

CITY OF HAYWARD

Hayward City Hall
777 B Street
Hayward, CA 94541
www.Hayward-CA.gov



CITY OF
HAYWARD
HEART OF THE BAY

Agenda

Thursday, February 1, 2018

5:30 PM

Airport Administration Building Meeting Room

Council Airport Committee

CALL TO ORDER**Pledge of Allegiance: Council Member Zermeño****ROLL CALL****PUBLIC COMMENTS:**

(The Public Comment section provides an opportunity to address the City Council Committee on items not listed on the agenda as well as items on the agenda. The Committee welcomes your comments and requests that speakers present their remarks in a respectful manner, within established time limits, and focus on issues which directly affect the City or are within the jurisdiction of the City. As the Committee is prohibited by State law from discussing items not listed on the agenda, any comments on items not on the agenda will be taken under consideration without Committee discussion and may be referred to staff.)

STAFF ANNOUNCEMENT**APPROVAL OF MINUTES**

1. [MIN 18-002](#) Approval of Minutes of the Council Airport Committee (CAC) Meeting on October 12, 2017
(Continued from the January 11, 2018 meeting.)

Attachments: [Attachment I Minutes](#)

REPORTS/ACTION ITEMS

2. [RPT 18-010](#) Selection of Consultant for Airport Infrastructure Study.
(Continued from the January 11, 2018 meeting.)

Attachments: [Attachment I Staff Report](#)

3. [RPT 18-002](#) New Lease with Velo Two, LLC. (Continued from the January 11, 2018 meeting.)

Attachments: [Attachment I Staff Report](#)
[Attachment II Velo Two Lease Site Map](#)
[Attachment III Street View of Velo Teo Leasehold](#)

4. [RPT 18-008](#) New Lease with Briggs Resources, Inc. (Continued from the January 11, 2018 meeting.)
- Attachments:** [Attachment I Staff Report](#)
 [Attachment II American Aircraft Sales Leasehold Site Map \(011118\).pdf](#)
 [Attachment III Rendering and Narrative of New Building.pdf](#)
5. [RPT 18-003](#) Proposed 2018 Agenda Planning Calendar. (Continued from the January 11, 2018 meeting.)
- Attachments:** [Attachment I Proposed 2018 Agenda Planning Calendar](#)

FUTURE AGENDA ITEMS**COMMITTEE MEMBER/STAFF ANNOUNCEMENTS AND REFERRALS****ADJOURNMENT****NEXT REGULAR MEETING - 5:30 PM, THURSDAY, APRIL 13, 2018**



CITY OF HAYWARD

Hayward City Hall
777 B Street
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File #: MIN 18-002

DATE: February 1, 2018

TO: Council Airport Committee

FROM: Interim Director of Public Works

SUBJECT

Approval of Minutes of the Council Airport Committee (CAC) Meeting on October 12, 2017
(Continued from the January 11, 2018 meeting.)

RECOMMENDATION

That the Committee reviews and approves the minutes from the Council Airport Committee meeting on October 12, 2017.

ATTACHMENTS

Attachment I Staff Report



DATE: January 11, 2018

TO: Council Airport Committee

FROM: Interim Director of Public Works

SUBJECT: Approval of Minutes of the Council Airport Committee (CAC) Meeting held on October 12, 2017

CALL MEETING TO ORDER

Council Member (CM) Zermeño called the meeting to order at 5:30 p.m. with CM Salinas present. CM Mendall arrived a few minutes late.

City staff: Morad Fakhrai, Director of Public Works
Doug McNeeley, Airport Manager
Todd Strojny, Airport Business Supervisor
Jimmy Vazques, Airport Operations Specialist
Amy Toste, Senior Secretary

Members of the public present:

Bob Burnett
Lloyd Emberland
David Gregerson
Kim Huggett
Carlos Rodriguez
Jay Shah
Jerry Turney
Kate Turney

PUBLIC COMMENTS

Jerry Turney, tenant of HD12, spoke about the hangar rent increase for FY18. Mr. Turney's full statement has been posted on the City of Hayward website with the other documents for the CAC Meeting dated October 12, 2017.

1. Approval of Minutes for July 6, 2017

Minutes approved as submitted.

2. Airport Infrastructure Study

Doug McNeeley, Airport Manager, presented the report. He explained how projects are added to the Capital Improvement Program (CIP) budget, the types of projects within the Airport's CIP budget, and the types of projects which are outside of the CIP budget. The CIP budget is a ten-year plan with \$26.2 million earmarked for Airport improvements. Examples of CIP projects include the repaving of Runway 28L/10R, perimeter fence replacement, and placing portions of Sulphur Creek underground to improve runway safety. In addition, certain capital projects have been proposed for which adequate funding is unavailable. Many of these unfunded projects are ineligible for federal or state monetary grants because they are excluded under present guidelines, including the purchase of maintenance equipment and pavement rehabilitation projects in revenue-generating areas of the airport. The general aviation community contributes to the unfunded projects through the amounts they pay in rent and fuel.

The Airport has multiple vacant parcels of land and twenty-one City-owned buildings which are maintained by Airport maintenance staff and vendors. Before additional money is invested in maintenance, repairs, and renovations of these structures, staff needs to determine the best and highest use for the City-owned buildings and vacant parcels of land. An infrastructure study will determine if the buildings should be renovated, replaced, or if a new type of building is needed. A Request for Proposal (RFP) was issued on August 29, 2017 and the Airport received one response by the deadline. Next steps include:

- Refining the scope of work
- Reviewing the draft study and its recommendations
- Requesting feedback from individual and commercial tenants
- Requesting guidance from the CAC

Based on input from all interested parties, the draft study and modified recommendations will be presented to CAC in July 2018. By Fall 2018, there will be a finalized study which will be presented to City Council for approval.

CM Mendall asked if the budget for the "unfunded projects" would change if the infrastructure study determined that the current buildings were good and in serviceable state. Public Works Director, Morad Fakhrai, responded that the scope of work and amount might change after staff has a more accurate information.

Council Members Mendall and Salinas had questions about the upcoming CIP project for the perimeter fence. They wanted to ensure the new fence is not only safe, but attractive. Mr. McNeeley answered that the current fence meets Transportation Security Administration's (TSA) standards. Staff will attempt to locate fencing material that meets critical security needs and conforms to local ordinances.

CM Mendall wanted to encourage based tenants and businesses to participate in the feedback portion of the infrastructure study; it is important to see where their concerns fall to help prioritize the list of projects. He suggested an internet survey in addition to the informational meetings to boost involvement.

CM Salinas asked if the infrastructure study would include suggestions for new uses and new buildings for the community, such as summer camps and STEM programs for children of all ages. CM Zermeño added that an entertainment aspect for children would be useful too.

CM Zermeño asked about the planned modification to Golf Course Road. CM Zermeño is concerned about liability and safety of the users of the golf course due to lack of lighting. He inquired whether lights can be added for enhanced visibility. Mr. Fakhrai answered that installing additional lights to the road will be costly, and there will be height limits to the lights due to the road's location near the end of the two runways. In addition, Golf Course Road is on a leasehold which is currently maintained by Hayward Area Recreation District (HARD), so maintenance of the road is their responsibility. Staff can approach HARD about the issue, but it is not likely that additional lighting will be approved. Mr. McNeeley explained that the modification to the road included in the CIP is for a future project for an Engineered Material Arresting System (EMAS) at the end of Runway 28L that will prevent aircraft overruns. The size and shape of EMAS may alter the location of Golf Course Road.

PUBLIC COMMENTS

None

3. Discuss Proposed Hotel Developments

Airport Manager, Doug McNeeley, presented the proposed development plans for the Airport. One parcel of land is at the corner of A Street & Skywest Drive. Two other parcels are along Hesperian Boulevard. He showed conceptual drawings of both areas. Each area will have a hotel with a minimum of 110 rooms, parking, 150-person banquet facility, swimming pool, a stand-alone restaurant, and a small retail store. Both areas will have an initial 50-year lease with options to extend. A significant number of new staff employed by the hotels will be local hires. The Airport will earn an estimated \$210,000 per year for each hotel in base rent, plus scheduled CPI increases. The City of Hayward operating budget will gain approximately \$500,000 per year for each hotel due to various taxes. The expected timeline for these two projects are:

- Design completion by Fall 2018
- Construction completion by late 2019

CM Salinas asked if the height of the hotels would be sufficient to allow customers to view airport activity. Mr. Fakhrai answered that customers on the fourth floor may be able to see portions of the airport.

CM Mendall expressed his enthusiasm for the presentation. He said additional hotel space is needed and these projects will positively impact the Airport's budget.

CM Zermeño expressed his preference for somewhat upscale restaurants with table service, instead of fast food. He speculated that the hotels might increase international flights to our Airport.

PUBLIC COMMENTS

Kim Hugget, President of Hayward Chamber of Commerce, supported the proposed hotel development.

4. Semi-annual Evaluation of Airport Noise Program (Oral Presentation)

Airport Operations Specialist, Jimmy Vazques, gave a presentation about the airport noise program and complaints received. For the evaluation period, he noted that of 673 total complaints, only thirty-eight correlated with an exceedance of the airport noise ordinance. In addition, the thirty-eight exceedances occurred at a time that there was a total of 67,313 aircraft operations.

The presentation showed the Total Calls Received for January through August 2017. The chart separated the calls of three houses (Houses A/B/C) versus the calls received from all other houses. For this period, there were 501 calls from Houses A/B/C, and only 185 calls from all other houses. On average, 75% of the calls received by the Noise Office were from these three houses. Mr. Vazques reminded the group that he researches and follows up on every call the Airport receives.

The presentation included all Total Exceedances in 2016 versus Total Exceedances in 2017 for January through August. Any noted large spikes in exceedances were usually due to transient jets or changes in Oakland International Airport's traffic.

CM Mendall stated that the new format of the noise report is more helpful and very useful. CM Zermeño and CM Salinas agreed.

PUBLIC COMMENTS

None

5. Future Agenda Items

1. CIP Update
2. Update on the feasibility of a U.S. Customs office at HWD
3. Annual Evaluation of Airport Noise Program for CY17
4. Update on infrastructure study (July 2018)

Committee Member/Staff Announcements and Referrals

Doug McNeeley spoke of a meeting with US Congressman Swalwell regarding the Congressman's opposition to privatization of the FAA. Staff asked for his assistance with trying to obtain an office for US Customs at Hayward Executive Airport. During the same meeting, Congressman Swalwell also met with the owner of Hope Flight. Hope Flight is a non-profit organization that provides flights to patients in need.

The Airport's Open House had the largest crowd in the history of the event. The official count by the CAP Cadets was 5,300 visitors to the Airport. The most popular attractions at this year's event were the C-130 Combat Shadow and the free airplane rides for children eight to seventeen years old by the EAA VAA Chapter 29.

CM Salinas played a video from his cell phone. The video was of the pet rescue flight on September 7, 2017. The flight came from Florida, and it evacuated 165 dogs and cats from shelters to make room for soon-to-be misplaced pets due to Hurricane Irma.

ADJOURNMENT

The meeting adjourned at 6:37 p.m.



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File #: RPT 18-010

DATE: February 1, 2018

TO: Council Airport Committee

FROM: Interim Director of Public Works

SUBJECT

Selection of Consultant for Airport Infrastructure Study. (Continued from the January 11, 2018 meeting.)

RECOMMENDATION

That the Committee reviews this information, provides comments, and recommends the selection of Kimley-Horn and Associates (Kimley-Horn) as the consultant for the infrastructure study.

ATTACHMENTS

Attachment I Staff Report



DATE: January 11, 2018

TO: Council Airport Committee

FROM: Interim Director of Public Works

SUBJECT: Selection of Consultant for Airport Infrastructure Study

RECOMMENDATION

That the Committee reviews this information, provides comments, and recommends the selection of Kimley-Horn and Associates (Kimley-Horn) as the consultant for the infrastructure study.

BACKGROUND

Hayward Executive Airport (HWD) is a division of the Public Works Department and operates as a financially independent enterprise fund. Through the administration of user fees and charges, as well as federal and state grants, the Airport finances all its operations, including a Capital Improvement Program (CIP).

The Airport's ten-year CIP budget is estimated at \$26.2 million and includes projects primarily intended to enhance safety and security at the Airport. There is also approximately \$3 million in unfunded capital projects not included in the CIP budget, given that they are lower priority or ineligible for Federal Aviation Administration (FAA) or Caltrans grant reimbursement.

The Airport owns and maintains twenty-one structures, including the control tower building, a maintenance shelter, and nineteen hangar buildings. These structures vary in age and condition, and all are currently in use. Although the T-hangar buildings are presently in serviceable condition, known issues in some of the buildings include roof leaks and difficulties in the operation of sliding doors. Known issues in the air traffic control building include intermittent operation of the HVAC system.

Airport maintenance staff and contractors maintain the facilities. Given the age of the structures and nature of the already known issues, further study is required before further investment is made. Such study can inform decisions on issues such as whether to keep the existing structures with some renovation or demolish and replace them. If so, the type of replacement that should be considered, may include a shade hangar for single-engine aircraft, a conventional T-hangar, or a box hangar for multi-engine aircraft. Preparation of

an Airport Infrastructure Plan can inform the decision on the selection of the best and highest use for City-owned buildings and vacant developable parcels at the Airport.

DISCUSSION

A Request for Proposals (RFP) for the development of an Airport Infrastructure Study was issued on August 29, 2017. Airport staff received one proposal from Kimley-Horn. Over the following months, negotiations were held regarding their initial cost proposal and various components of the work scope. The study will be comprised of three tasks: a Facility Condition Assessment; Air Traffic Forecast; and Recommendations.

The Facility Condition Assessment in the Kimley-Horn proposal is comprehensive in scope and will assess the structural system, roof system, building exterior elements, interior finishes, and other items to identify apparent deficiencies in each building. It will also provide an estimate of the required expenditures over the next ten years.

Following this assessment, Kimley Horn will provide a ten-year Air Traffic Forecast that will outline the anticipated number of annual aircraft takeoffs and landings (operations) for the period, the number of based aircraft, and the type of based aircraft (single-engine, multi-engine, jet, and helicopter). This information will inform recommendations for future facility requirements.

After review of the assessment and traffic forecast, Kimley-Horn will provide their recommendations for future capital expenditures on City-owned structures. As previously indicated, these could include repair, redevelopment, or some combination of both alternatives. This multi-faceted approach is necessary to make informed decisions about the best and highest use of airport property. The recommendations may include development of entertainment or Science, Technology, Engineering, and Mathematics (STEM)-related facilities for students.

STRATEGIC INITIATIVES

This agenda item pertains to the infrastructure and/or maintenance of various buildings located at the airport and does not directly relate to one of the Council's Strategic Initiatives.

FISCAL IMPACT

The fee negotiated by staff will be commensurate with the \$110,000 amount approved by Council for this project in the Airport's FY 2018 Capital Improvement Program. After the Infrastructure Study is completed and reviewed by both the CAC and Council, all resultant projects will be reviewed by staff and vetted according to their feasibility and cost effectiveness. All critical and high priority projects will be discussed with both the tenants and CAC before consideration for inclusion in the Airport CIP.

SUSTAINABILITY FEATURES

Staff ensures all projects and developments proposed at Hayward Executive Airport meet or exceed the City's sustainability requirements.

PUBLIC CONTACT

This topic was discussed in a [report](#) at the CAC meeting of October 12, 2017. Furthermore, Airport staff briefly discussed the study as part of the April 13, 2017 and July 6, 2017 CAC meetings. In addition, the study has been informally discussed with several tenants. Upon presentation of the draft study in April 2018, Airport staff will hold an informational meeting to solicit input from airport individual and commercial tenants regarding the use of City-owned buildings at the Airport and to outline the next steps in the process. In addition to informational meetings, staff will also solicit input via an airport tenant survey.

NEXT STEPS

If approved by the CAC, this item will be presented to Council in February 2018. As noted above, the draft study is anticipated to be completed by July 2018. Afterwards, staff will review and discuss the study, which will include the scope of work and feedback from interested parties, such as the tenants. The results of the study will be incorporated into a draft final study that will be submitted for CAC's review by October 2018. A final report on the study will be issued for review and approval by Council in January 2019.

Prepared by: Doug McNeeley, Airport Manager

Recommended by: Alex Ameri, Interim Director of Public Works

Approved by:



Kelly McAdoo, City Manager



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File #: RPT 18-002

DATE: February 1, 2018

TO: Council Airport Committee

FROM: Interim Director of Public Works

SUBJECT

New Lease with Velo Two, LLC. (Continued from the January 11, 2018 meeting.)

RECOMMENDATION

That the Committee reviews this report, provides comments regarding the proposed lease, and makes a recommendation for action to Council.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Velo Two Lease Site Map
Attachment III	Street View of Velo Two Leasehold



DATE: January 11, 2018

TO: Council Airport Committee

FROM: Interim Director of Public Works

SUBJECT New Lease with Velo Two, LLC

RECOMMENDATION

That the Committee reviews this report, provides comments regarding the proposed lease, and makes a recommendation for action to Council.

BACKGROUND

Hayward Associates No. 4 entered into a Ground Lease Agreement with the City on September 24, 1984 for a parcel of land located at 21615 Hesperian Boulevard. On June 20, 2000, the Ground Lease was assigned to Velo Two, LLC (Velo Two). The parcel consists of approximately 125,482 square feet of improved land, with 42,190 square feet utilized as rentable space. Velo Two subleases the property to four commercial subtenants.

DISCUSSION

While the current lease expires on October 10, 2038, Velo Two management approached staff about the negotiation of a new lease that will be of mutual benefit. The proposed lease term is fifty years beginning in January 2018, with an option to renew for one additional ten-year extension.

One of the key provisions of the lease is a required investment in capital improvements to the existing buildings, including exterior paint and water seal, asphalt repairs, new landscaping, and interior lighting upgrades. Velo Two will be required to spend a total of \$815,000 over the first seven years of the agreement, with \$350,000 to be spent within the first two years. In addition, the new lease will include an increase in annual rental income for the Airport.

STRATEGIC INITIATIVES

This agenda item pertains to development at the Airport and does not directly relate to one of the Council's Strategic Initiatives.

FISCAL IMPACT

The current rent structure for Velo Two consists of two components: 1) an annual base rent amount of \$50,192; and 2) additional rent that is tied to the total amount of gross rent received by Velo Two in each calendar year. This additional rent in past years has been \$14,375 in 2015 and \$3,269 in 2016. The gross rent was less in 2016 due to a reduction in the number of tenants (from five to three). The estimated rent for 2017 should be greater than it was in 2016 as four tenants currently occupy the leasehold. The actual financial data from the leaseholder will be available by March 2018 (per the terms of the existing agreement). The new lease eliminates this provision and establishes an annual rent amount as noted in the chart below.

Year 1:	\$75,000
Year 2:	\$90,000
Year 3:	\$95,000
Year 4:	\$100,000
Year 5:	\$105,000
Year 6:	\$110,000
Year 7:	\$115,000
Year 8:	\$120,000
Year 9:	\$125,000
Year 10:	\$125,000 + full CPI

Starting with Year 10, the annual rent will be adjusted every five years by the Consumer Price Index (CPI) for the previous five years with a minimum of 6% and maximum of 10%. The airport CPI methodology is incorporated in each commercial lease. A similar methodology is used for the City owned hangars. This arrangement is consistent with other commercial site leases at the Airport. Monthly ground rent charged to commercial tenants on their own leasehold, and the formula for adjusting it, are different from those formulas for individual tenants in City-owned hangars. The airport's individual hangar tenants are not required to make any investment in infrastructure or capital improvements which has associated risks, and they are not responsible for ongoing maintenance costs. The City has two separate rent adjustment policies in place in recognition of investment made by the commercial tenants.

This new lease with Velo Two will generate additional revenue for the Airport's Operating Fund.

SUSTAINABILITY FEATURES

The action taken for this report will not result in physical development, purchase, or service, or a new policy/legislation.

PUBLIC CONTACT

The Council Airport Committee agenda and staff report have been posted on the City's website and distributed to interested parties. Impact on neighboring businesses would be minimal.

NEXT STEPS

Staff will provide the draft lease to Council for formal approval by February 2018.

Prepared by: Doug McNeeley, Airport Manager

Recommended by: Alex Ameri, Interim Director of Public Works

Approved by:



Kelly McAdoo, City Manager



Velo Two Leasehold





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777 B Street
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File #: RPT 18-008

DATE: February 1, 2018

TO: Council Airport Committee

FROM: Interim Director of Public Works

SUBJECT

New Lease with Briggs Resources, Inc. (Continued from the January 11, 2018 meeting.)

RECOMMENDATION

That the Committee reviews this report, provides comments regarding the proposed lease, and makes a recommendation for action to Council.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	American Aircraft Sales Leasehold Site Map
Attachment III	Proposed Building Elevation and Narrative



DATE: January 11, 2018

TO: Council Airport Committee

FROM: Interim Director of Public Works

SUBJECT New Lease with Briggs Resources, Inc.

RECOMMENDATION

That the Committee reviews this report, provides comments regarding the proposed lease, and makes a recommendation for action to Council.

BACKGROUND

American Aircraft Sales (AAS) entered a Commercial Aviation Site Lease with the City on December 10, 2010 for a parcel of land identified as "Plot G", 21015 Skywest Drive. The parcel consists of approximately 119,159 square feet of improved land. Despite the best efforts of both parties, AAS was unable to adhere to the required timeline in their lease for the construction of a new hangar and improvements to the existing office structure. As a result, AAS vacated on December 31, 2015 and their lease was terminated. Since that time, staff has used portions of the leasehold for aircraft parking, particularly during events such as the annual Airport Open House and Super Bowl 50. However, because the buildings require significant capital improvement before they are suitable for lease, they have remained vacant since AAS relocated their operations.

DISCUSSION

During the latter part of 2016, Briggs Resources, Inc. notified the City of their interest in acquiring the leasehold. To demonstrate that interest, they provided staff with a proposed building elevation and narrative (Attachment III), and conducted an engineering evaluation of the existing buildings on the leasehold. Furthermore, the company held discussions with potential subtenants.

The resulting agreement, which was reached during early December 2017, produced several key items, including:

- Renovation of the existing office building;
- Replacement of the existing attached hangar with one hangar of the same size and dimensions, and
- The option to build an additional hangar on the leasehold.

As with other recent Airport capital projects, development will be phased over time, as follows:

- Phase I includes the construction of a new aircraft storage hangar and the substantial renovation of the two-story building. This work will be completed within two years from the effective date of the lease.
- Phase II includes the construction of a second aircraft hangar within seven and one-half years from the completion of Phase I. This does not preclude an earlier start date to meet additional demand.
- Phase III includes the construction of a third hangar within five years of the completion of Phase II. This presumes a good faith effort by the tenant and successful completion of the previous phases by the stipulated deadlines.

Rent will be commensurate with the phase of development. During Phase I, rent is \$0.10 per square foot, per year for the first two years of the lease or until construction is completed, whichever is sooner. After a Certificate of Occupancy is obtained, rent will be \$0.33 per square foot. Future rent increases will be tied to CPI and will be similar to other commercial leases at the Airport. Both parties contemplate an initial 35-year lease term, with two options of seven and one-half years each available to the lessee after the end of the initial term.

STRATEGIC INITIATIVES

This agenda item pertains to development at the Airport and does not directly relate to one of the Council's Strategic Initiatives.

FISCAL IMPACT

During the first two years of Phase I construction, annual rent will be \$11,916. For the balance of the term, annual rent will be \$39,322. Per Attachment C to the lease, rent will be adjusted every five years after Year 5 of the lease by the Consumer Price Index (CPI) for the previous five years, not-to-exceed a maximum of 7%. Furthermore, this project will benefit the local economy by providing job opportunities and generating sales tax from aircraft sales.

SUSTAINABILITY FEATURES

The Airport is strongly committed to developing projects that are environmentally responsible. Therefore, staff will ensure than all plans proposed by the developer incorporate features that are in line with the City's sustainability guidelines.

PUBLIC CONTACT

This topic will be discussed at the CAC meeting of January 11, 2018.

NEXT STEPS

With the concurrence of the committee, staff will present this item to Council in February 2018. If approved by Council, staff will conclude negotiations and finalize the ground lease. Development will proceed according to the terms of the lease.

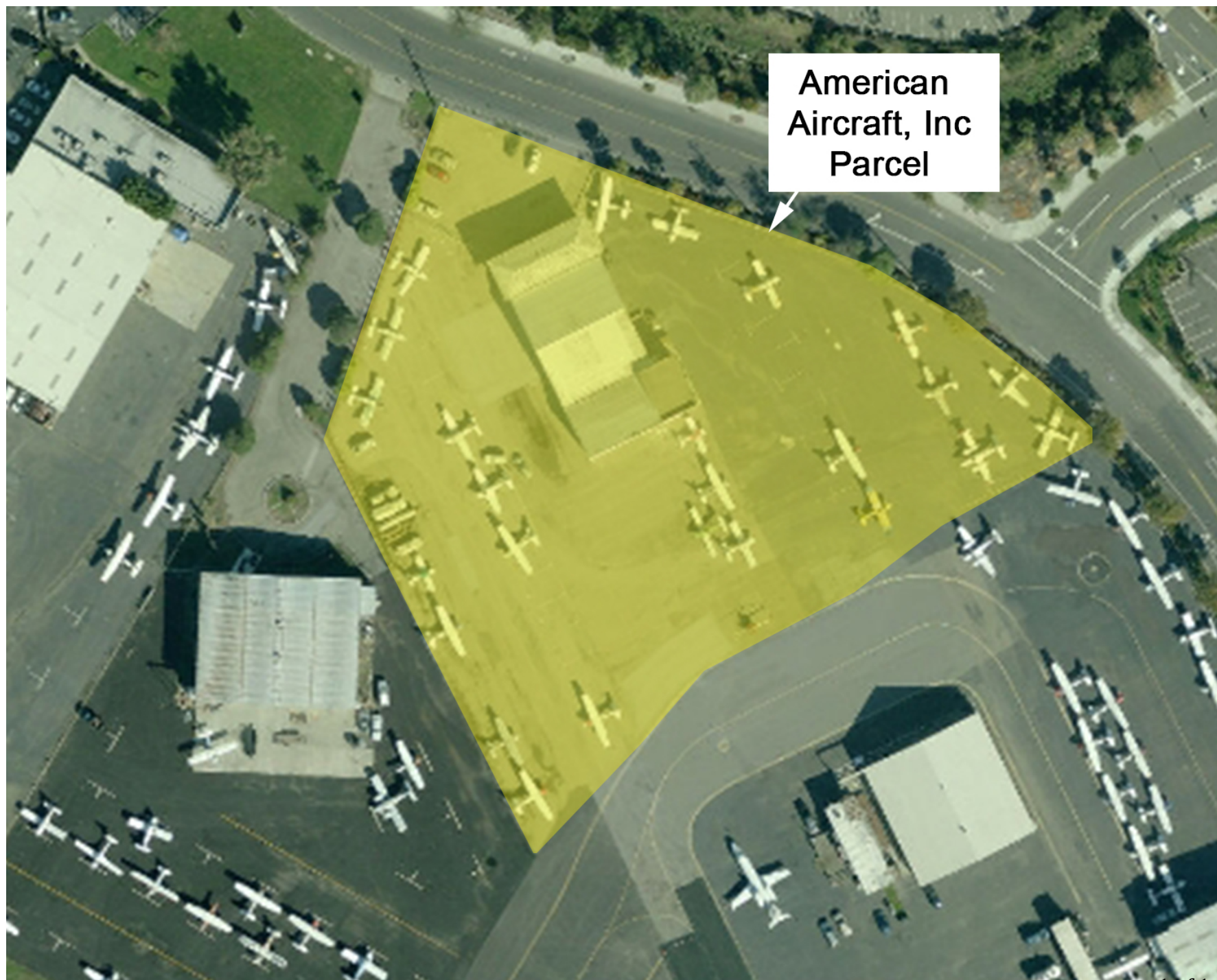
Prepared by: Doug McNeely, Airport Manager

Recommended by: Alex Ameri, Interim Director of Public Works

Approved by:



Kelly McAdoo, City Manager



American
Aircraft, Inc
Parcel

Briggs Resources, Inc. Rendering of New Building



As part of this project, the former American Aircraft Sales office structure at 21015 Skywest Drive will be updated and modernized. Features will include expansive glass panels, stainless steel design details, and complete interior renovations. A new hangar will be constructed adjacent to the office structure that will accommodate a variety of aircraft.



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File #: RPT 18-003

DATE: February 1, 2018

TO: Council Airport Committee

FROM: Interim Director of Public Works

SUBJECT

Proposed 2018 Agenda Planning Calendar. (Continued from the January 11, 2018 meeting.)

RECOMMENDATION

That the Council Airport Committee reviews and comments on this report.

ATTACHMENTS

Attachment I Staff Report



DATE: January 11, 2018

TO: Council Airport Committee

FROM: Interim Director of Public Works

SUBJECT Proposed 2018 Agenda Planning Calendar

RECOMMENDATION

That the Council Airport Committee reviews and comments on this report.

DISCUSSION

For the Council Airport Committee's (CAC) consideration, staff has prepared this 2018 Agenda Planning Calendar with topics and anticipated discussion dates listed below.

APRIL 12, 2018
1. CIP Update – Airport Capital Fund
2. Hangar Occupancy Study
3. Annual Evaluation of Airport Noise Program for 2017
JULY 12, 2018
1. Update on Infrastructure Study
2. Update – Feasibility of US Customs Office at Airport
UNSCHEDULED AND/OR FUTURE TOPICS

NEXT STEPS

Upon consideration and approval from the Committee, staff will schedule items accordingly for future CAC meetings.

Prepared by: Douglas McNeeley, Airport Manager

Recommended by: Alex Ameri, Interim Director of Public Works

Approved by:

A handwritten signature in black ink, appearing to read 'K. McAdoo', written in a cursive style.

Kelly McAdoo, City Manager