

**Marin County Aviation Commission  
Minutes of April 2nd, 2015 Meeting  
7pm - Board of Supervisors' Chambers  
Marin Civic Center, San Rafael, CA**

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**Commission Chair:** Humphrey Ogg

**Commissioners Present at Roll Call:** Richard Beach, Lou Franecke,  
Richard Nave, Marius Nelsen

**Commissioners Absent at Roll Call:** Douglas Watt

**Staff Present:** Dan Jensen (Airport Manager), Eric Steger (DPW),  
Ann Hearty (recording secretary)

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**The Chair gaveled the meeting to order at 7:14 pm.**

**1. Minutes**

Chair Ogg requested that the date be changed from 2014 to 2015.

**M/S Franecke/Nelson: 4 ayes; Beach abstaining**

**2. Airport Manager's Report and Comments**

- a. Mr. Jensen said there had been no accidents to report, only flat tire incidents not related to the conditions of the field.
- b. The Manager stated that regarding the one informal complaint to the Federal Aviation Administration (FAA), there has been no formal response.
- c. Mr. Jensen reported that the airport hangar and insurance audit identified 31 units and 87 planes without documentation. He noted that as of February 5<sup>th</sup>, 24 units and 75 planes were now in compliance, leaving only 7 units and 12 planes on the field requiring follow up.
- d. The Manager said that on April 1<sup>st</sup>, 17 individuals (most representing consulting companies) toured the Airport in response to the RFP and RFQ. The expectation is that all proposals will be received by April 15<sup>th</sup>.

- e. Mr. Jensen stated that the AWOS system was repaired on March 4<sup>th</sup> and has been fully operational since that date. He noted that the FAA has received and is processing the grant application.

A member of the public expressed appreciation for the shepherding of the AWOS repair. A member of the public asked that a webcam be installed for pilots to see field conditions in real time and requested permission to place a compass rose at Gness Field.

### **3. Aviation Commissioners' Reports and Comments**

- a. Commissioner Franecke asked for an update on noise abatement signage. The Airport Manager reported that he called the Division of Aeronautics and made a second request for an inspection. Mr. Franecke asked that Mr. Jensen follow up with a letter indicating that progress on this issue is a high priority in keeping good community relations.
- b. Commissioner Beach indicated that the packet contained four items that he asked be added to the agenda, but were not. He requested timely, perhaps quarterly financial reports, performance measures of Airport operations, the status of the County response to the Grand Jury Report, and a request to amend the bylaws to address the provision regarding a limitation on the number of pilots that can be seated on the Commission at one time. He brought up a web forum that tracks neighbor complaints regarding noise and overflights frequency.
- c. Commissioner Nave responded that Mr. Beach had presented some good information and items go through the Chair, who is the Commission spokesman to the community.
- d. Commissioner Franecke said that the bylaws remedy seemed appropriate as long as the resolution passed in 1973 was still accurate.
- e. Commissioner Beach asked for clarification at what point an appointed Commissioner is considered a full member of the Commission. Mr. Ogg counseled that ratification by the Board of Supervisors did not complete the acceptance process, which concludes with being sworn in to a specific office. Mr. Beach asked what status he officially held from March 3rd until the Airport Manager swore him in on April 2nd. Chair Ogg asked staff to confirm the appointment process and report back to the

Commission. Commissioner Beach asked the Chair to explain the process of getting items on the agenda for a meeting. Mr. Ogg said he would review those procedures and report back at the next meeting.

- f. Chair Ogg requested that the proposal by Ms. Royce to create a compass rose at Gness be studied and presented by staff at the next meeting. Commissioner Nelsen asked where it would be placed. Ms. Royce suggested in the run-up area of 31. He asked for a motion to place this item on the next agenda.

**M/S Ogg/Nelsen: All Ayes**

**4. Unfinished Business**

None

**5. New Business**

Aviation Commission Goals

- a. Chair Ogg reviewed the draft, noting that Commissioner Beach had submitted correspondence to be considered with each item and asked that Commissioners review all the information available for each goal before they make their decision on each goal.
- b. Mr. Nave said he looked forward to the Commission prioritizing what they felt as a whole should be addressed at this time.
- c. Chair Ogg asked that Commissioners propose to add, subtract, or amend each goal, including the initiatives, as presented and that the Commission only make one motion to accept all changes, if any, after all the goals are reviewed.
- d. The Commission requested that staff begin to gather and analyze information on the current status of terms of all new and renewable leases (including fiscal and legal impact) to direct the Commission in normalizing the lease policy. The Chair noted that these recommendations came from the Grand Jury report to better affect the operations of the Airport.
- e. Mr. Steger reminded the Commission that the goals will be finalized by staff and forwarded to the County Administrator's Office to be included in a document presented to the Board of Supervisors at the time of budget approval in June.

- f. A member of the public commented on the Runway Extension goal, suggested that the Airport respond to partnering overtures, provide goal measurement language, and promote business at Gross Field.

**M/S Franecke/Nave**

**Ayes: Franecke                      Nays: Beach**  
**Nave**  
**Nelsen**  
**Ogg**

**The motion below passed 4 to 1:**

**Aviation Commission Goals for 2015-2016**

**Goal 1: Review and monitor the County's efforts for the proposed Gross Field runway and taxiway extension**

**All Key Initiatives as presented**

**Goal 2: Continue to review and monitor safety considerations of aviation activities within the County of Marin**

**All Key Initiatives as presented**

**Goal 3: Continue to support increased community awareness of the importance of aviation and the Gross Field Airport in approved manners as approved by the Commission**

**All Key Initiatives as presented**

**Goal 4: Review and monitor aviation-related business at Gross Field and the County of Marin**

**All Key Initiatives as presented**

**Goal 5: Gather and analyze information on the current status of the terms of all new and renewable leases at Gross Field Airport to recommend and update a new leasing policy.**

**No Key Initiatives were presented**

**6. Open Time**

A member of the public commented on the goals adopted for the coming year and expressed dissatisfaction.

**7. Adjourn**

**M/S Franecke/Nelsen – All ayes**

Meeting adjourned at 9:01 pm.