

# SONOMA COUNTY AVIATION COMMISSION

## Minutes of the February 17, 2022 Meeting

*This meeting was conducted virtually over Zoom.*

### **CALL TO ORDER:**

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

### **COMMISSIONERS PRESENT:**

Young, Duste, Hayssen, Internicola, McCord **Absent:** Starrett

### **APPROVAL OF MINUTES:**

Hayssen requested that in Paragraph 4, the complaint update, in lines 3-4, the word "but" is replaced with "stating".

*Hayssen moved with support from McCord to approve the January 20, 2022 Aviation Commission Minutes. All Ayes: Motion Carried.*

### **AIRPORT MANAGER REPORT:**

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

Stout reported that in January there were 54 complaints compared to 34 in 2021; an increase of 58.8%.

There were 3 general complaints in January compared to 1 in 2021.

Hayssen noted that he saw the unidentified aircraft that was seen from different locations in Sebastopol. He noted that a plane that he is familiar with (N20230) was within the legal parameters of operation.

Internicola asked that Scott Cartier be called back if he has not already been. Cincotta confirmed that the Airport has reached out and is planning to follow up again.

Young asked about the helicopter complaints on the west side of the Airport that were previously frequent. Stout noted that the Airport is not aware of any changes.

The Airport is working on the 2021 Annual Noise Report, which will be circulated to the Commission for review before going to the Board of Supervisors.

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

There were 5,860 operations in December compared to 5,767 in 2021, an increase of 1.6%. There were 90,580 operations in total in 2021 compared to 66,566 in 2020, an increase of 36.1%.

Lucas noted that the Tower shut down for a half day due to a COVID exposure, but they are back up and running now. Hayssen noted that he and McCord will be hosting a training next week, which will include the topic of unexpected tower shutdowns.

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

Airline numbers for January are not yet available and will be included in the March Aviation Commission meeting packet. Airlines have reduced flights for February and March due to COVID variant travel impacts in January. Flights will be brought back to normal volumes by April.

Internicola asked if Dallas and Denver flights have started again. Stout confirmed that Dallas is expected to begin in March and Denver is expected to begin in June.

#### **D. Projects Update**

Stout incorporated the Commission's previous recommendation to include photos in the Projects Update.

- **Terminal Modernization Project:**

Stout provided an overview of project accomplishments and went through the presentation that was provided to the Board of Supervisors regarding the terminal project updates. Ticket counters have been installed and the pad is half poured for the gate. The Airport is working to add concessionaires, including a wine bar. A covered walkway will also be added between the terminal and the aircraft. The Board item regarding project updates is expected to be a consent item at the March 1 Board meeting. Hayssen asked if the front of the terminal will be updated with the project. Stout confirmed that there will be an update. The front of the building will be extended toward the street and will be glass and steel. SRJC is also working on a design for landscaping. Internicola asked for an estimate of how much has been spent on the project over the last 2 years and how much of that has gone to Sonoma County companies. Borovkoff confirmed that \$12,029,000 has been spent. Stout noted that approximately 65% are contracted from within Sonoma County. Some of the local contractors include paint, ground, electrical, drywall, etc. Non-local companies are brought in for specialized portions of the project.

- **Solar Project:** Electrical work on the project has been completed. A flip the switch ceremony will be held on February 25. Young will be representing the Commission. Others are welcome to attend.
- **Terminal Generator:** The Airport received a grant from FEMA for a terminal generator for emergency preparedness. The concrete pad for the generator was poured this week. The generator will be 750kw and will be able to power all systems in the terminal for up to 7-10 days.
- **Eucalyptus Tree Removal:** Three areas have been identified for tree removal: near Apron F, near Sanders and Windsor Rd, and on Sanders Rd near the wastewater treatment ponds. Bids are due March 4 and then, once a vendor is selected, the item would go to the Board for approval. Work would be expected to begin in June or July.
- **EAA Driveway:** Bids have been received and a union notification letter has gone out. Work can begin once responses to the letter from the unions are received.
- **Approach Feasibility Study:** Three firms were selected and interviewed. There were follow up questions from the panel, so a supplemental request was sent to these vendors with responses due this Friday. The Airport will reconvene the panel to discuss the responses.
- **Taxiway A Overlay:** Repaving will be done from Alpha 3 to Alpha 6. Bids are due April 8 and once a grant is approved by the FAA, this project will go to the Board for approval. The Tower and FAA have reviewed the phasing plan for the project and the Airport will communicate with partners as the project progresses.
- **Airline Apron Reconstruction:** The first two pads were repaved in 2015 and now the other two need to be repaved and additional spaces will be added for a total of six airline parking spaces. Design has started and this will be a construction manager at risk (CMAR) project. This would need to go out for bids to select a contractor, and the goal is to have a contractor selected by the Fall. Construction is expected to take place in 2024.
- **Master Consultant RFQ:** Bids were received from 14 consultants. Interviews with the consultants will take place in March.

Duste asked for confirmation regarding the Restaurant RFP. Stout confirmed that the current restaurant's lease will expire at the end of 2022 and the FAA requires that a public solicitation for a replacement takes place. The goal is to have that RFP out next month. Another RFP may also take place later in the year for vending and snack services. An RFP occurred for Gate 2 and the Airport has been working with a vendor for about nine months to get them up and running this spring. The Airport has also been in touch with specialized vending companies, including Jamba Juice, Basil Street (automated pizza), Sprinkles Cupcakes, and a wine vending machine.

Internicola asked if the Apron by Cal Fire and Kaiser is inspected by the Airport. Stout confirmed that Apron A is under Airport responsibility and this is also used by Sonoma Jet and Kaiser Air. The area by Kaiser Air is used by Kaiser and the area in front of Cal Fire is used by Cal Fire. The Airport inspects areas under Airport responsibility.

#### **E. 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. Upcoming Events: Flip the Switch and Topping Off Ceremony**

Since all Commissioners are invited to both the Solar Flip the Switch Ceremony and the Topping Off Ceremony, there could be a quorum. Because of this, these events would need to be posted as an event publicly, and Commissioners in attendance cannot discuss Airport business at the events.

Stout noted that a Topping Off Ceremony is when the highest/last piece of steel for the project will be placed and ceremoniously signed. In addition, tours of the new space will be provided.

*Young moved with support from Hayssen to post the Flip the Switch and Topping Off Ceremony as events. All Ayes: Motion Carried.*

#### **DISCUSSION ITEMS:**

##### **A. The Good Traveler Program**

The Airport began a partnership with the Good Traveler Program in 2021. The Good Traveler Program provides travelers with the opportunity to offset their carbon footprint related to travel. It began 15 years ago and has 16 partner airports across the country. STS travelers have contributed approximately \$500 (95,000 miles) in offsets since 2021. The Airport plans to increase promotion around this to increase usage. One way that outreach has been increased is through the Airport partnering with SP+ to allow passengers to purchase offsets when they book their parking at the Airport. The Good Traveler is also working to include projects more local to California. The Good Traveler is also working with SFO to set up an offset program for sustainable aviation fuel (SAF) to cover the difference between SAF and jet fuel.

Tom Owen noted that Sonoma Jet has SAF for sale, but there are a lot of logistical complications. It will likely not be more of a viable option for another few years. Stout noted that the California Airports Council is working with SFO on legislation to enact a fund to help with scalability of SAF. The Good Traveler also offers opportunities for Airports to offset their

own travel, which STS is looking into. This will need to be reviewed by the County before moving forward.

**B. Conrac Rental Car Facility**

Stout provided an overview of the proposed ConRAC rental car facility. This will be going to the Board on March 1 as a regular calendar item. Commissioners would be welcome if they would like to attend in support. The project would take place in four phases: Feasibility; Environmental, Pricing, and Design; Lease Approval and Construction; Operation. The Customer Facility Charge (CFC) should cover the cost of debt and construction over 30 years.

Duste noted that electric vehicle chargers should be included in the new rental car facility. Stout confirmed that there are energy sustainability requirements that the project will need to meet.

Stout will send the Board meeting agenda to Commissioners once it has been published.

**C. Living Wage Ordinance – County Review**

The Board of Supervisors made changes to the Living Wage Ordinance expanding it to \$16.75 and implementing it with County contractors. They are reviewing whether or not to apply that to tenants at the Airport and Fairgrounds. A survey was sent to Airport tenants two weeks ago and responses were received by 30% of tenants. There are 59 commercial operators at the Airport, including non-profits or service providers, airlines, rental cars, etc. Stout is working on a memo to the ad hoc committee of the Board. Many of these operators choose to rent space at the Airport, but could look for alternative locations if required to pay higher wages for because they are located at the Airport.

**NEW BUSINESS:**

None

**PUBLIC COMMENTS:**

None

**COMMISSIONER COMMENTS:**

Internicola thanked Stout for including photos in the Airport Manager's update.

**ADJOURN:**

*McCord moved with support from Internicola to adjourn. All Ayes.* Meeting adjourned at 9:33 a.m.

Respectfully submitted,



Jon Stout, AAE, CAE  
Airport Manager