

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

### 1. CALL TO ORDER

A quorum being present, Chairman Stebbens called the Airport Advisory Board meeting to order at 5:40 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 Council Members Present: Chairman Shannon Stebbens, Louis Worthy, Steven Huff, Mark McKenna

Regular Council Members Absent: David McNary, Jeff Sayre, Benjamin Strader

Alternate Council Member Absent: Bill Boyer

City Council Member Present: Cal Sheehy

Airport Operations Staff Present: Steve Johnston, Rondi Lichtl, Jamie Sida, Michael Bingham

### 4. CALL TO PUBLIC

Chairman Stebbens requested a Call to the Public for any comments and issues to address. There were three (3) members of the public present.

### 5. MINUTES

#### 5.1 Approval of January 18, 2017 meeting minutes

Chairman Stebbens called for a motion to approve the minutes of the meeting held January 18, 2017. Council member Huff made a motion to approve; Council member Worthy seconded. Unanimously approved.

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

#### 6.1 Airport Supervisor's Report

Mr. Steve Johnston provided updates to various items:

- Drafting hangar use policy.
- Preparing FY 17-18 and FY 18-19 budget with spending limits which has consumed a lot of time.
- Working with D2 for utility locates around the area of above ground fuel tanks in

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support of their hangar development.

- FAA electrical vault has been approved by council. Total FAA grant amount is \$611k with about \$27,300 from our City.
- A1 taxiway for connector 32, we are testing a pavement rejuvenator. The pavement which is only about 3 years old is rapidly unraveling. Testing a couple of spots to see if the treatment works. If it does work, then we will contract and have the entire Alpha 1 area done. Alpha 3 is starting to degrade. Will extend the testing to a larger area. Treatment is expected to last about 3-4 years. Will be in contact with Phoenix Airport for their input as they have exclusively used this product.
- Currently developing a plan for future airport event uses to minimize possible conflicts.

### 6.2 Upcoming Airport Events

Mr. Steve Johnston provided updates to various events:

- Embry-Riddle flying club here doing flight training this weekend and it was very successful.
- RCAF (Royal Canadian Air Force) returns on February 22nd thru mid-March.
- Due to recent flight pattern interference, a meeting will be held with RCAF and other pilots to outline their procedures.
- EAA is sponsoring B-17 here February 20<sup>th</sup>-26<sup>th</sup>. The later part of that week they will be offering flights and ground tours. *Chairman Stebbens mentioned this coincides with the Hangar 24 Grand Opening. Young Eagles, in connection with EAA, sponsoring thirty minute orientation flight offered for free to children ages 8-18 on other air planes during this event with signed release. In addition, he addressed the use of the airport and rules: had 28 RV aircraft doing formation flying as well as RCAF here. All flying governed by the FAA. If conflict in the air, the airport sponsor does not have the jurisdiction or authority to adjudicate it. Mr. Johnston mentioned a meeting with the pilots and that purpose is to let local pilots know operating parameters of RCAF aircraft. There was a conflict and the City was contacted and got involved. Airspace (aircraft in flight) is under the purview of FAA not airport sponsors. Some rules are aircraft on final do not have priority over aircraft in flight pattern; IFR (instrument flight rules) aircraft do not have priority over visual flight aircraft. Since airport is non-towered, if there are any pilots watching this on TV I invite you to go to Chapter 4 of the Airmen's Information Manual. There are a lot of changes that have taken place over the years. Some changes are that there are no abbreviated call signs; use full aircraft type and tail number on every radio transmission. Have dropped experimental; only time to use it is with initial contact with ATC, but we are not a controlled airport. The basic conflict rules are still the same: the lower/slower aircraft has priority. The bigger aircraft doing a straight in approach does not have priority over an aircraft in the pattern.*
- Air Coop Group with about 10 planes (vintage late 1930's-1940's planes) here April 20<sup>th</sup> for couple of days.

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### 7. PUBLIC HEARINGS

#### 7.1 Requirements to become a Federal Aviation Part 139 Airport

- Topic tabled.

#### 7.2 Presentation of Draft Airport Vision Statement

- Chairman Stebbens explained the genesis of this was to develop a statement that we would use for our airport update to support. Mr. Mike Bingham distributed a handout to support his presentation. The board asked for a subcommittee and Mr. Bingham volunteered to assist that subcommittee where I could. To my knowledge, they have not yet met, but received some input from one of them. I have been working on a vision statement for the airport. A vision statement is “what is our preferred future?” “what is our target market?”. And then I asked the question, but it hasn’t been answered yet, “does it include air service?” If it is, then it needs to be listed and then information from the AAB should be forthcoming. I came up with 5 potential vision statements: (reference the handout). Wordsmithing will be at the direction of the subcommittee. Council member Huff was present and on that subcommittee and mentioned he received information from Scottsdale and Tucson. Chairman Stebbens explained the vision statement should be in connection with and support the overall Airport Masterplan, which is expected to be updated soon. The expectation is that the vision would be something that goes on top of the Masterplan and that the Masterplan supports. Chairman Stebbens relayed he believes the city would like to have viability for scheduled air carrier service and the goal from the Mayor is looking to grow population to 96,000 with viable airport community and viable business community. Council member Huff read vision statement from the Tucson Airport Authority. Chairman Stebbens acknowledged the efforts. More work is needed.

#### 7.3 Discussion of Local Application of New FAA Hangar Use Policy

- Currently there are situations where some hangars are not being utilized in compliance with the policy. FAA to enforce new policy effective July 2017. The purpose of this item is to bring to light the policy enforcement that is coming. Mr. Steve Johnston is working on the policy, yet the airport manager conference held in Monterey a few weeks ago indicates the FAA policy interpretation seems to have morphed and become more definitive. He will inquire as to the interpretation of the upcoming policy to seek more clarity and will ask for FAA input with regard to the hangar policy. It is anticipated the City’s policy would mirror the FAA policy. Council member McKenna asked how this is expected to be enforced? Will there be notification of inspection? Mr. Johnston replied there will be notification mailings, public meetings, inspections, etc. Due to some owners being snowbird/transient, this will be a longer process. Council member Huff asked if a letter of interpretation has been drafted? Mr. Steve Johnston replied the draft requires more definition in key areas. Chairman Stebbens added the genesis for change came from

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Glendale/FAA hangar issue. This new policy is less restrictive than current policy and only applies to government funded airports, like us. Indicates hangars are for aviation use only and can't have household goods, nor can hangars conduct a business inside (zoning issues; restroom, etc.). Inspections including fire inspections will occur; have four hangars with issues now. Current rule prohibits coffee pot, refrigerator, etc. Direct questions to Mr. Steve Johnston, Chairman Stebbens and the AAB members.

- *Public Comment: John Jacanin (long time hangar owner). Please post notice of meetings in public place like newspaper. Need to alert the public. Chairman Stebbens replied the goal is to get the word out and will give personal attention to contacting owners to attend.*

### 7.4 Discussion of Re-naming *Hangar Way* to *Molitor Way*

- Pending policy write up. Chairman Stebbens motioned to accept the name change; Council member Huff seconded; unanimously approved. Mr. Steve Johnston and Chairman Stebbens will work together to submit the request.

## 8. FUTURE AGENDA ITEMS

- Hangar Use policy
- Vision Statement
- Requirements to become a Federal Aviation Part 139 airport

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

- Wednesday, March 15, 2017
- Wednesday, April 19, 2017
- Wednesday, May 17, 2017

## 10. ADJOURN

- Council member Huff motioned to adjourn the meeting; Council member Worthy seconded. Meeting adjourned at 6:20pm