

**MINUTES
AVIATION ADVISORY COMMISSION
GLENDALE MUNICIPAL AIRPORT
6801 N. GLEN HARBOR BLVD - SUITE 201
GLENDALE, ARIZONA 85307
AIRPORT CONFERENCE ROOM
APRIL 10, 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, 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; Clare Pryke, Glendale Airport Hangars, City of Glendale Councilmember Gary Sherwood

II. APPROVAL OF MINUTES OF THE PREVIOUS MEETING

Commissioner Chaney motioned to approve the March 13, 2013 meeting minutes as written. Commissioner Hernandez made the second. The motion carried 5 - 0 [Commissioner Irons was not yet present.]

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 Chaney signed their Loyalty Oaths.
2. Airport Rules & Regulations

Mr. Fix reported that he will submit a new timeline to the FAA by the end of this week for final completion and approval of the Rules & Regulations which will indicate that the document will be finalized in April. Mr. Fix stated that although the most recent timeline had March as the deadline, this should not be a problem with the FAA as the Rules & Regulations are nearly complete. Mr. Fix stated that there were recent changes to the Rules & Regulations due to the potential tower closure. The document was changed to be generic in regards to specific air traffic control tower

directives and closures. Chair Cohoe commented that these were very minor changes.

Commissioner Terrill motioned to approve the draft Airport Rules & Regulations dated April 2, 2013 and to forward to City Council for review and approval. Commissioner Rogen made the second. The motion carried 5 – 0. [Commissioner Irons was not yet present.]

3. Minimum Operating Standards

Mr. Fix stated that the Minimum Operating Standards revisions have been nearly completed by the stakeholder group. Mr. Fix noted that there are some wording questions regarding hangar rentals which the legal team in Washington D.C. felt needs to be further clarified. This issue should be resolved soon. Mr. Fix announced that the Minimum Operating Standards have been tentatively placed on the May 28th Council agenda.

Mr. Fix explained that the FAA only required the Rules & Regulations to be completed by March 2013. However, Airport Administration determined that the Minimum Operating Standards and Leasing Policy should be provided and approved as well.

[Mr. Gillies entered the meeting.]

4. Retreat Activity Ideas

The following agenda ideas were proposed for the annual retreat to be held on Saturday, May 11th.

- Breakfast, instead of lunch, at Left Seat West
- New member question and answer period over breakfast
- Discussion on goals and expectations for the Commission for 2013
- Successor planning for the new Chair after November
- Minimum Operating Standards and Leasing Policy update
- Update on grant projects
- Fuel price comparison in the valley
- 2013 events planned for the Airport
- Tenant update – occupancy and vacancy status
- West-MEC tour
- Glendale Aero Services (FBO) tour
- Boards and Commissions refresher
- Discussion of vacating any summer meetings
- Luke Air Force Base presentation
- Airport tour
- Comparison/information on best practices at other similar-sized airports
- Super Bowl impact

5. Federal Sequestration and Air Traffic Control Tower closure

Mr. Fix announced that due to the federal sequestration, the FAA has proposed ceasing funding for contract tower operations at 149 airports. Mr. Fix stated that the Glendale Airport was on the list for closure on April 21st, however, last week an email was received indicating that all of the closures were postponed until June 15, 2013. Mr. Fix stated that many airports have sent legal intervention to the FAA Administrator to stop the tower closures. The City of Glendale has not pursued that type of legal action.

Mr. Fix stated that SERCO is to provide the City with the cost of one tower manager and six controllers so that the City can budget for the positions or seek alternative funding. Mr. Fix noted that the estimated cost was \$618,000; however, this is to be confirmed and finalized. Mrs. Colbath stressed that the City is very concerned about this issue and information regarding the proposed closure has been disseminated very rapidly from the FAA to City staff.

Mr. Fix recently invited all Airport tenants to a meeting held at West-MEC regarding the issue. Approximately a dozen tenants were in attendance.

Mr. Fix stated that the FAA has indicated there will be some type of outreach soon regarding the impending closures and how the affected airports are to maintain the FAA equipment.

Mr. Fix stated that the affected airports can choose to be a non-federal control tower if funding can be found. If alternate funding sources are found, the closure may be delayed until the funding is in place.

[Commissioner Irons entered the meeting.]

A few weeks ago, Mr. Fix met at Sky Harbor Airport with representatives from Phoenix, Goodyear, Glendale and ASU Poly Technic. Mr. Fix stated that ASU proposed that certified FAA instructors and students provide air traffic control service at the Goodyear and Glendale Airport control towers. Mr. Fix explained that the students need the tower time as part of their certification. Mr. Fix noted that the students are trained at a state-of-the-art training facility at the ASU Polytechnic campus.

Chair Cohoe stated that he attended the tenant information meeting at West-MEC. Chair Cohoe commented that if the Glendale tower is closed, there are a few options to investigate. Chair Cohoe commented that the option of partnering with ASU Poly Technic was very promising and the Scottsdale and Prescott towers currently have students perform time in their towers for certifications.

Commissioner Rogen inquired about the equipment in the tower. Mr. Fix replied that the FAA has indicated that once the tower is closed, the FAA will take a tower equipment inventory within 90 days. The FAA owns two pieces of equipment in the tower, the City owns the rest.

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

Chair Cohoe noted that the adoption of the proposed Bylaws at the March meeting was tabled due to requested clarification of Section 205. Chair Cohoe presented wording from paragraph 2.5 of other standard City of Glendale Commission Bylaws for consideration in place of Section 205.

Commissioner Terrill motioned to approve the Aviation Advisory Commission Bylaws with the change of inserting paragraph 2.5 as presented in place of Section 205. Commissioner Hernandez made the second. The motion carried 6 - 0

V. SUMMARY OF CURRENT EVENTS

1. Runway Safety Area Project update: Mr. Fix reported on the following:
 - The project is approximately 95% complete.
 - The asphalt paving portion of the project is complete.
 - One runway end light fixture still needs to be completed.
 - The paint striping will be completed next week.
 - "Punch list" items will be noted and corrected.
2. Operations Update: Mr. Allen reported on the following:
 - There was a 14% reduction of tower operations from March 2013 compared to March 2012.
 - The Airport's tower operations are currently on a downward trend. This has occurred a few times over the past 10 years.
 - IFR operations are down just slightly from last year. However, this statistic is skewed because IFR Procedures are needed for Runway 1-9. These procedures should be ready this October.
 - March operations were 7,593 which were approximately 1,200 less than last March.
 - For the last three months, operations were approximately 21,000.

Chair Cohoe inquired as to how the trending at the Airport compared to other valley statistics. Mr. Allen noted that Chandler was reported an increase of 30% over last year, Deer Valley has maintained steady operations, Goodyear fell slightly but has been increasing and Falcon Field has been maintaining.

Chair Cohoe wondered why Glendale operations have been down compared to other valley airports. Mr. Allen stated that one major factor was that the Airport did not have a large enough flight school that typically increases operations significantly. In addition, there has been the impact of the poor economy.

Mr. Gillies inquired about any operations increase due to spring training. Mr. Allen replied in the positive but added that this was offset by other decreases.

Mr. Gillies asked if the tenants were flying. Mr. Allen stated that some tenants do fly, but they are flying less often than years ago.

Commissioner Terrill stated that there will be a commercial pilot shortage due to the new age 65 rule beginning this year. Commissioner Terrill felt that this would create a real need for pilot training.

Councilman Sherwood stressed that there is a possibility of City of Glendale Economic Development Department staff being based out of the Airport. Councilman Sherwood noted that there is great interest in getting the Airport back into synergy with business development.

3. Planned Upcoming Events in 2013: Mr. Fix reported on the following:
- The Wings of Freedom Tour will be held next Wednesday through Friday.
 - WWII bombers and a P-51 will be on display for tours and rides.

Mrs. Colbath stated that marketing will be done by the City website, news media and flyers.

Commissioner Rogen asked for an update on the APS Solar Farm. Mr. Fix stated that APS has formalized their letter regarding the removal of the Solar Farm. APS is asking for the City to share in the cost of removal. Mr. Fix noted that the City feels that the Solar Farm should be removed at APS's cost because there is only five years left on the lease and APS must remove all equipment according to the lease. Mr. Fix will provide further updates on this issue.

Councilmember Sherwood stated that it is still an option that the tower closure will not occur and that the City is highly in support of the Airport. Chair Cohoe thanked Councilmember Sherwood for his attendance and support.

VI. CALL TO THE PUBLIC

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

VII. NEW BUSINESS REQUESTS (Future Agenda Items)

Future agenda items as followed were proposed:

- Attraction of flight schools
- High avgas and jet fuel prices
- Marketing to Luke Air Force Base active duty members for flight training
- Discussion of items for self-sustainability and review rates and fees currently imposed at the Airport
- In the event of the tower closure, discussion of another non-towered airport to be used as a benchmark for modeling
- Commission letter to City Council stressing the critical need for the tower, especially in regards to safety
- Discussion of a temporary control tower is necessary, such as for the Super Bowl and other sports days
- Review tower closure alternatives

VIII. NEXT MEETING TIME

The next meeting, which is the annual retreat, will be held at 9:00 a.m. on the second floor Conference Room of the Airport terminal building on Saturday, May 11, 2013.

IX. COMMISSION COMMENTS AND SUGGESTIONS

None made.

X. ADJOURNMENT

The meeting adjourned at 8:10 p.m. by consensus.

The Aviation Advisory Commission Meeting Minutes of April 10, 2013 were approved at the Commission Meeting of May 11, 2013.



Walter L. Fix, A.A.E.
Airport Administrator
623-930-2188