

**SONOMA COUNTY
AVIATION COMMISSION**

Minutes of the January 21, 2021 Meeting

This meeting was conducted virtually over Zoom.

CALL TO ORDER:

Young called the meeting to order at 8:04 a.m.

COMMISSIONERS PRESENT:

Young, Delaney, Duste, Hayssen (left at 8:44 a.m.), McCord and Starrett.

Absent: None.

APPROVAL OF MINUTES:

McCord moved with support from Starrett to approve the November 19, 2020 Aviation Commission Minutes.

All Ayes: Motion Carried.

AIRPORT MANAGER REPORT:

A. Complaint Update

Stout reported there were 58 aircraft related complaints in November from 32 individual complainants, an increase of 314% from 14 complaints received in November 2019. There was one non-aircraft related complaint in November regarding security in the terminal.

There were 34 aircraft related complaints in December from 12 individual complainants, an increase of 55% from 22 complaints received in December 2019. The Airport received a total of 997 complaints in 2020, an increase of 204% from 327 complaints received in 2019. There were no non-aircraft related complaints in December.

The 2020 Annual Complaint Summary is currently being drafted.

Hayssen suggested complaints received regarding helicopter operations may have to do with PG&E line inspection. Hayssen also noticed complaints continue to be made from Cloverdale. Duste and Hayssen discussed training flights out of the Cloverdale airport.

B. Tower Report/Update

There were 7,294 operations in October 2020, an increase of 6% from 6,905 in October 2019. Year to date, at the end of October there had been 54,126 operations, a decrease of 25% from 72,370 in 2019.

There were 6,673 operations in November 2020, an increase of 1% from 6,596 in November 2019. Year to date, at the end of November there had been 60,799 operations, a decrease of 23% from 78,966 in 2019.

Craig Lucas, Tower Manager, reported on Tower personnel development. Lucas and Stout discussed upcoming vaccinations of transportation workers and associate time off requirements.

C. Airline Update

There were 17,733 passengers in November 2020, a decrease of 54.4% from 38,882 in November 2019. Year-to-date, through November the Airport had seen 184,391 passengers, a decrease of 58.5% from 443,815 in 2019.

There were 10,912 passengers in December 2020, a decrease of 75.4% from 44,364 in December 2019. In 2020, the Airport saw 195,303 passengers, a decrease of 60% from 488,179 in 2019.

December passenger numbers reflected the impact of the stay-at-home regional order. Stout reported that January 2021 has also been slow so far. Currently there are four flights per day and the first two weeks of February will be down to three to four flights per day: Alaska providing service to Los Angeles, San Diego and Seattle and American providing service to Phoenix. The airline schedules have been changing frequently, on an almost weekly basis.

D. Projects Update

- **Gate 2/ TSA Check Point Move:** Checkpoint is in full operation. Second check-in line is not yet open. Still pending is the potable water fill station for use by the airlines and completion of the punch list. Expected to be completed by early March.
- **Terminal Improvement:** Baggage claim was successfully relocated on January 5. Airport has been working with the airlines to make some adjustments to the baggage slide and carts. Installation of sidewalk is finished. Currently working to move up the scheduled work on the front entrance of the terminal to take advantage of low passenger flow.
- **Solar Panel Installation:** Completed safety risk management panel and the results been sent to the Federal Aviation Administration (FAA) for a response. The local FAA office has reviewed and sent to headquarters. The panel determined glare from solar panels would not impact the tower. Pending the FAA's response, construction to begin mid-late summer.
- **Generator:** Should have bid numbers end of January, start work in February and complete in spring.
- **Becker Blvd. Chip Seal:** Working with Roads Division to include in Roads work for next summer.
- **Airport Management Software:** Staff training and building customers into system for the next six months.
- **Replacement Fire Trucks:** After the bidding process, the FAA will provide a grant to replace the 25-year-old Oshkosh. Time for construction/delivery of the new vehicle will be 10-12 months. The Airport's primary truck also needs to be replaced per FAA regulations as it's 15 years old, and will be the secondary vehicle.
- **Replacement Runway Sweeper:** Current sweeper is over 12 years old and starting to experience problems. Airport is in the bidding process for a new sweeper and expects an FAA grant.
- **Pavement Projects Update:** Design process underway for Taxiway A overlay. Construction planned for summer 2022. Exploring options for Ramps E and F in consideration of drainage issues.
- **Car Wash Facility Upgrade:** Working with purchasing to install another bay at the car wash facility to help car rental partners keep up with volume. Installation should be complete in June.
- **Airport Operations Center:** Have begun set up of Operations Center at the Airport Administrative Office. When the Airport reaches 250k airline enplanements, new Transportation and Security Administration (TSA) requirements will be applicable. The Operations Center will at that time be staffed daily during hours of Airport operation (currently 5:30 AM to 10:30 PM and pre-pandemic 4:30 AM to 11:30 PM).

Commissioners, Stout and Daaboul discussed the Work Order Reports for the last quarter of 2020. Work orders categorized as Part 139 have to do with the runways and movement areas. Other categories include door repair, roof repair, and facilities work. Daaboul is working to define work order categories further.

E. Runway Safety Action Team (RSAT) Update

Stout reported that the Airport has completed the modifications to standard requests after working with the FAA. The Airport has received the documents back from Mead & Hunt and will return them to the FAA. The Airport has made one change to the plans included in the recommendations: it was requested that the size of Taxiway H be reduced from 60 feet to 35 feet, and after review and consideration the Airport can reduce the size to 50 feet. The projects are anticipated to begin mid-late summer.

F. Sheriff's Garden/Jail Facilities

This item remains on the agenda pending an update.

G. COVID-19 Update

The Airport is the 10th airport in the U.S. to receive the Airport Council International Health Accreditation.

The Airport continues to do enhanced cleaning of the terminal, Gate 2, and other facilities, and continues to look for ways to reduce touch points. Parking reservations and payments will available via app/online to further reduce contact sometime in March. Our HVAC partner will install ionizing equipment and is looking into UV. The Airport wants to continue to improve safety for travelers.

ACTION ITEMS:

None.

DISCUSSION ITEMS:

A. Noise Abatement Update

Stout reported that the Airport is in the process of drafting a request for qualifications to hire a firm to look for improvements to approaches and to create visual approaches, along with looking at the departure procedures for Runway 14/32. The hired firm would develop private approach and departure procedures which would be owned by the Airport, and the Airport would then make them public. The approach and departure procedures would still need to go through FAA certification but the process of development and approval would take 2-3 years rather than 4-5. Estimated expense is \$250k and would not be grant eligible, but may be an eligible expense under the new federal aid package.

B. Neighbor Guide/Community Information

No updates from the Noise Abatement Work Group.

C. Airport Land Use Commission (ALUC)

The ALUC is made up of seven members. Sonoma County Airport Managers can appoint two members to the ALUC. The other members are appointed by the Sonoma County Board of Supervisors and the cities. There is a non-specified upcoming item for the ALUC to meet on and two vacancies for the Airport Managers to fill. Stout requested recommendations from the Commissioners for appointment recommendation to the ALUC.

NEW BUSINESS:

None.

PUBLIC COMMENT:

Public comment made by Mark Vogler regarding aircraft activity west of the Airport. He stated he was concerned about the frequency and noise of helicopter and flight school activity and would like to see aircraft flight further west over the vineyards rather than close to the Silk Road neighborhood. Airline activity is not disruptive to him. He would like to represent the area west of the Airport in discussions of noise abatement.

Lucas commented that airlines may be able to help develop a new approach as there was some airline involvement with approach development in Reno. Stout stated that part of an approach development contract would include reaching out to airlines and other operators. The Airport has productive contacts with the airlines and once new approaches are designed and certified we should have good cooperation. The visual component of the new approaches would be relevant to Mr. Vogler's concerns.

COMMISSION COMMENTS:

Young made a comment regarding the Neighbor's Guide and recommended a definition of the difference between approaches and traffic patterns. STS can maximize approaches but that will not change recommended traffic patterns, which are universal across airports.

McCord stated that the Noise Abatement Workgroup could look at some alternates.

Starrett stated that his understanding from speaking with public member Mark Vogler was that Helico does a lot of helicopter training in the area west of the Airport. Starrett asked whether anything could be done to encourage them to move to other areas for some of their training. Stout reported that he had met with Helico and with tower staff to discuss options.

ADJOURN:

Starrett moved with support from McCord to adjourn. All Ayes. Meeting adjourned at 9:12 a.m.

Respectfully submitted,



Jon Stout, AAE, CAE
Airport Manager