



PHOENIX DEER VALLEY AIRPORT

Function: Phoenix Deer Valley Airport Partnership and Safety Action Team  
Date: Wednesday, March 19, 2008 2:00-3:00 p.m.  
Location: Phoenix Deer Valley Airport Conference Room

Attendees: Robyn Sullivan - City of Phoenix, Sandra Torres - City of Phoenix,  
Jim Russell - Tenant, Mike Quintero - Cutter Aviation, Art Rosen - AOPA.,  
Harold Sharp - FAA, Raymond Weigold - DVTPA, Robert Wirth - Tenant,  
Mike Rich - CAP, Jim DeLong - Pan Am, Pete Hatchett - Westwind,  
Gary Mascaro - City of Phoenix

Topics of discussion:

**1. RFP's Corporate Sites-Business and Properties Division-Sandra Torres**

- a) **End User-** City Council approved 2 parcels with one corporate hangar. Company name is Aero Works. Bob Wirth asked what they do. Sandra responded transports doctors.
- b) **2-Acre Commercial Developer-** Anticipated to be issued in June. There were some legal issues that came up regarding fueling operations. This caused a delay.
- c) **20 Acre Improved Land Developer-** Bid close date delayed until June 16<sup>th</sup>. Sandra stated the business office wanted to separate end user and commercial user parcel to allow the end user to have an opportunity to bid and be successful. There are total of seven, two acre parcels. Art Rosen questioned why it has taken so long and all the delays. He also stated why wait for the 2-acre commercial developer if you have it prepared. These delays do not support self-sufficiency for the airport. Sandra stated will address this question to her supervisors.
- d) **Vacant Advantage Avionics Hangar-** The Business and Properties Division are preparing a RFP and should be out in May.
  - Art Rosen questioned who decided to let Advantage Avionics out of their lease and if they had a penalty for breach of contract. Sandra Torres said the Assistant Aviation Director, Paul Blue made the decision and there was no penalty. Art Rosen commented that he disagreed with the decision as it goes against the self-sufficiency goal.
  - Jim DeLong stated the T-hangars at Deer Valley Airport are below market.
  - Sandra advised him the T-hangar rates would be increased to help the airport toward self-sufficiency. Deer Valley is the second to the lowest and Goodyear Airport is the lowest in the valley. The City does have a C.P.I. price increase every January for storage rents. According to Art Rosen, the north side hangars will be paid off in ten years and the business plan is to become self sufficient. Sandra stated there may be a rate increase in July but not sure yet. Gary Mascaro stated that hangar rates will be evaluated with all other rates current and future as

part of the business plan that is being prepared as a follow-up to the Master Plan. Gary stated that this business plan was discussed during the Master Plan process as the next step for the airport. Gary stated any increase in fees must go through a public process and ultimately to the City Council for approval. We anticipated the draft of the plan will be forthcoming for review by the customers.

- Sandra announced we will be advised of any economic impact meetings being held.
  - Gary assures Jim Delong that he will be advised of any Phoenix Aviation Advisory Board and City Council meetings scheduled. With regards to the Minimum Standards meetings that affect Pan Am.
- e) **Self Fueling Island**-The drawings were submitted and still are not 100%. The whole review should be completed in approximately 3-4 weeks and a response provided to the tenant for conceptual approval by Aviation. The next step the tenant must take is to submit to downtown development services for permitting. Anticipate sometime this summer for completion. The Aviation executive team assures us that they will immediately sign off on the conceptual design when the plan is satisfactory to Aviation. Regardless of their construction completion, their rent will begin in September 2008.
- f) **Sandra Torres**-Announced the Business and Properties Division will be in attendance for all the monthly Partnership meetings.

## 2. **South Ramp Construction/Security Lighting/Signage-Gary Mascaro**

- a) Area 1 & 2 are complete. Area 3 in progress. We will get an updated status on Wednesday, March 26<sup>th</sup> on the completion date of Area 3.
- b) Due to the situation with Area 2 and the unforeseen conditions that were present, there has been a change in the project time line and have had to revise the priority order. Area 3 anticipated completion date is prior to the published May 10<sup>th</sup>.
- c) Area 4-Major reconstruction in front of the terminal. Have had to shift the funding due to Area 2 additional costs that we needed to complete the project.
- d) FAA grants for the upcoming year will not be to complete the ramp project as this time. They decided to change priority on funding with little input from the City.
- Pete Hatchett asked if there will be any maintenance on their leasehold. (Westwind School) Gary replied it is the responsibility of the Lessee (Cutter Aviation).
  - Art Rosen asked if there will be any rent credit due to the construction. Gary advised we will have to wait till the end of the project for any rent credits as depicted in the correspondence provided to the impacted tenants.

## 3. **Access Control Phase II-Gary Mascaro**

- The south side conduit installation completion date should be May 1<sup>st</sup>. This is with the exception of the pedestrian gates controlled by the Cutter and Atlantic.
- Will have a meeting with the FBO's to discuss their procedures and needs based on the GA Security Guidelines.

#### **4. Upcoming Construction Projects-Gary Mascaro**

- Looking to evaluate the runway safety area. Currently working on hiring a contractor to design and eventually construct as funding comes available, the immediate needs based on the Master Plan.
- Need to be pro-active on getting funding. The more we have designed the higher the priority for funding from the FAA.
- The budget currently has \$1.5 million of City funding. This money will go towards airfield signs and runway safety improvement areas in accordance with the recommendations by the Runway Safety Action Team.
- Art Rosen asked if we were going to ask for more money and Gary replied yes, we will be ready when it becomes available.
- Estimated maintenance work in May-June time frame the micro seal of the south runway and taxiway connectors to the south runway as it is in critical need for some renovation.

#### **5. Hangar Inspection Program-Gary Mascaro**

- Second inspections completed.
- 17 tenants are still in non-compliance. Final Inspection is scheduled for March 27<sup>th</sup>.
- Some tenants were in the construction zone during second inspections; therefore, we will give them an extension for final inspections to the following week.
- Most of the violations are storage of non-aviation items.

#### **6. Airport Budget Update**

- The City of Phoenix is currently tightening the budget for our Airport Operating and Capital Projects due to the economic constraints. We are working diligently to continue to move forward in completing projects as funding is available, but due to the constraint, some projects will be delayed or canceled. Be patient during this difficult time.

#### **7. Airport Security**

- The City of Phoenix, Police Department is doing a threat assessment evaluation for the airport at this time.
- Upcoming project will be the installation of cameras for security purposes.
- Ray Weigold asks if the threat assessment is for potential threats of aircraft coming to land on the airport. Gary replied it is an evaluation of our security perimeter for individual tried to get access for the ground.

#### **8. Tower Update-Harold Sharp**

- Tower leaks are all fixed.
- One year anniversary of the opening of the tower is coming up in April.
- Delay on removal of the old tower due to permitting compliance. Trailer being moved to Falcon Field.
- Receiving a lot of visitors to the new tower.

- North radar issues still have pending issues with the capabilities and usage. It is not fully implemented yet, resulting in SDL and DVT sharing the same windows for aircraft IFR operations.

## **9. Miscellaneous**

- Bob Wirth questioned putting another exit for the north runway. Gary said this requires funding, it is a part of the Master Plan, but the priority is lower as it is considered a capacity issue and safety issues will be funded first.
- Art Rosen questioned what the operational traffic count for this year? Harold Sharp said they are down this year by approximately 2-3%. Art thanked the Business and Properties Division staff for coming to the meeting.
- Mike Rich inquired about a potential hazard with a developer getting a Use Permit for a 40x40 LED billboard. Gary advised him to send the details to him and he will forward it to the Aviation Department Planning Division to review it.
- Ray Weiglold announced that Dan Olson, the new Self Fuel Operator, will be at the DVPA meeting on March 20, 2008, at 7:00 p.m. and will bring them up to date on his plans. He inquired if we have in the budget for any plans on having for the Fire Department to be located here on the field and Gary said that the City is continuing to look into it in the future as part of the self-sufficiency plan.

**Meeting Adjourned: 2:55 p.m.**

**Minutes taken by:**

**Leslie R. Henley, City of Phoenix**

### ***POST NOTE:***

***Reference 1D, 3<sup>rd</sup> bullet. Thursday March 20, Sandra Torres retracted her statement concerning hangar rate increases. She provided a written statement to Gary Mascaro indicating she was in error. There will not be any rate increase in July.***