



Airport Aviation Committee (AAC)

Meeting Minutes

Date: Wednesday, March 13, 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, Kevin Lux, Kristin Reef, Michael Kelly, Peggy Keith

Commissioners/Board Members Absent:

Jose Lopez, Laura Krueger

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

Item 1: Call to Order and Roll Call

The March 13, 2024, Aviation Advisory Committee (AAC) meeting was called to order at 6:03 p.m. by Peggy Keith. The meeting was held at Pearson Field Airport in the Pilot's Lounge and made available online via Microsoft Teams. Attendance from Roll Call is reflected in the section above.

Item 2: Approval of Meeting Minutes – February 21, 2024

Motion by Barney Levie, seconded by Michael Kelly, and carried unanimously to approve the February 21, 2024, AAC meeting minutes with an amendment of adding Philp Gigler to the staff section as proposed by Peggy Keith.

Item 3: Bylaws Discussion and Possible Action

Following group discussion of the Bylaws draft, Article II, A and B in section 3 will be removed and new language will be added to reflect the Responsibilities and Grants information as outlined in the Vancouver Municipal Code 10.05.040. This was a unanimous vote followed by a motion from Michael Kelly and seconded by Kristin Reef. These changes and other recommended changes as discussed during the AAC meeting will be made

Members

Peggy Keith, Chair

Jose Lopez, Vice Chair

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

**Public Works
Guy Lennon**

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by Guy Lennon. Guy will send a new draft of the Bylaws to the AAC members via email before the next AAC meeting as requested by Peggy Keith.

In addition, Guy will confirm the following:

- If there is a City of Vancouver (City) requirement prohibiting no more than three AAC members attending meetings remotely.
- If the address is required when community members submit Community Comments.
- If signed meeting minutes can be posted on the City's website in addition to draft form minutes.

Item 4: Subcommittees

The following four subcommittees were proposed: Finance, Planning, Operations and Community Outreach. Peggy asked the group to assign a Chair and Vice Chair for each subcommittee. Each subcommittee would be responsible for gleaning information and the Chairperson would disseminate it to the group during scheduled AAC meetings.

Further discussion was tabled until the next AAC meeting. Committee members were asked to bring their ideas, experience and what they are passionate about to help align them with the subcommittee(s) they choose to work on.

Item 5: Manager's Meeting Report – Guy Lennon

The technical, environmental bridge report has not been released by the state. However, it is anticipated to be released in the Spring.

The yearly increase for the airport's land lease agreement with the National Parks Service has been released at 4.1%. The increase will take effect in April and the new monthly rental amount will be \$5,204.68.

Item 6: Committee Members' Comments

No comments provided.

Item 7: Calendar

The next AAC meeting will be April 10, 2024, at 6 p.m. at Pearson Airport in the Pilot's Lounge as agreed upon by the AAC members.

Item 8: Community Communications

Vancouver community member, Paul Lawson provided a 2003 letter that the City sent to the Federal Aviation Administration regarding a pedestrian path at Pearson Airfield. He also provided an email from the City in 2004 regarding an easement and a proposed yearly fee to be paid Pearson Airfield from the City's general fund. Paul Lawson recommended that the AAC request the City conduct an audit regarding payments made to the airport for the pedestrian path.

Pearson Airport tenant, Frank Lambert opined content of the draft Bylaws and the functions of the AAC. A Community Communications form was not received.

ADJOURNMENT

Motion by Barney Levie, seconded by Michael Kelly, and carried unanimously to adjourn the meeting at 7:56 p.m.

Peggy Keith, Chair



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