

**MINUTES  
AVIATION ADVISORY COMMISSION  
GLENDALE MUNICIPAL AIRPORT  
6801 N. GLEN HARBOR BLVD - SUITE 201  
GLENDALE, ARIZONA 85307  
AIRPORT CONFERENCE ROOM  
JANUARY 8, 2014  
6:00 P.M.**

**I. CALL TO ORDER**

The meeting was called to order at 6:00 p.m. by Chair Terrill with the following Commissioners present: Walt Chaney, Victoria Rogen, Quentin Tolby, and Joe Mascaro.

Also present were Walter Fix, Airport Administrator; Lt. Colonel Adam Such, 388<sup>th</sup> Composite Squadron; Cadet Commander Megan Parsons, 388<sup>th</sup> Composite Squadron; James Gruber, Assistant City Attorney.

**II. APPROVAL OF MINUTES OF THE PREVIOUS MEETING**

**Commissioner Mascaro motioned to approve the December 11, 2013 meeting minutes with the following changes:**

- **Page 2, section 5, third point of the 5<sup>th</sup> paragraph, change the word “denied” to “prohibited”.**

**Commissioner Chaney made the second. The motion carried 5 – 0.**

**III. REQUEST FOR CONTINUANCE OR WITHDRAWAL OF ITEMS.**

None.

**IV. AIRPORT BUSINESS**

1. Commissioner Rogen signed the Renewal of Commissioner & Loyalty Oath.
2. Lt. Colonel Adam Such, Commander of the 388<sup>th</sup> Composite Squadron, briefed the Commission on the activities of the Civil Air Patrol (CAP). He was joined by Cadet Commander Megan Parsons, who presented on:
  - The recent reorganization of the squadron, which merged three of the Valley’s squadrons to create the new 388<sup>th</sup> Composite Squadron, based at the Glendale Municipal Airport.
  - Squadron resources, which include: 100 members, a Cessna 182, fixed and portable radios, and vehicles.
  - 2014 Cadet Activities: Orientation Flights, Aerospace & Career Exploration, Services to City of Glendale, Leadership Activities, State Cadet Competition, Field Training Exercises & Encampments, STEM Resources and Field Trips.

Lt. Colonel Such and Cadet Parsons also presented their area of concern to the Commission, which is lack of space in 2014 due the Squadron's growth and goals. The Squadron has a greater demand for a variety of classes and activities, a quiet space for group presentations, activity space for breakout groups and mini-labs. The assistance requested is to lease the adjacent land, which permits limited use, and create a 1-story classroom for cadets.

After the presentation, Commissioners were able to ask questions and discuss the CAP program with Lt. Colonel Such and Cadet Parsons.

3. Aviation Advisory Commission Goals for 2014: It is recommended that the Commission establish individual Commissioner and Commission joint goals, including completion dates, to be completed throughout the year. Chair Terrill opened to floor to discussion. Issues raised by Commissioners included the Airport's lack of flight training schools and a restaurant, as well as the impact of fuel prices and the number of corporate jets based at the airport. It was agreed that all goals should be added to the next agenda, giving the Commission time to think about the issues raised at this meeting and how they can be incorporated into the 2014 Goals.

## **V. SUMMARY OF CURRENT EVENTS**

Mr. Fix reported on current airport activities:

1. Construction Projects/Grants: The contract for C&S Engineering for the apron design and rehabilitation goes to the Council on February 11<sup>th</sup>.
2. Budget/Expenses/Revenues: Every City department has submitted their projection for FY15; there was little change for the Airport. Due to reorganization within the City of Glendale, the Airport will be re-aligned under the Public Works department, effective July 1, 2014.
3. Economic Development/Airport Business Plan: The process to solicit a new proprietor for the restaurant will begin this quarter. Mr. Fix has drawn up an Airport Business Plan, which was handed out to the Commission for review.
4. Land Use Planning/Airspace: There has been no further word from the City of Phoenix on the Beazer Home subdivision. A response from the FAA regarding the 7480 Form to determine feasibility of a second runway is expected any week now.
5. FAA Grant Assurance Compliance: There still has not been a closeout letter from the FAA. A court hearing has been scheduled for the two tenants who were issued citations. The American Association of Airport Executives has invited Mr. Fix to its upcoming workshop, where he will be speaking on the Part 16 Process. Mr. Fix has secured sponsorships to fund his attendance at the workshop.
6. Super Bowl XLIX Planning: All Valley airports plus FAA representatives and other concerned parties will be meeting together to inventory how many corporate jets the Valley can handle as well as work on airspace departure planning after the game. The City of Glendale holds monthly Super Bowl planning meetings and at the most recent meeting confirmed that seven public safety officials will attend the New York Super

- Bowl. Mr. Fix will be hosting a tabletop exercise for disaster scenarios, which the Commission will be invited to attend.
7. 2014 Fiesta Bowl Report: The ticket draw was lower than in previous years. There were about 20 jets that came through the airport, which were fewer than last year.
  8. February 18<sup>th</sup> 2014 Aviation Day at the Capital Event: This event is an opportunity for the aviation community to present and speak on aviation issues to state politicians. Commissioners are encouraged to attend.
  9. Air Traffic Operations/Based Aircraft: There were 71,316 Operations in 2013, which is down 10% from 2012. Considering the loss of TransPac in February, which made up 30% of airport operations, this decrease was expected. The quarterly Based Aircraft Report will be available next month.

## **VI. CALL TO THE PUBLIC**

No comments.

## **VII. NEW BUSINESS REQUESTS** (Future Agenda Items)

The following items were proposed:

- Discuss the Civil Air Patrol request for more space
- Discuss ways to promote the airport
- Discuss the Airport Business Plan distributed at tonight's meeting
- Commission Goals for 2014

## **VIII. NEXT MEETING TIME**

The next meeting will be held at 6:00 p.m. on the second floor Conference Room of the Airport terminal building on Wednesday, February 12, 2014.

## **IX. COMMISSION COMMENTS AND SUGGESTIONS**

None

## **X. ADJOURNMENT**

The meeting adjourned at 7:10 p.m. by consensus.