

MEETING MINUTES
Regular Meeting of Date August 22, 2018

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 August 22, 2018 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, Robert Scattini, Fred Meyer, Margaret Sunzeri, and Jose Martinez, and Executive Secretary Mike Chambless

Absent: Vice Chairman Steve Huston.

4) Verification of Agenda Posting

The Agenda for the Airport Advisory Commission of the City of Hollister Regular meeting of August 22 was posted on the bulletin board at City Hall on August 16 at 10:00am per government code 54954.2.

5) Consent

It was moved by Commissioner Sunzeri and seconded by Commissioner Martinez to approve as presented the minutes of the Airport Advisory Commission meeting of May 23, 2018. Motion carried 6-0.

6) Public Input

a) There were no comments from the public

7) Reports

a) Airport Improvement Program Rehabilitation Runway 13-31 Phase I (17) - Nothing to report.

b) CalFire Update - Director Chambless was contacted about 10 days ago by the Governor's office. They asked to be sent a number of documents about the base, which was then done. He was then contacted by Anna Caballero's office to set up a meeting between himself, a representative of Caballero's office, and the chief of CalFire. The meeting was to be held within the next few days, but Mike will be travelling for a couple of weeks, so it will have to wait until he returns. It appears progress is being made.

c) Building Improvement "Restaurant" (Old Navy brig) - Plumbing is almost complete. The building department should 'final' it within the next few days. Once that is done, staff will cover the piping with sand and then cover with a concrete floor. Once that is done, the recently received hood will be installed, the floor will be tiled, and a gas line and plumbing supply lines outside the building will be installed. Although work is nearing completion, the availability date for potential tenants is unknown since the health department will need to approve it.

- d) ALP Narrative - The Narrative is complete (signed by the FAA on June 1) and uploaded to the City's web site.
- e) Kimley Horn - Mike reported that Kevin Flynn, Kimley Horn's representative assigned to Hollister airport engineering grant activities, will be leaving Kimley Horn on this coming Friday, to take a new position with Burbank airport. Our new Kimley Horn representative will be Pearse Melvin. Pearse has done most of the engineering for our airport for the last several years and we are pleased to have him in this role.

8) Old Business

- a) Flag Pole/Picnic Area - Construction is complete. Mike noted that the area is illuminated at night and looks very nice. He stated there is a new home for airport plaques located at the bottom of the flag pole. There a few other future tweaks to be done as time permits.

9) New Business

- a) 4th of July Presentation - Although Director Chambless was on vacation at the time, he reported that the Hollister 4th of July event was a big success. There were about 3000 spectators on the airport property along with another 4000 nearby off site for the fireworks show. Sal Rubino was thanked for his significant financial contribution to enhance the fireworks display. Mike has made a proposal to the City Manager for a similar event next year, but there is no decision at this time.
- b) AIP 19 (Airport Improvement Program) - Combined with 9c below.
- c) AIP 20 (Airport Improvement Program) - The FAA has notified Mike that they have combined 19 and 20 and we will be receiving a single grant for both. The grant is expected to be awarded within the next couple of weeks. The grant will cover the design and engineering and construction of the parallel taxiway and run up area on the west side of 31 south of 24; move taxiway B north about 100' to eliminate direct access to runway31 from the apron; and temporarily mark the existing relocated thresholds with no-access chevrons while we go through the process of getting displaced thresholds approved.
- d) Fire Station #3 - The airport now officially has a fire station, Fire Station #3. Life Flight ended their lease at the west end of runway 24, and the City bought their facility for \$20,000. The fire station crew previously located in Fire Station #1 but which was responsible for covering areas north will be relocated to the airport facility after some needed improvements are finished. They expect to be there in September after a fiber optic line is run along the airport perimeter fence out to the facility from the dog park. Airport staff will be doing this. Tie-in points will be provided every 200' for future facility developments along the route. The helipad has been updated to comply with code and will remain in place.
- e) TPA (Traffic Pattern Altitude) - Item requested by Commissioner Judd. It was noted that updated AC 90-66B (Non-towered Airport Flight Operations) was issued on 3/13/18, and in paragraph 11.4 (Traffic Pattern Altitudes), a pattern altitude of 1000' AGL is recommended. Previous guidance apparently included a range of between 800' and 1000' AGL. Commissioner Judd recommended the airport management make the required changes to publish 1000' AGL (1230' MSL) TPA, replacing our current 800' AGL (1030' MSL) TPA. It was so moved by Commissioner Judd, seconded by Commissioner Sunzeri. Motion passed, 6-0.
- f) Telecommunication Tower 2000 Lana Way - A company applied to construct a communication tower on top of a building at 2000 Lana Way. The project was denied by the Airport Land Use

Commission and also by the City of Hollister.

10) Items for Next Agenda

- a) Unsecured property and possessory interest tax and the airport. Item requested by Commissioner Meyer; Commissioners Meyer and Scattini to research the subject and report back next meeting.
- b) Items 7a, 7b, 7c, 9b and c (combined), 9d, and 9e.

11) Next Meeting Date: September 26, 2018.

12) Adjournment

There being no further business to come before the Airport Advisory Commission, Commissioner Sunzeri moved the meeting be adjourned in memory of Ron Erickson, longtime Hollister Airmen's Association Treasurer and airport supporter. The motion was seconded by Commissioner Scattini and was passed 6-0. The meeting adjourned at 6:34 p.m.

Respectfully Submitted,

Mike Chambless, Executive Secretary