

**MINUTES
AVIATION ADVISORY COMMISSION
GLENDALE MUNICIPAL AIRPORT
6801 N. GLEN HARBOR BLVD.
GLENDALE AVIATION CONFERENCE ROOM
GLENDALE, AZ 85307
FEBRUARY 9, 2011
7:00 P.M.**

I. CALL TO ORDER

The meeting was called to order by Vice Chair Carl Duggins with the following Commissioners present: Robert Irons, Bill Kelly, and Victoria Rogen.

Also present were Judy Skeen, Airport Administrator; Bill Gillis, LAFB; R.L. Brown, Glendale Airport Pilots Assn; Joe Cable, ReSeed Advisors; Gregory Davis, LAFB; Sarah Hood, LAFB; Brandon McBrayer, LAFB; T.R. McCully, Partners In Flight; Jamsheed Mehta, City of Glendale Transportation Department; Tito Suazo, Aerosim Aviation and Roger Whittier, Glendale Airport Pilots Assn.

II. APPROVAL OF MINUTES OF THE PREVIOUS MEETING

Commissioner Kelly made the motion to approve the January 12, 2011 meeting minutes as written. Commissioner Irons made the second. The motion passed 4 - 0.

III. REQUEST FOR CONTINUANCE OR WITHDRAWAL OF ITEMS

None.

IV. AIRPORT BUSINESS

1. Briefing regarding the Air Show:

Ms. Skeen introduced Major McBrayer and Sergeant Davis, both of Luke Air Force Base who were present to give a briefing on the plans for the upcoming Air Show in March.

Major McBrayer's presentation included the following information:

- Luke Days will be held on Saturday, March 19th and Sunday, March 20th.
- On Friday, March 18th, a full rehearsal day will be held; however, the base will not be open to the public until Saturday.
- An MOU (Memorandum of Understanding) is nearly in place as it is pending final signatures. Air space will be given back when not needed.

- A TFR (Temporary Flight Restriction) will be in place as well.

Sergeant Davis, an Air Traffic Controller for Luke Air Force Base, stated that the MOU would be used for Glendale and Goodyear Towers. Sergeant Davis indicated that the MOU would be signed soon and that all of the major players have reviewed the information. Furthermore, the TFR (Temporary Flight Restriction) is only important for fast movers such as the F22 Demo Team and the Thunderbirds.

Commissioner Kelly inquired as to the types of flight demonstrations at the event. Sergeant Davis stated that the following groups and aircraft, among others, would be at the event:

- Thunderbirds
- F22 Demo
- P40
- Twin Engine Acrobatic
- A10
- Superhornet Demo
- Three civilian acts
- Golden Knights
- T33
- Red Bull Helicopter
- Red Bull Jumpers
- Bi-plane demo
- Red Birds
- Osprey
- C17 Demo
- 60 Static aircraft on site

Sergeant Davis stated that there would not be an F35 demonstration as it was too early for that program. Furthermore, the Harriers out of Yuma were pending confirmation.

Mr. Gillis commented that Luke Days runs as a well-oiled machine and good communication is of utmost priority between the Goodyear Tower, the Glendale Tower and Luke RAPCON. Mr. Gillis stated that without the cooperation of the Glendale Airport, Luke Days would not be as successful as it is. Mr. Gillis appreciated the cooperation of the Glendale Airport.

2. Schedule of Airport Advisory Commissions in the Valley:

Ms. Skeen provided the standing meeting dates for various valley Airport Advisory Commissions.

- Scottsdale: 2nd Wednesday of the month at 6:00 p.m.
- Buckeye: 2nd Wednesday of the month at 6:00 p.m.

- Deer Valley, Goodyear and Sky Harbor (all part of the same Advisory Commission): 2nd Thursday of the month at 3:00 p.m. (typically at Sky Harbor)

Ms. Skeen offered to check other valley Airport Advisory Commissions as well.

Commissioner Irons wondered if the Glendale Airport Advisory Commission could change its meeting date to attend one of the other airport meetings as a group. Ms. Skeen replied that this could be done, however, the Glendale Airport Advisory Commission would be canceled and it would be publicly announced that the Commissioners would be attending another Airport Commission meeting as guests. A public posting must be made as this could result in a Commission quorum.

Commissioner Kelly suggested tabling the decision until next month when more Commissioners were present at the meeting.

Commissioner Kelly made a motion to table the decision until next month regarding a Commission visit to another valley Airport Advisory Commission meeting. Commissioner Rogen made the second. The motion passed 4 - 0.

3. Coordinate with the Pilots Association to get a schedule of meetings to include the General Member meeting:

Ms. Skeen stated that the Glendale Airport Pilots Association (GAPA) had not established a Spring General Membership meeting date as yet. Ms. Skeen announced that the GAPA Board meets every third Thursday of the month at 7:00 p.m. in the Glendale Airport conference room.

Ms. Skeen stated that the Commissioners could attend a regular GAPA Board meeting, however, it must be publicly announced that the Commissioners would be attending another airport meeting as guests since a quorum of Commissioners may be present.

Ms. Skeen announced the upcoming GAPA Board meetings as February 15th, March 15th, April 19th and May 17th.

Vice Chair Duggins suggested attending the April 19th GAPA Board meeting. Commissioner Rogen felt that the Commissioners should attend as a group.

Mr. Whittier, GAPA President, stated that the GAPA Board would be happy to have the Commissioners at the April Board meeting. Mr. Whittier explained that the date for the GAPA Spring Event is still pending as the plan is to tie the event into the announcement of the new FBO, which is still to be determined.

Ms. Skeen will coordinate with the GAPA Board the details of the Commissioners visit to the April 19th GAPA Board meeting.

4. Status of FBO:

Vice Chair Duggins noted that there has been no decision yet on the new FBO Operator.

5. Airport Restaurant:

Ms. Skeen reported that the deadline for the Airport Restaurant is February 17, 2011. Ms. Skeen stated that a pre-bid conference was held earlier this week and a tour of the restaurant was held. All bids will be thoroughly reviewed after the deadline. Ms. Skeen added that Commissioners Irons and Kelly will be notified when the bids come in as they are participating on the RFP Review Committee.

Commissioner Kelly wondered if the City of Glendale considered the use of vending machines instead of a restaurant. Ms. Skeen replied that there are a few vending machines in the facility already and the City of Glendale's intent is to have a full working restaurant at the airport.

6. Sub-Committee Reports:

- Events Sub-Committee: Commissioner Rogen has begun formulating ideas for events and has been in contact with Ms. Skeen. Ms. Skeen added that a Young Eagles event was held at the airport on January 29th. The main focus of this Young Eagles event was the children of the Arizona National Guard. Over 70 children received a flight in a plane. Twelve planes were in attendance and flew one to three children on each ride and so there were about 32 flights. The Young Eagles has one event planned for each quarter and they are open to all children. The next Young Eagles events are planned for Saturday, April 16th and Saturday, June 4th. Both are from 7:00 a.m. to noon.
- Security and Safety Sub-Committee: No report.
- Commission Outings Sub-Committee: Ms. Skeen spoke with representatives at West-MEC regarding a tour of the facility. Ms. Skeen was informed that the facility should be available for a tour on Wednesday, April 13th. Ms. Skeen stated that the Commissioners would need to be at the facility at 6:00 p.m. to take the West-MEC tour and then afterward, the Commission meeting could be held. Ms. Skeen explained that West-MEC plans to have the facility completed by the end of April, begin scheduling classes and have the school programs begin this fall. Ms. Skeen reported that West-MEC has received great interest in the program from various high schools.
- Rules and Regulations Sub-Committee: No report.
- Future Business and Development Sub-Committee: No report.

7. Commission Retreat

Vice Chair Duggins stated that the Commissioners must decide whether or not to hold a Commissioner meeting in a retreat format on a Saturday or to just have a regularly scheduled Commission meeting for the month of May.

Commissioner Rogen asked for more information on the retreat. Ms. Skeen explained that the retreat is held on a Saturday morning and speakers are invited.

Commissioner Kelly stated that he liked the retreat format and enjoyed the speakers from the TSA last year. Commissioner Irons agreed.

Commissioner Kelly made a motion to hold the May Airport Advisory Commission meeting on a Saturday in a retreat format as a substitute for the regularly scheduled Commission meeting held the second Wednesday of May. Commissioner Irons made the second. The motion passed 4 - 0.

V. SUMMARY OF CURRENT EVENTS

Ms. Skeen provided an update on current events, which included the following:

- Heating and A/C System: The airport will be receiving a new heating/AC system, the cost of which will come out of the facilities budget and not the airport budget. The installation will begin April 8th and is expected to be completed by mid-June. This is good news as the current system is very old.
- Operations: Flights during January 2011 were more than twice that of January 2010. This is not attributed to the recent Bowl Games, but rather that more people are flying and there is more training occurring. There were 13,246 operations in January 2011. The nearest monthly operation figure was 12,685 and that was seen in 2006. Therefore, it is hoped that the airport will see well over 100,000 in operations in 2011.
- ADOT Grant: The ADOT grant will be on the February 22, 2011 City Council agenda. The ADOT grant is for \$8,587 and the city of Glendale's match is \$8,587. This is for a portion of the improvements to the runway areas and blast fence.
- New Airport Advisory Commissioner: Mr. Cable will be sworn in as a new Airport Advisory Commission at the February 22, 2011 City Council meeting. Mr. Cable is in attendance at this meeting tonight as a member of the public. There is still one more vacancy to be filled on the Commission.
- Security at City Hall: The north doors of Council Chambers are now locked at 6:30 p.m. due to tighter security measures.

Commissioner Rogen mentioned noticing the new airport turn lane. Ms. Skeen explained that the pilots have wanted this turn lane for a long time. Ms. Skeen

commented that the installation of this turn lane was part of an agreement with West-MEC stating that West-MEC altered the meridian resulting in better access to Gate 2. Ms. Skeen noted that landscaping and striping of the lane is pending completion. Vice Chair Duggins wondered if the access off Glendale Avenue would be used as the entrance into West-MEC. Ms. Skeen replied in the negative and explained that the West-MEC entrance is via Glen Harbor and the new turn lane is for them and easier access into Gate 2.

VI. CALL TO THE PUBLIC

No business from the floor was presented.

VII. NEW BUSINESS REQUESTS

1. Projected costs to taxpayers for this fiscal year.
2. Appointment of new Commissioner.

VIII. NEXT MEETING TIME

The next Commission meeting will be held at 7:00 p.m., Wednesday, March 9th, 2011 on the second floor Conference Room of the airport terminal building located at the Glendale Municipal Airport, 6801 N. Glen Harbor Blvd Suite 201, Glendale, AZ.

IX. COMMISSION COMMENTS AND SUGGESTIONS

None

X. ADJOURNMENT

Commissioner Kelly motioned to adjourn the meeting at 7:55 p.m. Commissioner Rogen made the second. The motion passed 4 - 0.