



# Airport Aviation Committee (AAC)

## Meeting Minutes

Date: Wednesday, Feb. 21, 2024  
Time: 6 p.m.  
Location: Pearson Field Airport - Pilot's Lounge  
101 E. Reserve St.  
Vancouver, WA

**Commissioners/Board Members Present:**  
Barney Levie, Brittany Sulitzer, Jose Lopez, Kevin Lux, Peggy Keith

**Commissioners/Board Members Absent:**  
Kristin Reef, Laura Krueger, Michael Kelly

**Staff Present:** Airport Manager, Guy Lennon; Support Specialist, Angie McBurney

**Guests:** Guest Speaker, Paul Speer

### Item 1: Call to Order and Roll Call

The February 21, 2024, the Aviation Advisory Committee (AAC) meeting was called to order at 6:02pm by Chair, Peggy Keith. The meeting was held at Pearson Field Airport in the Pilot's Lounge and available online via Microsoft Teams.

### Item 2: Approval of Meeting Minutes – January 10, 2024

Motion by Kevin Lux, seconded by Barney Levie, and carried unanimously to suspend reading of the January 10, 2024, AAC meeting minutes.  
Motion by Kevin Lux, seconded by Brittany Sulitzer, and carried unanimously to approve the minutes as written from the January 10, 2024, AAC meeting.

### Item 3: Bylaws Discussion and Possible Action

Chairperson Peggy Keith, suggested to table the discussion on Bylaws again, until the next AAC meeting. Peggy asked AAC members to review the Bylaws beforehand and bring comments regarding what should stay in the Bylaws and/or be adjusted.

## Members

*Peggy Keith, Chair*

*Jose Lopez, Vice Chair*

Barney Levie  
Brittany Sulitzer  
Kevin Lux  
Kristin Reef  
Laura Krueger  
Michael Kelly

### Public Works Guy Lennon

101 E. Reserve St.  
P.O. Box 1995  
Vancouver, WA 98668  
360-487-8619  
TTY: 711  
[guy.lennon@cityofvancouver.us](mailto:guy.lennon@cityofvancouver.us)

**To request accommodation or other formats, please contact:**  
Guy Lennon | 360-487-8619 | TTY: 711 | [guy.lennon@cityofvancouver.us](mailto:guy.lennon@cityofvancouver.us)

**Item 4: AAC History Guest Speaker – Paul Speer**

Mr. Paul Speer provided two handouts for the committee members – AAC Orientation Syllabus and Risk Factors/Reasons Why Public-Airports Typically Close. He also spoke about the history of Pearson Airport, the prior AAC, and the AACs relationships with City staff and stakeholders. Mr. Speer will also forward additional documents to the AAC members via email.

**Item 5: Manager’s Meeting Report – Guy Lennon**

Guy provided an update for the Electrical Light Vault/Runway lighting System Replacement project - the City will advertise bid submittals in March. The AAC members will be provided the opportunity to review the grant application prior to the City submitting it to the Federal Aviation Administration (FAA).

**Item 6: Committee Members’ Comments**

Peggy inquired about the number of AAC members allowed to discuss and perform work via a subcommittee without meeting a quorum. As per Philip, based on the Open Public Meeting Act (OMPA) and the current number of 8 AAC members, more than 3 members would constitute a quorum. However, once the AAC reaches 9 members, more than 4 members would meet a quorum.

**Item 7: Calendar**

Chairperson Peggy Keith recommends the next AAC meeting be held on Wednesday, March 13<sup>th</sup> as a Special Meeting with Mr. Paul Speer resuming his discussion about the AAC’s roles and responsibilities.

The next regularly scheduled quarterly meeting will be Wednesday, April 10, 2024.

**Item 8: Community Communications**

No comments from the community members.

**ADJOURNMENT**

Motion by Kevin lux, seconded by Barney Levie, and carried unanimously to adjourn the meeting at 7:33pm.

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Peggy Keith, Chair



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contact:  
City Manager’s Office  
(360) 487-8600 | WA Relay: 711  
[Amanda.Delapena@cityofvancouver.us](mailto:Amanda.Delapena@cityofvancouver.us)