

# DRAFT



## MINUTES

**AVIATION ADVISORY COMMISSION  
GLENDALE MUNICIPAL AIRPORT  
6801 N. GLEN HARBOR BLVD.  
GLENDALE, ARIZONA 85307  
AIRPORT CONFERENCE ROOM  
NOVEMBER 15, 2023  
6:00 P.M.**

**1. CALL TO ORDER**

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

**2. ROLL CALL**

Present: Commissioner James Carneal  
Commissioner Bill Eikost  
Commissioner Michael Portik  
Commissioner Larry Rovey

Absent: Chair Bud Zomok  
Commissioner Quentin Tolby

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

Attendees: John Padilla, Luke Air Force Base  
Mike Fox, Fox Aviation

**3. CITIZEN COMMENTS**

There were no comments.

**4. APPROVAL OF THE MINUTES**

Aviation Advisory Commission Minutes of October 18, 2023

Motion by Commissioner Eikost, second by Commissioner Rovey, to approve the October 18, 2023, Aviation Advisory Commission meeting minutes as written. The motion carried 4 – 0.

## 5. AIRPORT BUSINESS

- Commissioner Appointments / Re-Appointments

Mr. Smith reported that Commissioner Eikost's term on the Commission was ending in January 2024. Mr. Smith said there was still a vacancy for Commissioner Aramian's former seat.

- Appointment of Chair and Vice Chair

Motion by Commissioner Eikost, second by Commissioner Carneal, to recommend Commissioner Zomok and Commissioner Portik as Chair and Vice Chair, respectively, for 2024. The motion carried 4 – 0.

- Discussion and purchase of a memorial plaque or similar item to install at the Airport in honor of Mr. Carl Newman.

Mr. Smith noted the suggestion of a memorial plaque in honor of Mr. Carl Newman and stated that the Commission should have a discussion to determine the size and type of plaque.

Commissioner Rovey asked if there were any other memorial plaques at the Airport. Mr. Smith said there were none. Commissioner Eikost supported having a plaque.

Commissioner Portik acknowledged Mr. Newman's impact on the airport industry. He suggested having a memorial plaque might be a decision for the City, in order to determine Mr. Newman's impact on the City of Glendale and may not be a decision for the Commission. Mr. Smith noted Mr. Newman was at Phoenix Sky Harbor for over 20 years. Commissioner Carneal also noted Mr. Newman's impact at Sky Harbor.

The item was tabled pending further consideration.

- Request to Vacate December 2023 Meeting.

Motion by Commissioner Carneal, second by Commissioner Rovey, to vacate the Aviation Advisory Commission December meeting due to the holidays. The motion carried 4 – 0.

## 6. STAFF REPORTS

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

- Capital Improvement Program

- Tower Projects:

- Equipment Replacement

- Executed contract has been received.
- The PO should be cut by the end of the week.
- The item is going to City Council in December.

- Tower NOFO (Notice of Funding Opportunity)

- This request is for a study for a new Air Traffic Control Tower.
- \$300,000 will be requested to select a site, draft a rough site plan, and perform environmental clearance.

- East Side Development:

- An aerial map and information on potential development plans were provided.

- January 2024: Finished product of the study should be completed.

- February / March 2024: A presentation on the study will be made to City Council. Outreach to developers will be made.

- Current: South Apron Phase 1 (ADOT Funded): Completed.

- Current: South Apron Phase 2A (FAA Funded): The project will begin on November 13<sup>th</sup>.

- Operations
  - Aircraft Operations
    - September 2023: 9,189 operations
    - September 2022: 7,420 operations
    - September YTD 2023: 86,701 operations
    - September YTD 2022: 72,063 operations
  - There were 4 complaints:
    - Medevac over St. Joseph's at 3:00 a.m.
    - Complaint from Camelback Ranch (City of Phoenix) about the flight schools
    - A Peoria resident who is a past repeat complainer
    - New repeat complainer in Country Meadows
- RFPs
  - Lot 7, 13, and 15: There has been a long negotiation period. Mr. Smith is reformatting the lease and expects the contract to be signed soon.
  - 6805 N. Glen Harbor: The RFP is on hold pending results of the Air Traffic Control Study. If the location is deemed the best site for the new Tower, the site would not be put to bid.
- Security Upgrades: New ID cards are being gradually implemented through rows of hangars; however, anyone can request an updated badge at any time. The TSA visited the Airport and was impressed by the draft Airport Security Program and new access card initiative.

**7. LUKE AIR FORCE BASE OPERATIONS**

Mr. Padilla announced that information on the LAFB Air Show was on the LAFB website and there were more F35s still coming in.

**8. COMMISSION COMMENTS AND SUGGESTIONS**

None.

**9. FUTURE AGENDA ITEMS**

Mr. Smith will invite Mr. Matt Quick, the consultant who worked on the East Side Development Study, to present at the January 2024 Aviation Advisory Commission meeting.

**10. NEXT MEETING**

The next regular meeting of the Aviation Advisory Commission will be held on January 17th, 2024 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**

Commissioner Portik adjourned the meeting at 6:41 p.m.

The Aviation Advisory Commission Meeting minutes of November 15, 2023 were submitted and approved this \_\_\_ day of \_\_\_\_\_, 2024.

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Recording Secretary

