

**NOTICE OF PUBLIC MEETING
PHOENIX AVIATION ADVISORY BOARD
PLANNING AND DEVELOPMENT SUBCOMMITTEE**

Pursuant to A.R.S. Section 38-431.02, notice is hereby given to the members of the **PHOENIX AVIATION ADVISORY BOARD, PLANNING AND DEVELOPMENT SUBCOMMITTEE** and to the general public, that the **PLANNING AND DEVELOPMENT SUBCOMMITTEE** will hold a meeting open to the public on **Tuesday, August 1, 2023 at 2:30 p.m.** located at the **City of Phoenix Aviation Department, 3 North Conference Room, 2485 E. Buckeye Road, Phoenix, Arizona 85034**, or via WebEx teleconference.

Meeting Attendance Options:

- **Watch the meeting virtually using the WebEx link provided below.**

<https://cityofphoenix.webex.com/cityofphoenix/j.php?MTID=me012857e62457a93f3d1494d86103e41>

- **Call-in to listen to the meeting**, dial 602-666-0783 and Enter Meeting ID 2634 304 1261#. Press # again when prompted for attendee ID.
- **Attend the meeting in-person at the Aviation Headquarters**

Public Comment: If you wish to provide a written comment or speak at the meeting virtually or by phone, please submit a request to pearl.meza@phoenix.gov no later than 10 a.m. on Tuesday, August 1, 2023. The email should include your first and last name, email address, the item number(s) and whether you would like your comment read into the record or if you wish to speak. Those who wish to attend in person may submit a request to speak by completing a speaker card at the registration desk at the beginning of the meeting.

One or more board members may participate via teleconference. Agenda items may be taken out of order.

The agenda for the meeting is as follows:

CALL TO ORDER

MINUTES OF MEETING

1. **For Approval or Correction, the Minutes of the Planning and Development Subcommittee Meeting on November 1, 2022.**

DISCUSSION AND POSSIBLE ACTION (ITEMS 2 - 3)

2. Airport Towing Service and Minor Auto Assistance Contract Award Request

This report requests the Planning and Development Subcommittee recommend to the Phoenix Aviation Advisory Board to award a contract for airport towing and minor auto assistance to Priority Towing, LLC.

THIS ITEM IS FOR DISCUSSION AND POSSIBLE ACTION.

3. Environmental Remediation Services

This report requests that the Planning and Development Subcommittee recommend to the Phoenix Aviation Advisory Board to award a contract to provide environmental remediation services to Geosyntec Consultants.

THIS ITEM IS FOR DISCUSSION AND POSSIBLE ACTION.

INFORMATION AND DISCUSSION (ITEMS 4 - 5)

4. Grants Update

This report provides the Planning and Development Subcommittee an update on the Aviation Department grants program.

THIS ITEM IS FOR INFORMATION AND DISCUSSION.

5. Sustainability Update

This report provides the Planning and Development Subcommittee an update on the Aviation Department sustainability program.

THIS ITEM IS FOR INFORMATION AND DISCUSSION.

SUBCOMMITTEE INFORMATION AND FOLLOW-UP REQUESTS

CALL TO THE PUBLIC

This is the time for the public to comment. Members of the Subcommittee may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. Section 38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism, or scheduling the matter for further consideration and decision at a later time.

ADJOURNMENT

For further information, please call Pearl Meza, Management Assistant II, Aviation Department at 602-273-3382. For further documentation on this meeting, please visit skyharbor.com.

Persons with a disability may request a reasonable accommodation, please contact Pearl Meza, Management Assistant II, Aviation Department at 602-273-3382. Or 7-1-1 friendly.

The next Planning and Development Subcommittee meeting is scheduled to take place Tuesday, November 7, 2023



**PHOENIX AVIATION ADVISORY BOARD
PLANNING & DEVELOPMENT SUBCOMMITTEE
SUMMARY MINUTES**

November 1, 2022

Meeting held via WebEx

Subcommittee Members Present

Ron Price – Chairperson
Ruben Alonzo
Brian Foster
Verma Pastor

Subcommittee Members Absent

Staff Present

Abbe Slade
Annie Sleeper
Chad Makovsky
Cindy Lizarraga
Carolina Potts
Ed Faron
Gary Lovegren
Jay DeWitt
Jennifer Maples

Jordan Feld
Julie Rodriguez
Ken Cook
Kim Brown
Knut Herrmann
Marshall Kain
MaryHelen Martinez
Matt Becker
Matthew Heil

Mike O'Shaughnessy
Moe Yacut
Monica Gonzalez
Pearl Meza
Richard Graham
Roxann Favors
Sarah Demory
Tom Sawyer
William Robinson

Members of the Public Present

Scott Sikel
Karen Ratliff
Lillian Osborne

CALL TO ORDER

Chairperson Scott called the meeting to order at **2:32 p.m.**

MINUTES OF MEETING

1. For Approval or Correction, the Minutes of the Planning and Development Subcommittee Meeting on August 2, 2022.

A motion was made by Chairperson Price, seconded by Mr. Foster that this item be approved.

No public comments.
The motion carried.

DISCUSSION AND POSSIBLE ACTION (ITEM 2)

2. Phoenix Deer Valley Airport Land Use Planning

Mr. Jordan Feld presented this item. Mr. Feld opened by reviewing the Deer Valley Airport (DVT) Master Plan. Mr. Feld commented that aviation staff have been working to secure funding sources for the planned improvements and that the Master Plan is still very much a working document.

Mr. Feld continued by sharing that major industrial developments, like the nearby Taiwan Semiconductor Manufacturing Company, are occurring close to DVT. Additionally, the Aviate Academy moved operations to Goodyear Airport. Because the 2015 Master Plan did not anticipate these opportunities it was important to update the Airport's land use goals.

Updating the land use planning includes identifying trends and opportunities, conducting aero-biz market assessments, and determining aircraft demand and accompanying infrastructure needs.

Mr. Feld provided examples of aero-biz companies and what amenities they look for to conduct business. Using Scottsdale Airpark as an example, Mr. Feld described the type of development that DVT will consider with available land.

Mr. Feld concluded by sharing a summary of the proposed project timeline.

Mr. Price asked about the available acreage for development.

Mr. Feld confirmed that there are approximately 190 acres of developable land.

Mr. Price asked who owns the land to the north of the Airport.

Mr. Feld stated Mack Development and Arizona State Land Department.

3. Super Bowl Update

Ms. Roxann Favors and Ms. Sarah Demory presented this item. Ms. Favors began with an overview of the economic impact, passenger traffic, media personnel, tourists, light rail traffic and general event attendance related to the Super Bowl held in Arizona in 2015.

Phoenix created an internal team to help facilitate the planning and coordination of large events which were to be held in Phoenix. As a result, the City created a Super Bowl Steering Committee which was dedicated to ensuring seamless coordination, safety and security, and a great fan experience.

Ms. Favors proceeded by outlining the Steering Committee members and highlighted that of the twenty-seven city departments, nineteen are members of the committee. She also described important considerations, like transportation access, that are essential for a successful event. She also detailed the city's sustainability efforts for the fan events.

Ms. Favors concluded by describing the fan experience events in Phoenix.

Ms. Demory provided an overview of how Aviation divisions coordinate efforts for the Super Bowl and plan for all the logistical elements.

Ms. Demory continued by describing the coordination between all airports in the region. She discussed best practices and explained that to accommodate the large influx of private aircraft for this type of event, all airports coordinate with the FAA to ensure each aircraft has a pre-determined time for landing and take-off.

Ms. Demory then detailed the process for team arrivals and how staff works to ensure people can efficiently arrive and leave the event.

While the Super Bowl itself is the main event, Ms. Demory acknowledged that "Departure Monday" is the biggest day for Sky Harbor. She covered the expected influx in traffic, the number of volunteers needed and their training, and the added amenities the airport will employ.

Chairperson Price commented that the professionalism he's experienced while working with the Host Committee and airport staff has been exemplary. He asked how the airport will deal with both the golf tournament and the Super Bowl.

Ms. Favors replied that during the 2015 Super Bowl, the same overlap of events occurred. She believes that although projections say 175,000 people will pass through the airport, the actual number will be significantly higher.

Ms. Pastor asked how someone might sign-up for remote bag check-in.

Ms. Demory answered that there was no sign-up needed. A person would simply walk up and drop off their bags with certified employees of the third-party provider.

4. Tal Wi Wi Land Use Request for Information Update

Mr. Richard Graham presented this item and began with a description of the property's history, physical location and acreage, and then discussed the scope of the Request for Information (RFI) to develop the land. He also discussed how changes in state law have made keeping all the land to protect Luke Air Force Base unnecessary.

He then discussed the land around the base, and its potential uses for industrial development, and a potential solar farm project which would help the city/airport achieve green energy goals.

Mr. Graham also shared that the Aviation Department has been in regular contact with Luke Air Force Base about potential land development and is working closely with them to ensure that there are no impacts to base operations. He then described how much energy could be produced from a solar farm at the property to help meet the department's Net Zero Carbon goals.

Mr. Graham proceeded to provide an overview of the four RFI responses received. He noted that aviation staff will evaluate the responses, stay in communication with Luke Air Force Base, confirm initial assumptions about the south parcels being best for a solar farm, and form a final determination.

Chairperson Price asked for clarification about selling the land versus a long-term land lease.

Mr. Graham stated that both options were discussed for the RFI, but due to current land values in the area, the airport would earn more from a sale versus a ground lease, which would require an extended period of time to earn the same amount of money as a sale.

Chairperson Price asked if a revenue sharing agreement could be used if there was a land lease in place.

Mr. Graham agreed that was a possibility and acknowledged that aviation staff considered the possibility, but with the land being detached from any other aviation land that a clean sale would be preferred.

5. Rental Car Center Electric Vehicle Charging Plan

Mr. Carl Cephas presented this item, and provided an overview of the Rental Car Center (RCC) and where each rental car brand family is located, their service sites, customer areas, and the electrical yard.

Mr. Cephas then discussed recent developments in electric vehicles and the automotive industry. He noted that because of these changes, rental car companies are investing in EVs at their properties.

He then discussed the charging capacity required to meet this demand, and timelines required for infrastructure installation. He provided additional detail on upcoming Hertz and Avis projects.

Chairperson Price asked if the Tesla Superchargers was the equivalent of a level three DC Fast Charger.

Mr. Cephas said that they were equivalent.

Mr. Cephas continued by sharing the current number of EVs that Hertz and Avis have respectively and the anticipated number they will have within the next twelve months. These growing numbers will not only increase the demand for charging stations within the RCC but will also grow the demand for more powerful charging stations.

He also noted that currently, the power supply to the RCC is adequate, but as the tenant improvement projects grow to include more charging stations with higher capacity, the power supply to the RCC will need to be increased.

Mr. Cephas highlighted there will be coordinated efforts between APS, the airport and the various tenants at the RCC to help increase electrical capacity as the needs grow in the coming years.

Chairperson Price stated that the rental car companies ultimately want to “flip” a vehicle quickly so having a fast charger would be optimal for them. However, he noted that there is a power supply limit and a plan for infrastructure is needed.

Mr. Cephas agreed and that aviation staff is working to prepare.

Chairperson Price asked if the burden of increasing power supply was on the tenant.

Mr. Cephas said that the burden was shared between the airport and the tenant.

Chairperson Price asked what an anticipated price may be to increase the power supply.

Mr. Cephas responded that staff does not yet know the full cost of the airport infrastructure improvements, but the cost associated with tenant improvement projects would be the responsibility of the operating groups.

Mr. Makovsky also responded that the team was looking into all available options to receive funds, and that the airport itself is looking to upgrade their fleet.

Ms. Pastor asked if some of the land the Aviation Department owns could be used to build charging stations, and if there was training for non-EV drivers.

Mr. Cephas replied with an example of Avis and their fee structure associated with the charging level of the car returned. If a car is returned with a battery at >70% then there is no fee. If it's returned at <70% a scaled fee is assessed depending on the actual battery level.

Mr. Makovsky commented that within the Bipartisan Infrastructure Law, each state was allocated funding with the goal of creating a network of charging stations throughout the state.

Ms. Pastor asked what was being done with batteries that are no longer usable in vehicles.

Mr. Cephas replied that because the technology is still in its early stages there is no set answer.

Mr. Makovsky replied that the industry is researching ways to repurpose batteries which are no longer providing adequate charging times. Solutions may include using old batteries to store solar energy.

No public comment.

SUBCOMMITTEE INFORMATION AND FOLLOW-UP REQUESTS

None.

CALL TO THE PUBLIC

None.

Adjournment

The meeting adjourned at **3:37 p.m.**

PLANNING AND DEVELOPMENT SUBCOMMITTEE REPORT	
To:	Planning and Development Subcommittee
From:	Chad R. Makovsky, C.M. Director of Aviation Services
Subject:	Airport Towing Service and Minor Auto Assistance Contract Award Request

Description

This report requests the Planning and Development Subcommittee recommend to the Phoenix Aviation Advisory Board to award a contract for airport towing service and minor auto assistance to Priority Towing, LLC.

THIS ITEM IS FOR DISCUSSION AND POSSIBLE ACTION.

Report Summary

The service provider of this contract will perform all towing services at Phoenix Sky Harbor, Deer Valley and Goodyear Airports and will also provide customer service amenities such as battery boost, flat tire assistance, fuel delivery and lockout service for Phoenix Sky Harbor customers. The current contract expires November 30, 2023.

On May 2, 2023, the Aviation Department issued an Invitation for Bid (IFB) to award a new contract for airport towing service and minor auto assistance.

Procurement Information

The Aviation Department received four responsive bids for this contract. The responsive bids were evaluated, and an award recommendation was made based on the lowest cost bid offered.

The lowest cost responsive and responsible bidder is Priority Towing, LLC.

Contract Term

The contract term is five years, with no option to extend.

Financial Impact

The annual cost for services will be \$378,622. The five-year aggregate cost of this contract is approximately \$2,045,000, which includes a 10% contingency to address operational needs and inflation. This contract will be paid from Aviation Department funds.

Location

Phoenix Sky Harbor International Airport - 2485 E. Buckeye Road

Recommendation

Staff requests the Planning and Development Subcommittee recommend to the Phoenix Aviation Advisory Board to award a contract for airport towing service and minor auto assistance to Priority Towing.

PLANNING AND DEVELOPMENT SUBCOMMITTEE REPORT	
To:	Planning and Development Subcommittee
From:	Chad R. Makovsky, C.M. Director of Aviation Services
Subject:	Environmental Remediation Services

Description

This report requests that the Planning and Development Subcommittee recommend to the Phoenix Aviation Advisory Board to award a contract to provide environmental remediation services to Geosyntec Consultants.

THIS ITEM IS FOR DISCUSSION AND POSSIBLE ACTION.

Report Summary

In 2008, the city entered into an agreement (Agreement 124536) with Honeywell International Inc. The agreement sets forth Honeywell's requirements to conduct remediation of fuel Honeywell released on city property. Geosyntec will provide remediation consulting services, identify issues of concern to the city, advise the city on remediation progress, and make recommendations to the city as remediation nears completion for the Honeywell 34th Street facility.

Procurement Information

The Aviation Department conducted a Request for Proposal for this contract. One vendor submitted a proposal and was deemed responsive.

Contract Term

The contract term is five years with no options to extend.

Financial Impact

The aggregate contract value shall not exceed \$250,000 with an estimated annual expenditure of \$50,000. Funds are available in the Aviation Department's budget. Honeywell will reimburse the city for these costs per Agreement 124536.

Location

Phoenix Sky Harbor International Airport - 2485 E. Buckeye Road

Recommendation

Staff requests that the Planning and Development Subcommittee recommend to the Phoenix Aviation Advisory Board to award a contract to provide environmental remediation services to Geosyntec Consultants.

PLANNING AND DEVELOPMENT SUBCOMMITTEE REPORT	
To:	Planning and Development Subcommittee
From:	Chad R. Makovsky, C.M. Director of Aviation Services
Subject:	Grants Update

Description

This report provides the Planning and Development Subcommittee an update on Aviation Department grants program.

THIS ITEM IS FOR INFORMATION AND DISCUSSION.

Report Summary

This report provides an update on the Aviation Department grants program. The report will discuss the Airport Capital Improvement Plan development process and recently awarded grants.

Location

Phoenix Sky Harbor International Airport - 2485 E. Buckeye Road

Recommendation

This item is for information and discussion.

PLANNING AND DEVELOPMENT SUBCOMMITTEE REPORT	
To:	Planning and Development Subcommittee
From:	Chad R. Makovsky, C.M. Director of Aviation Services
Subject:	Sustainability Update

Description

This report provides the Planning and Development Subcommittee an update on the Aviation Department sustainability program.

THIS ITEM IS FOR INFORMATION AND DISCUSSION.

Report Summary

This report provides an update on the Aviation Department sustainability program. The report will provide an overview of the program and discuss progress on sustainability goals and initiatives.

Location

Phoenix Sky Harbor International Airport - 2485 E. Buckeye Road

Recommendation

This item is for information and discussion.