

SONOMA COUNTY AVIATION COMMISSION

Minutes of the June 19, 2014 Meeting

CALL TO ORDER: Chair Young called the meeting to order at 8:00 a.m.

COMMISSIONERS PRESENT: Carrillo, Delaney, Hayssen, McCord, Smith, Starrett and Young

APPROVAL OF MINUTES: *Hayssen moved with support from Smith to approve the April 2014 Aviation Commission Minutes. All Ayes. Motion Carried.*

AIRPORT MANAGER'S REPORT

A. Complaint Update

Stout reported that 60 aircraft related complaints were received since the April meeting. The 2013 Complaint Summary was included in the meeting packet.

Hayssen asked if the cost of answering complaints has been estimated. Stout replied that the General Plan requires tracking of noise complaints and that they are useful in working with operators, but the costs have not been tracked.

1. Steve Berman – low helicopter overflight
2. Anonymous – low overflight
3. Steve Berman – low helicopter overflight
4. Steve Berman – low helicopter overflight
5. Anonymous – low overflight
6. Steve Berman – low helicopter overflight
7. Steve Berman – low helicopter overflight
8. Steve Berman – low helicopter overflight
9. Steve Berman – low helicopter overflight
10. Steve Berman – low helicopter overflight
11. Steve Berman – low helicopter overflight
12. Kelly (no last name) – increased air traffic
13. Mark Stanley – low overflights
14. Mary Ellen Wells – aircraft noise
15. Steve Berman – low helicopter overflight
16. Steve Berman – low helicopter overflight
17. Steve Berman – low helicopter overflight
18. Steve Berman – low helicopter overflight
19. Steve Berman – low helicopter overflight
20. Steve Berman – low helicopter overflight
21. George Schultz – low overflight
22. Steve Berman – low helicopter overflight
23. Anonymous – low helicopter overflight
24. Steve Berman – low helicopter overflight
25. Steve Berman – low helicopter overflight
26. Steve Berman – low helicopter overflight
27. Ron Black – change in flight patterns
28. Steve Berman – low helicopter overflight
29. Steve Berman – low helicopter overflight
30. Donna Henry – low overflight
31. Mary Levis – low overflights

32. Bill Foss – loud, low overflight
33. Steve Berman – low helicopter overflight
34. Steve Berman – low helicopter overflight
35. Steve Berman – low helicopter overflight
36. Steve Berman – low helicopter overflight
37. Steve Berman – low helicopter overflight
38. Steve Berman – low helicopter overflight
39. Kathleen Boatman – low helicopter overflight
40. Steve Berman – low helicopter overflight
41. Steve Berman – low helicopter overflight
42. Anonymous – US Coast Guard too low
43. Duffy (no last name) – question regarding overflights
44. Scott Griffin – low overflight
45. Phil Anacker – low helicopter overflights
46. Marilyn Standley – low helicopter overflight
47. Anonymous – loud, low overflight
48. Ms. Ibarra – loud overflights
49. Ryan Thurman – low overflight
50. Rich Lombardo – increase in commercial air traffic
51. Ginger Kuhn – low overflights
52. Don Parker – low helicopter overflight
53. Karen (no last name) – low helicopter overflight
54. Jim Furness – low helicopter overflight
55. Scott Griffin – loud jet overflight
56. Mary Levis – low overflight
57. Marilyn Standley – low overflights
58. Marilyn Standley – low jet overflights
59. Anonymous – aircraft training over home
60. Anonymous – frequent overflights

B. Tower Report/Update

Stout reported that there were 23,515 operations through May 2013, a 1% decrease over 2012.

Robin Greisen, Tower Manager, introduced the new Tower supervisor, Stephen Mitchell. Greisen reported that there will be some changes in Tower instructions to pilots based on a recent external compliance verification by the FAA. The construction project has been going well from the Tower standpoint except for dust.

C. Airline Update

Stout reported that May passenger numbers were 20,692, a decrease of 0.1% compared to May 2012. However, total passenger numbers year-to-date were 86,326, which is a 2.8% increase compared to 2012. A second Seattle flight is scheduled to begin on August 24 for a 6 week trial period and will be brought back in 2015 if it is successful. The airline box will be expanded to hold 3 aircraft during this time, and meetings will be held with Vine Jet and Sonoma Jet Center to plan how to work with the change in ramp space.

Stout said that Mead & Hunt is working on a concept to remodel the terminal to expand the security check point, increase the hold room area, provide more ticket counters, and add another structure for the baggage claim.

Stout also explained that Mead & Hunt is working on plans to repave a portion of the airline parking ramp before winter due to failing pavement.

Stout met with Alaska Airlines last week to discuss potential opportunities, including a longer second Seattle flight. Alaska is evaluating Las Vegas, since it is now flying Q400's into Las Vegas. A flight to Hawaii would require tying into another city, possibly Santa Barbara. Neither Phoenix nor Salt Lake City are being considered at this time.

Stout will be going to Jumpstart next week and has meetings scheduled with Allegiant, American Airlines, Southwest Airlines, Sea Port and Spirit. In addition, Stout will try to meet with United and Delta informally.

D. Projects Update

- Terminal restrooms – upgrades are complete except for recessed lighting
- Rubberized mulch – this is on hold until weeds and grass have been cut and cleaned up
- Tree removal – the Airport is concentrating on topping trees affecting instrument landings. In addition, the Airport is evaluating a program which can calculate growth rates for trees from a LIDAR summary and identify those which need yearly maintenance within a 5-year period.

E. Runway Safety Project Update

Stout said that the FAA is working on the curved approach plan for west of the Ventana subdivision and Windsor High School. It is anticipated it will be flight checked by September. The runway 32 ILS will be shut down until October.

The culvert sections are being installed in the creek; paving of Bravo is underway and should be completed in a few days. There is more traffic at the south gate due to the construction project.

The runway switch is currently planned for June 25, and the Airport is working on a phase change mailer for users and tenants. This date may shift due to scheduling for the final flight check by the FAA for the PAPI. Overall the project is progressing well but is two weeks behind schedule. It is anticipated this will be made up in Phase 4.

ACTION ITEMS

There were no action items at this time.

DISCUSSION ITEMS

A. Insurance and Registration Requirements

Stout reported that Risk Management is still working on insurance limits and that a meeting with the subcommittee will be scheduled when a final draft has been completed.

B. Revision of Aircraft Storage Leases

Elizabeth Coleman, County Counsel, reported that a draft will be prepared for review and comments by the Aviation Commission and Airport tenants.

Young asked if County Counsel had received any tenant comments on Paragraph 5.

IMPROVEMENTS; ALTERATIONS AND MAINTENANCE. Young also suggested that the Commission should review the current lease and submit comments and recommendations to County Counsel before County Counsel started work on the revision. Carrillo wondered if there was a way for

the Commission to have more input with County Counsel at the beginning of the process. Both Young and Delaney stated they would like the subcommittee to review the draft before it is brought before the entire Aviation Commission.

Stout replied that it is the plan to have a subcommittee review the draft agreement before they come to the full Commission. These drafts should be ready to be reviewed by the subcommittee in the next three to four weeks. In addition to the Aviation Commission subcommittee, two tenants offered to participate in this review and will be included.

The subcommittee will be determined at the next Commission meeting.

C. Hangar Rental Incentive Program

Stout reported that an Airport tenant attended the Board of Supervisors' fee hearing and suggested to Jason Nutt, Transportation and Public Works Deputy Director, and Stout that the Airport try a rent incentive program to rent empty hangars, possibly one month's free rent for a new tenant only. After discussion by the Commission, Stout requested recommendations for the next meeting.

During the discussion it was suggested to start advertising available hangars via social media.

NEW BUSINESS

There was no new business at this time.

PUBLIC COMMENTS

Andy Werback encouraged the lease simplification, and having just rented a hangar, he reported having had a good experience in dealing with the Airport. He also suggested the Airport post flyers for vacant hangars at other airports and FBO's.

COMMISSION COMMENTS

McCord questions the purpose of the aging report. Stout responded that it was requested by the Commission after issues with outstanding collections and is provided for information.

ADJOURN

Delaney moved with support from Smith to adjourn. Meeting adjourned at 9:32 a.m.

Respectfully submitted,

Jon Stout, CAE, AAE
Airport Manager