

**SONOMA COUNTY**  
**AVIATION COMMISSION**  
 Minutes of the August 15, 2019 Meeting

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

**COMMISSIONERS PRESENT:** Scott Ahrens, Larry Carrillo, Tim Delaney, Art Hayssen, Jim McCord, Del Starrett and Marlon Young.

**APPROVAL OF MINUTES:** Art Hayssen moved with support from Scott Ahrens to approve the May 16, 2019 Aviation Commission Minutes. **All Ayes:** Motion Carried.

**AIRPORT MANAGER REPORT:**

**A. Complaint Update**

Stout reported that there were 126 complaints since the last meeting in May; 45 aircraft-related in May, with 2 general complaints, 63 aircraft-related in June, and 31 aircraft-related in July, with 2 general complaints. Stout explained the complaint increase was higher than average due to a “perfect storm” of factors; seasonal airline increases, a change in the airline fleet mix, a larger Grove event and Napa runway construction.

Jean Savala – overflight/noise  
 Leslie Kneeland – loud  
 Rob Shiperly – overflight/noise  
 Jayne Kondo – helicopter/low flight  
 Kate Greene – frequency/noise  
 Rob Shiperly – overflight/noise  
 Linda Wyer – frequency/noise  
 Lois Fisher – frequency/noise  
 Rob Shiperly – overflight/noise  
 Susan Zimmerman – low/noise  
 Maureen – pollution  
 Don Albini – low/noise  
 John David – frequency/noise  
 Linda Wyer – low/noise  
 Andy Tchirkine - frequency/noise  
 Andy Tchirkine - frequency/noise  
 Leslie Kneeland – loud  
 Cindy Roberts – low  
 Angela Duplicki - frequency/noise  
 Leslie Kneeland – loud  
 Andy Tchirkine – loud  
 Don Albini – low/loud  
 Leslie Kneeland – loud  
 Robert Catterching – loud  
 Maureen – pollution  
 Charlie Lindell – loud/frequency

Dale Oliver – loud  
 Robert Catterching – loud  
 Gwynn O’Gara – low/loud  
 Gwynn O’Gara – low/loud  
 Jonathan Marmezat – low/loud  
 Marie Gannister – low/loud  
 Mindy Shiperly – loud/frequency  
 Kelly Germolous – noise/pollution  
 Elisabeth Bollman – loud  
 Gwynn O’Gara – low/loud  
 Gwynn O’Gara – low/loud  
 Leslie Kneeland – noise  
 Leslie Kneeland – noise  
 Marilyn Stanley – low/loud  
 Andy Tchirkine – low  
 Gwynn O’Gara – low/loud  
 Leslie Kneeland – noise  
 Andy Tchirkine – low  
 Celia Lamantia – low-loud  
 Susan Feth – low/circling  
 Jay Alman – noise/frequency  
 Carolyn Rogers – landing  
 Sarah Unknown – low  
 Kristen Cooper – low  
 Don Albini – low/loud  
 Leslie Kneeland – loud  
 Nancy Giovannini – loud  
 Don Albini – low/loud

Gwynn O’Gara – noise  
 Robert Catterching – low  
 Leslie Kneeland – loud  
 Robert Catterching – loud  
 Kimberly Gale – loud  
 Leslie Kneeland – loud  
 Leslie Kneeland – loud  
 Mary Selvaraj – loud  
 Marilyn Stanley – loud  
 Rob Shiperly – loud/frequency  
 Unknown – loud/frequency  
 Mindy Shiperly – loud/frequency  
 Lee Shikowitz Dague – loud/frequency/flightpath  
 Rob Shiperly – loud/frequency  
 Rob Shiperly – loud/frequency  
 Unknown – loud/frequency  
 Ben Blake – low/frequency  
 Kelly Germolous – noise pollution  
 Kelly Germolous – noise pollution  
 Gwynn O’Gara – noise  
 Kelly Germolous – noise/pollution  
 David Griffin – loud/frequency  
 Kelly Germolous – pollution  
 Kelly Germolous – noise/pollution

David Griffin – loud/frequency  
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David Griffin – loud/frequency  
David Griffin – loud/frequency  
David Griffin – loud/frequency  
Andre Tchirkine – loud  
Rob Catterchin – loud  
Kelly Germolous – pollution  
Paula Pietromonaco – low/loud

Paula Pietromonaco – low/loud  
Paula Pietromonaco – low/loud  
Howard Schultz – low/loud  
Paula Pietromonaco – low/loud  
Robert Catterching – flyover  
Andre Tchirkine – loud  
Chris Suitor – low/loud  
Marilyn Stanley – loud  
Paula Pietromonaco – low/loud  
Jim – loud  
Ellen Gaddis – low/loud  
David Stone – loud

John Barr – low  
Rob Shiperly – low/loud  
Penny Shiperly – loud  
Marilyn Stanley – low/loud  
Kelly Germolous – pollution  
Kelly Germolous – pollution  
Kelly Germolous – pollution  
Unknown – low/loud  
Kelly Germolous – pollution  
Paula Pietromonaco – low/loud

## B. Tower Report/Update

There were 6,918 operations in May 2019, compared to 7,705 in May 2018; a decrease of 10%. There were 8,807 operations in June 2019, compared to 8,584 in June 2018; a 3% increase. Tower Manager Craig Lucas reported that one new controller was hired, and one additional controller is coming on board. They are working on RWY 14 approach. Lucas mentioned new fencing is in discussion as an additional security barrier to the front door of ATCT

## C. Airline Update

- The May 2019 Total Passengers number was 39,536, compared to 37,770 in May 2018; a 4.7% increase. The YTD Total Passengers number was 160,741 for May 2019, compared to 158,052 for May 2018; a 1.7% increase.
- The June 2019 Total Passengers number was 45,822, compared to 41,875 in June 2018; a 9.4% increase. The YTD Total Passengers number was 206,563 for June 2019, compared to 199,927 for June 2018; a 3.3% increase.

Stout said Sun Country started in May with two RT flights per week, and that Vegas will also be seasonal, starting at the end of August.

American Airlines started Dallas flights at the beginning of June and the load factor has been around 90%. The United Denver flight continues with good load factors of 90-92%. American's LAX flight has been around an 80% load factor and appears to not have caused any changes or impacts with Alaska's LAX flights.

Daaboul attended the Annual Airline Jumpstart Conference in June and said that he met with a few Airlines, including Jet Suite X, who are interested in Vegas, Burbank and Palm Springs; however, Jet Suite X would be operating out of one of the FBOs, and therefore it would not impact our total of 21 flight allocations for scheduled air carrier airlines, as defined in the Sonoma County General Plan Air Transportation Element (ATE).

Air Canada expressed some interest in seasonal Vancouver flights, and requested additional information. The Alaska meeting mostly focused on additional frequencies to SAN and maintaining extra flights to either SEA or PDX year round. Contour, a new operator on the west coast, operating from Santa Barbara, was interested in Vegas, Palm Springs and Burbank. Hawaiian was very interested in the market, but needed 7,000' of runway.

#### D. Projects Update

- **Employee Update:** A new Operations employee began yesterday. Our Airport Admin Aide retired, and one of our SOAs has been promoted to a different department within the County. An internal promotional opportunity for a Senior Operations Specialist has been approved by the Board. The Airport is still looking to fill extra help positions.
- **Modular Tent Expansion:** The contract is going to the BOS for award on 9/24/19. It is anticipated that construction will begin November 2019.
- **Terminal:** The CMAR contract is going to the BOS for award on 9/17/19, with construction starting approximately April 2020.
- **Management Software:** Proposals are being reviewed. Petaluma Airport will attend interviews to observe. Young will be involved with the interview process. Award will be 10/22/19.
- **RFP Parking Management:** Five bids were received, but one was rejected. All are good proposals, and 3 out of 4 respondents include landscaping services. Award will be 11/5/19.
- **Hangar Electrical/Repairs:** Bid is out now and due 9/27/2019. Award will be 12/10/19.
- **Solar RFP:** The Solar contract is going to the BOS for award on 9/10/19. Project starts in the 1<sup>st</sup> quarter of 2020. Solar savings of \$50,000 in the first year, with a fixed rate for 20 years, and a projection of over \$3M saved over 20 yrs.
- **Security:** The County recently conducted RFPs for security services and have five firms on a master list. The Airport will be interviewing three security companies. The Airport currently requires security 20 hours per day.
- **Spot Repairs:** Some crack sealing has been completed on TWY A. Additional sealing will be completed later this year.
- **Vacuum:** A tenant requested a vacuum near the aircraft wash rack. An electrical contractor will come out to bid.
- **Tenant Survey:** Survey is in the works for tenants and will be forwarded to the Commissioners for review when ready.
- **Painting:** RWY14-32 Center Line Markings. Maintenance is working on repainting runways and taxiways. Work will begin at the end of August or beginning of September and will be night time work.

**E. Runway Safety Action Team (RSAT) Update:** McCord mentioned the north run up sign and high weeds need mowing. Working with consultant on modification of standards for the RWY 14 approach markings that will be submitted to FAA for approval.

**F. Runway Approaches:** Stout reported that improvements are needed for RWY 14. Discussions are ongoing with the Town of Windsor Manager. There are other approaches that are not yet optimized.

**G. Sheriff's Garden/Jail Facilities:** Sheriff has presented our request to the CAO's office for additional funding, CAO has requested a legal opinion from Counsel on rent requirements.

#### ACTION ITEMS

There were no action items at this time.

#### DISCUSSION ITEMS

**A. Airport Department Structure Update:** Young reported that he met with Supervisor Gore, who is happy with structure the way it is, and it's running well. Will need Board approval and still needs to speak with Director Hoevertsz.

**B. Noise Abatement Procedures and Noise Guide:** Due to the increase in noise complaints and recent fleet changes, this item is for the discussion of updating the Airport's noise abatement guide. Stout reviewed the guide, information from recent meetings with Windsor officials and a neighborhood group south of the Airport. Stout further requested guidance from the Commission, asking if it is time to update the guide. After a discussion it was requested by the Commission that the Airport staff prepare a more detailed analysis of the complaint data/aircraft correlation into mode of flight (arrivals/departures, etc.), location, hours, so the discussion can refine a solution for each issue, if possible. In addition, Stout reported he has also reached out to the chief pilots for Alaska and SkyWest to determine options they might be able to do. This will be brought back up in future Aviation Commission meetings.

**NEW BUSINESS**

No new business at this time.

**PUBLIC COMMENT**

No public comments at this time.

**COMMISSION COMMENTS**

Young announced the EAA Young Eagles Open-house lunch on 8/24/19, with paella and taco bar starting @ 11:30. McCord: conducting Safety EAB/Transition training in the morning

The Commission received their first electronic Aviation Commission packet for August's meeting. Stout /Borovkoff requested that if there are any comments or thoughts regarding the electronic packets, to please send their comments to them. McCord commented that the complaint form in the packet needed some modifying in order to see the full comments section submitted, when saved as pdf.

**ADJOURN**

Ahrens moved with support from McCord to adjourn.

**All Ayes.** Meeting adjourned at 9:28 a.m.

Respectfully submitted,

  
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Jon Stout  
Airport Manager