

DRAFT MINUTES

**AVIATION ADVISORY COMMISSION
GLENDALE MUNICIPAL AIRPORT
6801 N. GLEN HARBOR BLVD.
GLENDALE, ARIZONA 85307
May 18, 2022
6:00 P.M.**

1. CALL TO ORDER

The meeting was called to order at 6:00 p.m.

2. ROLL CALL

Present: Chair Larry Rovey
Vice Chair Quentin Tolby
Commissioner Terry Aramian
Commissioner Bill Eikost
Commissioner Mike Portik
Commissioner Bud Zomok

Absent: None

Staff present: Joe Husband, Airport Manager
Shahid Abbas, Director, Transportation
Julie Patterson, Management Assistant
Bill Gillies, Luke Air Force Base

3. CITIZEN COMMENTS

No comments.

4. APPROVAL OF THE MINUTES

a. Aviation Advisory Commission Minutes of April 20, 2022

Motion by Commissioner Aramian, second by Commissioner Eikost, to approve the April 20, 2022, Aviation Advisory Commission meeting minutes as written. The motion carried 6 – 0.

5. AIRPORT BUSINESS

a. Airport Strategic Plan Update

Mr. Husband provided a status report on the Airport Strategic Plan progress, which included the following information:

- Six elements were identified as critical goals for action over the next five years. The action items also coincide with the Commission's Annual Action Plan.
 - Airport Business Plan
 - Airport Marketing Plan
 - Develop comprehensive Eastside/Airport Development Plan
 - Assess organization
 - Develop Architectural Design Standards
 - Facility aesthetic updates
- Implementation Plan details and summary.

Commissioner Aramian asked if the FAA mandated self-sustainability. Mr. Husband replied in the positive and said self-sustainability was in the grant assurances. Mr. Husband said the FAA requires as part of the grant assurances that the Airport to do all it can to be self-sustaining. Mr. Husband said the Airport was subsidized by the City's General Fund; however, was getting pretty close to breaking even.

Chair Rovey asked about any self-sustaining airports in the valley. Mr. Husband said Phoenix Sky Harbor, Phoenix-Mesa Gateway, Falcon Field, Deer Valley, Chandler, and Scottsdale were all self-sustaining. Mr. Husband relayed that Buckeye and Glendale were not yet self-sustaining. Mr. Husband reported that most of the airports in the state were not self-sustaining; however, those in or closer to metropolitan areas were self-sustaining.

Chair Rovey inquired about the elements that lead to self-sustainability. Mr. Husband relayed volume and demand as the biggest elements. Mr. Husband said one of the reasons Glendale was not self-sustaining yet was because the Airport was built from the ground up. He explained the Airport acquired a lot of its revenues from land leases while other airports had facility revenues; however, Glendale was heading in that direction. Mr. Husband said Glendale was a young airport.

Vice Chair Tolby noted that the Council at the time was conservative and wanted to build the Airport without bonding. He said at that time, Council made the decision to strictly lease the land.

Mr. Husband said that Glendale has a wonderful airport that is very well maintained.

Chair Rovey inquired about fuel at the Airport. Mr. Husband explained that developing city-owned fueling was a revenue stream to look into, however, was not sure if the Airport was busy enough yet for this option. Chair Rovey asked if the fuel price at the Airport has increased similar to automobile fuel. Mr. Husband explained fuel prices have increased; however, not at the same rate as automobile fuel.

The agenda item was concluded.

6. STAFF REPORT

Mr. Husband introduced Mr. Abbas, the new Transportation Director, who provided a brief background. Ms. Patterson, the new Airport Management Assistant, was introduced. All present introduced themselves and shared their backgrounds as well.

Chair Rovey expressed his desire over the years to extend Glendale Harbor Boulevard and connect to Ball Park Boulevard. He hoped Mr. Abbas could assist with the achievement of this goal.

Mr. Husband provided the staff report. Highlights included the following:

AIRPORT FINANCIAL UPDATE – 83% OF FISCAL YEAR 2022 THROUGH APRIL 2022

- Airport projected Annual Revenue – \$1,067,592
- Revenue YTD – \$678,820.29, which is 63.6% of budget
- Airport projected Annual Revenue less Glendale Budget Transfers, Vendor Surcharge, and Donations – \$863,545, 78% Year-to-Date
- Airport Approved Operating Budget – \$1,067,592
- Expenses YTD – \$909,432.67, which is 85% of budget

AIRCRAFT OPERATIONS UPDATE

- April 2022 Aircraft Operations: 8,934
 - Approximately 19% above April 2021, which was 7,508.
- CY2021 Aircraft Operations was 79,343, compared to 86,332 for CY2020, which represents an approximate 8% decrease.

GENERAL AIRPORT UPDATES

Airport Projects

- The ADOT grant for Phase I of the south apron project will be accepted at a Council meeting in June.
- A grant for Phase II of the Taxiway Alpha project is expected as well. This project should be done before the Super Bowl.
- Improvements to the Airport conference room on the second floor are currently in progress.
- There are two open positions at the Airport. An Airport Service Worker position just opened up this week. Mr. Carl Newman as offered his resignation, and his Airport Administrator position will be open starting June 1, 2022.
- A few people have showed interested in developing a few pads so an RFP will be put out shortly.
- An entity expressed interest in developing a flight school at the Airport. An RFP will need to be developed and posted.

Mr. Gillies inquired about the size of the potential flight school. Mr. Husband relayed the entity has proposed a 60’x60’ hangar; however, he did not have information on their business plan yet.

7. LUKE AIR FORCE BASE (LAFB) AIRSPACE AND OPERATIONS

Mr. Gillies reported on the Air Force’s Notice of Intent to prepare an Environmental Impact Statement on an airspace action. He explained that the Air Force is proposing to modify existing Military Operations Areas (MOAs), which are located in Arizona and New Mexico. The Air Force is proposing to amend the times that are charted to better reflect actual flight times. He explained that it would not be that the Air Force was flying more, but the charting would be corrected. He said the public comment period was closed on March 4, 2022; however, was reopened for additional comments on May 4, 2022, and will close again on June 3, 2022. He said comments could be made during the review and comment period at www.ArizonaRegionalAirspaceEIS.com and encouraged those interested to do so.

Mr. Husband asked for confirmation that there was no change to the Special Air Traffic Rule airspace. Mr. Gillies confirmed. Mr. Husband asked if there were any plans to change the SATR dimensions. Mr. Gillies said there were no plans.

Commissioner Zomok as if the comment closing and re-opening period was planned. Mr. Gillies explained there were a few people who felt the initial comment period was not long enough.

Mr. Gillies announced that the draft EIS should be completed in about one year.

Mr. Husband announced that the Airport completed a Disadvantaged Business Enterprise Study, which is required by the FAA every few years. He said the report was posted on the City’s website and there is a 30-day public comment period which opened on May 9, 2022. He encouraged all to read the report.

8. COMMISSION COMMENTS AND SUGGESTIONS

None.

9. FUTURE AGENDA ITEMS

No additional agenda topics were suggested.

10. NEXT MEETING TIME

The next meeting of the Aviation Advisory Commission is scheduled to be held on June 15, 2022, at 6:00 p.m. in the Conference Room on the second floor of the Airport terminal building, 6801 N. Glen Harbor Blvd., Glendale, Arizona 85307.

11. ADJOURNMENT

Chair Rovey adjourned the meeting at 6:59 p.m.