

MINUTES

**AVIATION ADVISORY COMMISSION
GLENDALE MUNICIPAL AIRPORT
6801 N. GLEN HARBOR BLVD - SUITE 201
GLENDALE, ARIZONA 85307
AIRPORT CONFERENCE ROOM
MAY 20, 2015
6:00 P.M.**

I. CALL TO ORDER

The meeting was called to order at 6:01 p.m. by Chair Quentin Tolby with the following Commissioners present: Vice Chair Walt Chaney, Leonard Escudero, Larry Rovey and Linda Yeager.

Also present were Walter Fix, Airport Administrator; James Gruber, Assistant City Attorney; Bill Gillies, Luke Air Force Base; Clare Pryke, Glendale Airport Hangars; Brad Kathrins, Easyfly Aviation; Ron Kolb, Barbara Cole, Glendale Parks and Recreation Commission

II. APPROVAL OF MINUTES OF THE PREVIOUS MEETING

Commissioner Yaeger motioned to approve the April 8, 2015 meeting minutes as written. Vice Chair Chaney made the second. The motion carried 5 – 0.

III. REQUEST FOR CONTINUANCE OR WITHDRAWAL OF ITEMS.

None.

IV. AIRPORT BUSINESS

1. Loyalty Oath for Commissioner Rovey

Commissioner Rovey signed his Loyalty Oath.

2. Easyfly Aviation

Mr. Brad Kathrins, General Manager of Easyfly Aviation, gave a presentation on the company profile and operations at the Airport. Highlights of the presentation include the following:

- The company was founded in 2011 in Shanghai, China. The US operation was incorporated in Glendale, AZ in October 2014. The company is unique in the valley in that it is based in China and recruits/trains mainly Chinese students in the US. China's regional airways are opening up and there is a great need for general aviation regional pilots. It is more expensive to train a pilot in China than it is to train a pilot in the US, housing and travel included.
- World partners include: Embry Riddle Aeronautical University, Airwest Helicopters, Westwind School of Aeronautics, Mauna Loa Helicopters, Hawaiian Pacific Aviation and more.
- Business segments include:
 - Pilot training – airline and helicopter
 - Aviation degree programs through university partnerships worldwide
 - Pilot provisioning services and crew leasing

- Aviation maintenance and technician training
- Aviation management personnel training
- Operations improvement plans for aviation companies
- Aircraft and helicopter acquisition and or leasing services
- Aircraft management and charter operations
- In the United States:
 - There are 3.5 employees: one part-time accountant in New York and three full time employees in Arizona
 - Oversight of the Deer Valley Airport-based, fixed wing aircraft operations
 - Helicopter training base at the Glendale Airport – three partner program
 - Expect to begin operations in August 2015
 - Exhaustive search for a training partner was conducted
 - Mauna Loa was chosen by a significant margin via RFP process
 - Easyfly provides marketing, pre-departure training, travel and student services
 - Mauna Loa provides training syllabus, approvals, oversight and student Visa
 - Airwest provides logistics, helicopters, instructors and maintenance
 - Operational agreements are currently being negotiated
 - Benefits to the City and Airport: In Year 1, 50 students expected and in Year 2, 100+ students expected who will be spending money on housing, food, transportation, entertainments and more. Also, instructors, administrative and mechanics will need to be employed.
 - Crew leasing
 - Aircraft manufacturer training program for VIP buyers

Chair Tolby asked for further clarification regarding the reason for the high cost of aviation training in China. Mr. Kathrins explained that for each flight, permits and approvals are need which increases the cost of training. Additionally, general aviation airports are scarce which adds to the challenge.

Mr. Gillies asked if the fixed wing operations would move to Glendale. Mr. Kathrins replied in the negative explaining that more room would be needed at the Glendale Airport to conduct both helicopter and fixed wing training.

Mr. Gillies inquired about the English language standards of the program. Mr. Kathrins stated that the Chinese students are trained in the English language and culture while in the program. One of the staff members was born and raised in China and she is ESL trained. Easyfly wants the pilots to succeed in all areas of the program.

Commissioner Escudero asked how the Commissioners or Airport staff could assist Easyfly. Mr. Kathrins replied that all is going well now, but possibly in the future more room might be needed for expansion.

Chair Tolby thanked Mr. Kathrins for his presentation and wished Easyfly much success.

3. Airport Rates and Charges

Mr. Fix presented a revised proposal for the Airport Rates and Charges. The rates and charges were presented as compared to other valley airports and discussed in detail.

Chair Tolby wondered if the \$19.99/sq. foot terminal office lease rate could be negotiated with a tenant. Mr. Fix explained that \$19.99 was the Council-approved terminal office lease rate. Any changes would

have to be approved by the Council. Commissioner Rovey and a member of the public commented that office space is approximately \$12.00 to \$14.00/sq. foot in downtown Glendale. Mr. Fix utilized an internet-based rental site for comparisons but will perform further research on other commercial office rates in Glendale. Chair Tolby noted that land leases at the Airport are negotiable and therefore, office space should be as well. Mr. Fix will present the suggestion to senior staff.

Mr. Fix stated that the goal is to have the proposed Airport Rates and Charges on the August 25th Council agenda. Mr. Fix noted that prior to that, a 30-day public comment period is necessary. Commissioner Escudero suggested that the Commission review the public comments before voting on a recommendation.

Commissioner Yaeger motioned to table action on the revised Glendale Municipal Airport Rates and Charges until the June Commission meeting. Vice Chair Chaney made the second. The motion carried 5 – 0.

4. Aircraft Hangar Storage

Chair Tolby opened discussion regarding the minutes from the February 25, 2015 Los Angeles County Aviation Commission meeting. Chair Tolby has a personal contact in the Los Angeles area who shared the minutes with him. The minutes reveal that a certain amount of non-aeronautical hangars are allowed at the Los Angeles County airports. Chair Tolby expressed concern that the FAA is not treating the Glendale Airport the same.

In researching the issue, Mr. Fix contacted Mr. Kyle Woodruff, Manager of the Bracket Field Airport. Mr. Fix found that in Los Angeles County the airports are run by a private company. The airports were experiencing very high vacancy rates and the FAA was contacted regarding the issue. The FAA has been receptive to using hangars on an interim basis for non-aeronautical storage for a period of five years and fair market value must be charged. Mr. Fix explained that this is what occurred at these Los Angeles County airports. The FAA views this positively in that it helps the airports become self-sufficient. Mr. Fix also contacted Mr. Tony Garcia, the FAA Compliance Manager in Los Angeles who confirmed the information received from Mr. Kyle Woodruff. Mr. Garcia confirmed that airports can set aside a certain number of hangars aside for non-aeronautical storage. Mr. Fix stated that the Los Angeles County Airports tack on a surcharge for these non-aeronautical hangars and provided pricing details. Mr. Fix discussed the proposed hangar storage policy which was drafted last summer by the FAA. The FAA garnered over 3,000 public comments. Mr. Fix and City Staff made official comments on the FAA website as well. Mr. Fix stated that the goal of the FAA is safe hangar storage, keeping airport users happy and increasing airport revenues. Mr. Fix stated that the FAA has not yet adopted the proposed policy from last summer. Mr. Fix asked Mr. Garcia if the Glendale Airport could request a similar policy as the Los Angeles County airports. Mr. Garcia recommended that the Glendale Airport keep its storage policy as recently amended in accordance with the Corrective Action Plan.

Mr. Fix commented that the difference between the Los Angeles County airports and the Glendale Airport is that the Airport does not have city-owned hangars, but rather ground leases. Airports that own their hangars are permitted, temporary, approved, non-aeronautical use of hangars in order to generate revenue. Mr. Fix found that there are two other airports preparing to ask the FAA for similar permission.

Commissioner Rovey asked for clarification of the Corrective Action Plan. Mr. Fix provided the history of the issue and resolutions.

Chair Tolby commented that it is important that the FAA treat the Glendale Airport as other airports are treated. Chair Tolby asked the Mr. Garcia be invited to a Commission meeting if and when he is in town.

V. SUMMARY OF CURRENT EVENTS

Mr. Fix reported on current airport activities:

1. Construction Projects/Grants Status
 - Apron and Lighting Project: Paving has been completed and tie-downs will be installed. Tomorrow, the tenants under the shade will move back to tie-downs. The project should be finished in about a week. The lighting should be installed in approximately three weeks. The LED lights are a new product and require approval in FAA specifications. The City's match to the ADOT grant for the apron in the amount of \$110,000 will go to Council for approval in August. The total cost of the project is approximately \$2.4 million.
 - Airport Layout Plan: The grant needed to be re-submitted since ADOT provided an incorrect grant number. On June 23rd, the contract for Coffman Associates will go before Council. It will take approximately nine months for Coffman Associates to complete their work. Then, it will take a year or two for the FAA to approve the new Airport Layout Plan.
2. City of Glendale Organizational Changes
 - A recent organization chart was displayed. Ms. Cathy Colbath, Deputy Public Works Director, retired on May 6th. Ms. Debbie Albert is the Acting Deputy Public Works Director and Mr. Fix will be reporting to her at this time. Mr. Fix submitted his 90-day resignation notice for his planned retirement. Recruiting for his replacement has begun.
3. Operating Budget/Expenses/Revenues
 - A copy of the budget was displayed in a new format.
 - Revenues are up from last fiscal year and may end close to \$500,000 for the current fiscal year ending June 30th.
4. Airport Business Activity/Lease Updates
 - The Butler Aviation lease was signed and the build out will begin soon.
 - Mr. Guy Glahn is holding back on his lease due to operational issues. Mr. Glahn might move forward in the fall.
 - Cox Communications will install the infrastructure for coax and fiber optics cable down Glen Harbor Boulevard at no cost to the Airport or City. This will provide internet access to all Airport businesses. Access agreements will be mailed to all Airport businesses tomorrow. The FBO, Civil Air Patrol and Terminal building will all be wired. Mr. Fix praised Cox for being very cooperative during the negotiations.
 - Summer hours for the restaurant are Tuesday through Saturday 6:30 a.m. to 2:30 p.m. until Labor Day. The restaurant's catering business has been very successful.
 - The light sport operator will be starting a small flight school instead of the large complex proposed on the south end of the Airport..
5. Land Use Planning/Zoning – Camelback Ranch Parcel
 - The City of Phoenix did not pass the proposed residential zoning development at the Camelback Ranch Parcel. Mr. Fix thanked all Commissioners and members of the public for attending the meetings in support of the opposition to the development. Commissioner Escudero suggested that the City should take a leadership role in eliminating any possibility of high density residential development of the parcel.
6. College Football Championship Game Planning
 - The championship game will be held in Glendale on January 11, 2016. The FAA predicts 600 corporate jets flying into the valley. Monthly City staff meetings are being held as well as monthly FAA meetings.

7. Air Traffic Operations/Local Runway Safety Action Team Meeting
- Versus the same month in 2014, January was down 13%, February was up 10%, March was up 24% and April was up 40%.
 - Noise complaints from several Peoria residents have been received and Mr. Fix has responded.
 - At a Special Olympics at Kellis High School in May 9th, a private citizen flew a drone into the Glendale Airport airspace. An Airwest Helicopter pilot saw the drone at 400 feet, and called police. The FAA and other federal authorities are following up with the individual. Drones are being made with increasing battery life and reaching higher altitudes which could bring additional challenges in the airspace.

Mr. Fix announced that the Young Eagles EAA Chapter 588 will hold an event on May 30th to support the Tuskegee Foundation Aviation Career Education Group. The purpose of the event is to get kids out to the Airport and encourage interest in aviation.

VI. CALL TO THE PUBLIC

No comments.

VII. NEW BUSINESS REQUESTS (Future Agenda Items)

- City Involvement in Future Uses of the Camelback Ranch Parcel

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, June 10, 2015.

IX. COMMISSION COMMENTS AND SUGGESTIONS

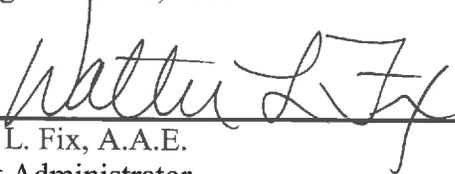
Vice Chair Chaney received a complaint about the landscaping by the terminal building patio area. Mr. Fix stated that the patio area is part of the restaurant least and the restaurant has plans to upgrade the patio area. Mr. Fix will follow-up on the landscaping issues.

Chair Tolby was looking forward to the start of Easyfly operations at the Airport.

X. ADJOURNMENT

Meeting adjourned by consensus at 8:21 p.m.

The Aviation Advisory Commission Meeting Minutes of May 20, 2015 were approved at the Commission Meeting of June 10, 2015.



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