

SONOMA COUNTY  
AVIATION COMMISSION  
Minutes of the September 21, 2017 Meeting

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

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

**APPROVAL OF MINUTES:** *Carillo moved with support from McCord to approve the August 2017, Aviation Commission Minutes. All Ayes. Motion Carried.*

**AIRPORT MANAGER'S REPORT**

**A. Complaint Update**

Stout reported that there were 23 aircraft related complaints since the last Commission meeting. In August 2017 there were 21 noise complaints compared to 34 in August 2016, a decrease of 38%. Through August 2017 there were 467 noise complaints compared to 187 in 2016, an increase of 149%. In August 2017 there were 13 general complaints compared to 2 in August 2016, an increase of 550%. Through August 2017 there were 47 general complaints compared to 22 in 2016, an increase of 113%.

1. Jack Levy – helicopter overflights
2. Toni Mercer – helicopter overflight
3. George Wells – loud, low overflights
4. James Barrett – flight paths should be directed away from Cotati
5. Gregory Sanoff – increased air traffic
6. Shea Wells – loud, low jet overflight
7. Don Albini – loud, low overflight
8. Steve Swanson – increased commercial air traffic
9. Don Albini – loud, low commercial overflight
10. Gari Rossi-De Guevarra – drone overflights
11. Olivia Williams – helicopter overflight
12. Kirsten Veneziano – loud commercial overflight
13. Scott Wilson – loud commercial overflight
14. Eva Griffin – low helicopter overflights
15. James Barrett – flight paths should be directed away from Cotati
16. Scott Wilson – loud commercial overflight
17. Scott Wilson – loud aircraft noise
18. Scott Wilson – loud aircraft noise
19. John McFarlin – loud, low jet overflight
20. Lois Casper – loud commercial overflight
21. Barbara Wolfe – low helicopter overflight
22. Scott Wilson – loud jet overflights
23. Luke Morse – loud jet overflight

Stout reported that in response to complaints regarding parking enforcement, First Security, the company providing parking patrol, is planning a customer service training.

The 2015 and 2016 Annual Complaint Summaries were provided to the Commission.

Supervisors Gore and Hopkins have been receiving more complaints regarding noise caused by commercial operations. The Airport will conduct a one year trial to monitor noise using a component which is part of the Vector landing fee system and is tied to FAA flight data. In addition, a noise complaint form will be added to the Airport website. Airport staff will continue to log complaints received by phone.

## **B. Tower Report/Update**

Stout reported that there were 9,153 operations in July 2017 compared to 7,716 in July 2016, an 18.6% increase. Year to date there were 47,914 operations compared to 45,262 in 2016, a 5.9% increase. The new Tower manager will be starting soon.

## **C. Airline Update**

Stout reported that total passenger numbers in August 2017 were up 21.8% over 2016, 40,008 compared to 32,836. Alaska reported an 81% load factor. American reported a 74% load factor. United reported a 60% load factor, which was 5% over July, and Sun Country reported 71%.

Stout will meet with Alaska Airlines at their headquarters in Seattle on November 2 to discuss the schedule for 2018 and E175 operations, and he will request their consideration of a second San Diego flight. A meeting with United is scheduled for November 29, and Stout will discuss service to Denver. Stout is still working to schedule meetings with American Airlines and Sun Country.

## **D. Projects Update**

- Parking Lot – Ghilotti Construction is scheduled to start on October 15; the project should be completed by April 2018.
- Sidewalks – construction is planned to begin on October 2 or 3 and should take thirty days. Sidewalks and crosswalks will be installed on the south side of Airport Boulevard, around the parking lot loop and on Flightline.
- Terminal Remodel – The FAA has agreed to fund a portion of the expansion to 28,000 square feet in the amount of \$20,000,000 starting in 2019. Mead & Hunt will evaluate incorporating the sprung structure into the final remodel. Supervisors Gore and Rabbitt have agreed that the sprung structure should be incorporated into the design. The modular ticketing building will be used for airline offices. Restrooms will be stick built in order to meet California ADA requirements, and sprinklers will be installed throughout.
- Burke’s Goldfield – a preconstruction meeting will be held next week. The project should be completed by the end of October. The project will include harvest of seeds.
- Apron “D” Rehabilitation – bids are due on October 6. The project might be delayed until May since the seal material requires a minimum temperature of 50 degrees and rising to set up.
- Hangar Roofs – one set of “D” hangar roofs were repaired as part of the fall protection trial. The Airport boom lift needs to be upgraded to an articulated lift able to reach to the center of the hangars.
- Tree Topping – the Airport is working on bids.
- Runway 14/32 – runway 14/32 needs to be repainted. The Airport is evaluating purchasing a paint sprayer, since road contractors are in short supply.
- Service Road – paving should be done this week and the project should be complete in early October.
- Terminal Hold Room Seating – one hundred and fifty seats are being assembled; some will include electrical connections also.
- Airport Administrative Offices – the FAA is in the process of moving out of the Administrative Building, and that space is being evaluated for Airport offices in order to consolidate the offices and increase efficiency.
- Becker Boulevard Signage – the sign maker is working on samples. The intersection will be landscaped and the area around the mailboxes will be paved.

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

A meeting has been scheduled for September 28 to work on naming. Recommendations must be submitted to the certification inspector.

## **ACTION ITEMS**

There were no action items at this time.

## **DISCUSSION ITEMS**

### **A. Hangar Rental Policy Guidance GA/Commercial**

Stout explained that there are now waiting lists for Airport hangars after a few years of empty hangars, during which time available hangars were rented to commercial operators on the Airport. At this time commercial operators are occupying hangars which could be rented to general aviation aircraft owners. Stout requested guidance from the Commission on giving general aviation hangar applicants priority over commercial operators when renting available hangars regardless of their position on the hangar waiting list.

After discussion Young recommended a moratorium on renting County owned hangars to commercial operators if there are general aviation applicants on the waiting lists and to limit applicants to one application per hangar category. The Commission supported this recommendation, and it will be re-evaluated in six months.

### **B. Airport Neighbor Guide**

A draft Airport Neighbor Guide was distributed. Stout requested Commission comments and suggestions within the next ten days. If there are none, the guide will be finalized and published.

### **C. Airport User Survey**

The Airport is working on an Airport user survey for use on Survey Monkey. Stout requested that two Commissioners work with Staff on questions to include on the survey. Ahrens and Hayssen volunteered. The old questionnaire will be forwarded to them to comment on, and the draft will be forwarded to Young for his review.

### **D. Airport Commercial Leasing Policy**

A draft of the Airport Commercial Leasing Policy was distributed to the Commissioners. Stout explained that the Board of Supervisors has directed the Airport to create a commercial leasing policy. This is necessary because of a recent request to transfer a corporate hangar ground lease with only six years left on the existing lease. Young and Starrett recused themselves from this item, since they are involved with the commercial hangar being transferred. Stout requested that the other Commissioners review the draft and submit comments and suggestions to Stout or to Lori Schandel, Airport Property Specialist.

## **NEW BUSINESS**

There was no new business at this time.

## **PUBLIC COMMENTS**

There were no public comments at this time.

## **COMMISSION COMMENTS**

Young made a request on behalf of Rob Clark, owner of North Coast Air to shift more responsibility on tracking and renewing AOA badges on North Coast Air's sponsor list to the Airport. Clark requested

that the Airport modify the renewal process for North Coast Air badge holders and request re-authorization for each person before renewing a badge.

Stout recommended that (1) North Coast Air hold badges and sign them out or (2) collect a deposit to cover lost, stolen or non-returned badges.

Hayssen announced that a safety meeting has been scheduled at Sonoma County Office of Education (SCOE) on Wednesday, October 11 at 7:00 p.m.

Hayssen reported that the Airport Land Use Commission (ALUC) met recently. Residential development close to the Healdsburg Airport was discussed. The role of the Aviation Commission will be discussed at the next meeting, which has not yet been scheduled.

Young reported that regarding AIP grants, Gness Field is third. Stout explained the status of reimbursements due the Airport.

Young asked about the Airport track. Stout explained that the track is not an aeronautical use of Airport property and will ultimately have to be closed to all users so that the area can be developed for aeronautical purposes. The car clubs have been informed that they will need to find another site. Since it will take some time, the Airport will try to make the track available for as many autocross events possible in 2018.

### **ADJOURN**

*Hayssen moved with support from Ahrens to adjourn. All Ayes. Meeting adjourned at 9:34 a.m.*

Respectfully submitted,

---

Jon Stout, CAE, AAE  
Airport Manager