



**DATE:** February 28, 2024

**TO:** Council Infrastructure and Airport Committee

**FROM:** Director of Public Works

**SUBJECT** Approval of Minutes of the Council Airport Committee (CAC) Meeting held on October 26, 2023

### **CALL MEETING TO ORDER**

Council Member (CM) Zermeño called the meeting to order at 5:31 p.m. with CM Syrop and CM Goldstein present.

**City staff:** Doug McNeeley, Airport Manager  
Pamela Svrclin, Airport Operations Supervisor  
Todd Strojny, Airport Business Supervisor  
Arturo Hurtado, Airport Operations Specialist  
Amy Toste, Senior Secretary

### **Members of the public present:**

Mary Clements	Satish Narayan	Jan Stroobant
Christine Dowell	Tom Panico	James Swansom
Carol Harada	Carlos Rodriguez	Randy Waage
Virginia Kelly	Bo Sonnenbery	

### **PUBLIC COMMENTS**

Mary Thomas was concerned about the trees along Skywest Property and the Skywest Townhomes.

### **REPORTS/ACTION ITEMS**

#### **1. Approval of Minutes for June 21, 2023**

A motion was made by Council Member Goldstein and seconded by Council Member Syrop. The motion passed unanimously; minutes approved as submitted.

#### **2. Third Amendment to Ground Lease with Mahabal Hospitality, LLC.**

Airport Manager McNeeley presented the report.

### **Committee Questions**

CM Goldstein asked if there will be a banquet center included in the development plans. Satish Narayan, Consultant for Mahabal Hospitality, LLC., answered that the facility will be constructed after the hotel is complete.

CM Zermeno asked about the capacity of the banquet center, and Mr. Narayan responded it would hold about 200 people.

CM Syrop asked why there was an address change in the Third Amendment. Airport Business Supervisor Strojny said the change in address was for notification purposes and not for the hotel location.

### **Public Comments**

None.

### **Committee Comments**

None.

*A motion was made by CM Goldstein and seconded by CM Syrop to recommend this item to the City Council for their approval. The motion passed unanimously.*

## **3. Oral Presentation: Update on Reuse of Skywest Property**

Airport Manager McNeeley presented an informational report.

### **Committee Questions**

CM Syrop asked what the expected timeline of the business park. Mr. McNeeley answered that there is a group interested in developing part of Skywest Property, but the timeline cannot be estimated until approval is received by Council and the FAA.

CM Zermeno asked if the development plan includes trees and landscaping for the entire property. Mr. McNeeley responded that the plan is to keep as many trees as possible and install new landscaping.

### **Public Comments**

Mary Thomas asked how to view the updated plans for Skywest Property. Airport Manager McNeeley answered that the ALP covers all types of development at the airport and after it is complete, there will be a presentation to Council.

Virginia Kelly asked if public comments will be allowed before the FAA approves the ALP. Mr. McNeeley responded that approvals from both the FAA and Council are needed prior to the development of Skywest Property. As such, there will be more opportunities for public comment.

Virginia Kelly expressed concern for a San Lorenzo resident who felt he may lose his home due to development of the Skywest Property. Operations Supervisor Svrclin replied that she has spoken with Mr. Brown on multiple occasions to reassure him that he will not lose his home as the draft plan which inadvertently depicted an emergency road going through his property was revised.

Randy Waage asked if the development plan could keep one of the two ponds currently found on Skywest Property. He also asked if access to Skywest Property by way of Via Alamitos could be reopened again. Airport Manager McNeeley responded that there was vandalism to the property in addition to potential hazards caused by last winter's storms, so it was necessary to lock the gate.

CM Syrop asked for staff to comment on the frequency of vandalism and the potential safety issues. Mr. McNeeley said that vandalism occurs from time to time and repairs are made by staff.

CM Goldstein asked if there was a way to keep Skywest Property occupied to deter crime. Mr. Strojny answered that there is a plan to have a temporary occupant at Skywest Property, but the agreement has not been finalized. Christine Dowel with the Family Help Center added that her organization has selected a different location.

CM Goldstein asked if the opportunity to use Skywest Property is available to another organization. Mr. McNeeley responded affirmatively.

Virginia Kelly expressed concern about the proposed office park as there are a lot of options in Hayward's industrial area which are currently vacant.

### **Committee Comments**

None.

#### **4. Oral Presentation: Debrief of 2023 Airport Open House Event**

Airport Manager McNeeley presented a report about a very successful event. Almost 9,000 people attended, which exceeded the previous, pre-COVID high of 5,000 people.

##### **Committee Questions**

None.

##### **Public Comments**

None.

##### **Committee Comments**

CM Goldstein participated with the Sheriff's Communications Team and stated the 2023 Airport Open House was very well attended.

CM Syrop was pleased with the large audience and how this event makes the City of Hayward more accessible to the residents. He asked how local businesses might have more opportunities to participate in the Open House. Airport Operations Staff, Pamela Svrclin and Arturo Hurtado, noted that the food vendors this year were all from Hayward.

CM Zermeño suggested that staff contact Cal State East Bay and Chabot College to see if they want to participate in next year's event.

#### **5. Updated 2024 Agenda Planning Calendar**

Airport Manager McNeeley presented this informational report on upcoming items.

The following items were added by the committee for further action:

1. Discussion on hangar rents

##### **Public Comments**

None.

##### **Committee Member/Staff Announcements and Referrals**

None.

#### **ADJOURNMENT**

The meeting was adjourned at 6:17 p.m.

**Meeting Attendance**

	Present 10/26/23 Meeting	Present to Date This Calendar Year	Excused to Date This Calendar Year	Absent to Date This Calendar Year
Francisco Zermeño	✓	4	0	0
George Syrop	✓	4	0	0
Dan Goldstein	✓	4	0	0