

SONOMA COUNTY
AVIATION COMMISSION
Minutes of the October 18, 2018 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 McCord to approve the August 2018 Aviation Commission Minutes. All Ayes. Motion Carried.*

ASSISTANT AIRPORT MANAGER'S REPORT

A. Complaint Update

Stout reported that there were 37 aircraft related complaints, 6 general complaints and one kudo since the last Commission meeting in August. In August 2018 there were 24 aircraft related complaints compared to 21 in 2017, an increase of 14.3%. Year to date there were 106 aircraft related complaints compared to 467 in 2017, a decrease of 77.3%. There were no general complaints in August 2018 compared to 11 in 2017. Year to date there were 21 general complaints compared to 45 in 2017, a decrease of 53.3%.

1. Sylvia Ibarra – loud, low jet overflight
2. Tonya Valentine – low overflight
3. Mark Heydon – increased aircraft take off noise
4. Leslie Mikulich – loud jet take offs
5. Joe Brunetti – increased air traffic
6. Kimberly Hughes – low helicopter overflight
7. Charlotte Halstead – low helicopter overflight
8. Bill Wadsworth – low helicopter overflight
9. David Jordan – low helicopter overflight
10. Johan Greenberg – low commercial overflight
11. Joe Brunetti – low overflights
12. Scott Wilson – loud jet overflights
13. Rick McGowan – helicopter overflight
14. John Billich – low helicopter overflight
15. Diane Crawford – increased loud air traffic
16. Marlene Galdamez – increased air traffic
17. Kyle Mack – increased low jet overflights
18. Elisabeth Bollman – loud jet overflights
19. Jody Harper – low helicopter overflight
20. Tim Winkler – low helicopter overflight
21. Judy Ryder – increased low jet overflights
22. Lacey Mikulich – loud, low jet overflights
23. Jean Savala – low overflights
24. Racquel Wooley – low overflight
25. Lynn Coleman – low overflight
26. Jenny Sergis – low overflight
27. Jessica Jordan – low overflight
28. Brian Bollman – loud, low overflight
29. Christine Hannah – loud, low overflights
30. Brian Mulert – low helicopter overflight
31. Christopher Lirely – low helicopter overflight

32. Scott Griffin – loud, low commercial jet overflight
33. Barbara Wolfe – low overflights
34. Pam Bates – low helicopter overflight
35. Billie Powers – aircraft performing aerobatics
36. Laura Willoughbee – low overflights
37. Judy Fitzpatrick – loud, low overflight

B. Tower Report/Update

Stout reported that there were 8,640 operations in July 2018 compared to 9,153 in July 2017, a 5.6% decrease. There were 7,855 operations in August 2018 compared to 8,329 in August 2017, a 5.7% decrease. Total operations through August 2018 were 57,681 compared to 56,243 in 2017, a 2.6% increase.

Tower Manager, Craig Lucas, reported that everything is running smoothly.

C. Airline Update

Stout reported that passenger numbers in August 2018 were 43,480 compared to 38,219 in August 2017, a 13.8% increase. Year to date passenger numbers are 334,160 compared to 304,374 for 2017, an increase of 9.8%.

Stout said that United is dropping two midday flights to San Francisco, which will cause a drop in passenger numbers for October. The 6 am departure to SFO will continue with a return flight at 9:30 pm. Service to Denver is scheduled to begin on March 8, 2019.

Stout is scheduled to meet with Alaska Airlines and Sun Country on November 5 & 6. Sun Country is doing well and Stout plans to propose making the service to Las Vegas year round. Stout will propose increasing the frequency of flights to Alaska Airlines, since the current flights tend to fill up. Stout said that an additional American flight to Phoenix or a flight to Dallas would both do well.

D. Projects Update

- Parking Lot – the awnings have been installed; the charging stations are being worked on; clean up still needs to be completed.
- Tent – the Airport is working with TSA on the configuration of the second check lane; the permit is under review. Bids should go out in 3 to 4 weeks, and construction could start in February.
- Terminal Expansion – on November 9, the Airport will host an informational meeting for a Construction Manager at Risk (CMAR). An application will be submitted for supplemental FAA funding, which will be decided around May or June, 2019.
- Solar – the top 3 proposers were interviewed and will be asked to answer supplemental questions, including a glare issue for the tower.
- Crack Seal – runway 2/20 will be crack sealed.
- Culvert Repair – there is a sink hole close to Runway 20 blast pad outside the safety area; it was caused by a crack in the pipe. In addition, another sink hole will be filled in between Runway 14 and 20 caused by a failed pipe from the 1940's.
- Fence – fencing to close off the creeks still needs to be completed; the environmental report contract is scheduled for Board of Supervisors' review on November 13, 2018.
- Airport Layout Plan (ALP) Update – the FAA approved the scope and, the Airport is now working with Mead & Hunt for pricing and contract.
- Staff – an operations specialist trainee started 2 weeks ago; 2 more trainees should be starting in the next 3 weeks. It takes 9 months to get certification. A maintenance worker will be added in December. Senior Office Assistant interviews were held, and 2 candidates were chosen.

- Security Training – the Airport is working on a video for on-line SIDA training, and eventually both AOA and drivers’ training will be on-line.
- Badge Applications – the Airport is working on a contract for our web host/designer to put badge scheduling and audits on-line through a secure portal. Badges would still have to be picked up in person. The web designer will underwrite part of the costs, and STS will reach out to other airports to promote use of the software/program.

E. Runway Safety Action Team (RSAT) Update

Stout said that signs for the run-up pad have been approved by the FAA and have been ordered.

F. Town of Windsor – Development Referral

Stout said there are no updates at this time.

ACTION ITEMS

There were no action items at this time.

DISCUSSION ITEMS

There were no discussion items at this time.

NEW BUSINESS

A. Rules and Regulations

Rules and regulations regarding the Airport are covered in the Airport Ordinance, the Minimum Standards, operating agreements and hangar leases. Administrative Citations are in place for enforcement. Therefore an additional document for rules and regulations is not needed at this time. If the need arises in the future, this item will be brought back to the Commission.

B. Hangar Rate Plan

Stout requested direction from the Aviation Commission on hangar rates, since this fiscal year is the last of the 5-year rate plan. Hayssen suggested taking the deferred maintenance into consideration when raising hangar rates. McCord suggested including an explanation with hangar rate increase notices. The Commission also asked if it is possible to report to tenants on the progress of work orders. Discussion covered CPI and various percentage increases. After discussion, it was recommended to bring a two year plan for action in November.

C. Waste Oil Issues

Stout explained that testing of the Airport waste oil tanks has revealed extremely high contamination levels of lead and solvents. It is extremely expensive to clean the tanks and treat the oil as hazardous waste. A discussion on options to deal with the oil tanks included: closure, locking access and a surcharge on hangar rents. The Airport will discuss with the waste hauler the possibility of providing separate solvent tanks for tenant use. The question still remains, however, if the lead levels in the oil will remain too high for recycling. This item will be brought back for further discussion when more information is available.

D. Airport Division to Department Research Update

Young is continuing research and has no updates at this time.

PUBLIC COMMENTS

There were no public comments at this time.

COMMISSION COMMENTS

Young asked for an update on the letter to Supervisor Gore regarding the Sheriff garden site. Stout replied that a formal response has not been received. A meeting to discuss the issue was cancelled and is being rescheduled.

The Commission asked for information regarding revenue from taxes collected the Airport. Stout replied that this issue still needs to be addressed and that Young would request assistance from Supervisor Gore with the Treasurer's office.

Young reported that he will be attending the National Business Aviation Association (NBAA) conference in October.

ADJOURN

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

Respectfully submitted,

Jon Stout
Airport Manager