

AGENDA

REGULAR MEETING OF THE AIRPORT ADVISORY COMMITTEE

MONDAY, NOVEMBER 13, 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:** September 11, 2017

7. **REGULAR BUSINESS**

a. **Airport Layout Plan Workshop**

Topics for discussion include:

- Vehicle Entrance
- Navigational Aids
- New Hangar Development
- FAA Design Standards

8. **AIRPORT ADVISORY COMMITTEE MEMBER REPORTS**

9. **DIRECTOR'S REPORT**

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**

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

UPCOMING REGULAR MEETINGS

<u>November 2017</u>		
November 7 th	6:00 p.m.	Planning Commission
November 13 th	6:00p.m.	Airport Advisory Committee
November 14 th	6:00p.m.	City Council
November 20 th	6:00 p.m.	Recreation Commission
November 21 st	6:00p.m.	Planning Commission
November 28 th	6:00 p.m.	City Council
<u>December 2017</u>		
December 5 th	6:00 p.m.	Planning Commission
December 11 th	6:00p.m.	Airport Advisory Committee
December 12 th	6:00p.m.	City Council
December 18 th	6:00 p.m.	Recreation Commission
December 19 th	6:00p.m.	Planning Commission
December 26 th	6:00 p.m.	City Council (Canceled)
<u>January 2018</u>		
January 2 nd	6:00 p.m.	Planning Commission (Canceled)
January 8 th	6:00p.m.	Airport Advisory Committee
January 9 th	6:00p.m.	City Council
January 15 th	6:00 p.m.	Recreation Commission
January 16 th	6:00p.m.	Planning Commission
January 23 rd	6:00 p.m.	City Council

**AIRPORT ADVISORY COMMITTEE
MONDAY, SEPTEMBER 11, 2017**

MINUTES

1. CALL TO ORDER

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

2. ROLL CALL:

Committee Members: Jeff Francis, Chris Madsen, David LeBarre, and Chairperson John McElmoyl

Scott Prewitt, is absent. Member McElmoyl made a motion to excuse Member Prewitt. Seconded by Member LeBarre. Motion carried 4-0.

Staff: City Manager Steven Adams, City Engineer Octavio Hurtado, Assistant Planner, Maricruz Aguilar-Navarro

3. FLAG SALUTE

4. PUBLIC COMMENTS

None

5. PRESENTATIONS

None

6. CONSENT AGENDA

a. Approval of Minutes: July 10, 2017

Action: Motion to approve consent agenda by Advisory Member McElmoyl, seconded by Advisory Member LeBarre. Motion carried 4-0.

AYES: Advisory Members: McElmoyl, Francis, Madson, LeBarre,

NOES: Advisory Members:

ABSENT: Advisory Members: Prewitt

ABSTAIN: Advisory Members:

7. REGULAR BUSINESS

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

Recommendation: Review graphics, Receive update and Provide direction

Assistant Planner Aguilar introduced Erin Sheelen, Transportation Planner for Kimley-Horn consultant for the Airport Improvement Project 2016 – Update to the Airport Layout Plan.

Ms. Sheelen provided the Advisory Committee with handouts and proceeded with her presentation.

Handout #1. ALP Discussion Items. Handout #2. Vehicle Entrance. Ms. Sheelen went over the two handouts. Member Madson and Member Francis asked about Item E of Handout #1: Underground Fuel Tanks: how would the fuel tanks be affected if the parking would be relocated. City Engineer Hurtado added that a possibility may be that it is a one-way only approach to not affect the parking circulation. Further discussion on fuel pumps continued, suggestion was made on having crash posts around the fuel pumps to prevent anyone driving into the fuel pumps.

Item F of Handout #1: Rava Hanger Development: Airport Manager Adams updated that after meeting with the Rava's that this item is not a priority at this time.

Item H of Handout #1: Helipad Markings: emergency responders land anywhere on the north end of the airport.

Item I of Handout #1: Vehicle Service Road: Needs improvements.

Item J of Handout #1: Tie down fee collections: No proposals at this time, operation is on the honor system. Ms. Sheelen will be meeting with other airport managers and she will ask them what they do with fee collections. Airport Manager Adams suggested that it be connected somehow with the operations of the gate. Member LeBarre noted that in Monterey they operate with a solar panel.

Item K of Handout #1: Inoperative PAPI: Being reviewed and resolved.

Item L of Handout #1. Runway End Identifier Lights (REILs). Ms. Sheelen to look into this.

Airport Manager Adams suggested that we have a potential workshop to invite airport users or a survey to send out to airport users.

Handout #3: Forecast (Draft Only). The numbers presented by Ms. Sheelen are based on flight plans that have been previously registered, the type of operation and aircrafts being stored and population growth. The current designation of the airport is a "B-2" (King-Air).

Handout #4: ALP Draft. Ms. Sheelen reviewed a draft ALP with the Committee and addressed the reclassification of the airport B-1 and/or remain B-2. It is a forty (40') foot difference in runway width. Changing the designation may affect the Taxiway B electrical and would require relocating fence. Recommendation at this time is to now remove anything until a reconstruction is planned.

Mesa Del Rey Airport is on the list for Caltrans to do a Pavement Management Plan. It is unknown when this will start.

8. AIRPORT ADVISORY COMMITTEE MEMBER REPORTS

None

9. DIRECTOR'S REPORT

a. Update on Airport Leases

Airport Manager Adams updated the Airport Committee on the outstanding airport leases. There is a settlement on the last outstanding lease. The next step is to work on the ground/land leases and get those up to date.

b. Update on Budget

No updates.

c. Other Goals

No reports.

d. Maintenance Update

No reports.

10. WRITTEN CORRESPONDENCE

None

11. CLOSED SESSION

None

12. ADJOURNMENT

The meeting was adjourned at 7:00 p.m.

Approved Signatures:

Chair, John McElmoyl
City of King

Airport Manager, Steven Adams
City of King