

# SCOTTSDALE AIRPORT ADVISORY COMMISSION MEETING NOTICE AND AGENDA



Wednesday, January 18, 2023  
5:00 p.m.

Scottsdale Airport Aviation Business Center  
Stearman/Thunderbird Meeting Room  
15000 N. Airport Drive, Second floor  
Scottsdale, AZ



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## AIRPORT ADVISORY COMMISSION

Charles McDermott, Chair  
Peter Mier, Vice-Chair  
Larry Bernosky  
Ken Casey

Michael Goode  
David Reid  
John Spalj

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### Call to Order

### Roll Call

### Pledge of Allegiance

### Aviation Director's Report


The public body may not propose, discuss, deliberate, or take legal action on any matter in the summary unless the specific matter is properly noticed for legal action.

### Approval of Minutes

Regular Meeting: November 16, 2022

### Public Comment

Citizens may complete one Request to Speak "Public Comment" card per night and submit it to Aviation Staff. Public Comment time is reserved for citizen comment regarding non-agendized items. No official action can be taken on these items. Public Comment is limited to a total of 15 minutes at the beginning and 15 minutes at the end of the meeting. **Speakers are limited to three minutes to address the Commission during "Public Comment."**

 Persons with a disability may request a reasonable accommodation by contacting Airport Administration (480-312-2321). Requests should be made 24 hours in advance or as early as possible to allow time to arrange accommodation. For TTY Users, the Arizona Relay Service (1-800-367-8939) may contact the Aviation Department (480-312-2321).

## REGULAR AGENDA

## ITEMS 1-14

**How the Regular Agenda Works:** The Commission takes a separate action on each item on the Regular Agenda. If you wish to address the Commission regarding any or all of the items on the Regular Agenda, please complete a Comment Card for each topic you wish to address and submit it to Aviation Staff. Speakers will be given three minutes to speak per item. Additional time may be granted to speakers representing two or more persons. Cards for designated speakers and the persons they represent must be submitted together. **Comment cards must be submitted before public testimony has begun on any Regular Agenda or Public Hearing item.**

1. Discussion and possible action regarding application for Airpark Aeronautical Business Permit for The Evans Business Complex, LLC to conduct hangar/shade leasing services at the Scottsdale Airpark. Staff contact: Carmen Williams, Aviation Finance & Administration Manager, 480-312-8475, [cawilliams@scottsdaleaz.gov](mailto:cawilliams@scottsdaleaz.gov)
2. Election of Officers  
*Pursuant to By-laws of the Scottsdale Airport Advisory Commission, Section I. Organization paragraph 101. Elections. The Commission shall, in regular session following the first day of January of every year, elect from its members a Chair and Vice Chair. The term of office shall be one year, and no officer shall succeed him or herself more than once.* Staff contact: Gary P. Mascaro, Aviation Director, 480-312-7735, [gmascaro@scottsdaleaz.gov](mailto:gmascaro@scottsdaleaz.gov)
3. Discussion and possible action regarding Airport Advisory Commission By-Laws  
*Pursuant to the By-Laws of the Scottsdale Airport Advisory Commission, Section IV, Rules and Amendments, Paragraph 401. Amended Procedures.* Staff contact: Gary P. Mascaro, Aviation Director, 480-312-7735, [gmascaro@scottsdaleaz.gov](mailto:gmascaro@scottsdaleaz.gov)
4. Discussion and Possible Action to approve Airport Advisory Commission Annual Report. Staff contact: Gary P. Mascaro, Aviation Director, 480-312-7735, [gmascaro@scottsdaleaz.gov](mailto:gmascaro@scottsdaleaz.gov)
5. Discussion and Possible Action to modify the various sections of the Airport Rules and Regulations. Staff contact: Gary P. Mascaro, Aviation Director, 480-312-7735, [gmascaro@scottsdaleaz.gov](mailto:gmascaro@scottsdaleaz.gov)
6. Discussion and input regarding Airport and Airpark Aeronautical Business Permit Additions, Cancellations and Revocations  
Staff contact: Carmen Williams, Aviation Finance & Administration Manager, 480-312-8475, [cawilliams@scottsdaleaz.gov](mailto:cawilliams@scottsdaleaz.gov)
7. Discussion and input regarding Monthly Financial Report for October and November  
Staff contact: Carmen Williams, Aviation Finance & Administration Manager, 480-312-8475, [cawilliams@scottsdaleaz.gov](mailto:cawilliams@scottsdaleaz.gov)
8. Discussion and input regarding Monthly Operations Report  
Staff contact: Chris Read, Assistant Aviation Director-Operations, 480-312-2674, [cread@scottsdaleaz.gov](mailto:cread@scottsdaleaz.gov)
9. Discussion and input regarding Monthly Construction Report

Staff contact: Chris Read, Assistant Aviation Director-Operations, 480-312-2674,  
[cread@scottsdaleaz.gov](mailto:cread@scottsdaleaz.gov)

10. Discussion and input regarding Quarterly Noise Complaint Summary  
Staff contact: Sarah Ferrara, Aviation Planning & Outreach Coordinator, 480-312-8482,  
[sferrara@scottsdaleaz.gov](mailto:sferrara@scottsdaleaz.gov)
11. Discussion and input regarding Public Outreach Programs and Planning Projects  
Staff contact: Sarah Ferrara, Aviation Planning & Outreach Coordinator, 480-312-8482,  
[sferrara@scottsdaleaz.gov](mailto:sferrara@scottsdaleaz.gov)
12. Superbowl 2023 Update. Staff contact: Gary P. Mascaro, 480-312-7735,  
[gmascaro@scottsdaleaz.gov](mailto:gmascaro@scottsdaleaz.gov)
13. Administrative report from the Aviation Director, or designee, regarding the status of pending aviation-related items. Staff contact: Gary P. Mascaro, Aviation Director, 480-312-7735,  
[gmascaro@scottsdaleaz.gov](mailto:gmascaro@scottsdaleaz.gov)
14. Discussion and possible action to modify the Airport Advisory Commission Meeting Schedule and Commission Item Calendar  
Staff contact: Gary P. Mascaro, Aviation Director, 480-312-7735, [gmascaro@scottsdaleaz.gov](mailto:gmascaro@scottsdaleaz.gov)

### **Public Comment**

Citizens may complete one Request to Speak “Public Comment” card per night and submit it to Aviation Staff. Public Comment time is reserved for citizen comment regarding non-agendized items. No official action can be taken on these items. Public Comment is limited to a total of 15 minutes at the beginning and 15 minutes at the end of the meeting. **Speakers are limited to three minutes to address the Commission during “Public Comment.”**

### **Future Agenda Items**

Discussion and possible action to add Commissioner requested item on a future agenda.

### **Adjournment**



**COMMISSION INFORMATION REPORT**  
**APPROVAL OF MINUTES**

**Meeting Date:** 01/18/23

**Contact:** Gary P. Mascaro,  
Aviation Director

**Phone:** (480) 312-7735

**ACTION**

Approval of Minutes – Regular Meeting  
November 16, 2022

Attachment(s): 1. Draft of minutes of the November 16, 2022 Regular Meeting

Action taken:



**SCOTTSDALE AIRPORT ADVISORY COMMISSION  
PUBLIC MEETING**

**Scottsdale Airport Aviation Business Center  
Stearman/Thunderbird Meeting Room  
15000 N. Airport Drive  
Scottsdale, Arizona  
Wednesday, November 16, 2022**

**DRAFT MINUTES**

**PRESENT:** Charles McDermott, Chair  
Larry Bernosky  
Ken Casey  
Michael Goode (telephonic)  
David Reid  
John Spalj

**ABSENT:** Peter Mier, Vice Chair

**STAFF:** Gary Mascaro, Aviation Director  
Carmen Williams, Aviation Finance & Administration Manager  
Sarah Ferrara, Aviation Planning & Outreach Coordinator  
Chris Read, Assistant Aviation Director-Operations

**GUESTS:** Mark Stanton, President & CEO, Scottsdale Area Chamber of Commerce  
Robert Bartsch, Runway 3 Aviation Services, LLC  
Jeremy Bailey, Runway 3 Aviation Services, LLC  
Greg Bird, Shiny Jets Phoenix, LLC

**CALL TO ORDER**

The meeting was called to order at 5:00 p.m.

## **ROLL CALL**

A formal roll call confirmed the presence of Commissioners as noted above.

## **AVIATION DIRECTOR'S REPORT**

Gary Mascaro, Aviation Director, welcomed the two new commissioners to the board. He shared that preparations are continuing for the upcoming Super Bowl and super season. He congratulated Jet Aviation and Net Jets on the groundbreaking event for their new terminal and hangar space.

1. Regular Meeting: October 26, 2022

COMMISSIONER BERNOSKY MADE A MOTION TO APPROVE THE REGULAR MEETING MINUTES OF OCTOBER 26, 2022 AS PRESENTED. COMMISSIONER CASEY SECONDED THE MOTION, WHICH CARRIED 6/0 WITH CHAIR MCDERMOTT AND COMMISSIONERS BERNOSKY, CASEY, GOODE, REID AND SPALJ VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

## **PUBLIC COMMENT**

There were no public comments.

## **REGULAR AGENDA            ITEMS 1-11**

1. Discussion and possible action regarding application for Airport Aeronautical Business Permit for Runway 3 Aviation Services, LLC to conduct aircraft maintenance and repair services at the Scottsdale Airport

Carmen Williams, Aviation Finance & Administration Manager, stated that Runway 3 Aviation Services works primarily on Set Jet's aircraft and they acquired a lease with Signature to conduct operations. They have met the requirements of the permit. Company owners, Robert Bartsch and Jeremy Bailey were present to answer any questions.

Chair McDermott invited the applicant to give an overview of the business. Mr. Bailey provided a company background summary. Services offered include overnight checks, scheduled maintenance and others.

In response to a question from Commissioner Casey, Mr. Bailey stated that the company hopes to expand its client base in the future.

In response to a question from Chair McDermott, Mr. Casey stated that the number of local employees will depend on the volume of work.

Commissioner Bernosky inquired about permit restrictions. Ms. Williams stated that the permit allows them the ability to work on other aircraft with full aircraft, maintenance and repair services.

Commissioner Bernosky asked about their relationship with Signature. Mr. Bailey stated that they have a lease for office space and ability to work on aircraft in the hangar.

COMMISSIONER CASEY MADE A MOTION TO APPROVE THE APPLICATION FOR AN AIRPORT AERONAUTICAL BUSINESS PERMIT FOR RUNWAY 3 AVIATION SERVICES TO CONDUCT AIRCRAFT MAINTENANCE AND REPAIR SERVICES AT THE SCOTTSDALE AIRPORT. CHAIR MCDERMOTT SECONDED THE MOTION, WHICH CARRIED 6/0 WITH CHAIR MCDERMOTT AND COMMISSIONERS BERNOSKY, CASEY, GOODE, REID AND SPALJ VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

2. Discussion and possible action regarding application for Airport Aeronautical Business Permit for Shiny Jets Phoenix, LLC to conduct mobile aircraft washing services at the Scottsdale Airport

Ms. Williams stated that as a global washing service provider, the applicant is required to submit an airport wash plan and list of chemicals to be used. The plan must be approved by Airport staff. The applicant has met all the requirements of the permit. Owner, Greg Bird, was present to answer questions. Mr. Bird provided a brief over of the company history.

COMMISSIONER CASEY MADE A MOTION TO APPROVE THE APPLICATION FOR AN AIRPORT AERONAUTICAL BUSINESS PERMIT FOR SHINY JETS PHOENIX, LLC, TO CONDUCT MOBILE AIRCRAFT WASHING SERVICES AT THE SCOTTSDALE AIRPORT. CHAIR MCDERMOTT SECONDED THE MOTION, WHICH CARRIED 6/0 WITH CHAIR MCDERMOTT AND COMMISSIONERS BERNOSKY, CASEY, GOODE, REID AND SPALJ VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

3. Annual Scottsdale Area Chamber of Commerce update

Mark Stanton, President & CEO of the Scottsdale Area Chamber of Commerce provided the update, particularly in reference to the relationship between the Airport, Airpark and the Chamber of Commerce. The Chamber is currently celebrating its 75th anniversary in providing advocacy and connectivity for the business community. Detailed programs are used for the education of members and the community regarding how the Chamber works to attract and retain location businesses. This is done in synchrony with the Economic Development Office.

4. Discussion and possible action regarding proposed verbiage changes to the Scottsdale Airport/Airpark rates and fees schedule

For the benefit of new Commissioners, Mr. Mascaro provided an overview of the Airport/Airpark's primary guiding documents, which are driven by City Code. The proposed changes at this time would reflect a transient landing fee calculation based on maximum certificated takeoff weight, rather than a fee based on maximum certificated ramp weight.

Key considerations include:

- Changing the verbiage associated with the fee to use the aircraft's maximum certified takeoff weight instead of maximum certified ramp weight will assist in the collection of these fees by the three (3) Fixed Base Operators (FBOs).
- The FBOs requested this change, as their software systems can automatically calculate the fee associated with maximum certified takeoff weight. Calculating the max ramp

weight means manually updating each invoice, which takes significant staff time to process.

- There are very minimal differences in charges from max ramp weights compared to max takeoff weights.

Commissioner Casey commented that in looking at the Airport rates and fee schedule, some are flat fees and others are based on max takeoff weight. Mr. Mascaro confirmed this understanding, however, this request is specifically in reference to the transient landing fee.

Commissioner Goode inquired about potential loss of revenue. Mr. Mascaro stated that he did not anticipate loss of revenue, especially as these refer to such de minimis values.

Chair McDermott asked who establishes the max takeoff weight. Mr. Mascaro said it is a specification from the aircraft manufacturer.

In response to a question from Chair McDermott, Mr. Mascaro stated that each year, during the budget cycle, Carmen Williams, Aviation Finance & Administration Manager, receives notification for all enterprise funds regarding requests for any rate changes. Changes are made when deemed appropriate. This proposed change applies to verbiage modifications and is not a rate fee change. As a verbiage-only modification, this change will not be required to have approval of City Council.

COMMISSIONER SPALJ MADE A MOTION TO APPROVE THE VERBIAGE CHANGES TO THE SCOTTSDALE AIRPORT/AIRPARK RATES AND FEES SCHEDULE. COMMISSIONER REID SECONDED THE MOTION, WHICH CARRIED 6/0 WITH CHAIR MCDERMOTT AND COMMISSIONERS BERNOSKY, CASEY, GOODE, REID AND SPALJ VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

5. Discussion and input regarding Airport and Airpark Aeronautical Business Permit Additions, Cancellations and Revocations

Ms. Williams noted that the two business permits from tonight's agenda are included on the list. There were no other changes.

6. Discussion and input regarding Monthly Financial Report for September

Ms. Williams stated that fiscal year to date revenues total approximately \$2 million for the end of September. There is a large variance due to fixed tenant rents, which will be reduced between October and November's reports. Expenses are slightly higher than budgeted, as two of the Customs quarterly label invoices were billed. For the monthly comparison to last year, the revenues will not be comparable, as there was a runway closure in July and August of last year. Reporting for these amounts occurs one month later. Expenses were slightly lower. The Aviation Fund Cash Balance was approximately \$7 million at the end of September. The accounts receivable aging reports include items such as tie-down, leases and access permit accounts. For fuel totals, because the August numbers are not received until September, the totals will factor in last year's runway closure. For September, FBO jet fuel sales are up 125 percent. AVGAS is up 149 percent and Airpark is up 8 percent. For a comparison fiscal year to date from last year, FBO fuel sales are up 52 percent. AVGAS is up 89 percent and Airpark is up 80 percent.



In response to a question from Commissioner Spalj, Ms. Williams stated that the fiscal year begins on July 1st. Airport Jet fuel encompasses the three fixed base operators.

#### 7. Discussion and input regarding Monthly Operations Report

Chris Read, Assistant Aviation Director-Operations, referenced the -7.2 percent figure for IFRs as compared to last year, noting that there is also a negative amount for last month's totals. Overall for the year, however, the total remains up by 14.8 percent. There were two Alert 1s for the period. A brief overview of categories for alerts was provided. U.S. Customs revenue for the month was \$116,250. Total uses were 202 and U.S. visit uses totaled 32. Total PPRs for the calendar year totaled 97.

Commissioner Bernosky referenced the incident involving aircraft taxiing through barricades into the construction area and asked about residual damage. Mr. Read stated that the incident involved low profile barricades across the closed area of the taxiway. There was slight damage to the aircraft's wheel covers.

In response to a question from Commissioner Spalj, Mr. Read stated that PPR stands for Prior Permission Required.

Mr. Read's report included a new document, the Business Jet Report from the Federal Aviation Administration (FAA). The report includes a statistic specific to the Scottsdale Airport, ranking it Number 8 in the country for top ten airports for domestic business jet operations from October 2021 to September 2022.

Mr. Read played a brief video of an emergency drill, which included footage of a drill event involving an emergency vehicle putting out a plane fire while fire and EMTs tended to survivors.

#### 8. Discussion and input regarding Monthly Construction Report

Mr. Read provided progress photos of the Airport Taxiway A North Runup Area Project construction.

In response to a question from Commissioner Casey, Mr. Read provided an estimated overview of upcoming ramp closure times. The project is scheduled for completion the second week of December.

#### 9. Discussion and input regarding Public Outreach Programs and Planning Projects

Sarah Ferrara, Aviation Planning & Outreach Coordinator, stated that two voluntary curfew letters were sent out in October. As part of the property development monitoring through the Planning Development, there were three projects listed in the Airport Influence Area the last month. Listservs are sent out as needed. The Airport plans to exhibit at the 2023 NBAA Schedulers & Dispatches conference January 24th through 26th in Nashville, Tennessee. In terms of community outreach, Aviation staff hosted a tour and presentation for members of the Mayor's Youth Council.

Ms. Ferrara commended Commissioner Casey for his attendance and participation in the Sky Kids event. Commissioner Casey thanked the Airport for its support of the program.

In response to a question from Commissioner Spalj, Ms. Ferrara provided an overview of the voluntary curfew program.

10. Administration report from the Aviation Director, or designee, regarding the status of pending aviation-related items

Mr. Mascaro noted that one of the roles of the Commission is to make recommendations to City Council. The most recent item is the Coffman Associates planning contract, which will go before City Council on Monday. For aviation-related items to the Planning Commission, Design Review Board or City Council, these items may be on Airport, have taxilane access, have height implications or sensitive noise issues. This is one of the most significant focuses of the Commission, in terms of protecting the interests of the Airport within the surrounding community in terms of development. There are occasions when the Commission must make recommendations to the Planning Commission and City Council, depending on whether it involves a zoning change or General Plan amendment. This applies particularly to the Airport Influence Area, which is defined by the Part 150 noise study and adopted into City Code. Mr. Mascaro briefly touched on development projects included on the current list.

In response to a question from Commissioner Reid, Mr. Mascaro stated that the Parque project includes mixed use residential.

11. Discussion and possible action to modify the Airport Advisory Commission meeting schedule and Commission item calendar

Discussion ensued regarding the upcoming Commission meeting schedule. Mr. Mascaro noted that Commissioners are free to cancel the December meeting, if desired, specifically in light of the fact that the proposed agenda contains no significant items for consideration.

COMMISSIONER CASEY MADE A MOTION TO CANCEL THE DECEMBER 21, 2022 AIRPORT ADVISORY COMMISSION MEETING. COMMISSIONER GOODE SECONDED THE MOTION, WHICH CARRIED 6/0 WITH CHAIR MCDERMOTT AND COMMISSIONERS BERNOSKY, CASEY, GOODE, REID AND SPALJ VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

There is a request from staff to change the date for the February meeting in light of the Super Bowl events.

COMMISSIONER SPALJ MADE A MOTION TO POSTPONE THE FEBRUARY 15, 2023 AIRPORT ADVISORY COMMISSION MEETING TO FEBRUARY 22, 2023. CHAIR MCDERMOTT SECONDED THE MOTION, WHICH CARRIED 6/0 WITH CHAIR MCDERMOTT AND COMMISSIONERS BERNOSKY, CASEY, GOODE, REID AND SPALJ VOTING IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

Mr. Mascaro noted that Chair and Vice-Chair elections will take place in January.

**PUBLIC COMMENT**

There were no public comments.

**FUTURE AGENDA ITEMS**

There were no items added.

**ADJOURNMENT**

With no further business to discuss, the meeting adjourned at 5:59 p.m.

SUBMITTED BY:

eScribers, LLC



## COMMISSION ACTION REPORT

Discussion and Possible Action regarding application for Airpark Aeronautical Business Permit for The Evans Business Complex, LLC to conduct Hangar/Shade Leasing Services at the Scottsdale Airpark

**Agenda Item No.:** 1

**Meeting Date:** 01/18/23

**Staff Contact:** Carmen Williams,  
Aviation Finance & Administration  
Manager

**Phone:** (480) 312-8475

### ACTION

Ratification of Airpark Aeronautical Business Permit for The Evans Business Complex, LLC to conduct hangar/shade leasing services in the Scottsdale Airpark.

### PURPOSE

Pursuant to Scottsdale Revised Code, Chapter 5, Article 3, commercial aeronautical activity conducted in the Airpark requires a valid Aeronautical Business Permit. In addition, the Airpark Minimum Operating Standards outlines the process for obtaining such a permit. The Evans Business Complex, LLC has requested an Airpark Aeronautical Business Permit to conduct Hangar/Shade Leasing Services in the Scottsdale Airpark.

### APPLICANT(S)

The Evans Business Complex, LLC  
Gabe Lakatosh, Owner  
13628 N. Catclaw Court  
Fountain Hills, AZ 85268

### KEY CONSIDERATIONS

The Evans Business Complex, LLC has provided the appropriate documentation as required in the Airpark Minimum Operating Standards.

Attachment(s):  
1. Completed Airpark Aeronautical Business Permit  
2. Location Map

Action taken:



# SCOTTSDALE AIRPORT AERONAUTICAL BUSINESS PERMIT - AIRPARK



Permit required to conduct commercial aeronautical activity in the Airpark

**Business or activity to be conducted (check all that apply):**

- |  |   |
|--|---|
| <input type="checkbox"/> Aircraft Sales Services                           | <input type="checkbox"/> Aircraft Management Services             |
| <input type="checkbox"/> Aircraft Charter Services                         | <input type="checkbox"/> Aircraft Engine Overhaul Services        |
| <input type="checkbox"/> Charter Brokerage Services                        | <input type="checkbox"/> Specialized Commercial Flying Services   |
| <input checked="" type="checkbox"/> Hangar/Shade Leasing Services          | <input type="checkbox"/> Helicopter Maintenance & Repair Services |
| <input type="checkbox"/> Helicopter Flight Training Services               | <input type="checkbox"/> Helicopter Leasing/Rental Services       |
| <input type="checkbox"/> Helicopter Specialized Commercial Flying Services | <input type="checkbox"/> Other (please list service): _____       |

These activities are limited by City ordinance and the Airpark Minimum Operating Standards. Please refer to each document for further information and standards for each type of business.

Applicant / Business Name: THE EVANS BUSINESS COMPLEX

Authorized Representative / Title: GABE LAKATOSH OWNER

Work Phone: 213-999-2611 Cell Phone: 213-999-2611

Mailing Address: 13628 N. CATCLAW CT City: FOUNTAIN HILLS

State: AZ Zip Code: 85268 Email: 007GABE8@GMAIL.COM

Billing Address: SAME AS ABOVE City: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Billing Email: \_\_\_\_\_

Billing Phone: 213-999-2611

The Applicant hereby requests the above action(s), and in consideration of this request being granted, agrees to the following:

1. FEE PAYMENT: The Applicant agrees to pay all applicable fees on time, and all required fees including late fees, interest and penalties without deduction of any kind.
2. PERMIT LIMITATIONS: This permit may not be assigned or transferred, and is limited to the approved business activity listed above
3. INFORMATION CHANGES: The Applicant shall notify Airport Administration, in writing within fifteen (15) days, of any change to the information provided.
4. The City assumes no liability for damage or loss to personal property while operating at Scottsdale Airport.
5. INDEMNIFICATION: The Applicant and invitees shall indemnify the City pursuant to Chapter 5 of the Scottsdale Revised Code. As required by the Airport Minimum Operating Standards, permit holder shall endorse all liability insurance policies to include the City of Scottsdale as an additional insured. Applicant further agrees to waive their insurers' subrogation rights against the City of Scottsdale, and its Officers, Directors, Commissioners and Employees.
6. COMPLIANCE WITH THE LAW: The Applicant shall comply with all applicable laws, ordinances, rules and regulations. To view regulations, go to <http://www.scottsdaleaz.gov/airport/regulatorydocs>

The undersigned representative certifies that he/she is authorized to sign for the business and the information entered above is accurate.

Applicant Signature: [Signature] Date: 11-21-22



SCOTTSDALE AIRPORT  
AERONAUTICAL BUSINESS PERMIT - AIRPARK



*Staff Use Only*

Applicant / Business Name: The Evans Business Complex, LLC

Application and documentation reviewed by: C. Williams

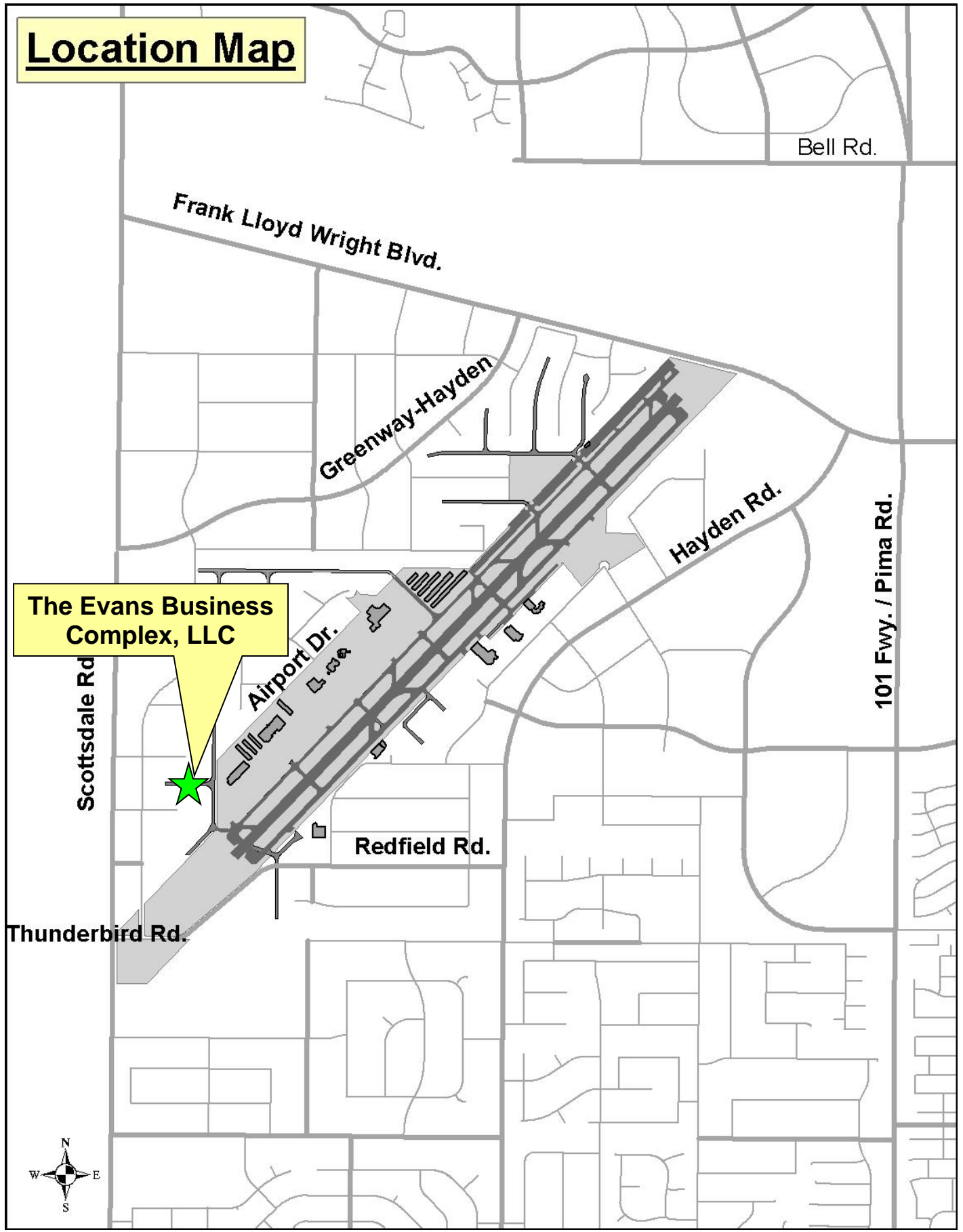
Aviation Director's Comments/Stipulations: \_\_\_\_\_

Approved by Aviation Director or designee: C. Williams Date: 11/22/2022

Date Ratified by the Airport Advisory Commission: Jan 2023 mtg

ABP Account Number: 2022-13A

# Location Map





**Agenda Item No.:** 2

**Meeting Date:** 01/18/23

**Staff Contact:** Gary P. Mascaro,  
Aviation Director

**Phone:** (480) 312-7735

**ACTION**

Pursuant to By-Laws of the Scottsdale Airport Advisory Commission, Section I. *Organization paragraph 104. Vacancy.* "Should the office of Chair be vacated, the Vice-Chair shall succeed the Chair for the remaining term of office. At the next regular Commission meeting, a new election shall be held for the Vice-Chair's office. Should the Vice-Chair office be vacated, a new election shall be held at the next regular Commission meeting to elect a Vice-Chair."

**PURPOSE**

To elect a new Vice Chair in accordance with the By-Laws of the Scottsdale Airport Advisory Commission

**KEY CONSIDERATIONS**

Section 103, Vice Chair, of the By-Laws of the Scottsdale Airport Advisory Commission states, "The Vice Chair shall be the Acting Chair and shall perform all duties of the office whenever the Chair is absent."

Action Taken:





## COMMISSION ACTION REPORT

Discussion and possible action regarding Airport Advisory Commission  
By-Laws

**Agenda Item No.:** 3

**Meeting Date:** 01/18/23

**Staff Contact:** Gary P. Mascaro,  
Aviation Director

**Phone:** (480) 312-7735

### **ACTION**

Discussion and possible action to modify the Airport Advisory Commission By-Laws.

Pursuant to the By-Laws of the Scottsdale Airport Advisory Commission, Section IV, Rules and Amendments, Paragraph 401. Amendment Procedure *“Amendments to these by-laws may be made by the Commission upon the affirmative vote of four (4) members, provided any such amendment is proposed at a preceding meeting, or is submitted in writing at a prior regular meeting of the Commission and is noted in the minutes of such meeting. Amendments adopted as above shall become effective at the next regular meeting of the Commission.”*

Attachment(s): 1. Current By-Laws of the Airport Advisory Commission  
2. Chapter Five Section 5-109

Action Taken:

**BY-LAWS OF THE SCOTTSDALE AIRPORT ADVISORY COMMISSION**

**I. ORGANIZATION**

101. Elections

The Commission shall, in regular session following the first meeting of the calendar year, elect from its members a Chair and Vice-Chair. The term of office shall be one year and no officer shall succeed him or herself more than once.

102. Chair

The Chair shall preside at all meetings and hearings of the Commission, decide all points of order or procedure and perform all duties required by Section 5-109 of the Scottsdale Revised Code. The Chair may initiate motions, engage in protracted discussions, and vote on each issue.

103. Vice-Chair

The Vice-Chair shall be the Acting Chair and shall perform all duties of the office whenever the Chair is absent.

104. Vacancy

Should the office of Chair be vacated, the Vice-Chair shall succeed the Chair for the remaining term of office. At the next regular Commission meeting, a new election shall be held for the Vice-Chair's office. Should the Vice-Chair office be vacated, a new election shall be held at the next regular Commission meeting to elect a Vice-Chair.

105. Subcommittees

A subcommittee of the Commission may only be authorized by the City Council, in accordance with the Scottsdale Revised Code.

106. Legal Counsel

The City Attorney, or the City Attorney's designated representative, shall be the legal counsel for the Commission. Advice of counsel shall be received and entered in the minutes before disposition of any question of law or matter requiring legal interpretation or advice.

**II. MEETINGS**

201. Study Sessions

Study sessions of the Commission shall be held on the third Wednesday of each month at 4:00 p.m., unless otherwise scheduled by majority vote of its members.

202. Regular Meetings

Regular meetings of the Commission shall be held on the third Wednesday of each month immediately following the study session, unless otherwise scheduled by majority vote of its members. In the event the Commission desires not to hold the preceding study session, the

regular meeting shall begin at 5:00 p.m., unless otherwise scheduled by majority vote of its members.

203. Special Meetings

Special meetings may be held by the Commission on the majority vote of its members, or on the call of its Chair, which call shall be filed with the Aviation Director. The manner of the call shall be noted in the minutes of the special meeting, and at least twenty-four (24) hours notice of the meeting shall be given to each member. The Aviation Director shall receive forty-eight (48) hours notice and shall post meeting notices at least twenty-four (24) hours before *any* such meeting.

204. Executive Session

Executive sessions may be held before or after any regular or special meeting, or at any other time on call of the Chair, which shall be filed with the Aviation Director, or by majority vote of the members. The Aviation Director shall post meeting notices at least twenty-four (24) hours before any such meeting.

205. Quorum

A quorum necessary for the transaction of business shall consist of four (4) members of the Commission. The business of the Commission shall be transacted by the majority vote of members present, except as provided in Section 401.

206. Absence of the Chair and Vice-Chair

In the absence of the Chair and Vice-Chair, the senior Commission member present may convene the meeting.

207. Member Attendance

Commission members shall follow the attendance requirements in accordance with the Scottsdale Revised Code.

208. Public Comment, Presentations, Time Limitations

The Chair may provide additional time to members of the public, whether speaking on their own behalf or as a representative of an organization or group, over three (3) minutes on any matter.

209. Agenda Items

The Aviation Director will place Items on the agenda with the concurrence of the Chair, or by a majority vote of the members of the Commission.

210. Following administrative approval of an Aeronautical Business Permit application, the Aviation Director shall place the matter on the agenda for ratification at the Commission's next regularly scheduled meeting unless a different date is requested by the applicant. The Aviation Director or designee shall notify the applicant that the Commission may discuss the application at the scheduled meeting. If the applicant or an authorized representative or designee does not attend the meeting, the Commission may choose to continue consideration of ratification of the application to its next regularly scheduled meeting.

211. Conflict of Interest

All members of the Commission shall comply with the State Conflict of Interest Law, Title 38, Chapter 3, Article 8, Arizona Revised Statutes.

212. Abstention

Any member who may subjectively believe participating in discussion or voting on cases coming before the Commission could give the appearance to the general public of a conflict of interest may voluntarily abstain from participating in such cases.

**III. OFFICIAL RECORDS**

301. Definition

The official record shall include these by-laws, and the minutes of the Commission meetings, together with an applications, exhibits, correspondence, findings, decisions and other official actions or other items filed with or issued by the Commission.

302. Recording of Vote

Minutes shall be kept for all meetings of the Commission and shall show the vote of each member on every question on which the Commission is required to act, or shall indicate absence. Minutes shall also show records of all other official actions.

303. Retention of Files

All applications and other matters coming before the Commission shall be filed in the Aviation Department in accordance with that department's general file system. The Aviation Director shall keep a permanent file of all applications, exhibits, findings, correspondence, decisions and other official actions of the Commission. The tape recordings of the public hearings of the Commission, if any, shall be retained intact for not less than thirty {30} days after the City Council shall make a final decision in the specific subject on the tape. Original applications shall be retained as long as is required by standard City procedure.

304. Public Record

In accordance with Arizona public record law, all of the public records of the Commission shall be open to public inspection during normal business hours.

**IV. RULES AND AMENDMENTS**

401. Amendment Procedure

Amendments to these by-laws may be made by the Commission upon the affirmative vote of four (4) members, provided any such amendment is proposed at a preceding meeting, or submitted in writing at a prior regular meeting of the Commission and is noted in the minutes of such meeting. Amendments adopted as above shall become effective at the next regular meeting of the Commission.

402. Copy of By-Laws

A certified copy of these by-laws and any amendments thereto shall be placed on record in the Aviation Department and the City Clerk within ten (10) days of the date of their adoption.

403. Robert's Rules of Order

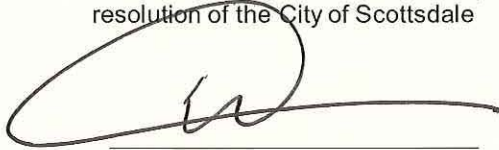
When any question of parliamentary procedure arises, It shall be decided on the basis of Robert's Rules of Parliamentary Procedure, unless otherwise specified in these by-laws of the Commission.

404. Written Communications

All written communications to outside groups shall be sent out over the signature of the Chair or Vice-Chair of the Commission.

405. Interpretation and Conflict

In the event that any Commission by-law shall be at variance with any State statute or any ordinance or resolution of the City of Scottsdale, the statute, ordinance, or resolution shall prevail. These by-laws are intended only to supplement such ordinance and resolutions and may not amend, annul or abrogate any ordinance or resolution of the City of Scottsdale

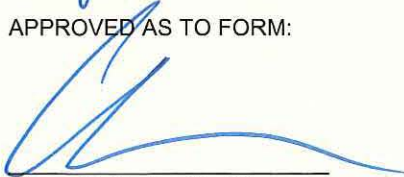


Charles McDermott, Chair  
Airport Advisory Commission



Gary P. Mascaro, C.M., C.A.E.  
Aviation Director

APPROVED AS TO FORM:



Sherry R. Scott, City Attorney  
By: Eric C. Anderson  
Sr. Assistant City Attorney

**Sec. 5-109. Airport Advisory Commission.**

- (a) There is created a Scottsdale Airport Advisory Commission consisting of seven (7) members.
- (b) The Airport Advisory Commission shall establish bylaws to govern its affairs. The bylaws shall designate:
  - 1. Officers of the Airport Advisory Commission, the time and manner of their election, the term of office and the powers and duties of each officer.
  - 2. The time, place and manner of notice of all regular and special meetings.
  - 3. The manner of adoption, amendment and repeal of Airport Advisory Commission bylaws.
  - 4. Such other provisions as may be deemed necessary or desirable which are not contrary to the provisions of any ordinance or resolution, the charter or the laws of this state or the United States, to aid the Airport Advisory Commission in conducting its affairs.
- (c) The Airport Advisory Commission shall, with the assistance of the city staff, advise the City Council as necessary on:
  - 1. The Airport capital improvement program and financial plan.
  - 2. Rules, regulations, and minimum operating standards under this chapter.
  - 3. Environmental policies affecting Airport operations and Airport projects.
  - 4. Aviation-related development proposals at and surrounding the Airport or other development proposals in conflict with 14 C.F.R. Part 150, as amended, or other aviation-related laws, ordinances, rules, regulations or planning documents. In addition to advising the City Council, the Airport Advisory Commission may take action to inform the Planning Commission of such conflicts.
  - 5. Fees imposed by the city in connection with the Airport and the Airpark.
  - 6. Lease policies regarding city-owned property at the Airport.
  - 7. Land use policies at and surrounding the Airport in conflict with 14 C.F.R. Part 150, as amended, or other aviation-related laws, ordinances, rules, regulations or planning documents. In addition to advising the City Council, the Airport Advisory Commission may take action to inform the Planning Commission of such conflicts.
  - 8. The future role of the Airport as part of the statewide air transportation system.
  - 9. Safety matters under the jurisdiction of the Airport.

10. Such other matters as the City Council may direct.

- (d) At the request of the City Council, the Airport Advisory Commission shall submit a written report regarding Airport activities.
- (e) The Airport Advisory Commission shall perform such other duties as are imposed on the Airport Advisory Commission by this chapter.
- (f) The City Council shall have the right and prerogative to initiate review of any decision of the Airport Advisory Commission and shall uphold, modify, or overrule said decision.



## COMMISSION ACTION REPORT

Discussion and possible action to approve Airport  
Advisory Commission Annual Report

**Agenda Item No.:** 4

**Meeting Date:** 01/18/23

**Staff Contact:** Gary P. Mascaro,  
Aviation Director

**Phone:** (480) 312-7735

### **ACTION**

Discussion and possible action to approve Airport Advisory Commission Annual Report.

### **PURPOSE**

The City Council desires to be better informed of the actions and operations of each Board and Commission and has asked staff to prepare an annual report.

Attachment(s): 1. Airport Advisory Commission Annual Report 2022.

Action Taken:





**2022 Annual Report**

**Scottsdale Airport Advisory Commission Annual Report**

Prepared by Tiffany Domingo, Staff Coordinator 12/14/2022

Approved by the Airport Advisory Commission or Commission on

Web Site Address: [www.scottsdaleaz.gov/boards/airport-advisory-commission](http://www.scottsdaleaz.gov/boards/airport-advisory-commission)

**Number of Meetings Held:** 9

**Public Comments:** 3

**Major Topics of Discussion / Action Taken:**

- Approval of Aeronautical Business Permits
- Approval of Five-Year Capital Improvement Program for Fiscal Years 22/23 through FY 26/27
- Recommended the adoption of Resolution 12425 authorizing the acceptance of an airport improvement grant from ADOT Aeronautics Group in the amount of \$728,090
- Approval to change to By-laws to request applicant attend meeting for ratification of Aeronautical Business Permit
- Approval to modify the Airport Minimum Operating Standards, article 6 fixed based operators, Section 6-7 monthly aeronautical business permit fee
- Recommended the adoption of Resolution 12487 authorizing contract No. 22PB019 in the amount of \$4,544,080.00 with Banicki Construction Inc. to construct Taxiway "A" North and Run-up Area Improvements at Scottsdale Airport
- Approved verbiage changes to the Scottsdale Airport/Airpark rates and fees schedule
- Recommended adoption of Resolution 12635 Authorizing Contract No. 2022-176-COS with Coffman Associates, Inc. to provide Planning Services at Scottsdale Airport, not to exceed \$1,000,000 for the initial three-year term

**Member Attendance:**

Member Name	Title	Present	Absent	Recused	Service Dates
Charles McDermott	Chair	8	1	0	January to December
Peter Mier	Vice-Chair	7	2	0	January to December
Larry Bernosky	Commissioner	9	0	0	January to December
John Berry	Commissioner	6	1	0	January to September*
Ken Casey	Commissioner	8	1	0	January to December
Michael Goode	Commissioner	2	0	0	October to December*
Cory Little	Commissioner	5	2	0	January to September *
David Reid	Commissioner	1	1	0	October to December*
Rick Milburn	Commissioner	5	1	0	January to June *
John Spalj	Commissioner	2	0	0	October to December*

*\*John Berry's term ended replaced by Michael Goode, Cory Little's term ended replaced by David Reid, Rick Milburn resigned replaced by John Spalj*

**Subcommittees:** None

**Ethics Training:** Yes/January 2022

**Selected Officers:** Yes/January 2022

**Reviewed Bylaws/City Code:** Yes/ January 2022

**Anticipated Key Issues:** None at this time.

**Future Significant Work Products:** None at this time.

**Upcoming Opportunities, Challenges, or Outcomes:**

**Additional Comments/Recommendations:** None at this time.

DRAFT



## COMMISSION ACTION REPORT

Discussion and Possible Action to modify the various sections of the Airport Rules and Regulations.

**Agenda Item No.:** 5

**Meeting Date:** 01/18/23

**Staff Contact:** Gary P. Mascaro,  
Aviation Director

**Phone:** (480) 312-7735

### ACTION

Discussion and Possible Action to modify various sections of the Airport Rules and Regulations.

### PURPOSE

As part of the Aviation Department overall review of our policies, procedures and regulatory documents, staff evaluated and are recommending updates to the above referenced document of our primary guiding documents for the Scottsdale Airport. The goal of this process is to evaluate the documents to help foster the long term economic health, enhance the safe operating environment at the airport/airpark and provide clarity of language.

### KEY CONSIDERATIONS

- All changes are mostly “clean-up” and clarification within the primary guiding documents.
- We added a new rule for non-operational aircraft parking on a tie-down area since there is a significant demand for parking at the airport for active pilots.
- Some areas have been deleted within the documents as there is no longer a need for certain sections.

Attachment(s):

1. Redlined changes to the primary guiding documents to specific sections.

NOTE: In accordance with Scottsdale Revised Code, Chapter 5-202, copies of the attachment above will available for review during normal business hours (8:00 a.m. – 5:00 p.m., Monday-Friday, except holidays) at the Scottsdale Airport Administration Offices located at 15000 North Airport Drive, Suite 100, Scottsdale, AZ 85260.

Action taken:

**Scottsdale Airport**

**SDL**

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AIRPORT ADMINISTRATION OFFICE  
15000 N. AIRPORT DRIVE, SUITE #100  
SCOTTSDALE, ARIZONA 85260  
480.312.2321 FAX 480.312.8480

**AIRPORT  
RULES AND REGULATIONS**



## REVISIONS

<u>REVISION NO.</u>	<u>DATE</u>	<u>SECTION</u>
1	4/19/00	Article 2 – Aircraft Storage
2	3/01/01	Article 2 – Aircraft Storage
3	3/01/01	Article 4 – Vehicles, Pedestrians, etc.
4	1/09/02	Article 2 – Aircraft Storage
5	4/21/04	Article 4 – Airport Security
6	5/12/04	Article 2 – Aircraft Maintenance Areas
7	5/12/04	Article 2 – Aircraft Washing
8	5/12/04	Article 2 – Private Wash Racks
9	5/12/04	Article 2 – Aircraft Maintenance
10	5/12/04	Article 2 – Waste Containers and Disposal
11	1/12/05	Article 1 – Definitions, Article 2 Sections: 2-2, 2-6, 2-7, 2-8, 2-9, 2-13, 2-14, 2-15, 2-16, 2-17, 2-18, 2-20, 2-24, 2-31, 2-32, 2-35, 2-37, Article 3 Sections: 3-1, 3-3, 3-4, 3-14, 3-15, 3-16, Article 4 Sections: 4-1, 4-5, 4-7, 4-8, 4-10, 4-11, 4-13, 4-15, Article 5 Sections: 5-3, 5-4, 5-7, 5-8, 5-9, 5-11, 5-12, 5-13, 5-14, 5-15, 5-16
12	8/20/05	Article 1 – Definitions, Article 4 – Vehicles, Pedestrians, etc.
13	9/24/05	Article 5 – Fueling, Flammable Fluids, and Safety Section 5-4.
14	4/22/06	Article 2 – Section 2-6, Aircraft Parking
15	7/18/09	Article 2 – Section 2-38, Temporary Permits
16	7/24/10	Article 2 – Section 2-38, Temporary Permits
17	9/22/11	ALL SECTIONS
18	6/11/14	Article 2 – Sections: 2-6, 2-7, 2-19, 2-39
19	8/13/14	Article 4 – Section 4-6, Authority to remove vehicles
20	5/13/15	Article 5 – Fueling, Flammable Fluids, and Safety Section 5-3.
21	11/11/15	Article 2 – General Use of Airport, Section 2-27
22	05/17/17	Article 2 – General Use of Airport, Section 2-7
23	06/17/20	VARIOUS SECTIONS
24	02/17/21	Article 1 – Definitions, Article 2 - Section 2-6 Aircraft Parking, Article 2 – Section 2-9 Aircraft Shades and Tiedowns. Section 2-15 Aviation Business Center
<u>25</u>	<u>01/18/23</u>	<u>VARIOUS SECTIONS</u>

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## ARTICLE 1 DEFINITIONS

The following words and phrases, whenever used in these Rules and Regulations, shall be construed as defined in this article unless from the context a different meaning is intended, or unless a different meaning is specifically defined and more particularly ascribed to the use of such words or phrases. All definitions contained in 49 U.S.C. § 40101 *et seq.* (previously known as the Federal Aviation Act of 1958, hereinafter cited as "FAA Act") and all amendments thereto shall be considered as included herein; and all definitions shall be interpreted on the basis and intention of the FAA Act and amendments thereto unless from the context a different meaning is intended, or unless a different meaning is specifically defined and more particularly ascribed to the use of such words or phrases.

*Abandon*, as applied to property left at the Airport, means that it has been left on City property or the property of another without consent of the City for forty-eight (48) hours without the owner moving or claiming it. Such property ~~shall~~may be impounded by the City Police Department. As applied to vehicles parked upon Airport property, abandoned shall have the same meaning as that set forth in Scottsdale Revised Code, section 17-108.

*Accident* means a collision or other contact between any part of an aircraft or a vehicle, person, stationary object or other thing which results in property damage, personal injury, or death; or an entry into or emerging from a moving aircraft or vehicle by a person which results in personal injury or death to such person or some other person or which results in property damage.

*Aeronautical activity* means any activity or service which involves, makes possible, or is required for the operation of aircraft, or contributes to, or is required for, the safety of such operations. "Aeronautical activities" include, but are not limited to, charter operations (under either Federal Aviation Regulation (FAR) Part 121 or 135), charter brokerage, aircraft hangar leasing, pilot training, aircraft rental and sight-seeing, aerial photography, crop dusting, fire suppression, aerial advertising and surveying, aircraft sales, leasing and servicing, aircraft management, and sale of aviation petroleum products, whether or not conducted in conjunction with other included activities which have a direct relationship to the operation of aircraft, repair and maintenance of aircraft, sale of general aviation aircraft parts, and any other activities which because of their relationship to the operation of aircraft can appropriately be regarded as an "aeronautical activity."

*Aeronautical Business Permit* means administrative approval issued by the Aviation Director to a person to conduct commercial aeronautical activity and provide such services to based and transient aircraft on the Airport only in facilities on the Airport at which such services are authorized.

*Air traffic* means aircraft in operation anywhere in the airspace and on that area of the Airport normally used for the movement of aircraft.

*Air Traffic Control Tower* means the control tower located at the Airport.

*Aircraft* means any device intended to be used, or designed, to navigate, or fly in the air.

*Aircraft fuel* means all flammable liquids composed of a mixture of selected hydrocarbons expressly manufactured and blended for the purpose of effectively and efficiently operating: (a) an internal combustion engine; or (b) a jet or turbine engine.



Aircraft operation means an aircraft arrival at, or departure from, the Airport.

Aircraft parking and storage areas means those hangar and apron locations of the Airport designated by the Aviation Director for the parking and storage of aircraft, and such areas of the Airport designated for aircraft maintenance, engine run-up, and self-fueling.

Airpark means (1) the taxilanes located outside the Airport and intended for airport/airpark access, (2) all real property adjacent to any airpark taxilane, and (3) all real property adjacent to the Airport.

Airport means all of the City-owned or leased real or personal property comprising Scottsdale Airport as now exists or as may hereafter be expanded and developed. "Airport" includes all of its facilities as shown on the most current Airport Layout Plan.

Airport Advisory Commission means the duly appointed ~~seven (7) member~~ Airport Advisory Commission of the City.

Airport/airpark access means the ability of movement of an aircraft from the Airport to the aAirpark, ~~from the Airport~~ and vice versa.

Airside means the area of the Airport that is either contained within the Airport perimeter fence, or which requires access through a controlled access point.

Aviation Director means the duly appointed director of the City's Aviation Department or the director's designee.

Based means an aircraft: ~~Based means an aircraft:~~ (1) which the owner physically locates at the Airport with the intent and purpose to remain for an undetermined period; (2) which, whenever absent from the Airport or Airpark, its owner intends to return to the Airport for permanent storage; and (3) whose presence on the Airport is not transitory in nature. Any aircraft that is parked at the Airport in a yellow painted tiedown for more than 21 days in two (2) consecutive calendar months is presumed to be based at the Airport, including aircraft that are located at the Airport or Airpark for a limited or seasonal duration. Aircraft temporarily parked at the Airport to have maintenance performed on it by an authorized Aeronautical Business Permit holder with the intention to leave when the maintenance is complete are not considered based. Once an aircraft is based at the Airport, it shall continue to be considered a based aircraft for six (6) months or as long as the aircraft is parked at the Airport, whichever is longer.

Based location means the location on the Airport or in the aAirpark, which is listed as an aircraft's hangar, ~~shade~~ or tie down location as registered with the Aviation Director.

Commercial activity means the conduct of any aspect of a business, concession or service in order to provide goods or services to any person for compensation. An activity is a commercial activity even if it is bartered or the business is nonprofit, charitable, or tax-exempt.

Direct employee means an employee working in the usual and regular course of the employer's business under the employer's control. The employer: -(1) has the right to hire and fire, (2) controls the duration, details and method of work, (3) controls the payment of wages and makes all required deductions from the wages.

Fuel handling means the transportation, delivery, fueling, and draining of fuel or fuel waste products, and the fueling of aircraft.

Fuel storage area means any portion of the Airport or airpark designated temporarily or permanently by the City as an area in which gasoline or any other type of fuel may be stored or loaded.

General aviation means all phases of aviation other than aircraft manufacturing, military aviation, and scheduled or non-scheduled commercial operations.

Hazardous area means:

- (a) The entire floor space of an aircraft hangar up to a level of eighteen (18) inches above the floor, plus
- (b) The space surrounding an aircraft in an aircraft hangar within five (5) feet around the aircraft power plants, fuel tanks and wings.

Hazardous material means any hazardous or toxic substance, waste or material:

- (a) The presence of which requires investigation, removal and/or remediation under any federal, state or local statute, regulation, ordinance, order, action, policy or common law;
- (b) Which is or becomes subject to regulation under any federal, state or local statute, regulation, rule or ordinance or amendments thereto including, without limitation, the Arizona Hazardous Waste Management Act, A.R.S. § 49-901, *et seq.*, the Resource Conservation and Recovery Act, 42 U.S.C. § 6901, *et seq.*, the Toxic Substances Control Act, 15 U.S.C. § 2601, *et seq.*, and the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. § 9601 *et seq.*);
- (c) Which is toxic, explosive, corrosive, flammable, infectious, radioactive, carcinogenic, mutagenic, teratogenic, or otherwise hazardous, and is or becomes regulated by any governmental authority, agency, department, commission, board, agency or instrumentality of the United States, the State of Arizona or any political subdivision thereof; or
- (d) Which, without limitation, contains trichloroethene ("TCE"), 1,1,1 - trichloroethane ("TCA"), 1,1 - dichloroethene ("DCE"), tetrachloroethene ("PCE"), 1,2-dichloroethene, chloroform, gasoline, diesel fuel, propane or other petroleum hydrocarbons, polychlorinated biphenyls ("PCBs"), asbestos, urea formaldehyde foam insulation or radon gas.

Landside means the general public common use areas of the Airport such as public roadways, parking lots and buildings which are not contained in the airside area.

Major aircraft alterations and repair means major alterations and/or repairs of the parts or of the types listed in FAR Part 43, Appendix A, (a) and (b).

Movement area means the runway, taxiways and other areas of the Airport which require permission from air traffic control prior to entering. The designation of movement areas shall apply at all times including hours when the Air Traffic Control Tower is closed.

Owner of an aircraft means a person who holds legal title to an aircraft, or any person having exclusive possession of an aircraft pursuant to a written lease for a minimum term of twelve (12) months.

Park or parking means the standing of an aircraft or vehicle, whether occupied or not.

Pedestrian means any person traveling on foot or in a wheelchair.

Permission or permit means permission granted by the City.

Person means the state, county, a political subdivision of the state, other governmental entity, a corporation, firm, partnership, association, organization, and any other group acting as a unit, as well as an individual. Person includes a trustee, receiver, assignee or similar representative.

Preventive aircraft maintenance means maintenance that is not considered a major aircraft alteration or repair and does not involve complex assembly operations as listed in FAR Part 43, Appendix A, (c), except that item 22, replacing prefabricated fuel lines, shall, for purposes of these regulations, be considered major aircraft repair.

Public area means those areas normally used by the general public, including structures and devices such as roadways, sidewalks and other facilities that are maintained and kept at the Airport for use by the general public.

Roadway means any street or road whether improved or unimproved, within the boundaries of the Airport and set aside or designated for use by vehicles, whether dedicated or not.

Smoking means burning or carrying any lighted cigarette, e-cigarette, tobacco or any other weed or plant, or placing any burning tobacco, weed, or plant in an ashtray or other receptacle and allowing smoke to diffuse into the air.

Taxilane means the portion of the Airport or Airpark apron area, or any other area, used for access between taxiways and aircraft parking and storage areas.

Taxiway means a defined path established for the taxiing of aircraft from one part of the Airport to another.

Technical specialist means the following persons only when they are conducting warranty work: a technical representative of an aircraft manufacturer, aircraft engine manufacturer, aircraft appliance manufacturer, or a non-destructive inspection specialist.

Traffic pattern means the traffic flow that is prescribed for aircraft landing at, taxiing on, or taking off from the Airport.

Vehicle means a device, except aircraft, in, upon, or by which any person or property is or may be propelled or moved, except a device moved by human power.

Vehicle parking area means any portion of the Airport designated and made available temporarily or permanently by the City for the parking of vehicles.

## ARTICLE 2 GENERAL USE OF AIRPORT

### **Section 2-1. Purpose of rules and regulations.**

Rules and regulations provided in this document and any amendments thereto (hereinafter referred to as “regulations”), adopted pursuant to Chapter 5 of the Scottsdale Revised Code, are intended for the safe, orderly and efficient operation of the Airport, and apply to all persons using the Airport for any reason.

### **Section 2-2. Conflicting laws, ordinances, regulations and contracts.**

- (a) In any case where a provision of these regulations is found to be in conflict with any other provision of these regulations adopted hereunder or in conflict with a provision of any zoning, building, fire, safety, health or other ordinance, code, rule, or regulation of the City, the provision which establishes the higher standard for the promotion and protection of the health and safety of the people shall prevail.
- (b) In cases where two (2) or more provisions of these regulations are in conflict, the most stringent or restrictive shall prevail.
- (c) It is not intended by these regulations to repeal, abrogate, annul, or in any way impair or interfere with existing provisions of other laws, ordinances, codes, rules or regulations except those specifically repealed by these regulations, or to excuse any person from performing obligations to the City under any lease or other contract.
- (d) No existing or future City contract, lease agreement or other contractual arrangement, nor any payment or performance hereunder, shall excuse full and complete compliance with these regulations. Compliance with these regulations shall not excuse full and complete compliance with any obligations to the City under any existing or future City contract, lease, agreement or other contractual arrangement.
- (e) Compliance with these regulations does not excuse failure to comply with any other law.

### **Section 2-3. Responsible party.**

Any person accessing the Airport shall be responsible for their actions and all actions of any person to whom they provide access, whether directly or indirectly.

### **Section 2-4. Minimum Operating Standards.**

Prior to commencing any aeronautical or commercial activities at the Airport, all persons shall comply with all applicable requirements concerning such activities as are set forth in the Airport Minimum Operating Standards.

### **Section 2-5. Closing of airport.**

In the event the Aviation Director believes the conditions of the Airport are unsafe for landing or takeoffs, it shall be within the director’s authority to close the entire Airport or any part thereof.

## Section 2-6. Aircraft parking.

- (a) No person shall park, leave parked, or allow to remain stationary any aircraft at the Airport except within an aircraft parking and storage area. Any aircraft based at the Airport shall be registered as such with the Aviation Department.
- (b) No person shall park an aircraft in a City owned aircraft parking and storage area without an Aircraft Storage Permit.
- (c) No person shall park an aircraft at the ~~Gemini Air Group~~SA Private Hangars Facility aircraft parking and storage area without an Aircraft Storage Agreement.
- (d) Any person who parks an aircraft in an aircraft parking and storage area shall remit to the City all applicable transient parking fees until such time as the person applies for and obtains an Aircraft Storage Permit/Agreement.
- (e) A person with an Aircraft Storage Permit/~~Agreement~~ is prohibited from subleasing an aircraft parking and storage area or basing more than one (1) aircraft at a time in a designated ~~a~~-tie down ~~or shade~~-without the prior written approval of the Aviation Director.
- (f) The storage of damaged/dismantled or non-operational (as defined in Section 2-8) aircraft in aircraft tie-downs or other unscreened areas of the Airport shall not exceed twenty (20) calendar days after such aircraft becomes damaged, dismantled or non-operational. Thereafter, upon written notification from the Aviation Director, the aircraft owner is required to either remove the aircraft from the Airport or diligently correct such condition as soon as possible to prevent an unsightly Airport appearance. If the aircraft remains damaged, dismantled or non-operational and in public view for a period of ten days following such notice from the Aviation Director, any permission or consent from the City for such aircraft to remain at the Airport shall be considered revoked and the Aviation Director may initiate a civil citation process in accordance with S.R.C. § 5-401 et seq. or pursue further abandonment proceedings in accordance with Section 2-8(c) of these rules, or both.
- (f) ~~The storage of damaged/dismantled aircraft in aircraft shades, tie-downs or other unscreened areas of the Airport shall not exceed thirtytwenty (320) calendar days after such aircraft becomes damaged or dismantled. Thereafter, upon written notification from the Aviation Director, the aircraft owner is required to either remove the aircraft from the Airport or diligently correct such condition as soon as possible to prevent an unsightly Airport appearance. If the aircraft remains damaged or dismantled and in public view for a period of ten days following such notice from the Aviation Director, any permission or consent from the City for such aircraft to remain at the Airport shall be considered revoked and the aircraft will be subject to further abandonment proceedings in accordance with A.R.S. § 28-8243.~~
- (g) If any aircraft is parked in violation of this section or, in the determination of the Aviation Director, presents an operational or safety concern in any area of the Airport, the Aviation Director may cause the aircraft, at the owner's/operator's expense, to be moved by a representative of a Fixed Base Operator. The City shall not be liable for any damages which may result from the relocation of the aircraft.

- (h) The Aviation Director may immobilize an aircraft by installing on the aircraft a propeller lock or by such other suitable means under any of the following circumstances:
1. Failure to apply for and obtain an Aircraft Storage Permit/ Agreement, and until such time as the aircraft owner/operator applies for and obtains the Aircraft Storage Permit/Agreement and remits all fees and charges due the City in accordance with Section 5-116 of the Scottsdale Revised Code.
  2. Upon revocation of an Aircraft Storage Permit/Agreement pursuant to Section 5-701 *et seq.* of the Scottsdale Revised Code, and until such time as the aircraft owner/operator remits all fees and charges due the City in accordance with Section 5-116 of the Scottsdale Revised Code.
  3. If, in the determination of the Aviation Director, the aircraft presents an operational safety concern in any area of the Airport, or otherwise constitutes a danger to the health, safety, or welfare of any individual or the public in general, and until such time as the aircraft no longer presents such health, safety or welfare concerns.
- (i) If an aircraft is immobilized by the Aviation Director pursuant to subsection (h), the aircraft owner shall be provided a hearing as soon as reasonably practical, but in no event shall said hearing be delayed more than seventy-two (72) hours after the immobilization of the aircraft, except upon mutual agreement of the Aviation Director and the aircraft owner. The hearing and any subsequent appeal shall be conducted generally in accordance with the procedures set forth in Section 5-501 *et seq.* of the Scottsdale Revised Code.

**Section 2-7. Aircraft hangars.**

- (a) Aircraft hangars shall only be used for the following purposes:
1. Storage and parking of aircraft and associated aircraft equipment and supplies as approved by the City's Fire Department or Aviation Director.
  2. Aircraft parked in hangars shall be parked in a manner so as to be completely contained in the aircraft parking space and not obstruct adjacent aircraft parking and storage areas or taxilanes, except for purposes of immediate and temporary staging and fueling of such aircraft.
  3. Aircraft maintenance and painting may be performed in aircraft hangars on the based aircraft at the based location, in accordance with Section 2-21.
  4. Storage and use of two (2) tables or workbenches, one (1) sofa, and four (4) utility chairs. Fire resistant materials are encouraged.
  5. Storage of a maximum of three (3) spare aircraft tires and two (2) spare aircraft batteries.
  6. Storage and use of a refrigerator, without an extension cord, outside the hazardous area.

(b) Use of aircraft hangars shall be subject to the following restrictions:

1. Major aircraft alterations and repairs may be performed in aircraft hangars on the based aircraft at the based location with prior written approval of the Aviation Director and the City's Fire Department, unless otherwise approved by a lease with the City.
2. Use of electrical equipment is prohibited in the hazardous area, except electrical equipment labeled or marked by the manufacturer with, "suitable for use in a class I division II location."
3. Use of spark producing tools, sanders, and buffers, is prohibited in the hazardous area.
4. Use of electrical extension cords is limited to portable equipment only. All extension cords must be listed and approved either Underwriters Laboratory (U/L) or Factory Mutual (FM). All extension cords and power strips shall be of the heavy-duty type, three (3) wire and must be disconnected when person is not in the hangar.
5. Oily rags, oil wastes, rags and other rubbish and trash may only be stored in containers, no larger than fifty-five (55) gallons, with secondary containment and self-closing, tight-fitting lids as approved by the Aviation Director or City's Fire Department.
6. Oxygen or any combustible compressed gas in a cylinder or portable tank must be secured to a fixed location or secured to a portable cart designed for the cylinder(s) or tank(s). Compressed gas cylinders and tanks must have pressure relief devices installed and maintained. Cylinders and tanks not in use shall have a transportation safety cap.
7. The owner, operator or tenant must be present while batteries are charged unless it is a trickle-type charger subject to the Aviation Director's approval.
8. Fuel service or handling, use of flammable liquids, doping, cutting, grinding, or welding operations is prohibited.
9. Storage of non-aviation items, motor homes, boats, clothing, files, appliances, propane canisters, non-functioning refrigerators or evaporative coolers, and furniture, except in accordance with section 2-7(a), is prohibited.
10. "No Smoking" signs posted in the hangar shall be visible and not blocked or obliterated.

(c) Aircraft hangars shall be subject to annual and periodic inspections by the Aviation Director, City Fire Department, and the City Building Inspectors to ensure compliance with all laws, ordinances and these regulations.



## Section 2-8. Non-operational aircraft

(a) Aircraft tie-downs and hangars shall be used solely for the storage of operational aircraft. To be considered operational, the aircraft shall be airworthy and:

1. Conform to its type design, and;
2. Be in a condition for safe operation, and;
3. Maintain a current registration with the Federal Aviation Administration, and;
4. Maintain a current registration with the Arizona Department of Transportation.

Any aircraft not meeting those criteria shall be considered non-operational. In addition, an aircraft shall be considered non-operational if it has an outward appearance of being non-operational such as an aircraft that has flat tires or missing critical components such as moveable surface (rudders, ailerons) engine or propeller. An aircraft that has not flown for a period of one year shall also be considered non-operational.

(b) The storage of an aircraft that is non-operational in a hangar shall not exceed 90 days after written notification from the Aviation Director. If the aircraft owner does not correct such condition, the Aviation Director may direct that the aircraft be moved to another location at the owner's/operator's expense by a representative of a Fixed Base Operator. The City shall not be liable for any damages which may result from the relocation of the aircraft.

(c) If after the 90-day period following Notice from the Aviation Director, the aircraft is not returned to an operational condition within an additional 90-day period, the aircraft will be impounded and will be subject abandonment proceedings in accordance with A.R.S. § 28-8243.

(d) All costs for selling, auctioning, relocating or dismantling shall be paid by the aircraft owner. Any proceeds resulting from the sale/auction of the aircraft shall go to the aircraft owner after all fees and charges have been paid to the City.

## Section 2-8. (Reserved)

## **Section 2-9. Aircraft ~~shades and~~ tiedowns.**

(a) Aircraft ~~shades and~~ tiedowns shall only be used for the following purposes:

1. Storage and parking of the based aircraft listed on the Aircraft Storage Permit/Agreement for that ~~shade or~~ tiedown and parked in a manner so as to be completely contained within the aircraft parking space and not obstruct adjacent aircraft parking and storage areas or taxilanes, except for purposes of immediate and temporary staging and fueling of such aircraft.
2. Conducting preventive aircraft maintenance on the based aircraft at the based location is in accordance with applicable regulations.
3. Parking of vehicles in accordance with Section 4-2.

4. Aircraft equipment and supplies contained in a storage device with prior written approval from the Aviation Director.

(b) Use of aircraft ~~shades and~~ tiedowns shall be subject to the following restrictions:

1. Tiedowns painted white are reserved tiedowns and shall not be used without the user first receiving an Aircraft Storage Permit.
2. Tiedowns painted yellow are transient tiedowns for the purposes of short-term or overnight parking. No person shall park an aircraft in a transient tiedown for more than 14 consecutive days or more than an aggregate total of 14 days within any 30 day period of time ~~a period greater than fourteen (14) days per month~~. No person shall park a based aircraft in a transient tiedown. If any aircraft is parked in violation of this section, or, in the determination of the Aviation Director, presents an operational or safety concern in any area of the Airport, the Aviation Director may cause said aircraft, at the owner's/operator's expense and without liability for damage which may result in the course of such moving, to be delivered into the care of a representative of a Fixed Base Operator or specialty service shop authorized to do business on the Airport.

**Section 2-10. (Reserved).**

**Section 2-11. Aircraft washing.**

- (a) All aircraft washing shall be conducted in accordance with posted rules, only:
  1. At approved wash racks/pads, or
  2. In accordance with an Approved Wash Plan (AWP).
- (b) City-owned wash racks/pads shall only be used for the purposes of aircraft washing and polishing, or preventive aircraft maintenance.
- (c) Runoff shall be collected and properly disposed of in a manner acceptable to the Aviation Director, in accordance with all federal, state, county, and local law.
- (d) In no case shall aircraft washing be conducted within fifty (50) feet of storm water drainage or dirt/grass areas without containment (berm, tarp, etc.), nor shall wash/wastewater be disposed of in storm water drainage or dirt/grass areas.

**Section 2-12. (Reserved).**

**Section 2-13. Airport perimeter road.**

The Airport perimeter road shall only be used by authorized vehicles with appropriate signage as determined by the Aviation Director, which include Airport administration vehicles, fixed base operator fuel trucks, aeronautical business permittees, governmental vehicles, official emergency response vehicles, and other vehicles with prior written approval from the Aviation Director.

**Section 2-14. Scheduled passenger service.**

Scheduled passenger service conducted in accordance with FAR Part 121 is prohibited.

**Section 2-15. Aviation Business Center.**

Commercial activity at the Aviation Business Center (“ABC”) is limited to City personnel and the tenants of the ABC. The ABC is not available for use as a passenger boarding lounge or any other commercial activity by persons other than ABC tenants and their invited guests unless a specific permit for that purpose has been issued by the City.

**Section 2-16. (Reserved).**

**Section 2-17. Smoking areas.**

No smoking shall be permitted:

- (a) Within fifty (50) feet of an aircraft, fuel truck and/or fuel storage area; or
- (b) Where specifically prohibited by the City.

**Section 2-18. Restricted areas.**

- (a) No person shall enter the airside area, except as necessary for the lawful use of an aircraft thereon, or to conduct a permitted business activity and with the consent of the Aviation Director.
- (b) No person shall enter the airside area, unless escorted at all times by a person authorized to have access by the Aviation Director.
- (c) No person shall enter any area posted as being closed to the public, except with the consent of the Aviation Director.
- (d) No person shall enter into, remain in or place in, or remove any object from, any hangar, T-shade or other building at the Airport without prior written consent of the City or the person with the legal right of possession of such building.

**Section 2-19. Access codes / gate access devices / access cards.**

- (a) Persons who have been provided a code, gate access device, or access card to obtain access to the Airport shall only use Airport-issued codes/devices/cards and shall not divulge, duplicate, or otherwise distribute the same to any other person, unless otherwise approved in writing by the Aviation Director.
- (b) If a gate access device or access card is found in the possession of an unauthorized person, the device/card shall be confiscated or deactivated by the Aviation Director and the person shall be escorted off the airside area.
- (c) A gate access device or access card that has not been used in one-hundred and eighty (180) consecutive days shall be deactivated.

- (d) Violation of ~~the aforementioned regulation~~ this section may result in the loss of access privileges pursuant to Chapter 5 of the Scottsdale Revised Code. In addition, the gate access device or access card may be deactivated immediately. A deactivated gate access device or access card will be re-activated after the person has completed the Airport driving video and passed the Airport driving test.

**Section 2-20. Self-services.**

- (a) Persons are permitted to fuel, wash, repair, paint, or otherwise service their own based aircraft, provided there is no attempt to perform such services for others and further provided that such right is conditioned upon compliance with these regulations and all applicable laws.
- (b) An aircraft owner may hire an individual to provide, under the direction and supervision of the aircraft owner, services only on the owner's based aircraft. Such services may only be provided by the aircraft owner's direct employee or a technical specialist. The technical specialist must have a Temporary Activity Permit.
- (c) Aircraft owners shall notify the Aviation Director at least one (1) hour in advance of the technical specialist performing maintenance services on any aircraft.

**Section 2-21. Aircraft maintenance and painting.**

- (a) Preventative aircraft maintenance and painting is permitted only at aircraft parking and storage areas, and the wash rack, in accordance with applicable regulations. Hazardous fluids such as used motor oil, hydraulic fluid, etc., are not allowed on the floor or apron area in accordance with Section 2-23 and shall be disposed of in accordance with Section 2-24. No aircraft parts, tools or any other items shall be left unsecured, allowed to blow away or become a hazard to aircraft operations.
- (b) Preventative aircraft maintenance and painting may only be conducted by:
1. A person holding a valid Aeronautical Business Permit for such activity; or
  2. The aircraft owner or the owner's direct employee.
- (c) Major aircraft alterations and repairs are permitted only:
1. In a hangar with an operational fire suppression system that has been classified by the City's Fire Department as being acceptable for such work;
    - a. In a hangar without an operational fire suppression system, but only if conducted by a person holding an Aircraft Maintenance Permit; or
    - b. At the wash rack in accordance with the posted rules.
- (d) Major aircraft alterations and repairs may only be conducted by:
1. A person holding a valid Aeronautical Business Permit for such activity; or
  2. The aircraft owner or the owner's direct employee qualified to conduct such alterations and repairs in accordance with FAA regulations.

**Section 2-22. Maintenance of premises.**

All persons using the Airport shall maintain their premises in a condition of repair, cleanliness, and general maintenance equal to that maintained by the City in comparable areas. All persons having possession, control or use of any portions of the Airport shall at all times maintain such premises in clean, serviceable, safe and operable condition and repair.

**Section 2-23. Floor and apron care.**

All tenants on the Airport shall keep the floors of hangars, shades and tiedowns leased by them, or used in their operations, clean and clear of fuel, oil, grease and other similar materials.

**Section 2-24. Waste containers and disposal.**

All Airport tenants, users, or visitors shall dispose of all waste in the appropriate waste containers. Types of waste containers and the location of waste accumulation areas shall be designated by the Aviation Director and no other containers or areas shall be used. Containers for recyclable materials shall be used in strict accordance with the rules posted for such use. Waste-water shall not be disposed of in storm water drainage or dirt/grass areas under any circumstances. Waste-water may be disposed of in sanitary sewer or sink drains, unless the waste-water contains petroleum or hazardous materials or hazardous waste. No petroleum products, industrial waste matter, batteries, or other hazardous materials shall be dumped or otherwise disposed of except in accordance with local, county, state and federal law, including, but not limited to, the Arizona Hazardous Waste Management Act, A.R.S. § 49-901 *et seq.*, the Resource Conservation and Recovery Act, 42 U.S.C. § 6901 *et seq.*, the Toxic Substances Control Act, 15 U.S.C. § 2601 *et seq.*, and the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. § 9601 *et seq.* Any hazardous waste shall be the responsibility of the originator under all applicable law.

**Section 2-25. Storage.**

No person shall store or stock materials or equipment in such a manner as to be unsightly or constitute a hazard to personnel or property, as determined by the Aviation Director.

**Section 2-26. Storage, transfer and cleanup charges.**

Pursuant to Chapter 5 of the Scottsdale Revised Code the City may remove and impose storage, removal, and transfer charges upon any property unlawfully located at the Airport. The City may clean up any material unlawfully spilled, placed or otherwise deposited at the Airport and may charge the responsible person(s) for the cost of the cleanup, any required environmental remediation, and any expenses incurred by, or fines or damages imposed on, the City as a result thereof.

**Section 2-27. Model aircraft, unmanned aircraft systems, kites, fireworks, etc.**

No person shall fly or release a model aircraft, unmanned aircraft systems, rocket, kite, fireworks, balloon, parachute, etc., within two (2) miles of the Airport if such activity would create a hazard to aircraft operations without authorization from the FAA, or as otherwise determined by the Air Traffic Control Tower or the Aviation Director.

**Section 2-28. Commercial photography.**

No person shall take still, motion or sound pictures of, or at, the Airport for commercial purposes (other than bona fide news reporting) without first receiving a Temporary Activity Permit from the Aviation Director and paying the appropriate fee(s).

**Section 2-29. Advertisements.**

No person shall post, distribute or display signs, advertisements, circulars, printed or written matter at the Airport without permission from the Aviation Director.

**Section 2-30. Animals.**

No person shall enter the Airport with a dog or other animal unless restrained by a leash or properly confined as determined by the Aviation Director. No person in charge of a dog or other animal shall permit the animal to wander unrestrained on any portion of the Airport.

**Section 2-31. Explosives and radioactive substances.**

- (a) No person, except a sworn law enforcement officer, a security officer contracted by a government agency, or member of the Armed Forces of the United States on official duty, shall possess any explosives on the Airport.
- (b) Without the Aviation Director's prior written approval, no person (other than those in the above-excepted classes) shall store, keep, handle, use, dispense or transport at, in, or upon the airport any:
  - 1. Explosives, other than those approved by the Aviation Director as necessary for aircraft operation and maintenance, or
  - 2. Radioactive substance or material (except for minimum amounts of radioactive substances, such as radioactive paint illuminating instrument dials).

**Section 2-32. Disorderly conduct, intoxicating liquors, etc.**

- (a) No person shall:
  - 1. Commit any disorderly, obscene or unlawful act or commit any nuisance on the Airport.
  - 2. Drink any intoxicating liquor upon any portion of the Airport open to the public, except in such restaurant facilities as may be lawfully established or other place as shall be properly designated and licensed for on-sale liquor dispensing by the City or for the purpose of a special event that has received a Special Event Permit where alcohol is not for sale.
  - 3. Become intoxicated on any portion of the Airport.
- (b) No intoxicated person shall enter upon or loiter on or about the Airport, any of its facilities, or any City-owned property.

**Section 2-33. Property damage, injurious or detrimental activities.**

No person shall destroy, deface, injure or disturb in any way Airport property or conduct at the Airport activities that are injurious, detrimental or damaging to Airport property or to activities and business of the Airport. Any person causing or liable for any damage shall be required to pay the City on demand the full cost of repairs. Any person failing to comply with this section shall be in violation of these regulations and may be refused the use of any Airport facility until the City has been fully reimbursed for damage done.

**Section 2-34. Alteration of Airport property.**

No person shall make any alterations to any signs, buildings, aircraft parking and storage areas, leased areas or other Airport property, nor erect any signs, buildings or other structures without prior written permission of the Aviation Director. Any construction on is subject to the Aviation Director's approval. Such persons shall comply with all building codes and permit procedures of the City and shall deliver to the Aviation Director as-built plans upon completion.

**Section 2-35. Lost articles.**

Any person finding lost articles in public areas of the Airport shall immediately deposit them at the office of the Aviation Director or, if after normal business hours, with an Aviation Department staff member on duty at the Airport. Articles unclaimed after thirty (30) calendar days may be turned over to the finder or otherwise disposed of in a legal manner.

**Section 2-36. Abandoned property.**

No person shall abandon any property on Airport property or in any building on the Airport.

**Section 2-37. Flying clubs.**

A flying club is a non-profit entity or organization organized solely for the purpose of providing its members with one (1) or more aircraft for their personal use and enjoyment. A flying club shall meet the following standards:

- (a) At the time of applying for a lease, license, permit or agreement with or from the City to operate at the Airport, the club shall furnish the Aviation Director with a copy of its articles of incorporation, if the club is a corporation; a copy of its articles of organization, if the club is a limited liability company; a copy of its certificate of limited partnership, if the club is a limited partnership; a copy of its partnership agreement, if the club is a general partnership; the club's roster or list of members, including names of officers and directors; evidence of required insurance; a description of all aircraft used; evidence that such aircraft are properly certificated; evidence of ownership of such aircraft; and any operating rules of the club.
- (b) The club's books and records shall be available for inspection and copying by the Aviation Director at any reasonable time. The club shall update its roster or list of members twice annually and provide the Aviation Director with such updated roster or list no later than June 30 and December 31 of each year.
- (c) All aircraft used by the club shall be owned by the club or leased exclusively by written agreement to the club, and all ownership or lease rights to such aircraft must be vested

on a pro-rata basis in all of the club's members. The property rights of the club members shall be equal, and no part of any revenues received by the club shall inure to the direct benefit of any member (e.g., by salary or bonus). The club shall not derive greater revenue from the use of its aircraft than the amount necessary for the operation, maintenance and replacement of its aircraft and facilities.

- (d) The club's aircraft shall not be used by anyone other than the club's members and shall not be used by anyone for hire, charter or air taxi, except as needed for an FAA Practical Test. Flight instruction may be given in club aircraft, but only by one (1) club member to another member. The member providing flight instruction may be compensated by credit against payment of club dues or flight time.
- (e) The club and its members are prohibited from leasing, selling, trading or bartering any goods or services to or with any non-members of the club, except that a club may sell or exchange its aircraft and equipment for replacement or liquidation purposes.
- (f) The flying club shall pay fees as prescribed by lease, license, permit or agreement, and any applicable fees identified on the Airport/Airpark Rates and Fees Schedule.

***Section 2-38. Temporary permits.***

- (a) Notwithstanding any Rules and Regulations to the contrary, the Aviation Director shall have authority to issue temporary permits and to establish procedures related thereto. A temporary permit shall only be issued when in the best interests of the City and when issuance will not adversely affect the public health, safety and general welfare.

***Section 2-39. Storm Water Pollution Prevention Program.***

Co-permittees who are listed on the Airport's Storm Water Pollution Prevention Plan (SWPPP) shall comply with all applicable requirements related to any activities set forth in the SWPPP.



## ARTICLE 3 AIRCRAFT RULES

### **Section 3-1. Landing and takeoff of aircraft.**

- (a) Except in an emergency, all fixed wing aircraft landings and takeoffs shall be made on the runway.
- (b) No aircraft shall make a one-hundred eighty (180) degree turn after landing on a runway unless instructed to do so by the Air Traffic Control Tower.
- (c) Landing aircraft shall clear the runway as soon as practical, consistent with safety, taxiing ahead to the nearest turn-off.
- (d) Except in an emergency, no rotorcraft equipped with skid-type landing gear shall perform run-on landings or any other maneuver that would cause the skids to slide upon the runway surface.

### **Section 3-2. Aircraft wingspan restrictions.**

Aircraft shall not occupy a hangar, ~~shade~~ or tiedown, nor shall aircraft be operated in areas of the Airport, where the aircraft's wingspan exceeds the maximum approved wingspan designation for that area as specified by the Aviation Director or as published in the Scottsdale Airport Pilot Guide. In the case of a conflict between the Aviation Director's wingspan designation and the Scottsdale Airport Pilot's Guide, the decision of the Aviation Director prevails.

### **Section 3-3. Traffic patterns and noise abatement procedures.**

- (a) Arrivals and departures to and from the Airport shall avoid flight over populated, residential, or noise sensitive areas whenever possible, consistent with safety.
- (b) When departing under visual flight rules (VFR) on Runway 03, aircraft shall make a left turn after reaching a safe minimum altitude, or a right turn may be permitted if authorized by air traffic control. When departing VFR on Runway 21, aircraft shall make a right turn as directed by air traffic control after reaching a safe minimum altitude.
- ~~(c) Aircraft with engines that are not in compliance with FAR Part 36, Stage 3 are requested to use Runway 21 for landings and Runway 3 for takeoffs, weather, air traffic and safety permitting.~~
- ~~(d)~~(c) Operators are requested to use NBAA standard noise abatement departure procedures.
- ~~(e)~~(d) The following operations are prohibited, except with permission of the Aviation Director for special events:
  - 1. Stop and go;
  - 2. Intersection takeoffs;
  - 3. Simulated single engine takeoff and go-arounds by all multi-engine aircraft; and

4. Formation takeoffs and landings.

- (f) Straight out departures and left turns are highly discouraged for Runway 21.
- (g) Right downwind, right base pattern entry and right turn out prior to Airport boundary are discouraged on Runway 03.
- (h) Touch and go operations are prohibited between 9:30 p.m. and 6:00 a.m.
- (i) Runway 03 is the preferred calm-wind runway when winds are less than five (5) knots.
- (j) Practice instrument approaches below two-thousand five-hundred (2,500) feet mean sea level are discouraged.
- (k) Propeller aircraft are encouraged to use AOPA Noise Awareness Steps.

**Section 3-4. Traffic pattern altitudes.**

Traffic pattern altitudes above ground level (AGL) for aircraft operations at the Airport are as follows:

- (a) Helicopters, five hundred (500) feet (AGL).
- (b) Propeller (piston), one-thousand (1,000) feet (AGL).
- (c) Turbine-powered, one-thousand five-hundred (1,500) feet (AGL).

**Section 3-5. Qualifications to operate aircraft.**

Operators of aircraft entering or leaving the traffic pattern of the Airport or using the movement area for the purpose of landing, or taking off shall be holders of a valid, current pilot certificate with rating appropriate to the type of aircraft operated and conditions under which they are operating. Reciprocal certificates issued by foreign governments are acceptable if accepted by the Federal Aviation Administration.

**Section 3-6. Disabled aircraft.**

Aircraft owners and pilots shall be responsible for the prompt removal of disabled aircraft and parts thereof, unless required or directed by the Aviation Director or the Federal Aviation Administration to delay such action pending an investigation of an accident. In the event of failure to promptly remove such disabled aircraft, the Aviation Director may cause the aircraft to be removed and bill the owners thereof for all charges incurred in the removal of same. The City and any Fixed Base Operator that provides assistance shall not be responsible for damage to disabled aircraft removed by the owner, the pilot, the City or other persons.

**Section 3-7. Negligent operation of aircraft.**

No aircraft shall be operated within the City in a careless, negligent or reckless manner, or in disregard of the rights and safety of others, or in an unmaintained or otherwise hazardous condition, or without due caution and circumspection, or while any person controlling the aircraft would be prohibited by law from operating an automobile on the public streets with the City due

to alcohol or drug influence or impairment, or at a speed or in a manner which endangers, or is likely to endanger, persons or property.

**Section 3-8. Required aircraft equipment.**

No aircraft shall land or take off at the Airport unless it is equipped with brakes and a functioning radio capable of direct two-way communications with the Air Traffic Control Tower, except in the case of an emergency or with prior consent of air traffic control.

**Section 3-9. ~~Motorless Ultralight~~ aircraft.**

No ~~motorless-ultralight~~ aircraft may land or take off at the Airport without prior written permission of the Aviation Director and having complied with all sections of FAR Part 103.

**Section 3-10. Running of aircraft engines.**

Aircraft engines shall only be run at idle except as may be necessary for safe taxiing operations, taking off, landing, preflight testing, and maintenance testing. All engine run-ups for maintenance testing purposes shall be performed in accordance with Section 3-11 of these regulations. At no time shall an aircraft's engine(s) be operated while the aircraft is in a hangar ~~or shade-space~~.

**Section 3-11. Aircraft engine run-ups.**

All aircraft preflight engine run-ups shall be conducted in the appropriate run-up areas located at each end of the runway. Except in an emergency, all aircraft engine run-ups for maintenance testing purposes shall be conducted between the hours of 7:00 a.m. and 10:00 p.m., at the blast fence located at the Northwest end of the Airport adjacent to taxiway intersection Alpha 18, and in accordance with the posted rules.

**Section 3-12. Exhaust and propeller blast.**

No aircraft engine shall be started or aircraft taxied where the exhaust or propeller blast may cause injury to persons or do damage to property or spread debris on the airside area.

**Section 3-13. Taxiing of aircraft.**

No person shall taxi an aircraft without first taking all necessary precautions to prevent a collision with other aircraft, persons or objects. Aircraft shall not be taxied into or out of any hangar, ~~shade, or other covered area~~. No person shall taxi an aircraft except on areas designated for taxiing. If it is impossible to taxi aircraft in compliance with this section, then the engine must be shut off and the aircraft towed to the new location.

**Section 3-14. Common air traffic advisory frequency.**

During hours when the Air Traffic Control Tower is not in operation, aircraft operators shall utilize the common air traffic advisory frequency, 119.9 MHz, to broadcast their intentions and operate the pilot controlled lighting system as provided in the Aeronautical Information Manual (AIM) Official Guide to Basic Flight Information and ATC Procedures.

**Section 3-15. Aircraft accident reports.**

Any persons involved in an aircraft accident occurring on the Airport, within the City, or that involves aircraft which departed from or were enroute to the Airport, shall make a full report thereof to the Aviation Director as soon after the accident as possible, but in no event later than the time required for reporting the accident to the FAA or to any other governmental agency, or within forty-eight (48) hours of the accident, whichever is sooner. The report shall include the names and addresses of the persons involved, and a description of the accident and its cause. When a written report of an accident is required by federal or state law, regulation, or agency, a copy of such report shall also be submitted to the Aviation Director.

**Section 3-16. Refusal of clearance or use.**

The Aviation Director may delay or restrict any flight or other operations at the Airport and may refuse takeoff or landing clearance to any aircraft for any reason believed to be justifiable.

**Section 3-17. Interfering or tampering with aircraft.**

No person shall interfere or tamper with any aircraft or put in motion the engine of such aircraft, or use any aircraft, aircraft parts, instruments or tools without permission of the owner, or under the specific direction of the Aviation Director in an emergency.

## ARTICLE 4 VEHICLES, PEDESTRIANS, ETC.

### **Section 4-1. General requirements.**

- (a) No person shall operate a vehicle on the Airport except in accordance with the rules prescribed by the Aviation Director and all federal, state and local law.
- (b) No person shall operate airside without having in possession an Airport Driver/Vehicle Permit issued to the operator, except as provided below.
  - 1. A person without an Airport Driver/Vehicle Permit may operate a vehicle airside only if monitored by a business or facility with an approved Vehicle Control Plan. A representative of the business or facility with the Vehicle Control Plan must monitor the operator at all times and exercise all controls and constraints necessary to ensure that the operator is in compliance with all Rules and Regulations. The Vehicle Control Plan shall include, but is not limited to, procedures for physical presence, physical barriers, visual examination, and verbal or written instructions.
  - 2. A person without an Airport Driver/Vehicle Permit may operate a vehicle airside only if accompanied at all times by a person with an Airport Driver/Vehicle Permit who exercises all controls and constraints necessary to ensure that the operator is in compliance with all Rules and Regulations.
- (c) Vehicles shall access all Airport facilities and businesses from the landside public parking areas for said facility or business.
- (d) Vehicles shall obtain access to, and depart from, aircraft parking and storage areas via the gate located nearest to the person's aircraft parking and storage area.
- (e) When a gate is out-of-service, vehicles shall access a secondary gate as specified by the out-of-service notification.
- (f) Vehicles shall yield right of way to aircraft in motion and emergency vehicles.
- (g) No vehicles shall operate in a careless, negligent or reckless manner nor pass closer than fifty (50) feet to the rear of taxiing aircraft.
- (h) No vehicles shall operate in a careless, negligent or reckless manner nor approach closer than fifty (50) feet to any aircraft whose engines are running, excluding ground service and emergency vehicles.
- (i) All vehicles, upon entering or exiting an Airport access gate, shall wait for the gate to completely close behind them before proceeding to their destination so as to not allow the entry of an unauthorized vehicle.

### **Section 4-2. Licensing, registration and insurance.**

- (a) No person shall operate a vehicle of any kind on the Airport without a current motor vehicle operator's license.

- (b) No person shall operate any vehicle in the airside area without having first registered the vehicle and its operator with the Aviation Director, obtaining an Airport Driver/Vehicle Permit, and obtaining, if applicable, an access card and vehicle tag which must be displayed at all times in the vehicle approved by the Aviation Director. No Airport Driver/Vehicle Permit will be issued unless the applicant first views the Airport driving video and passes the Airport driving test.
- (c) A person with an Airport Driver/Vehicle Permit may operate a non-permitted vehicle airside if: (i) the person with an Airport Driver/Vehicle Permit is within the non-permitted vehicle, or provides escort from another vehicle and remains with the non-permitted vehicle when it is being driven airside, or (ii) the non-permitted vehicle is being monitored by a business or facility with an approved Vehicle Control Plan.
- (d) Two (2) types of Airport Driver/Vehicle Permits are available, subject to the Aviation Director's approval.
  - 1. A Tenant Driver/Vehicle Permit is issued to a person who has a lease, license, Aeronautical Business Permit, or Aircraft Storage Permit/Agreement with the City.
  - 2. An Affiliate Driver/Vehicle Permit is issued to a person who has a relationship with a person holding a lease, license, Aeronautical Business Permit, or Aircraft Storage Permit/Agreement with the City.
- (e) To authorize an Affiliate Driver/Vehicle Permit, the person with the Tenant Driver/Vehicle Permit must sign the Affiliate Driver/Vehicle Permit application.
- (f) One (1) access card may be issued to each person with a Tenant or Affiliate Driver/Vehicle Permit.
- (g) Upon any termination of a lease, license, Aeronautical Business Permit, or Aircraft Storage Permit/Agreement with the City:
  - 1. All Tenant and Affiliate Driver/Vehicle Permits are also terminated and access cards are deactivated, and
  - 2. All persons holding Tenant and Affiliate Driver/Vehicles Permits shall return their access cards to the Aviation Director.
- (h) All vehicles shall maintain the appropriate type and amount of vehicle liability insurance required by state law.

**Section 4-3. Control of vehicles.**

No person shall operate or park a vehicle at the Airport in a manner prohibited by signs, pavement markings, or other signals posted by the City or by regulations under this article. The Aviation Director has plenary power to regulate or prohibit any class or type of vehicle or any other type or class of wheeled vehicle or other form of transport that operates in the airside area.

#### **Section 4-4. Speed limits.**

All vehicles shall be operated in strict compliance with all posted speed limits at the Airport. The maximum speed limit for all vehicles in the airside area, with the exception of authorized municipal vehicles in the performance their official duties, is twenty-five (25) miles per hour or less on the Airport perimeter road or fifteen (15) miles per hour or less elsewhere airside if conditions warrant in order to ensure safe operation.

#### **Section 4-5. Vehicles operating on runway and taxiways.**

- (a) No vehicle shall be operated on the runway and taxiways unless so authorized in writing by the Aviation Director.
- (b) Any vehicle authorized to operate on the Airport runway or taxiways comply with FAA Advisory Circular 150/5210-20, as amended. Exceptions to this rule are subject to the Aviation Director's prior written approval.
- (c) All vehicles that are authorized to operate on Taxiway Alpha, Taxiway Bravo, or the runway must be equipped with a two-way aviation radio, a rotating beacon or equivalent as outlined in the FAA Advisory Circular 150/5210-5, as amended, receive a clearance from, and remain in continuous communications with, the Air Traffic Control Tower. The installation of a two-way radio does not permit the operation of vehicles on runway or taxiways without prior written permission of the Aviation Director. If vehicles are not equipped with radios, prior arrangements must be made with the Aviation Director. Additionally, all vehicle operators shall be conversant with the standard Airport light gun signals.

#### **Section 4-6. Authority to remove vehicles.**

The Aviation Director may ~~request that the police department immediately removed~~ direct the removal from any area of the ~~a~~ Airport any vehicle, at the operator's expense and without liability for damage that may result, which:

- (a) Presents an immediate health, safety, or environmental hazard; or
- (b) Is ~~disabled~~ abandoned; ~~or~~
- ~~(c) Is a nuisance to the public.~~

#### **Section 4-7. Bicycles.**

The use of bicycles shall only be permitted during daylight hours and in accordance with all applicable regulations set forth herein for vehicles, except as to regulations that by their nature have no application.

#### **Section 4-8. Scooters, rideshare scooters and miscellaneous vehicles.**

No person shall use at the Airport any go-cart, go-ped, skateboard, rollerblade, all terrain vehicle or other vehicle not licensed or otherwise permitted by state law for operation on a public street or highway. This section does not pertain to City vehicles or vehicles used solely

for tugging, marshaling, or refueling aircraft. On a case-by-case basis, and with the prior written approval of the Aviation Director, other modes of transportation may be used on the Airport.

**Section 4-9. Motor homes, boats and recreational vehicles.**

Motor homes, boats, and recreational vehicles shall not be stored anywhere on the Airport.

**Section 4-10. Vehicle accidents.**

The driver of any vehicle involved in an accident on the Airport which results in injury or death to any person, or damage to any property, shall immediately stop such vehicle at the scene of the accident; render reasonable assistance to a person injured in the accident, including making arrangement for the caring of the person to a physician, surgeon or hospital for medical or surgical treatment if it is apparent that treatment is necessary or if the caring is requested by the injured person; and give his name, address and operator's license and registration number to the person injured, the Aviation Director and to any police officer or witnesses of the accident. The operator of such vehicle shall make a report of such accident in accordance with state law and provide a copy of same to the Aviation Director.

**Section 4-11. Careless operation, driving while intoxicated, etc.**

No vehicle shall be operated at the Airport or upon any area thereof:

- (a) In a careless, negligent or reckless manner;
- (b) In disregard of the rights and safety of others;
- (c) Without due caution or circumspection;
- (d) At a speed or in a manner which endangers or is likely to endanger persons or property;
- (e) While the driver would be prohibited by law from operating an automobile upon the public streets of the City due to drug or alcohol impairment or influence;
- (f) If the vehicle is so constructed, equipped or loaded as to endanger or be likely to endanger persons or property, or to result in the load or other materials becoming separated from the vehicle;
- (g) Without operating headlights, tail lights, turn signals, and brake lights during hours of darkness or during inclement weather; or
- (h) In a manner that does not allow the vehicle to be immediately driven or towed away from any nearby aircraft.

**Section 4-12. (Reserved).**

**Section 4-13. Parking restrictions.**

- (a) No person shall park or leave any vehicle standing, whether occupied or not, except within a designated parking area.



- (b) Aircraft owners and operators shall only park their vehicle in the aircraft storage and parking space designated for their aircraft or in a designated vehicle parking area.
- (c) Vehicles parked in an aircraft parking and storage area shall be parked in a manner so as to be completely contained in the aircraft parking or storage space and not obstruct adjacent aircraft parking and storage areas, or taxilanes unless for the purposes of immediate and temporary loading, unloading, or staging of an aircraft.

**Section 4-14. Volunteer assistance.**

No person shall enter the airside area of the Airport for the purposes of attending, observing or assisting at the scene of an accident except persons authorized by law or otherwise requested or with consent of the Aviation Director.

**Section 4-15. Pedestrians in the airside area.**

- (a) No person shall walk, stand, or loiter in the airside area if such activity is determined to be an operational, security, or safety concern as determined by the Aviation Director.
- (b) Pedestrian access to the movement area is strictly prohibited, unless approved by the Aviation Director.

**Section 4-16. Pedestrians soliciting rides.**

No person shall solicit aircraft rides from any area of the Airport.

**Section 4-17. Vehicle repair and washing.**

No person shall make any repairs to vehicles anywhere on the Airport, other than in designated shop areas, except those minor repairs necessary to remove such vehicles from the Airport. No person shall wash or clean any vehicle on the Airport, without the Aviation Director's prior written approval. No person shall move, interfere or tamper with any vehicle, or put in motion the engine, or take, or use any vehicle part, instrument or tool thereof, without the written permission of the owner or satisfactory evidence of the right to do so duly presented to the Aviation Director.

**Section 4-18. Airport security.**

The owner/operator or any facility located on the Airport perimeter shall at all times maintain and comply with an Airport Facility Security Plan that has been approved by the Aviation Director.

## ARTICLE 5 FUELING, FLAMMABLE FLUIDS, AND SAFETY

### **Section 5-1. Fuel safety.**

All transportation, storage and other handling of aircraft and vehicle fuel shall comply with the Uniform Fire Code, as amended, the National Fire Protection Association's codes and standards, as amended, FAA Advisory Circular 150/5230-4B, as amended, all requirements of these regulations, and all other applicable law.

### **Section 5-2. Unauthorized fuel possession and storage.**

Except as expressly permitted by these regulations, no person shall possess fuel at the Airport.

### **Section 5-3. Storage of aircraft fuel trucks, trailers and other aircraft refueling devices.**

- (a) Aircraft refueling vehicles, other moveable aircraft fuel containers and refueling devices shall be stored outside and not less than fifty (50) feet from a building or such other distance as shall be approved by Aviation Director and City's Fire Department.
- (b) Aircraft refueling vehicles shall be parked in a manner that provides a minimum of ten (10) feet of separation between said vehicle and any other vehicle or aircraft refueling device.
- (c) No aircraft refueling vehicle, aircraft fuel container, or other aircraft refueling device, empty or otherwise, shall be brought into, kept or stored within any building at the Airport unless the building is used exclusively for that purpose. This section does not apply to vehicle fuel cans with a capacity of not more than five (5) gallons that have self-closing lids, provided no more than one (1) such can may be located within a single vehicle, and not more than two (2) such cans in any hangar.

### **Section 5-4. Aircraft fueling locations.**

All aircraft fueling/defueling shall be performed outdoors. Aircraft being fueled/defueled shall be positioned so that aircraft fuel system vents or fuel tank openings are not closer than twenty-five (25) feet from any building or hangar unless otherwise approved by the Aviation Director and City's Fire Department.

### **Section 5-5. (Reserved).**

### **Section 5-6. Maintenance of fuel servicing vehicles.**

Maintenance and servicing of aircraft fuel servicing vehicles shall be performed outdoors or in a building approved for that purpose by the City's Fire Department.

### **Section 5-7. Open flame.**

There shall be no open flames in the airside area, within fifty (50) feet of any aircraft, fuel truck, and/or fuel storage area, or where specifically prohibited by the City. The category of open flames and lighted open-flame devices shall include, but shall not be limited to, the following:

- (a) Exposed flame heaters, liquid, solid or gaseous devices, including portable and wheeled gasoline or kerosene heaters and gas or charcoal grills;
- (b) Heat-producing, welding, or cutting devices and blowtorches;
- (c) Flare pots or other open-flame lights.

**Section 5-8. Environmental spills and removal.**

- (a) Persons shall not fuel an aircraft or transfer fuel within an aircraft in a manner that overfills the tank(s) or causes the tank(s) to leak fuel through its vent, and/or dump fuel.
- (b) If there is a spill of gasoline, oil, grease or any material that may be unsightly or detrimental to the Airport, the person that caused the spill, the operator, and owner of the equipment causing the spill shall immediately remove the spill and report it to the Aviation Director. In addition, the tenant and concessionaire are responsible for the spill.
- (c) In the event of a fuel spill longer than ten (10) feet in any direction or fifty (50) or more square feet total, the operator of the equipment causing the same shall immediately call the City's Fire Department at 911.
- (d) In the event of any spillage, and the failure of the person causing the spill to act, the operator, or owner may be required to restore the area to its original safe and environmentally sound status. The City may clean up any material unlawfully spilled, placed or otherwise deposited at the Airport and may charge the responsible person(s) for the cost of the cleanup, any required environmental remediation, and any expenses incurred by, or fines or damages imposed on, the City as a result thereof.

**Section 5-9. Lubricating oils.**

A total of sixty (60) gallons of lubricating oils which are necessary for minor aircraft maintenance and have a flash point at or above one-hundred (100) degrees F may be stored in hangars or other suitable storage devices as approved by the Aviation Director, provided they are stored in their original container and have original manufacturer's labeling.

**Section 5-10. Use of waste oil stations.**

Waste oil stations are provided solely for the disposal of waste aircraft engine oil, ~~and for the exclusive use of non-commercial general aviation tenants~~. No person shall place any vehicle engine oil, solvents, cleaners, antifreeze, or any other material or substance in the receptacle. Any person violating this section shall be responsible for all charges incurred during the proper disposal of such waste. Waste oil stations shall be used in accordance with the rules posted at the station.

**Section 5-11. Fire extinguishers.**

- (a) All tenants, lessees, licensees and permittees shall supply and maintain such adequate and readily accessible fire extinguishers as may be required by the City's Fire Department. Each fire extinguisher shall carry a suitable tag showing the date of most recent inspection.

- (b) At least ~~two~~one (21) fire extinguishers, ~~each~~ having a rating of at least 20-BC, shall be available for use in connection with aircraft fuel handling operations.

**Section 5-12. Underground tanks.**

Subject to the other requirements of these regulations, a person may possess fuel within an underground fuel storage tank constructed, operated and maintained in all respects as required by federal, state, county, and local law. Fuel so stored may be dispensed only into aircraft owned by the person who owns, operates and maintains the tank, unless the tank is located at the Airport and operated and maintained by a Fixed Base Operator. Notwithstanding the preceding sentence, fuel within an underground fuel storage tank at the ~~Gemini Air Group~~SA Private Hangar Facility may be dispensed into a based aircraft that leases hangar space at the ~~Gemini Air Group~~SA Private Hangar Facility and have an Aircraft Storage Agreement, if the aircraft can physically and operationally fit into the hangar when all based aircraft are present at the specific hangar space.

**Section 5-13. Moveable fuel storage tanks.**

Unless otherwise approved by the Aviation Director moveable fuel storage tanks are prohibited at the Airport except for:

- (a) Fuel trucks constructed, operated and maintained in all respects as required by law.
- (b) Permanent fuel tanks in an operable aircraft.
- (c) Tanks not exceeding one (1) gallon capacity used solely for sampling and testing fuel, engines and fuel handling apparatus.
- (d) No more than one (1) tank with a capacity of not more than fifty-five (55) gallons used by a person to fuel his own aircraft pursuant to an Airport/Airpark Self-Fueling permit.
- (e) Tanks lawfully transporting fuel for immediate dispensing into a fuel storage tank permitted by the City. Such vehicles shall access the Airport at a point approved by the Aviation Director and remain under escort by a representative of the company receiving the fuel.

**Section 5-14. Self-fueling.**

Except as may be prohibited by other provisions of these regulations and any other applicable law, owners of a based aircraft that desires to self-fuel their aircraft, shall apply for and receive an Airport/Airpark Self-Fueling Permit from the Aviation Director. The preceding sentence does not apply to the use of a self-service fuel facility provided by a Fixed Base Operator.

**Section 5-15. Vehicle fuel.**

No person shall possess vehicle fuel on the Airport except:

- (a) Within the permanently installed fuel tank of a vehicle for use only by that vehicle;
- (b) City emergency response vehicles with external fuel tanks to re-fuel other City vehicles;

- (c) Within a moveable container designed for storage of vehicle fuel and having a capacity of not more than five (5) gallons. No more than one (1) moveable container containing vehicle fuel shall be located in a single vehicle. No more than two (2) such containers shall be located in any hangar. ~~No such containers shall be located in a City-owned hangar.~~
- (d) Within underground or above ground storage tanks with a capacity of not more than two-thousand (2,000) gallons, lawfully installed and maintained in accordance with Section 5-1.

**Section 5-16. Fueling of non-aviation vehicles.**

Fueling of boats, motor homes, ATVs or other recreational vehicles is prohibited in the airside area.

## ARTICLE 6 FEES

### **Section 6-1. Aircraft parking and storage area fee.**

Any person basing an aircraft on the Airport, and having been granted an Aircraft Storage Permit, shall pay a tiedown fee as listed in the Airport/Airpark Rates and Fees Schedule on file with the City Clerk, and shall pay any and all accrued fees.

### **Section 6-2. Airport/Airpark fuel flowage fee.**

A person owning, operating or otherwise responsible for an Airport/airpark fuel storage area shall report fuel flowage by aircraft and pay a monthly Airport/Airpark ~~Fixed Wing~~ Fuel Flowage Fee for the total amount of fuel flowage at the fuel storage area, in addition to any other fee, as listed in the Airport/Airpark Rates and Fees Schedule on the website or on file with the City Clerk.

### **Section 6-3. Access card fee**

A person shall be issued an access card upon payment as listed in the Airport/Airpark Rates and Fees Schedule on file with the City clerk, satisfying all applicable Airport Rules and Regulations, and having been granted an Airport Driver/Vehicle Permit.

### **Section 6-4. Transient parking fee.**

Before departure, any person parking an aircraft on the Airport without an Aircraft Storage Permit/Agreement shall pay all applicable transient parking and landing fees as listed in the Airport/Airpark Rates and Fees Schedule on the website or on file with the City Clerk and shall pay all accrued fees.



## COMMISSION ACTION REPORT

Discussion and input regarding Airport and Airpark Aeronautical Business Permit Additions, Cancellations, and Revocations

**Agenda Item No.:** 6

**Meeting Date:** 01/18/23

**Staff Contact:** Carmen Williams,  
Aviation Finance & Administration  
Manager

**Phone:** (480) 312-8475

### INFORMATION

Review of Airport and Airpark permittees and major tenant Aeronautical Business Permit additions, cancellations, and revocations.

### PURPOSE

Per the request of the Airport Advisory Commission, a report will be provided as needed indicating additions, cancellations, and revocations of Aeronautical Business Permits.

### KEY CONSIDERATIONS

- Attached are the current lists of Airport and Airpark permittees.
- List provides what type of aeronautical activity the business is conducting and the contact information.
- Any additions, cancellations, suspensions, and revocations will be highlighted on the list.

Attachment(s):  
1. Current Airport Permittee List by Category  
2. Current Airpark Permittee List by Category

**AIRPORT AERONAUTICAL BUSINESS PERMITS & TENANTS**

JAN 2023

<b>AIRCRAFT CHARTER, SALES &amp; MANAGEMENT</b>				
<b>BUSINESS NAME</b>	<b>ACTIVITY</b>	<b>LOCATION</b>	<b>CONTACT</b>	<b>TELEPHONE</b>
AMERICAN FLIGHT SUPPORT, LLC	AIRCRAFT CHARTER BROKERAGE	JA	BEN MOKE	888-245-4017
ASI CHARTER INC. dba PEAK MEDEVAC INTL	AIRCRAFT CHARTER	AASC	EUGENE HAGGAN	720-649-0600
ATLANTIC AVIATION - CHARTER	AIRCRAFT CHARTER	AASC	RICK WIELEBSKI	480-948-2400
AVIATION RESOURCE GROUP dba AERODYNE FLIGHT CENTER	AIRCRAFT SALES	AASC	DOUG COX	480-359-7979
BUSINESS AIRCRAFT MANAGEMENT dba EXECUTIVE AIRCRAFT SERVICES	AIRCRAFT CHARTER/SALES/MANAGEMENT	SFS	GORDON JOHNSON	480-905-8659
C. WRIGHT AVIATION, LLC	AIRCRAFT SALES/CHARTER BROKERAGE	AASC	CYGNE LASHAE SWAN	480-500-1818
CIRRUS DESIGN CORP DBA CIRRUS AIRCRAFT	AIRCRAFT MANAGEMENT/SALES	AA	RAVI DHARNIDHARKA	865-724-1959
<b>FLY DENALI dba ALASKAZONA ADVENTURES</b>	<b>AIRCRAFT CHARTER (SEASONAL)</b>	<b>AA</b>	<b>ERIC ROVEY</b>	<b>623-203-7580</b>
G.G.R. AVIATION	AIRCRAFT MANAGEMENT	SFS	GUY MILANOVITS	480-614-1166
GRANDVIEW AVIATION, LLC	AIRCRAFT CHARTER	SFS	DARRELL BONEBRAKE	888-573-9426
J&S AVIATION	AIRCRAFT MANAGEMENT	MOBILE	SEAN FOWLER	480-241-9437
JET LINX SCOTTSDALE	AIRCRAFT CHARTER/MANAGEMENT	AASC	JON HULBURD	866-538-5469
JET FLEET, LLC	AIRCRAFT SALES	SFS	STEVE GAGE	480-286-0029
JET PROS, LLC	AIRCRAFT CHARTER/BROKERAGE/MANAGEMENT	SFS	MARGARET PIONTEK	480-444-2452
JOHN HOPKINSON & ASSOCIATES	AIRCRAFT SALES	AA	CHRISTINA HOPKINSON	403-637-2250
M&N EQUIPMENT, LLC dba M&N AVIATION	AIRCRAFT CHARTER/MANAGEMENT	SFS	TODD SCHIECK	720-356-4830
MACKIN AVIATION, LLC	AIRCRAFT SALES	AA	BRIAN MACKIN	480-363-0058
MAINE AVIATION AIRCRAFT CHARTER, LLC dba MAC JET CENTER	AIRCRAFT CHARTER	TAC	ALYSAN CARUSO	207-780-1811
SAWYER CHARTER SERVICE	AIRCRAFT CHARTER/SALES	AA	CHAD VERDAGLIO	480-922-2723
SCOTT AIR, LLC dba ISLAND AIR EXPRESS	AIRCRAFT CHARTER	AASC	SCOTT CURRIER	602-274-4370
SET JET	AIRCRAFT CHARTER BROKERAGE	TAC	WILLIAM SMITH	480-264-6500
SOUTHWEST AERO, LLC	AIRCRAFT SALES	AA	BRIAN MACKIN	480-363-0058

<b>AIRCRAFT RENTAL, LEASING &amp; FLIGHT TRAINING</b>				
<b>BUSINESS NAME</b>	<b>ACTIVITY</b>	<b>LOCATION</b>	<b>CONTACT</b>	<b>TELEPHONE</b>
AMERICAN FLYERS, INC.	FLIGHT TRAINING	AANC	STEVEN DAUN	954-784-2122
AVIATION RESOURCE GROUP (AERODYNE)	AIRCRAFT RENTAL/FLIGHT TRAINING	AASC	DOUG COX	480-359-7979
CIRRUS DESIGN CORP DBA CIRRUS AIRCRAFT	AIRCRAFT RENTAL/FLIGHT TRAINING	AA	RAVI DHARNIDHARKA	865-724-1959
FLIGHTWORKS INC.	AIRCRAFT RENTAL/LEASING/FLIGHT TRAINING	SFS	RYAN STRAND	602-999-5629
LEGACY FLIGHT TRAINING	FLIGHT TRAINING	ACC	WILLIAM INGLIS	772-539-0420
LEOPARD AVIATION	AIRCRAFT RENTAL/FLIGHT TRAINING	AASC	THOMAS NOON	760-419-2252
PLUS 5 SPORT AERO	FLIGHT TRAINING	JA	BUD DAVIDSON	602-971-3991
SAWYER AVIATION	AIRCRAFT RENTAL/FLIGHT TRAINING	AA	CHAD & MARY VERDAGLIO	480-922-5221
SCOTTSDALE EXECUTIVE FLIGHT TRAINING	AIRCRAFT RENTAL/FLIGHT TRAINING	SFS	GUY MILANOVITS	480-614-1166



SDL HOLDINGS - ATP	FLIGHT TRAINING	AASC	JIM KOZIARSKI	904-273-3018
SIERRA CHARLIE AVIATION	AIRCRAFT RENTAL/FLIGHT TRAINING	SFS	SCOTT CAMPBELL	480-390-2346
UNIVERSAL HELICOPTERS, INC.	FLIGHT TRAINING/LEASING/PHOTOGRAPHY	JA	GORDON JIROUX	480-951-6283
VERTICAL WORKS	FLIGHT TRAINING	JA	CHARLES CHADWICK	732-865-1610

<b>AIRCRAFT MAINTENANCE &amp; REPAIR</b>				
<b>BUSINESS NAME</b>	<b>ACTIVITY</b>	<b>LOCATION</b>	<b>CONTACT</b>	<b>TELEPHONE</b>
ACROPRO LLC	MOBILE AIRCRAFT MAINTENANCE	MOBILE	PIKE KELLY	805-268-4962
AIRWORTHY AVIONICS LLC	MOBILE AIRCRAFT MAINTENANCE	MOBILE	BRANDON ROGERS	480-465-1410
ARIZONA AIRCRAFT INTERIOR DESIGN	SPECIALIZED AIRCRAFT REPAIR	SFS	MICHAEL BRYANT	480-832-1330
AZ JET SERVICES	AIRCRAFT MAINTENANCE	SFS	DAVE FERNEAU	602-380-5555
CESSNA AIRCRAFT COMPANY	AIRCRAFT MAINTENANCE	SFS	RANDALL SOUTIERE	480-840-9430
CIRRUS DESIGN CORP DBA CIRRUS AIRCRAFT	AIRCRAFT MAINTENANCE	AASC	RAVI DHARNIDHARKA	865-724-1959
CONSTANT AVIATION, LLC	AIRCRAFT MAINTENANCE	AASC	NATHAN ROMNEY	469-323-4081
DALLAS AIRMOTIVE	AIRCRAFT MAINTENANCE	SFS	DAVID HUTCHISON	214-477-9033
DIRECTMX AVIATION LLC	AIRCRAFT MAINTENANCE	AASC	VAN NGUYEN	520-409-7860
DUNCAN AVIONICS	AIRCRAFT MAINTENANCE	SFS	JIM DAVIS	480-922-3575
G.G.R. AVIATION	MOBILE AIRCRAFT MAINTENANCE	SFS	GUY MILANOVITS	480-614-1166
JET EAST AVIATION	AIRCRAFT MAINTENANCE	SFS	SHAWN GEORGE	216-212-8056
KEYSTONE AVIATION, LLC	AIRCRAFT MAINTENANCE	TAC	AARON FISH	888-900-6070
LEARJET/BOMBARDIER INC.	AIRCRAFT MAINTENANCE	SFS	SEBASTIAN MOORE	520-746-5100
PDR SERVICES	SPECIALIZED AIRCRAFT REPAIR	SFS	PHILIP CHAPMAN	480-202-2908
PREMIER AIR CENTER dba WEST STAR AVIATION	AIRCRAFT MAINTENANCE	SFS	RODGER RENAUD	618-258-8020
RUNWAY 3 AVIATION SERVICES, LLC	AIRCRAFT MAINTENANCE	SFS	JEREMY BAILEY	501-762-5816
SAWYER MX, LLC	AIRCRAFT MAINTENANCE	AASC	CHAD VERDAGLIO	480-922-5221

<b>AIRCRAFT WASHING &amp; DETAILING</b>				
<b>BUSINESS NAME</b>	<b>ACTIVITY</b>	<b>LOCATION</b>	<b>CONTACT</b>	<b>TELEPHONE</b>
AERO PANACHE	AIRCRAFT WASHING	SFS	TODD PUCKETT	602-531-5505
APPEARANCE GROUP	AIRCRAFT WASHING	SFS	DONALD HENRY	480-580-1658
CLASSIC AIR AVIATION	AIRCRAFT WASHING	MOBILE	JON MARPLE	602-574-5376
JB'S EXECUTIVE DETAILING	AIRCRAFT WASHING	MOBILE	JEFFREY BURROWS	480-808-4229
SHINY JETS PHOENIX, LLC	AIRCRAFT WASHING	MOBILE	GREG BIRD	480-268-4286
TIME FOR SALE	AIRCRAFT WASHING	MOBILE	CAROLYN NELSON	602-295-7181
WEST COAST WASH STATION	AIRCRAFT WASHING	AANC	MIKE ADAMS	480-443-7320

<b>AUTO RENTAL COMPANIES</b>				
<b>BUSINESS NAME</b>	<b>ACTIVITY</b>	<b>LOCATION</b>	<b>CONTACT</b>	<b>TELEPHONE</b>
ALAMO/NATIONAL CAR RENTAL	OFF-AIRPORT RENTAL CAR	OFF	MIKE ROLLINS	480-948-4884
AVIS RENT-A-CAR SYSTEMS	OFF-AIRPORT RENTAL CAR	OFF	PETER SERENA	480-948-4993
ENTERPRISE RENT-A-CAR	RENTAL CAR	SFS	ERIC BULLIS	480-315-8051
GO RENTALS	RENTAL CAR	AA	KAVOUS GITIBIN	480-991-0117
HERTZ RENT-A-CAR	OFF-AIRPORT RENTAL CAR	OFF	STEPHEN BLUM	239-301-7794

SCUDO RENTALS LLC	OFF-AIRPORT RENTAL CAR	OFF	CHRISTOPHER ZAK	888-635-6235
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FIXED BASE OPERATORS				
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BUSINESS NAME	ACTIVITY	LOCATION	CONTACT	TELEPHONE
ATLANTIC AVIATION	FIXED BASE OPERATOR	AA	RICK WIELEBSKI	480-948-2400
JET AVIATION OF AMERICA	FIXED BASE OPERATOR	JA	TIMOTHY VALLOWE	
SIGNATURE FLIGHT SUPPORT	FIXED BASE OPERATOR	SFS	GREG GIBSON	480-951-2525

HANGAR, SHADE & OFFICE LEASING SERVICES				
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BUSINESS NAME	ACTIVITY	LOCATION	CONTACT	TELEPHONE
SIGNATURE/TAC PRIVATE HANGARS	HANGAR LEASING	TAC	GREG GIBSON	480-951-2525

IN-FLIGHT CATERING SERVICES				
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BUSINESS NAME	ACTIVITY	LOCATION	CONTACT	TELEPHONE
AIR CULINAIRE WORLDWIDE, LLC	IN-FLIGHT CATERING	MOBILE	CHRIS EVANS	1-800-247-2433
RALEY'S ARIZONA LLC dba AJ'S FINE FOODS	IN-FLIGHT CATERING	MOBILE	HELEN SINGMASTER	480-802-5484
EMILY'S EVENTS LLC	IN-FLIGHT CATERING	MOBILE	EMILY GARNER	480-361-1800
JETFARE CATERING	IN-FLIGHT CATERING	MOBILE	JONATHAN ALLEN	480-771-4161
ORGANIC CHEF TO GO	IN-FLIGHT CATERING	MOBILE	KRISTEN MADISON	480-454-5264
SQUARE ONE CONCEPTS, INC.	IN-FLIGHT CATERING	MOBILE	ROLAND WOOD	480-941-0101
VOLANTI PRIVATE JET CATERING	IN-FLIGHT CATERING	MOBILE	DEE DEE MAZA	480-636-1722

U.S. GOVERNMENT				
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BUSINESS NAME	ACTIVITY	LOCATION	CONTACT	TELEPHONE
FAA CONTROL TOWER	SDL AIR TRAFFIC CONTROL	TOWER	ASHLEY PEHL	480-609-7585
U.S. CUSTOMS	U.S. CUSTOMS	OPS	OFF. KENNEDY/ARVIZU	480-312-8483

**LEGEND:**

Green = New Permit
Yellow = Recently Cancelled Permit
Orange = Suspension/Pending Revocation
Red = Permit Revoked

ACC = Air Commerce Center; 14605 N. Airport Drive, Scottsdale, AZ 85260  
 JA = Jet Aviation; 14650 N. Airport Drive, Scottsdale, AZ 85260  
 AA = Atlantic Aviation (Main); 14600 N. Airport Drive, Scottsdale, AZ 85260  
 AASC = Atlantic Aviation South Complex; 14700 N. Airport Drive, Scottsdale, AZ 85260  
 SFS = Signature Flight Support; 15290 N. 78th Way, Scottsdale, AZ 85260  
 AANC = Atlantic Aviation North Complex; 15115 N. Airport Drive, Scottsdale, AZ 85260  
 TAC = Signature/TAC Private Hangars, 15003 N. Airport Drive, Scottsdale, AZ 85260  
 TOWER = FAA Air Traffic Control Tower; 14960 N. 78th Way, Scottsdale, AZ 85260

## AIRPARK AERONAUTICAL BUSINESS PERMITS & TENANTS

JAN 2023

<b>AIRCRAFT CHARTER, SALES &amp; MANAGEMENT &amp; SPECIALTY SERVICES</b>			
<b>BUSINESS NAME</b>	<b>ACTIVITY</b>	<b>CONTACT</b>	<b>TELEPHONE</b>
ALANTE AIR CHARTER/WHEELS UP	AIRCRAFT CHARTER/MANAGEMENT	DAN FAHRNI	602-762-7106
COPPER STATE TURBINE ENGINE CO.	AIRCRAFT ENGINE OVERHAUL SERVICES	JIM NORDSTROM	480-500-6677
DORATO JETS, LLC dba MEDICAL LOGISTICS MANAGEMENT, INC.	AIRCRAFT CHARTER/MANAGEMENT	BRANDON KEARNS	619-754-6755
EXECUTIVE JET MANAGEMENT	AIRCRAFT MANAGEMENT	CHRISTINE LEBER	513-979-6709
FRESH AIRCRAFT SALES, LLC	AIRCRAFT SALES	JOHN CALHOUN	602-717-2336
LUXURY AERO COLLECTION, LLC	AIRCRAFT SALES	BRIAN MCNANNA	480-771-2389
PINNACLE AIR GROUP	AIRCRAFT CHARTER/MANAGEMENT/SALES	SCOTT GUETTI	480-998-8989
SCOTTSDALE HANGAR ONE	AIRCRAFT MANAGEMENT	MATT BEVERAGE	480-624-9000
BRADLEY MACK AVIATION, INC.	AIRCRAFT MANAGEMENT	MARY RANDOLPH	480-393-0770

<b>HELICOPTER RENTAL, LEASING &amp; FLIGHT TRAINING</b>			
<b>BUSINESS NAME</b>	<b>ACTIVITY</b>	<b>CONTACT</b>	<b>TELEPHONE</b>
H5 PRODUCTIONS, INC. dba H5 HELICOPTERS	SPECIAL COMMERCIAL FLYING	MITCH KELLDORF	480-607-3400
SUNSTATE HELICOPTERS	SPECIAL COMMERCIAL FLYING	CHRIS DOBKINS	602-469-3182
WESTERN SKY HELICOPTERS	SPECIAL COMMERCIAL FLYING	VANESSA CLIFTON	480-416-6415

<b>HANGAR, SHADE &amp; OFFICE LEASING SERVICES</b>			
<b>BUSINESS NAME</b>	<b>ACTIVITY</b>	<b>CONTACT</b>	<b>TELEPHONE</b>
7345 ACOMA LLC	HANGAR/SHADE LEASING	WILL COUNTS	480-483-8107
AIRPARK LAND, LLC	HANGAR/SHADE LEASING	CRAIG JACKSON	480-421-6694
ASTOR AIRPARK HOLDINGS	HANGAR/SHADE LEASING	REG COOPER	480-483-1999
AVALON ONE	HANGAR/SHADE LEASING	SAMIR KANUGA	480-718-2412
BATES FAMILY TRUST	HANGAR/SHADE LEASING		480-443-8287
BECK LANE HANGARS LLC	HANGAR/SHADE LEASING	RYAN HAMILTON	
BCO	HANGAR/SHADE LEASING	LYNN BABCOCK	480-922-0490
BUILDING D	HANGAR/SHADE LEASING	SCOTT LYON	480-367-6200
CENTRAL IMPLEMENT	HANGAR/SHADE LEASING	PERRY CASE	480-998-8989

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s1 "Airpark"

CC OFFICE LLC	HANGAR/SHADE LEASING	JOSEPH ODDO	480-998-1444
CWIE MANAGEMENT RESOURCES	HANGAR/SHADE LEASING	FRANK CADWELL	480-449-7751
DEVELOPMENT SERVICES OF AMERICA	HANGAR/SHADE LEASING	RICHARD WILSON	480-927-4888
GRAYSTAR CORPORATION	HANGAR/SHADE LEASING	JOHN MEYER	480-483-1985
GREAT AMERICAN HANGAR	HANGAR/SHADE LEASING	MARK BOSCO	916-391-5000
HANGAR THREE	HANGAR/SHADE LEASING	JIM KEELEY	480-596-9000
JJS INVESTMENTS LLC	HANGAR/SHADE LEASING	JOHN J. SHUFELDT	602-399-1514
JON VESELY REVOCABLE TRUST	HANGAR/SHADE LEASING	JOHN MEYER	480-483-1985
LARRY COFFEY	HANGAR/SHADE LEASING	LARRY COFFEY	480-607-0140
LOOKOUT PEAK, LLC	HANGAR/SHADE LEASING	MOSHE BAR	480-483-8107
PACIFIC MARINE MANAGEMENT	HANGAR/SHADE LEASING	AL CHITTENDEN	360-653-4266
ROSS AVIATION	HANGAR/SHADE LEASING	RICK WIELEBSKI	480-948-2400
SCOTTSDALE HANGAR ONE	HANGAR/SHADE LEASING	ANDY SHAFER	480-624-9000
SKY HARBOR LEASING, LLC	HANGAR/SHADE LEASING	REG COOPER	480-483-1999
SOUTHWEST JET CENTER	HANGAR/SHADE LEASING	GARY DAICHENDT	949-254-3027
THE EVANS BUSINESS COMPLEX, LLC	HANGAR/SHADE LEASING	GABE LAKATOSH	
VISIONMAKERS INTL LLC	HANGAR/SHADE LEASING	LANE COOK	480-218-1500
WALLACE HOLDINGS	HANGAR/SHADE LEASING	BOB WALLACE	480-998-8861
WATTS INVESTMENTS, LLC	HANGAR/SHADE LEASING	CHRIS NUTE	602-761-4571
7689, LLC	HANGAR/SHADE LEASING	JOHN MEYER	480-289-5715

**LEGEND:**

Green = New Permit
Yellow = Recently Cancelled Permit
Orange = Suspension/Pending Revocation
Red = Permit Revoked



## COMMISSION INFORMATION REPORT

Discussion and Input Regarding Monthly  
Financial Report for October 2022

**Agenda Item No.:** 7

**Meeting Date:** 01/18/23

**Staff Contact:** Carmen Williams,  
Aviation Finance & Administration Manager

**Phone:** (480) 312-8475

### AVIATION OPERATING BUDGET FISCAL YEAR 2022/23

	FY 2022/23		FY 2022/23 Year to Date (through October 2022)			
	Adopted Budget	FY 2022/23 Approved Budget	Approved Budget	Actual	Dollar Variance	% Variance
Revenue	\$8,280,585	\$8,280,585	\$2,120,551	\$2,751,572	\$631,021	30%
Expenses	\$3,145,716	\$2,897,515	\$1,048,994	\$1,021,959	-\$27,035	-3%
Net	\$5,134,869	\$5,383,070	\$1,071,557	\$1,729,613	\$658,056	

### AVIATION FUND CASH BALANCE

	Operating	CIP Funds	Total
As of 10/31/22	\$7,308,495	\$106,463	\$7,414,958
As of 10/31/21	\$5,903,551	-\$2,231,385	\$3,672,166

### MONTHLY REVENUE AND EXPENDITURE COMPARISON (ACTUALS)

	October 2021	October 2022	Dollar Variance	% Variance
	Revenue	\$647,940	\$705,296	\$57,356
Expenses	\$226,141	\$173,446	-\$52,695	-23%
Net	\$421,799	\$531,850	\$110,051	

### ACCOUNTS RECEIVABLE AGING REPORT

Aging Report Data as of 11/7/2022

		Total	Current	1-30 Days	31-60 Days	61-90 Days	91-120 Days	>120 Days	Total Amt Due
			All Accounts	95,210.24	-42,529.67	-12.52	-48.46	0.00	-390.57

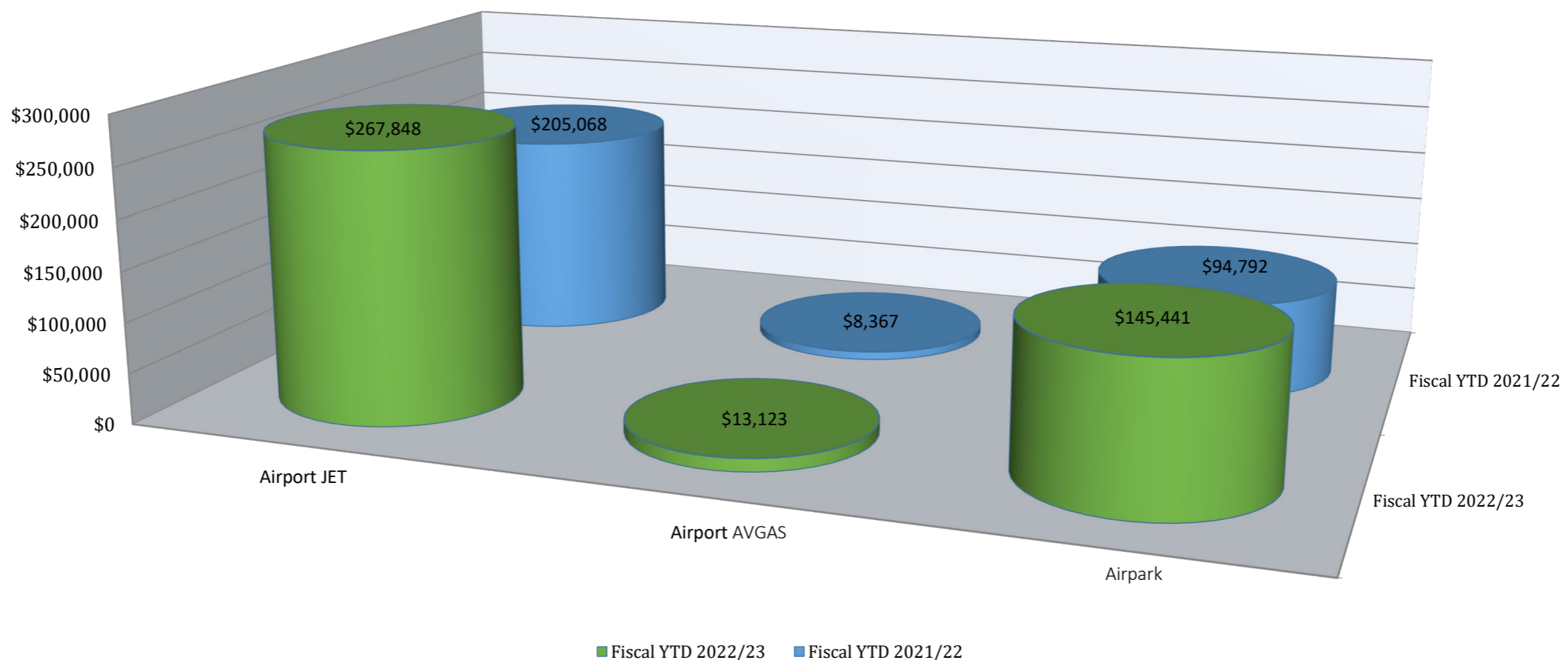
### Fuel Flowage (@ \$0.10 per gallon)

	October 2021			October 2022			% Change From Last Yr	
	Revenue	Gallons	% Total	Revenue	Gallons	% Total		
Airport JET	\$78,977	789,774	68.3%	\$76,107	761,065	66.5%	-3.6%	Gal
Airport AVGAS	\$3,308	33,083	2.9%	\$3,566	35,655	3.1%	7.8%	Gal
Airpark	\$33,337	333,371	28.8%	\$34,813	348,132	30.4%	4.4%	Gal
<b>Total</b>	<b>\$115,623</b>	<b>1,156,227</b>	<b>100.0%</b>	<b>\$114,485</b>	<b>1,144,853</b>	<b>100.0%</b>	<b>-1.0%</b>	

	Fiscal YTD 2021/22			Fiscal YTD 2022/23			% Change From Last Yr	
	Revenue	Gallons	% Total	Revenue	Gallons	% Total		
Airport JET	\$205,068	2,050,681	66.5%	\$267,848	2,678,482	62.8%	30.6%	Gal
Airport AVGAS	\$8,367	83,667	2.7%	\$13,123	131,226	3.1%	56.8%	Gal
Airpark	\$94,792	947,920	30.8%	\$145,441	1,454,408	34.1%	53.4%	Gal
<b>Total</b>	<b>\$308,227</b>	<b>3,082,267</b>	<b>100.0%</b>	<b>\$426,412</b>	<b>4,264,117</b>	<b>100.0%</b>	<b>38.3%</b>	

Scottsdale Airport Fuel Flowage (@ \$0.10 per gallon) - Fiscal Year-to-Date





## COMMISSION INFORMATION REPORT

Discussion and Input Regarding Monthly  
Financial Report for November 2022

**Agenda Item No.:** 7

**Meeting Date:** 01/18/23

**Staff Contact:** Carmen Williams,  
Aviation Finance & Administration Manager

**Phone:** (480) 312-8475

### AVIATION OPERATING BUDGET FISCAL YEAR 2022/23

	FY 2022/23		FY 2022/23 Year to Date (through November 2022)			
	Adopted Budget	FY 2022/23 Approved Budget	Approved Budget	Actual	Dollar Variance	% Variance
Revenue	\$8,280,585	\$8,280,585	\$3,023,636	\$3,583,235	\$559,599	19%
Expenses	\$3,145,716	\$2,897,515	\$1,260,927	\$1,202,851	-\$58,076	-5%
Net	\$5,134,869	\$5,383,070	\$1,762,709	\$2,380,384	\$617,675	

### AVIATION FUND CASH BALANCE

	Operating	CIP Funds	Total
As of 11/30/22	\$8,003,386	\$53,422	\$8,056,808
As of 11/30/21	\$6,509,648	-\$3,017,168	\$3,492,480

### MONTHLY REVENUE AND EXPENDITURE COMPARISON (ACTUALS)

	November 2021	November 2022	Dollar Variance	% Variance
Revenue	\$855,593	\$831,663	-\$23,930	-3%
Expenses	\$180,091	\$180,893	\$802	0%
Net	\$675,502	\$650,770	-\$24,732	

### ACCOUNTS RECEIVABLE AGING REPORT

Aging Report Data as of 12/5/2022

	Current	1-30 Days	31-60 Days	61-90 Days	91-120 Days	>120 Days	Total Amt Due
All Accounts	194,954.90	-27.51	-268.14	0.00	-1.31	-242.43	194,415.51

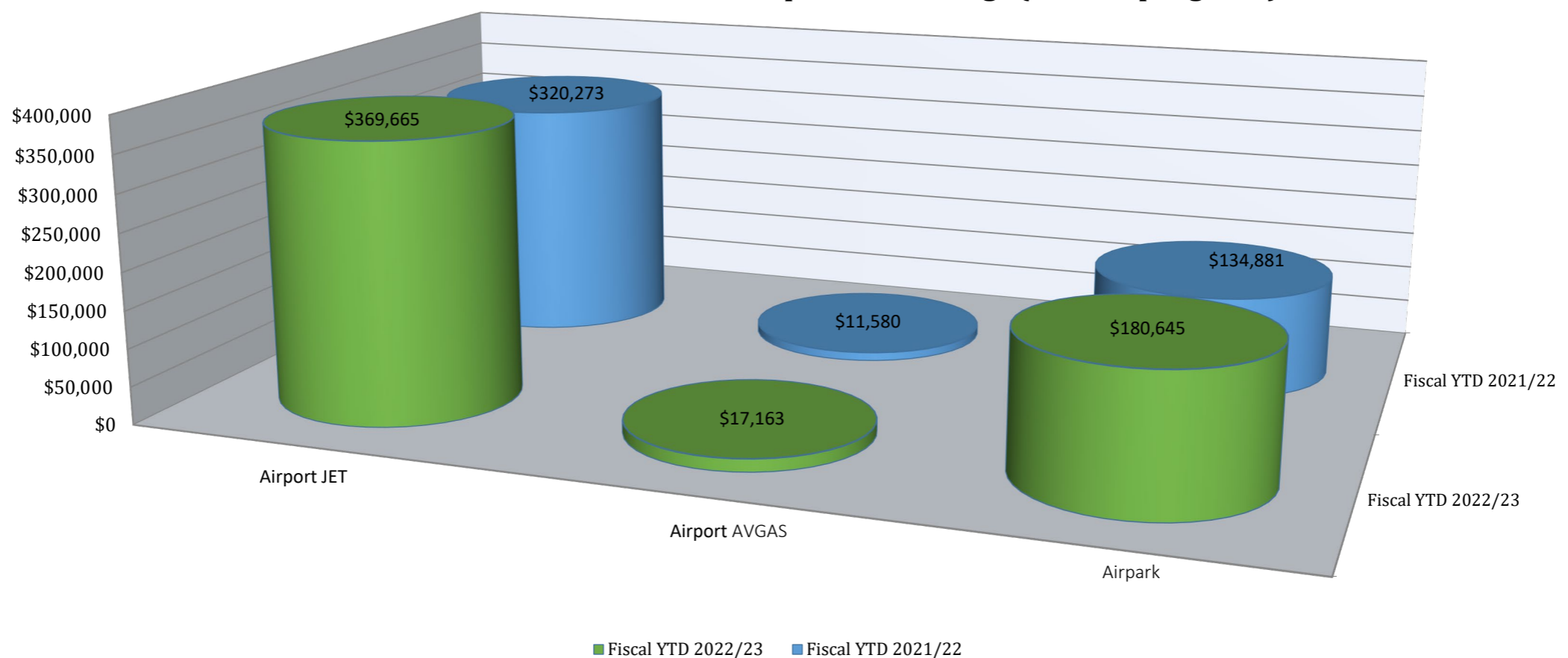
### Fuel Flowage (@ \$0.10 per gallon)

	November 2021			November 2022			% Change From Last Yr	
	Revenue	Gallons	% Total	Revenue	Gallons	% Total		
Airport JET	\$115,204	1,152,044	72.7%	\$101,817	1,018,165	72.2%	-11.6%	Gal
Airport AVGAS	\$3,214	32,135	2.0%	\$4,040	40,403	2.9%	25.7%	Gal
Airpark	\$40,089	400,895	25.3%	\$35,205	352,045	25.0%	-12.2%	Gal
<b>Total</b>	<b>\$158,507</b>	<b>1,585,074</b>	<b>100.0%</b>	<b>\$141,061</b>	<b>1,410,613</b>	<b>100.0%</b>	<b>-11.0%</b>	<b>Gal</b>

	Fiscal YTD 2021/22			Fiscal YTD 2022/23			% Change From Last Yr	
	Revenue	Gallons	% Total	Revenue	Gallons	% Total		
Airport JET	\$320,273	3,202,725	68.6%	\$369,665	3,696,647	65.1%	15.4%	Gal
Airport AVGAS	\$11,580	115,802	2.5%	\$17,163	171,630	3.0%	48.2%	Gal
Airpark	\$134,881	1,348,815	28.9%	\$180,645	1,806,453	31.8%	33.9%	Gal
<b>Total</b>	<b>\$466,734</b>	<b>4,667,341</b>	<b>100.0%</b>	<b>\$567,473</b>	<b>5,674,730</b>	<b>100.0%</b>	<b>21.6%</b>	<b>Gal</b>

Scottsdale Airport Fuel Flowage (@ \$0.10 per gallon) - Fiscal Year-to-Date





## COMMISSION INFORMATION REPORT

Discussion and input regarding Operations Report for December 2022

**Agenda Item No.:** 8

**Meeting Date:** 01/18/23

**Staff Contact:** Chris Read,  
Asst. Aviation Director-Operations

**Phone:** (480) 312-2674

### INFORMATION

Airport Monthly Operations Update for December 2022.

### PURPOSE

The purpose of this item is to keep the Airport Advisory Commission informed as to the operational status of the Airport.

#### BASED AIRCRAFT

	<u>Helicopter</u>	<u>Single Piston</u>	<u>Single turboprop</u>	<u>Twin Piston</u>	<u>Twin Turboprop</u>	<u>Jet</u>	<u>Total</u>
Current Month	37	131	26	8	13	192	407
December 2021	26	192	29	16	13	187	463

#### OPERATIONS

	<u>December 2021</u>	<u>December 2022</u>	<u>% Δ</u>	<u>2021 YTD</u>	<u>2022 YTD</u>	<u>% Δ</u>
Total	13,684	12,640	-7.6	164,051	169,323	3.2
IFR	6,385	5,374	-15.8	61,546	66,951	8.8

#### ALERTS

<u>Date</u>	<u>Type</u>	<u>Description</u>
12/16/22	1	Gulfstream G-150, engine problem
12/24/22	2	Citation 525, faulty gear indication
12/27/22	2	Cessna 172, Electrical failure

#### INCIDENTS

<u>Date</u>	<u>Description</u>
12/05/22	Fuel spill while defueling aircraft
12/08/22	Fuel leak, aircraft system malfunction
12/10/22	Vehicle crash in Jet Aviation parking lot
12/14/22	Small hydraulic leak, GIV nose wheel steering seal failure
12/22/22	Flat nose tire during taxi

**Commission Information Report**  
 Airport Monthly Operations Update for December 2022

**Agenda Item No.: 8**

**ENFORCEMENT ACTIONS**

<u>Date</u>	<u>Violation</u>	<u>Enforcement Method Used</u>	<u>Comments</u>
12/08/22	Aircraft with flat tires	Verbal	1 <sup>st</sup> Violation
12/11/22	Performing commercial aeronautical services without a permit	N.O.V.	2 <sup>nd</sup> Violation
12/11/22	Aiding and Abetting performing commercial aeronautical services without a permit	Written Warning	3 <sup>rd</sup> Violation
12/19/22	Improper use of airpark access device	Verbal	1 <sup>st</sup> Violation
12/22/22	Parking Violation	N.O.V.	1 <sup>st</sup> Violation
12/24/22	Failure to pay US Customs user fee	Verbal	1 <sup>st</sup> Violation
12/27/22	Speeding	N.O.V.	1 <sup>st</sup> Violation

**U.S. CUSTOMS**

<u>*Revenue (Month)</u>	<u>Total Uses Month</u>	<u>U.S. Visit Uses (flights/current month)</u>	<u>Comments</u>
\$121,700	213	31	<b>U.S. Visit Summary</b> 114 Mexican, 1 Turks & Caicos Islander, 1 Swiss, 1 Spaniard, 1 Italian, 1 Argentinian, 1 Bosnian

<u>*Revenue (FYTD)</u>	<u>Total Uses Month</u>	<u>Total Uses (FYTD)</u>
2022/2023 \$517,425	DECEMBER 2022 213	2022/2023 918
2021/2022 \$436,050	DECEMBER 2021 191	2021/2022 703

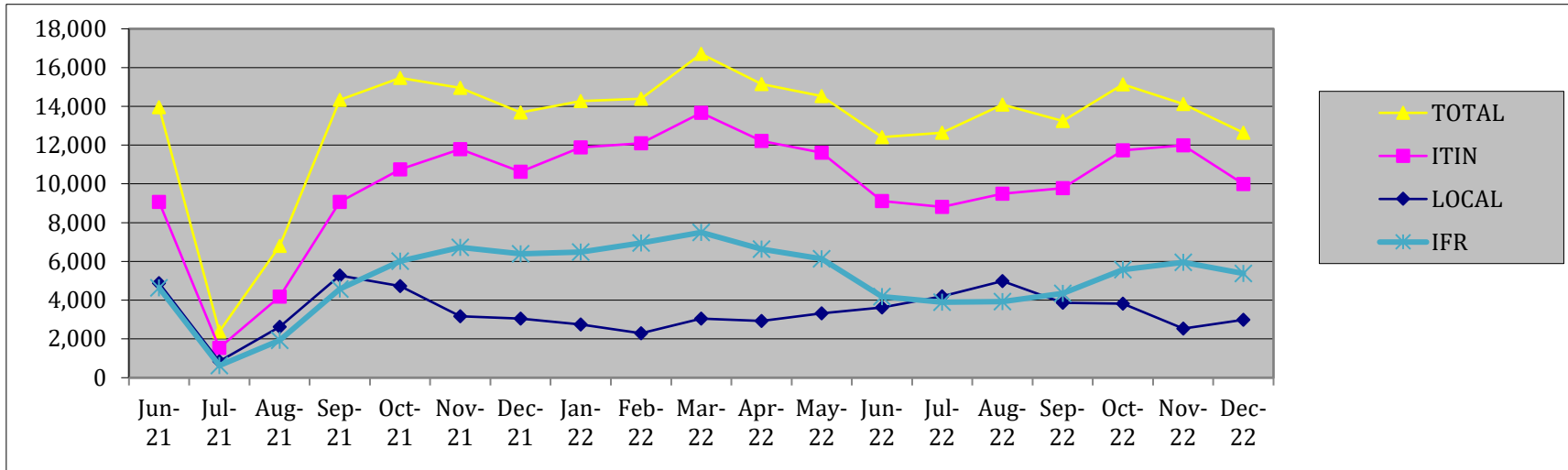
\*Revenue = User Fees and Overtime Fees Charged to Users  
 75,000 lbs. + PPR = 112 (calendar year 2022)



# SCOTTSDALE AIRPORT OPERATIONS 2021-2022



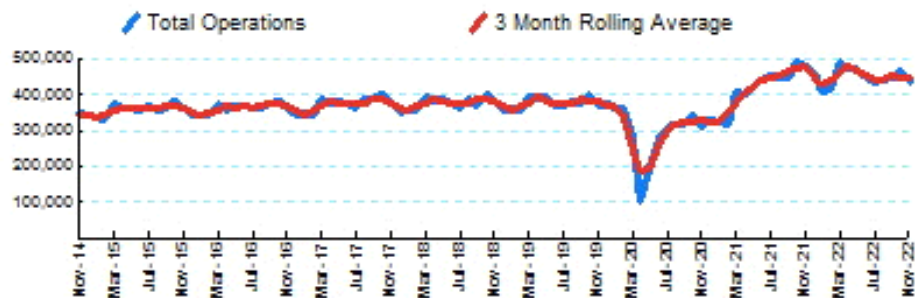
	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22
ITIN	9,071	1,540	4,176	9,069	10,743	11,796	10,630	11,886	12,101	13,667	12,217	11,607	9,118	8,809	9,490	9,785	11,734	11,987	9,996
LOCAL	4,886	843	2,621	5,270	4,730	3,163	3,054	2,741	2,286	3,041	2,927	3,321	3,617	4,204	4,988	3,870	3,818	2,531	2,984
IFR	4,639	626	1,923	4,582	6,009	6,718	6,385	6,484	6,951	7,498	6,628	6,139	4,177	3,896	3,925	4,350	5,575	5,954	5,374
TOTAL	13,957	2,383	6,797	14,339	15,473	14,959	13,684	14,277	14,387	16,708	15,144	14,527	12,414	12,646	14,085	13,240	15,130	14,125	12,640



\*\* Note - Runway 03/21 was closed for rehabilitation from July 6th to August 14th 2021



## 1.Total Business Jet Operations



Source: ETMSC  
Note: Operations refer to arrivals and departures.

## 4.Overall Trends (Calendar Year)

Year	Total		Domestic		International	
	Operations	Change	Operations	Change	Operations	Change
2012	3,982,236		3,315,438		666,798	
2013	4,072,848	2.28%	3,394,942	2.40%	677,906	1.67%
2014	4,235,910	4.00%	3,527,038	3.89%	708,872	4.57%
2015	4,291,174	1.30%	3,605,060	2.21%	686,114	-3.21%
2016	4,349,740	1.36%	3,667,338	1.73%	682,402	-0.54%
2017	4,483,614	3.08%	3,793,700	3.45%	689,914	1.10%
2018	4,520,968	0.83%	3,824,528	0.81%	696,440	0.95%
2019	4,533,920	0.29%	3,836,578	0.32%	697,342	0.13%
2020	3,501,192	-22.78%	3,033,148	-20.94%	468,044	-32.88%
2021	5,099,528	45.65%	4,421,070	45.76%	678,458	44.96%
2022*	4,940,694		4,218,808		721,886	

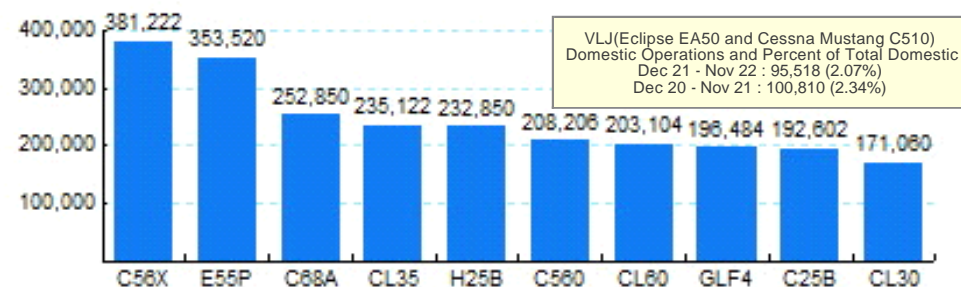
\* - Year to date  
Source: ETMSC  
Note: International flights include US to Foreign, Foreign to US and all foreign operations.

## 2.Year Over Year Change in Business Jet Operations Dec 21 - Nov 22 vs. Dec 20 - Nov 21



Source: ETMSC

## 5.Top Ten Aircraft for Domestic Business Jet Operations Dec 21 - Nov 22



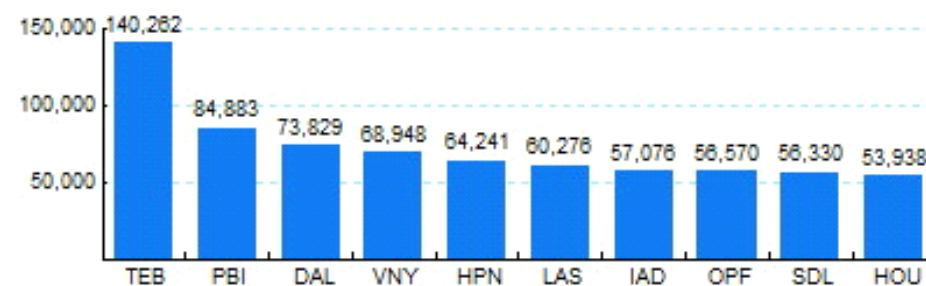
Source: ETMSC

## 3.Monthly Trends

Month	Total			Domestic			International		
	2021-2022	2020-2021	Change	2021-2022	2020-2021	Change	2021-2022	2020-2021	Change
Dec	459,058	328,914	39.57%	390,574	278,054	40.47%	68,484	50,860	34.65%
Jan	407,152	325,856	24.95%	346,468	277,142	25.01%	60,684	48,714	24.57%
Feb	415,990	313,862	32.54%	353,248	273,442	29.19%	62,742	40,420	55.23%
Mar	492,664	411,182	19.82%	415,274	354,818	17.04%	77,390	56,364	37.30%
Apr	476,016	402,464	18.28%	402,982	345,988	16.47%	73,034	56,476	29.32%
May	473,042	421,562	12.21%	403,764	367,420	9.89%	69,278	54,142	27.96%
Jun	450,206	438,584	2.65%	382,244	384,866	-0.68%	67,962	53,718	26.52%
Jul	432,792	456,088	-5.11%	366,962	396,246	-7.39%	65,830	59,842	10.01%
Aug	443,560	448,138	-1.02%	381,670	391,248	-2.45%	61,890	56,890	8.79%
Sep	445,926	449,154	-0.72%	388,060	394,386	-1.60%	57,866	54,768	5.66%
Oct	467,328	496,238	-5.83%	407,108	434,386	-6.28%	60,220	61,852	-2.64%
Nov	436,018	477,342	-8.66%	371,028	410,554	-9.63%	64,990	66,788	-2.69%
Total	5,399,752	4,969,384	8.66%	4,609,382	4,308,550	6.98%	790,370	660,834	19.60%

Source: ETMSC  
Note: International flights include US to Foreign, Foreign to US and all foreign operations.

## 6.Top Ten Airports for Domestic Business Jet Operations Dec 21 - Nov 22



Source: ETMSC



## COMMISSION INFORMATION REPORT

Discussion and input regarding the Monthly Airport Construction Report for January 2022

**Agenda Item No.:** 9

**Meeting Date:** 01/18/23

**Staff Contact:** Chris Read,  
Asst. Aviation Director-Operations

**Phone:** (480) 312-2674

### INFORMATION

Airport Construction Update for January 2022

### PURPOSE

The purpose of this item is to keep the Airport Advisory Commission informed as to the status of all construction activity at the City's airport.

### RECENTLY COMPLETED PROJECT

**Taxiway A North Runup Area Project- (\$4,544,080.00)  
October 2022 to January 2023**







**FUTURE PROJECTS**

**Airport Perimeter Road Reconstruction Project**

<u>Description</u>	<u>Approximate Cost</u>	<u>Status</u>	<u>Estimated Start Date</u>	<u>Estimated Completion Date</u>
Remove and replace airport perimeter road pavement and install new markings.	\$810,000	Bidding Phase	June, 2023	August, 2023

**Airport Drive Rehabilitation Project**

<u>Description</u>	<u>Approximate Cost</u>	<u>Status</u>	<u>Estimated Start Date</u>	<u>Estimated Completion Date</u>
Remove and replace various depths of pavement and install new markings.	\$950,000	Bidding Phase	June, 2023	July, 2023



## COMMISSION INFORMATION REPORT

Discussion and input regarding Quarterly Noise Complaint Summary

**Agenda Item No.:** 10

**Meeting Date:** 01/18/23

**Staff Contact:** Sarah Ferrara,  
Aviation Planning & Outreach  
Coordinator

**Phone:** (480) 312-8482

### INFORMATION

Aviation staff will update the Airport Advisory Commission regarding aircraft noise complaints received during the fourth quarter of 2022.

### PURPOSE

Community members that wish to report their concerns pertaining to aircraft noise and overflight activity associated with Scottsdale Airport air traffic may do so anytime by calling the aircraft noise report line or by submitting their complaint(s) via the Scottsdale Airport website. Each quarter a summary report is generated to depict the number of noise complaints that were received, along with the number of people who submitted complaints and a map depicting the location of where the complaints were generated.

### KEY CONSIDERATIONS

- The quarterly noise complaint summary is used to identify and evaluate trends. It is not used to change flight procedures or restrict aircraft operating activity.
- It is normal to see increases and decreases in aircraft noise complaints associated with changes in weather and seasonal conditions.
- Aviation staff will respond to noise complaints within the Airport Noise Influence Area only when there is a specific request for a callback, or if the complainant is new.

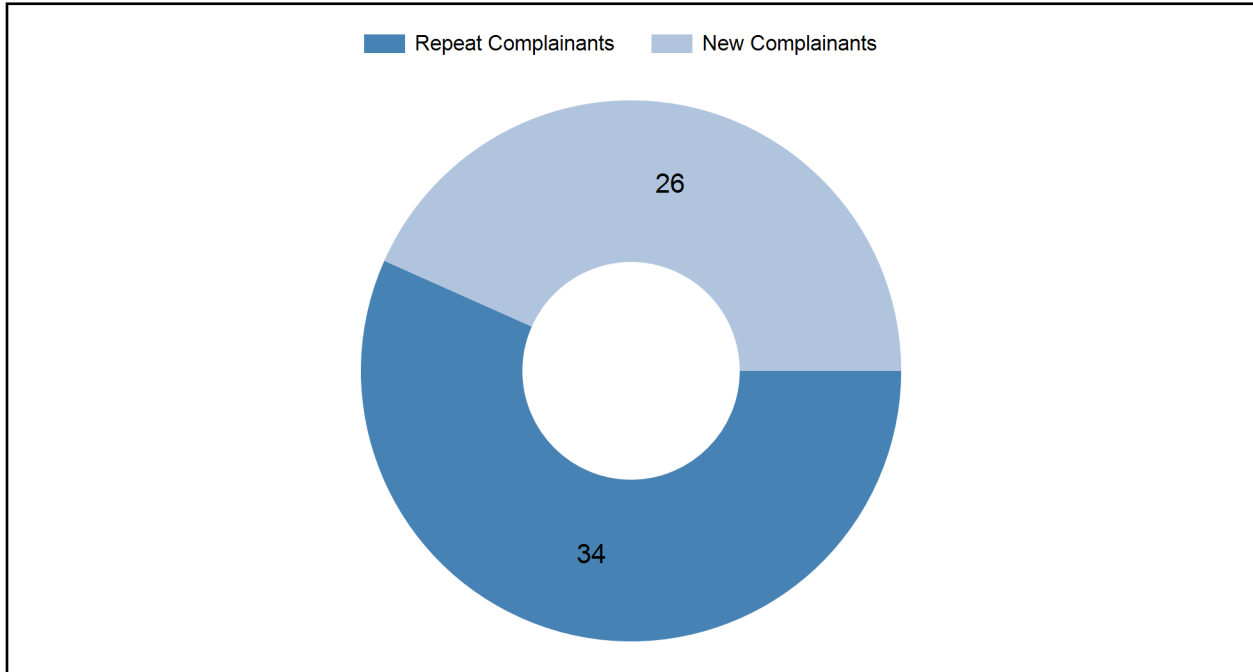
### STAFF RESPONSE

The following are callback or email responses by staff, which are responded to outside of the noise complaint system:

Callbacks: 18	Emails: 2	Total: 20
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Attachment(s): 1. Noise Complaint Summary for Oct. 1 – Dec. 31, 2022

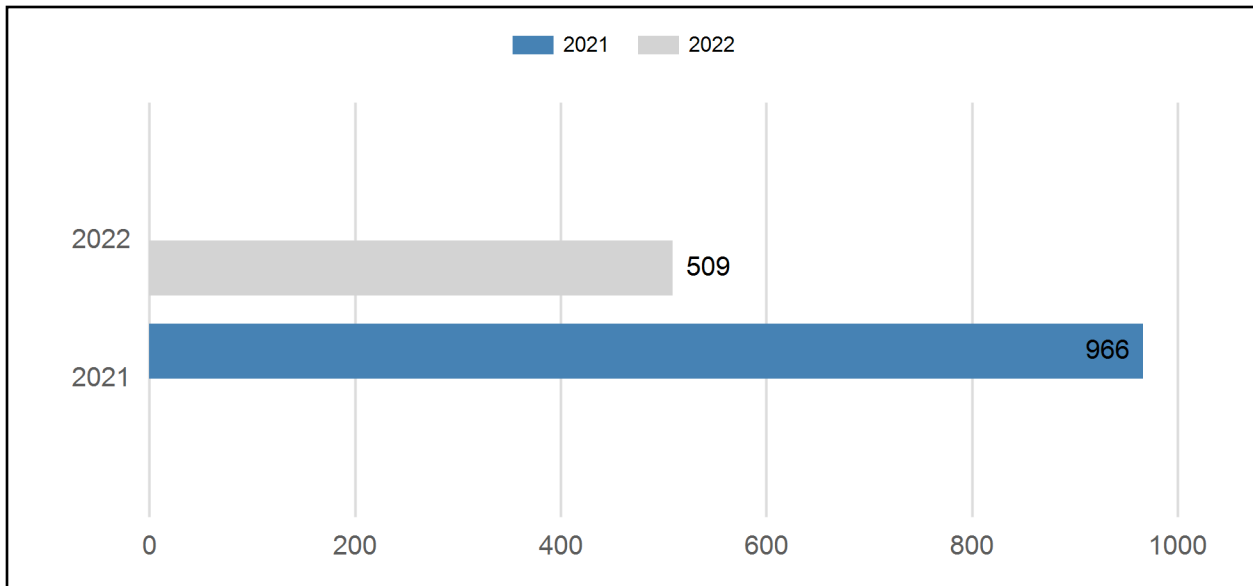
## Total Complainant Summary



Year-Quarter	Complainants (Repeat)	Complainants (New)	Total	Percent New
2022 - Qtr 4	34	26	60	43%

This table reflects the number of complainants for "local" complaints received this quarter.

## 4th Quarter Complaint Comparison



This table shows the total complaints received in the "local" area for this quarter along with a comparison of the same quarter the previous year.

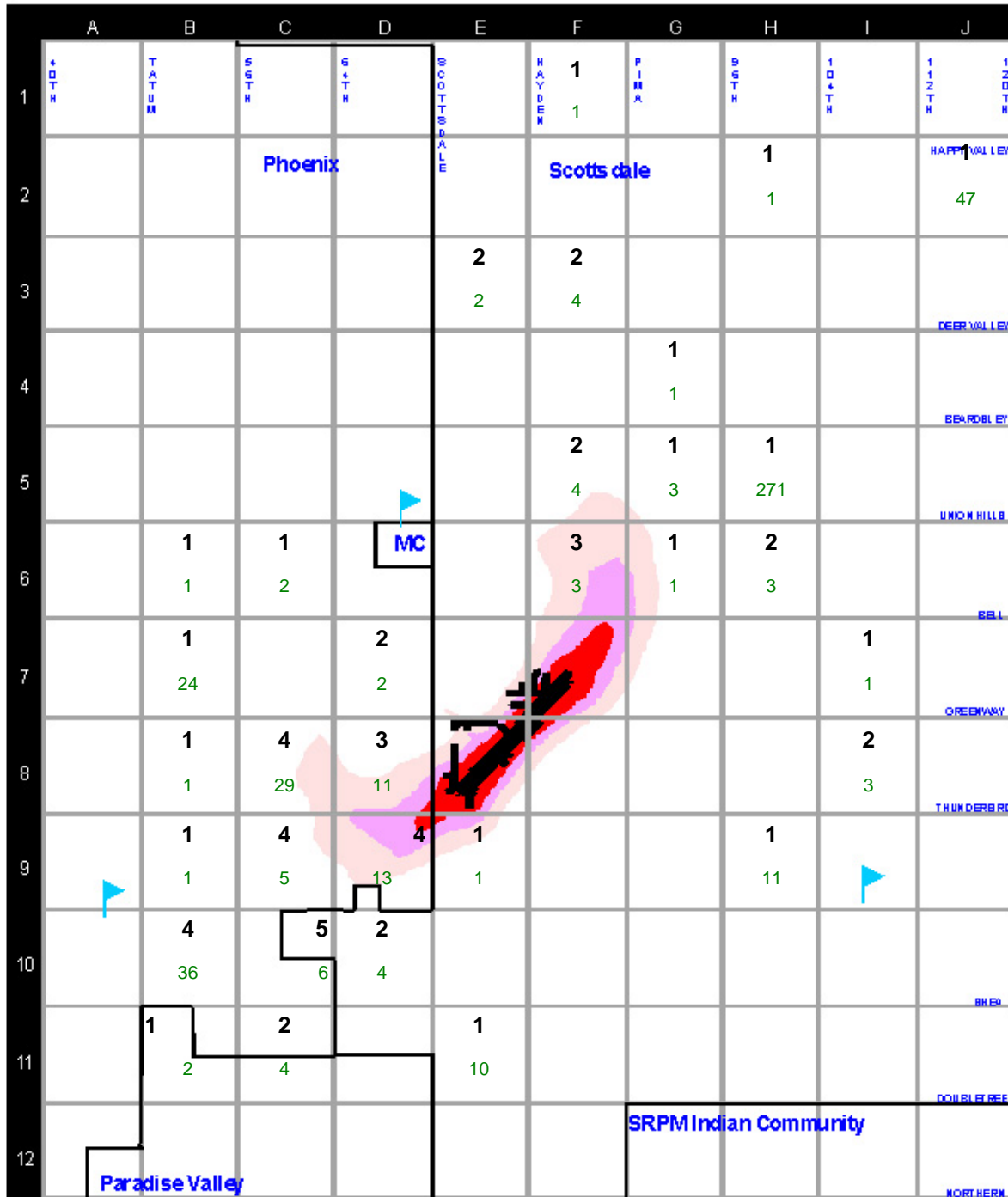


# Aircraft Noise Complaint Map

Complaints and complainants within the Airport Influence Area

October 1 through December 31, 2022

The map below represents the Scottsdale Airport Influence Area. Each grid block indicates the total number of complaints (green - on bottom) received per square mile for the summary period, and the number of complainants or people (black - on top) who filed them. Please refer to the map legend below for other map features.



GRIDS NOT SHOWN: UNKNOWN=2/1, BEYOND GRID=2/6

**LEGEND**

- 55 DNL Contour
- 60 DNL Contour
- 65 DNL Contour
- Reporting Point
- City Limits

**Complainants**

Grid Key: Complaints

## Monthly Noise Complaint History

Through December 31, 2022

The following table lists monthly data on the number of complaints and complainants recorded within the “local” or Airport Influence Area (see grid on page two of this report).

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Total
2001 Complainants	36	35	35	24	15	6	17	14	12	18	50	21	283
2001 Complaints	42	48	56	32	36	12	29	17	19	30	70	24	415
2002 Complainants	16	25	29	51	26	36	46	48	41	72	64	60	514
2002 Complaints	22	44	58	113	89	137	110	477	955	569	393	242	3,209
2003 Complainants	104	57	49	31	47	19	46	25	73	64	97	46	658
2003 Complaints	417	310	319	179	170	132	216	226	378	338	408	231	3,324
2004 Complainants	66	76	89	58	28	32	33	32	26	52	69	31	592
2004 Complaints	810	1,105	953	1,145	515	384	477	670	622	1,142	1,423	821	10,067
2005 Complainants	33	59	44	26	25	14	42	19	17	46	33	14	372
2005 Complaints	1,083	1,016	853	709	721	664	1,232	1,270	1,269	2,437	2,195	2,140	15,589
2006 Complainants	18	18	42	29	19	23	19	20	24	33	30	22	297
2006 Complaints	3,101	2,932	2,117	840	478	353	333	474	502	619	551	470	12,770
2007 Complainants	19	26	23	39	15	9	11	21	16	28	89	24	320
2007 Complaints	537	535	405	534	457	169	502	533	599	602	556	541	5,970
2008 Complainants	23	70	70	14	20	8	7	8	8	18	23	16	285
2008 Complaints	476	609	452	31	26	16	11	29	15	55	54	34	1,808
2009 Complainants	11	14	25	10	7	10	13	12	14	29	20	13	178
2009 Complaints	85	72	39	15	23	28	117	38	53	158	85	45	758
2010 Complainants	13	22	19	25	15	7	6	7	10	18	24	22	188
2010 Complaints	63	136	191	125	57	27	19	35	35	77	94	145	1,004
2011 Complainants	16	16	15	15	9	7	12	9	11	16	39	10	175
2011 Complaints	141	190	140	34	24	32	55	53	79	87	77	36	948
2012 Complainants	10	14	14	13	9	20	4	7	7	17	27	17	159
2012 Complaints	65	63	39	35	24	26	7	13	31	62	63	40	468
2013 Complainants	34	21	21	15	8	13	9	10	17	10	34	18	210
2013 Complaints	80	78	67	63	100	127	100	148	164	168	186	147	1,428
2014 Complainants	16	45	23	13	14	11	12	14	6	26	37	23	240
2014 Complaints	173	247	171	144	114	110	123	86	99	165	219	127	1,778
2015 Complainants	37	69	78	35	33	21	19	21	21	33	39	15	421
2015 Complaints	262	239	287	162	199	130	124	117	171	351	306	150	2,498
2016 Complainants	35	40	25	30	22	18	18	28	21	45	55	48	385
2016 Complaints	272	255	275	327	288	165	139	780	467	723	2,139	657	6,487
2017 Complainants	64	77	37	49	34	18	26	18	21	34	43	22	443
2017 Complaints	869	989	1,150	780	543	303	300	312	297	587	766	315	7,211
2018 Complainants	31	32	43	37	33	25	22	26	24	55	50	62	440
2018 Complaints	589	550	746	622	387	189	178	209	134	292	227	30	4,153
2019 Complainants	61	37	34	76	36	27	19	23	37	25	46	41	462
2019 Complaints	262	160	190	743	223	103	83	84	168	132	179	92	2,419
2020 Complainants	39	55	48	39	42	21	39	20	24	25	36	21	409
2020 Complaints	101	130	191	121	98	96	120	66	54	73	82	62	1,194
2021 Complainants	24	27	29	41	27	27	7	14	20	38	40	46	340
2021 Complaints	45	70	106	91	257	89	12	37	114	229	391	346	1,787
2022 Complainants	24	25	34	24	15	11	16	15	16	30	20	34	264
2022 Complaints	115	71	135	225	113	51	85	152	128	195	159	155	1,584



**COMMISSION INFORMATION REPORT**

Discussion and Input Regarding  
Public Outreach Programs and Planning Projects

**Agenda Item No:** 11

**Meeting Date:** 01/18/23

**Staff Contact:** Sarah Ferrara,  
Aviation Planning & Outreach  
Coordinator

**Phone:** (480) 312-8482

**INFORMATION**

Monthly update of the marketing, community, planning and pilot outreach programs at Scottsdale Airport.

**PURPOSE**

The purpose of this item is to keep the Airport Advisory Commission informed of the airport’s marketing, outreach and planning projects efforts.

Noise Program Outreach		
Description	Purpose	Status
<b>Next Gen/Phoenix Metroplex</b>	US Court of Appeals dismissed City of Scottsdale’s legal brief; the City Manager and Aviation Director met with the FAA Regional Administrator and discussed the Metroplex Process and wanted to make sure they include Scottsdale as soon as possible.	In progress
<b>Noise Outreach</b>	Will conduct noise outreach as necessary.	Completed
Pilot Outreach		
Description	Purpose	Status
<b>Pilot Briefing &amp; Outreach</b>	Pilot forums and briefings are held as necessary.	Completed
<b>Voluntary Curfew Outreach (10:00 p.m. - 6:00 a.m.)</b>	The Voluntary Curfew Program is designed to respond to a complaint received for an operation between 10 p.m. and 6 a.m. If a flight can be confirmed, a letter is sent out to the operator to ask them for their cooperation in flying outside these hours when possible. <b>Voluntary Curfew letters were sent out as follow: four in November and three in December.</b>	<b>Completed</b>

<b>Planning Projects</b>		
<b>Description</b>	<b>Purpose</b>	<b>Status</b>
<b>Monitor property development through the Planning Department</b>	Working with the Planning Department to protect the airspace and development uses near Scottsdale Airport. The Planning and Zoning reports listed two projects in November and four projects in December within the Airport Influence Area.	<b>Completed</b>
<b>Community Outreach and Marketing</b>		
<b>Description</b>	<b>Purpose</b>	<b>Status</b>
<b>Media, social media, &amp; list serves</b>	Sent out a few e-newsletters these past months on project updates and runway/taxiway closures, holiday message and also on Super Bowl messaging. Also sending out social media posts on interesting photos and other newsworthy items. Also launching Super Bowl outreach plan to continue to promote airport operational plan and need for reservation.	<b>In process</b>
<b>Brochures, flyers, other print materials, webpages &amp; videos</b>	Airport will exhibit at the 2023 NBAA- Schedulers & Dispatchers, Booth 808, conference January 24-26 in Nashville, TN. Working on a video to promote that Scottsdale Airport held an emergency drill to practice emergency procedures and response.	<b>In process</b>
<b>Community outreach, presentations and events</b>	Aviation staff presented to around 40 people at the Jewish Community Center for a retired men's group. 12News did a nice segment featuring Scottsdale Airport and influx of traffic anticipated for Super Bowl.	<b>Completed</b>



**COMMISSION INFORMATION REPORT**

Superbowl 2023 Update

**Agenda Item No:** 12

**Meeting Date:** 01/18/23

**Staff Contact:** Gary P. Mascaro,  
Aviation Director

**Phone:** (480) 312-7735

**INFORMATION**

Update regarding status of the operational plan and number of reservations.

Attachment: 2023 Superbowl Operations Plan



# Scottsdale Airport

## Operational Plan 2023



# Scottsdale Airport Overview



Single runway 3-21 - runway is 8,249 feet long and 100 feet wide

75,000 lbs MCTOW. Up to 100,000 lbs with Airport Operations approval

Equipped with Medium Intensity Runway Edge Lights (MIRL)



**Scottsdale Airport**  
Operational Plan 2023



# Scottsdale Airport Overview



- **FAA Tower Hours**  
Regular hours: 6 a.m. to 9 p.m.  
During Super Bowl: 6 a.m. until 2 a.m.  
Monday following Super Bowl: 6 a.m. to 9 p.m.  
\*Hours are subject to change to best meet reservation times.
- U.S. Customs & Border Protection
- On-airport Fire Station and Aircraft Rescue Fire Fighting (ARFF) team

SDL has a long history of providing first class access to those visiting the greater Phoenix metropolitan area. Super Bowl will be no different; we remain committed to providing exceptional service to all users of our facility. The Airport will utilize every resource to assure you receive the best service available.



**Scottsdale Airport**  
Operational Plan 2023





# Airport Information

## Airport

Administration:

480-312-2321

[ScottsdaleAirport.com](http://ScottsdaleAirport.com)

## ATCT

Tower - 119.9 (0600-2100L)

Ground - 121.6 (0600-2100L)

CTAF - 119.9

ATIS – 118.6 (480-998-5144)

Clearance – 124.8

ASOS (480-483-3049)



**Scottsdale Airport**

Operational Plan 2023



# FBO Information



(480) 948-2400

ARINC: 129.7

Unicom: 122.95

[www.atlanticaviation.com](http://www.atlanticaviation.com)



(480) 951-2525

ARINC: 131.75

Unicom: 122.95

[www.signatureflight.com](http://www.signatureflight.com)



(480) 866-8270

ARINC: 131.50

Unicom: 122.95

[sdlfbo@jetaviation.com](mailto:sdlfbo@jetaviation.com)

[www.jetaviation.com](http://www.jetaviation.com)



## Scottsdale Airport

Operational Plan 2023



## Prior Permission Request (PPR) Required

Due to the high volume of traffic anticipated during the event, and in conjunction with other airports managing traffic during the Super Bowl over the last few years, the Airport has developed a reservation system that will be managed by the FBOs to better coordinate with the FAA.

- Reservation system will provide the FAA with essential information such as tail numbers and names of operators utilizing the airspace during the Super Bowl.
- A set number of reservations for arrivals and departures have been equally distributed to each FBO for their customers.



# Prior Permission Request (PPR) Required

All aircraft (based or transient) intending to access/depart SDL either VFR or IFR from 5 p.m. of Super Bowl Sunday, February 12, 2023 through Monday, February 13, 2023 must have a reservation with their preferred FBO. Please contact your preferred FBO to discuss your service needs prior to your arrival (this applies to ALL traffic during the above referenced timeframe).

- You will be provided with a confirmation number by your preferred FBO which **must** be added to the comment section of your flight plan.
- According to FAA Air Traffic personnel, the Airport will have a total of approximately 33 departure slots per hour available and 3 arrival slots per hour during the PPR Super Bowl event time frames, **so place your reservation with your preferred FBO as soon as possible.**



# Super Bowl Aircraft Parking Map



**Scottsdale Airport**  
Operational Plan 2023



# Temporary Flight Restrictions



- Under the proposed TFR, Scottsdale Airport will be allowed to accept arrivals and departures during the times that the Super Bowl TFR is in effect.
- There will be limited access for arrivals (estimated 3 per hour) starting half time of the game through Monday due to the high amount of departing traffic from the region.



**Scottsdale Airport**  
Operational Plan 2023



# Halftime/Post Game Departure Procedures



Aircraft crews must check in with the Airport Departure Control Desk (Aviation Department Staff) at their respective FBO; when ALL passengers are present and ready for departure.

It is recommended that crew members arrive at least 45 minutes prior to departure.

It is recommended that passengers arrive at least 30 minutes prior to departure

# Halftime/Post Game Departure Procedures

- A departure reservation number will be issued by the Airport Departure Control Desk once clearance is received.
- Once a departure reservation number is assigned, pilots and passengers will be escorted to their aircraft by an FBO staff member.
- Prior to engine start, check ATIS for Clearance Delivery instructions.
- Obtain IFR clearance from Clearance Delivery at 124.8.
- Contact Ground for taxi instructions at 121.6.
- ATC will direct aircraft to the departure runway

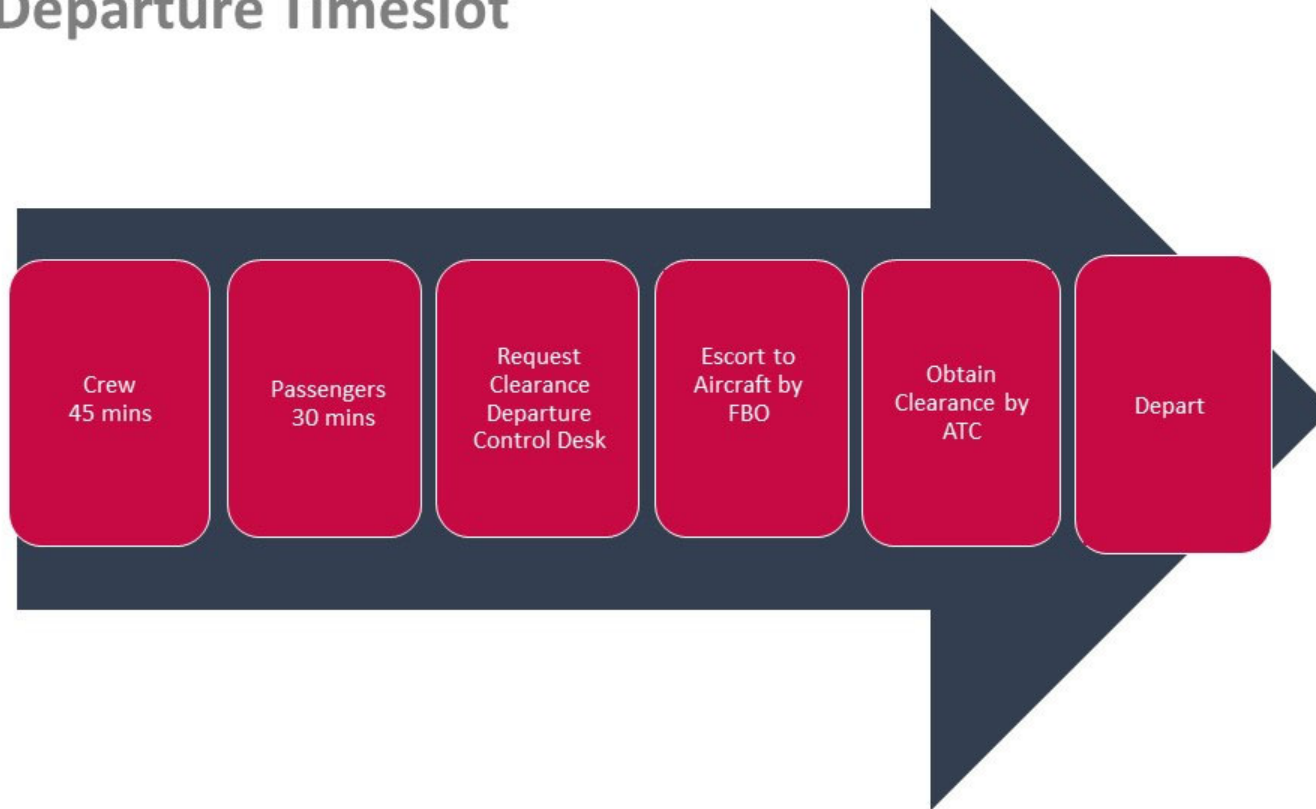


**Scottsdale Airport**  
Operational Plan 2023





# Prior to Departure Timeslot



**Scottsdale Airport**  
Operational Plan 2023



# Based Aircraft Operations



- Based aircraft at Scottsdale Airport will require a reservation to depart during the PPR period (Sunday through Monday). Reservations may be obtained by calling one of Scottsdale's FBOs.
- Based tenants shall contact the Airport Departure Control Desk at their preferred FBO (the FBO which coordinated your reservation) prior to receiving clearance from the FAA.
- FBOs will coordinate with based tenants looking for departure reservations



**Scottsdale Airport**  
Operational Plan 2023



# Ground Transportation



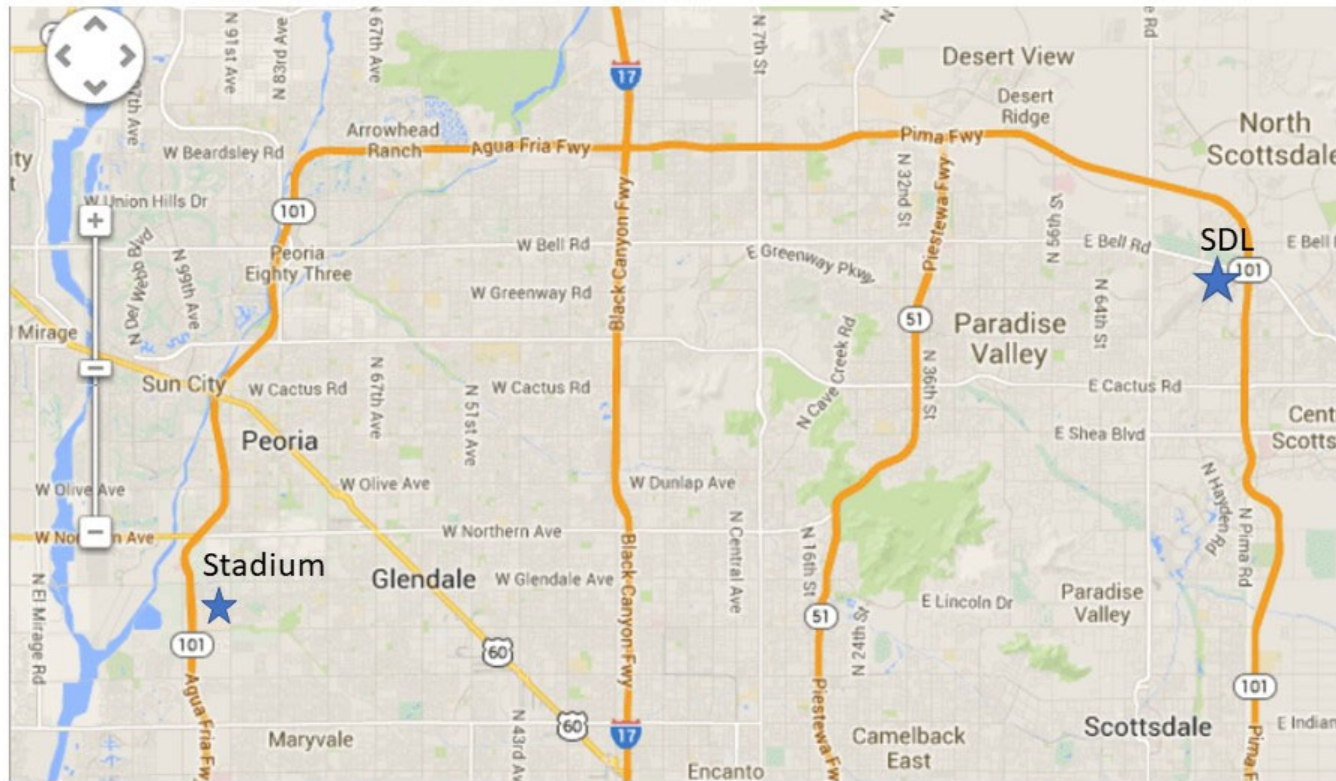
- Vehicles will not be allowed to wait outside of the FBOs due to limited parking and security concerns. The ground transportation plan is dynamic and subject to change. Please check your preferred FBO for updates.
  - Space for accommodating ground transportation at Scottsdale Airport is severely limited. Please expect significant traffic during the hours immediately following the event. Your patience is appreciated.
- 
- Scottsdale Airport is located approximately 21 miles E/NE of the State Farm Stadium in Glendale, Arizona
  - Please refer to your preferred FBO for ground transportation accommodations.
  - Ramp side access for vehicles will be prohibited during the PPR timeframe of the event.



**Scottsdale Airport**  
Operational Plan 2023



# SDL to Stadium = 21 miles



**Scottsdale Airport**  
Operational Plan 2023



# Safety and Security

- No vehicular access will be permitted to any ramp, taxiway or runway.
- To ensure passenger safety, loitering around any parked aircraft is not permitted. All passengers are requested to stay inside the aircraft unless transferring to a van or escorted to the FBO.
- No smoking within 50 feet of any aircraft.
- No garbage, luggage or packages to be left unattended.
- The airport reserves the right to restrict movement on any movement area should the need arise.



**Scottsdale Airport**  
Operational Plan 2023



# Halftime/Post Game Departure Procedures



For noise abatement information, please visit  
[www.scottsdaleairport.com](http://www.scottsdaleairport.com).

**We ask all pilots flying into or out of SDL to be a good neighbor to our community and observe noise abatement procedures.**



**Scottsdale Airport**  
Operational Plan 2023



We're ready! Thank you for choosing Scottsdale Airport!



**Scottsdale Airport**  
Operational Plan 2023





## COMMISSION INFORMATION REPORT

Administrative report from the Aviation Director, or designee, regarding the status of pending aviation-relative items

**Agenda Item No:** 13

**Meeting Date:** 01/18/23

**Staff Contact:** Gary P. Mascaro,  
Aviation Director

**Phone:** (480) 312-7735

### INFORMATION

Discussion regarding status of the Airport Advisory Commission's items to City Council, and aviation-related items approved by Planning Commission, Design Review Board, or City Council.

Attachment(s):

1. Airport Advisory Commission Items to City Council.
2. Aviation-related items to Planning Commission, Design Review Board, or City Council.
3. City Council Meeting Calendar.



**AIRPORT ADVISORY COMMISSION AVIATION ITEMS TO CITY COUNCIL  
2023**

AIRPORT COMMISSION DATE	APPROVED	ITEM DESCRIPTION	CITY COUNCIL DATE	APPROVED
10/26/22	Approved 7-0	Discussion and possible action to adopt Resolution No. 12635 authorizing contract No. 2022-176-COS with Coffman Associates, Inc. to provide planning services at Scottsdale Airport, not to exceed \$1,000,000 for the initial three-year term. Staff contact: Carmen Williams, Aviation Finance & Administration Manager, 480-312-8475, <a href="mailto:cawilliams@scottsdaleaz.gov">cawilliams@scottsdaleaz.gov</a>	CC – 11/21/22	Approved on consent

**AVIATION-RELATED ITEMS TO PLANNING COMMISSION, DESIGN REVIEW BOARD OR CITY COUNCIL  
(Projects that may be on airport, have taxi lane access, have height implications, or have sensitive noise uses)  
2023**

AIRPORT COMMISSION DATE	APPROVED	ITEM DESCRIPTION	PLANNING, DRB, OR CITY COUNCIL	APPROVED
06-15-22	Approved 7-0 with stips	<p><b>Optima McDowell Mountain Village</b> Request by owner to amend zoning case #20-ZN-2002 including an amendment to the One Scottsdale Development Plan, a Zoning District Map Amendment from General Commercial, Planned Community Development (C-4 PCD) to Planning Community Development (PCD) with comparable Planned Airpark Core Development (PCP) zoning including a development plan to allow residential units with amended development standards (Floor Area Ratio, Building Height, and Special Conditions-Building material), for a mixed-use development with a building height of 147 feet, on a +/- 21.88-acre site located at 18777 N. Scottsdale Road. 20-ZN-2002#4</p>	<p>PC 10-26-2022</p> <p>CC 11-21-2022</p>	<p>Approved 6-1</p> <p>Approved 4-3</p>
N/A	N/A	<p><b>Seventh Day Adventists Warehouse Building</b> Request by applicant for approval of a site plan, building elevations and landscape plan for a new one-story warehouse building comprised of approximately 243,360 square feet of building area, may have aircraft storage, on a +/- 18-acre portion of property located at 7501, 7509, and 7511 E. Redfield Rd. with Planned Airpark Core Development, Aviation (PCP AV) and Planned Airpark Core Development Employment (PCP EMP) zoning. 14-DR-2022</p>	<p>DR 1-19-23</p>	<p>?</p>
?	?	<p><b>The Parque</b> Request by owner for a zoning district map amendment from General Commercial (C-4) to Planned Airpark Core Development - Airpark Mixed Use Residential, Planned Shared Development (PCP-AMU-R PSD) including a development plan with bonus development standards for building height and floor area ratio to allow a mixed-use development with approximately 1,236 dwelling units, 223 hotel keys, and 253,000 square feet of commercial floor area on a +/- 32.29 gross acre site located at 16001 N. Scottsdale Road. 13-ZN-2022</p>	<p>?</p>	<p>?</p>

N/A/	N/A	<p><b>Key Essential Hangar</b></p> <p>Request for the development of an aircraft hangar with accessory office on a one acre vacant site within the Industrial Park (I-1) zoning. 41-DR-2022</p>	?	?
?	?	<p><b>Northsight Residential Health Care</b></p> <p>Request for a zoning district map amendment, amending the stipulations and development plan of case 14-ZN-1991. Increasing the allowed building height from 36 feet to 51 feet and the allowed floor area ration from .25 to 1.15 to allow for redevelopment of the site into a new residential health care facility including up to 270 residential healthcare beds/units on a 5.78-acre site with Central Business Planned Community District (C-2 PCD). 15-ZN-2022</p>	?	?
N/A	N/A	<p><b>Augusta One Scottsdale</b></p> <p>Request by owner for approval of the site plan, landscape plan, and building elevations for a new residential healthcare facility, consisting of 120-units, on a +/- 3.0-acres site located at 7221 E. Legacy Boulevard, with Planned Regional Center and Planned Community Development (PRC PCD) zoning. 30-DR-2021#4</p>	?	?
N/A	N/A	<p><b>Helm Hangar</b></p> <p>Request for approval of a site plan, landscape plan and building elevations for 2 new 2-story aircraft hangar/office buildings comprised of two stories with approximately 63,806 square feet of total building area located at 7333 E Helm Drive with Industrial Park (I-1) zoning. 47-DR-2022</p>	?	?

Request for approval of a site plan, landscape plan and building elevations for 2 new 2-story aircraft hangar/office buildings comprised of two stories with approximately 63,806 square feet of total building area located at 7333 E Helm Drive with Industrial Park (I-1) zoning.

# 2023 City Council Meeting Calendar

JANUARY						
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**Key**

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<span style="background-color: #FFC000; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span>	Special Meeting
<span style="background-color: #AEC6E0; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span>	Optional Additional Mtg and/or Study Session
<span style="background-color: #92D050; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span>	General Plan
<span style="background-color: #C8E6C9; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span>	Events
<span style="background-color: #FFF176; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span>	City of Scottsdale Holiday
<span style="background-color: #F44336; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span>	Election
<span style="background-color: #F5F5F5; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span>	No meetings will be scheduled
<span style="background-color: #E1BEE7; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span>	Retreat

Jan: 10 - Council Inauguration  
11 - MLK Dinner

17 - State of the City Address

Mar: 26-28 - NLC Congressional City Conference

May: 16 - Tentative Budget Adoption

June: 13 - Final Budget Adoption

20 - Special Meeting (Charter Officer Evaluations)

27 - Property Tax Adoption

Revised: 09/27/22

Aug: 28-31 - AZ League Conference (Tucson)

Sep: 1 - AZ League Conference (Tucson)

Nov: 7 - Election Day

15-18 - NLC City Summit

TBD: Council Retreat



## COMMISSION ACTION REPORT

Discussion and possible action to modify the Airport Advisory Commission meeting schedule and Commission item calendar

**Agenda Item No.:** 14

**Meeting Date:** 01/18/23

**Staff Contact:** Gary P. Mascaro,  
Aviation Director

**Phone:** (480) 312-7735

### ACTION

Review Airport Advisory Commission meeting schedule.

### PURPOSE

Pursuant to By-Laws of the Scottsdale Airport Advisory Commission, Section 202, *“Regular meetings of the Commission shall be held on the third Wednesday of each month immediately following the study session, unless otherwise scheduled by majority vote of its members. In the event the Commission desires not to hold the preceding study session, the regular meeting shall begin at 5:00 p.m., unless otherwise scheduled by majority vote of its members.”*

Attachment(s): 1. Airport Advisory Commission meeting schedule

Action taken:

**AIRPORT ADVISORY COMMISSION SCHEDULE OF MEETINGS - 2023**  
 (Including anticipated topics and timeline for discussion)

JANUARY						
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- Election of Officers
- By-Laws Review
- Quarterly Noise Program Update

FEBRUARY						
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- Experience Scottsdale Update

MARCH						
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- \*Risk Management Update

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- Quarterly Noise Program Update

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- Quarterly Noise Program Update

AUGUST						
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- Quarterly Noise Program Update
- Annual AZBAA Update

NOVEMBER						
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- \*Scottsdale Chamber Update

DECEMBER						
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