



Aviation Advisory Committee Meeting Agenda

March 11, 2026
6:00 PM

MEETING ACCESS INFORMATION:

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Meeting ID: 278 700 618 370 45

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Phone conference ID: 943 458 092#

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

I. Regular AAC Meeting - 6PM

II. Call to Order and Roll Call

III. Community Communications - Public Comment

No Action. The public is invited to speak. The AAC makes no decisions during this period. Each speaker is requested to fill out a pre-printed testimony card (provided at the meeting entrance) with their name and matter to be discussed and asked to state their full name for the audio recording. Please limit all comments to 3 minutes.

IV. *Action Items Tasks:

- *Approval of Minutes for February 11, 2026

V. Communications:

- VCM 10.05.065 Current layout plans - master plan, etc.

Aviation Advisory Committee

MEMBERS

Shon Lindey, **Chair**
Brigham Williams, **Vice Chair**

Laura Krueger
Kevin Lux
Brittany Sulitzer
Sara Baker
Peggy Keith
Matthew Winit
Jordan Thomas

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

- AAC recommendations for budget/beautification ideas
- AAC Communications
- Airport Manager Updates

VI. Other Updates:

Committee Members - Recommendations next meeting topics/comments & concerns

VII 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.

City Hall is served by C-TRAN. Route information and schedules are available online at www.c-tran.com. You also may reach C-TRAN at (360) 695-0123 for more information on times, fares, and routes.

Anyone needing language interpretation services or accommodations with a disability at a Vancouver City Council meeting may contact the City Manager's staff at (360) 487-8600 (RELAY: 711). Assistive listening devices and live Closed Captioning are available for the deaf, hard of hearing and general public use. Please notify a staff person if you wish to use one of the devices. Every attempt at reasonable accommodation will be made. To request this agenda in another format, please also contact the phone numbers listed above.

Aviation Advisory Committee (AAC)

Meeting Minutes – February 11, 2026, Time: 5:30 PM (Workshop), 6:00 PM (Regular Meeting) **Location:** Pilot Lounge @ Pearson Airport, 101 East Reserve Street

1. Call to Order and Roll Call

- Meeting called to order at 6:04 PM by Chair Mr. Lindley.
- **Attendance:** Quorum confirmed: Members physically present included Williams, Keith, Baker, Winit. Virtual included Thomas.
- **Staff:** Airport Manager Meredith Fox; City Attorney Jonathan Schetky (virtual)

2. Community Communications – Public Comment

One in-person comment was received:

- Expressed concern about the Port of Vancouver construction cranes and their impact on VASI lighting.
- No written or online comments were submitted.

3. Approval of Minutes – January 14, 2026

- Members reviewed the January minutes.
- Corrections noted and **Motion** made to approve the minutes as amended. **Vote:** Passed unanimously.

4. FAA BVLOS Comment Letter

The committee reviewed a draft letter regarding the FAA's proposed Beyond Visual Line of Sight (BVLOS) rulemaking.

Discussion

- Members emphasized the importance of protecting Pearson's historic airspace and ensuring BVLOS operations place responsibility on drone operators.
- The FAA's comment window closed at 9:00 PM the same evening.
- The City Attorney advised that the AAC cannot submit comments directly to the FAA as a committee but may recommend that the Airport Manager submit comments.

Motion: Recommend that the Airport Manager submit comments to the FAA using the committee's draft letter as the basis. **Vote:** Passed unanimously.

5. Workshop Summary – Rules & Regulations and Minimum Standards

The committee held a workshop prior to the regular meeting to review the 2021 Rules & Regulations and Minimum Standards.

Key points:

- The document remains sound; no changes were proposed.
- Enforcement is the primary challenge.
- Members discussed tenant education, parking issues, unauthorized commercial activity, and the need for updated ALP materials.
- Staff will research questions regarding charter operations and NPS agreements.

- Subleasing rules were clarified.

6. Acceptance of Minimum Standards

Motion: Accept the current Rules & Regulations and Minimum Standards (11/1/2021) with no changes.

Vote: Passed unanimously.

7. Communications

7.1 Scappoose Runway Closure

- Scappoose Airport will close for approximately three months this summer.
- Members expressed concern about increased pattern traffic at Pearson.
- Staff is coordinating with Scappoose Airport Manager.
- A subcommittee was formed (Matt and Brittany) to coordinate with regional partners.

7.2 Budget – Fourth Quarter Review

Shannon Turk, Finance, presented the Q4 2025 budget report.

Highlights:

- Fiscal year is not yet closed; some line items will be corrected.
- Operating revenue reached 96.66% of budget.
- A supplemental budget adjustment is underway to add the terminal renovation grant and correct grant-funded expenses.
- Interfund accounting questions remain unresolved and will be addressed in the next biennial budget.

Additional notes:

- Hangar occupancy is effectively full; turnover timing causes minor revenue gaps.
- Late payments have decreased due to increased enforcement and automatic payments.
- Airport reserve balance is \$1.7M.
- Staff is locating documentation regarding a sidewalk easement.

7.3 Airport Manager's Update

Beautification

- Five new trees will be planted on the east side, bringing the total to 13.
- Trees are selected to remain below the 20-foot FAA obstruction threshold.

Facilities

Recent repairs include:

- Maintenance hangar door realignment
- FBO restroom repairs
- Leak repairs in multiple buildings
- Replacement of North maintenance hangar steel door
- West gate exit button repair

PDX Tower Tour

- Scheduled for February 21 at noon; RSVP by February 18.

Airspace Education

- Staff is working with PDX ATC to obtain updated materials for pilot education.

Security

- Two recent incidents involved unauthorized individuals on airport property.
- Staff emphasized calling 911 for unsafe activity and calling Airport Manager.
- Encampments inside the WSDOT wildlife fence will be cleared by HEART.
- Staff intend to pursue possible improved perimeter fencing in future CIP cycles.

Budget Preparation

- Beautification and spending recommendations are needed for biennium budget preparations.

Terminal Renovation

- Hazmat survey identified mercury, mold, and asbestos; remediation is expected to take three days and cost under \$20,000 (95% FAA-funded).
- Hazmat removal is out for bid; FAA grant offer is expected soon.
- Target City Council approval is March 16 (or April 6 if delayed).

8. Committee Member Discussion

Agenda Planning

- Committee agreed to swap March and May topics (except for the May quarterly budget review).
- March will now focus on layout, beautification, and spending recommendations.

Regulatory Monitoring

- Members discussed the difficulty of tracking FAA and state regulatory changes.
- Committee agreed to identify priority topics and consider dividing monitoring responsibilities.

Bylaws Update

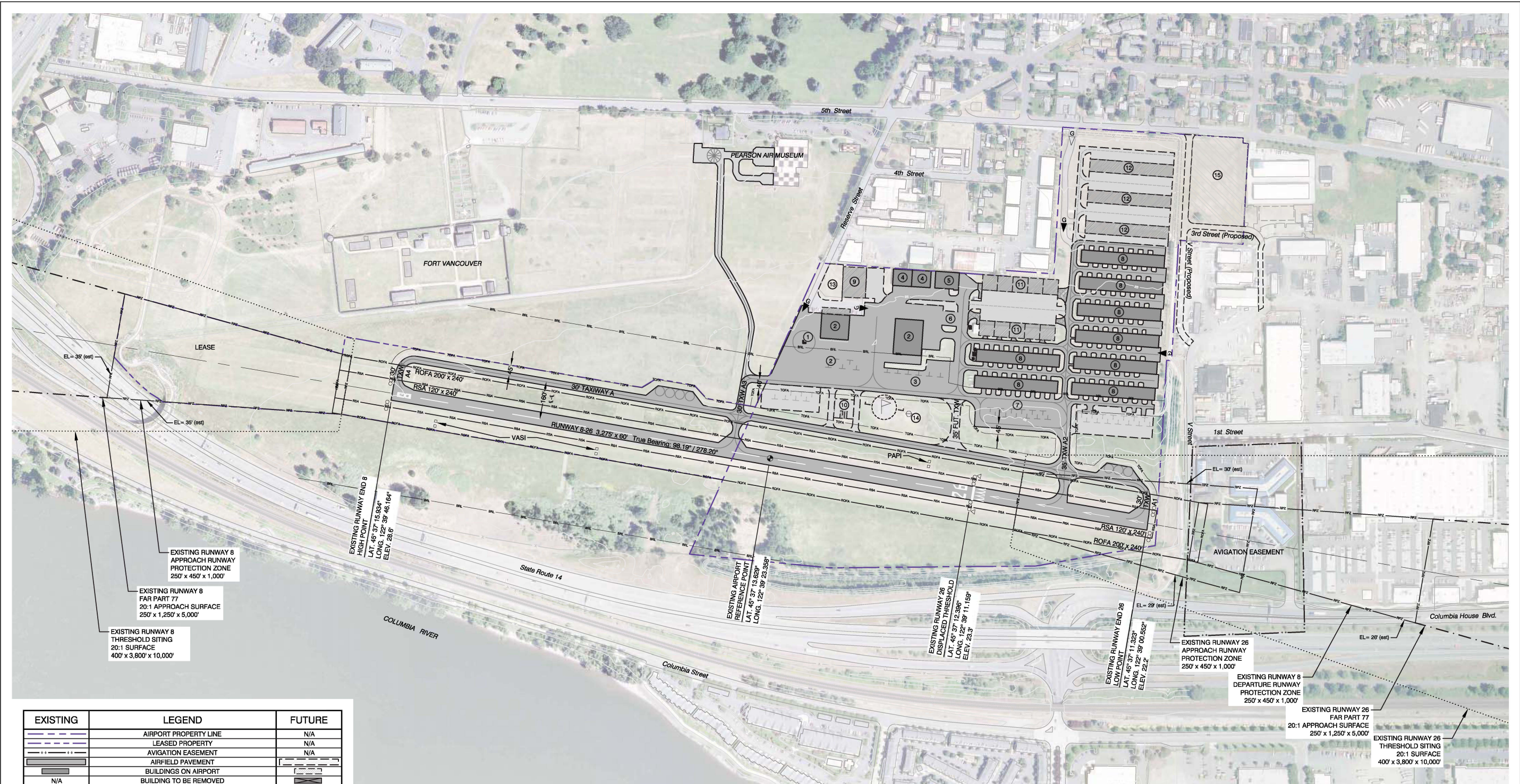
- Subcommittee will provide redline submittal to staff by March.

Communications

- Members discussed that the City send the annual meeting schedule and the approved Rules and Regulations to base pilots.

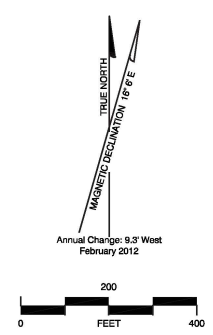
9. Adjournment

Motion: Adjourn the meeting. **Vote:** Passed unanimously. **Meeting adjourned at 7:25 PM.**



EXISTING	LEGEND	FUTURE
	AIRPORT PROPERTY LINE	N/A
	LEASED PROPERTY	N/A
	AVIGATION EASEMENT	N/A
	AIRFIELD PAVEMENT	
	BUILDINGS ON AIRPORT	
	BUILDING TO BE REMOVED	
	AIRPORT REFERENCE POINT	N/A
	RUNWAY END IDENTIFIER LIGHTS (REIL)	N/A
	THRESHOLD LIGHTS	N/A
	WIND INDICATOR	N/A
	SEGMENTED CIRCLE	N/A
	AUTOMATED SURFACE OBSERVING SYSTEM	N/A
	PRECISION APPROACH PATH INDICATOR (PAPI)	N/A
	VISUAL APPROACH SLOPE INDICATOR (VASI)	N/A
	RUNWAY SAFETY AREA (RSA)	N/A
	RUNWAY PROTECTION ZONE (RPZ)	N/A
	RUNWAY OBJECT FREE AREA (ROFA)	N/A
	TAXIWAY OBJECT FREE AREA (TOFA)	See Building Area Plan
	BUILDING RESTRICTION LINE (BRL)	N/A
	FAR PART 77 SURFACE	
	THRESHOLD SITING SURFACE	
	FENCE	N/A
	GATE	
	PAVEMENT TO BE REMOVED	
	FUTURE COMMERCIAL/AVIATION DEVELOPMENT	
	PUBLIC ROAD	

BUILDING AND FACILITY LEGEND	
1	FUEL PUMP
2	FBO & FLIGHT SCHOOL
3	ITINERANT AIRCRAFT TIE-DOWN APRON
4	BOX HANGAR (70' x 80')
5	BOX HANGAR (70' x 100')
6	WASH AREA
7	BASED AIRCRAFT TIE-DOWN APRON
8	T-HANGARS
9	BOX HANGAR (100' x 130') - FUTURE
10	ABOVE GROUND FUEL TANKS - FUTURE
11	BOX HANGARS (65' x 65') - FUTURE
12	T-HANGARS - FUTURE
13	AUTO PARKING - FUTURE
14	AWOS - FUTURE
15	AVIATION/COMMERCIAL DEVELOPMENT AREA - FUTURE



DATE	REVISION	SPONSOR	DATE
AIRPORT LAYOUT PLAN PEARSON FIELD (VUO) VANCOUVER, WASHINGTON			
FUTURE AIRPORT LAYOUT PLAN			
DESIGN: DS/MH/BM	DRAWN: BM/TE	DATE: MAY 2013	SHEET 3 OF 8

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