

# SONOMA COUNTY AVIATION COMMISSION

## Minutes of the April 21, 2022 Meeting

*This meeting was conducted virtually over Zoom.*

### **CALL TO ORDER:**

Young called the meeting to order at 8:01 a.m.

### **COMMISSIONERS PRESENT:**

Young, Duste, Hayssen, Internicola, McCord, Starrett **Absent:** None

### **APPROVAL OF MINUTES:**

*Hayssen moved with support from Starrett to approve the February 17, 2022 Aviation Commission Minutes. All Ayes: Motion Carried.*

### **AIRPORT MANAGER REPORT:**

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

Stout reported that in February there were 30 noise complaints compared to 42 in 2021. In March there were 31 noise complaints compared to 68 in 2021. Year to date as of March, there have been 115 noise complaints in 2022 compared to 144 in 2021, down 20%.

There were 0 general complaints in February compared to 1 in 2021. There were 3 general complaints in March compared to 0 in 2021. Year to date as of March, there have been 6 general complaints in 2022 compared to 1 general complaint in 2021.

Hayssen noted that he could not find a pattern with the complaints. The majority of complaints seem to be regarding planes flying at an appropriate height. McCord noted that traffic is up but complaints are down. Internicola noted that the Airport is being proactive and looking into changing flight patterns.

A draft of the Annual Noise report will be shared with the Commissioners ahead of one of the next meetings.

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

There were 7,809 operations in January compared to 4,851 in 2021, an increase of 61%. In February there were 7,410 operations compared to 6,788 in 2021, an increase of 9.2%. Year to date at the end of February there were 15,219 operations compared to 11,639 in 2021, an increase of 30%.

Daaboul noted that Lucas plans to retire in May. Dave Sheber will take over in the interim and has applied for the position. Sheber will run the RSAT meeting.

Sheber confirmed that Lucas will be retiring May 6.

#### **C. Airline Update**

In February there were 36,550 passengers compared to 6,644 in 2021. In March there were 50,089 passengers compared to 13,822 in 2021, an increase of 262%. Year to date as of the end of March there were 118,282 passengers compared to 26,516 in 2021. The number of passengers in March is the highest volume for March since Alaska returned in 2007.

The summer schedule is still evolving, but it is projected that there will be 19 flights a day.

#### D. Projects Update

- **Terminal Modernization Project:** The topping off ceremony took place on April 13. The event was well attended, including by Congressman Huffman, Congressman Thompson, Supervisor Gore, and other local leaders. The structural steel is now complete. Grease interceptor work for the restaurant will begin in June. The vendor in Gate 2 (Apple Spice) will be opening soon.
- **Solar Project:** Solar is up and running. The Airport is working to get a portal up on the website to show solar production and off-sets.
- **Terminal Generator:** The generator has been installed and the grant needs to be closed out by July. The generator is designed to run for about a week.
- **Eucalyptus Tree Removal:** Bids have been received. This is expected to go to the Board for approval in July.
- **EAA Driveway:** Borovkoff is working with Purchasing to get the purchase order out for paving. Coordination will be done with the tenants in that area (EAA and PropJet) to avoid disruption as much as possible. The project should only take a few days.
- **Taxiway A Overlay:** The bids are due today, and it is expected to be a Fall project.
- **Airline Apron Reconstruction:** This project is expected to begin in 2024.
- **Master Consultant RFQ:** To receive FAA funds, a Request for Qualifications (RFQ) is required for consultants that would be involved in the five year plan for the Airport. Interviews were conducted last week, and it is expected that this will go to the Board in August. These consultants would include:
  - a. Airport Planning and Engineering
  - b. Airport Architectural
  - c. Geotechnical
  - d. Construction Management Services
  - e. Sustainability Master Plan and Sustainability Services
  - f. Environmental Services
  - g. Survey and Mapping
  - h. Security Systems Master Plan and Services
- **Becker Boulevard Chip Seal:** Becker Boulevard has been included in the County chip seal program this year. This is expected to be completed this summer.
- **Mask Mandate:** The mask mandate has been suspended due to a court action. Masks are not currently being enforced, but are still recommended.
- **Airport Staffing:** The Board approved a shared IT position between the Airport and TPW and a new Operations position.
- **Rubber Removal:** Rubber removal will take place on the runways next week overnight.
- **Beacon Replacement:** The beacon on the tower will be replaced with an LED light.
- **GoApron:** GoApron will be implemented to assist with airline aircraft parking reservations.
- **Ground Power Unit:** Bids were received for airline ground power equipment so that diesel generators can be removed.
- **Airstair:** Bids were received for the purchase of a new airstair.
- **Website RFP:** Bids are estimated to go in the next month for the Airport website.
- **Economic Impact Studies:** Survey data is being gathered from partners and Airlines Rates and Charges are being integrated.
- **Rental Car Facility:** The design process has begun and will take approximately 18 months.

Hayssen noted that he saw a news clip on the terminal project. Internicola asked if there is an estimate regarding the number of passengers that the updated terminal can facilitate. Stout noted that the estimate is 600,000-750,000 passengers.

Internicola asked if battery packs are expected in the future for the solar project. Stout confirmed that it would be in the future when the Airport installs a microgrid.

Starrett asked if any offsets need to be done for the tree removal. Hayssen asked if the stumps will be ground. Stout noted that offsets are not required and the stumps will not be ground because the area is a salamander habitat.

Duste asked if there would be an RFP on hangar development. Stout confirmed that the plan is to get that out this summer.

**F. Runway Safety Action Team (RSAT) Update**

There are no updates at this time. Hayssen noted that the Annual Inspection Meeting would be on May 25.

**ACTION ITEMS:**

**A. Schedule FY22-23 Schedule Meeting**

Adopting fiscal year 2022-2023 meeting schedule. Aviation Commission meetings will take place on the third Thursday of every month as follows:

- July 21, 2022
- August 18, 2022
- September 15, 2022
- October 20, 2022
- November 17, 2022
- December 15, 2022
- January 19, 2023
- February 16, 2023
- March 16, 2023
- April 20, 2023
- May 18, 2023
- June 15, 2023

*Hayssen moved with support from McCord to recommend to adopt the FY22-23 Schedule. All Ayes:* Motion carried.

Young asked for the date at the bottom of the resolution to be changed to 2023. He also asked when in-person meetings are expected to resume. Stout confirmed that they will likely return, but there is no planned date yet. Stout noted that the County has extended the option for virtual meetings. Starrett noted that having in-person meetings would be more accessible for the public. Stout recommended adding this as a discussion item to the May meeting to discuss hybrid options.

Stout reported that will get the website updated with the new dates for the year.

**B. FY22-23 Chair and Vice Chair**

*McCord moved with support from Duste to recommend that Young continue as Chair with Hayssen as Vice Chair for FY22-23. All Ayes: Motion carried.*

**DISCUSSION ITEMS:**

**A. Restaurant RFP Commissioner Panelist Discussion**

Airport staff reached out to Commissioners to find out if any Commissioners would be interested in being on the review panel for the Restaurant RFP. McCord, Hayssen, Young, and Internicola expressed interest in joining the Restaurant RFP meetings. To avoid a quorum, no more than three commissioners can attend. McCord and Hayssen withdrew their participation. Young and Internicola will participate.

**NEW BUSINESS:**

Young noted the EAA has been working on Advisory Circular AC 150/5300-13B, Section 2-10-6 (page 2-8) related to gravel landings and may have questions for the Airport. Hayssen noted that ATC is likely the biggest concern. He recommended adding this as a discussion item for a future meeting. Stout asked if Young could send him the information.

Internicola asked about the capacity for electric charging for rental cars. Stout confirmed that the design team is aware of the Board comments related to electric charging, so there will be further discussions on this topic.

**PUBLIC COMMENTS:**

Brian Bollman joined, stating that he is representing the Deer Creek neighborhood in Windsor. He noted that they were told that a Western Approach would be implemented and asked if progress has been made on using this approach.

Dane Jasper wanted to voice support for the use of the Runway Safety Area to the west of the runway. He noted that for some aircraft it is safer to land on grass.

**COMMISSIONER COMMENTS:**

Rick Duste noted that he will be moving out of the area and will need to resign from the Commission and will submit a resignation letter.

Duste also commented in relation to the public comment from Bollman that the Airport is working with an outside party to review the approach and departure patterns.

Hayssen wanted to wish Duste the best with his move. He also asked for confirmation where Brian Bollman is located. Young confirmed that it is the Deer Creek neighborhood in Windsor. Hayssen noted that there are often challenges regarding landing heights, especially for commercial operators.

**ADJOURN:**

*McCord moved with support from Starrett to adjourn. All Ayes. Meeting adjourned at 9:08 a.m.*

Respectfully submitted,

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

Jon Stout, AAE, CAE  
Airport Manager