

Wednesday, November 15, 2017 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 5:30 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, Dave McNary, Brian Schultz, Shannon Hicks-Hankins (Alternate)

Regular Board Members Absent: Vice-Chairman Louis Worthy, Steve Huff, Jeff Sayre

Council Member Absent: Cal Sheehy

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

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.

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5.1 Approval of October 18, 2017 Meeting Minutes

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

6. COMMUNICATIONS, ANNOUNCEMENTS, AIRPORT SUPERVISOR'S REPORT

6.1 Airport Supervisor's Report

Steve Johnston provided updates to various items:

- FOD grant project is with ADOT for review.
- Electrical Vault construction approved with construction to be around early January 2018.
- MSD staff gathered estimates for taxiway Alpha crack sealing to begin in Spring 2018.
- The Hangar 24 AirFest was on November 4, 2017 and deemed a success.

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- Airport staff will be addressing the car parking lot for cleanup.
- The D2 Hangar development is moving forward with construction to start in a month or two.
- The self-inspection Fire Department checklist for hangar inspection is being revised. City hangar inspections should soon begin.
- Draft plan for replacement of locator signs on airport access road is in discussion.
- The 99s Air Race was this past weekend. Number of participants doubled. One of our airport board members placed second in the race.
- The Master Plan Scope of Work has been submitted to the City for review. The CID department is managing this project.
- ADOT has signed off to provide partial funding of the electrical vault project design. The portion for the construction of the grant is being completed and will be forwarded for ADOT action.
- Airport maintenance staff did a great job of assisting with both the AirFest and the 99s Air Race.
- All of the airline counters on the east side of the terminal have been removed and the section re-tiled. Historical records have been moved off site for record retention. Airport offices will be remodeled in the future.

6.2 Upcoming Airport Events

- RCAF (Royal Canadian Air Force) will return for four weeks of operations during January to March, 2018.

7. PUBLIC HEARINGS

7.1 Report and Discussion Regarding Hangar 24 Airshow

- The first airshow at this airport since 2001. Target attendance was 3,000 but the total number estimated more than double that. This is the largest amount of people ever had at the airport.
- 250 volunteers participated; 20 vendors selling food, some non-profit and other commercial vendors.
- About 150 room nights purchased; 31 aircraft on display; 15 performers; approximately 10 sponsors and 17 airshow acts. Total economic impact about \$220k. *Chairman Stebbens commented overall impact to airport was minimal and much less than anticipated. Jet charters were able to get in and out with no problem.*
- Read note from Sue Cook, principal owner of Hangar 24 thanking the City for their support of their first AirFest. Chairman Stebbens asked the note be provided to Councilmember Sheehy to show to Mayor Nexsen.

7.2 Report and Discussion Regarding Havasu 600 Air Race

- This event took place November 9th. The race began in Mesquite, NV covering 3

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states in 600 miles, 16 teams.

- The stops were Sun Valley, Wickenburg, Chirico Summit, Borrego Valley, Chirico Summit again, Indian Hills, and finish in Lake Havasu.
- Banquet in Terminal with about 70-80 people.
- This is an annual race in honor of Tookie and Don Hensley. Goal of event is to raise funds for aviation scholarships. Economic impact of about \$6k.
- A lot of positive impact.
- *Chairman Stebbens commented from his perspective the Air Race had little impact on the airspace.*

7.3 Discussion and Possible Direction Regarding Creation of Aviation Pre-Accident Plan Committee

- As previously discussed and volunteered, a motion to appoint Jeff Sayre as the committee Chairman for the Aviation Pre-Accident Plan creation.
- Motion made by Board Member Brian Schultz; seconded by Alternate Board member Shannon Hicks. Unanimously carried.

7.4 Status Update Regarding Taxiway and Runway Improvement Projects

- MSD received three quotes for the rejuvenator application on the five runway connectors. The selected contractor has prior airport experience.
- Application of rejuvenator will occur at two different times since each set of connectors will have to be closed for four-days each time.
- Scheduling will be a factor to consider with FBOs and other airport special uses (e.g. RCAF operations in January/February/March).
- MSD is generating RFQ for crack sealing.
- Weather conditions should not be a factor and should be completed in early 2018.
- Airport staff will work with the FBOs to arrange scheduling.
- *Chairman Stebbens thanked Mark Clark, for his efforts in coordinating the funding for this project. NOTAMs and other notices will be addressed and communicated.*

7.5 Presentation of Overview of Master Plan Process

- The Scope of Work document was sent to the board electronically detailing all the items input to the document.
- The Master Plan charts the proposed evolution of the airport to meet future needs.
- The magnitude of sophistication of the efforts depends on the size of the airport.
- It presents the community and planners with a conception of the ultimate development of an airport, and presents the research and logic that substantiates the plan in graphic and written reports.
- The process is inclusive of the local community, ADOT and FAA, and includes a lot of public outreach and input.

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- The FAA is heavily involved in this process.
- The scope includes an economic benefit analysis of the airport has been requested but is not eligible for grant funding.
- The CID department will be managing this project.
- The FAA has requested the commercial air service demand be excluded from this effort since over past years the City has not shown a serious interest in pursuing further air service at this location.
- *Chairman Stebbens commented that Flagstaff airport recently finished their economic impact study with results indicating about \$200M. While I don't believe ours is that large, I think it is larger than what folks here realize.*
- *Airport Supervisor Johnston estimates the analysis to cost about \$22k-\$27k.*
- *Chairman Stebbens believes that would be money well-spent.*
- *Chairman Stebbens asked how the Planning Advisory Committee is staffed and functions.*
- *Airport Supervisor Johnston said the Coffman & Associates company will be managing this project with involvement to include CID, Airport staff, with participants picked by City Council that includes, citizens, Civil Air Patrol, FAA, ADOT, FBOs invited to participate. About 3-4 meetings would occur to review specific sections in advance of meetings. Chairman Stebbens wants to ensure a wide variety of participants get included.*

8. FUTURE AGENDA ITEMS

9. FUTURE MEETINGS (third Wednesday of each month)

- December 20, 2017
 - Motion to cancel this meeting was made by Board Member McNary and seconded by Board Member Schultz. All in favor.
- January 17, 2018

10. ADJOURN

- Meeting adjourned at 6:03pm