



MINUTES

Airport Subcommittee

Meeting Date: April 5, 2016

Meeting Time: 8:00 a.m.

Meeting Location: Cloverdale City Hall Conference Room
124 N. Cloverdale Blvd., Cloverdale CA 95425

Subcommittee Members and City Staff

Councilmember Bob Cox, Chair
Vice Mayor Gus Wolter

City Manager Paul Cayler
Airport Manager Michael Morrissey

1. **Call to Order:** Vice Mayor Wolter called the meeting to order at 8:00 a.m. Present: Chair Cox, Vice Mayor Wolter, Paul Cayler, and Michael Morrissey. Absent: None.
2. **Communications:** Mr. Cayler distributed an email received from Tom Watson, Cloverdale, who asked that his email be entered into the public record. Mr. Cayler also distributed a five-year profit and loss statement prepared by Finance Manager, Joanne Cavallari, based on Council-approved audited financial statements. Vice Mayor Wolter stated this statement will be placed on the next airport subcommittee meeting agenda.
3. **Public Comment:** Vice Mayor Wolter opened the public comment period.

Jimmy Halliday, Cloverdale, stated the Cloverdale Pilots' Association met and were unclear if the 7% increase was being instituted for four years or for this year only. Vice Mayor Wolter stated this increase will be proposed for the budget for fiscal year 2016/2017, which has not yet been voted on by the City Council, and will be looked at each year. Mr. Cayler responded that fees are adjusted by the Council each year during the budget process and informed those in attendance the budget workshop will take place on May 17, 2016, at 9:00 a.m. at the Fire District office.

Mindy Thal, Asti, asked how much money per month per hangar the 7% increase would be. Vice Mayor Wolter answered that he did not know.

Vice Mayor Wolter closed the public comment period.

4. **Approval of Minutes:** The minutes of February 2, 2016, were approved.
5. **Current Items for Discussion:**
 - a. **Aviation fuel** – Mr. Morrissey distributed two handouts, which included an explanation of aviation fuel from Wikipedia, which explains why there is still lead in aviation fuel, and an article regarding two unleaded fuels that will be tested by the FAA.

Vice Mayor Wolter stated that he met with Mr. Morrissey recently and that Mr. Morrissey has implemented a bimonthly review of fuel prices compared to surrounding areas and adjusting them accordingly. Mr. Morrissey stated he was given a guideline of adding a certain amount to the wholesale fuel price for a retail price, which can then be reported to companies that will post those fuel prices online. Mr. Morrissey stated, in order to stay competitive, he has been monitoring the comparative fuel pricing in the area, showing him that the guideline amount to add to the wholesale price sometimes is too high.
 - b. **Private hangars** – Vice Mayor Wolter introduced this item, stating he has been looking at how to increase the number of planes based at the airport in hope of increasing the revenue to justify having an airport. He has been making phone calls and gathering information regarding portable hangars, shade hangars, and T hangars, as well as finding out about putting solar on top of the hangars. Vice Mayor

Wolter further stated that all this is a long way off and needs the overlay of the airport. Jeff Kennedy, Cloverdale, asked if there were any drawings found and Mr. Morrissey answered that he has talked to the engineer that has the CAD drawings. Vice Mayor Wolter stated the objective is to gather information and document it so there is a historical record.

- c. Fire sprinklers – Mr. Morrissey stated he has been talking with Chief Jenkins about a fire sprinkler exemption for additional T hangars and was asked to present blueprints or design diagrams showing how the T hangars are constructed, so Chief Jenkins can take those to his Board for a decision as to whether or not they are exempt. Mr. Kennedy stated if the T hangars are two-hour rated construction they may not need sprinklers. Mr. Kennedy further stated that a 6 or 8" water line or a 5,000 gallon tank with pumps will be needed for sprinklers.

6. Information Only Memos: None

Vice Mayor Wolter next moved to item #9, Good of the Order, ahead of item #s 7 and 8.

9. **Good of the Order:** Vice Mayor Wolter reiterated that he and Mr. Morrissey have been meeting on a regular basis covering a variety of topics and still need to meet with the City Manager regarding a company that may be able to come in and do some paving and asphalt repair work for the airport. He further stated that they have met with Finance Manager Cavallari, who came up with a more detailed budget and historical perspective on the financials of the airport, which will be discussed at the next meeting. Vice Mayor Wolter stated there is an open house scheduled. Mr. Morrissey stated there is an airport cleanup/beautification day, where people get together and do things they can to improve the airport, such as painting, weeding, and cleanup. Mr. Cayler stated Airport Day is scheduled for May 7 and Mr. Morrissey talked about groups that will be participating and the new information kiosk. Vice Mayor Wolter asked Mr. Morrissey to come up with a budget for what he might need for FY 16-17. Mr. Morrissey spoke of his plans to better use the airport and his intention to advertise with brochures, social media, and in flight magazines.

7. Future Agenda Items (subject to change):

- a. Friends of the Airport
- b. Airport budget discussion
- c. NorCal presentation

Discussion ensued about airport noise.

Jacqueline Kennedy, Cloverdale, suggested putting a vineyard at the airport and will give her contact information to Mr. Morrissey.

Ray Shipway, Cloverdale, expressed his appreciation for the work City staff has done in reporting the airport's finances, as well as maintenance work done at the airport. Mr. Shipway shared, for the good of the order, that local Cloverdale Pilots Association member, Ed Dalbec, did an Angel's Flight up to Spokane, Washington, to bring a cancer patient to Cloverdale before continuing to Mexico for treatment there.

Jeff Kennedy stated the City Hall conference room requires a sign noting the capacity of the room.

8. Pending Items: None

9. **Adjournment:** Adjourned to *Tuesday, May 3, 2016, at 9:00 a.m., or alternate date if requested.*