

Wednesday, March 20, 2019 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

Alondra Davis-Mowry conducted a Roll Call of the Board members:

Regular Board Members Present: Chairman Shannon Stebbens, Vice-Chairman Louis Worthy, Brian Schultz, Dave McNary, Mark Zieff, Robbie Willis; Shannon Hicks (alternate), Ed Weber (alternate), Raully Ballas (alternate)

Regular Board Members Absent:

Council Member Present: Jim Dolan

Airport Operations Staff Present: Damon Anderson (Airport Supervisor), Mark Clark (Public Works Manager), Alondra Davis-Mowry

### 4. CALL TO PUBLIC

Chairman Stebbens requested a Call to the Public for any comments and issues to address.

Mr. Tom Stokely, who leases Hanger 74, spoke about the annual fly-in events sponsored by the Airport Owners & Pilots Association (AOPA), each year that occur at various destinations across the country. Mr. Stokely suggested that it would be good to contact the AOPA about scheduling Lake Havasu City as a future fly-in destination, as it would be an economic opportunity for the city, and they are fun, enjoyable events.

There being no further statements, Chairman Stebbens closed the Call to the Public.

### 5. MINUTES

#### 5.1 Approval of February 20, 2019 Meeting Minutes

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

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

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Chairman Stebbens took a moment to introduce the newest Board member, Mr. Raully Ballas, as a Non-pilot alternate. Mr. Ballas was welcomed, and thanked for volunteering for the position.

### **6.1 Supervisor's Report**

- Mr. Anderson took a moment to invite everyone to the Airport Master Plan public workshop scheduled for March 28 at 5:30-7:00pm at the Airport terminal. It will be an opportunity to ask the consultant questions, and Chairman Stebbens stressed the importance of the document, and plan elements as they target future grants and site development. Mr. Zieff asked about the Airport's eligibility for receiving grant funds, and it was noted that there are grant assurances that must be met to apply for and receiving such funding. Chairman Stebbens also noted that the FAA had met with staff several months ago, and were amenable to working with the city for grant funded projects.
- Notified that the annual AWOS inspected was performed.
- Notified that the audio recording system is progressing, and that the contractor is working to update antiquated software in order get it up and running, estimated for some time in May.
- Notified that a 5010 inspection is coming up in April, which will entail reviewing the master record, and taking a look at the field conditions.
- Notified of an upcoming obstruction survey.
- Reported that the Young Eagles event on March 16 went well, and everybody had a good time. Chairman Stebbens added that the event hosted 47 kids, aged 8-17 years old. Conducted 24 flights. He thanked everyone in the EAA who helped to set up and run the event.
- Reported that the RFP for the north area parcel would be coming out in May.
- Updated that he is working with C&S about pavement rehabilitation, and will be seeking an independent fee study, with ground breaking tentatively expected to occur approximately two years from now if there are no unforeseen delays in the process.
- City will be crack sealing Taxiway Alpha.
- In response to Chairman Stebbens' question, clarified that notice to tenants is being made by letter that gate codes were changed for just Gates 5 and 6 at this time. It was also touched on that the wait time for the gate to open could be decreased.
- Touched on a draft plan for developing additional long term parking opportunities at the Airport.

### **6.2 Upcoming Events**

- Airport Master Plan Workshop – March 28, 2019, 5:30-7:00pm, at the Airport terminal.
- Airport Civic Project, scheduled for Friday and Saturday, March 22-23, starting at 7:30am. Pressure washing the shade port that is located closest to the highway.

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### **7. PUBLIC HEARINGS**

#### **7.1 Discussion on Hot Refueling**

- Chairman Stebbens opened the discussion stating that both Fixed Base Operator (FBO) web sites advertise that they perform hot refueling, meaning that they refuel aircraft with the engine power plants running. It has been done at this Airport for some time, and that his experience in commercial aircraft has been to be refueled with an auxiliary power unit (APU) or plugged in at a gate. He went on to explain that City Ordinance 11.08.710 states that no aircraft shall be fueled or defueled while the aircraft is running or while in a hangar or enclosed space.
- Chairman Stebbens opened the Public Hearing. There were no comments, and the Public Hearing was closed.
- Mr. Stebbens requested that staff come back next month with a recommendation about whether this can be allowed, then allowing the AAB to decide if a request could be made of staff to approach Council for revision of the Ordinance.
- Among the board members, there was some discussion as to safety protocols and procedures, support capabilities of the Fire Department, staging for the activity, etc., and regulations that may be applied, and if any history of incidents since 1991, or at any time in the past.
- Councilman Dolan suggested that the Board ask staff to delve into the subject matter and come back with a recommendation on how to proceed.
- Chairman Stebbens closed the discussion.

#### **7.2 Discussion on Use of Terminal Space for Potential Helicopter Tour Operations**

- Chairman Stebbens introduced this item, explaining that the city has been approached by an Alaska helicopter tour operator with a proposal to use Airport terminal space for conducting winter helicopter tours here in Lake Havasu. He asked Damon Anderson to fill the Board in on more details of the proposal.
- Mr. Anderson noted that the tour operator wanted to be here to make the presentation, but business in Alaska kept them from making the trip. He added that the proposal was well put together, and the tour map that they provided made sense, and that the opportunity was an exciting one for Lake Havasu City. He did note that there may be a potential for concerns from area residents about helicopter noise, but that overall it appeared to be a very good all-around opportunity.
- Chairman Stebbens opened the Public Hearing. Mr. Ed Weber stated experience with aircraft tour operations, and expressed a concern about security at the Airport, and wondered if the tour company would be ensuring that tour customers would not be coming on to other areas of the Airport, and escorted out of the secure area at the

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end of tours. Mr. Weber also asked about the altitude that the tours would be operating at, and how that would mesh with our traffic patterns. He stated his concern is that the helicopter would fly under the altitude of regular operations traffic patterns.

- Chairman Stebbens responded that the terminal area would negate any concerns about security, because the tour operator would be escorting 1-3 tour customers out to the helicopter, and 1-3 customers back to the terminal, and there would be no security issue. He also noted that altitude wise, helicopters do not have the restrictions that fixed-wing aircraft have, and they are operated at a safe altitude. He noted that if he was operating a helicopter over the parking lot here (Police Facility), and had experienced an engine failure, that he'd just have to prove to the FAA that he'd be able to do a hovering autorotation to the adjacent grass area. Chairman Stebbens also stated that ARS regulation mandates that helicopters are to avoid the flow of fixed-wing aircraft, and that he thinks they would be below any of the operation of Mr. Weber's aircraft.
- Damon Anderson added that the company was thinking about trying to fall in with the same route of the ultralight glider patterns and use of Charlie taxiway.
- Mark Zieff mentioned that there can be concerns about military helicopters churning up gravel and dirt, upsetting some of the people with hangars, and just wants to make sure that this operation would be in an area where this wouldn't have those consequences to other Airport users or commercial business operators. He asked for clarification that this is a seasonal business operation. Damon Anderson responded that the area adjacent to the terminal would alleviate any of those concerns, that the proposal is for operating tours in the winter, October through April. Chairman Stebbens noted that the helicopter wouldn't be flying over any unimproved area at all. operations.
- Chairman Stebbens expressed his feeling that it is the function of Airport staff, the City Council, and the Airport Advisory Board, to have open arms to new business and promote new business, and this is an aviation business that is an authorized use of the Airport, and that we should embrace it.
- Robbie Willis asked about the whether the big helicopters that park on the north side do harm to the pavement, noting that he has reviewed some pavement condition index information. Damon Anderson responded that the numbers are put out to make pavements last 20 years, and that there is no adverse impact to the pavement occurring from the helicopters when they are parked.
- Chairman Stebbens closed the discussion.

### **8. FUTURE AGENDA ITEMS**

- Hot Refueling (Refueling with Power Plants Running)

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

- Wednesday, May 15, 2019
- Wednesday, June 19, 2019

**10. ADJOURN**

- Motion to adjourn by Board member McNary; seconded by Board member Zieff. Unanimously carried. Meeting adjourned at 6:05 p.m.