

**MEETING MINUTES**  
**Regular Meeting of Date September 23, 2015**

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**1) Call to Order**

The regular meeting of the Airport Advisory Commission of the City of Hollister was called to order by Chairman Deane Judd on September 23, 2015, at 6:00 p.m. in the City Council Chambers at City Hall, 375 Fifth Street, Hollister, California.

**2) Pledge of Allegiance**

**3) Roll Call:** Roll was answered as follows:

**Present:** Chairman Deane Judd, Commissioners Fred Meyer, Steve Huston, Jose Martinez and Executive Secretary Mike Chambliss.

**Absent:** Commissioners Gordon Machado and Robert Scattini.

**4) Verification of Agenda Posting**

The Agenda for the Airport Advisory Commission of the City of Hollister Regular meeting of September 23 was posted on the bulletin board at City Hall on September 17 at 10:00am per Government Code Section 54954.2

**5) Consent**

- a) It was moved by Commissioner Huston and seconded by Commissioner Martinez to approve as presented the Minutes of the Regular Airport Advisory Commission meeting of August 26, 2015, Motion carried 4-0.

**6) Public Input**

- a) Ruth Erickson requested a lighted keypad be provided for the vehicle gate near the old Ding-a-ling and a light be provided outside the door to the EAA/HAA meeting room to facilitate entry at night.

**7) Reports**

a) Super Bowl update

KION will be at the airport tomorrow to film some scenes for infomercials being produced. There will be a 30 second Super Bowl spot and 30 second, 90 second, and 5 minute Airport spots. The intent is to feature business opportunities, and Ken Lindsay and Dave Leonardo will be assisting. The spots will be available on-line from our web site but will not be aired on broadcast TV.

Also, we will be attending a Super Bowl meeting at the Napa airport in a couple of weeks.

b) New Position

The job description is being developed by Steve Subia. It has been reviewed by Mike and returned to Steve for updates. The advertising, interviewing, selection, medical review, etc will result in actually filling the position perhaps by Spring.

c) Commissioner Vacancy

The City Clerk will be advertising in the local paper for the position starting in October. Applicants must submit their application by 5pm October 12 to the City Clerk. There is already one application submitted. We can expect to review applications at our October meeting. It

was noted that the position is intended to be filled by an individual who resides in San Benito County but not within the Hollister City limits.

d) **Cal Fire**

Pot holes are developing in front of the Cal Fire loading ramp where the concrete ramp butts up against the adjacent asphalt. We've made one repair, but the recommended permanent fix is to construct a trench drain between the concrete and the asphalt. We will try to get the work done in conjunction with the forthcoming runway work in order to get a better price, but we may need a supplemental appropriation to pay for the work.

**8) Old Business**

a) **Business Plan**

Nothing to report.

b) **AIP #17 – Runway**

The \$5M+ grant has been received. We are expecting to get the contract awarded early in October to Granite Rock and plan to get ready to start the work in February when the full runway will no longer be needed and we can then start closing parts of 31.

c) **AIP #16**

We are waiting for rain to begin, after which Cal Fire will depart for the season. But we are still negotiating with the contractor as to how the project will be completed. Commissioners Judd and former Commissioner Jackson were an ad hoc committee to sit in on these meetings. Commissioner Huston volunteered to replace Commissioner Jackson in this role.

d) **NBAA 2015**

Our booth needs are now taken care of. We are working on getting electronic needs met and putting together brochures. We are developing an additional web site to help promote our airport and it will include links to Dave Leonardo's FBO web site, Ken Lindsay's business park web site, the airport website, and others as appropriate.

**9) New Business**

None.

**10) Items for Next Agenda**

1. New commissioner selection
2. Airshow
3. Super Bowl Update
4. New Position
5. Business Plan
6. AIP 16 and 17
7. NBAA 2015

**11) Next Meeting Date:** October 28, 2015

**12) Adjournment**

There being no further business to come before the Airport Advisory Commission, Commissioner Meyer moved the meeting be adjourned. The motion was seconded by Commissioner Huston. The motion passed 4-0 and the meeting was adjourned at 7:23 p.m.

Respectfully Submitted,

Mike Chambless, Executive Secretary  
Airport Advisory Commission