

Meeting Minutes

Airport Commission

Regular Meeting

November 09, 2022, | 6:30 p.m.
Chandler Airport Terminal
2380 S. Stinson Way, Chandler, AZ



Call to Order

The meeting was called to order by Chairman Hawley at 6:30 p.m.

Roll Call

Commission Attendance

Chairman Christopher Hawley
Vice Chairman Charles McCorkle
Commissioner David Sperling
Commissioner Robert Bozelli
Commissioner Chad Wakefield
Commissioner Cecil Orozco

Staff Attendance

Ryan Reeves, Airport Manager
Chris Andres, Airport Planning Administrator
Scott Rinkenberger, Airport Ops Administrator
Diana Alonzo, Management Assistant

Absent

Others in Attendance

Steve Smith, Chandler Air Service

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.

RICHARD MASON, of Chandler, stated that there is an ongoing aircraft tie-down parking problem at the Chandler Municipal Airport. MR. MASON shared that he was using his friend's tie-down space, but he is no longer allowed to use it, causing him to park his aircraft in Casa Grande. He also stated that he placed his name on the list on January 26, 2021, for a spot on the ramp and was told to expect a 3 to 4 month wait. It has been 11 months and he is now 23rd on the list. MR. MASON also shared that he went in front of City Council the previous week to express things that should be considered, for instance: Chandler residents should be considered a priority on all waiting lists. Chandler residents are helping to support the infrastructure with the taxes that they

are paying. He also stated that there a lot of aircraft that are in states of disrepair that have not moved in years. There should be a timeframe for those aircraft on the ramp. He said that there are people who live out of state and may come for a couple of months but get a spot all year.

Approval of Minutes and Discussion

1. August 10, 2022, Study Session Meeting Minutes
Move Airport Commission to approve the Study Session Minutes of Wednesday, August 10, 2022.
2. August 10, 2022, Regular Meeting Minutes
Move Airport Commission to approve the Regular Meeting Minutes of Wednesday, August 10, 2022.

Consent Agenda Motion and Vote

1. It was moved by COMMISSIONER BOZELLI and seconded by COMMISSIONER WAKEFIELD to approve the Study Session Meeting Minutes of the August 10, 2022.

Motion carried unanimously (6-0).

2. It was moved by COMMISSIONER OROZCO and Seconded by COMMISSIONER BOZELLI to approve the Regular Meeting Minutes of the August 10, 2022.

Motion carried unanimously (6-0).

Approve to accept Airport Improvement Program (AIP) Grant

3. COMMISSIONER SPERLING MOTIONED to accept Airport Improvement Program (AIP) grant in an amount not to exceed \$350,000 for the design of the Runway 4R-22L Rehabilitation Project (AI2202). It was Seconded by VICE CHAIRMAN MCCORKLE.

Motion carried unanimously (6-0).

Briefing

4. Monthly Operations Report

MR. REEVES gave an overview of the Monthly Operations Report for the month of August 2022 with 17,627 operations for the month and stated that operations were up by 2,056 as compared to last year. August 2021 had a total of 15,571 operations. CHD is currently ranked as 49th in the nation and 18th in the GA rankings. The total 12-month operations for August 2021 were 223,228 while for August 2022, the total number of operations are 210,758.

VICE CHAIRMAN MCCORKLE asked how the cranes were affecting airport operations.

MR. REEVES responded that crane operations resulted in runway closures.

VICE CHAIRMAN MCCORKLE asked if both runways were closed at the same time.

MR. REEVES responded no; staff managed to keep one runway open.

COMMISSIONER MCCORKLE asked what the reason for the runway closure.

MR. REEVES responded that the runway was closed when a crane penetrated the approach and departure surfaces significantly.

MR. REEVES gave an overview of the Monthly Operations Report for the month of September 2022 with 16,734 operations for the month and stated that operations are down by 1,243 this month as compared to last year. August 2021 had a total of 17,977 operations. CHD is currently ranked as 50th in the nation and 18th in the GA rankings. The total 12-month operations for September 2021 were 222,830 while for September 2022, the total number of operations are 209,515.

MR. REEVES gave an overview of the Monthly Operations Report for the month of October 2022 with 17,759 operations for the month and stated that operations are down by 1,825 this month as compared to last year. October 2021 had a total of 19,584 operations. CHD is currently ranked as 50th in the nation and 18th in the GA rankings. The total 12-month operations for October 2021 were 224,604 while for October 2022, the total number of operations are 207,690.

COMMISSIONER SPERLING asked if the construction permits within the City of Chandler were permitted through the City requiring the requester to complete an FAA Form 7460 to operate near the Airport.

MR. REEVES responded that was correct, and staff is continuously enforcing this requirement very strictly. There has been an instance in which a single operator has proceeded to operate without even submitting a 7460.

COMMISSIONER SPERLING asked how the City is issuing these permits without the submittal of form 7460.

MR. ANDRES responded that maintenance activities do not necessarily require a permit.

MR. REEVES stated that when an operator receives their ASN (Aeronautical Study from the FAA), per their 7460, the operator thinks it is a permit. Staff has to clarify for them that the ASN is not a permit, but a list of requirements to address mitigating any service interruptions and safety requirements.

VICE CHAIRMAN MCCORKLE asked if the City requires insurance for the crane operators.

MR. REEVES responded that he would research this and come back with an answer.

VICE CHAIRMAN MCCORKLE suggested that if they do, informing their insurance of their actions could be an option.

MR. REEVES stated that this is something that can be looked into.

VICE CHAIRMAN MCCORKLE asked if there is a City ordinance that can prevent them from receiving a permit from the City without having the required forms.

MR. REEVES responded that this is something staff is exploring.

COMMISSIONER BOZELLI asked MR. REEVES if in conversation with these operators he believe they understood something needed to change.

MR. REEVES responded that the person he spoke to left without a doubt of Airport staff's displeasure, specifically one individual that is ordering the crew out to use the crane. The issue is being addressed with the owner of the company.

COMMISSIONER BOZELLI asked if this was a local company.

MR. REEVES responded no; the company is based in Phoenix.

5. Monthly Noise Report

MR. RINKENBERGER gave an overview of the monthly noise report for August 2022.

In August 2022, five (5) households made five (5) reports, all were combinations of low-flying and noise. Two noise complaint were outside of the airport's airspace. One was a police helicopter over the City of Tempe, the other was in California on an aircraft based at Santa Monica, returning from CHD. Four (4) households were first-time complainants. One (1) household is a repeat noise complaint.

Staff confirmed aircraft reported were at or above normal approach, departure and maneuvering altitudes as verified through flight tracking software and air traffic control. Staff was unable to contact (phone/email) the noise complainant in California.

Other than the out-of-state noise and police helicopter incidents, the other noise and low-flying complaints involved flight training aircraft base at CHD and Mesa-Gateway. Both flight schools were contacted and advised that their aircraft were the subject of a noise/low-flying report.

MR. RINKENBERGER gave an overview of the monthly noise report for September 2022.

In September 2022, two (2) households made two (2) reports, one report was of low-flying and fast-moving helicopter. The other report was for general concerns over the amount of aircraft traffic in recent weeks. One (1) household was first-time complainants. One (1) household is a repeat complainant.

Staff confirmed aircraft traffic were at or above normal maneuvering altitudes in the traffic pattern as verified through flight tracking software and air traffic control.

The complainant with concerns of increased aircraft traffic was provided information on the flight tracks for traffic patterns in relation to the residential area.

The complainant of the loud and fast-moving aircraft that overflow the residence was advised it was a Federal Government Law Enforcement (CBP) helicopter that happened to land at CHD for fuel. The complainant indicated that this helicopter did not show up on the FlightRadar24 app and was concerned about the legitimacy of the information provided. Staff advised that law enforcement and government aircraft generally don't appear of public web-based flight tracking so that the criminal elements can't see where the police aircraft are flying. The complainant stated that it "doesn't seem fair."

MR. RINKENBERGER gave an overview of the monthly noise report for October 2022.

In October 2022, three (3) households made three (3) reports, two reports were for noise. The other report was for low flying helicopters just south of the airport. Two (2) households were first-time complainants. One (1) household (out-of-state) is a repeat complainant.

First complainant reported an isolated incident of helicopters flying low over the residential area just south of the airport. The complainant reported that they have lived in this residence for approximately 22 years and are accustomed to aircraft noise. However, on the day of the report, the complainant indicated that one specific helicopter was flying abnormally low, many times in pattern. The complainant asked for and was given the telephone number for the FAA Flight Standards District Office

Staff found that this aircraft was below normal maneuvering altitudes in the traffic pattern as verified through flight tracking systems. The helicopter was conducting flight training and the chief flight instructor was contacted by staff to inform them that their aircraft was the subject of a report.

The complainant for aircraft noise reported that a large jet had overflowed his neighborhood to land at CHD. It was asked if the bigger aircraft could follow the highway (Loop 202) instead of flying over houses. Flight tracking systems found the aircraft's approach into CHD. It was an out-of-state charter jet from Texas on an IFR flight plan. The aircraft was on the published approach to the airport for the runway. It appears that this aircraft was following the procedural approach as instructed by air traffic.

The second complainant for aircraft noise was for an incident that occurred in California with a Santa Monica based aircraft originating from CHD. It appears that this complainant saw that the aircraft leaving CHD on a public flight tracking site and landing at Santa Monica. Staff was unable to leave a message but sent an email for the complainant to contact the Santa Monica Municipal Airport with the noise concern.

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 August 2022. These flights represent business travel utilizing CHD; 213 such flights took place in August 2022. There was one repositioning flight of note, representing 757 gallons of fuel. All flights to and from CHD represent 31,618 gallons of fuel burn enroute.

The data provided documents the "Top 20" filed IFR Flightplans for corporate operators into and from the Chandler Municipal Airport in September 2022. These flights represent business travel utilizing CHD; 223 such flights took place in September 2022. There were two repositioning flights, representing 1,210 gallons of fuel. All flights to and from CHD represent 38,041 gallons of fuel burn enroute.

The data provided documents the "Top 20" filed IFR Flightplans for corporate operators into and from the Chandler Municipal Airport in October 2022. These flights represent business travel utilizing CHD; 261 such flights took place in October 2022. There were no repositioning flights representing flights to and from CHD. All flights to and from CHD represent 38,041 gallons of fuel burn enroute.

VICE CHAIRMAN MCCORKLE asked what the average fuel price was for these three (3) months.

MR. REEVES responded that the fuel market remains volatile, but appears to be stabilizing. While fuel prices remain high, the demand is still strong. With both avgas and jet fuel supply in demand, as well as labor shortages, everyone is reporting a delay on fuel deliveries.

VICE CHAIRMAN MCCORKLE asked what the average fuel prices per month were.

MR. REEVES responded that it would be difficult to provide.

VICE CHAIRMAN MCCORKLE stated that even a range would help and state the fuel fluctuating between periods of time.

MR. REEVES stated that he will put this information together.

COMMISSIONER SPERLING stated he is more interested in learning about the revenue for the Airport since the Airport receives a fuel flow fee per gallon from the FBO.

MR. REEVES confirmed the airport receives fuel flow revenue.

COMMISSIONER SPERLING stated that this was the finance piece that the Airport was missing. This would help determine the financial loss for the Airport from each repositioned flight.

CHAIRMAN HAWLEY asked what the fuel flowage fee was.

MR. REEVES responded 10 cents per gallon.

7. Monthly Construction Report

MR. ANDRES gave an overview of the Construction Report.

Capital Projects- Design Phase:

The Wildlife Hazard Perimeter Fence: ADOT environmental clearance received on August 1, 2022. This is 100% ADOT funding at \$1,107,500. Proceeding to 100% plans. This is in coordination with Arizona Game & Fish Dept.

Arizona Pavement Management System: The grant was approved by City Council on April 28th. This is a 90% ADOT-funded project at \$617,574 with a City match of \$61,758. ADOT is handling the contractor procurement. The work has a tentative starting date of January 16, 2023.

Airport Operations Garage: The design contract was sent to Council; this is a City funded project at 1 million.

Airport Fuel Tank Relocation: The cost proposal is being reviewed and revised. The budgeted amount is \$610,000.

Automated Weather Observation System (AWOS) Replacement: The pre-scoping meeting was held on September 16, 2022. The cost proposal is being reviewed and revised; the FAA is funding \$200,000 for equipment replacement.

Runway End Identifier Light (REIL) Installation Runway 4L-22R- (North Runway): The pre-scoping meeting was held on September 16, 2022. The cost proposal is being reviewed and revised; the FAA is funding \$100,000 for equipment replacement.

Runway 4R-22L Rehabilitation (South Runway): The project scoping was initiated with potential FAA funding for design at \$350,000.

Capital Projects- Construction Phase:

Heliport Lighting Replacement: Limited Notice to Proceed for long lead items issued. The pre-construction kickoff meeting to be determined, the pre-construction meeting was held on October 21, 2022. This is a City funded project at \$277,771 for construction.

Maintenance Projects:

Fence Repair: Selective tensioning along perimeter fence.

Landscaping – West Side of Airport Blvd: The decomposed granite was installed.

Ramp/Apron Painting: Transient parking repainting with new, dedicated lead-in lines with a tentative date of December/January.

Flight Planning Room/Pilot Lounge Repairs: Awaiting updated wall planning maps/charts and additional furniture.

Terminal: The touch-up painting is continuing.

CHAIRMAN HAWLEY stated that he has noticed that on the numbers on the north ramp have faded, asking if there are plans to repaint them.

MR. ANDRES responded that this was more of a maintenance activity, the apron is not scheduled for sealing. As far as the numbers there is a schedule for this.

CHAIRMAN HAWLEY asked if the Waste Management was the same month as the Superbowl.

MR. ANDRES responded that it was scheduled for the same weekend.

CHAIRMAN HAWLEY asked what the plans for the Flight Planning Room were.

MR. RINKENBERGER responded that regarding the tie-down numbers, staff is working on a plan for logistics. Staff has plans to move the numbers further away from the painted "T" and paint the tail number assigned to the space. This facilitates ramp audits. Staff will also add a blue lead-in

line identifying and directing aircraft to transient parking, aiding the tower and transient flight crews.

MR. RINKENBERGER also stated that they received the updated graphics/maps for the Flight Planning Room. Staff is working with surplus in order to find furniture for the room as well as working with I.T. in order to get a computer for the room with aeronautical website access only. The plan is for the walls to be painted and to patch any holes on the wall.

Information Items

8. Manager's Report

MR. REEVES gave an overview of the annual fire department drill in coordination with Airport Staff, the tower, and the fire department. Chandler Aviation donated a Cessna 310 to the Fire Department to help with the drill. This allowed the Fire Department to simulate a crash into a structure. The firefighters were not briefed on where the simulated crash was or what the nature of the emergency was. They were to respond as if it were a real incident. The ongoing plan is to have these drills every six months. The Gilbert Fire Department is also involved with these drills since they are close to the Airport.

CHAIRMAN HAWLEY asked if there were any issues with the gates.

MR. REEVES responded that there were no issues.

CHAIRMAN HAWLEY stated that he was under the impression that the procedure was for the fire department to use the gate located next to the tower.

MR. REEVES responded that one of the simulations was after hours with no help from the tower.

MR. REEVES also shared that the point-of-sale machine was installed, as part of bringing the self-serve fuel pump back online. There is one section of pipes that needs to be replaced in order to meet fuel quality assurance. Staff is currently waiting on the quote. The estimate timeframe for self-serve fuel to be available is from November to early December.

CHAIRMAN HAWLEY asked if this was a new piece of piping.

MR. REEVES responded that it was. Staff found some deterioration on the carbon steel; the filters are catching all the particulate. Every quality assurance test will be performed before being operational again.

CHAIRMAN HAWLEY asked if the fuel relocation tank project will put a hold on the self-service fuel pump again.

MR. REEVES responded that the fuel relocation will first obtain a new above ground storage tank to replace the underground storage tank. Once that is online, there will be several days it will be down while they connect the system through tests. Once they are operational again, the removal of the underground tank will begin.

CHAIRMAN HAWLEY asked if it was possible to look into obtaining unleaded and if it can be blended with what is currently available.

MR. REEVES responded that staff is currently researching this.

MR. REEVES gave an overview of maintenance updates around the field as well as sharing the delivery of the new tractor for operations. MR. REEVES also shared the number of cranes that have gone up around the airport and any results in runway closures.

MR. REEVES briefed the Commission on assigning MR. RINKENBERGER to conduct a deep tenant audit to address the long wait list lists for hangars, covered parking and open tie-downs. During the audits it has been discovered that the aircraft parked in some tie-downs and hangars are not the aircraft of record. This is a direct violation of the lease with the city, the tenant of record must have an ownership interest in the aircraft. When these situations arise, they need to be addressed. This has caused for the tie-down waitlist to move faster.

COMMISSIONER BOZELLI asked if there was additional space around the airport to create more tie-down parking spaces.

MR. REEVES responded that at this point there was not. There are design requirements that need to be met with the FAA as well as looking into any grant assurances tied to that pavement. On December 1st, the Strategic Business Plan Selection Committee will select a contract to conduct a strategic business plan for the airport. The business plan already has within the scope of work to find shortage of aircraft capacity, storage spaces and how to address this in the future.

MR. REEVES also briefed the Commission on the upcoming Superbowl and the measures the staff is taking to prepare. Staff anticipates a busy event, and they are working closely with Chandler Air Service.

MR. REEVES gave an overview of their new Virtower program to the Commission. Virtower monitors key airport operational parameters including based aircraft operations, takeoffs, landings, touch and go, and pavement utilization.

VICE CHAIRMAN MCCORKLE asked if the FAA would use the tower's number or Virtower for operations count.

MR. REEVES responded that the FAA would use the tower numbers as reported.

VICE CHAIRMAN MCCORKLE asked if people on the wait list have been contacted to verify that they still want to be on the waiting list.

MR. REEVES responded that the people on the waiting list have been there from 6-8 months.

MS. ALONZO responded that initially when 15-20 people were waiting for a tie-down, staff would call to check if they wanted to remain on the waiting list. Considering that the list has grown to over 100 people waiting, it has become time consuming to call everyone, but calls are made to the upcoming people to check if they are still in need of space.

VICE CHAIRMAN MCCORKLE asked where the relocation fuel tank will be installed and if there is room for expansion for the fuel if needed in terms of capacity.

MR. REEVES responded that he has requested pricing for a 12,500 (AST), the current tank is 12,000 (AST). MR. REEVES showed an aerial view to the Commission of the new location for the fuel tank.

VICE CHAIRMAN MCCORKLE asked if there was room to install a second tank.

MR. REEVES responded that it is possible to expand.

CHAIRMAN HAWLEY asked for an update on the RFPs.

MR. REEVES stated that the RFP that was awarded to Gate one (Chandler Air Service), was for the Stinson Rd., property, they are currently ahead of schedule. Once there is significant development on the current RFP, the next RFP (5.5 acre by the armory) will be released for bid.

CHAIRMAN HAWLEY asked if this area was designed for light aircraft parking and hangars.

MR. REEVES responded yes.

CHAIRMAN HAWLEY stated that he hopes this alleviates the parking situation. CHAIRMAN HAWLEY also stated that the last time a peak demand for parking occurred when Scottsdale Airport removed parking spaces for small aircraft. CHD received an influx of parking spaces requests and even a flight school moved here. CHAIRMAN HAWLEY asked MR. REEVES if he had an idea of why there are 100 people waiting for tie-down at CHD.

MR. REEVES responded that 5 tie-downs came from Scottsdale, the flight school that relocated to CHD did it prior to the closure. CHD received more tie-down congestion from Stellar Airpark when the tie-downs were changed from aircraft usage to recreational buses.

CHAIRMAN HAWLEY shared that a couple people have expressed to him that they are aware of the parking audits and expressed positive feedback and optimism.

COMMISSIONER BOZELLI asked if any aircraft on the field do not have ADSB.

MR. REEVES stated that he can think of several aircraft that do not have, but they make arrangements with the tower.

Member Comments/Announcements

CHAIRMAN HAWLEY welcomed COMMISSIONER OROZCO and asked him to introduce himself.

COMMISSIONER OROZCO introduced himself to the Airport Commission.

VICE CHAIRMAN MCCORKLE wished everyone a Happy Thanksgiving.

Calendar

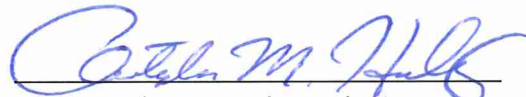
The next regular Airport Commission meeting will be held on Wednesday, December 14, 2022, at 6:30 p.m., in the Chandler Airport Terminal, 2380 S. Stinson Way.

Adjourn

The meeting was adjourned at 8:10 p.m.

A stylized, handwritten signature in blue ink, likely belonging to Ryan Reeves, the Secretary.

Ryan Reeves, Secretary

A stylized, handwritten signature in blue ink, likely belonging to Christopher Hawley, the Chairman.

Christopher Hawley, Chairman