

MINUTES OF THE REGULAR MEETING OF THE CITY OF CHANDLER MUNICIPAL AIRPORT COMMISSION, on Wednesday, March 11, 2009 at 7:00 p.m. at the Chandler Municipal Airport, 2380 South Stinson Way, Chandler, Arizona.

1. CALL TO ORDER / ROLL CALL

Meeting called to order at 7:00 p.m.

A. The following Commission Members answered Roll Call:

Chairman David Church  
Commissioner Schuyler McCorkle  
Commissioner Stan Olivier

Vice-Chair Chelle Daly  
Commissioner Gary DeHoff  
Councilmember Rick Heumann

B. Acknowledgement of Audience

CHAIRMAN DAVID CHURCH acknowledged the audience and the following people were recognized:

Mr. John Walkup, Chandler Air Service  
Mr. Stephen Earl, Hewson Chandler Airport Center  
Mr. Dave Olney, Dave Olney and Associates  
Mr. C.T. Holmes, McDack, LTD  
Mr. Guy Pepoy, Neighbor  
Mr. Kit DeHoff, Chandler Resident  
Mrs. Chris Mackay, Economic Development  
Mr. John Dunn, Airport User

Mr. Neil Jones, Quantum Helicopters  
Mrs. Stacey Nichols, Tower Manager  
Mr. Darrel Downing, Downing Aviation Associates  
Mr. Dale Whiting, Chandler Resident  
Mrs. Linda DeHoff, Chandler Resident  
Mrs. Lori Quan, Economic Development  
Ms. Rebecca Howe, Economic Development

Others Present:

Mr. Dan Cook, Deputy Public Works Director  
Mr. Guy Lennon, Airport Management Assistant  
Mrs. Rosenda Contreras, Airport Executive Assistant

Mr. Greg Chenoweth, Airport Manager

2. APPROVAL OF MINUTES:

It was MOVED by VICE-CHAIR CHELLE DALY and SECONDED by COMMISSIONER STAN OLIVIER that the Meeting Minutes of February 11, 2009 for the CHANDLER MUNICIPAL AIRPORT be approved. MOTION CARRIED UNANIMOUSLY.

3. UNSCHEDULED PUBLIC APPEARANCES:

A. CALL TO PUBLIC

MR. JOHN WALKUP stated the Airport monument sign on the north side of the Airport has been damaged. MR. KIT DEHOFF commented the Eagle Scout Group would be working on the old terminal beautification project on Friday, February 13 and Saturday, February 14. This project includes cleaning up the old terminal area and adding picnic tables, trashcans and park benches. MR. DEHOFF requested donations of rakes, gloves and other gardening tools.

4. SCHEDULED PUBLIC APPEARANCES:

A. CALL TO PUBLIC

There were no scheduled public appearances.

5. ACTION AGENDA:

A. Airport Conflict Evaluation – Hewson Chandler Airport Center, change of use to allow additional activities

MR. GREG CHENOWETH presented the Airport Conflict Evaluation for change of use to allow additional uses to the Hewson Chandler Airport Center located on the northeast corner of Piper Drive and Germann Road. He noted the property is already constructed and has gone through the Airport Conflict Evaluation Process for the original zoning. The original uses were for PAD with light industrial uses. Additional uses are to be similar to motor vehicle customization, sign making, manufacturing and product assembly not including steel manufacturing or other uses that processes raw material or minerals. A public meeting was held on February 11 with no neighbors in attendance. He noted staff's recommendation that no conflict exists and that the Commission present an Airport Conflict Evaluation Report to the zoning administrator and City Council advising them as such. COMMISSIONER

SCHULYER MCCORKLE questioned if there would be any change in the amount of personnel the businesses would employ, as well as the number of vehicles that may be parking at the location that may have an impact on the surrounding areas. MR. STEVE EARL representing the applicant replied no, the current uses permit office, warehouse, distribution and showroom use. The new uses being proposed would be manufacturing and assembly of products, which would be less intense than the current uses. Currently there is one tenant in the entire complex and the new uses would allow other compatible uses and expand tenants. VICE-CHAIR DALY questioned if there would be any noise issues. MR. EARL answered no, the buildings are properly insulated and any noise would be contained in the tenants building. COMMISSIONER MCCORKLE questioned if there would be any HAZMAT issues since the uses allow automotive painting. MR. EARL answered HAZMAT materials are not allowed. He noted there would be vehicle customization business however they would not be painting vehicles.

IT WAS MOVED by COMMISSIONER MCCORKLE and SECONDED by COMMISSIONER GARY DEHOFF the Commission approve and forward the Airport Conflict Evaluation Change of use to Hewson Chandler Airport Center to allow additional uses to the Zoning Administrator and City Council with a finding of no conflict with Airport uses as presented by MR. CHENOWETH. MOTION CARRIED UNANIMOUSLY.

- B. Establishment of Commission based, working committees
  - i. Safety and Security
  - ii. Land Use / Economic Development
  - iii. Airport Promotion

MR. CHENOWETH commented this action item was requested during the last Commission meeting at which time the following committees were suggested: Safety and Security, Land Use and Economic Development and Airport Promotion. CHAIRMAN CHURCH asked if any Commissioners were interested in leading the Safety and Security subcommittee. He noted that each committee would be discussed and then names would be solicited for those that are interested in the committees. MR. CHENOWETH suggested to avoid quorum issues; only two Commissioners should sit on a committee. Discussion ensued between staff and Commission members regarding the number of Commissioners assigned to each committee and subcommittee as well as the goals and vision of the committees. COMMISSIONER DEHOFF suggested tabling the agenda item and discussing the issue at the next Commission meeting since there are some Commission members not in attendance.

It was MOVED by COMMISSIONER OLIVER and SECONDED by COMMISSIONER MCCORKLE to table and add to next months agenda the establishment of Commission working committees: Safety and Security, Land Use / Economic Development and Airport Promotion. MOTION CARRIED UNANIMOUSLY.

- C. Establishing a Commission Liaison to the Chandler Airport Alliance

MR. CHENOWETH suggest due to Open Meeting Laws and Conflict of Interest issues as discussed with the City Attorney, the Commission may want to table this item for next months meeting as well.

It was MOVED by VICE-CHAIR DALY and SECONDED by COMMISSIONER OLIVIER to table and add to next months agenda establishing a Commission Liaison to the Chandler Airport Alliance. MOTION CARRIED UNANIMOUSLY.

## 6. BRIEFING ITEMS:

- A. Chandler Airport Alliance (CAA) – John Walkup

MR. WALKUP updated the commission on membership status

- i. Report on CAA Projects – Airport Day & Mini Park - MR. WALKUP advised the first phase of the Airport Mini Park would take place this weekend. He hopes the park will be complete by April 18 for Airport Days. In regards to Airport Days, the B-17 is scheduled to arrive on April 16.
- ii. Comments on Proposed Rates & Fees – MR. WALKUP advised he had no comments on this issue at this time.

- B. Economic Development Staff Briefing – Airport Promotional Activity

MR. CHENOWETH briefed the Commission on the Economic Development Staff Briefing – Airport Promotional Activity

MR. CHENOWETH introduced MRS. LORI QUAN and MRS. MACKAY. MRS. QUAN stated the city has developed a new marketing strategy called Chandler Arizona. This new plan is including the activity at the Airport and the surrounding Airpark area. She noted the new plan is available at [www.chandleraz.gov/ed](http://www.chandleraz.gov/ed). This plan uses a long term, cost effective, multi-faceted, consistent and data driven program. MRS. QUAN'S presentation included the different marketing elements used, a handout describing the plan, and an improved webpage designed specifically for the Airport. She noted when developing the new website input was received from Airport staff, the City's Public Information Office as well as comparing our needs with other Airports that are comparable. Focus was placed on the ability for a customer to comment about the Airport. The new website would also include a pilots, neighbors and business page containing useful and pertinent information to each user. The webpage also includes Airport studies and maps that would be downloadable, as well as information about business development, Airport tenants and current Airpark Area information. CHAIRMAN CHURCH asked when the website would go into effect. MRS. QUAN responded the website is in its preliminary stages and hopes to be up in the next few weeks. CHAIRMAN CHURCH asked if the general comment portion of the new webpage would allow neighbors who may want to comment about general airport issues. MRS. QUAN answered yes. She also noted each page has airport contact information listed allowing the user to have information at their fingertips. VICE-CHAIR DALY questioned the complaint tracking process. MRS. MACKAY explained the tracking process and ensured all complaints and comments are tracked and responded to in a timely fashion. She also introduced Economic Development Research Assistant MS. REBECCA HOWE and thanked her for all her hard work on the project. CHAIRMAN CHURCH thanked the entire Economic Development Staff for their hard work and presentation.

C. Lease Status

MR. CHENOWETH briefed the Commission on the lease status

- i. RFP's – No change.
- ii. Direct Lease – No change.

D. Airport Improvements and Construction Projects

Construction:

- *Light Vault Renovation* – Bids were received with the low bid coming in at about 75% of the engineers estimate. Project will move forward to City Council on March 26 for contract approval.
- *Storm Drain Ph. 2* – Staff is working to finalize the contract that allows the original plans from 1999-2000 to be reviewed. Once the plans are reviewed, staff will move forward with the bidding process.

Design and Planning:

- *Airport Noise Study* – Staff is working to finalize the changes suggested by the public and advisory committee. Additional noise monitoring will take place the week of March 23. Public meetings will be held late April or early May once the numbers from the monitoring are figured.
- *N. Apron Phase II Design* – Staff is working to finalize contracts with the design engineers.
- *Airport Boulevard Design* – 60 percent of the designs have been reviewed and designs are moving forward. Staff hopes to have diagrams to provide additional information at the next Commission meeting.

COUNCILMEMBER RICK HEUMANN questioned when the entire noise study project would be completed. MR. CHENOWETH replied the additional work had delayed the study schedule. Staff now anticipates completion around the end of this calendar year.

E. January 2009 Financial Activity

MR. CHENOWETH briefed the Commission on the January 2009 Financial Activity. The cumulative balance year to date for the end of January is negative \$103,944. He noted however, there was about \$20,000 more in revenue than expenses in January. He commented on the financial handout and explained the drop is due to encumbrances related to expenditures previously arranged earlier in the year. The drop in the cumulative balance year to date is not as severe as the graph shows and still in direction of a revenue neutral position. COUNCILMEMBER HEUMANN questioned if these numbers reflect Airport operations only or are items such as rates and payroll included. MR. CHENOWETH replied these numbers show only the enterprise fund and do not reflect the general fund. He stated the second page of the financial report shows both enterprise and non-enterprise funds.

F. Air Traffic and Noise Abatement Activity for February 2009

MR. GUY LENNON briefed the Commission on the Air Traffic and Noise Abatement for February 2009. There were 17,407 operations in February, down from last months 19,391. For the twelve-month period there was 230,225 total operations, down compared to last year at this time. We are ranked 49<sup>th</sup> busiest Airport in the country and 15<sup>th</sup> busiest general aviation airport, which is comparable rankings to this time last year. Six noise complaints were received with one being for a low flying aircraft that was doing a VOR approach into the Airport. The other five calls were concerned about aircraft in the traffic pattern. Three were fixed wing and two were helicopters. VICE-CHAIR DALY questioned if the decrease in operations is caused by the change in the definition of what an operation is. MR. CHENOWETH replied no, we count operation to operation. MR. LENNON noted previously some airports were counting over-flights and we were not, currently everyone is now counting the same way. MRS. STACEY NICHOLS commented the tower still tracks over-flights however; they are tracked in a different tally and are not counted towards airport operations. MR. CHENOWETH stated an operation is defined as either a landing or a take off, a touch and go would be considered two operations. COUNCILMEMBER HEUMANN questioned why last February there were 29 complaints received and this February only eight. MR. LENNON stated the black hawk and border patrol issues caused the high number last year. COUNCILMEMBER HEUMANN asked if follow-up and contact was made with the six citizens who registered a complaint. MR. CHENOWETH replied yes.

G. Airport Manager Comments

MR. CHENOWETH commented on Quantum Helicopters upcoming job fair and congratulated MR. NEIL JONES for the proactive newspaper article on the event. Staff is moving forward with developing a small working group in regards to rates and fees. This group would review the data that staff would be presenting at the tenant meetings. Staff is working on a list of participants that would include tenants, pilots and business representatives as well as outside users of the Airport. He commented another tenant meeting will be conducted before next month's Commission meeting. The tenant meetings will be properly noticed so Commissioners can attend without any conflicts.

7. COMMISSION MEMBERS COMMENTS

COMMISSIONER OLIVIER thanked MR. CHENOWETH, MR. LENNON and MRS. NICHOLS for hosting the 50 citizens from Sun Lakes who toured the Airport and the tower. He also thanked MR. DAVE OLNEY for his Community Outreach Program presentation. He stated this was a very, very positive experience for the participants and he has received nothing but positive comments.

VICE-CHAIR DALY welcomed COUNCILMEMBER HEUMANN to the Commission.

COMMISSIONER DEHOFF suggested adding an area to the Airports website were a person could ask questions or comments pertaining to the rates and fees increase.

CHAIRMAN CHURCH commented on MR. KIT DEHOFF'S Eagle Scout project. He hopes this may generate other community projects at the AIRPORT.

8. ADJOURNMENT

Noting no other comments from Commissioners CHAIRMAN CHURCH adjourned the meeting. The meeting of the Airport Commission adjourned at 8:30 p.m.

  
David Church  
Chair

  
Greg Chenoweth, Airport Manager  
Recording Secretary