

SONOMA COUNTY
AVIATION COMMISSION
Minutes of the February 15, 2018 Meeting

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

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

APPROVAL OF MINUTES: *Starrett moved with support from Ahrens to approve the January 2018, Aviation Commission Minutes. All Ayes. Motion Carried.*

AIRPORT MANAGER'S REPORT

A. Complaint Update

Stout reported that there were 8 aircraft related complaints and one general complaint since the last Commission meeting. In January 2018 there were 4 noise complaints compared to 23 in January 2017, a decrease of 82.6%.

1. Kimberly Stone – loud, low overflight
2. David Griffin – loud jet overflights
3. Sally Walberg – low overflight
4. James Barrett – loud overflights; air traffic should be diverted from Cotati
5. Janet Brown – increased low overflights
6. David Griffin – loud jet overflights
7. David Griffin – loud jet overflights
8. David Griffin – loud jet overflights

B. Tower Report/Update

Stout reported that there were 7,055 operations in December 2017 compared to 6,569 in December 2016, a 7.4% increase. In 2017 there were 84,589 operations compared to 79,231 operations in 2016, an increase of 6.76%.

Tower Manager, Craig Lucas, reported no changes regarding tower operations or staff.

C. Airline Update

Stout reported that the airline passenger numbers were not reported in time for this Commission meeting.

D. Projects Update

- Parking Lot – the first phase has been completed and is now being used for overflow parking. Excavation of the second area revealed a silt layer in the center, which holds water and must be dug out. Light poles are being installed today. The project should still be completed by the end of April 2018. New ticketing kiosks have been installed in the current long and short term lots and will be set up to read prox. cards for employee parking. Employee and rental car overflow parking will be moved into the old long term lot. Car rental companies will be charged a monthly fee of \$75.00 per space for up to 20 spaces beginning on May 1, 2018 or upon completion of the new parking lot.
- Sidewalks – crosswalks other markings are being painted, and the landscaping is nearly completed by Cornerstone.
- Apron “D” Rehabilitation – the Board item should go to the Board of Supervisors in April.
- Administration Building – the roof over the operations offices to the end at 2280 is scheduled to be replaced starting in May.
- Taxiway Alpha – repair and crack sealing is necessary.

- Property Demolition – a bid walk for demolition of the Rash and Giacomelli properties was held on February 8. Rincon Valley Fire will do some practice burns also.
- Becker Boulevard Signs – Ghilotti Construction should start replacing signs in early to mid-February.
- Property Acquisition – acquisition of a property next to Apron F is scheduled for the Board of Supervisors on March 13. An FAA grant reimbursement could take up to 4 years, so the property will probably be rented during that time.
- Terminal Expansion – Mead & Hunt is working on plans and work should start in July or August on the tent expansion; a meeting with Windsor Water will be scheduled to plan sprinkling of the tent and bathroom plumbing. Stakeholder meetings are scheduled for April 4 and 5 and will include discussion with the rental car companies regarding a Quick Turn Around Facility (QTA) on the Sheriff garden site.
- Airport Operations Specialist Trainee – 2 positions will be filled.
- Maintenance Extra Help – 2 extra help employees are scheduled to start on March 1.
- Budget – an additional operations specialist and maintenance position need to be added in order to meet FAA requirements for coverage of flights and pre-flight wildlife inspections and TSA requirements for monitoring the ramp as well as keeping up with hangar maintenance.
- Fencing – the Airport is working on the scope of services for environmental review for deer fencing in the creeks.

D. Runway Safety Action Team (RSAT) Update

Stout reported that the FAA inspector looked at the runway signage at the end of 14 and recommended removing A1 and having the controllers tell pilots to exit at the end. The transformer will have to be removed to make that change. A meeting with the ADO will be scheduled to discuss changes.

ACTION ITEMS

A. FY 18/19 Airport Rates & Charges

Stout introduced the FY 18/19 Rates & Charges and explained that this is the last year of the 5 year plan approved in 2013. Since tiedown rates have not been increased in over 4 years, an increase from \$50 to \$55 per month has been added. Cal Fire rates are set up to reflect the aircraft used, since the State no longer uses an operating agreement. Hayssen noted the absence of fees for off-pavement aircraft parking. Stout replied that this will be added. Ahrens noted that helicopter charges are not included, and Stout replied that this could be added to the next hangar rate study. Stout explained that a \$100 per year fee for non-commercial hot air balloon operating agreements was added to help cover the Airport costs, which include yearly driver training for all crew members who drive in the Airport movement area.

Hayssen moved with support from Delaney to recommend to the Board of Supervisors to approve the Airport FY 18/19 Rates and Charges. All Ayes. Motion Carried.

B. Cancel March Aviation Commission Meeting

Stout explained he had a meeting conflict and was therefore requesting that the March Commission meeting be cancelled.

Ahrens moved with support from Hayssen to cancel the March 2018 Aviation Commission meeting. All Ayes. Motion Carried.

DISCUSSION ITEMS

A. Non-aeronautical uses of Airport Property

Young recommended that the Aviation Commission appoint a sub-committee to review non-aeronautical uses of Airport property as they relate to FAA grant requirements.

Carrillo moved with support from Delaney to appoint Young and Ahrens to research the Airport's obligations regarding non-aeronautical uses of Airport property. All Ayes. Motion Carried.

B. FAA VOR Decommissioning – Comment Period

Stout explained that the FAA is proposing to decommission the Santa Rosa VOR. The public comment period ends on February 28, 2018. The Airport will inform tenants via email. Stout requested that the Aviation Commission draft a response for the Airport to submit to the FAA.

Young moved with support from Delaney to appoint Hayssen and McCord to draft a letter for the Airport to submit to the FAA. All Ayes. Motion Carried.

NEW BUSINESS

There was no new business at this time.

PUBLIC COMMENTS

Josh Hochberg, President of Sonoma Jet Center, thanked Airport management for support for the Robb Report Car of the Year 2018 film event on the Sonoma Jet Center leasehold.

COMMISSION COMMENTS

There were no Commission comments at this time.

ADJOURN

Ahrens moved with support from Delaney to adjourn. All Ayes. Meeting adjourned at 9:29 a.m.

Respectfully submitted,



Jon Stout, CAE, AAE
Airport Manager