

MEETING MINUTES
Regular Meeting of Date September 25, 2019

1) Call to Order

The regular meeting of the Airport Advisory Commission of the City of Hollister was called to order by Chairman Philip Steffora on September 25, 2019 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 Philip Steffora; Vice Chairman Steve Huston; commissioners Margaret Sunzeri, Mark Starrett, Fred Meyer, and Reneé Wells; and Executive Secretary Mike Chambless.

Absent: Commissioner Elia Salinas.

4) Verification of Agenda Posting

The Agenda for the Airport Advisory Commission of the City of Hollister Regular meeting of September 25, 2019 was posted on the bulletin board at City Hall on September 20th at 10:00am per government code 54954.2.

5) Consent

It was moved by commissioner Sunzeri and seconded by commissioner Huston to approve as presented the minutes of the Airport Advisory Commission meeting of August 28, 2019. Motion carried 6-0.

6) Public Input

a) None

7) Reports

a) AIP 21 Runway/Taxiway Safety Project - The \$5.2 million grant has been received. It was \$1.7 million more than the FAA wanted to give us, but we did receive it. We are now working with Granite Rock to develop a construction schedule. There will be some runway closures, but they should only occur at night.

b) TPA (Traffic Pattern Altitude) Change - Director Chambless put an inquiry in to the FAA with no response. He'll put in another.

c) Tenant List - Director Chambless reported that while a certified list of tenants did exist at the airport and had been supplied to the assessor's office, further investigation revealed that the assessor was working from a non-certified list. During this process, it was discovered that two aircraft numbers were incorrect on the certified list, and that information was then corrected. Also, there were five aircraft that required follow up after the end of year inventory, and that is being done.

- d) Hangar Waiting List - The Hangar Wait List policy was presented to the commission. Mike noted that it was last reviewed about nine or ten years ago shortly after he took over the airport management. He noted that approximately six different lists are maintained: tenants requesting a move; standard T-hangars; larger (Mustang sized) T-hangars; storage areas; box hangars; Jerry Gabe hangar. Mike noted that the process of maintaining the list is handled by his administrative assistant, Toni, and she maintains records of her list activities. Mike is quite confident that she is following the policy correctly. It was suggested by Commissioner Starrett that persons on the lists be specifically informed that if they refuse a hangar when one becomes available, they will move back to the bottom of the list.
- e) Bathroom Improvements - An \$80,000 supplemental appropriation was requested of the city council in August for bathroom repairs and repairs to building 19, with the majority of the money for building 19. With these funds, the bathroom in the Weatherly building has been repaired, a leak in the wall in the Aris hangar has been repaired, and the flooring in the westside T-hangar bathrooms will be replaced. Some work may be done to the bathroom in building 16.
- f) Hangar Rents - Director Chambless presented a report prepared by the Hollister Jet Center on Hollister hangar prices compared to nearby airports. Results are as follows: KCVH \$398; South County \$750.50; KSNS \$403; KWVI \$380. Executive hangars: ours are at \$4800, South County at \$2400, Salinas at \$2100, and Watsonville is at \$1600. It was noted that Salinas has a wide range of T-hangar prices, with rates designated A through J, and the \$403 is an average of all the rates.

Commissioner Starrett requested this topic be continued to the next meeting to allow time for his further study. Chairman Steffora requested that CPI information, such as how it is derived and how it compares to the other airports, be included at the next meeting.

8) Old Business

- a) None

9) New Business

- a) None

10) Items for Next Agenda

- a) Dog park update
- b) Airport Master Plan review
- c) CalFire move update
- d) Items 7a, 7b, 7e, and 7f.

11) Next Meeting Date: November 20, 2019 at 6:00pm (Special meeting)

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 and was passed 7-0 (Commissioner Salinas arrived during item 7f). The meeting adjourned at 6:22 p.m.

Respectfully Submitted,

Mike Chambless, Executive Secretary