

NOTICE OF PUBLIC MEETING PHOENIX AVIATION ADVISORY BOARD

Pursuant to A.R.S. Section 38-431.02, notice is hereby given to the members of the **PHOENIX AVIATION ADVISORY BOARD**, and to the general public, that the **PHOENIX AVIATION ADVISORY BOARD** will hold a meeting open to the public on **Thursday, May 21, 2020 at 3:00 p.m.**

Consistent with the Centers for Disease Control and Prevention guidance for healthy business operations, the meeting will take place electronically via a video conferencing platform.

OPTIONS TO ACCESS THIS MEETING

- **Call-in to listen to the meeting.** Dial 602-666-0783 and Enter Meeting ID 961 183 692#. Press # again when prompted for attendee ID.

- **View the meeting as an attendee.** Click on this link at the time of the meeting and join the Webex to listen and view presentations:
<https://phxskyharbor.webex.com/phxskyharbor/onstage/g.php?MTID=ebd039967f09b19c99ac60da8c7b0bf54>

- **Speak during a meeting.** If you wish to provide a written comment or speak at the meeting, please submit a request to **sarah.moratto@phoenix.gov** with as much advance notice as possible to ensure there is sufficient time to distribute the written comments and provide information on how to participate. **Requests to speak during the meetings may be taken as late as 10 a.m. on Thursday, May 21, 2020.** The email should include your first and last name, email address, the item number(s) and whether you wish to speak.

Pursuant to Arizona Revised Statutes, Section 38-431.02B, notice is given that the Phoenix Aviation Advisory Board may vote to go into Executive Session, or Sessions, for discussion or consultation, for legal advice with the attorney or attorneys of the public body for any agenda items listed below, as authorized by Arizona Revised Statutes, Section 38-431.03 (A)(3) or for discussion of records and/or information that is exempted by law from public disclosure, as authorized by Arizona Revised Statutes, Section 38-431.03(A)(2). If authorized by a majority vote of the Phoenix Aviation Advisory Board, the Executive Session will be held immediately after the vote and will not be open to the public. If a decision is requested, the Phoenix Aviation Advisory Board may decide the matter in the public meeting or defer the decision to a later date. The agenda items that may be subject to an Executive Session pursuant to Arizona Revised Statutes, Sections 38-431.03 (A) (2) and 38-431.03 (A) (3) are as follows: Items 4,5,6,7,8,9,10.

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

SUMMARY OF CURRENT EVENTS

- 1. Summary of Current Events by the Director of Aviation Services**
- 2. Summary of Current Events by the Airline Station Manager**

MINUTES OF MEETING

- 3. For Approval or Correction, the Minutes of the Phoenix Aviation Advisory Board Meeting on February 20, 2020**

CONSENT ACTION (ITEMS 4-7)

- 4. Amendment to Lease 123530 with Oxford Electronics Inc. at Phoenix Sky Harbor International Airport**

This report requests that the Phoenix Aviation Advisory Board recommend to the Transportation, Infrastructure, & Innovation Subcommittee to amend Lease 123530 with Oxford Electronics, Inc. to increase the leasehold from 1,920 to 3,840 square feet in West Air Cargo Building A at Phoenix Sky Harbor International Airport on a month-to-month term. Estimated annual revenue to the City will be approximately \$36,633.

THIS ITEM IS FOR CONSENT ACTION

- 5. United Parcel Services, Inc. Ground Lease for Exclusive-Use Ramp Space at Phoenix Sky Harbor International Airport**

This report requests that the Phoenix Aviation Advisory Board recommend to the Transportation, Infrastructure, & Innovation Subcommittee to enter into a Ground Lease Agreement with United Parcel Services, Inc. to lease approximately 46,000 square feet of exclusive-use ramp space for cargo processing within the South Air Cargo facility at Phoenix Sky Harbor International Airport for five years with no options to renew. Estimated revenue to the City over the term will be approximately \$207,000.

THIS ITEM IS FOR CONSENT ACTION.

6. United Parcel Service, Inc. Ground Lease within the East Tonto Lot at Phoenix Sky Harbor International Airport

This report requests that the Phoenix Aviation Advisory Board recommend to the Transportation, Infrastructure, & Innovation Subcommittee to enter into a Ground Lease Agreement with United Parcel Service, Inc. to lease approximately two acres for parking employee vehicles and tractor trailers in the East Tonto Lot at Phoenix Sky Harbor International Airport for one year with four, one-year renewal options. Estimated revenue to the City over the term, if all options are exercised, will be approximately \$457,380.

THIS ITEM IS FOR CONSENT ACTION.

7. Worldwide Flight Services, Inc. Facility Lease at Phoenix Sky Harbor International Airport

This report requests that the Phoenix Aviation Advisory Board recommend to the Transportation, Infrastructure, & Innovation Subcommittee to enter into a Facility Lease agreement with Worldwide Flight Services, Inc. to lease up to nine additional cargo bays at Phoenix Sky Harbor International Airport for five years. Estimated revenue to the City over the term of the contract is approximately \$1,492,990.

THIS ITEM IS FOR CONSENT ACTION.

DISCUSSION AND POSSIBLE ACTION (ITEMS 8-10)

8. Jet Fuel Remediation and Technical Dispute Environmental Consulting Service, Award Recommendation

This report requests that the Phoenix Aviation Advisory Board recommend to the Transportation, Infrastructure and Innovation Subcommittee to enter into a Jet Fuel Remediation and Technical Dispute Environmental Consulting Service contract with Weston Solutions, Inc. for three years, with two, one-year renewal options. The total estimated cost is \$250,000 over five years. Contract term will commence on July 1, 2020.

THIS ITEM IS FOR DISCUSSION AND POSSIBLE ACTION.

9. Billboard Outdoor Advertising Revenue Contract Solicitation at Phoenix Sky Harbor International Airport

This report requests that the Phoenix Aviation Advisory Board recommend to the Transportation, Infrastructure & Innovation Subcommittee to issue a Revenue Contract Solicitation for an outdoor advertising company to install/upgrade,

maintain, and manage advertising for five billboards located at Phoenix Sky Harbor International Airport.

THIS ITEM IS FOR DISCUSSION AND POSSIBLE ACTION

10. Parking Management Services Request for Proposal and Contract Extension

This report requests that the Phoenix Aviation Advisory Board recommend to the Transportation, Infrastructure & Innovation Subcommittee to issue a Parking Management Services Request for Proposal and extend the current Parking Management Services contract with ACE Parking on a month-to-month basis, terminating no later than December 31, 2021. The Aviation Department further requests payment authorization for the Parking Management Services Contract extended term.

THIS ITEM IS FOR DISCUSSION AND POSSIBLE ACTION.

ADVISORY BOARD INFORMATION AND FOLLOW-UP REQUESTS

CALL TO THE PUBLIC

This is the time for the public to comment. Members of the Board 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 Sarah Moratto, Administrative 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 by contacting Sarah Moratto at 602-273-3382 or TTY: 7-1-1 Friendly.

The next Phoenix Aviation Advisory Board meeting is scheduled to take place Thursday, June 18, 2020.