

## SONOMA COUNTY AVIATION COMMISSION

### Minutes of the November 21, 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 (left at 9:19 a.m.), Del Starrett and Marlon Young (left at 9:03 a.m.).

**Absent:** None.

#### **APPROVAL OF MINUTES:**

Larry Carrillo moved with support from Del Starrett to approve the October 17, 2019 Aviation Commission Minutes. **All Ayes:** Motion Carried.

#### **AIRPORT MANAGER REPORT:**

##### **A. Complaint Update**

Stout reported there were 25 aircraft related complaints in October, and increase of 56% from 16 complaints received in October 2018. Year-to-date, the Airport has received 320 complaints, an increase of 111% from 152 in 2018. Airport staff is working to update the format in which noise complaints are presented to the Commission. Complaint forms will be included through the end of the year, at which point the format will be transitioned to a summary spreadsheet developed from an export of the data collected through the Airport flight-tracking software. It was discussed as to which data to include on summary spreadsheet. Stout suggested a move away from anecdotal information to more actionable data points. Further discussion about the possibility of reviewing complaints for low altitude flights. Stout stated that through our software we will be able to create virtual gates, which we can then connect into a corridor. The software will then collect data on any aircraft found outside the corridor.

Robert Catterton	Overflight/noise
Robert Hopkins	Overflight/noise
Sean Swift	Overflight/noise
Unknown	Overflight
Lisa Meeker	Overflight
Elisabeth Bollman	Overflight/noise
Elisabeth Bollman	Overflight/noise
Theresa Burris	Overflight/noise
Elisabeth Bollman	Overflight/noise
Elisabeth Bollman	Overflight/noise
Elisabeth Bollman	Overflight/noise
Linda Wyer	Overflight/noise
Lois Fisher	Overflight/noise

P. Cardoni	Overflight/noise
Elisabeth Bollman	Overflight/noise
Lois Fisher	Overflight/noise
Elisabeth Bollman	Overflight/noise
Elisabeth Bollman	Overflight/noise
Derek Acomb	Overflight/noise
Sam Salmon	Overflight/noise
Bud Schroeder	Overflight/noise
Tanya Gjerman	Overflight/noise
Lois Fisher	Overflight/noise
Lois Fisher	Overflight/noise
Bud Schroeder	Overflight/noise

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

There were 7,597 operations in September 2019, an increase of 2.5% from 7,411 in September 2018. Year-to-date there have been 65,465 operations, an increase of 0.4% from 65,202 in 2018. Stout reported that October's closure will affect the Airport's annual numbers. Commissioners, Stout, and Craig Lucas discussed the evacuation order and subsequent issues of Airport personnel accessing the Airport. The power was out briefly (2 hours) early Sunday morning due to high winds taking out a transformer. Otherwise the Airport maintained power during the evacuation order. The Airport was closed beginning 8:00 p.m. on Saturday, October 26 and reopened the afternoon of Wednesday, October 31. Airlines worked toward resuming normal flight schedules through that weekend.

## **C. Airline Update**

There were 42,952 passengers in October 2019, an increase of 9.3% from 39,283 in October 2018. Year-to-date the Airport has seen 404,933 passengers, an increase of 8.4% from 2018. Despite the Airport closure, it was a positive month. Stout reported 138 flights were canceled, representing a loss of approximately 8,800 passengers. Airlines canceled flights beyond the time of the mandatory evacuation order, and did not return to a full schedule until November 4. The Airport could have seen 51,000 passengers in October if it had been open for the entirety of the month.

Stout reported attending a meeting with American Airlines to discuss next year's schedules. American has some concerns with yields on their Dallas flight. In April American plans to bring the Dallas flight back, this time with a different aircraft, and keep the flight year round. American also plans to add a second flight to Phoenix in February at least through May. Additionally, they will schedule two flights per Saturday to Los Angeles in the summer. Tim Delaney asked about any remaining open flight slots. Stout stated that he will assign one unused slot to American. Alaska has one unused flight slot, as does United. During peak days next summer we will see 19 flights per day. The current per-day maximum is 21. Stout will meet today with United regarding their schedule for next year and will meet with Sun Country in January regarding the same.

## **D. Projects Update**

- **Staffing:** New Administrative Aide Allison Carr started on October 22. A new Senior Office Assistant (SOA) will start on December 3, which will leave only one OAI position open. We are still trying to hire two additional extra-help maintenance workers; we currently have one.
- **Solar Panels in Parking Lot B:** The tower is working on a letter in support of the location. We want to present the strongest possible case so as not to be rejected during the Airspace review. The FAA review process will take three to four months.
- **Hangar Maintenance/Repairs:** Before the rain starts, maintenance staff is working to repair roofs with known leaks. After repairing those with known leaks, maintenance will inspect one roof at a time and make repairs as needed. Hayssen commented that frost combined with rain could also create leak issues. Maintenance is exploring dry-ice pressure washing and hopes to use this method moving forward, since no runoff is created (the dry ice evaporates). On January 7, an item will go to the BOS asking for approval to hire a contractor to repair and perform preventative maintenance on hangar electrical systems.
- **Modular Ticketing Ramp:** Non-slip grip surface needs to be resurfaced. We are having trouble finding a contractor for this specialty job.
- **Apron F Restroom:** The floor of the trailer has rotted out and the restroom is out of service. If possible, we will replace the floor. If not, we will have to replace the trailer.

- **Becker Blvd. Paving:** We are currently getting quotes for paving in front of the mailboxes at Becker Blvd., hopefully to be completed next quarter.
- **Parking Lot Management:** Proposal going to the BOS in December. Pending BOS approval, SP+ will take over Parking Lot Management from New Republic effective January 15.
- **Airport Management Software:** We've completed interviews and begun working with our preferred provider. This item is anticipated to go to the BOS on January 14.
- **Changes to Rates and Fees:** The County Administrator's Office (CAO) has moved the fee hearing process three months earlier (March 2020). Proposed fees are required to be submitted by January 10. We will have a rough draft for Commission review at the next meeting. Our 2020/2021 budget will be submitted mid-January as well.
- **Vacuum for Hangar Tenants:** Daaboul reported that we are working to install a new vacuum at the wash rack after receiving the requests from hangar tenants.

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

Mead & Hunt is making minor changes and will send to the FAA by the end of the month. Due to some elevation variations between the runway and taxiway, the rough estimate for lowest cost pavement option is around \$6.2 million.

#### **F. Sheriff's Garden/Jail Facilities**

Stout reported that he was still in communication with the CAO and will update the Commission of developments.

#### **ACTION ITEMS:**

There were no action items at this time.

#### **DISCUSSION ITEMS:**

##### **A. Airport Department Structure Update:**

Young reported that San Luis Obispo Airport did not recommend structural changes during large projects. This item will be dropped off the Commission agenda for now, until the terminal project is completed.

##### **B. Terminal Modernization Project:**

Stout reported that design is still in progress. Currently we are working to reduce costs from \$29 million to \$27 million. Once we arrive at 90-100% design (by December 31) we will be looking at a guaranteed maximum price from the contractor. Construction on the Tent will begin in January and complete in June. The goal is to begin work on the Terminal in June or July, depending on when we can secure permits.

##### **C. Noise Abatement Guide:**

Stout reported that he and Airport staff have been focusing efforts on increasing the amount and quality of data on complaints. Our software vendor, Vector, has done a review of all the complaints records in their system and is now automatically correlating all incoming complaints. The software can identify 85-90% of the aircraft referred to in complaints. There are cases where we can't find the aircraft, or find multiple aircraft that could have generated the complaint. We are finding that there are some gaps in our data due to our location and radar coverage. We are purchasing another ADSB receiver in order to produce more data in our tracking software; the new equipment should be installed in January. Commissioners discussed the movement of the FAA toward making N-number registration information private, and the effect that could have on our ability to contact pilots in violation of noise

abatement. Stout reported that he is in discussions with Vector regarding this issue, since we use N-number identification to bill for landing fees as well.

Stout presented some sample graphs of complaint data reflecting more actionable information to the Commission. He stated that he and staff are working to identify methods of presenting complaint data to the Commission that would help the Commission better understand the patterns occurring to help in addressing the underlying issues causing the complaints. Most complaints that we receive are regarding airlines and private jets. Our current data indicates that we receive the most complaints regarding jets arriving from the north and departing to the south. Complaints increased when Alaska moved to all jets for their service at the Airport. Stout reports that we should be able to work with the airlines in the medium-term to reduce complaints. Commissioners discussed the current inconsistencies of VFR approaches and the process of instituting changes to airlines' policy for pilots. The BOS can encourage the FAA to support good-neighbor policies. Stout reported that we will move forward on collecting more and better quality data, then work to revise our Noise Abatement Guide. Longer term, we can look at modifying the approaches. While we will not be able to solve all the issues involved with the increase in noise complaints, we have the opportunity to address most. Commissioners agreed on the importance of maintaining open communication with the community going forward.

#### **NEW BUSINESS:**

No new business at this time.

#### **PUBLIC COMMENT:**

One member of the public made a comment. She came to the meeting to familiarize herself with noise abatement and the Airport. She lives on Fitch Mountain near Del Rio and is concerned about the frequency of large commercial jets. She stated that she had a pleasant experience at the meeting and was glad that noise complaints were taken seriously. She asked if there was a community advisory group. Stout stated that Supervisor Gore had held some meetings and is working with some citizens on the issue, along with Stout and three of the Commissioners. Commissioners thanked the member of the public for attending the meeting and for her comments.

#### **COMMISSION COMMENTS:**

Hayssen and McCord reported they are speaking this evening at an FAA event at the Sonoma County Office of Education at 5340 Skylane Blvd. in Santa Rosa. The event is titled, "Controlled Flight into Terrain (CFIT) and Overreliance on Automation." Commissioners discussed using every possible opportunity to remind pilots to be aware of noise concerns and to fly a normal recommended path.

Ahrens stated that he is planning to move out of state. This is not his last meeting but he will be resigning fairly soon.

**ADJOURN:**

Starrett moved with support from Ahrens to adjourn. **All Ayes.** Meeting adjourned at 9:22 a.m.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Jon Stout", written over a horizontal line.

Jon Stout  
Airport Manager