

**APROVED MINUTES
AVIATION ADVISORY COMMISSION
GLENDALE MUNICIPAL AIRPORT
6801 N. GLEN HARBOR BLVD.
GLENDALE AVIATION CONFERENCE ROOM
GLENDALE, AZ 85307
FEBRUARY 11, 2009
7:00 P.M.**

I. CALL TO ORDER

II. ROLL CALL

Present:	Commissioner Chair	Carl Dietzman
	Commissioner Vice-Chair	Bill Scott
	Commissioner	Bill Kelly
	Commissioner	Ron Cohoe
	Commissioner	Robert Irons
Absent:	Commissioner	Marcio Moreno
	Commissioner	Bobby Erdmann
Attendees:	Airport Administrator	Judy Skeen
	Airport Sr. Secretary	Shary Smith
	Airport Operations	Jim Gum
	Airport Tower Manager	Basil Allen (Mike)
	Lux Air	Carl Brandenburg

III. APPROVAL OF MINUTES

Commissioner Scott made a motion to accept the minutes from the January 14, 2009 meeting as presented. Commissioner Kelly seconded the motion and the minutes were approved.

IV. BUSINESS FROM THE FLOOR

None

V. AIRPORT BUSINESS

VI. AIRPORT ADMINISTRATOR UPDATE

A. Ms. Skeen provided an update to the Commission on office leases and airport activities. All offices are fully leased with aviation leases. The airport restaurant, Flying Skillet Café is doing well and has added a “sea food” Friday night.

- B. Ms Skeen updated the Commission on Lux Air fuel sales and flowage comparisons for the month of January 2009. An increase of 20,000 gallons from last year, some contributed to having more sport activity events.
- C. Mr. Allen, Control Tower Manager, updated the Commission on Tower Operations for January 2009. A decrease from last year's activity and holidays.
- D. Ms. Skeen provided an update on the Master Plan Update stating that the plan is scheduled to go to the evening City Council meeting of March 24th.
- E. Ms. Skeen updated the Commission on the signage at the airport. The east doors of the terminal building has signage to restrict foot traffic where not allowed.
- F. Ms. Skeen provided the Commission with the following various updates for airport activities. The airport now have a volunteer who is greeting visitors in the terminal building lobby on weekends as time permits. The airport is working on security assessments with various partners. Cox Communications partnered with APS to update to new technology to flat Solar Shade Panels on a parking lot and the airport would like to do the same with the west side parking lot. Ms. Skeen received a \$1,000 Southwest Chapter of the American Association of Airport Executives (SWAAAE) scholarship, which reduced the cost of the Aviation Conference held in January. The tower grant will kick off a meeting date of February 24th to move on the project. The grant is providing three new radio positions and has provided a new recorder. The FAA is updating their own update equipment. After an audit by the state regarding underground storage tank fees, the airport was reimbursed monies back that were previously billed and paid to the state in the amount of \$1,800. This reimbursement will help towards airport expenses. The blast fence towards the end of runway 19 is being researched to be moved further to the north. A-1 Transmission received their final relocation check and the clean up was finished on the Rivera property and the fence moved as well and realigned. Former Tower Manager, Richard Brown, has left Oklahoma and is now working in the control tower in Flagstaff.
- G. Ms. Skeen updated the Commission on hangar inspections regarding the checking of codes and fire issues with the Fire Marshall for each and every hangar. This year's hangar inspections are more efficient by having each hangar association to pick one or two days together for each hangar group.

VII. NEW BUSINESS

(Future Agenda Item)

Discuss the costs of running the airport by city tax payers.
Discuss Air Evac and the Halo Project at the airport.
Tours of Tower, before remodel and after the remodel.

VIII. NEXT MEETING TIME

March 11, 2009

Meeting time is scheduled at 7:00 p.m. on the second Wednesday of the month.

IX. ADJOURNMENT

Commissioner Scott made a motion to adjourn the meeting. Commissioner Kelly seconded the motion and the meeting adjourned at 7:50 p.m.