

Marin County Aviation Commission
DRAFT Minutes of April 6, 2017 Meeting
7pm – Room 329
Marin Civic Center, San Rafael, CA

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, Zev Rattet, Douglas Watt

Commissioners Absent at Roll Call: Richard Nave, Chair Ogg

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

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

1. Chair Announcements – The Vice Chair acknowledged that Chair Ogg and Commissioner Nave had excused absences. Mr. Beach requested that there be a sign-in sheet for the public. The Airport Manager said he would speak to counsel about the available options and report back.
2. Minutes of the February 2, 2017 Meeting
Vice Chair Franecke asked if the members had an opportunity to review the minutes. **M/s Nelsen/Rattet to approve the minutes as presented.**
Vote: Aye – Beach, Franecke, Nelsen, Rattet, Watt
Nay – None
Abstain - None
Absent – Nave, Ogg
Motion Passed, 5/0
3. Airport Manager's Report and Comments
 - a. Aircraft/Airport – Incidents and Accidents – The Airport Manager reported no aircraft incidents since the last meeting.
 - b. EIS Update – Mr. Jensen relayed Gross is still in contact with the FAA on this matter and there is a conference call scheduled for Monday, April 10th to discuss the EIS and plans for a public meeting before Summer 2017.
 - c. Fuel Facility Update – The Airport Manager stated there was no news about the Fuel Facility Analysis as the report was not delivered as expected. He indicated the sub-consultant has been dealing with some family issues and said he would get the County a draft as soon

as possible. Mr. Jensen's expectation was the sub-consultant would send something next week.

- d. Ground Lease Rent Adjustments and Lease Term Update – Mr. Jensen said the BOS approved the Commission's ground lease increase recommendation on March 7, 2017. He noted the Department of Finance will apply the new rates as of the May billing cycle. As far as the lease terms, The Airport Manager indicated Gness has been working with the County's Real Estate Division to identify lease term options concerning the corporate hangars. He mentioned DPW plans to bring those findings before the Commission for a recommendation at a future meeting.

The Chair asked for public comment. Commissioner Beach inquired if the work on the EIS was covered by existing contracts and when the scope will be updated. Mr. Jensen indicated it was and the FAA would let Gness know when the working paper was updated and would also adhere to a 30 days' notice. Vice Chair Franecke wondered if DPW would take minutes regarding the FAA and the updated status of the grants. He also requested that the Commissioners are emailed a copy of the fuel facility report when it is available. Mr. Beach requested a summary of corporate hangar terms for long-term leases. Mr. Franecke questioned if staff would meet with stakeholders. The Airport Manager relayed that the Chair requested the Commission be informed that Gness was actively seeking the fair market lease value from an appraiser to get all the leases on the same page. Commissioners Franecke and Rattet requested that the lease terms stay on agenda for each meeting for an update.

4. Liaison Committee – Airport Budget
Vice Chair Franecke reported that Chair Ogg, he, and Ken Mercer met with DPW staff on March 31 for approximately 90 minutes regarding obtaining numbers from San Rafael Airport and the Seaplane Base. Mr. Steger commented that he put a request into the Department of Finance and the Tax Assessor for Board of Equalization information. Mr. Beach questioned whether it would include property tax on the sale of aircraft as well as an ongoing collection for the Board of Supervisors to allocate. Mr. Franecke reiterated the goal was to determine if San Rafael planes were part of the Gness revenue stream as part of a larger effort to gain a better understanding of the cash flow generated and allocated. Commissioner Watt thought the goal was to look back ten years. Mr. Steger explained that since A-87 numbers fluctuate wildly, County budget numbers would prove much more stable. Mr. Rattet asked that the numbers easily convey income and outlay.

Commissioner Beach wanted DPW budget detail as in past years. Mr. Steger indicated that information was now contained within the Capital Improvements section and will be available by the end of June. Mr. Beach thanked Mr. Jensen for forwarding the ACIP documents and asked that he email them to all the Commissioners. Mr. Beach hoped DPW will apply for a local match from the Caltrans Division of Aeronautics, which could cover 4.5 percent of Gness's 10 percent FAA match requirement.

5. Unfinished Business – Vice Chair Franecke asked if there was any unfinished business to attend to, but none was mentioned.
6. New Business – Vice Chair Franecke asked if there was any new business to attend to, but none was mentioned.
7. Aviation Commissioners Reports and Comments –Commissioner Nelsen asked how the skydiving operation business was going. Mr. Knight stated that operations are good; they just require some better weather. He indicated that the rains created an uneven landing surface and he would like to be able to smooth the landing out. He said the operation was closed on Tuesdays and Wednesdays for now, but once they get going, will only be closed on Wednesdays. He estimated that when the weather is good, the business expects 11 flights and 21 jumps per day. He noted that communications have been smooth. Mr. Jensen said there had been no complaints, just some surprise. Mr. Nelsen congratulated Mr. Knight, who indicated they were advertising in the Lounge.

Vice Chair Franecke indicated that Supervisor Arnold apologized that the request for Board support of the 1,000-foot altitude flight restriction for offshore wildlife areas did go before the Commission first.

Commissioner Beach asked how the Supervisors were informed of the ground lease increases. Mr. Steger indicated DPW sent a staff report to the BOS as part of their public meeting of March 7. Mr. Beach thought the Aviation Commission should have written a specific letter, rather than DPW present a staff report. Mr. Franecke agreed it should come through the Commission's signature. Mr. Steger responded that he would inquire whether an official letter from a commission may accompany a staff report.

Mr. Beach relayed that the Gness Field Community Association (GFCA) is hosting a breakfast on April 8th featuring amphibious craft. He also announced that Scanlon was hosting movies at the Airport.

8. Open Time

Vice Chair Franecke asked if anyone wished to speak in Open Time.
No one indicated a desire to speak.

9. Adjourn

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

Vote: Aye – Beach, Franecke, Nelsen, Rattet, Watt

Nay – None

Abstain - None

Absent – Nave, Ogg

Motion Passed, 5/0

The meeting was adjourned at 7:50 p.m.