

MEETING MINUTES
Regular Meeting of Date January 27, 2016

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 January 27, 2016, at 6:00 p.m. in the City Council Chambers at City Hall, 375 Fifth Street, Hollister, California.

2) Pledge of Allegiance

Recited.

3) Roll Call: All were noted as present and included the following::

Present: Chairman Deane Judd, Commissioners Fred Meyer, Steve Huston, Jose Martinez, Gordon Machado, Robert Scattini, Marge Sunzeri and Executive Secretary Mike Chambless.

Absent: None.

Chairman Judd welcomed new commissioner Marge Sunzeri.

4) Verification of Agenda Posting

The Agenda for the Airport Advisory Commission of the City of Hollister Regular meeting of January 27 was posted on the bulletin board at City Hall on January 15 at 10:00am per Government Code Section 54954.2

5) Consent

a) It was moved by Commissioner Meyer and seconded by Commissioner Machado to approve as presented the Minutes of the Regular Airport Advisory Commission meeting of October 28, 2015 and the Minutes of the Special Airport Advisory Commission meeting of October 1, 2015. Motion carried 7-0.

6) Public Input

- a) Ruth Erickson noted the recent passing of former Airport Advisory Commissioner and long-time Hollister Airmen's Association member and Officer Larry McDonald. Ruth suggested that today's meeting be closed in memory of him.
- b) At this time the Chairman announced that item 8 a) (Old Business - AIP - Runway 13-31 reconstruction project Phase I & II) would be moved to this time due to the presenters' need to depart early.

Mike Chambless then introduced Kevin Flynn from Kimley-Horn who then introduced two other team members, Bob Hamilton and Pearse Melvin, both with Kimley-Horn. Kevin noted that his team has been working with the City on recent projects including the RSA drainage project and last year's first phase of Runway 31 reconstruction, as well as this year's second phase of reconstruction. He stated they met today for a preconstruction meeting with the phase II contractor, Graniterock, to discuss the schedule and needed runway/airport shutdowns. He expects to receive a revised schedule from them within the next week or two. At that time he'll have a better idea of how the schedule will fit to accommodate CalFire and anticipated rains.

- c) Commissioner Machado asked about completion status of phase I, and Kevin stated it was ~98% complete. There are still some areas which need some additional oil put down, and the runway markings are currently temporary and still need to be redone in a final fashion. Also there are still some specification issues yet to be resolved with the contractor.

As to the schedule for phase II, Kevin noted that ideally we need to start immediately in order to be ready for CalFire's return in May, but much juggling will be needed to deal with rain. He also noted that the schedule includes a total airport shutdown for 18 consecutive calendar days to allow for reconstruction of the runway 31-13/06-24 intersection. Runway 31-13 will be shut down for the duration of the approximate 3 month project.

7) Reports

a) Super Bowl update

Mike Chambless noted that we now know the two teams playing, Carolina Panthers and the Denver Broncos. He feels this reduces the likelihood of many VFR aircraft showing up unannounced from places such as Arizona. He also said it appears parking reservations are slow coming. We have a couple of reservations, and other airports have a comparable amount. This is in contrast to what the FAA had anticipated, as they expected all slots to be filled by now. Mike conjectures that perhaps the teams playing this year do not have such strong corporate followings. In any event, we are just waiting to see how it plays out. We are getting about five calls per day asking about parking, and Watsonville is getting the same, so people are shopping around.

The ramp has been cleared of aircraft. Staff is scheduled to use weed-eaters on the ramp tomorrow and the ramp will be swept on Friday. Unless the number of reservations increases dramatically, no further work will be done to prepare for arrivals. If there is a significant increase, a welcome display will be assembled in Hugh Bikle's hangar.

b) NBAA Schedulers Conference Tampa - January 19 to 22

Mike noted that he and Commissioner Judd attended the conference last week in order to promote our airport. The attendees are the people who staff corporate flight departments and who determine where corporate aircraft land in support of their company's business needs.

Mike feels we need to adjust our marketing a bit for this event. Currently it is oriented toward business development at the airport, but for this event it should focus on travel times, lengths of runways, facilities available, etc. He also feels we should definitely attend this event yearly, and we should investigate participating in AvFuel's promotion, where they have a block of booths with each booth promoting an AvFuel vendor at a particular airport. He feels this might be less costly for us and improve the amount of traffic by the booth.

c) Homeless Shelter/Airpark Business Center

The County Board of Supervisors (BOS) has formally removed the Flynn Road site from consideration for locating a homeless shelter.

d) Airport Improvement/Matching Funds

The City Council has approved the planning work for the new CalFire Taxiway. The FAA has provided \$150,000 grant funds which will be used for this. Our matching funds will be a maximum of \$15,000 for this.

e) Budget

Mike presented his proposed airport budget for FY 2016 -2017. He anticipates revenues of \$720,000 for the next fiscal year. Expenses are expected to be similar to the prior year, although Mike included \$40,000 to pay for a new roof on the former Ding-A-Ling building.

f) Electronic Campaign

This is a plan where our airport is marketed by establishing target areas such as around football arenas within which a user of a mobile device will be presented with advertisements specific to our airport. This program is scheduled to run until July 1. An update on how it is progressing will be available at our next meeting.

g) CalFire

Duplicate. See 8 d), below.

h) Lawn Mower

The small ride-on mower threw a piston and has been retired. The airport has now bought a new ride-on including California emission add-on equipment costing an additional \$1000.

i) Sky dive

The sky diving operation has moved from the old Ding-A-Ling building to the former Gavilan college office building.

j) Remote Control Aircraft. Agenda 2/1/2016

Mike noted that new FAA rules require persons flying a remote controlled aircraft within 5 miles of an airport need to notify airport management of this fact. However, the FAA did not indicate what the airport management is to do with this information. Mike contacted Oakland tower, and they indicated that the only concern is whether there is a safety issue, in which case the airport can prohibit the flying. Also, there is a Radio Controlled (RC) field 3 miles north of the Hollister Airport operated by the San Jose Wavemaster RC Club. The new FAA rules require there be an agreement between the airport and the RC field users. A meeting was held with representatives of the RC club. Based on their location, their 400' maximum altitude, their use of a spotter safety person, and the many years of operation with no reported problems, Mike has prepared an agreement noting their existence to be presented to the City Council for their approval.

It was moved by Commissioner Machado and seconded by Commissioner Meyer to approve the presentation of the agreement to the City Council. Motion carried 7-0

k) DK Turbines

Mike reported that DK Turbines has been a tenant for about 20 years and their lease expired at the first of the year. After several months of negotiation, an agreement has been reached on a new lease. This one will be for 10 years with two 5 year options for renewal. The rate will be at \$6000/month for the first 10 years, then \$8400/month for the next 5 years, then \$10,000/month for the final 5 years. CPI increases are also included. At the beginning, this represents a \$40,000/year increase over their current rate.

It was moved by Commissioner Machado and seconded by Commissioner Huston to recommend the Airport Director request the City Council to approve the new lease. Motion carried 7-0.

8) Old Business

a) AIP - Runway 13-31 reconstruction
(See above under Public Input item b).

b) NBAA

2015

Hollister Airport was represented with a booth at the NBAA conference held in Las Vegas in November last year. Mike noted that our location was not the best, but comparable airports were also at the conference. Mike recommends we continue to participate in the conference, as it is attended by CEOs and other corporate executives from companies who are the targets of our marketing efforts - companies that might be persuaded to locate a business in Hollister. Next year Mike will again urge Ken Lindsay and Dave Leonardo to participate, as they have businesses that would benefit from successes in marketing. He noted the Leonardo's did participate this year and their hard work was greatly appreciated.

c) Airshow

The dates are June 17 - 19. The FAA has approved military participation. Pentagon approval has been requested but as yet not been received. Three acts have been hired, and we are considering a fourth act. There are also two or three additional acts participating pro bono including a MIG 17 and possibly an aerobatic jet act. Mike noted that the future jail expansion will likely encroach on our aerobatic box and could limit jet participation in the future.

d) Cal Fire Base Project

Mike reported that Cal Fire is now planning to be back at Hollister on May 1 rather than May 15 as formerly planned. This puts additional pressure on the runway rehabilitation project, and likely will require negotiation with Cal Fire to move their date.

With regard to the new Cal Fire Base project, Mike spoke with an NBAA representative (lobbyist) at the NBAA Schedulers conference about his idea of approaching other state legislators who represent the nine counties for which our base provides coverage. Instead of just the two who represent Hollister (who understand our needs), the area covered has a total of 64 state representatives whose constituents are supported by the Hollister Cal Fire air base. The NBAA representative gave Mike some information on how to lobby, and Mike will be starting that soon. He will be looking to bring together a meeting of the California aviation caucus and do a presentation of how important the Cal Fire Base project is to them. Hopefully this will help get the project moving.

9) New Business

a) None

10) Items for Next Agenda

1. 4th of July
2. Super Bowl Update
3. Budget
4. Electronic Campaign
5. AIP
6. Air Show
7. DK Turbines

11) Next Meeting Date: February 24, 2016

12) Adjournment

There being no further business to come before the Airport Advisory Commission, Commissioner Machado moved the meeting be adjourned in the memory of Larry McDonald. The motion was seconded by Commissioner Scattini. The motion passed 6-0 and the meeting was adjourned at 7:04 p.m.

Respectfully Submitted,

Mike Chambless, Executive Secretary
Airport Advisory Commission