

SONOMA COUNTY
AVIATION COMMISSION
Minutes of the February 20, 2020 Meeting

CALL TO ORDER:

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

COMMISSIONERS PRESENT:

Marlon Young, Larry Carrillo, Art Hayssen, and Del Starrett.

Absent: Tim Delaney and Jim McCord.

APPROVAL OF MINUTES:

Starrett moved with support from Hayssen to approve the January 16, 2020 Aviation Commission Minutes.

All Ayes: Motion Carried.

AIRPORT MANAGER REPORT:**A. Complaint Update**

Stout reported there were 28 aircraft related complaints in January from 12 individual complainants, an increase of 366.7% from 6 complaints received in January 2019. The Airport did not receive any non-aircraft related complaints in January 2020.

Complaint ID	Complaint Category	Findings
2020-001	Noise	Alaska jet arrival to runway 14 at approximately 7:17 AM at PCA of 0.15 miles at altitude of 800 feet. Complainant lives 1.95 NM from the airport.
2020-002	Noise	Unable to correlate to a flight track. Specified aircraft did depart from runway 14 at 1:01 PM. No other information available.
2020-003	Noise	General noise complaint regarding larger jets; not specific to any one aircraft.
2020-004	Noise	Alaska jet arrival to runway 14 at approximately 7:18 AM at PCA of 0.14 miles at altitude of 835 feet. Complainant lives 1.95 NM from the airport.
2020-005	Noise	Two aircraft correlated to complaint. Alaska jet arrival to runway 14 at approximately 12:21 PM at PCA of 0.25 miles at altitude of 1060 feet. Mesa for American jet arrival to runway 14 at approximately 12:24 PM at PCA of 0.19 miles at altitude of 1070 feet. Complainant lives 1.85 NM from the airport.
2020-006	Noise	Unable to correlate to a flight track. Confirmed that specified aircraft is based at STS.

Airport ID	Complaint Category	Public Staff Comment
2020-007	Noise	Private jet arrival to runway 32 at approximately 11:27 AM at PCA of 0.96 miles at altitude of 4800 feet. Complainant lives 7.00 NM from the airport.
2020-008	Noise	No helicopters tracked during this time period near complainant's residence. Unable to correlate to an aircraft or flight track. Complainant lives 7.00 NM from the airport.
2020-009	Noise	Skywest for Alaska jet departure from runway 32 at approximately 1:20 PM at PCA of 0.34 miles at altitude of 2200 feet. Complainant lives 1.85 NM from the airport.
2020-010	Noise	Skywest for Alaska jet departure from runway 32 at approximately 6:45 PM at PCA of 0.32 miles at altitude of 2110 feet. Complainant lives 1.85 NM from the airport.
2020-011	Low altitude	Unable to correlate to a flight track. System shows an Alaska jet arrival at PCA of 1.35 miles at an altitude of 1620 feet. Also shows a private jet departure but the track breaks shortly after takeoff (nearest tracked PCA is 2.63 miles at altitude of 4955 feet).
2020-012	Overflight	Skywest for Alaska jet arrival to runway 32 at approximately 10:01 AM at PCA of 0.65 miles at altitude of 3990 feet. Complainant lives 7.48 NM from the airport.
2020-013	Low altitude	Skywest for Alaska jet arrival to runway 14 at approximately 4:54 PM at PCA of 0.13 miles at altitude of 610 feet. Complainant lives 1.85 NM from the airport.
2020-014	Low altitude	Mesa for American jet arrival to runway 14 at approximately 12:12 PM at PCA of 0.21 miles at altitude of 665 feet. Complainant lives 1.85 NM from the airport.
2020-015	Noise	Skywest for Alaska jet departure from runway 14 at approximately 6:26 AM at PCA of 0.57 miles at altitude of 3140 feet. Complainant lives 5.31 NM from the airport.
2020-016	Noise	Skywest for Alaska jet departure from runway 14 at approximately 6:26 AM at PCA of 0.57 miles at altitude of 3055 feet. Complainant lives 5.31 NM from the airport.
2020-017	Noise	Alaska jet arrival to runway 32 at approximately 4:33 PM. PCA/altitude at PCA not available (flight track broken). Complainant lives 2.36 NM from the airport.
2020-018	Low altitude	No aircraft matching description tracked during this time period
2020-019	Noise	Private turboprop departure from runway 32 at approximately 8:02 AM at PCA of 0.32 miles at altitude of 1700 feet. Complainant lives 1.95 NM from the airport.
2020-020	Noise	Skywest for Alaska jet departure from runway 32 at approximately 8:09 AM at PCA of 0.32 miles at altitude of 1785 feet.

Airport ID	Complaint Category	Public Staff Comment
2020-021	Noise	Alaska jet departure from runway 32 at approximately 5:50 PM at PCA of 0.39 miles at altitude of 2100 feet. Flight track is incomplete. Complainant lives 2.36 NM from the airport.
2020-022	Low altitude	Unidentified aircraft arriving to unknown runway at approximately 5:55 PM at PCA of 0.71 miles at altitude of 845 feet. Private turboprop departing from runway 14 at approximately 5:57 PM at PCA of 1.18 miles at altitude of 1500 feet (flight track is broken and the true PCA is likely closer). Complainant lives 3.48 NM from the airport.
2020-023	Noise	Skywest for Alaska jet arrival to runway 14 at approximately 6:10 PM at PCA of 0.4 miles at altitude of 1980 feet. Complainant lives 4.02 NM from the airport.
2020-024	Low altitude	Private jet arrival to runway 32 at approximately 2:23 PM at PCA of 0.3 miles at altitude of 1900 feet. Aircraft took off and landed multiple times between 1:40 PM and 2:50 PM; possible training flight, missed approach. Complainant lives 6.6 NM from the airport.
2020-025	Overflight	Private jet arrival to runway 32 at approximately 2:38 PM at PCA of 0.53 miles at altitude of 1950 feet. Aircraft took off and landed multiple times between 1:40 PM and 2:50 PM; possible training flights, missed approach. Complainant lives 6.6 NM from the airport.
2020-026	Noise	Private jet arrival to runway 32 at approximately 2:38 PM at PCA of 0.53 miles at altitude of 1950 feet. Aircraft took off and landed multiple times between 1:40 PM and 2:50 PM; possible training flights, missed approach. Complainant lives 6.6 NM from the airport.
2020-027	Noise	Private jet arrival to runway 14 at approximately 5:03 PM at PCA of 0.36 miles at altitude of 2220 feet. Complainant lives 6.6 NM from the airport.
2020-028	Low altitude	Skywest for Alaska jet arrival to runway 14 at approximately 4:56 PM at PCA of 0.22 miles at altitude of 790 feet. Complainant lives 1.85 NM from the airport.

Stout reviewed the data visuals regarding noise complaints received in January. Commissioners provided positive feedback on the changes to complaint data presentation methods. Stout reported that Airport staff was working to provide monthly reports to airlines moving forward and to provide a 2019 report to airlines that will help them inform their own policies and procedures in a way that is sensitive to Airport neighbors.

Stout provided a synopsis of his presentation to the Windsor Town Council on February 20. Stout reported that the Windsor Town Council meeting went well. Airport staff is working to address the concerns of neighbors within the limits of local authority.

Starrett asked about the helicopter school and where they planned to do their training. Stout responded that wherever the school does their training, the Airport receives complaints from neighbors. The helicopter school does their best to move their training locations frequently.

B. Tower Report/Update

There were 4,768 operations in December 2019, a decrease of 18.9% from 5,879 in December 2018. In 2019, there were 83,734 operations, a decrease of 1.6% from 85,060 in 2018. Stout reported that Craig Lucas did not have any further tower updates.

C. Airline Update

There were 36,812 passengers in January 2020, an increase of 29.5% from 28,2418 in January 2019.

American has added a second flight per day to Phoenix, and in April will resume service to Dallas and Los Angeles. In March, Alaska will add a second flight per day to both San Diego and Orange County. Alaska is considering resuming service to Las Vegas and may offer service to Palm Springs between October and April. United will also be adding a second daily Denver flight in June. Sun Country will not be returning in 2020 due to difficulties in filling seats. They started with aircraft with 126 or 162 seats and now they are all 186 seats.

Stout reported that at the Routes America conference he had discussions with the Airport's current airline carriers along with several potential future carriers. No potential service to Hawaii yet in the works. Stout met with Moxie/Breeze which could potentially provide service from the Airport to New York and Hawaii in 2021. Stout also met with Jet Suite X (scheduled charter operator) which could be a good fit for the Airport maybe in 2021 for service to Las Vegas and to Burbank.

D. Projects Update

- **Hangar Maintenance/Repairs:** Electrical systems contractor will be addressing critical items before moving on to maintenance and lower-priority items. Maintenance staff continues to work to repair roofs with known leaks. Operations staff is also painting and upgrading lights to LEDs.
- **Staffing:** With the addition of an Office Assistant II (in interviews), the office will be fully staffed. Operations and maintenance are fully staffed.
- **Modular Tent Expansion:** PRMD signed off on permits on February 19. Stout expects work to begin in 2-3 weeks and complete around the end of August.
- **Terminal Improvement:** Plans were submitted to PRMD before the end of the year. Stout expects work to begin in September and be completed in 18-20 months.
- **Solar Panels in Parking Lot B:** Still waiting for official rejection from FAA for solar project for us to start our appeal process. Tower staff are supportive of the project.
- **Airport Management Software:** Contract is being finalized and should go before the Board of Supervisors in April.
- **Parking Lot Management:** SP+ has been managing parking for just over one month. Lots are looking clean.
- **Airport Restrooms:** A QR code/number to text is now posted in each restroom for passengers to report any issues.
- **Development of Rental Car Facility:** The five car rental companies will sign an agreement with a company that will develop the facility and sign an lease agreement with the Airport. The facility will be comprised of a parking lot, drop off, car wash, maintenance area, etc.
- **Board of Supervisors matters:** Supervisor James Gore has brought up the Airport at a recent Board strategic planning workshop. He will be introducing a minute order to the Board to create an ad hoc committee to work on Airport issues in a more proactive way. Supervisor Gore would like to address issues when they first arise and find ways to balance growth and impacts and involve community partners.

There is a current vacancy on the Aviation Commission in Supervisor David Rabbitt's district. He is reviewing three candidates.

E. Runway Safety Action Team (RSAT) Update

The Airport's modification to standard painting is still with the FAA. The FAA seems unable to agree internally about whether to grant the modification. This matter will remain on the agenda while pending.

F. Sheriff's Garden/Jail Facilities

Stout reported that a meeting is scheduled with the Sheriff to finalize the area to be leased. Most of the garden area will not be part of the lease.

ACTION ITEMS:

A. Airport Fee Schedule:

Stout reported that the Airport is requesting increases in most fees for the 2019-2020 fiscal year, including a 3% increase in hangar rental rates. Hangar rental rates were last raised in 2018. The fee hearing is scheduled for March 24, 2020 at the Board.

Hayssen was in favor of adopting the 3% increase with an emphasis on addressing the hangar maintenance backlog. Stout reported that with recent staffing additions the backlog is being addressed. Roof work is continuing and electrical work will start soon. Stout is also expecting to implement an online portal where tenants can submit work order requests. Requests will be tied to hangar numbers so that maintenance history can be tracked. Also, discussed the plan regarding resuming hangar inspections, a component of which will be an inventory of any needed maintenance. Starrett emphasized the importance of communication with hangar tenants regarding the status of work orders once submitted. Stout agreed that communication was an important aspect of maintenance.

Hayssen moved with support from Starrett to recommend that the Board of Supervisors adopt the Airport Fee Schedule. All Ayes: Motion carried.

DISCUSSION ITEMS:

A. Noise Abatement Guide:

Stout reported that Airport staff was still working to validate data with software vendor. That data will allow for a proper rewrite of the Noise Abatement Guide. The ultimate goals are an updated guide along with the creation of virtual corridors using the software system.

B. Noise Complaint Policies and Procedures:

Stout reported that as Airport staff have been revising and reviewing the complaint process, they have created a policy and procedure document to ensure the consistent treatment of complaint data. Young requested that the document be emailed as an individual item to Commissioners with request for comment.

NEW BUSINESS:

No new business at this time.

PUBLIC COMMENT:

No public comment.

COMMISSION COMMENTS:

Young commented that he attended the Windsor Town Council and thought that Stout's presentation was very balanced and that the Airport was continuing to build a good relationship with the community. Young also commented that he had heard from Airport tenants who were concerned about providing their pilot license number for hangar lease agreement updates. Stout confirmed that the license numbers were not needed for Airport use and the application will be modified to remove that field.

Hayssen commented that the February 6 event premiering the FAA's *From the Flight Deck* video was well-attended by over 100 pilots, along with the tower manager from the Oakland Airport and staff from our tower. Hayssen was honored with an aviation safety award.

ADJOURN:

Carrillo moved with support from Starrett to adjourn. All Ayes. Meeting adjourned at 8:59 a.m.

Respectfully submitted,



Jon Stout, AAE, CAE
Airport Manager