

SONOMA COUNTY AVIATION COMMISSION

Minutes of the February 17, 2005 Meeting

CALL TO ORDER: Vice Chairman Starrett called the meeting to order at 7:10 p.m.

COMMISSIONERS PRESENT: Delaney, Doherty, Hayssen and Starrett

APPROVAL OF MINUTES: *Doherty moved with support from Hayssen to approve the January 20, 2005, Commission Meeting Minutes as submitted. All Ayes. Motion Carried.*

AIRPORT MANAGER'S REPORT:

A. Complaint Update:

Stout reported that 9 complaints had been received since the last Commission meeting.

1. Marc LaMantia – loud jet overflight
2. Sandi LaMantia – loud, low overflights twice by the same aircraft
3. Darlene Wally – 2 early morning loud overflights
4. Elizabeth Holmes – loud jet overflights and an increase in loud overflights
5. Anonymous – low overflight
6. Marc LaMantia – loud jet overflight
7. Jemelle Sanchez – 2 loud overflights 2 days in a row
8. Scott Griffin – loud jet overflight
9. Sandi LaMantia – loud jet overflight

Stout reported that a letter and a copy of the noise complaint are sent to the aircraft owner when an aircraft is identified. A noise abatement pamphlet is being prepared and should be available by summer, 2005. Stout also said that the jet that seems to be causing the most complaints is a Mexican Saber Liner. According to APEX that aircraft has been reported sold, so those complaints should decrease.

Doherty asked if a map showing the concentration of complaints could be brought to a commission meeting.

B. Master Plan Update

Stout reported that the Board of Supervisors approved the contract with Mead & Hunt for the Master Plan Update. Two advisory committees will be formed: (1) a Master Plan Advisory Committee to include interested parties focusing on the effects of Airport plans for surrounding areas, and (2) a Master Plan Technical Committee to address Airport tenant needs.

The Master Plan Process will take twelve to eighteen months to complete. During the completion of the Master Plan, an Environmental Impact Statement will have to be funded and completed. Stout said the FAA has indicated the EIS will be funded in early 2006. The estimated cost for the EIS is \$1.6 million and will take approximately eighteen to twenty four months. The earliest an Airport Master Plan could be approved by the Board of Supervisors is thirty months from now. The environmental component must be complete prior to the Board of Supervisors' adoption of the Master Plan.

C. Airline Update

Stout gave a Power Point presentation on the status of air carriers considering service to Sonoma County, which include: Horizon, Delta, America West, Cape Air, Alaska and Aloha Airlines.

Stout said that the \$615,000 Small Community Air Service grant money would be made available to other airlines after Horizon makes its final decision. Stout will be meeting with up to seven airlines in Orlando, Florida at the Network 2005 Conference.

D. Ticket Survey Results/Presentation

Stout gave a Power Point presentation showing the results of the MIDT Survey. This survey shows the tickets purchased during the last twelve months by zip code in our service area, which includes the five counties north of the Golden Gate Bridge. The survey showed that there are approximately 900,000 passengers booked per year from our service area. Based on this data the consultant's recommendation is to concentrate on the following destinations: Los Angeles, Las Vegas, Phoenix and Salt Lake City. Seattle was not recommended because it is not a hub, and Denver is too far for our runway.

Stout said that lack of service in the past has been a major obstacle in convincing airlines that there is a viable market in Sonoma County. The airlines would prefer to use 50-70 seat aircraft to decrease risk of having empty seats, but those aircraft do not work well on the Airport runways.

E. Airport Newsletter Update

Stout reported that the second edition of the Airport Newsletter was mailed Thursday, February 17. The next issue will be published in April, and ideas for articles and stories are welcome.

F. Airport Web Page Update

Stout said that final changes are being made to the website. It should be up in a couple of weeks, and the Airport Newsletter will be added.

G. Hangar Inspections

Lange reported that hangar inspections were performed in the Apron D area. The next group will be done in March, and tenants will be notified by mail.

H. Tower Update

Steve Beckman was not present at the meeting, but the Operations Report for January 2005 has been included in the Agenda Packet.

ACTION ITEMS

- A. There were no action items on the agenda.**

DISCUSSION ITEMS

A. Hangar Rent Parity

Stout reported that the Hangar Rent Parity Subcommittee has had three meetings and has reviewed the current hangar rates and implementation schedule presented to the Board of Supervisors last year. The Board of Supervisors directed the Commission to review the rates before approving rate increases for 2005 and beyond. Stout explained the rent parity schedule

presented in 2004. The plan was to work toward charging similar amounts per square foot for comparable hangar areas.

Stout explained that thus far the subcommittee has suggested changing the ending per square foot rate in the "A" and "B" categories as follows: hangars 1-11 to \$0.18/square foot from \$0.20 since they have less utilization potential and hangars 12-25 to \$0.19/square foot from \$0.20; hangars 18-19 would remain at \$0.20/square foot. It was also suggested reducing the "D" category hangars from the proposed \$0.34/square foot to \$0.31/square foot because of factors not originally considered.

Doherty explained that time constraints limited comparing rental rates among many airports, but that the subcommittee is working toward rent increases acceptable to both Airport tenants and management. The subcommittee also looked at all the hangar areas to come up with maintenance criteria. Delaney said that complaints in the past have focused on the Apron D, category "A" hangars because of their age and poor drainage. There is a capital improvement program on the agenda for this year for that area.

Paul Heck, the tenant in Hangar 19 said that his hangar is substantially smaller than Hangar 18, which has an external storeroom adding up to 75-100 square feet. Stout said those two hangars would be measured again.

Stout said the suggestions would be put into a spreadsheet and the budget presented at the Aviation Commission evening meeting in May 2005 for adoption.

B. Gun Club Electric Changes

Stout explained that the electrical outlets currently on Apron F were designed for temporary connections, but the tenants have left extension cords permanently plugged in. The Fire Marshall has recommended those be replaced. The Airport has been working with the electricians for the new hangar project on ways to improve the electrical setup without costing too much money. The wiring will be improved with direct burial wire, and the wire gauge will be increased so that there is not a voltage drop at the end of the line. Pull boxes with distribution panels will replace the pedestals. Individual tenants will be required to pay for wiring and a meter at the hangar with 30-amp service. The Airport will bill each tenant quarterly for the power. The Airport will pay for the wire and upgrades to the pull boxes. Those costs are still being estimated.

C. Airport Rules and Regulations Update

Stout said the current rules and regulations are from 1969 and need to be updated to reflect the rules and regulations that the Airport has to operate under. Thus far there are three volunteers for a subcommittee to review the new Rules and Regulations, and is comprised of two Aviation Commissioners and one Airport tenant. Additional volunteers are still needed to work on a draft document. A draft copy of the rules and regulations should be ready in two to three weeks for review and suggestions. The entire process will probably take six to eight months. The Board of Supervisors will have to approve the final version.

D. Minimum Standards Review Update

This item was postponed to the next meeting.

NEW BUSINESS:

Stout explained that the hangar areas would be called by the apron name on Airport documents and by Airport staff. Tenants and the tower can continue to use the old names. No new names will be submitted to the Board of Supervisors.

PUBLIC COMMENTS:

A tenant expressed concern about tenant's smoking close to gasoline tanks on the Airport. He said he found cigarette butts on the ground close to airplane gas tanks in the shade hangars and was wondering if there is any way to stop this. Lange said smoking is not prohibited on the Airport in general and also that people have been observed emptying ashtrays in the parking areas. Another tenant said she has observed fuelers smoking close to their trucks, but on the opposite side of the gas tanks.

Keith Rhinehart, a current tie-down tenant, said that putting a deposit on each category he is interested in renting would cost about \$2,200. He would like to simplify the categories into groups to reduce the costs for deposits.

Rhinehart also requested clarification of the hangar inspections. Lange replied that approximately once a year tenants are notified that hangars will be inspected and asked to report maintenance concerns. In addition, Airport staff looks for hazardous materials, the aircraft in the hangar and its condition (i.e. whether or not it is airworthy) and the general housekeeping in the hangar. Stout added that it is also intended to verify the aircraft number with what is on record to minimize illegal sublets.

Stout added that the Airport has been talking to a company called Plane Pocket, which manufactures shade covers for the fuselage of an airplane. The Airport would like to install fifteen to twenty units. In addition, it is hoped that as the new hangars are occupied, existing hangars will be available.

Another tenant reported that someone has been parking a vehicle in his parking spot and would like the owner identified. Stout replied that individual shade hangar tenants do not have assigned parking spaces and must share the four spaces available or park in the shade hangar after the plane has been moved. Stout said a spot could be reserved if a tenant pays rent on it.

The question arose about aircraft in hangars that are no longer airworthy. Stout explained that at one time it was proposed to limit hangar rentals to airworthy aircraft, but there are a number of tenants restoring aircraft, which would have to be moved. Stout said the Airport is considering requiring proof of aircraft registration on an annual basis. In addition, in the process of reviewing current leases several illegal sublets have been found recently. Stout explained the procedure for renting the hangar on a temporary basis if a tenant has to have major work done on an aircraft.

COMMISSION COMMENTS:

Hayssen remarked that the low turnout of tenants might reflect the fact that they are aware the rent parity issue is being addressed and that their concerns are being considered.

Delaney expressed appreciation of the Power Point presentations and the fact that it makes information easy to understand. Delaney also thanked the rent parity subcommittee for their help.

Doherty thanked everyone for coming to the evening meeting and would like to encourage more tenants to attend Commission meetings.

ADJOURN:

Starrett moved with support from Hayssen to adjourn. The meeting was adjourned at 8:45.

Respectfully submitted,

Jon Stout
Airport Manager