

MEETING MINUTES
Special Meeting of Date November 16, 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 November 16, 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: Roll was answered as follows::

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

Absent: None.

4) Verification of Agenda Posting

The Agenda for the Airport Advisory Commission of the City of Hollister Special meeting of November 16 was posted on the bulletin board at City Hall on November 10 at 10:00am per Government Code Section 54954.6

5) Consent

a) It was moved by Commissioner Scattini and seconded by Commissioner Martinez to approve as presented the Minutes of the Airport Advisory Commission meeting of October 26, 2016. Motion carried 7-0.

6) Public Input

a) Ruth Erickson announced the annual Hollister Airmen's Association Christmas party December 4th at Paines Restaurant. All are invited. Contact Ruth for details.

7) Reports

a) AIP Phase I - Mike Chambless reported that CalFire departed the beginning of last week, so the City Attorney is putting final touches on a letter to go out to the contractor by the beginning of next week. Once that is done a 30 day time period will start.

b) CalFire - A productive meeting with local CalFire representatives, the City Manager, and the Airport Director was held to discuss CalFire's request for an on-going lease of their present location. Several things are happening.

They came to an understanding to extend for another five years the CalFire lease of their present (east-side) location at the airport.

Mike presented a proposal to increase the west-side lease area by two acres to accommodate a helicopter crew, and he also indicated there is no problem with having barracks or other related personnel facilities.

Commissioner Machado expressed frustration that having waited eight years for CalFire to

develop the 10 (now to become 12) acre site, and in light of extending their present lease an additional five years, albeit at an increase in rent, there seems to be no expectation of a start in developing any time soon. Mike responded that he felt the problem lay with the state's department of general services, not with CalFire.

In response to a query from Commissioner Meyer, Mike noted that if the west side development takes place, there would be no problem terminating the current east-side lease early as soon as the west side was occupied.

- c) New grant ALP - Mike met last Monday with the contractor that will be updating our Airport Layout Plan (ALP). In a couple of weeks personnel will be at the airport painting spots to be used in surveying the airport. Mike noted that the contractor was quite impressed with the fact that we provided them with all the advance information that they requested, and he credited that to the thorough job Toni Warner did in getting it together for them.

They discussed our next priority project being the west-side taxiway parallel to 31 and its associated runup area. After that our priority will be lighting taxiways A and C. Once those projects are complete, our next tasks will be to reconstruct the pavement by the west-side hangars where the slope and drainage is incorrect and trucks have easily punched through the asphalt. These projects will cover the next five years.

Mike then reported that if we give up the plan for approach lighting and moving taxiway Alpha 100 feet east, we then can make the runway 31 threshold displaced rather than relocated, thus allowing for the full pavement length of about 7200 feet to be used for takeoff, and we could move the threshold back a bit and have 6500 feet available for landing.

Commissioner Judd expressed astonishment that the same contractor organization, who many years ago when the airport master plan was being developed stated that the FAA would not approve new displaced thresholds, now says that it can be approved by the FAA.

The contractor will be brought to a future commission meeting to make a presentation on the projected changes to the ALP.

- d) PAPI - Mike spoke with an RSAT (Runway Safety Action Team) while attending the NBAA conference in Orlando. He told them he wanted an RSAT inspection of our airport and he wanted to get the runway 13 PAPI recertified. The RSAT people said they would have someone contact Mike to get this done. So far no one has called. Mike plans to follow up after Thanksgiving if he still has not received a call.
- e) NBAA Orlando - Mike reported having a very successful trip this year having learned many lessons the previous year. Booth location, foot traffic, information distribution, etc. were all improved over last year. A Chinese company visited the booth and subsequently visited the airport to consider it for a facility, although it turned out we didn't meet their needs. Other companies also visited our booth and Mike will be following up those contacts in the coming weeks.
- f) Exploring Program - Alexandra Vilches from the Boy Scouts of America gave a presentation on the Explorer program. She noted there is an aviation program presently in place at Salinas, and an especially successful one at Reid-Hillview. Her desire is to start an Aviation Explorer Post at the Hollister airport and she is looking for about four adult volunteers to assist in getting the program going. The Explorer program is for youths ages 14-20 who have graduated at

least from the eighth grade.

Commissioner Meyer noted that this program was discussed at the most recent local EAA chapter meeting and that they intend to follow up on it.

Mike noted that we have meeting space, and the airport will support whatever program is created to promote aviation. We just need the volunteers to make it happen.

8) Old Business

- a) Trailer Parking - No report.

- b) Restaurant 155 Skylane Drive Building 16 - We have our one bid to get the roof replaced and sealed, but of another twelve contacts, none was interested in bidding. Mike will document the contacts and with that he will be able to let the contract to the sole bidder without meeting the city's requirement for having at least three bids. He expects the contract to be signed this week with work to begin shortly after Thanksgiving.

Bylaws - No report.

9) New Business

- a) None.

10) Items for Next Agenda

1. AIP Phase I update
2. Trailer parking
3. Cal Fire
4. Glider Operation
5. New grant ALP
6. Restaurant
7. Runway 13 PAPI status
8. Airshow
9. Explorer Program
10. Bylaws

11) Next Meeting (Special) Date: December 14, 2016

12) Adjournment

There being no further business to come before the Airport Advisory Commission, Commissioner Scattini moved the meeting be adjourned. The motion was seconded by Commissioner Sunzeri. The motion passed 7-0 and the meeting was adjourned at 6:42 p.m.

Respectfully Submitted,

Mike Chambless, Executive Secretary