

**MEETING MINUTES**  
**Regular Meeting of Date April 26, 2017**

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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 Gordon Machado on April 26, 2017 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 Gordon Machado, Commissioners Deane Judd , Fred Meyer, Jose Martinez, and Marge Sunzeri, and Executive Secretary Mike Chambless

**Absent:** Commissioners Robert Scattini and Steve Huston.

**4) Verification of Agenda Posting**

The Agenda for the Airport Advisory Commission of the City of Hollister Regular meeting of April 26 was posted on the bulletin board at City Hall on April 19 at 10:00am per Government Code Section 54954.2

**5) Consent**

a) It was moved by Commissioner Judd and seconded by Commissioner Martinez to approve as presented the minutes of the Airport Advisory Commission meeting of March 22, 2017. Motion carried 5-0.

**6) Public Input**

a) There were no public comments.

**7) Reports**

- a) AIP Phase I - Airport Director Mike Chambless reported that no corrective actions can occur for the next several months due to CalFire seasonal fire fighting operations beginning on May 8.
- b) CalFire - Mike reported that CalFire has agreed to extend their lease at the present location for another three years at a lease rate increase to \$5000.00 per month.
- c) AIP 18 - ALP Update - Still in progress. The contractor has completed FAA paperwork.
- d) Budget - Mike met with the City Manager and no problems were found or are anticipated. The budget is expected to be adopted on June 19.
- e) Trees (cost) - Mike reported the cost as \$17,000.00 to cut and grind up the fallen eucalyptus tree near the entrance to the airport.
- f) Fly-In - The City Council denied the request for a \$10,000.00 supplemental allocations of funds to provide support for a fly-in at the airport. This means there will be no City-sanctioned fly-in

this year.

- g) 4<sup>th</sup> of July - Fireworks will be displayed at the airport again this year, with the City spending an additional \$1000.00 (non-airport funds). In response to a question from Ruth Erickson, Mike stated that 4 or 5 volunteers would be needed before and during the fireworks display.

## 8) Old Business

- a) Trailer Parking - No report.
- b) Aircraft Waste Oil - Mike reported that nearby airports RHV, SNS, WVI, and South County all provide waste oil collection to their tenants. It is not currently known whether the service is funded by their counties or the airports. Mike also opined that if our airport were to provide and fund the service, the cost to the airport would be on the order of at least \$1000.00 per month, and since this would be a service not previously funded by the airport (prior service was county funded), he would expect to increase tenant monthly rents to cover the increased cost.

When asked what they were currently doing about waste oil, one FBO in attendance responded that they were accumulating it, with its disposition depending on what decision the airport makes. Additional discussion ensued, with no definitive advice forthcoming from the Commission. The topic was continued until the next meeting.

- c) Water Board Underground Fuel Tanks - Mike reported that most of the reported violations have been taken care of, but the leak detection system is still considered to be obsolete by the water board. The best estimate is \$24,000.00 to repair/replace the system to a level that satisfies the water board. As a result, Mike will ask the City Council on May 1 for a supplemental appropriation of \$35,000.00, with the additional \$11,000.00 to cover any unforeseen requirements. If approved, the work is expected to begin immediately and be complete by June 1. The fuel island will remain open during the work.

Mike noted that the biggest water board issue is that with our current system, if a fuel leak is detected, the fuel island continues to operate; but with the upgraded system, a detected fuel leak will cause the pump to shut down until the leak is resolved.

## 9) New Business

- a) None

## 10) Items for Next Agenda

### Reports

1. AIP Phase I
2. AIP 18 ALP
3. Budget
4. 4th of July

### Old Business

1. Trailer Parking
2. Aircraft Waste Oil
3. Water Board Underground Fuel Tanks
4. Carol Ford activities

**11) Next Meeting Date:** May 24, 2017

**12) Adjournment**

There being no further business to come before the Airport Advisory Commission, Commissioner Sunzeri moved the meeting be adjourned. The motion was seconded by Commissioner Meyer. The motion passed 5-0 and the meeting was adjourned at ~7:00 p.m.

Respectfully Submitted,

Mike Chambless, Executive Secretary