

SONOMA COUNTY  
AVIATION COMMISSION  
Minutes of the May 16, 2019 Meeting

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

**COMMISSIONERS PRESENT:** Ahrens, Carrillo, Delaney, Hayssen, McCord, Starrett, and Young.

**APPROVAL OF MINUTES:** *Ahrens moved with support from Carrillo to approve the April 18, 2019 Aviation Commission Minutes. Ayes: Ahrens, Carrillo, Delaney, Hayssen, Starrett and Young. Abstained: McCord. Motion Carried.*

**AIRPORT MANAGER REPORT:**

**A. Complaint Update**

Stout reported that there were 19 aircraft-related complaints and 2 general complaints since the last Commission meeting in April 2019. There was one kudo.

1. Kimberly Sone – loud, low jet overflight
2. Kelly Germolous – loud jet overflight
3. Paula Pietromonaco – loud commercial jet overflight
4. Diane Crawford – increased commercial overflights
5. Jerry Anderson – low helicopter overflight
6. Kelly Germolous – all overflights
7. David Griffin – loud overflights
8. Jennifer Rogers – loud jet takeoff
9. Albini – loud, low jet overflight
10. Kelly Germolous – air quality issues
11. Rhianna Miller – helicopter circling over neighborhood
12. Andre Tchirkine – loud, low commercial jet overflight
13. Don Albini – low jet overflight
14. Jodi Guntle – loud overflights
15. Andre Tchirkine – loud, low commercial overflight; flight path should be moved
16. David Griffin – loud jet overflights
17. Sharon Arnold – aircraft circling overhead
18. Laura Willoughbee – low overflight
19. Kelly Germolous – loud overflights

Stout stated that there appears to be a correlation of complaints and news media coverage. In March 2019 there were 10 complaints compared to 5 in March 2018, a 100% increase. Through March 2019 there were 22 complaints compared to 19 through March 2018, an increase of 15.8%.

**B. Tower Report/Update**

There were 6,889 operations in March 2019 compared to 6,154 in 2018, an 11.9% increase. Through March 2019, there were a total of 17,764 operations compared to 17,781 through March 2019, a decrease of 0.1%.

Craig Lucas, Tower Manager, said there were no changes to report. The Tower is working with the Airport and the FBO's on strategies and locations for an anticipated increased need for aircraft parking due to upcoming large events and the closure of Napa and Ukiah airport runways for construction.

**C. Airline Update**

Passenger numbers in April 2019 were 34,056 compared to 34,680 in March 2018, a decrease of 1.8%. Year to date passenger numbers were 121,205 compared to 120,282 in 2018, a 0.8% increase.

Airline operations in April 2019 were 569, an 8.7% decrease compared to 623 in April 2018. Year to date operations showed a decrease of 13.9%, 2,443 in 2018 compared to 2,104 in 2019. Stout stated that this was due to changes in scheduling. Stout added that load factors have increased resulting in the increase in passenger numbers. United reported that the Denver flight had a 95% load factor for April.

Stout reported that Omar Daaboul, Assistant Airport Manager, will attend the annual Airline Jumpstart Conference in June. There are 8 scheduled meetings with the following airlines: American, United, Alaska, Sun Country, Air Canada, Hawaiian, Contour and Jet Suite X. Contour currently operates mostly out of Santa Barbara, and options for service to Burbank and Palm Springs will be discussed. Jet Suite X is a scheduled charter which would operate out of an FBO. Service to Southern California and Las Vegas will be part of the discussion. The discussion with Air Canada will be regarding seasonal service to Vancouver. Passengers would go through customs in Vancouver.

#### **D. Projects Update**

- Tent – The project is out for bids. A pre-bid meeting is scheduled for today. Construction should begin in September and be completed by January 2020. The project includes a second TSA check point, restrooms and GSE electric connections.
- Terminal – The Airport has been awarded a supplemental FAA grant in the amount of \$10 million. The Airport had applied for \$20 million, and there is congressional support for applications to the FAA for future supplemental grants needed to complete the project. A pre-bid Construction Manager at Risk (CMAR) meeting is scheduled for next Monday, May 20, 2019. Construction must start within 6 months of the grant award.
- Airport Management Software – the RFP will go out next week. Preferred software will include an on line tenant portal, which will enable tenants to see their accounts, update information and pay by credit card.
- Mowing – Operations is continuing to mow all over the Airport.
- Spraying – The Road Yard crew sprayed for weeds on Apron E.
- Painting – Maintenance is working on repainting runways and taxiways.
- Maintenance Extra Help – Interviews are scheduled for Monday, May 20, 2019. The Airport plans to hire 2 extra help positions.
- Airport Operations Trainee – An applicant has passed background and is now in medical.

#### **E. Runway Safety Action Team (RSAT) Update**

Stout reviewed the Strategy/Outline for Runway 20 Runway Incursion Mitigation (RIM) included in the agenda packet. After discussion with the Commission on the preferred alternatives, Stout said that the final report/decision is required to show that all alternatives were evaluated. The alternatives will be presented to users.

#### **F. Runway Approaches**

Stout reported that there are no updates at this time.

### **ACTION ITEMS**

There were no action items at this time.

### **DISCUSSION ITEMS**

#### **A. Agenda Packet – Electronic Option**

Stout outlined the concept of an electronic Commission packet and how that would work. After discussion the Commission approved receiving an electronic copy of the agenda packet prior to each monthly meeting. Rather than printing out copies for each Commissioner, it was recommended that 2

printed copies be available at each meeting. It was also suggested that hyperlinks to each agenda attachment would be helpful.

**B. Airport Department Structure Update**

Young reported that he is still working on setting up a meeting with Supervisor Gore. After Borovkoff presented the potential pros as requested at the last meeting and Commission discussion, it was decided that Delaney will meet with Borovkoff to add more detail and to add deficiencies to the report. This will continue as a discussion item for future Commission meetings.

**NEW BUSINESS**

There was no new business at this time.

**PUBLIC COMMENT**

Andrew McLean, Sonoma County Fire, remarked that better customer service could be a result of change in the Airport structure.

**COMMISSION COMMENTS**

Ahrens requested an update on rent payments to the Airport by the Sheriff and the Road Yard. Stout replied that the Road Yard rents have been included in the next fiscal year's budget. County Counsel for both the Airport and the Sheriff are currently meeting to address the Sheriff's concerns on property ownership. The goal is to have an MOU in place that will cover rent for the Sheriff for fiscal year 19/20.

**ADJOURN**

*McCord moved with support from Delaney to adjourn. All Ayes. Meeting adjourned at 9:24 a.m.*

Respectfully submitted,

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Jon Stout  
Airport Manager