



PHOENIX DEER VALLEY AIRPORT

Function: Phoenix Deer Valley Airport Partnership and Safety Action Team
Date: Wednesday, February 20, 2008,-1:30-2:30 p.m.
Location: Phoenix Deer Valley Airport Conference Room

Attendees: Brad Kathrins, Cutter Aviation, Aaron Davis, Cutter Aviation, Ed Chauza, Tenant, Art Rosen, AOPA., Harold Sharp, FAA, Raymond Weigold DVTPA, Robert Wirth, Tenant, Mike Rich, CAP, Jim DeLong, Pan Am, Pete Hatchett. Westwind, Mary Schilling, City of Phoenix, Matt Wright, Atlantic Aviation, Bill Blackwell, Tenant, Robert Gunther, City of Phoenix, Tim Gift, City of Phoenix, Gary Mascaro, City of Phoenix

Topics of discussion:

1. RFP's Corporate Sites-Gary Mascaro for Business and Properties Division

- End User-Closed-Request is at the Phoenix Advisory Board. Company is called Aero Works and will develop parcels 6 and 7.
- 2-acre Commercial Developer- routing for aviation approval and will be issued in the next 45 days.
- 20-acre improved land developer- Bid will close March 17. There is significant interest.

2. South Ramp Construction/Security Lighting/Signage

- We are finding some unforeseen conditions with subgrade issues that we are attempting to resolve. Area 1 is complete and area 2 is being worked on at this time. We posted "Do Not Enter" signs but tenants went into the construction area and received NOVs. Mike Rich asked if there was a power outage, it was an APS outage.

3. WIFI

- Was completed in January prior to the Super Bowl.

4. Access Control Phase II-Southside conduit installation.

- Completion date should be May 1. The south side conduit is being installed. We will be meeting with the FBO's to discuss how they will do security on their leasehold and is expecting it. Jim DeLong advised that the gates are not closing due to a mechanical problem and will look in on it. Gate #6 is being repaired today as the gate kept failing. The problem has been due to a faulty board.

5. Upcoming Construction Projects

- FAA tower demolition should begin in approximately six (6) weeks. Contractor mentioned a crane going up to Cutter. Cutter needs advance notice and will help with this project. The crane should be up in ten (10) minute intervals. They need to work around Cutter. The trailer will be moved by March 4th.
- Airfield will be micro sealed. Gary Jagers, project manager working for DVT is putting a package together for Aviation. In July we will be looking at doing the micro seal on the runway. Details to follow.
- The runway safety area/run-up areas are out for proposals. Anticipate approximately \$1 million in safety area infield improvements and \$500K in signage upgrades. Selections should be in April. Will go to Phoenix Aviation Advisory Board in May and then to City Council in June.

6. Hangar Inspections Program

- 755 hangars inspected; 207 non-compliant, 27%. Status 2nd inspections are starting today, February 20th.
- Most of the non-compliant hangars are peg boards, combustible items which is a building code issue. Approval by Development Services to get approval as required by the airport rules and regulations. Most non-compliant issues were minor. Very few fire violations. Much better this year. Several electrical modifications were evaluated and four green tags were issued by the inspection for approval. We anticipate a more aggressive schedule for next year with completion next February.
- Tenants that are still in non-compliant will receive a second letter by the Business Office and they will be given ten (10) days to comply. Failure to comply will result in termination of their aircraft storage permit.

7. Super Bowl Weekend Debrief

- Deer Valley Airport was very busy, especially the FBO's. All comments received were very good. Did not receive one negative phone call. Did receive a lot of phone calls concerning the F-18 and the noise impact. Ed Chauza said the weather (cloud cover) was a factor.
- Brad Kathrins said Scottsdale was shut down and Sky Harbor was diverting aircraft to Deer Valley Airport. It went real well at both airports. The only delays were to Las Vegas from Phoenix. There was an issue with constant cancellations and re-bookings.
- Brad Kathrins said transportation access was a bigger challenge at Sky Harbor.
- There was an excess of 100,000 gallons of fuel sold. 114,000 gallons at Atlantic and 60,000 gallons at Cutter, approximately.

- Matthew Wright gave kudos to the Tower's team. They did a great job!
- The flight schools repositioning their aircraft were a huge help.
- Art Rosen – said with the help of the Deer Valley Pilot's Association we had the tenant's cooperation. And of course the City staff helped make it a big success.
- The airport complimented the FBOs and their staff increased their security and challenging of individuals on their ramp area.

8. Tower Update-Harold Sharp

- Roof quit leaking-no rain.
- Giving a lot of tours.

9. Minimum Standards

- Will be going to the subcommittee board in March and in the third week to the Phoenix Aviation Advisory Board for approval. Ample notice will be provided to this group and the tenants at DVT when the project manager submits this through the public process.
- The fees portion has to go to Council. Anticipate in April.

10. Miscellaneous

- Art Rosen-Congratulated the FBO's and Operation's staff on and outstanding job. He has not received a negative word. Preparation was the key.
- Ed Chauza-AOPA is doing an article on "Day in the Life at Phoenix Deer Valley Airport". He commented that Police did a great job with their presence and there were no problems with TSA.
- Ray Weigold questioned the status of the self-fueling project. The manager, Mr. Olsen has to still submit site plans and they have to go through the Tenant Improvement process. There was a set back by their contractor due to the Super Bowl. Should be finished in April/May time period, according to the tenant.
- Mike Rich-Inquired the gate between CAP and the parking area. Will there be a card reader as they would prefer a key pad for the gate. Gary stated that should not be a problem to accommodate their needs.
- Gary announced that Advantage Avionics decided to vacate their hangar. The Business office is working diligently to issue an RFP for almost any aeronautical uses that are specified in the Minimum Standards.

Meeting Adjourned: 2:15 p.m.

Minutes taken by:

**Leslie R. Henley
City of Phoenix**



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 16th. 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 26th 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 10th.
- 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 1st. 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 27th.
- 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, 3rd 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.



PHOENIX DEER VALLEY AIRPORT

Function: Phoenix Deer Valley Airport Partnership
Date: Wednesday, May 21, 2008 1:30-2:30 p.m.
Location: Phoenix Deer Valley Airport Conference Room

Attendees: Dave Tunheim, Honeywell, Art Rosen, AOPA, Ed Chauza, DVPA, Bob Wirth, Tenant, Michael Rich, C.A.P., Bill Blackwell, Tenant, Aaron Davis, Cutter Aviation, Brad Kathrins, Cutter Aviation, Sandra Torres, City of Phoenix, Matthew Wright, Atlantic Aviation, Harold Sharp, FAA, Alex Peric, City of Phoenix, Robyn Sullivan, City of Phoenix, Mary Schilling, City of Phoenix, Fire, Tim Gift, City of Phoenix, Fire, Travis Trexler, Pan Am Flight Academy, Jim Delong, Pan Am Flight Academy, Gary Mascaro, City of Phoenix

Topics of discussion:

- 1. RFP's Corporate Sites-Business and Properties Division-Sandra Torres**
 - a) **End User-AeroWrx, LLC-Two (2) small parcel south east**
 - Company is in the medical field
 - Working on conceptual hangar designs
 - Approved by City Council
 - Finalizing the lease
 - b) **2-acre Commercial Developer-Will not be released until after the 20-acre RFP closes on June 16, 2008.**
 - Panel will review the proposal of the 20-acre lease tentatively during the first week of July.
 - Art Rosen and Ed Chausa asked why wait, we are losing revenue? Sandra will provide this input to her team.
 - Business and Properties brought up the option to do direct negotiations so we don't have to go through the whole RFP process which should shorten time frame.
 - Staff is working to obtain support from the FAA and, the Phoenix Aviation Advisory Board meeting to do direct negotiations whenever possible.
 - Art Rosen commented we rejected two proposals for the two (2) acre project. Sandra said it was for parcels 6 and 7. Parcel 6 was fine, however, 7 was not.

c) **20 Acre Improved Land Developer**-Bid close date delayed until June 16th.

d) **Vacant Advantage Avionics Hangar**-The Business and Properties Division are preparing for the RFP.

- Going through the process. Will go to Legal in May and then it can be issued.
- Art Rosen questioned why we can not use the lease we have? Sandra said we are using the current one but had to red line it.
- Art Rosen questioned who decided to let Advantage Avionics out of their lease. Sandra Torres said the Assistant Director, Paul Blue made the decision. We did, however, keep their security deposit. We followed the process and by doing so they were let out of their lease by default.
- Robert Wirth asked if any changes on what business will be approved to bid on the hangar. Gary advised we will allow several different activities to bid on the RFP in accordance with the Minimum Standards. For example, maintenance, avionics and subleasing.

e) **Self Fueling Island-Conceptual Design Review**

- Contractor put in 100% completed plans.
- Being reviewed. Deadline was last week for Aviation Department to review.
- Keith Lecker with Aviation Fuel Systems is the contractor.
- There is one environmental issue that needs to be addressed.
- Submitting downtown for permits.
- Will have a pre-construction meeting as soon as they receive their permits, should be next week.
- Time frame is approximately 30-60 days for completion
- Utilizing the same contractor that is doing our ramp project for pavement work to expedite the development.

f) **Robyn Sullivan-Business and Properties**

- The RFP for the Sky Harbor Executive Hangar is currently open.
- Information is on the website.
- For aircraft storage only by an end user. No commercial activity.
- Art Rosen brought the subject up concerning landing fees. How are they collected, paid and how late are they? Sky Harbor only receives these fees. For Part 135 operations. The City Code currently references only Sky Harbor regarding these fees. The FBO's collect them, but it cannot be enforced according to current City Code. Sandra Torres will take these questions to her team to check to see if the code should be amended and find more details.

Brad Kathrins said that a small portion of their business (Cutter) is Part 135 usually Part 91 operators. Every airport is different.

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

- Lighting is completed. The tower likes the new lighting.
- Areas 1-4 are complete. Moving into Area 5, which is in progress.
- Apron area should be completed early July. Upon completion of area 5, the 1st phase will be complete until we receive more funding. The cost was \$7.2 million.
- Signage up on taxiway and are in place.
- Anticipate receiving \$2-\$2.5 million dollars from State funds to continue the project.
- Additional to that, we were informed we will receive \$1 million in Aviation funding.
- \$1.1million to do the parking fingers on the south side. Anticipate that activity to start sometime in August.
- Have to prioritize certain areas for the next phase for FAA to possibly allocate funding to complete the areas. More to follow.
- Anticipated receiving grant to remove the hill at east end of runway 7R by November.

3. Access Control Phase II-Gary Mascaro

- All the vehicle gates and pedestrian gates are secure.
- Will talk to the FBO's to secure their facility similar to Honeywell. Atlantic already completed many security enhancements as part of their remodel.
- All pedestrian gates and vehicle gates are on the access control using our badges.
- The gates should all be self-closing. Working on a few with mechanical problems.

4. Construction Projects

a) Crackseal/Microseal

- In progress.
- Crack sealing everything in the movement areas, except for the north runway. Anticipate completion by middle of June.
- Ed Chauza asked if we were going repair the huge cracks. Gary said they will saw cut and replace.
- Micro Seal-Anticipate mid July. Close runway completely until the project is completed. Should be approximately 5 days to be closed down. Will provide information as soon as we receive it. Won't wait until next Partnership meeting to publicize it. Hopefully by the end of the week will have more information. Don't know which areas yet.

- Access from north to south of the airport will be available during the closure.
- CSW is the contractor and they are familiar with operating at an airport.

b) Master Design /RSA Improvements/Run-up Areas

- Stantec Consulting will be doing the Master Design project. Both projects will include all the runway safety improvement areas, fixing the drainage, evaluation of the area where the hill will be taken down.
- Relocation of the thresholds on the south runway
- Additional lighting and signage, requested by the FAA and the construction of the run-up areas.
- Contractor is CSW.
- Both of these contracts will go to the City Council in July.
- We have funding to complete the sign work, some RSA areas and Federal funding to remove the hill.
- Art Rosen asked if we are evaluating flashing lights (wig-wags) at the holding areas? Gary said if we get the funding we will certainly look into it.
- Ed Chauza asked if we get wig-wags, were we going solar? Gary replied we would look into it.
- Art Rosen inquired if we were thinking about extending the runway. Gary stated not for this design project.

c) Closed Circuit Television (CCT)

- Awaiting final approval, but planning on starting in July.
- Monitor different gates.
- Have a plan with the Police Department to where we should locate them as they are evaluating our perimeter area.
- Have all in the infrastructure in place, so all we have to do is buy the cameras and have them installed and connected to our existing monitoring system.

5. Tower Update-Harold Sharp

- Last trainee is certified.
- New student controllers in July and August.
- Last meeting for Harold as he will be relocating to Falcon Field.
- Managers will be changing out every year.
- Art Rosen thanked Harold for all his support.
- Gary said the Letter of Agreement for emergency response was an excellent collaborative effort thanks to his help.

6. Miscellaneous

- Aaron Davis with Cutter commented the tower is directing traffic to the wrong F.B.O.
- Matthew Wright said effective May 1st they are now Chevron dealers. Art Rosen asked if we use our Chevron credit card will there be any discount and he said no.
- Matthew mentioned there is an article regarding Deer Valley Airport in the Arizona Business Journal.
- Ed Chauza asked if Atlantic round the price of the fuel to the next gallon. Atlantic charge to the tenth of the gallon and Cutter charge to the nearest gallon.
- Mike Rich said the runway departure end 25L electronic billboard is no longer an issue.
- Gary said he wanted to mention the helipads. The new helipads are active. The FBO's will keep the current helipads. After the project is over the old ones will go away. Circles are labeled east/west.
- Gary advised we are replacing fire extinguishers with the City of Phoenix tag. The City will maintain them in accordance with our rules.
- Travis Trexler from Pan Am Flight Academy introduced himself as the new Chief Pilot.

Meeting Adjourned 2:30 p.m.

Minutes Taken By:

Leslie R. Henley



PHOENIX DEER VALLEY AIRPORT

Function: Phoenix Deer Valley Airport Partnership
Date: Wednesday, June 18, 2008 1:30-2:30 p.m.
Location: Phoenix Deer Valley Airport Conference Room

Attendees: Steve Prieser, Cutter Aviation, Aaron Davis, Cutter Aviation, W.T. "Doc" Phoenix Police Department, Robert Gunther, Phoenix Police Department, Rick Wielebski, Atlantic Aviation, Jim Russell, Tenant, Jim DeLong, Pan Am, Travis Trexler, Pan Am, Pete Hatchett, Westwind School, Mary Schilling, Phoenix Fire Department, Tim Gift, Phoenix Fire Department, Bob Wirth, Tenant, Michael Rich, C.A.P., Bill Blackwell, Tenant, Ken Cada, D.V.P.A., Sandra Torres, C.O.P., Business & Properties, Robyn Sullivan, C.O.P., Business & Properties, Gary Mascaro, C.O.P. Deer Valley Airport Manager

Introductions were made due to the number of new attendees:

Topics of discussion:

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

- a) End User-AeroWrx,-working with Aero Wrx to complete the lease agreement. No construction activity yet. Council approved agreement several months ago.
- b) 2-acre Commercial Developer
 - Pending issuance upon completion of the 20-acre RFP.
 - Releasing RFP with the ability to do limited commercial activity possibly in July. Will confirm with specific dates and report back to the group.
- c) 20-acre unimproved land developer
 - Received 1 proposal and is being reviewed for responsiveness. Monday was the deadline.
- d) Vacant Advantage Avionics Hangar
 - The Business & Properties division will be doing direct negotiations instead of RFP process. Any interest in this leasehold should be directed to Sandra Torres. She will coordinate discussions.
- e) Self Fueling Island-Conceptual Design Review
 - Contractor submitted 100% completed plans.
 - Construction should begin late July and be completed 11/1/08, but dates are subject to change.
 - Bill Blackwell questions the 30-60 days of construction as was originally discussed. Sandra responds that the tenant improvement

process needs to be implemented. The City needed completed plans and staff to look at them.

- Rent will start as written in the original lease agreement, in September.
 - Bob Wirth stated the tenants are interested in process and like the regular updates.
- f) Business and Properties-Sky Harbor Executive Hangar
- The RFP is now closed.
 - Received one proposal.

2. Minimum Standards

- a) PAAB review and discussion and fee approval on the implementation of the minimum standards will be June 19th. Jim Delong advised to Gary that the fee approval will not be until the fall according to his information. Gary Mascaro was not aware will advise the committee when it is scheduled. Will send out an email (email was sent confirming that same day to the partnership group.)

3. South Ramp Construction/Security Lighting/Signage.

- a) Ramp is completed. Awaiting GMP 2 in August for Council approval.
- b) Security lighting is complete except the northwest ramp. Not active yet as we are waiting for A.P.S. to build their transformer.
- c) All the movement area signage is put in. Very pleased with the results.
- d) Total cost for GMP 1 was \$7 million.
- e) Planning on moving forward on the second phase end of August. Waiting on the Notice to Proceed from the City Council, sometime in September. In process of them evaluating how much can be done based on the estimated dollar amount of \$4 million. Bob Wirth asked what would be included. Gary showed on the board the west covered tie downs and east ramp area as the priority.
- f) Aaron Davis from Cutter mentioned their parking lot was damaged due to the trucks moving all the dirt from the ramp project and the FAA tower removal. Gary will try to evaluate on doing some repair now, however, no reconstruction work will need to be done in the entire terminal parking area in the future. He will follow up on this and have staff update Cutter directly.
- g) Have to prioritize certain areas for the next phase for FAA to possibly allocate funding to complete the areas. More to follow.
- h) It was asked if we have wait list for open tie downs. Leslie Henley informed them there is no wait list at this time for open tie downs, but are for covered and hangars.
- i) Area 4 is complete and staff is making phone calls advising tenants they can relocate back to their original spaces.

4. Construction Projects.

- a) Crackseal/Microseal.

- We will be having a full runway closure (South Runway). This will be July 7-July 11 five (5) days from 9 p.m. July 7th through 9 p.m. July 11. The contractor will be completing the final crackseal and microseal of the runway and all the connectors as well as a large part of Taxiway “C”.
 - Taxiway “C will be open in sections throughout the process.
 - North runway will stay open at all times.
 - NOTAMS will be sent out to provide specifics.
- b) Master Design-RSA Improvements/Hill Removal Airfield Signage/Run-Up Area
- Council approval is scheduled for Designer on June 18th.
 - CSW is the construction contractor for this project.
 - Jim Russell with D.V.P.A., asked why there are piles of dirt on the northeast area. Gary stated the purpose of the dirt is for the runway safety area work as it appears many of the areas need to be filled in.
 - FAA issued us a grant for approximately \$1.1 million based on our estimated to remove the hill on the east side. The Business office is working diligently to get an agreement with our neighbor south of us, Ferguson Plumbing, to remove their portion too. Anticipated removal of the hill by the end of the year.

5. Tower Update

- There is no representative from the FAA. Harold Sharp is still at Deer Valley until the end of July.

6. Miscellaneous

- Gary Mascaro thanked Aaron and Cutter staff for help assisting the ramp project and the tower demo as they were significantly impacted during that time.
- Aaron advised the tenants are driving too fast on the ramp according to his staff and at are crossing in front of a taxing aircraft. Gary stated that operations staff will do their best to continue to monitor the situation and enforce when possible the rules. Gary also requested that when this occurs to let us know what gate that individual entered from so operations can track these individuals through the access system.
- Ken Cada offered to put this information in the Deer Valley Pilots Association Newsletter about these continued occurrences from tenants. This is definitely a safety issue.

Meeting adjourned 1:55 p.m.

Minutes taken by:

Leslie R. Henley
Deer Valley Airport Administration



PHOENIX DEER VALLEY AIRPORT

Function: Phoenix Deer Valley Airport Partnership
Date: Wednesday, August 20, 2008 1:30-2:30 p.m.
Location: Phoenix Deer Valley Airport Conference Room

Attendees: Joel Tranter, Phoenix Police Department, Jim Delong, Pan Am, Dan Olsen, Sibran, Self Service, Ed Chauza, DVPA, Tracey Miller, Phoenix Police Department, Pete Hatchett, Westwind School, Aaron Davis, Cutter Aviation, Brad Kathrins, Cutter Aviation, Gary Mascaro, Deer Valley Airport Manager, Wendy Swanson, Deer Valley Administration.

Introductions were made.

Topics of discussion:

1. Minimum Standards

- a) Moving toward fee approval with the City Council. It is scheduled for the last week in September. (Update 10/1/08)
- b) Fees will be posted in a few weeks. There is a 30-day lag time for fees to be charged. Do not have a specific time on the implementation process yet. Could be October-November time frame or even January 2009. More information to follow.
- c) Draft format of fee schedule is on our website could be changes on it.

2. South Ramp Construction/Security Lighting/Signage.

- a) Reconstruction of our entire south ramp area. As wells as our northwest ramp areas. Completed the \$7 million project Phase 1.
- b) Moving forward to the GMP 2 which is basically our Phase 2 project, which we have funding available as of now. We have some budget issues and are hoping to go to Council in September for approval. We have about \$2 million to do apron work.
- c) Trying to keep funding for the parking areas (parking fingers) on the south side. Our goal is September for Council approval and October-November construction time.

3. Construction Projects Updates

- a) Aviation is having a significant budget challenges. With the direction the airline industry is going, the aviation fund and Sky Harbor is significantly being impacted. Cuts are being made in the capital improvement program. We being part of the Aviation program are working through these challenges as well as Phoenix Goodyear Airport. As a result a lot of our projects at Deer Valley have been cut or deferred. Deer Valley does pay

for its operating budget out of the rates and fees. We do not have enough funding for this airport to fund all capital related projects. We get grant funding from the Federal, State or from Sky Harbor revenues.

- b) Crackseal repairs-Taxiway A-cancelled. (Update: Re-prioritized funding and will complete the project).
- c) Master Design-RSA Improvement /Hill Removal/Airfield Signage/Run-up Area-Design is funded. Construction funding delayed until next July for signs and infield work. Hill removal still funding via grant funding. (The hill next to the private property on the south east part of the airport).
- d) Dust Palliative Treatment East end of Runway 7R/25L-Delayed until next July. \$100,000 worth of work.
- e) CCTV Installation-RFP being drafted will go out on the street for bid. Procurement delayed until next July.
- f) Aircraft Run-up Area Construction-Funding Cancelled. No grant funding for this year or next year. TBD. Ed Chauza asked why the FAA is backing off. Gary replied they support it. It is a high priority project, but we have higher priority projects they have to fund first which are the infield safety area improvements. FAA doesn't have any money available.
- g) Corporate Hangar-We have a proposal for a company called Phoenix Hangar 1. They have a hangar at Scottsdale called Scottsdale Hangar 1. They are going to develop a 20-acre facility. They have agreed to build a run-up area. It is located at the east end of runway 7R/25L. They would like to start construction within a year. Need to finalize the lease agreement. Once approved then goes through the Phoenix Aviation Advisory Board and then goes to Council in September. Conceptual plans look pretty good. There will be more information soon. There will be seven (7) very nice size common hangars for aircraft parking.
- h) Lightning Detection System-Funding is cancelled for the airport-\$600,000. Ed Chauza asked if there is any requirement of having this. Gary replied no.
- i) One of our biggest providers of funding for the airport is the State. Funds come from state fees, fuel tax, and flight property tax. We had about \$36 million in that account. We were scheduled to get \$2 million. The Legislature took away all the money from the State.
- j) Our operating budget was cut \$100,000, so several amenities may not happen this year. We appreciate your understanding and support.

4. RFP –Aviation Business and Properties-Sandra Torres

- a) End User-AeroWrx LLC-Still in process and negotiating.
- b) 2 acre commercial developer-RFP on street. Addendum forthcoming.
- c) 20 acre improvement land developer-PAAP approval August 21st.
- d) Vacant Advantage Avionics Hangar-Talking to potential tenants.
- e) Self-Fueling Island-In construction. Anticipated opening date for November 1st.

- 5. Tower Update-**No representation. Harold Sharp has relocated to Mesa Falcon Field. He is managing both airports at this time. Harold will still be the person to contact and have a person managing by next month. Ed Chauza inquired about if the tower was going to get involved with the self-fueling coming on the north side and if they are planning to create a special procedure to accommodate transition traffic crossing the runway. Gary stated he would contact Harold and inquire about this. If the FBO needs to tow an aircraft to the other side of the airport, call Operations and we will get you across the runway.
- 6. Miscellaneous-Round Table**
- a) Gary announced that Wendy Swanson will be sending out notices to individuals of aircraft that do not appear airworthy on open and covered tie downs. They will need to have their aircraft repaired or removed from the airfield. FAA supports this due to the high demand for aircraft storage. The City gave them ninety days (90) to resolve whatever issues they might have. There were only twenty-eight (28) letters mailed out
 - b) Vehicles not being aware of the aircraft taxing on the FBO ramps causing unsafe conditions. Brad Kathrins said it is getting worse. Gary announced he was going to address this in the DVPA meeting.

Minutes taken by:

Leslie R. Henley
Deer Valley Airport Administration



PHOENIX DEER VALLEY AIRPORT

Function: Phoenix Deer Valley Airport Partnership
Date: Wednesday, October 20, 2008 1:30-2:30 p.m.
Location: Phoenix Deer Valley Airport Conference Room

Attendees: Arthur Rosen, AOPA, Ed Chauza, DVPA, Michael Rich, CAP, Bill Blackwell, Tenant, Lynn Hoza, Flightbag, Burke Roberts, C.O.P., Police, Robert Gunther, C.O.P., Police, W.T. 'Doc' Brown, C.O.P., Police, Brad Kathrins, Cutter Aviation, Dee Grimm Tenant, Aaron Davis, Cutter Aviation, Tracey Miller, C.O.P. Air Support, Jeff Webbe, C.O.P., Pete Hatchett, Westwind School, Tim Gift, C.O.P., Fire, Mary Schilling, C.O.P., Fire, Jim Delong, Pan Am, Stephen Goddard, Pan Am., Gary Mascaro, C.O.P. Deer Valley Airport

Introductions were made.

Topics of discussion:

1. Minimum Standards

- a) Approved by City Council on October 8, 2008.
- b) Fee implementation usually a thirty days after approval, so should be January 2009.
- c) Correspondence will go out to the current business operators we are aware of.

2. RFP –Aviation Business and Properties-Sandra Torres

- a) End User-AeroWrx LLC-Parcel #6 southeast of the airport. Finalizing their contract. Lynn Hoza – Flight Bag, asked what will Aero Wrx do? They are an End User and they transport medical equipment and supplies and do medical training internationally. Part of a group called the Carmichael Company. Tracey Miller – PD Air Support, asked if they will be using helicopters for their operation. Gary replied they will only be using turbine aircraft.
- b) 2 acre commercial developer- No proposals came in. RFP closed. Ed Chauza asked what happens now there are no proposals? We will be starting to conduct direct negotiations. Ed Chauza asked what will take to start conducting direct negotiations. Sandra said it will go to Phoenix Aviation Advisory Board for approval to direct negotiate. There was a question regarding standard notification for PAAB meetings. Sandra said she will follow-up.
- c) Vacant Advantage Avionics Hangar-Received two (2) proposals. Business and Properties will meet with one of them next week. Close on getting a tenant in there. This is a priority.

- d) Self-Fueling Island-Under construction. Anticipated opening date for November 1st. Ed Chauza asked if November 1st was a magic date? Sandra replied no, but rent begins then.
- e) Sandra Torres did a PowerPoint presentation on the 20-Acre corporate parcel proposal. Received one proposal from a company called Scottsdale Hangar One LLC. The major representatives are; Bennett Dorance-funding the project, Michael DeBell and Patrick Colerci(Current G.M) This lease is a 55-year term.
 - \$0.44 per square feet per year.
 - Receive 3% of C.P.I.
 - Lease will be appraised on the 15th, 30th and 45th year.
 - The investment will be around \$35 million.
 - Lessee may conduct aircraft storage, aircraft charter and aircraft management commercial activities.
 - Sub lessees may conduct charter and management activities. They are all subject to SASO (minimum standards) fees.
 - Lynn Hosa – Flight Bag, asked if they were able to open a pilot shop in their facility and they are not.
 - We are giving them a 6-month time frame to evaluate the economics and will provide notice to the airport. They will general a significant amount of money to this airport.

3. South Ramp Construction/Security Lighting/Signage

- a) Construction will begin October 27, 2008. Maps were distributed to attendees. Phone calls have been made and emails sent out to tenants that are being impacted. This information is posted.
- b) Funding is secured.
- c) We will be doing milling work in the evening. The airfield will be closed at night for five days
- d) Michael Rich asked if Civil Air Patrol will have a parking space assigned to him and Leslie Henley responded saying Wendy Swanson has that worked out. Gary advised to speak to Administration after the meeting.

4. Construction projects

- a) Crackseal repairs-Taxiway A-Construction to start November 3rd. Art Rosen asked if there will be any closures to the north runway. Gary said no. Access will be available from north to south. Taxiway will be closed only for three days. They will be working from dawn to dusk and have several crews. Art Rosen asked if work was going to be done in the hangar area or just the ramp. Gary replied he did not have an answer yet, but the airport is evaluating the ramp areas that are in critical need of repair. We may have to relocate some aircraft depending on the areas. More details to follow.

- b) Master Design-Hill Removal-Safety issue for the airport. Half of the hill on the east end is on private property. We did get Federal funding due to it being a high priority. Design is done. We are looking at getting the final costs next week. Will go through the City process on getting it approved by City Council and begin construction by the end of November or beginning of December 2008. The machines that grind the hill down at the same time will turn it into usable material for infield work in the future. Anticipated schedule is 6 to 10 weeks. They will do the work at night. Runway closures at night. Had to work with the Legal Department to access the private property to take their part of the hill down. Area will be secured and have staff on site. The construction company we are using, (C.S.W.) is familiar with aviation operations.

5. Tower Update-

- a) Toby Jones is the new Tower Manager. He was unable to be here today but Mr. Jones will be at the next meeting. Cutter Aviation and I had the opportunity to meet with him. He has a temporary assignment for up to 2 years until they hire a permanent. He is familiar with the airport. Several items that have been brought to his attention is the fly-in that Cutter Aviation is having and the fuel farm issue on transitioning aircraft from the south side to the north side. They will accommodate on getting customers to/from the fuel farm.

6. Fees-Access Cards, Fuel Handler Cards and Self Fueling Cards

- a) The fees will be \$25.00 per new access cards issued
- b) Replacement, lost, stolen or damaged cards will be a \$15.00 fee.
- c) Fuel Handler's cards will be \$20.00 with a renewal every 2 years. There will be a \$15.00 fee for replacement, lost, stolen or damaged cards.

7. Miscellaneous

- a) Jim Delong, Pan Am, will be replaced at Pan Am Flight Academy by Mr. Stephen Goddard. Mr. Delong will be on the Board of Directors. Mr. Goddard did a brief introduction.
- b) Ed Chauza, President DVPA, thanked Gary for helping work on attracting the Scottsdale developer to develop the 20 acre site for Deer Valley Airport. He mentioned the D.V.P.A. picnic which will be held on Saturday, November 1, 2008 at the northwest wash rack.
- c) Bill Blackwell – tenant, asked if the Compass Rose was going to be closed permanently and Gary said it would be at that location. The northwest ramp will be re-designed as a run-up area as approved in the master plan. The City is still evaluating a potential new location for the Compass Rose if feasible.
- d) Dee Grimm asked when will the flight schools use reasonable flight traffic patterns? Jim Delong replied they are flying in accordance with rules and regulations.

- e) Lynn Hoza –Flight Bag, introduced her and husband Mike’s position at the Flightbag. She mentioned she will be unable to attend the picnic.
- f) Aaron Davis - Cutter Aviation, announced they will be hosting a Customer Appreciation day on Saturday October 25, 2008.

Respectfully Submitted,

Leslie R. Henley
Deer Valley Airport Administration