City of Scottsdale
Airport Advisory Commission
Regular Meeting
Marked Agenda

5:00p.m., Wednesday, November 18, 2026
Scottsdale Airport Aviation Business Center
Stearman/Thunderbird Meeting Room
15000 N. Airport Dr, Second Floor, Scottsdale, AZ

AIRPORT ADVISORY COMMISSION

Tom Kube, Chair
Craig Bennett
Peter Lenton
David Mecartney
John Spalj
Amanda Wigal-Schlosser
Sean Paul Olivier

Call to Order – 5:00 P.M.

Roll Call – PETER LENTON AND SEAN PAUL OLIVIER ABSENT, ALL OTHERS PRESENT WITH DAVID MECARTNEY JOINING VIA PHONE AT 5:04PM

Pledge of Allegiance – NONE

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.
KEVIN BURKE, SENIOR DIRECTOR OF ECONOMIC DEVELOPMENT AND TOURISM INTRODUCED HIMSELF AS THE INTERIM SCOTTSDALE AIRPORT DIRECTOR AND MENTIONED HIS INTENT TO OVERSEE THE SEARCH FOR A NEW AIRPORT DIRECTOR. RICHARD FORMO RECOGNIZED FORMER CHAIR AND BOARD MEMBER APRIL BEAUBOEUF FOR HER COMMITMENT AND SERVICE TO THE COMMISSION. APRIL BEAUBOEUF OFFERED FAREWELL REMARKS, EXPRESSING HER APPRECIATION FOR THE OPPORTUNITY TO SERVE ON THE AIRPORT COMMISSION. SHE ALSO MENTIONED THE SIGNIFICANT ECONOMIC VALUE THE SCOTTSDALE AIRPORT PROVIDES TO THE CITY. RICHARD FORMO REPORTED THE AIRPORT IS FULLY ENTERING ITS PEAK SEASON, AND HIGHLIGHTED RECENT SUCCESSFUL EVENTS RUN THE RUNWAY AND COMMUNITY MOVIE NIGHT.

Approval of Minutes

Regular Meeting: October 21, 2026

COMMISSIONER JOHN SPALJ MADE A MOTION TO APPROVE THE OCTOBER 21, 2026 REGULAR MEETING MINUTES AS PRESENTED. COMMISSIONER BENNETT SECONDED THE MOTION WHICH CARRIED 5/0 WITH CHAIR KUBE, COMMISSIONER MECARTNEY AND SCHLOSSER VOTING IN THE AFFIRMATIVE.

Public Comment – APRIL BEAUBOEUF

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."**

REGULAR AGENDA ITEMS 1-13

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

1. Discussion and possible action to elect a Vice-Chair to serve the remainder of the current term, pursuant to Section I, paragraph 104 of the Airport Advisory Commission Bylaws.
   CHAIR KUBE NOMINATED COMMISSIONER SPALJ TO SERVE AS VICE CHAIR OF THE AIRPORT ADVISORY COMMISSION FOR THE REMAINDER OF 2026. COMMISSIONER MECARTNEY SECONDED THE NOMINATION, WHICH CARRIED 5/0 WITH COMMISSIONERS BENNETT, SPALJ AND SCHLOSSER VOTING IN THE AFFIRMATIVE.

2. Annual Update from Experience Scottsdale.
   Presenter contact: Stephanie Pressler, Director of Community & Government Affairs, spressler@experiencescottsdale.com

3. Discussion and Possible Action regarding the application for an Airpark Aeronautical Permit for Key Essentials, LLC to conduct Hangar/Shade Leasing.
   Staff contact: Richard Formo, Assistant Aviation Director, 480-312-7735, rformo@scottsdaleaz.gov
   VICE CHAIR SPALJ MADE A MOTION TO APPROVE THE APPLICATION FOR AN AIRPARK AERONAUTICAL BUSINESS PERMIT FOR KEY ESSENTIALS, LLC TO CONDUCT HANGAR/SHADE LEASING AT SCOTTSDALE AIRPORT. COMMISSIONER MECARTNEY SECONDED THE MOTION WHICH CARRIED 5/0 WITH CHAIR KUBE, COMMISSIONERS BENNETT AND SCHLOSSER VOTING IN THE AFFIRMATIVE.

4. Discussion and Possible Action regarding the application for an Airport Aeronautical Business Permit for DTA Americas, Inc., to conduct Aircraft Sales.
   Staff contact: Richard Formo, Assistant Aviation Director, 480-312-7735, rformo@scottsdaleaz.gov
   VICE CHAIR SPALJ MADE A MOTION TO APPROVE THE APPLICATION FOR AN AIRPORT AERONAUTICAL BUSINESS PERMIT FOR DTA AMERICAS, INC., TO CONDUCT AIRCRAFT SALES AT SCOTTSDALE AIRPORT. COMMISSIONER MECARTNEY SECONDED THE MOTION WHICH CARRIED 5/0 WITH CHAIR KUBE, COMMISSIONERS BENNETT AND SCHLOSSER VOTING IN THE AFFIRMATIVE.

5. Discussion and Possible Action regarding the application for an Airport Aeronautical Business Permit for Little Hawk Logistics, LLC to conduct Aircraft Charter Service.
   Staff contact: Richard Formo, Assistant Aviation Director, 480-312-7735, rformo@scottsdaleaz.gov
   VICE CHAIR SPALJ MADE A MOTION TO APPROVE THE APPLICATION FOR AN AIRPORT AERONAUTICAL BUSINESS PERMIT FOR LITTLE HAWK LOGISTICS, LLC TO CONDUCT AIRCRAFT CHARTER SERVICE AT SCOTTSDALE AIRPORT. COMMISSIONER BENNETT SECONDED THE MOTION WHICH CARRIED 5/0 WITH CHAIR KUBE, COMMISSIONERS MECARTNEY AND SCHLOSSER VOTING IN THE AFFIRMATIVE.

6. Discussion and Input regarding Airport and Airpark Aeronautical Business Permit Additions, Cancellations, and Revocations.
   Staff contact: Richard Formo, Assistant Aviation Director, 480-312-7735, rformo@scottsdaleaz.gov

7. Discussion and Possible Action to recommend to City Council, Adoption of Resolution No. 13812 authorizing Contract No. 26IFB086 in the amount of $1,861,523 with J. Banicki Construction, Inc., to construct exit Taxiways B9 and B15 at Scottsdale Airport.
   Staff contact: Matthew Johnson, Director – Operations & Maintenance, 480-312-2674, mljohnson@scottsdaleaz.gov
   COMMISSIONER MECARTNEY MADE A MOTION TO RECOMMEND ADOPTION OF RESOLUTION NO. 13812, AUTHORIZING CONTRACT NO. 26IFB086 IN THE AMOUNT OF $1,861, 523 WITH J. BANICKI CONSTRUCTION, INC., TO CONSTRUCT EXIT TAXIWAYS B9 AND B15 AT SCOTTSDALE AIRPORT. VICE CHAIR SPALJ SECONDED THE MOTION WHICH CARRIED 5/0 WITH CHAIR KUBE, COMMISSIONERS BENNETT AND SCHLOSSER VOTING IN THE AFFIRMATIVE.

8. Discussion and Input regarding Monthly Financial Report for September 2026.
   Staff contact: Richard Formo, Assistant Aviation Director, 480-312-7735, rformo@scottsdaleaz.gov

9. Discussion and Input regarding Monthly Operations Report.
   Staff contact: Matthew Johnson, Director – Operations & Maintenance, 480-312-2674, mljohnson@scottsdaleaz.gov

10. Discussion and Input regarding Monthly Construction 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. 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: Richard Formo, Assistant Aviation Director, 480-312-7735, rformo@scottsdaleaz.gov

13. Discussion and Possible Action to modify the Airport Advisory Commission Meeting Schedule and Commission Item Calendar.
    Staff contact: Richard Formo, Assistant Aviation Director, 480-312-7735, rformo@scottsdaleaz.gov

Public Comment – NONE
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 – NO ACTION
Discussion and possible action to add Commissioner requested item on a future agenda.

Adjournment – 6:17 P.M. VICE CHAIR SPALJ MADE A MOTION TO ADJOURN. COMMISSIONER MECARTNEY SECONDED THE MOTION WHICH CARRIED 5/0 WITH CHAIR KUBE, COMMISSIONERS BENNETT AND SCHLOSSER VOTING IN THE AFFIRMATIVE.

Persons who require a reasonable modification based on a language or a disability may request a reasonable accommodation by contacting Airport Administration at (480-312-2321). Requests should be made 24 hours in advance, or as early as possible for time to arrange accommodation. For TTY users, the Arizona Relay Service (1-800-367-8939) may contact Airport Administration (480-312-2321).