	\$868,698	\$471,880	119%
Expenses	\$500,086	\$403,816	-\$96,270	-19%
Net	-\$103,268	\$464,882	\$568,150	

Fuel Flowage (@ \$0.10 per gallon)

June 2025				June 2026				% Change	
	Revenue	May Gallons	% Total	Revenue	May Gallons	% Total		From Last Yr	
Airport JET	\$165,129	1,651,293	79.3%	\$133,382	1,333,819	78.0%		-19.2%	Gal
Airport AVGAS	\$6,012	60,116	2.9%	\$3,288	32,882	1.9%		-45.3%	Gal
Airpark	\$37,206	372,060	17.9%	\$34,334	343,339	20.1%		-7.7%	Gal
	\$208,347	2,083,468	100.0%	\$171,004	1,710,040	100.0%		-17.9%	Gal
Fiscal YTD 2024/25				Fiscal YTD 2025/26				% Change	
	Revenue	Gallons	% Total	Revenue	Gallons	% Total		From Last Yr	
Airport JET	\$1,432,560	14,325,598	79.3%	\$1,599,079	15,990,789	80.6%		11.6%	Gal
Airport AVGAS	\$44,563	445,630	2.5%	\$40,294	402,936	2.0%		-9.6%	Gal
Airpark	\$329,475	3,294,748	18.2%	\$344,795	3,447,948	17.4%		4.6%	Gal
	\$1,806,598	18,065,976	100.0%	\$1,984,167	19,841,673	100.0%		9.8%	Gal

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





COMMISSION INFORMATION REPORT

Discussion and input regarding Operations Report for May/June/July 2026

Agenda Item No.: 10

Meeting Date: 08/19/26

Staff Contact: Matt Johnson,
Director – Operations and
Maintenance

Phone: (480) 312-2674

INFORMATION

Airport Monthly Operations Update for May/June/July 2026

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	47	125	27	6	10	216	431
July 2025	54	134	27	5	13	202	435

OPERATIONS

	<u>July 2025</u>	<u>July 2026</u>	<u>% Δ</u>	<u>2025 YTD</u>	<u>2026 YTD</u>	<u>% Δ</u>
Total	11,967	12,072	.87	95,454	93,621	-1.9
IFR	3,586	4,319	20.4	39,203	41,324	5.4

ALERTS

<u>Date</u>	<u>Type</u>	<u>Description</u>
05/05/26	2	Dassault Falcon 900, hydraulic failure
06/26/26	2	Cessna Citation 560, thrust reverser indication
07/05/26	1	Embraer E55P, pressurization issue
07/08/26	1	Cirrus SR-20, carbon monoxide light in cockpit
07/10/26	2	Embraer E55P, faulty gear indication
07/13/26	2	Cessna Citation CJ3, faulty gear indication
07/24/26	1	Embraer E55P, landing gear would not retract

INCIDENTS

<u>Date</u>	<u>Description</u>
05/09/26	Atlantic south ramp, small fuel spill from maintenance issue
05/09/26	Small hydraulic leak, Atlantic south ramp
05/11/26	NetJets ramp, Challenger 350, large fuel spill from fuel transfer imbalance
05/12/26	Cessna 172, flat nose gear upon landing
05/15/26	Embraer EMB-145, aircraft ran over taxiway edge light
05/22/26	Mooney M20C, jack failure while performing maintenance on aircraft
05/25/26	Jet Aviation ramp, small fuel spill from leaking defueling panel
06/02/26	Atlantic main FBO, individual causing a disturbance, PD called
06/03/26	Atlantic main ramp, fuel spill from limit switch not working on defueling truck
06/29/26	Atlantic main ramp, Cessna Citation 10, fuel spill from venting out of wing
07/13/26	Large fuel spill, Atlantic north fuel farm, fuel truck had a mechanical issue
07/14/26	Car crashed into airport perimeter fence adjacent to Redfield Road
07/23/26	Embraer EMB-505, fuel leak from venting, Jet Aviation ramp
07/28/26	Embraer Phenom 300, fuel leak from venting, Atlantic main ramp
07/29/26	Challenger 350, large fuel spill from fuel expansion due to heat, SA Private Hangars ramp

ENFORCEMENT ACTIONS

<u>Date</u>	<u>Violation</u>	<u>Enforcement Method Used</u>	<u>Comments</u>
05/01/26	Vehicle parking violation	N.O.V.	1 st Violation
05/05/26	Vehicle parking violation	N.O.V.	1 st Violation
05/07/26	Vehicle parking violation	N.O.V.	1 st Violation
05/09/26	Speeding on Kilo ramp	Verbal	1 st Violation
05/12/26	Aircraft de-fueling violation (spill)	Verbal	1 st Violation
05/12/26	Vehicle parking violation	N.O.V.	1 st Violation
05/13/26	Vehicle parking violation	N.O.V.	1 st Violation
05/21/26	Speeding on Atlantic main ramp	Verbal	1 st Violation
05/29/26	Pilot performed touch and go after hours	N.O.V.	1 st Violation
06/03/26	Maintenance provider fuel spill violation	Verbal	1 st Violation
07/03/26	Pilot performed touch and go after hours	N.O.V.	1 st Violation
07/03/26	Vehicle parking violation	N.O.V.	1 st Violation
07/03/26	Pilot performed touch and go after hours	N.O.V.	1 st Violation
07/05/26	Aircraft parked in transient area for more than 14 days	N.O.V.	1 st Violation
07/12/26	Aircraft parked in transient area for more than 14 days	N.O.V.	1 st Violation

MAY U.S. CUSTOMS & BORDER PROTECTION

<u>*Revenue (FYTD)</u>	<u>Total Uses Month</u>	<u>Total Uses (FYTD)</u>
2025/2026 \$1,071,175	May 2026 155	2025/2026 1,790
2024/2025 \$1,178,725	May 2025 152	2024/2025 1,953

JUNE U.S. CUSTOMS & BORDER PROTECTION

<u>*Revenue (FYTD)</u>	<u>Total Uses Month</u>	<u>Total Uses (FYTD)</u>
2025/2026 \$1,130,625	June 2026 101	2025/2026 1,891
2024/2025 \$1,243,200	June 2025 105	2024/2025 2,058

JULY U.S. CUSTOMS & BORDER PROTECTION

<u>*Revenue (FYTD)</u>	<u>Total Uses Month</u>	<u>Total Uses (FYTD)</u>
2026/2027 \$49,050	July 2026 85	2026/2027 85
2025/2026 \$44,700	July 2025 70	2025/2026 70

**Revenue = User Fees and Overtime Fees Charged to Users*

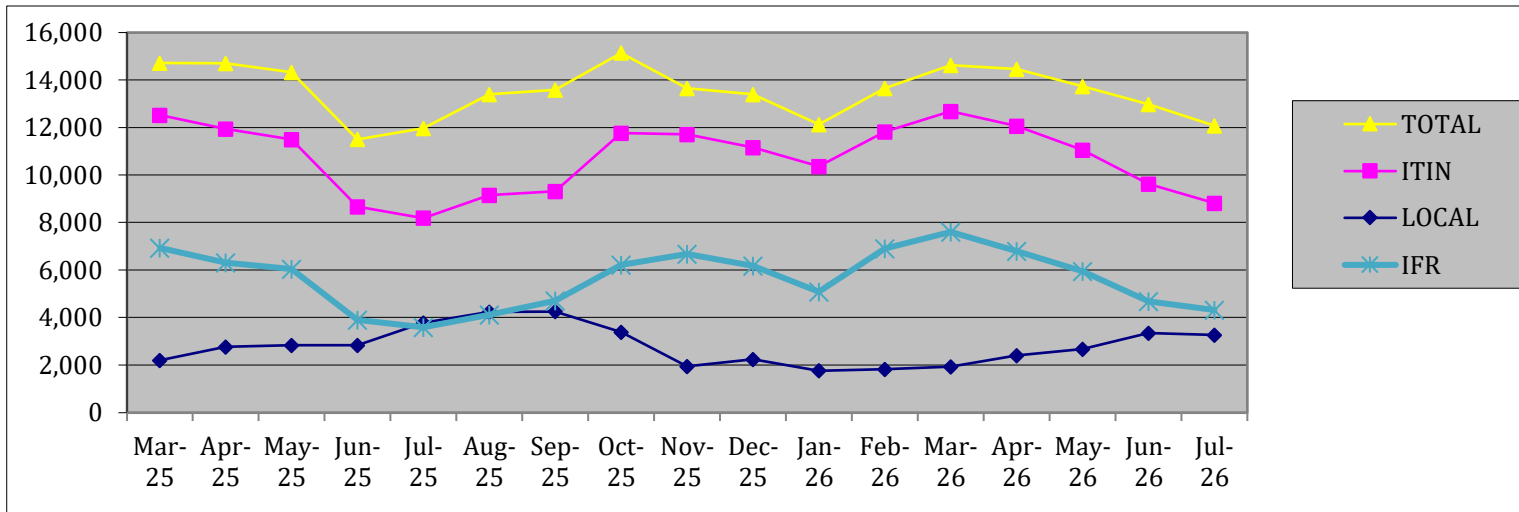
Attachments:

1. *Scottsdale Airport Operations 2025 – 2026*
2. *Federal Aviation Administration – Business Jet Report – July 2026 Issue*

SCOTTSDALE AIRPORT OPERATIONS 2025-2026



	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26
ITIN	12,518	11,945	11,494	8,668	8,193	9,153	9,319	11,760	11,711	11,156	10,361	11,821	12,685	12,056	11,055	9,624	8,808
LOCAL	2,201	2,761	2,833	2,835	3,774	4,236	4,258	3,380	1,945	2,242	1,766	1,827	1,931	2,406	2,670	3,347	3,264
IFR	6,930	6,303	6,039	3,898	3,586	4,107	4,711	6,214	6,670	6,172	5,087	6,896	7,601	6,798	5,948	4,675	4,319
TOTAL	14,719	14,706	14,327	11,503	11,967	13,389	13,577	15,140	13,656	13,398	12,127	13,648	14,616	14,462	13,725	12,971	12,072



ITIN - Itinerant - an operation is arriving from outside the traffic pattern or departs the airport traffic pattern

LOCAL - an operation that stays within the traffic pattern airspace (non-itinerant)

IFR - an operation that is conducted under instrument flight rules. IFR operations are a sub-category of the total number of operations as they can either Local or Itinerant.

Total Operations = Itinerant Operations + Local Operations



COMMISSION INFORMATION REPORT

Discussion and Input Regarding
Public Outreach Programs and Planning Projects

Agenda Item No: 11

Meeting Date: 8/19/26

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 Related Items

Topic	Purpose	Status
Phoenix Terminal Area Procedure	The FAA needs additional time to complete the environmental review process. As a result, the implementation of the Phoenix Area FAA Modernization Project is now targeted for June 10, 2027. This additional time will allow the FAA to thoroughly review, analyze, and address the substantial feedback received from the public and local agencies during the Draft Environmental Assessment comment period. The FAA will also complete ongoing consultation with various local, state and federal agencies and tribes.	In progress
Pilot Briefing & Outreach	Pilot/Controller Forum: Held on July 16, approx.. 40 attendees. Runway Safety Action Team (RSAT) meeting held on August 5.	Completed
Noise Outreach	Calls with residents related to noise concerns- May: 5 June: 0 July: 3	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 in- May: 2 June: 1 July: 1	Completed

Planning Projects		
Topic	Purpose	Status
Property Development within Airport Influence Areas	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 in- May: 0 June: 0 July: 1	Completed
Development Adjacent to Taxiways	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 adjacent to airport taxiways in- May: 1 June July: 2	Completed
Airport Master Plan	City Council Work Study Session – June 23 Final Council Approval – September 8	In progress
Community Outreach and Marketing		
Topic	Purpose	Status
Presentations, and events	Tours: Events: Presentations:	Completed
Media, social media, & list serve notices	Media: Social media: Airport updates Runway closure announcement List Serves: Overnight closure for runway centerline striping, Airport updates, Runway closure announcement, Volanti summer closure and ABC parking lot closure, FAA Pilot/Controller & RSAT Meeting dates, Master Plan at Council Work Study Session	Completed
Brochures, flyers, other print materials, webpages & videos	Webpage: FAA Phoenix Area Modernization Project, Runway Closure Information, Economic Impact Analysis	Completed



COMMISSION INFORMATION REPORT

Discussion and input regarding Quarterly Noise Complaint Summary

Agenda Item No.: 12

Meeting Date: 8/19/26

Staff Contact: Kelli Kuester,
Aviation Planning & Outreach
Coordinator

Phone: (480) 312-8482

INFORMATION

Aviation staff will update the Airport Advisory Commission regarding aircraft noise complaints received during the second quarter of 2026.

PURPOSE

Community members that wish to report their concerns pertaining to aircraft noise and overflight activity associated with Scottsdale Airport air traffic may do so anytime by calling the aircraft noise report line or by submitting their complaint(s) via the Scottsdale Airport website. Each quarter a summary report is generated to depict the number of noise complaints that were received, along with the number of people who submitted complaints and a map depicting the location of where the complaints were generated.

KEY CONSIDERATIONS

- The quarterly noise complaint summary is used to identify and evaluate trends. It is not used to change flight procedures or restrict aircraft operating activity.
- It is normal to see increases and decreases in aircraft noise complaints associated with changes in weather and seasonal conditions.
- Aviation staff will respond to noise complaints within the Airport Noise Influence Area only when there is a specific request for a callback, or if the complainant is new.

STAFF RESPONSE

The following are callback or email responses by staff, which are responded to outside of the noise complaint system:

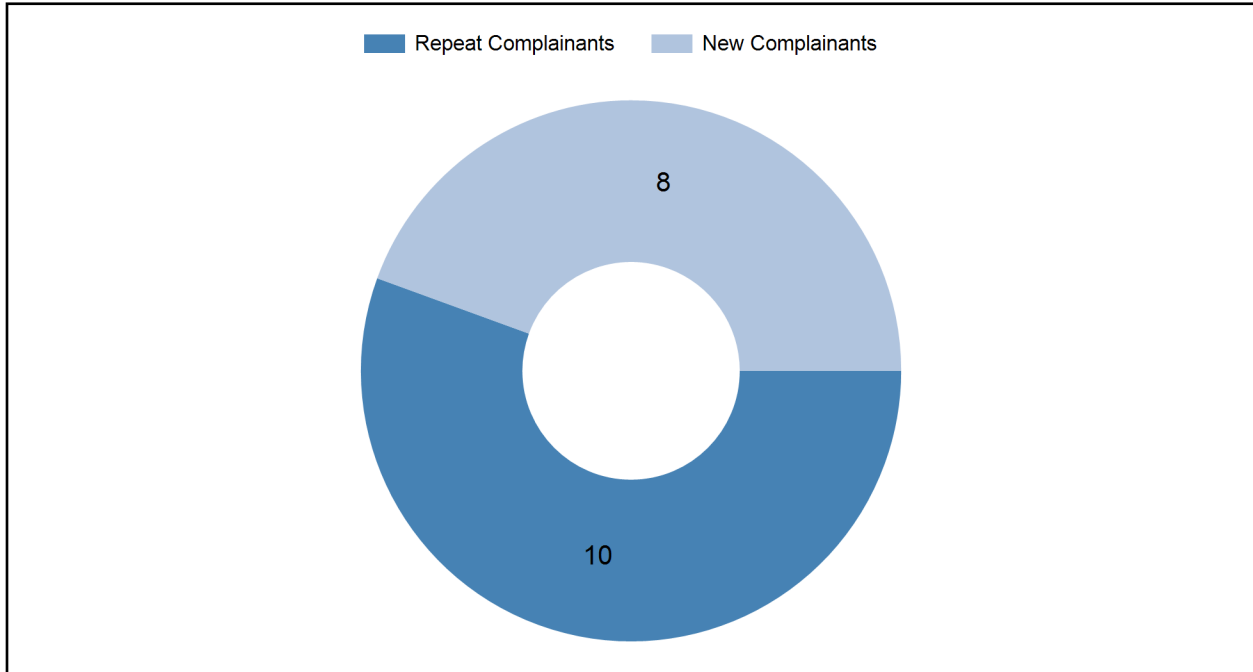
Callbacks: 7	Emails: 0	Total: 7
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Attachment(s): 1. Noise Complaint Summary for April 1 – June 30, 2026

Quarterly Noise Report

April 1 through June 30, 2026

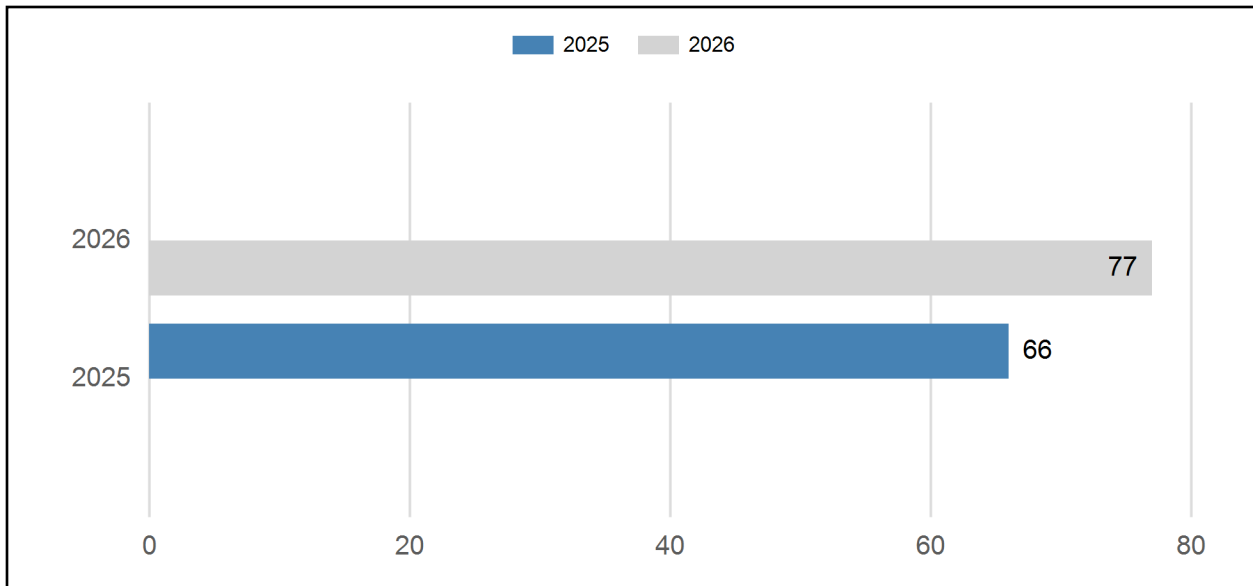
Total Complainant Summary



Year-Quarter	Complainants (Repeat)	Complainants (New)	Total	Percent New
2026 - Qtr 2	10	8	18	44%

This table reflects the number of complainants for "local" complaints received this quarter.

2nd Quarter Complaint Comparison



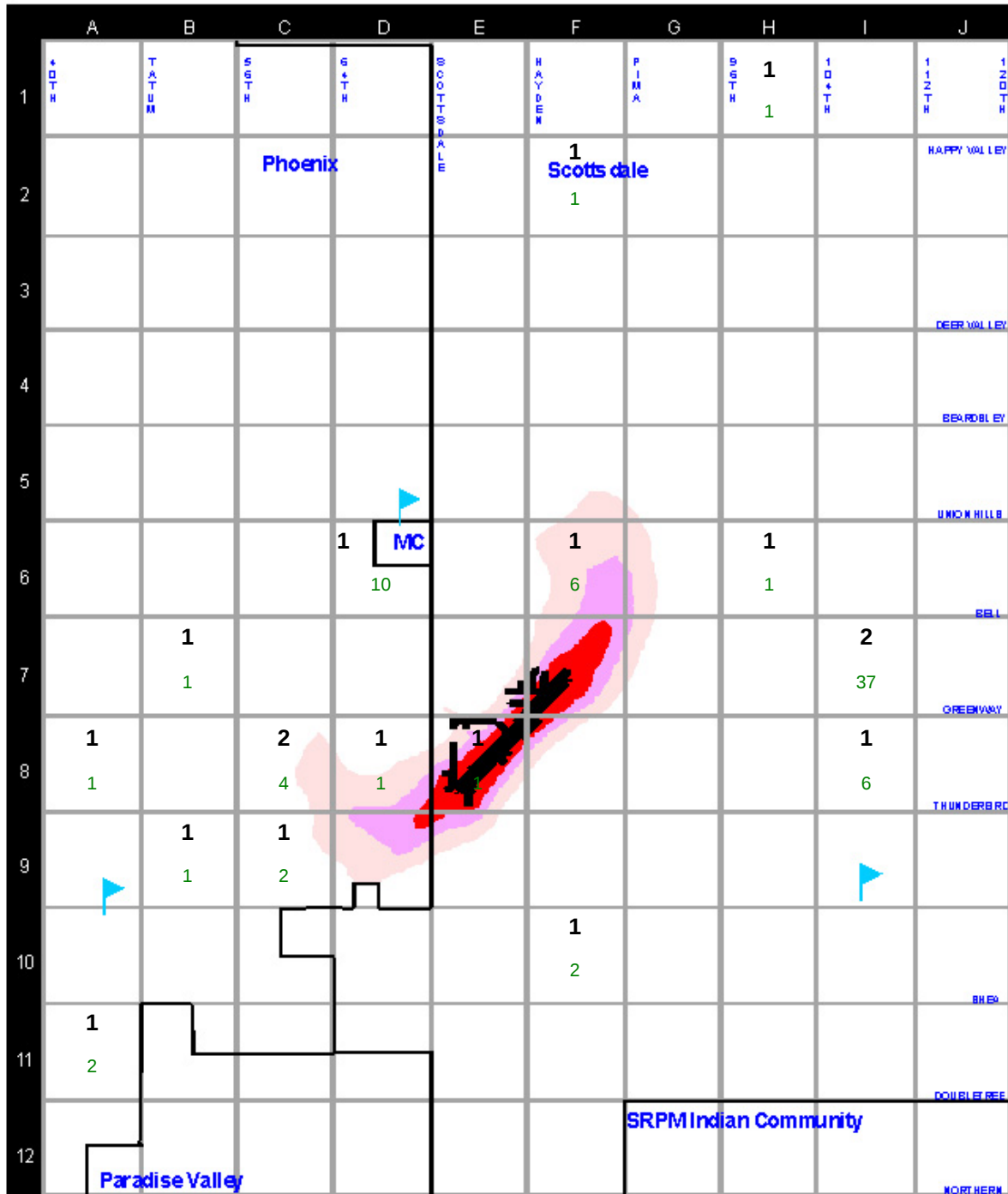
This table shows the total complaints received in the "local" area for this quarter along with a comparison of the same quarter the previous year.

Aircraft Noise Complaint Map

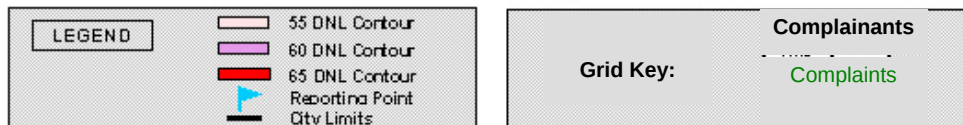
Complaints and complainants within the Airport Influence Area

April 1 through June 30, 2026

The map below represents the Scottsdale Airport Influence Area. Each grid block indicates the total number of complaints (green - on bottom) received per square mile for the summary period, and the number of complainants or people (black - on top) who filed them. Please refer to the map legend below for other map features.



GRIDS NOT SHOWN: UNKNOWN=2/1, BEYOND GRID=2/6



Monthly Noise Complaint History

Through June 30, 2026

The following table lists monthly data on the number of complaints and complainants recorded within the “local” or Airport Influence Area (see grid on page two of this report).

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Total
2007 Complainants	19	26	23	39	15	9	11	21	16	28	89	24	320
2007 Complaints	537	535	405	534	457	169	502	533	599	602	556	541	5,970
2008 Complainants	23	70	70	14	20	8	7	8	8	18	23	16	285
2008 Complaints	476	609	452	31	26	16	11	29	15	55	54	34	1,808
2009 Complainants	11	14	25	10	7	10	13	12	14	29	20	13	178
2009 Complaints	85	72	39	15	23	28	117	38	53	158	85	45	758
2010 Complainants	13	22	19	25	15	7	6	7	10	18	24	22	188
2010 Complaints	63	136	191	125	57	27	19	35	35	77	94	145	1,004
2011 Complainants	16	16	15	15	9	7	12	9	11	16	39	10	175
2011 Complaints	141	190	140	34	24	32	55	53	79	87	77	36	948
2012 Complainants	10	14	14	13	9	20	4	7	7	17	27	17	159
2012 Complaints	65	63	39	35	24	26	7	13	31	62	63	40	468
2013 Complainants	34	21	21	15	8	13	9	10	17	10	34	18	210
2013 Complaints	80	78	67	63	100	127	100	148	164	168	186	147	1,428
2014 Complainants	16	45	23	13	14	11	12	14	6	26	37	23	240
2014 Complaints	173	247	171	144	114	110	123	86	99	165	219	127	1,778
2015 Complainants	37	69	78	35	33	21	19	21	21	33	39	15	421
2015 Complaints	262	239	287	162	199	130	124	117	171	351	306	150	2,498
2016 Complainants	35	40	25	30	22	18	18	28	21	45	55	48	385
2016 Complaints	272	255	275	327	288	165	139	780	467	723	2,139	657	6,487
2017 Complainants	64	77	37	49	34	18	26	18	21	34	43	22	443
2017 Complaints	869	989	1,150	780	543	303	300	312	297	587	766	315	7,211
2018 Complainants	31	32	43	37	33	25	22	26	24	55	50	62	440
2018 Complaints	589	550	746	622	387	189	178	209	134	292	227	30	4,153
2019 Complainants	61	37	34	76	36	27	19	23	37	25	46	41	462
2019 Complaints	262	160	190	743	223	103	83	84	168	132	179	92	2,419
2020 Complainants	39	55	48	39	42	21	39	20	24	25	36	21	409
2020 Complaints	101	130	191	121	98	96	120	66	54	73	82	62	1,194
2021 Complainants	24	27	29	41	27	27	7	14	20	38	40	46	340
2021 Complaints	45	70	106	91	257	89	12	37	114	229	391	346	1,787
2022 Complainants	24	25	34	24	15	11	16	15	16	30	20	34	264
2022 Complaints	115	71	135	225	113	51	85	152	128	195	159	155	1,584
2023 Complainants	19	15	23	16	19	8	9	11	10	18	28	24	200
2023 Complaints	228	94	156	62	81	39	33	54	75	195	174	57	1,248
2024 Complainants	28	21	32	22	12	7	11	14	12	10	15	13	197
2024 Complaints	124	149	141	48	22	19	25	30	25	41	40	27	691
2025 Complainants	13	18	11	19	17	6	16	12	13	17	18	17	177
2025 Complaints	56	43	36	28	28	10	30	24	23	58	25	21	382
2026 Complainants	22	13	16	10	10	6	1	0	0	0	0	0	78
2026 Complaints	31	28	45	40	23	14	1	0	0	0	0	0	182



COMMISSION INFORMATION REPORT

Discussion and input regarding Monthly Airport Construction Report

Agenda Item No.: 13

Meeting Date: 08/19/26

Staff Contact: Matthew Johnson,
Director-Operations and
Maintenance

Phone: (480) 312-2674

INFORMATION

Airport Construction Update for August 2026

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.

CURRENT PROJECT

Aircraft and Vehicle Access Gate Improvements				
<u>Description</u>	<u>Project Cost</u>	<u>Status</u>	<u>Start Date</u>	<u>Completion Date</u>
The project entails replacing outdated gate operators and electrical equipment for six aircraft gates and three vehicle access gates. Project consists of replacing two 50 foot wide by seven-foot-tall gate panels on aircraft gate 2 and relocating the existing gate 2 panels to aircraft access gate 3. Replacing one 50-foot-wide new panel and one 65-foot-wide new panel at Gate 5. Additional work to Gate 5 would include the modifications to the v track and the replacement of surface accessible flexible conduit.	\$256,444.28	Project Completed	May 11, 2026	June 16, 2026



FUTURE PROJECTS

Runway 3-21 Pavement Preservation 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 3-21 Pavement Preservation Project.	\$23,677	Design complete, GMP under development	July 2026	August 2026

Runway 3-21 Pavement Preservation Construction Phase Project				
<u>Description</u>	<u>Approximate Cost</u>	<u>Status</u>	<u>Estimated Start Date</u>	<u>Estimated Completion Date</u>
Design, value engineering, bidding of the Runway 3-21 Pavement Preservation Project.	\$866,000	Waiting for design phase to be completed	October, 2026	October, 2026



COMMISSION INFORMATION REPORT

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

Agenda Item No: 14

Meeting Date: 8/19/26

Staff Contact: Rick Wielebski,
Aviation Director

Phone: (480) 312-8475

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
2026**

AIRPORT COMMISSION DATE	APPROVED	ITEM DESCRIPTION	CITY COUNCIL DATE	APPROVED
5/20/26	7-0	Recommend to City Council adoption of Resolution No. 13653, authorizing lease agreement with 3R Ranch, Inc. (2026-061-COS) for the lease of the North General Aviation Executive Box Hangar space at Scottsdale Airport.	6/9/26	7-0
5/20/26	7-0	Recommend to City Council adoption of Resolution No. 13654, authorizing lease agreement with SDL AZ Holdings, LLC dba Atlantic Aviation (2026-062-COS) for the lease of the North General Aviation Executive Box Hangar space at Scottsdale Airport.	6/9/26	7-0
5/20/26	7-0	Recommend to City Council adoption of Resolution No. 13696, authorizing lease agreement with SDL AZ Holdings, LLC dba Atlantic Aviation (2010-166-COS-A5) for the lease assignment at Scottsdale Airport.	6/9/26	7-0
5/20/26	7-0	Recommend to City Council adoption of Resolution No. 13664, authorizing construction manager at risk contract No. 2026-073-COS with J. Banicki Construction, Inc. for pre-construction services in the amount of \$23,67.43 for the airport runway 3-21 Pavement Preservation Project at Scottsdale Airport.	6/9/26	7-0
4/15/26	6-0	Recommend to City Council adoption of Resolution No. 13747, approving the Scottsdale Airport 2026 Master Plan.	9/8/26	
8/19/26		Recommend to City Council adoption of Resolution No. 13764 and authorize Contract 2026-145-COS a Memorandum of Agreement with U.S. Customs and Border Protection at Scottsdale Airport.	9/8/26	
8/19/26		Recommend to City Council adoption of Resolution No. 13768, Authorizing Contract No. 2026-147-COS with DMD Real Estate Group, LLC for Aviation Real Estate Brokerage Consulting Services.	9/8/26	

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)
2026

AIRPORT COMMISSION DATE	APPROVED	ITEM DESCRIPTION	PLANNING, DRB, OR CITY COUNCIL	APPROVED
9/17/25	1-5	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 18500 N. Hayden Road. 5-ZN-2023	PC 1/14/2026 CC TBD	Continued 7-0 ?
2/10/2016	6-0	One Scottsdale Request to amend the existing Planned Community District (P-C) with comparable Planned Regional Center (PRC) zoning, Development Plan, and Amended Development Standards approved in case 20-ZN-2002#5, along with an amendment to the Development Plan and Development Agreement.	PC 5/13/26 CC 6/9/26	7-0 7-0

Airport Advisory Commission Meetings 2026

January						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Election of Officers

By-Laws Review

Quarterly Noise Program Update

February						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Five-Year CIP Budget

April						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Special Meeting April 13 (5:00 PM)

Quarterly Noise Program Update

May						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

AZBAA Update

June						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Meeting Cancelled

July						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Meeting Cancelled

August						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Risk Management Update

September						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Chamber of Commerce Update

October						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Quarterly Noise Program Update
Experience Scottsdale Update

November						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Five-Year CIP Budget
Five-Year Financial Plan

December						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		