

**MINUTES  
AVIATION ADVISORY COMMISSION  
GLENDALE MUNICIPAL AIRPORT  
6801 N. GLEN HARBOR BLVD.  
GLENDALE AVIATION CONFERENCE ROOM  
GLENDALE, AZ 85307  
FEBRUARY 10, 2010  
7:00 P.M.**

**I. CALL TO ORDER**

**II. ROLL CALL**

Present:	Commissioner Vice Chairman	Bill Scott
	Commissioner	Bill Kelly
	Commissioner	Carl Duggins
	Commissioner	Robert Irons
Absent:	Commissioner Chairman	Carl Dietzman
	Commissioner	Ron Cohoe
	Commissioner	Marcio Moreno
Attendees:	Airport Administrator	Judy Skeen
	Neighborhood Partnerships	Erik Strunk
	Aerosim Aviation	Tito Suazo
	Glendale Airport Hangars	Clare Pryke

**III. APPROVAL OF MINUTES**

**Commissioner Kelly made a motion to accept the minutes as written for the January 13, 2010 meeting. Commissioner Irons made the second. The motion passed 4 - 0.**

**IV. BUSINESS FROM THE FLOOR**

None.

**V. AIRPORT BUSINESS**

1. Open Meeting Law Packet:

Ms. Skeen distributed the packet to the Commissioners. Next month, the Commissioners not present this evening will receive the packet as well.

2. Rules and Regulations Sub-Committee:

Vice Chair Scott recommended tabling this item until the next meeting due to Commissioner absences.

**Motion made by Commissioner Kelly to table discussion on Rules and Regulations, Sections 2-10, 2-11 e and 2-11 h. Commissioner Duggins made the second. The motion passed 4 - 0.**

3. Security Sub-Committee:

Vice Chair Scott provided an update on Security Sub-committee discussions. Highlights include the following:

- The Sub-Committee looked at different agencies to get involved.
- The Sub-Committee discussed different funding option to consider.
- The Sub-Committee drafted an agenda for the next meeting.

Ms. Skeen commented that one funding source discussed was Homeland Security, but this is not off the table. Ms. Skeen noted that a potential funding source might be the FAA through the CIP process, which will be discussed at the next meeting.

4. Aviation Advisory Sub-Committees:

Discussion was held regarding other potential Sub-Committees. It was agreed that an Annual Retreat Sub-Committee would be formed. Commissioner Kelly volunteered to participate in the Annual Retreat Sub-Committee. Chair Dietzman and Commissioner Moreno were also appointed as members of the Annual Retreat Sub-Committee.

Commissioner Kelly suggested a Sub-Committee to study solar use at the airport. It was agreed that this potential Sub-Committee would be discussed at the next meeting.

**VI. PRESENTATION**

Mr. Erik Strunk, Deputy Director of the Glendale Neighborhood Partnerships Office gave a presentation on Census 2010. Highlights from the presentation include the following:

- The Census is conducted every 10 years with the goal of enumerating the population and is required by the constitution.
- All information is kept private.
- The Census is important because:
  - Elected officials rely on information

- The data is used to determine how much more than \$400 in federal funding each year is spent on infrastructure and services across the U. S.
- These federal funds are distributed to local governments for the use of streets, parks and recreation programs, schools, after school programs, libraries, non-profits and sanitation services.
- The Census also determines how many representatives Arizona has in Congress.
- In 2005, a special Census was conducted in Arizona due to the large population growth.
- Census forms will be mailed on March 15<sup>th</sup>.
- There will be only 10 questions on the form.
- The slogan is “10 Questions, 10 Minutes”
- The city is outreaching to hard-to-count areas (basically considered 43<sup>rd</sup> Avenue to 67<sup>th</sup> Avenue and Camelback Road to Northern) and is also helping to set up Questionnaire Assistance Centers. Trained staff will be on hand at the centers five days a week in order to help with census completion. Staff at the centers will also assist with any language barrier issues.
- If a response is not received from an address, a census worker will visit the address up to seven times for a response.
- Census workers will have identification and credentials. If someone claims to be a census worker without census identification and credentials and request information, the police should be called.
- The Census report will be delivered to the President in December and by May of 2011, Census reports should be sent to local municipalities and agencies across the U. S.
- More information on Census 2010 can be found on the Glendale city website.

Commissioner Kelly wondered how vacant homes were handled. Mr. Strunk replied that the Post Office works with the Census Bureau in the case of vacant homes. Mr. Strunk added that a vacancy would occur within the response time and in that case, the census worker might check with a neighbor to determine if someone is still living in the house or not.

Commissioner Irons inquired about the census process for the military at Luke Air Force Base, the homeless and undocumented immigrants. Regarding the military, Mr. Strunk stated that if a person lives on base, in the barracks or even off base, they are counted as living in Glendale. However, if a person is stationed overseas, the person needs to choose where they want to be counted. Regarding the homeless, Mr. Strunk explained that the Census Bureau works with city Staff to determine and count areas of chronic homeless persons. The homeless are also identified and counted at shelters. Regarding undocumented immigrants, Mr. Strunk stated that immigration status is not asked about, only how many people are living at an address are of concern for the Census.

## **VII. STAFF REPORTS/UPDATE**

Ms. Skeen provided an update on the following:

1. Bylaws: The revisions are moving to the Government Services Commission on March 2<sup>nd</sup> and then on to the Council's agenda in either March or April.
2. Operations: Operations are declining due to the economy. There has been some loss of flight training due to Air Safety leaving. Hopefully, as the weather becomes better, activity will increase.
3. CIP Projects: Still working with the FAA and consultants on future projects. Regarding the Control Tower, there are still a few pieces of equipment to be installed. These should hopefully be completed in time for a tour during the Commission Retreat.

## **VIII. NEW BUSINESS**

Future Agenda Items:

- Security Sub-Committee Update
- Annual Retreat Sub-Committee

## **IX. NEXT MEETING**

The next meeting will be held at 7:00 p.m., Wednesday, March 10, 2010 on the second floor of the airport terminal building of the Glendale Municipal Airport, 6801 N. Glen Harbor Blvd Suite 201, Glendale, AZ.

## **XI. ADJOURNMENT**

**Commissioner Kelly made a motion to adjourn at 7:36 p.m. Commissioner Duggins the second. The motion passed 4 – 0.**