

**MINUTES
AVIATION ADVISORY COMMISSION
GLENDALE MUNICIPAL AIRPORT
6801 N. GLEN HARBOR BLVD - SUITE 201
GLENDALE, ARIZONA 85307
AIRPORT CONFERENCE ROOM
MARCH 13, 2013
7:00 P.M.**

I. CALL TO ORDER

The meeting was called to order at 7:00 p.m. by Chair Ron Cohoe with the following Commissioners present: Walt Chaney, Victoria Rogen, Marc Terrill, Quentin Tolby, Michael Hernandez and Robert Irons.

Also present were Walter Fix, Airport Administrator; Bill Gillies, Luke Air Force Base; Cathy Colbath, Interim Executive Director of Transportation Services; Basil Allen, Glendale Airport Tower; Tito Suazo, Aerosim Aviation; Clare Pryke, Glendale Airport Hangars; Alex Romanowski

II. APPROVAL OF MINUTES OF THE PREVIOUS MEETING

Commissioner Irons motioned to approve the December 12, 2012 meeting minutes as written. Commissioner Chaney made the second. The motion carried 7 - 0

III. REQUEST FOR CONTINUANCE OR WITHDRAWAL OF ITEMS.

None.

IV. AIRPORT BUSINESS

The following business was discussed:

1. **Renewal of Commissioners and Loyalty Oaths**
Commissioners Hernandez and Tolby gave a brief background of themselves. Commissioner Tolby and Hernandez both signed their Loyalty Oaths previously at City Hall. Commissioner Chaney will be provided with a Loyalty Oath to sign at the next meeting.

2. **FAA Corrective Plan Update**
Mr. Fix provided an update on the APS Solar Facility which is part of the FAA Corrective Action Plan (CAP). Mr. Fix stated that APS has decided to remove the facility. APS proposed the City of Glendale to be responsible for a share of the cost to remove the facility; the FAA and Glendale's legal team will review this issue. APS has sent an estimate of

\$100,000 for removal of the facility. There are five years left on the ground lease.

Mr. Fix stated that the 2012 hangar inspections continue and 248 of 270 hangars are aeronautically compliant. Mr. Fix sends statistics to the FAA on a regular basis. The City of Glendale has received two letters from Valley Aviation Services regarding unresolved CAP items. A response will be sent to the principals of Valley Aviation Services. There are 20 non-compliant hangars at this time. Mr. Fix explained that some hangars still have minor code violations outstanding from the 2011 inspections. Mr. Fix stated that a new letter will be sent within three weeks with a reminder to resolve the code issues.

Mr. Fix will schedule a conference call with the attorneys in Washington D.C. regarding the full FAA compliance deadline.

Chair Cohoe inquired as to when the Airport would receive the “closeout” letter from the FAA, indicating compliance with federal grant assurances. Mr. Fix explained the Airport must have addressed all CAP items. Mr. Fix noted that the APS lease issue must be resolved and the Airport Rules & Regulations and Minimum Operating Standards must be approved.

Chair Cohoe inquired about the City of Glendale Materials Lab on site. Mr. Fix noted that the rent for the property has been taken care of internally and the Materials Lab will find a new location.

Mr. Fix commented that the original deadline for completion of the Airport Rules & Regulations, Minimum Operating Standards and Airport Leasing Policy was originally June 2012, however, the FAA agreed to an extension to March 2013.

3. Airport Rules & Regulations & Minimum Operating Standards

Chair Cohoe gave a brief history of the process of updating the Airport Rules & Regulations and Minimum Operating Standards for the new Commissioners.

Chair Cohoe stated that quite a bit of public comment was received and incorporated into the documents. Mr. Fix noted that the stakeholder group spent two or three weeks thoroughly reviewing all of the public comments.

Mr. Fix announced that the draft Airport Rules & Regulations and Minimum Operating Standards, once approved by the Commission, will be presented at the March 19, 2013 Council Workshop. After the Workshop meeting, the Rules and Standards will be on a Council Agenda for approval.

Commissioner Terrill motioned to approve the draft Airport Rules & Regulations dated December 14, 2012 and to forward to City Council for review and approval. Commissioner Rogen made the second. The motion carried 7 – 0.

Commissioner Irons motioned to approve the draft Airport Minimum Operating Standards dated March 6, 2013 and to forward to City Council for review and approval. Commissioner Chaney made the second. The motion carried 7 – 0.

4. Airport Compliance Innovation Committee

Mr. Fix noted that the Airport Compliance Innovation Committee (ACIC) was a proposal by the Committee as a subcommittee to work with the tenants of the Airport on innovative ways to maintain and operate the Airport and to present the suggestions to the FAA after the Airport is in full compliance. The subcommittee would also work on proposals to make the Airport self-sustaining.

Mr. Fix discussed the subcommittee with the City's legal team who strongly suggested that ACIC be a stakeholder group rather than a sub-group of the Commission. This would allow for more flexibility and there would be no conflict with the Open Meeting Law. Furthermore, it was advised that the sub-group move forward after the close out letter is received from the FAA.

Chair Cohoe commented that the stakeholder group would have a maximum of three Commissioners to avoid a quorum.

Chair Cohoe announced that this issue would be revisited upon receipt of the FAA close out letter.

5. Ordinance No. 1741, New Series, Article III. Aviation Advisory Commission Bylaws

Chair Cohoe stated that the City would like the Commission to adopt a set of Bylaws.

The Commission was provided with a proposed set of Bylaws.

Commissioner Terrill noted the following:

- There is no statement of purpose or scope included.
- The organization only specifies a Chair or Vice Chair, but no Commissioners.
- Clarification of Section 205, which speaks of cases that the Commission may hear, is requested.

It was agreed by consensus to table the vote on the proposed Bylaws pending further clarification of Section 205.

6. Retreat Activity Ideas

It was agreed that the annual retreat will be held on Saturday, May 11, 2013. Agenda ideas include a tour of West-MEC, Super Bowl planning and a visit with the new Mayor.

V. SUMMARY OF CURRENT EVENTS

Mr. Fix discussed the following:

1. Status of federal sequestration and air traffic control tower

Mr. Fix stated that due to the federal sequestration budget cuts, the FAA is proposing closure of control tower contract services at approximately 200 airport control towers nationally. There are four proposed airports in Arizona that may be impacted: Glendale, Goodyear, Tucson-Ryan and Bullhead City. Representatives of the City of Glendale, the City of Phoenix, Luke Air Force Base (LAFB) and Serco, one of the FAA's Air Traffic Control contractors, have signed a letter urging the FAA to reconsider the closure of the tower contract services at the Glendale Municipal Airport. By March 18th, the FAA will issue the formal and final list of airports which will be cut from contract services and it is hope that the Airport is not among the final cut. This closure information from the FAA was abruptly received and not expected.

Commissioner Irons inquired as to what would happen if the Airport lost the tower contract services. Mr. Fix explained that every airport has common traffic advisory frequency (CTAF) whereby the pilots can communicate with each other, during uncontrolled air traffic operations. Mr. Fix noted that CTAF is currently used at the Airport after the tower is closed for the night. Mr. Fixed stated that LAFB has requested that the Airport keep the tower open from dawn to dusk. It will be a real challenge if the tower is no longer open during the day. The Airport is in a very busy airspace with LAFB nearby. Mr. Fix stressed that this is a very concerning decision by the FAA.

Mr. Allen commented that some corporate jets may no longer come to the Airport if the tower is closed because they cannot fly with CTAF due to insurance issues. Mr. Allen stated that the twins and larger, plus the flight schools may no longer use the Airport either. Mr. Allen stressed that daytime tower closure is a very serious issue and impacts the safety of the Airport.

Mr. Fix explained that before 1982, the City employed its own tower controllers. After the air traffic controller strike of 1981 occurred, the FAA contract tower program began. The FAA is stating that the City can have its Airport tower controlled, but the City will have to pay the cost for controllers. Chair Cohoe asked if the City is in a position to hire air traffic controllers. Ms. Colbath replied that this was not included in the City budget and would have to be discussed.

Mr. Gillies expressed concern about the safety factor of a daytime tower closure.

Mr. Allen commented that the controllers are under a lot of stress due to the uncertainty of employment.

Commissioner Hernandez inquired about a Plan B if the tower is closed. Ms. Colbath stated that the Glendale Airport is in a very unique area which does not apply to other airports on the proposed list and is hopeful that the contract services will continue. Ms. Colbath commented that all of this information is very new and all options have not been explored yet.

2. Runway Safety Area Project update

Mr. Fix noted that the blast fence has been relocated and lengthened along Glendale Avenue and the pavement markings were made. The additional wind sensor was pulled from the project due to the high cost. The additional wind sensor will be placed on the current wind equipment.

Mr. Fix announced that the asphalt paving part of the project has been delayed until April when the weather will be better and there will be less jet traffic from spring training.

3. Operations Update

Mr. Allen gave the following update:

- For February, operations were 6,900 which were down a few percentage points below February 2012.
- Jet traffic has picked up.
- There is word that Runway 19 Departure Procedure will be in place earlier than expected.

Mr. Fix noted that operations decreased 20-30% because the TransPac lease with Air West ended and TransPac moved back to Phoenix- Deer Valley Airport as well as other valley airports.

4. Planned Upcoming Events in 2013

Mr. Fix announced that on April 17th through April 19th, the Collins Foundation will bring its Wings of Freedom Tour to the Airport. WWII aircraft will be on site to tour for a small donation fee and rides will also

be available. Mr. Fix stated that the event will be promoted in flyers, emails, the newspaper and a press release.

5. Aviation Day at the Capitol

Mr. Fix attended Aviation Day which was sponsored by the Arizona Airports Association and the Arizona State Legislators. Mr. Fix explained that the event helps to recognize and promote the importance of aviation and the airports.

Commissioner Terrill inquired about the Airport restaurant. Mr. Fix stated that the restaurant is doing well. Mr. Fix added that the restaurant lease amendment was approved by Council and the restaurant will now be permanently closed on Monday.

6. FAA grant application for land acquisition

Mr. Fix has applied for and should receive an FAA grant for the acquisition of the former ConAir property. The City has pursued the property via the land condemnation process. Mr. Fix stated that this year the FAA should award the grant for Council approval. The final price of the land will likely be settled in court due to a disagreement of land value and when the land valuation is to have occurred.

VI. CALL TO THE PUBLIC

Chair Cohoe made the Call to the Public. No comments were made.

VII. NEW BUSINESS REQUESTS (Future Agenda Items)

None.

VIII. NEXT MEETING TIME

The next meeting will be held at 7:00 p.m. on the second floor Conference Room of the Airport terminal building on Wednesday, April 13, 2013.

IX. COMMISSION COMMENTS AND SUGGESTIONS

Comments by the Commissioners were welcomed.

X. ADJOURNMENT

The meeting adjourned at 8:25 p.m. by consensus.