

Marin County Aviation Commission
DRAFT Minutes of December 1, 2016 Meeting
7pm – CC Room 410B
Marin Civic Center, San Rafael, CA

Commission Chair: Humphrey Ogg

Commission Vice-Chair: Louis Franecke

Commissioners Present at Roll Call: Richard Beach, Richard Nave,
Marius Nelsen, Douglas Watt

Commissioners Absent at Roll Call: Zev Rattet

Staff Present: Dan Jensen (Airport Manager)
Eric Steger (DPW)
Ann Hearty (Recording Secretary)

Chair Ogg gaveled the meeting to order at 7:03 pm.

1. There were no Chair announcements at this time.
2. Minutes of the October 6, 2016 Meeting
Mr. Watt asked why public comment is numbered out of sequence. Chair Ogg indicated it was the protocol of summary minutes, which aren't required to capture specific information except for the comments of the Commissioners surrounding a vote. **M/s Watt/Franecke to approve the minutes as presented.**
Vote: Aye – Beach, Franecke, Nave, Ogg, Watt
Nay – None
Abstain - Nelsen
Absent - Rattet
Motion Passed, 5/0
3. Airport Manager's Report and Comments
 - a. Aircraft/Airport Incidents and Accidents - Mr. Jensen reported there had been no incidents or accidents since the last Aviation Commission meeting.
 - b. Fuel Facility Update – The Airport Manager met with Jeff Kohlman of Aviation Management Consulting Group (as well as on-call consultant, Mead & Hunt) on November 18 to determine forecast demand, market assessments, and tenant needs. He conducted a site walkthrough to evaluate current equipment and procedures and expects a written recommendation by the end of February 2017.

- c. Aircraft Insurance Status - Mr. Jensen noted the Airport continues to have over a 70 percent compliance rate for current documentation without staff intervention. He indicated staff continues to notify those tenants who allow their documentation on file to lapse, which results in a 93 to 95 percent compliance within 3 months.
- d. EIS Update - The Airport Manager continues to work with the FAA on the goal of updating the Purpose and Need Working Paper by validating the information given by the aviation consultant, Landrum & Brown. County staff will meet with the FAA later this month to set a timeframe to close out the EIS process.

4. Wildlife Hazard Assessment Overview

Lisa Harmon from Mead & Hunt gave a summary of their findings and recommendations for Gness, including the need for a Wildlife Hazard Management Plan. Mr. Nelsen indicated the data shows which areas are more prone to bird strikes. Mr. Beach wondered if the FAA had any procedures to manage neighboring lands. Chair Ogg speculated whether the funding will impact the environmental, federal, and local community and asked how that may play out for Gness. Ms. Harmon stated such results usually bring these entities together to solve any problems rather than create pressure to close or restrict Airport activities. Mr. Beach stated the assessment leads to a plan and asked what motivates the County to implement it.

5. Unfinished Business

- a. GFCA Airport Comparisons - Ken Mercer went over the advantages and disadvantages of Gness in relation to FAA grants and revenue generated/leveraged by similar regional airports. He stated that DPW has great engineers and he would like to see a public/private partnership for business expertise on a joint committee. He offered that runway condition is more important to users and remains key in attracting more users than runway length. Commissioners discussed the FAA process in deciding the runway extension, that there did not appear to be an appeal process, that the draft 300-foot recommendation came from the FAA's criteria and was not the County's recommendation, and that the public comments have caused the FAA to review their draft recommendation and possibly revise their findings for the final report.

b. Gness Field Financial Update – Eric Steger went over the budget reporting process for A-87 cost allocations by fiscal year. He indicated that the numbers he was presenting were no longer estimates or allocations, but the actual charges that occur two years after the fiscal year (upon reconciliation with the State audit). He offered to ask the Department of Finance to break down these actuals and Commissioners encouraged him to seek a streamlined definition that went beyond what gets listed in the Budget Book at opengov.org. Chair Ogg suggested that the Liaison Committee ask specific questions of the Department of Finance/DPW staff and then return to the Commission to report out at a future meeting. The Commissioners thanked Mr. Steger for his efforts in seeking clarity.

6. New Business

Contribution to Aviation Award – Chair Ogg found out that all official recognition must go through the Board of Supervisors as an accommodation sponsored by a Supervisor. He asked the Commission to consider seeking nominations of those who have contributed to aviation in Marin such as those who created home built airplanes and other contributions to aviation in the community. Mr. Steger offered to confirm the structure for nomination and review with the Board Office and report back to the Commission before any vote on this recommendation occurs.

7. Aviation Commissioners Reports and Comments

Vice Chair Franecke kept the Commission informed on possible drone law impacts on Gness that may require future input or policy decisions from the Commission.

8. Open Time

Chair Ogg asked if anyone wished to speak in open time, but no speakers came forward.

9. Adjourn

M/s Nelsen/Watt to adjourn the meeting.

Vote: Aye – Beach, Franecke, Nelsen, Nave, Ogg, Watt

Nay – None

Absent - Rattet

Motion Passed, 6/0

The meeting was adjourned at 8:50 p.m.

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