

Wednesday, September 20, 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 5:32pm.

2. PLEDGE OF ALLEGIANCE

Members of Civil Air Patrol Squadron #501 posted the colors of the flag. 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, Brian Schultz, Shannon Hicks-Hankins (Alternate)

Regular Board Members Absent: Dave McNary, Steve Huff, Jeff Sayre; Bill Boyer (Alternate)

Council Member Absent: Cal Sheehy

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

4. CALL TO PUBLIC

Chairman Stebbens requested a Call to the Public for any comments and issues to address. A number of people from the community were in attendance.

- Hangar tenant in #74 Tom Stokely provided comment regarding termite issue in hangar.

5. MINUTES

5.1 Approval of August 16, 2017 Meeting Minutes

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

6. COMMUNICATIONS, ANNOUNCEMENTS, AIRPORT SUPERVISOR'S REPORT

6.1 Civil Air Patrol Presentation

- Members of Squadron #501 posted the colors of the flag.
- Rey De Leon, Squadron Commander with CAP Squadron #501, provided a slide presentation of the Squadron's purpose, activities and acknowledgements.

6.2 Airport Supervisor's Report

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- Due to Airport Supervisor Steve Johnston's absence, Operations Superintendent Mark Clark provided a brief overview of the recent activities at the airport.
- Electrical Vault Grant project award is expected by City Council in early October.
- FOD Grant, due to Grant resource issues, is pushed to the end of the fiscal year.

6.3 Upcoming Airport Events

- Hangar 24 Airfest is Saturday, November 4th
- 99's have air rally at airport November 9th thru November 11th

7. PUBLIC HEARINGS

7.1 Discuss Hangar Self Inspection – Report on 9/8/17 meeting

- Chairman Stebbens briefly discussed the fire self-inspection checklist; had productive meeting with the Fire Marshal and the Fire Chief to discuss concerns.
- Representative from fire department expected to attend the October meeting.

7.2 Discuss Proposed Airport Fees – continuation

- Chairman Stebbens mentioned the only increase is anticipated to be the "dirt under the private hangars".
- Superintendent Clark noted there is a 60 day process to accept public comment and input on proposed increase; contact city council representative.
- Airport supervisor and staff provided input based on area survey that was able to present information reflecting our fees are already on the higher end.
- Board Member Schultz suggested getting a survey of area airports regarding the fees for the private hangars. Council Member Schultz agreed to support the research.
- Superintended Clark mentioned the fee structure proposal is available for review online.

7.3 Discuss development of a Pre-Emergency Accident Plan

- Chariman Stebbens requested this agenda item; concern regarding the recent off-airport property aircraft accident whereas no airport staff was contacted or included in support of the response needs.
- Superintendent Clark further noted the Airport Supervisor has since spoken with the appropriate contacts and learned of changes with various contacts. He will be working to ensure updates occur.
- The big concern is there are not a lot of aviation experts on city staff, but at the airport there are knowledgeable people knowing aviation guidelines.

7.4 Discuss Ground Vehicle Parking in Shade Ports and Tiedowns

- Chairman Stebbens discussed the current concern of an occupant in the shadeport where the parking of his vehicle after the aircraft has been removed is infringing on aircraft parking on the opposing side.
- Superintendent Clark discussed there are a number of steps to continue through prior to imposing financial penalty.
- Further concern was raised with how to enforce parking issues. Staff will be

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developing.

- Chairman Stebbens recommended tabling this item for future board discussion to develop something and get before the council for consideration.

8. FUTURE AGENDA ITEMS

- Board – Fees
- Tenant meeting on 9/30 to discuss FAA hangar use policy. Mailed briefing paper and policy to airport tenants.
- Angel Flight West is hosting workshop at Hangar 24; anticipating ~100 pilots.

9. FUTURE MEETINGS (third Wednesday of each month)

- October 18, 2017
- November 15, 2017
- December 20, 2017

10. ADJOURN

- Board Member Hicks motioned to adjourn; Vice Chairman Worthy seconded; all in favor. Meeting adjourned at 6:10pm.