

Wednesday, July 17, 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**

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, Brian Schultz, Mark Zieff, Shannon Hicks-Hankins (alternate), Ed Weber (alternate) and Raully Ballas (alternate)

Regular Board Members Absent: Vice-Chairman Louis Worthy, Dave McNary and Robbie Willis;

Council Member Present: Jim Dolan

Airport Operations Staff Present: Damon Anderson (Airport Supervisor), Alondra Davis-Mowry and Cindy Herzog

4. CALL TO PUBLIC

Chairman Stebbens requested a Call to the Public for any comments and issues to address. There being no statements from the public, Chairman Stebbens closed the Call to the Public.

5. MINUTES

5.1 Approval of May 15, 2019 Meeting Minutes

- Board member Chairman Stebbens motion to approve the minutes; Board member Mark Zieff motioned to approve the minutes and seconded by Board member Brian Schultz. Without objection, meeting minutes are approved.

6. COMMUNICATIONS, ANNOUNCEMENTS, AIRPORT SUPERVISOR'S REPORT

6.1 Supervisor's Report

- Mr. Anderson reported on the following:
- Announce Cindy Herzog as Airport Administrative Specialist
- Announce Greg Froslic as Director of Public Works
- Airport recorder was installed and saving data

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- Hot fueling introduced to City Council and up for adoption at next Council Meeting.
- Grant offer approved for taxiway alpha design.
- Next Planning Advisory Committee meeting will include discussion of Coffman Associates and the airport master plan development.
- Gate 5 is inoperable, but approval to repair has been received.
- Havasu Air Center awarded Military fuel contract.
- Designated Military parking on its way at the airport.
- Airport tenant interest waitlist updated as follows: 30 standard hangars, 9 executive hangars and 11 shade ports.
- Ed Weber asked how long the recorder would retain information, Damon responded with 2-year retention, but airport staff will back up information every 6 months and retain for 5 years.
- Mark Zieff asked if the airport feels it has adequate space for fueling operation. Damon responded with yes, the unused apron would be utilized for this operation.

6.2 Upcoming Events

- August 29, 2019 5:30 to 7:00 p.m. at the Airport terminal to host Master Plan Public Workshop.

7. PUBLIC HEARINGS

7.1 Presentation Regarding Designated Military Parking Areas

- Damon Anderson provided a rough sketch layout diagram to identify military parking area.
- Compared several different military bases and their layout plan to see if we are missing anything.
- A representative from Mill Air in Yuma, AZ will come out to review the plans to see if anything is missing, regarding safety, distance and separation.
- Airport terminal remodel to accommodate the military personnel.
- Chairman Stebbens wanted clarification that we are not prohibiting the parking spaces for civilian parking when military is not utilizing. Damon replied that answer is still to be reviewed.
- Chairman Stebbens noted that Lake Havasu City Airport is meeting the FAA requirement to provide military parking.
- Brian Shultz agreed getting opinions from other bases like Yuma is a smart choice.
- Brian Shultz expressed his concerns of mixing military and civilian parking together could potentially be a liability issue if planes are damaged. Since we have the space, keeping the parking separate would be beneficial in his opinion.
- Chairman Stebbens brought up a prior commitment of space use to a Helicopter operator out of Alaska to set up his operation for the winter.
- Damon Anderson shared the optional parking spaces that can be utilized and passenger access areas as well.

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- Brian Shultz mentioned about helicopter operation and taxiway Charlie with the ultra-lights or other use and the helicopter operation that would follow the same pattern and if this would pose an issue or not.
- Damon Anderson reiterated the use of the large shade port for parking as an option to consider.
- Chairman Stebbens stated that we would not get a daily influx of military aircraft. At times, it will be heavy during an exercise, but on a routine basis, we would have enough parking. When we do get an excess of military aircraft we would then park the helicopters on taxiway Charlie and be flexible where they park.
- Damon Anderson agreed that it is not likely we get a large influx, but if we do, we definitely have the parking space to host them all.
- Chairman Stebbens mentioned that in the past we have had two (2) C130's simultaneously on that ramp before.
- Brian Shultz asked if advance notice would be given prior to military arrival.
- Damon Anderson replied with typically yes notification is provided.
- Chairman Stebbens shared that fuel stops while on a military mission are based on military fuel contract locations. From his experience as an ex-military pilot for many years, prior notice may not be given.
- Damon Anderson noted that the AWOS was updated with a recorded announcement regarding contract fuel information.
- Chairman Stebbens stated that this is a public hearing and that it is open if anyone from the public that wanted to make a comment on this topic. No comment, so this topic will be closed.
- Ed Weber suggested location for the helicopter operation, as that being where Damon Anderson suggested.
- Mark Zieff asked if the FBO is required to let the Airport Supervisor know when extra planes are coming in or is it at their disclosure the number of planes are coming in.
- Chairman Stebbens replied with it would be overstepping our bounds if we required the FBO to notify us. It is between the sponsor Havasu Air Center and the military. The airport does not need to be involved for the military fueling. It is an everyday occurrence for Havasu Air Center to fuel military aircraft.
- Chairman Stebbens reiterated that nothing is changing as far as military landing and fueling operations other than Havasu was awarded the fuel contract with the military.
- Ed Webber suggested that when a large amount of military craft is to land, we place an AWOS announcement to inform of this military traffic.
- Damon Anderson mentioned this was a good suggestion.
- Request from the audience to re-open public hearing: With no objection, public hearing re-opened.
- Dante Marinelli of Havasu Air Center reiterated that the military fueling is and has been a normal everyday operation for the past 10 years. From an operational

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standpoint, Havasu Air Center were limited to only military aircraft that needed to land in Havasu, but now it's opened up to military that want to land in Havasu.

- Dante Marinelli shared that the military has a negotiated fixed fuel rate to the military.
- Arizona has approximately eight (8) airports with government-contracted fuel and Havasu Air Center is excited to have this military contract.
- Havasu Air Center approached the city with designated military parking, because we have the unutilized space and for operation and safety as well.
- Dante Marinelli compared Imperial airport to our airport and what potential we can have, based on the Military fuel contract and catering hot fueling and in general to the military.
- Chairman Stebbens shared that this board is on record with recommending designated military parking area several months ago, before any of this came about. This is not something that the sponsor is providing to Havasu Air Center, we the sponsor are providing to our military customers. For safety enhancement to keep them, separate from the general aviation aircraft. We are not subsidizing Havasu Air Center, but are accommodating the military and Havasu Air Center happens to have the fuel contract.
- Shannon Hicks wanted clarification that this is still a public city airport.
- Chairman Stebbens had concerns of making the airport use strictly as military use. It will remain city property and an area for the general public to use for viewing military aircraft.
- Mark Zieff asked and received confirmation on how Havasu Air Center fuels the aircraft.
- Chairman Stebbens suggested contacting the local newspaper to get some publicity on the Military aircraft.
- Chairman Stebbens shared that this discussion was a positive one and motioned to close item 7.1.

8. FUTURE AGENDA ITEMS

- Chairman Stebbens requested to receive the amended Code of authority for the Airport Advisory Board that the City Council passed in March.
- Members are to send requests to the Airport Supervisor Damon Anderson or Cindy Herzog.

9. FUTURE MEETINGS (third Wednesday of each month)

- Wednesday, September 18, 2019
- Wednesday, October 16, 2019

10. ADJOURN

- Motion to adjourn by Board member Brian Shultz seconded by Board member Ed Weber. Without objection, the meeting was adjourned at 6:05 p.m.