

Wednesday, February 21, 2018 at 5:30 p.m.

MEETING MINUTES

Lake Havasu City Police Council Chambers
2360 McCulloch Blvd N., Lake Havasu City, AZ 86403

www.lhcaz.gov

1. CALL TO ORDER

A quorum being present, Chairman Stebbens called the Airport Advisory Board meeting to order at 5:34 p.m.

2. PLEDGE OF ALLEGIANCE

Chairman Stebbens led the Board in the Pledge of Allegiance.

3. ROLL CALL

Rondi Lichtl conducted a Roll Call of the Board members:

Regular Board Members Present: Chairman Shannon Stebbens, Steve Huff, Brian Schultz, Jeff Sayre; Shannon Hicks (alternate)

Regular Board Members Absent: Vice-Chairman Louis Worthy, Dave McNary; Bill Boyer (alternate)

Council Member Present: Vice-Mayor Cal Sheehy

Airport Operations Staff Present: Steve Johnston, Rondi Lichtl; Mark Clark, MSD Operations Director

4. CALL TO PUBLIC

Chairman Stebbens requested a Call to the Public for any comments and issues to address. Three people from the community in attendance. No comments made.

5. MINUTES

5.1 Approval of January 17, 2018 Meeting Minutes

- Board Member Huff motioned to approve; Board Member Sayre seconded. Unanimously approved.

6. COMMUNICATIONS, ANNOUNCEMENTS, AIRPORT SUPERVISOR'S REPORT

6.1 Airport Supervisor's Report

Steve Johnston provided updates to various items:

- ADOT FOD grant pre-bid meeting held February 20th. Three contractors on site and toured project. Bid opening will occur at end of the month. C&S will issue/publish a bid addendum. Construction is estimated to begin this spring.
- Electrical Vault expected to resume construction in mid-March with completion in May.

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- Taxiway alpha crack sealing to begin by March 16th.
- The rejuvenator of the runway taxiway connectors is scheduled for April. Airport staff will advise tenants and airport businesses.
- Airport staff moving forward with cleaning up the car parking lot. We will be working with adjacent FBO to relocate truck deliveries through the air freight gate.
- Staff is considering options to relocate the D2 gate.
- D2 hangar Phase 1 construction has begun.
- City hangar inspections have begun and will continue.
- Staff is moving forward to replace airport locator signs on airport access road.
- Master Plan grant application was submitted to FAA in December. We anticipate a grant offer by FAA in July/August. An economic benefit analysis is included to be done for this project, but is not supported through grant funding.
- The RV group had successful formation training clinic.
- The RCAF on site for two weeks in February and has returned for another two week training course.
- Seventeen military helicopters were relocated on February 17th to Lake Havasu for two days due to adverse weather conditions.
- *Chairman Stebbens commented the City of Chandler advertised their Master Plan's economic impact on flyers at the airport.*
- *Airport Supervisor, Steve Johnston, will highlight economic activities that include visiting surgeons, military, and Royal Canadian Air Force (RCAF) for the benefit analysis.*

6.2 Upcoming Airport Events

- 2/17/18 – 3/4/18 Royal Canadian Air Force
- 2/25/18 EAA sponsoring a BBQ for RCAF
- 3/23/18 – 3/25/18 Embry-Riddle Flight Training
- 3/24/18 AOPA Rusty Pilot Seminar
- 3/31/18 EAA Young Eagle Flights
- 10/27/18 Hangar 24 Air Fest

7. PUBLIC HEARINGS

7.1 Review and Discussion of Policies Regarding Large Vehicle Parking on Airport

- Two Airport Advisory Board Members and the Airport Supervisor met on February 19th to review current airport policies of parking vehicles on airport grounds.
- Findings include:
 - The plenary authority is delegated to the Airport Manager to regulate class/type of vehicle that operates on airside.
 - The Airport Manager can have any vehicle removed from the airport which is disabled, abandoned, poses an operational issue or is parked in violation of the airport operating regulations.

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- Motor homes, recreational vehicles (travel trailers, camping trailers, fifth wheels, pop-up trailers, toy haulers, slide-in campers, caravans, motor coaches) and boats shall not be stored on the airport unless with a city-approved lease and written consent from the airport manager.
 - The committee recommends these policies continue.
 - Although the occasional placement of a small boat in a hangar can occur with written approval from airport management while complying with the 2017 FAA hangar regulations, it was the committee's suggestion that motor homes, recreational vehicles or heavy vehicles not be parked on the airport.
 - *Chairman Stebbens confirmed these are not just policies – these are codified Lake Havasu ordinances. Anything stored in the hangar other than the aircraft, needs airport manager approval in writing.*
- 7.2 Update and Discussion Regarding North Ramp Bathroom**
- Per January board meeting, request to consider a restroom facility at the north ramp area. Constructing a permanent building is cost prohibitive for now. A portable lavatory solution was researched which can provide a unit for \$70 per month / \$840 per year, including weekly servicing.
 - *Motion to obtain portable lavatory solution as an interim solution made by Board Member Sayre; seconded by Board Member Schultz. Unanimously approved.*
 - Regarding the concern voiced by the AAB for plans of City investment beyond federal/state grant funded projects. The following list has been requested for the upcoming budget review:
 - FY 2017/2018
 - Pavement rejuvenation of runway connectors A2 through A6
 - Crack seal of Alpha taxiway
 - Pavement seal of north ramp taxi lane (should be complete before fiscal end of year)
 - *Chairman Stebbens commented the termite issue is still to be addressed, and UST fuel tanks need to be removed.*
 - FY 2018/2019
 - Repaint edge lines in taxiway Alpha
 - Remove City underground fuel storage tanks
 - Update Airport Storm Water Pollution Prevention Plan
 - Repaint part of main ramp centerlines
 - Replace one gate
 - Repaint 25 tie downs on main ramp
 - Replace airport locator signs
 - Staff intends to publish a request for proposals for additional hangar development on the north ramp. A permanent lavatory in that area could be made a portion of that project.

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- *Chariman Stebbens and Board Member Schultz discussed submitting an RFP proposal to newspapers for a month for hangar development. Price per square foot of \$.17 does not seem to provide a sufficient ROI, so pricing may need to be adjusted.*

8. FUTURE AGENDA ITEMS

- Report on where we stand on hangar rate determination.

9. FUTURE MEETINGS (third Wednesday of each month)

- Wednesday, March 21, 2018
- Wednesday, April 18, 2018

10. ADJOURN

- Motion to adjourn by Board Member Huff; seconded by Hicks. Unanimously carried. Meeting adjourned at 5:59 p.m.