

Wednesday, April 18, 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 5:36 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:

Board Members Present: Chairman Shannon Stebbens, Vice Chairman Louis Worthy, Dave McNary, Steve Huff, Brian Schultz; Shannon Hicks (alternate) and Bill Boyer (alternate – via phone)

Board Members Absent: Jeff Sayer

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. Six people from the community in attendance.

- Mike McGee, resident; interested in building additional hangars along the northside to finish out the row. Concern over the estimated \$.17 cents per square foot: Laughlin/Bullhead is ~\$.10 sq ft; Needles is \$.04 sq ft; Indio, CA is \$.01 sq ft. Would like consideration of a more cost effective price to make hangar construction a more feasible option.
- Tom Stokley, Tenant in CH-074
 - Pleased with the asphalt completion.
 - Incident with the military aircraft near his hangar were kicking up rocks against the hangar.
 - Time to consider we will most likely not have commercial airline service here again. Need to consider re-purposing the terminal and put to better use.
- *Chairman Stebbens said it would be up to staff to determine the price per square foot concern. Chairman Stebbens explained the purpose of the master plan is to address such an item of re-purposing the terminal use.*

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5.1 Approval of March 21, 2018 Meeting Minutes

- Board Member Huff motioned to approve the minutes; Vice Chairman Worthy seconded; unanimously approved.

6. COMMUNICATIONS, ANNOUNCEMENTS, AIRPORT SUPERVISOR'S REPORT

6.1 Airport Supervisor's Report (no handout)

Steve Johnston provided updates to various items:

- Electrical vault delivered March 23rd. Project re-start to begin again on April 23rd. Not anticipating any inconvenience.
- Banner Tow guy here; no safety issues.
- $\frac{3}{4}$ of taxiway Alpha has been crack-sealed and north ramp was seal coated as well.
- North ramp lavatory was placed.
- AOPA Rusty Pilot seminar held at terminal on March 24th.
- EAA did the Young Eagles flights on March 31st; about 50+ kids participated.
- Conducted airport tour for our finance team on April 4th.
- Construction continues for the D2 hangar project.
- Rejuvenator for taxiway connectors 2 thru 6 to be scheduled shortly.
- More hangar inspections being scheduled.
- FOD project should begin in about 3-4 wks; anticipate temporary runway closures.
- FAA to schedule ACIP meeting in mid to late July (LHC or in Phoenix).
- FAA is gathering additional funds to support the cost of the master plan; expecting a grant offering in August with a start to be the following month.
- The next major grant project will be taxiway alpha; the project could take one year for design and two years for construction as it would need to be a complete re-build.
- The airport will conduct soil cores on taxiway alpha just to verify the poor pavement condition with intent to secure FAA funding.
- The airport locator signs will be trading out to new ones.
- Staff is looking into a simplified statement of interest (SOI) for a hangar project on the north ramp. Will bring something back to the next meeting that deals with the lease rate, and will have internal staff discussion on the topic.
- Looking into a recorder for the UNICOM radio due to non-standard radio transmissions we have had lately.
- Past month the tie-down ramps have been full of aircraft.
- *Pictures displayed showing recent activity with aircraft and projects underway*
- Due to hi-winds, Fort Irwin military aircraft utilize Lake Havasu Airport for detour.
- Staff responded to a gear-up landing at the airport.
- *Board Member Schultz inquired about the north ramp RFP: City wants to look at a process a little less informal (e.g. SOI) to check for interest.*
- *Chairman Stebbens thanked the efforts of Mark Clark for making the re-seal on the north ramp.*
- *Chairman Stebbens mentioned the Young Eagles flight was a success. If there continues to be interest, possible to do again in October.*

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6.2 Upcoming Airport Events (no handout)

7. PUBLIC HEARINGS

7.1 Presentation and Discussion of Airport Budget Comparison: current FY 17/18 budget and proposed FY 18/19 budget (handout)

- Attached spreadsheet identifies both fiscal years and grouped together for simplicity.
- Have re-invested city and airport funds into the airport.
- Items for consideration next year include:
 - Repainting edge lines on alpha taxiways
 - Repaint about 25 tie downs
 - Remove underground fuel storage tanks
 - *Board Member Huff questioned the fuel storage tanks and if they are still in use and how much fuel remains? Airport Supervisor Steve Johnston says tanks have not been used in about two years and they are researching how to remove the remaining fuel, though the city owns the tanks, the FBO owns the remaining fuel.*
 - Storm Water plan for the airport
 - *Chairman Stebbens commented on the budget sheet regarding airport staffing does not constitute an increase other than to note two maintenance staff officially assigned to airport budget.*
 - *Chairman Stebbens commented on the information regarding interfund transfers is not displayed on the budget comparison.*
 - *MSD Operations Manager, Mark Clark, further outlined the information. Mark Clark offered a side-meeting and discussion.*
 - *Chairman Shannon Stebbens asked for that side discussion to occur. He mentioned he is concerned FAA may not accept percentages.*

7.2 Presentation and Discussion of Airport Pre-Accident Plan (handout)

- Chairman Stebbens said Board Member Jeff Sayre, unable to be here tonight, has drafted an initial plan while Airport Supervisor Steve Johnston is working on the additions to it.
- The idea is so that when responding to aircraft emergency that may happen outside the airport, a plan needs to be in place that incorporates all necessary city departments (e.g. Police, Fire, etc.).
- Chairman Stebbens proposes tabling further discussion until Board Member Sayre can report on the information at the next meeting; no objections.

7.3 Presentation and Discussion of Rate Determination Study of City Hangars (no handout)

- Airport Supervisor, Steve Johnston, mentioned that from review past August shows our hangar rates are among the highest.
- Have not yet been able to contact other airports to do an in-depth study of their analysis.
- Chairman Stebbens mentioned a preliminary rate study reflecting various hangar rates at nearby airports.

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- Chairman Stebbens offered assistance and Airport Supervisor accepted offer to assist in surveying rates.
 - *Mark Clark commented the process to conduct this information research is generally conducted after the budget process is finalized.*
 - *Chairman Stebbens has mentioned it has been an ongoing quest for information and response to public is necessary.*
 - *Chairman Stebbens asked for Board's permission to table this for now until next month's discussion. No objections.*

7.4 Presentation and Discussion of Pavement Condition Report (handout)

- Received the ADOT's report on the pavement condition a couple of months ago.
- 60% of the airport pavement has PCI of 55 (failed).
- The areas that have not failed (north ramp, but not the area seal coated); the runway is at 65 to 63 PCI and will probably indicate failure at next review.
- Taxiway alpha would be next to do; quite extensive in order to remove aviation lighting, electrical and signs, which will cause the project to estimate about \$8M for design and construction.
- This would require FAA to go to bat for us in order to get the funding.
- Coring samples from taxiway alpha to runway will be shared during the CIP meeting to prove the failure.
- Runway should be next major project. Information is not expected to be a surprise as this has already been discussed via phone.
- *Board Member McNary asked about recourse for the city to go back after the original contractors for the failing runway. Mark Clark spoke to outline the course of action.*
- *Chairman Stebbens pointed out the budget of a couple of years ago appeared to reflect the city contributing about \$80k to the put back into the airport to make the airport enterprise fund, but the overall city benefit to the community's economy is about \$30M+ per year. A product of the airport master plan is to have an official estimation of the airport impact.*
- *Board Member Schultz mentioned the impact is visible there now with the weekend's Desert Storm event bringing in aircraft.*

8. FUTURE AGENDA ITEMS

- Presentation and Discussion of Hangar Development SOI/RFP Status
- Presentation and Discussion of Airport Pre-Accident Plan
- Presentation and Discussion of Rate Determination Study of City Hangars

9. FUTURE MEETINGS (third Wednesday of each month)

- Wednesday, May 16, 2018
- Wednesday, June 20, 2018

10. ADJOURN

- Motion to adjourn by Board Member Huff, seconded by Board Member McNary; all in favor. Meeting adjourned at 6:15 p.m.

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