

DRAFT



MINUTES

**AVIATION ADVISORY COMMISSION
GLENDALE MUNICIPAL AIRPORT
6801 N. GLEN HARBOR BLVD.
GLENDALE, ARIZONA 85307
AIRPORT CONFERENCE ROOM
MAY 17, 2023
6:00 P.M.**

1. CALL TO ORDER

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

2. ROLL CALL

Present: Chair Bud Zomok
Commissioner Larry Rovey
Commissioner Michael Portik
Commissioner Quentin Tolby

Absent: Commissioner James Carneal
Commissioner Bill Eikost

Also Present: Matt Smith, Airport Administrator
Julie Patterson, Management Assistant

Attendees: John Padilla, Luke Air Force Base

3. CITIZEN COMMENTS

There were no comments.

4. APPROVAL OF THE MINUTES

a. Aviation Advisory Commission Minutes of March 15, 2023

Motion by Commissioner Rovey, second by Commissioner Portik, to approve the March 15, 2023, Aviation Advisory Commission meeting minutes as written. The motion carried 4 – 0.

5. AIRPORT BUSINESS

Chair Zomok announced former Commissioner Terry Aramian passed away, and Council member Turner has been advised to seek a replacement for the Barrel District.

6. STAFF REPORTS

Mr. Smith gave a report, which included information on the following:

- Capital Projects
 - Current: East Side Development Study – The Commissioners were provided with a draft report and a PowerPoint from a recent meeting on the study. Kauffman and Associates is the contractor on the project. It is similar to a Master Plan for the specific site and the next meeting on the study will be held in August 2023. Mr. Padilla asked for LAFB to be invited in the next meeting. Mr. Smith will do so. Commissioner Rovey asked who was included in the recent meeting. Mr. Smith said attendees included City Manager Kevin Phelps, Mr. Jamsheed Meta, Mr. Shahid Abbas, Mr. Purab Adabala, all three of Transportation, and staff from Economic Development. Mr. Smith encouraged the Commissioners to submit questions or comments to the contact at Kauffman and Associates.
 - Current: South Apron Phase 1 (ADOT Funded): The bids came in and will go before City Council before the end of May. The apparent winner was Combs Construction.
 - Current: South Apron Phase 2A (FAA Funded): This will include pavement by the t-shades and tie-downs. City Council needs to approve the bid. The apparent winner was Combs Construction.
 - Future: South Apron Phase 3 (ADOT Funded): This will include an area near Row A to the south. Design should kick-off in September / October 2023.
 - Airport Capital Improvement Plan (Coming Up): On May 24th, Mr. Smith has a meeting with Dibble Engineering to set up a new five-year plan. There is an ADOT APMS program (Airport Pavement Management System) that Glendale is next in line for funding.
- Operations
 - Security Update: Badges will expire through natural attrition and new ones will be issued over time. Mr. Smith is drafting a formal, written aviation security program.
 - Continuous Improvement: Staff is always working on trying to make processes better and will soon be communicating information to tenants on policies.
- Other
 - Lot 7, 13, and 15 – RFP: These three lots are owned by the same tenant and are going out to bid for construction soon.
 - 6805 N. Glen Harbor Blvd. RFP: This property will be put up for RFP.
 - The search is on for a full-time Airport Service Worker to replace an employee who moved out of state.
 - Hiring an Intern: Mr. Smith reached out to ASU Polytechnic School and there is currently a candidate completing the on-boarding paperwork. The intern's initial task will be to work on an airport field database. He will also be working on updating the tenant information database and creating a document destruction database.
 - A new Vice Chair needs to be appointed to the Commission. This will be put on a future agenda item.

7. LUKE AIR FORCE BASE OPERATIONS

Mr. Padilla reported LAFB was still receiving F35s. He estimated the current count at 112 or 115, with an end-stage total of 144.

8. COMMISSION COMMENTS AND SUGGESTIONS

Commissioner Rovey asked for Mr. Smith's history with aviation. Mr. Smith provided a brief background of himself.

Chair Zomok thanked Commissioner Rovey and Commissioner Tolby for re-extending their terms and for their in-depth knowledge.

9. FUTURE AGENDA ITEMS

Chair Zomok announced a future agenda item regarding recommendation to Council for a new Commission Vice Chair.

10. NEXT MEETING

The next regular meeting of the Aviation Advisory Commission will be held on June 21, 2023 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 6:53 p.m.

The Aviation Advisory Commission Meeting minutes of _____, 2022 were submitted and approved this ___ day of _____, 2022.

Recording Secretary