



Aviation Advisory Committee Meeting Agenda

November 13, 2024
6:00 PM

MEETING ACCESS INFORMATION

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Phone conference ID: 816 464 179#

Location: Pilot Lounge @ Pearson Airport, 101 East Reserve Street.

1. **Call to Order and Roll Call**
2. **Approval of Minutes for October 23, 2024**
 - a. Meeting Minutes for October 23, 2024
3. **Action Items /Tasks**
 - b. Sub-Committee Reports
 - c.
 1. [Aeronautical Study No. 2024-ANM-3639-O](#)
4. **Communications**
 - d. City Planner Presentation - Greg Turner
 - e. Airport Manager's Report - Updates
 - f. Community Communications
 - g. Calendar - Next Regular Pearson Field Aviation Advisory Committee Meeting will be December 11, & January 8th at

Aviation Advisory Committee

MEMBERS

Peggy Keith, **President**
Barney Levie, **Vice President**

Laura Krueger
Kevin Lux
Brittany Sulitzer
Joe Ong
Shon Lindley
Austin Merle
Sara Baker

Pearson Airfield
101 E Reserve Street
Vancouver, WA
TTY: 771
[www.cityofvancouver.us/
pearson-field-airport/](http://www.cityofvancouver.us/pearson-field-airport/)

6:00PM

Adjournment

Community Forum Instructions

The public is invited to speak regarding any issue. Members of the public testifying are asked to limit testimony to three minutes. There are three ways to provide comments:

1. In Writing: Public comments can be submitted in writing (name, address, contact information and comments) via email to meredith.fox@cityofvancouver.us by 5pm the day before the meeting.
2. Remotely: Pre-register by phone at 360-487-8619 or email meredith.fox@cityofvancouver.us by 5pm the day before the meeting.
3. In Person: Pre-register by phone at 360-487-8619 or email meredith.fox@cityofvancouver.us by 5pm the day before the meeting or fill out a Public Comment form in person prior to the start of the Community Communications portion of the meeting.

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Aviation Advisory Committee (AAC)

Meeting Minutes

Date: Wednesday, October 23, 2024

Time: 6 p.m.

Location: Pearson Field Airport - Pilot's Lounge
101 E. Reserve St.
Vancouver, WA

Commissioners/Board Members Present:

Barney Levie, Jo Ong, Laura Krueger, Shon Lindley, Kevin Lux, Sara Baker, Brittany Sulitzer

Commissioners/Board Members Absent:

Peggy Keith, Austin Merle

City Staff Present:

Meredith Fox, Guy Lennon, Steve Worley, Angie McBurney

Item I: Call to Order and Roll Call

The October 23rd, 2024, Aviation Advisory Committee (AAC) meeting was called to order at 6:00pm by Vice Chairperson, Barney Levie. The meeting was held at Pearson Field Airport in the Pilot's Lounge.

Item II: Approval of Meeting Minutes – August 14, 2024

Motion by Kevin Lux, seconded by Brittany Sulitzer, and carried unanimously to approve the August 14th, 2024, AAC meeting minutes as written and published.

Item VIII: Interstate Bridge Replacement Program Report – Katherine Kelly, Policy Advisor, Lori Severino Senior Planner Community Development Department, Shilpa Maliem Project Manager for IBR Program, Guy Horchy with IBR

Overview – Construction anticipates to start late 2025 early 2026 -note that will just be shovels in the dirt. Noting this program will be tolled. Reviewed the Design Options for Downtown Vancouver. Double-Deck fixed -Span, Single -Level Fixed -Span, or Single -Level Movable Span.

Summary of relevant findings in the Draft Supplemental Environmental Impact Study (SEIS) – Draft SEIS compares the modified Locally Preferred Alternative (LPA) to the No-Build Alternative. Reviewed long term and temporary effects on all options of the bridge design relating to the public and to Pearson Field. A detailed review still in process. There will be outreach to the pilot community forthcoming. Concerns from the audience were the location of the maximum height, if it were to shift North that will be an issue but at this time the apex height would be south of the bridge of where it is located now.

Members

Peggy Keith, Chair

Barney Levie, Vice Chair

Austin Merle
Barney Levie
Brittany Sulitzer
Jo Ong
Kevin Lux
Laura Krueger
Peggy Keith
Shon Lindley

Public Works Meredith Fox

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To request accommodation or other formats, please contact:

Guy Lennon | 360-487-8619 | TTY: 711 | guy.lennon@cityofvancouver.us

Item IV: Aero Maintenance Inc. Lease agreement– Guy Lennon

Kevin and Shon agreed to spearhead a deep dive review of the Aero Maintenance FBO Lease Agreement. Kevin and Guy had a question session for clarification on relevant items in the lease. Staff seeking legal opinion on rewording section 6.2 “other services and supplies not furnished by the City “. Another comment asked if there is an SLA (service level agreement) on time requirements on inspections? Staff will report back on this concern.

Staff recommended the Pearson Field AAC approve the facilities lease agreement with Aero Maintenance Inc. **Motion** by Shon, seconded by Laura with potential modifications pending, and carried unanimously to approve the facilities lease agreement with Aero Maintenance Inc.

Item III: Information Item

Financial Report – Review of Revenues and expenditures

Operations Report – Review of the fuel flows and graph

Construction Report – Electrical Vault/Runway Lighting System Replacement update: moving to March/April.

Plan to put the HVAC in the FBO.

Solar project – studies show that the buildings are not structurally sound to support the panels. WODOT funded - \$237,500

Pilot Lounge Technology Upgrade – going thru the design now with IT depart and forthcoming.

Item V: Annual Leased Property Escalators

Staff recommended the Pearson Field Aviation Advisory Committee (AAC) approve the annual leased property escalators to 3.5%. **Motion** by Shon, seconded by Brittney and carried unanimously to approve the annual leased property escalators to 3.5%.

Item VI: Approve - CY 2025 Pearson Field Aviation Advisory Committee Regular Meeting Schedule

Staff recommended the Pearson Field Aviation Advisory Committee (AAC) approve a Calendar Year (CY) 2025 Regular Meeting Schedule as presented - January 8th, April 9th, July 9th, October 8th. **Motion** by Brittney, seconded by Kevin and carried unanimously to approve the 2025 Regular Meeting Schedule as presented.

Item VII: Sub-Committee Updates: 4 sub committees - Community outreach/Operations/Planning/Finance

It was agreed to have further discussions on the sub-committees during the next meeting.

Item IX: Airport Managers’ Report – Guy Lennon

Guy introduced the new airport manager Meredith Fox. He will stay onboard part-time as a contract role and act as the project manager for the Runway Lighting System project and the IBR project.

WSDOT Grant was awarded \$42,000 that will be used towards the electrical project.

Guy wanted to clear up some comments made to the committee from earlier meetings for the record– The City gave \$150,000 to the Airport fund years ago. A comment had been made stating they didn’t know where the money went – These funds were used to pay for the expenses of painting the Airport commercial buildings 101 and 105, and to renovate the hangar doors on the 101 building. There was tracking of those funds. Another comment was made about the guidance signs at taxiway Alpha 4 suggesting that these signs were not installed correctly. Guy stated that those signs were install to FAA standards and are installed correctly.

Item X: Committee Members’ Comments

Shon Lindley asked about the Pilot’s Lounge building integrity and if the City is responsible for maintaining it. Guy confirmed that the City is responsible for general maintenance and improvements deemed necessary by the City.

Item XII: Calendar

The next two AAC meetings will be held on November 13th, 2024 and December 11th as a special meeting.

Motion by Kevin and seconded by Shonto adjourn the meeting at 7:40pm.

Peggy, Keith, Chair



To request other formats, please contact:
City Manager's Office (360) 487-8600 | WA Relay 711
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