

**Marin County Aviation Commission**  
**Minutes of June 1, 2017 Meeting**  
**7pm – Room 410 B**  
**Marin Civic Center, San Rafael, CA**

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**Commission Chair: Humphrey Ogg** (absent)

**Commission Vice-Chair: Louis Franecke** (served as Chair)

**Commissioners Present at Roll Call:** Richard Beach, Vice Chair Franecke, Marius Nelsen, Richard Nave, Douglas Watt

**Commissioners Absent at Roll Call:** Chair Ogg, Zev Rattet

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

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**Vice Chair Franecke gaveled the meeting to order at 7:00 pm.**

1. Chair Announcements – The Vice Chair acknowledged that Chair Ogg and Commissioner Rattet had excused absences.
2. Minutes of the April 6, 2017 Meeting  
Vice Chair Franecke asked if the members had an opportunity to review the minutes. **M/s Beach/Nelsen to approve the minutes as presented.**  
**Vote: Aye – Beach, Franecke, Nelsen, Nave, Watt**  
**Nay – None**  
**Abstain - None**  
**Absent – Ogg, Rattet**  
**Motion Passed, 5/0**
3. Airport Manager's Report and Comments
  - a. Aircraft/Airport Incidents and Accidents - The Airport Manager reported on April 20<sup>th</sup>, a Gross Field tenant landed his Mooney short of Runway 31, which forced him to land hard on the runway, causing a prop strike and then a gear failure. Vice Chair Franecke mentioned that Scanlon was appreciative of the County's help in recovering expenses for the incident.
  - b. EIS Update – Mr. Jensen stated on May 18<sup>th</sup>, the FAA held a public workshop concerning the extension of Runway 13/31. He said they provided information on data collection methodologies to identify aviation activity to update the Purpose and Need working paper. He went on to say the FAA also provided an update of where they are in

the process, as well as a timeline of how much longer it will take to complete this process. He indicated they estimate the process to take another 30 months. He noted their consultant has requested a list of tenants and corresponding aircraft to work on collecting the required data through the month of June.

The Airport Manager distributed a diagram to show the proposed work on the Runway Rehab Project, which at this time, is scheduled for the month of September and possibly the first week of October. He stated the Airport would be closed during this project, but the timing remains dependent on FAA actions, schedules, and funding.

- c. Fuel Facility Update – Mr. Jensen reported that on Tuesday of this week, the County had a teleconference with Mead and Hunt and the sub-consultant (Aviation Management Consulting Group). He commented they went over a draft version of the fuel analysis and asked for the consultants to add several clarifications to the report. He indicated this report is to be completed by June 30 and the County will present the findings at the next Aviation Commission meeting, scheduled for August 3<sup>rd</sup>. He also shared a draft copy of the Fuel Services Survey that he plans to make available to all the tenants on the Field. His hope was to collect responses and report on the survey data at the next Aviation Commission meeting as well.
- d. Ground Lease Update – The Airport Manager relayed that Airport staff is continuing to meet with DPW Real Estate staff to establish the appraised value of ground leases based on square footage. He indicated they are discussing lease terms for the corporate hangars, the Bemac properties, the office leases, and the fuel concession agreement. He reported that any recommendations will go through County Counsel review and then brought to the Aviation Commission for feedback before going to the Board of Supervisors.

The Chair asked for any public comment. Commissioner Beach inquired if the businesses on the Field have been notified about the closure. Mr. Jensen indicated that the FAA process will leave time once the date is known. Mr. Steger agreed that notification is dependent on the funding cycle and even though they are submitting the plans and specs to the Board on 6/20, the bids won't be in until mid-August. He said there will be a direct mailing to all the tenants when factors such as selected contractor hours, which influence calendar days, are finalized.

Commissioner Beach indicated that was his point; the County knows it will be closing the runway for an extended period of time. He asked the County to reach out and ask the businesses what their issues may be.

Vice Chair Franecke inquired about the fuel concession, noting that the RFP is due for February 2018. Mr. Steger offered that the Board of Supervisors will decide if it remains a concession, becomes County-owned and operated, or morphs into a hybrid. Mr. Franecke also wondered if there had been any grumbling about the rent increase. Mr. Jensen, Commissioner Nelsen, and Mr. Mercer indicated they had a few similar conversations where sharing information led to acceptance.

Susan Royce commented that the AWOS system didn't sound very strong when accessed by cell phone. The Airport Manager said he would tweak the modem, which may result in a louder broadcast.

4. Unfinished Business – Vice Chair Franecke asked lease updates to stay on the agenda for the next meeting. He also commented that the Liaison Committee had a response from the County regarding information on taxes. Mr. Steger stated he had contacted the Assessor and the Department of Finance and passed on the information to the Liaison Committee. Mr. Franecke thanked him for his efforts and said the Liaison Committee will share it with the Aviation Commissioners. Mr. Beach asked that the Liaison Committee and property taxes be listed on the next agenda.
5. New Business – Vice Chair Franecke asked if there was any new business to consider. Hearing none, he moved on to Aviation Commissioners Reports and Comments.
6. Aviation Commissioners Reports and Comments – Vice Chair Franecke discussed the FAA Public Meeting regarding Gness that occurred on May 18. Mr. Beach declared the discussions held at that meeting should be brought to the Aviation Commission and indicated that Chair Ogg mentioned that as well. Commissioner Beach asked that the FAA Public Meeting be agendaized for the next Aviation Commission meeting. He also acknowledged Susan Royce and commented that her profile regarding the Air Race Classic was inspiring. Ms. Royce responded that the races memorialize her races with her mother, who passed on May 10. Commissioner Nelsen stated he enjoyed the article and was looking forward to the event. Mr. Franecke referred to an article on drone use for commercial purposes, saying operations are growing and affecting Marin. He noted that drones should be encouraged up to a point, but regulated. He thought the Commission may want to find out how many commercial operations are in Marin.

7. Open Time - Vice Chair Franecke asked if anyone wished to speak in Open Time. Robert Ragozzino from Spirit of St. Louis II gave a report on their progress, saying they had been at Gness a bit over a year and were behind schedule a bit under a year. He thanked the Airport Manager for his helpfulness and indicated his group was looking to extend their lease through May of 2018. Commissioner Beach suggested that the status of the lease be put on the agenda for the next meeting.

8. Adjourn

Vice Chair Franecke asked for a motion to adjourn the meeting. **M/s Nelsen/Nave.**

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

**Nay – None**

**Abstain - None**

**Absent – Ogg/Rattet**

**Motion Passed, 5/0**

The meeting was adjourned at 8:00 p.m.