

Wednesday, March 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](http://www.lhcaz.gov)

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### 1. CALL TO ORDER

A quorum being present, Chairman Stebbens called the Airport Advisory Board meeting to order at 5:30 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, Vice-Chairman Louis Worthy, Steve Huff, Brian Schultz, Jeff Sayre

Regular Board Members Absent: Dave McNary; Bill Boyer (alternate)

Council Member Present: Vice-Mayor Cal Sheehy

Airport Operations Staff Present: Steve Johnston, Rondi Lichtl

### 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 February 21, 2018 Meeting Minutes

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

### 6. COMMUNICATIONS, ANNOUNCEMENTS, AIRPORT SUPERVISOR'S REPORT

#### 6.1 Airport Supervisor's Report (no handout provided)

Steve Johnston provided updates to various items:

- City Manager, Jess Knudson, was given a tour of the Airport on March 8<sup>th</sup> and visited with two FBOs. He was on-site for two hours.
- March 7<sup>th</sup> was a bid-opening for the FOD project. Five contractors offered bids; the recommended bidder appears to be McCauley of Winslow, AZ. CID will present to City Council for approval.
- County Tax Assessor stopped by last week for tour of the Airport.

**Wednesday, March 21, 2018 at 5:30 p.m.**

## **MEETING MINUTES**

- Staff has received the ADOT pavement report for this year. 60% of pavement has failed based on State standards. Failed means a PCI (pavement condition index) under 55. Approximately 40% of the remaining pavement has a low PCI. The pavement over lay of four years ago was at 100 and is now down to 63.
- Gate by restaurant near D2 was recently repaired. It was installed in 2003 and is beyond its design life. Seeking estimate to replace it.
- Taxiway Alpha is being crack sealed which started March 14<sup>th</sup> for about one week. First time crack sealed so product estimate has doubled. This crack seal project and rejuvenator was initially estimated to be at \$53k, but is currently at \$71k.
- The rejuvenator project should begin in April and will cause the connectors to be closed for a few days.
- The concrete vault for the electrical vault project will be delivered on Friday and stored near the fire station. Should resume in early April.
- Taxi lanes on the north ramp will be seal coated. Tenants have been notified of temporary closure.
- Finance personnel will be touring Airport in April.
- Finance, city and operations met regarding the 18/19 budget. The two designated airport maintenance personnel will now be shifted to the personnel line in the budget.
- Hangar inspections on going.
- Airport staff updating ACIP grants. Will be adding FOD control near north ramp; will also ask to increase size of hold apron on runway 14; will also ask for PAPI and REIL lights replacement.
- The D2 hangar construction is underway. Pavement removed and grading being completed.
- Airport consultant looking to review our drainage area for review in advance of their Bullhead project.
- FAA has advised their grant process for the Master Plan will be offered in two parts; a quick turnaround will be required once FAA provides okay.
- TSA visited the Airport to keep the awareness of common sense and suspicious concerns a top concern.
- Have had recent issues with deliveries coming through a gate too near to aircraft. New signage will direct deliveries to a cargo gate area.
- Staff continue to gather information on hangar rental fees.
- *Chairman Stebbens questioned whether CID (re: FOD, Electrical Vault, Master Plan projects) is communicating with the Airport Supervisor on these projects? Steve replied he relies on communication with the contracted vendor. Chairman Stebbens is concerned CID needs to be communicating with Steve as the resident expert.*
- *Chairman Stebbens asked for where the Airport is with regard to where the budget stands year-over-year (without the grant projects). Steve will have that prepared for*

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

## MEETING MINUTES

*presentation at next meeting.*

### 6.2 Upcoming Airport Events (no handout provided)

- Banner tow guy in town for Geico from March 9<sup>th</sup> to March 27<sup>th</sup>.
- Embry Riddle kids return this Friday thru Sunday.
- Rusty Pilot seminar put on by AOPA and EAA scheduled for Saturday, March 24<sup>th</sup> at the airport terminal.
- Group of 18 Army helicopters from NY going to Death Valley area for maneuvers will be passing through on March 27<sup>th</sup> – March 28<sup>th</sup>.
- Young Eagles flight scheduled for Saturday, March 31<sup>st</sup> at Desert Skies FBO.
  - *Chairman Stebbens mentioned to the public about this event and encouraged those interested to contact him for scheduling.*

## 7. PUBLIC HEARINGS

### 7.1 Presentation and Discussion of Airport Overview

- PowerPoint document distributed to board members; presentation provided on overhead screen detailing economic impacts and benefits.
- *Comment by Chairman Stebbens: LHC is the designated emergency landing for Luke Air Force Base which has F16s and F25s. Can we obtain training for the fire station located at the airport? Steve will make a phone call to look into that.*

### 7.2 Update and Discussion Regarding North Ramp Bathroom (no handout provided)

- Building a structure is very costly -- into \$100k, even tens of thousands. Determined the possibility of installing a porta-potti. Annual rent is about \$800; could also consider purchasing one and maintaining it.
- *Chairman Stebbens commented the budgets are so tight that an \$800 expense is given a lot of consideration.*

## 8. FUTURE AGENDA ITEMS

- Pre-Accident Plan – draft due in April (requested by Board Member Sayre)
- Airport pavement report presentation (requested by Chairman Stebbens)
- Budget comparison (requested by Chairman Stebbens)

## 9. FUTURE MEETINGS (third Wednesday of each month)

- Wednesday, April 18, 2018
- Wednesday, May 16, 2018

## 10. ADJOURN

- Motion to adjourn by Board Member Schultz; seconded by Board Member Huff. Unanimously carried. Meeting adjourned at 6:10 p.m.