

Meeting Minutes

Airport Commission

Regular Meeting

June 08, 2022, | 6:30 p.m.

Chandler City Hall

2nd Floor, Training Room B

175 S. Arizona Ave., Chandler, AZ



Call to Order

The meeting was called to order by Chairman Hawley at 7:55 p.m.

Roll Call

Commission Attendance

Chairman Christopher Hawley

Vice Chairman Charles McCorkle

Commissioner Robert Bozelli

Commissioner Chad Wakefield

Commissioner Leo Jurgens

Staff Attendance

Ryan Reeves, Airport Manager

Chris Andres, Airport Planning Administrator

Diana Alonzo, Management Assistant

Absent

Commissioner Leo Jurgens

Commissioner David Sperling

Others in Attendance

Scheduled and Unscheduled Public Appearances

CHAIRMAN HAWLEY asked if there were any members of the public that would like to address the committee on any items not on the agenda.

None.

Approval of Minutes and Discussion

1. May 11, 2022, Study Session Meeting Minutes
Move Airport Commission to approve the Study Session Minutes of Wednesday, May 11, 2022.

2. May 11, 2022, Regular Meeting Minutes
Move Airport Commission to approve the Regular Meeting Minutes of Wednesday, May 11, 2022

Consent Agenda Motion and Vote

It was moved by COMMISSIONER WAKEFIELD and seconded by VICE CHAIRMAN MCCORKLE to approve the Regular Meeting Minutes of the April 13, 2022.

Motion carried unanimously (5-0).

It was moved by VICE CHAIRMAN MCCORKLE and Seconded by COMMISSIONER WAKEFIELD to approve the Regular Meeting Minutes of the April 13, 2022.

Motion carried unanimously (5-0).

Adopt Bylaws

3. COMMISSIONER WAKEFIELD MOTIONED to Approve and Adopt the Amended Chandler Airport Commission Bylaws. It was Seconded by VICE CHAIRMAN MCCORKLE.

Motion carried unanimously (5-0).

VICE CHAIRMAN MCCORKLE MOTIONED to approve adding NPIAS (National Plan of Integrated Airport Systems) to Article II, Section 3 G. The motion was Seconded by COMMISSIONER JURGENS.

Motion carried unanimously (5-0).

COMMISSIONER WAKEFIELD MOTIONED to accept the grammatical format to Article II, Section 3 I. The motion was Seconded by COMMISSIONER JURGENS.

Motion carried unanimously (5-0).

COMMISSIONER JURGENS MOTIONED to update to the current year on the header of the Bylaws. The motion was Seconded by COMMISSIONER WAKEFIELD.

Motion carried unanimously (5-0).

VICE CHAIRMAN MCCORKLE MOTIONED to strike the last two (2) sentences from Article IV Meetings, Section 2, Study Session Meetings. The motion was Seconded by COMMISSIONER BOZELLI.

Motion carried unanimously (5-0).

COMMISSIONER JURGENS MOTIONED to replace Telephone with *Electronically* to Section 6, C., Attendance. The motion was Seconded by VICE CHAIR MCCORKLE.

Motion carried unanimously (5-0).

VICE CHAIR MCCORKLE MOTIONED to change *whom* to *who* on Section 6 Conduct of Meetings, D. Agenda Order. The motion was seconded by COMMISSIONER JURGENS.

Motion carried unanimously (5-0).

COMMISSIONER WAKEFIELD MOTIONED to update Section 6 Conduct of Meetings, G. Public Comment for Chandler residents to only state whether they reside in Chandler or not. The motion was seconded by VICE CHAIR MCCORKLE.

Motion carried unanimously (5-0).

COMMISSIONER WAKEFIELD MOTIONED to remove *Unless otherwise inconsistent with these bylaws* and include Robert's Rules of Orders *shall be followed* under Section 6, K. Procedure. The motion was seconded by VICE CHAIR MCCORKLE.

Motion carried unanimously (5-0).

VICE CHAIR MCCORKLE MOTIONED to change *Administrator* to *Manager* under Section 7, Records, A and B. The motion was seconded by COMMISSIONER JURGENS.

Motion carried unanimously (5-0).

Briefing

4. Monthly Noise Report

MR. REEVES gave an overview of the monthly noise report for April 2022.

In May 2022, six (6) households made seven (7) reports. Four (4) households reported noise in the traffic pattern. One (1) household reported low-flying aircraft. One (1) household reported aircraft in the traffic pattern. Two (2) of the complaints did not specify the type of fixed-wing aircraft and are categorized as unknown regarding the type of propulsion. Staff confirmed aircraft reported were at or above normal approach and departure altitudes as verified through flight tracking software and air traffic control. Two (2) households were first-time contacts.

COMMISSIONER JURGENS asked about the nature of the calls that the airport received.

MR. REEVES responded that the calls are split between noise, low-flying aircraft, increase in the traffic pattern, and other reports. "Other" is anything that does not refer to any of the listed categories. Most of the calls are noise related, but the second highest complaint is for low-flying as the perceived altitude is considered by the residents as too low. The calls being reported are used as an opportunity to educate the public.

CHAIRMAN HAWLEY asked if the two (2) first-time caller households were located in Maricopa.

MR. REEVES stated that one household did not have a Maricopa phone number. Staff believes the calls came from a Chandler or a Gilbert resident based upon the traffic they described.

COMMISSIONER WAKEFIELD asked if staff has seen any changes with the housing developments maturing and by educating the public.

MR. REEVES responded, yes. Staff has spent a lot of time speaking to residents. As developments mature across the industry you see a decline. When housing development experiences a lot of turnovers, there is a rise in calls.

5. Monthly Operations Report

MR. REEVES gave an overview of the Monthly Operations Report for the month of May 2022 with 17,377 operations for the month and stated that operations are down by 2,500 this month as compared to last year. This is a trend that he cannot explain and will need more data to understand. May 2021 had a total of 19,934 operations. CHD is currently ranked as 45th in the nation and 15th in the GA rankings. The total 12-month operations for May 2021 were 215,851 while for May 2022, the total number of operations are 211,667.

VICE CHAIRMAN MCCORKLE asked if it was possible to include the IFR total and the average fuel prices for each month.

MR. REEVES responded that it might be difficult.

VICE CHAIRMAN MCCORKLE asked if the fuel prices for Chandler be included as well as the average temperature.

MR. REEVES responded that he would look into it.

CHAIRMAN HAWLEY asked about the process for raising fuel prices.

MR. REEVES responded that the Airport has an equation that takes into consideration the overhead cost, as well as the industry regional cost and built-in product cost. Staff researches the average spread across a multi-year period of pricing variation in avgas. An \$0.80 margin on top of the cost of fuel is maintained as a minimum. There is an allowance built into the pricing structure in the fee schedule to obtain permission from the City Manager to lower the price below the \$0.80 margin to avoid what is known as stranded or inverted inventory.

CHAIRMAN HAWLEY asked about the fuel tank's capacity.

MR. REEVES responded 12,000 gallons and that it is an underground tank.

6. Monthly Origins and Destinations Report

The data provided documents the "Top 20" filed IFR Flightplans for corporate operators into and from the Chandler Municipal Airport in May 2022. These flights represent business travel utilizing CHD; 252 such flights took place in May 2022. There were two repositioning flights of note, representing 1,336 gallons of fuel. All flights to and from CHD represent 35,350 gallons of fuel burn enroute.

7. Monthly Construction Report

MR. ANDRES gave an overview of the Construction Report.

Design Projects:

The Wildlife Hazard Perimeter Fence: The environmental design phase is underway. The environmental documentation has been submitted to ADOT. The plan is for the project to go out for bid in November. This project has 100% funding from ADOT.

Arizona Pavement Management System: The grant was approved by City Council on April 28th. The field visit is scheduled for June 13th. This is a 90% ADOT-funded project at \$617,574 with a City match of \$61,758. ADOT is handling the contractor procurement.

Projects- Construction Phase:

Terminal Plumbing Renovation: The construction is underway with mainline work and internal plumbing. The completion date is planned for the end of June. This is a City-funded construction project at \$115,771.

Heliport Lighting Replacement: Staff is waiting on a kick-off meeting date. This will change the light poles to ground mounted lighting, as well as an upgrade to the wiring. This is a City-funded project at \$115,771 for construction.

CHAIRMAN HAWLEY asked what area the pavement project would cover.

MR. ANDRES responded that it would cover the north runway, Taxiways A and B and the major taxi lane south of the hangars.

Calendar

The next regular Airport Commission meeting will be held on Wednesday, July 13, 2022, at 6:30 p.m., in the Chandler Airport Terminal, 2380 S. Stinson Way.

Information Items

MR. REEVES shared that the Capital Improvement Projects were presented and approved. The FAA and ADOT require a 5-year plan.

Staff is looking to upgrade the north runway lights to LED lights.

There has been a tractor on order since July of 2021 and due to supply issues, the delivery has been delayed. It appears that the tractor will be delivered next month. The operations staff has been doing an excellent job in keeping up with the maintenance of the infield by utilizing the equipment available to them.

Staff is in the final negotiation stages for the former Venture building lease. MR. REEVES just reviewed the final draft.

Scott Rinkenberger is the new Airport Operations Administrator and will be at the next Airport Commission.

CHAIRMAN HAWLEY stated that in the bylaws a change was made to change Administrator to Manager, asked if there was a difference between the two titles in hierarchy.

MR. REEVES stated that within the City there was a difference in hierarchy. The Administrator will report directly to the Manager.

Member Comments/Announcements

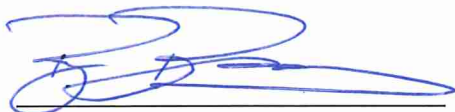
CHAIRMAN HAWLEY welcomed COMMISSIONER JURGENS to the Commission asked him to introduce himself.

COMMISSIONER JURGENS introduced himself to the Commission and stated that he was very happy to be part of the Commission.

VICE CHAIRMAN MCCORKLE welcomed COMMISSIONER JURGENS to the Commission.

Adjourn

The meeting was adjourned at 8:03 p.m.

A handwritten signature in blue ink, appearing to be 'Ryan Reeves', written over a horizontal line.

Ryan Reeves, Secretary

A handwritten signature in blue ink, appearing to be 'Christopher Hawley', written over a horizontal line.

Christopher Hawley, Chairman