

Wednesday, May 17, 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 5:30 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 Council Members Present: Chairman Shannon Stebbens, Steve Huff, Dave McNary, Jeff Sayre, Ben Strader

Regular Council Members Absent: Louis Worthy, Mark McKenna; Bill Boyer (Alternate)

City Council Member Present: 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. Two members from the community were in attendance.

### 5. MINUTES

#### 5.1 Approval of April 19, 2017 Meeting Minutes

Chairman Stebbens called for a motion to approve the minutes of the meeting held April 19, 2017. Board Member Strader made a motion to approve; Board Member Huff seconded. Unanimously approved.

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

#### 6.1 Airport Supervisor's Report

Mr. Steve Johnston provided updates to various items:

- A 30% complete design review meeting regarding the FOD Grant Project was held May 10<sup>th</sup> with ADOT. 100% review should be done in June, then to bid, with anticipated construction in late summer.
- Airport Operations staff applied product to fill 202' of cracks about 2" wide and about 4" deep. North portion of Alpha taxiway has the worst cracks in need of repair.

Wednesday, May 17, 2017 at 5:30 p.m.

## MEETING MINUTES

- Pavement rejuvenator will be applied to Alpha One taxiway connector to runway 32 and will briefly close this area. This application should extend the life 3-4 years. Notices were mailed and posted regarding this activity.
- Airport terminal floor to be stripped and re-waxed on May 20<sup>th</sup>.
- Still awaiting pavement report from ADOT. May be another 1 to 2 months.
- On April 24<sup>th</sup>, 21 military helicopters arrived, fueled, and departed the following day.
- An F-18 due in from Centennial to DFW for fuel today.
- FSDO reviewed hang glider operations; initial opinion has been revised. Past legal issues show concern over safety issues.
- In conjunction with the Laughlin motorcycle River Run, Hangar 24 hosted a successful event at the restaurant.
- There is a need to address filling additional cracks that total about 1200' in length by a 50' width with 1"-2" cracks. Estimate for all is 3766' length by 4" deep at \$12.60/linear foot is about \$45,600. Including the edge at 50' by 1" at 50' width is another \$26,000.
- CIP now being done by the Engineering department; projects are on hold by City, except for a new Master Plan for ~\$600k over 2 years; no other CIP plans for the immediate future.
- Council Communication will be submitted to finalize the street re-naming from Hangar Way to George Molitar Way.
- Vehicle permit parking is a concern as staff was not available to manage. This will be addressed with a renewed process and focus.
- *Chairman Stebbens mentioned he fully supports the need for a revised Master Plan, but has concerns over the ACIP and noting the next opportunity to get grant funding is out into 2023. Doesn't see how we can go that long to address the issues we have. The City Engineering Department will take over the management of the construction aspect and ACIP project plans and C&S Engineers are contracted to do the design, etc. Is onsite construction management with the Engineering department? Will Engineering handle writing grants? Steve Johnston mentioned he believes he is still involved with writing grants. Chairman Stebbens further questioned why an engineering department would handle FAA Aviation grants?*

### 6.2 Upcoming Airport Events

- 

## 7. PUBLIC HEARINGS

### 7.1 Presentation of Airport Budget

- Employees from Lake Havasu City administration, Tabatha Miller (Director of Admin Services) and Cassandra Clow (Sr. Budget Analyst), provided a budget overview of the Airport's FY 2016/2017 budget. Chairman Stebbens questioned how costs are allocated. Ms. Miller explained there is a formula/cost factor used to allocate

Wednesday, May 17, 2017 at 5:30 p.m.

## MEETING MINUTES

associated costs to departments.

### 7.2 Discuss Draft Airport Vision Statement

- Board Member Strader acknowledged Board Member Huff did most of the work for this item. Reviewed about 6-8 airports for reference. Needed to first differentiate Vision vs. Mission. Believes it will be beneficial to have this completed and finalized for the Master Plan revision. Item was tabled for final presentation to board at next meeting and to vote then.

### 7.3 Discuss Local Application of New FAA Hangar Use Policy; Review Draft Policy

- Once policy approved, will mail and post notice for a public meeting for comment. Timing is not helpful as many tenants leave during heated months. Inspection will include Airport staff and staff from Fire Department. Cover letter will include information to FAA website for reference. Board Member Strader commented that in this day and age of technology, excuse on snowbird's out of state status is not reason enough to not be aware of the FAA's hangar use policy. Chairman Stebbens pleased with the draft; asked for motion to approve: Board Member Strader made motion to approve; Board Member Huff seconded. Unanimously approved.

### 7.4 Discuss Closing of Active Movement Area

- Steve Johnston provided background: FBO closed an active taxiway for refuel of Military aircraft parked on taxiway. A number of years ago, this was an instance allowed and support with airport personnel and advanced planning. The occurrence was unbeknownst to the airport and we received complaints about needing to back-taxi and that there was no AWOS or NOTAM filed. No one is authorized to close an airport taxiway except the Airport Supervisor. FBOs can work together to be successful – no need to close thru ways.
- Any future issues require Airport be a major part of the planning. No consequence has been established for future infraction.

## 8. FUTURE AGENDA ITEMS

- Presentation on Civil Air Patrol (CAP)
- Vision Statement review
- Pavement Condition report
- Revisit CIP and lack of Federal Grant plans

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

- Wednesday, May 17, 2017
- Wednesday, June 21, 2017

## 10. ADJOURN

- Board Member McNary motioned to adjourn the meeting; Board Member Sayre seconded. Meeting adjourned at 6:27pm