AIRPORT ADVISORY COMMITTEE

REGULAR MEETING MINUTES

Thursday May 16, 2019 3:00 p.m.
Airport Administration Office
617 Airport Way, Modesto, CA 95354-3916

Voting Committee Members:
Glenn Mount, Chairman
Shane Cooper, Business Owner
Steve Hatzigeorgiou, Business Owner
Allan Ramsay, City of Modesto
Ray Ratto, Vice Chairman
Paul Sharp, City of Modesto
Jim McKay, Public-at-large

Non-Voting Members:
Stanislaus County: Jim DeMartini
City of Ceres: James Michaels-Absent
City of Modesto: Doug Ridenour-Absent
City of Modesto (alt): Bill Zoslocki

Others Attending: Steve Fischio Operations Manager, Gabe da Silva Airport Manager, Scotty Douglass Deputy City Manager and Bob Allen of the Air Traffic Control Tower

1. Call to Order/Roll Call: Chairman Glenn Mount called the meeting to order at 3:00 p.m. Voting Members present: Glenn Mount, Allan Ramsay, Ray Ratto, Jim McKay, Paul Sharp, Steve Hatzigeorgiou, Shane Cooper
Voting Members absent: None

Quorum Present: Yes

2. Approve Minutes
April 18, 2019 minutes were motioned by Jim McKay to approve the minutes as presented by Glenn Mount; seconded by Ray Ratto and backed by other voting committee members. Motion passed and signed by Glenn Mount.
3. Airport Project Update by Gabe da Silva
   - **ALP 41: Airport Layout Plan:** 80% complete, tentative completion is September to October
   - **Asphalt Seal:** 5,000 ft on GA side
   - **Vacant Airport Maintenance Position:** Posting has been closed online and 39 candidates will be taking the test next week.
   - **River Road Property:** 80+ stumps have been ground and the land has been leveled out. The final step is demolition of the house which will be completed next fiscal year.
   - **Hangar row B Painting:** Complete as of 5/16/2019, they treated the rust, put two coats of rust resistant primer and two top coats.

4. Economic Development
   - **Top-off Saturdays:** Glenn announced that top-off Saturdays continue to be successful. At breakfast on Saturday May 11th 510 people were served with 30 aircraft. Top off Saturday fueled 745.9 gallons.
   - **Welcome Home Heroes:** Saturday May 25th from 9 am to 5 pm there will be an event to support veterans, there will also be a steak dinner in the evening. There will also be a Mike Anderson Motorcycle Ride. All proceeds will go directly to the veterans.
   - **Hangar Occupancy:** Hangars are currently full and we have a substantial waiting list. Most on the waiting list are current tenants, but we have a interested parties who are not currently tenants. The rate increase was approved by council and will be effective July 1.

5. Tarmac Crack Plan
   - Plan has been put in place, but it is very low on FAA priorities so we will not be receiving funding for that. We have done crack sealing around G,H and I the north and south sides of I, and will continue with Section A and continue through the middle of A, D, and J. Plan is to continue to make progress. Total surface area is 1,113,000 sq. ft. For $500 we were able to do 5,000 sq. ft. Ray Ratto asks for an estimate of cost to do the whole area. Gabe explains that it would cost roughly $90,000 not including the labor costs. Ray suggests we present it to the City Council to protect the 25 million dollar asphalt. Steve Hatzigeorgiou mentions that the land between Monaco’s hangar and hangar 5 is sinking in again. Gabe explains that we will camera the area.

6. Open Lot on Tenaya and Mitchell
   - That piece of land is for aviation use only and has not been broken out to be subdivided for business use. Steve Hatzigeorgiou suggests that it would be an ideal location for a gas station. Steve Fischio explains that we would need a letter of intent from a business wanting to build to submit to the FAA.

7. Status of Homeless Camp Trash
   - Beard has evicted the homeless from their property and cleared the brush, eliminating the places for them to tuck away. Steve Hatzigeorgiou explains that this is being handled in two stages. Stage one is from Mariposa to Airport property line. Stage 2 is South of Mariposa. Beard is clearing all brush except for the Elderberry bush and cleaning up all trash. Gabe states that on Tuesday the airport crew cleared from the Airport fence to the bridge and
fixed the gate.

8. Letter to Tenants Regarding Rate Increase
   o Gabe states that the letter explaining the rate increase was emailed to tenants on Monday and will be mailed to tenants who do not have an email on file.

9. Pedestrian Gate on Tioga Rd
   o Allan suggests that we put a pedestrian gate for pilots who need to exit the airport on foot. After some inquiry on the need, Steve Fischio recommends that we put a key pad and a code on the inside of the gate we currently have.

10. Annual AAC Report
    o Allen inquires about the Annual AAC Report. Steve explains that it is the responsibility of the AAC to complete the report and because we have council members on the committee, it may not be necessary any longer, but it is the prerogative of the AAC. Bill Sandhu says if they would like to prepare a report, we will schedule it for council. Glenn suggests that Allan work on it, but he replies that he may not have the time.

11. Public Participation
    o Bob Allen explains that we urgently need to coordinate with the Fire Department on safety measures. There was recently an incident with electrical wiring and the communication between the tower, the pilot, and fire department was impaired. Steve Fischio states that we will be meeting with the fire chief to set up some drills and improve communications. Steve Hatzigeorgiou suggests that we put a sign at the meeting locations for emergency vehicles indicating what frequency they need to be on. Gabe confirms that we have been in contact with emergency services and will be scheduling regular drills.
    o Bob also informs the committee that the new weather monitoring equipment has been installed.

12. Matters too late for the Agenda
    o Jim DeMartini mentions that the assessor’s tax to the airport is reduced by about $10,000. Bill Sandhu expresses that it has been on a decline in recent years.

13. Future Agenda Items
    None

14. Adjournment
    Ray Ratto makes a motion to adjourn the meeting. Jim McKay seconded. Meeting adjourned at 4:00 p.m.

Acronym glossary:

AAC     Airport Advisory Committee
ACM     Airport Certification Manual
ADA     Americans with Disabilities Act
AIP     Airport Improvement Project (refers to FAA Grant Funded Projects)
ACIP  Airport Capital Improvement Plan
AEP  Airport Emergency Plan
ALPU  Airport Layout Plan Update
AMR  American Medical Response
ARFF  Aircraft Rescue and Fire Fighting
C.A.F.  Commemorative Air Force
C.A.P.  Civil Air Patrol
CEDD  Community Economic Development Division (City Department)
EIR  Environmental Impact Report
FAA  Federal Aviation Administration
FY  Fiscal Year
GIS  Geographic Information System
IFE  Independent Fee Estimate (Used to compare fee’s proposed by contractors or consultants) usually required when Grant Funding from the FAA will be utilized.
ISF  Internal Service Funds
IT  Information Technology
JPA  Joint Powers Authority (City of Modesto, County of Stanislaus, City of Ceres)
MOU  Memorandum of Understanding
MPD  Modesto Police Department
MRG  Minimum Revenue Guarantee (Used to secure Commercial Air Service)
MPD  Modesto Police Department
NEPA  National Environmental Policy Act
PW  Public Works
PFC  Passenger Facility Charge
PMMP  Pavement Maintenance Management Plan
RFP  Request for Proposal
RFQ  Request for Qualifications
SEVIS  Student and Exchange Visitor Information System
TRRP  Tuolumne River Regional Park
TSA  Transportation Security Administration
WHA  Wildlife Hazard Assessment
WHMP  Wildlife Hazard Management Plan

**Next Advisory Committee Meeting:**
The next Regular Meeting of the AAC will be held on Thursday, June 20, 2019 at 3:00 p.m. in the Airport Administration Conference Room.

Minutes approved:
Glenn Mount, Chairman