

**AGENDA**  
**REGULAR MEETING OF THE**  
**AIRPORT ADVISORY COMMITTEE**  
**MONDAY, JULY 10, 2017**  
**6:00 P.M.**  
  
**Council Chambers, City Hall**  
**212 S. Vanderhurst Avenue, King City, CA**

1. **CALL TO ORDER**

2. **ROLL CALL:**

**Advisory Members: Chairperson John McElmoyl Jeff Francis, David LeBarre, Chris Madsen, and Scott Prewitt**

3. **FLAG SALUTE**

4. **PUBLIC COMMENTS**

*Any person may comment on any item not on the agenda. PLEASE STATE YOUR NAME AND ADDRESS FOR THE RECORD. Action may not be taken on the topic, unless deemed an urgency matter by a majority vote of the Airport Advisory Committee Topics not considered an urgency matter might be referred to City staff and placed on a future agenda, by a majority vote of the Airport Advisory Committee.*

5. **PRESENTATIONS**

None

6. **CONSENT AGENDA**

*All matters listed under the Consent Agenda are considered routine and may be approved by one action of the Airport Advisory Committee, unless any member of the Airport Advisory Committee wishes to remove an item for separate consideration.*

a. **Approval of Minutes:** December 12, 2016

7. **REGULAR BUSINESS**

a. **Airport Layout Plan – AIP Grant Number 3-06-0113-012-2016 Update**

*Recommendation: Introduce Kimley-Horn and provide an overview of grant scope of work and schedule*

8. **AIRPORT ADVISORY COMMITTEE MEMBER REPORTS**

9. **DIRECTOR'S REPORT**

- a. Update on Airport Leases
- b. Update on Budget
- c. Other Goals
- d. Maintenance Update

10. **WRITTEN CORRESPONDENCE**

11. **CLOSED SESSION**

Announcement(s) of any reportable action(s) taken in Closed Session will be made in open session, and repeated at the beginning of the next Regular meeting as this portion of the meeting is not recorded.

## 12. ADJOURNMENT

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### NOTES

**WRITTEN MATERIAL:** Any writing or document pertaining to an open session item on this agenda which is distributed to a majority of the Airport Advisory Committee after the posting of this agenda will be available for public inspection at the time the subject writing or document is distributed. The writing or document will be available for public review in the Community Development Department, 212 S. Vanderhurst Avenue, King City, Ca, during normal business hours, and may be posted on the City's website identified above.

**AGENDA ITEM SPEAKING TIME:** The Airport Advisory Committee may limit persons speaking on an agenda item to three (3) minutes per item.

**AMERICANS WITH DISABILITIES ACT:** Any individual, who because of a disability needs special assistance to attend or participate in this meeting, may request assistance by contacting the City Clerk's Office (831) 385.3281. Whenever possible, requests should be made four (4) working days in advance of the meeting

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### UPCOMING REGULAR MEETINGS

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<u>July 2017</u>		
July 11 <sup>th</sup>	6:00 p.m.	City Council
July 17 <sup>th</sup>	5:00 p.m.	Recreation Commission
July 18 <sup>th</sup>	6:00 p.m.	Planning Commission
July 25 <sup>th</sup>	6:00 p.m.	City Council (Canceled)
<u>August 2017</u>		
August 1 <sup>st</sup>	6:00 p.m.	Planning Commission
August 8 <sup>th</sup>	6:00p.m.	City Council
August 14 <sup>th</sup>	6:00p.m.	Airport Advisory Committee
August 15 <sup>th</sup>	6:00 p.m.	Planning Commission
August 21 <sup>st</sup>	6:00p.m.	Recreation Commission
August 22 <sup>nd</sup>	6:00 p.m.	City Council

**AIRPORT ADVISORY COMMITTEE  
MONDAY, DECEMBER 12, 2016**

**MINUTES**

**1. CALL TO ORDER**

The meeting was called to order at 6:00 p.m.

**2. ROLL CALL:**

Committee Members: Mark LaMascus, Jeff Francis, David LeBarre

**Action:** Advisory Member LaMascus made a motion to excuse Advisory Member Madsen and Chairperson McElmoyl. Seconded by Advisory Member Francis. Motion carried 3-0.

Staff: Assistant Planner, Maricruz Aguilar

**3. FLAG SALUTE**

**4. PUBLIC COMMENTS**

None

**5. PRESENTATIONS**

None

**6. CONSENT AGENDA**

**a. Approval of Minutes: November 14, 2016**

**Action:** Advisory Member LaMascus made a motion to approve the consent agenda. Seconded by Advisory Member LeBarre. Motion carried 3-0.

**7. REGULAR BUSINESS**

**a. Airport Layout Plan – AIP Grant Number 3-06-0113-012-2016 Consideration of Award of Contract for Consulting Services**

Assistant Planner Aguilar presented the item. The City released a Request for Qualifications (RFQ) on November 7, 2016 at which only one firm responded to the RFQ. The firm that responded to the RFQ was Kimley-Horn. The Airport Advisory Committee reviewed the RFQ.

**Action:** Advisory Member La Mascus made a motion to recommend City Council consider the award of contract to Kimley-Horn for the consulting services to update the Airport Layout Plan. Seconded by Advisory Member Francis. Motion carried 3-0.

**b. Airport Capital Improvement Program (ACIP)**

Assistant Planner Aguilar presented the item. Copies of the ACIP were distributed for review. The committee discussed the hanger maintenance and cost to move the hangers that are not currently meeting FAA setbacks. Staff mentioned that the Airport Layout Plan includes an update to the Airport's forecast and that should identify if the current setbacks stay or if the hangers need to be relocated. The committee concurred with the recommended ACIP as presented.

**8. AIRPORT ADVISORY COMMITTEE MEMBER REPORTS**

Advisory Member LaMascus mentioned that the PAPI has been having problems and would like staff to look into this matter. Staff will notify Public Works for maintenance and scheduling of an inspection by the contractor that installed it. Advisory Member LaMascus suggested that a NOTAM be put in place when the PAPI is not in service.

Advisory Member LaMascus expressed interest in future hanger growth. Staff mentioned that during the Airport Layout Plan update the committee will be able to provide input on local development and opportunities.

**9. DIRECTOR'S REPORT**

No additional report.

**10. WRITTEN CORRESPONDENCE**

None

**11. CLOSED SESSION**

None

**12. ADJOURNMENT**

The meeting was adjourned at 6:39 p.m.

Approved Signatures:

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Chair, John McElmoyl  
City of King

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Director, Steven Adams  
City of King