

Official Minutes for CAC Meeting on October 22, 2020

Minutes were approved by the CAC on January 28, 2021



DATE: January 28, 2021

TO: Council Airport Committee

FROM: Director of Public Works

SUBJECT: Approval of Minutes of the Council Airport Committee (CAC) Meeting held on October 22, 2020

CALL MEETING TO ORDER

Council Member (CM) Zermeno called the meeting to order at 5:30 p.m. with CM Wahab and CM Salinas present.

City staff: Alex Ameri, Director of Public Works
Doug McNeeley, Airport Manager
Pamela Svrclin, Airport Operations Supervisor
Todd Strojny, Airport Business Supervisor
Ara Balian, Airport Operations Specialist
Amy Toste, Senior Secretary

Members of the public present:

Jacqui Diaz

Kim Huggett

Tom Panico

PUBLIC COMMENTS

None.

REPORTS/ACTION ITEMS

1. Approval of Minutes for July 23, 2020

A motion was made by Council Member Salinas and seconded by CM Wahab. The motion passed unanimously; minutes approved as submitted.

2. Receive Hotel Construction Update

Airport Manager Doug McNeeley presented the report and provided CAC members with several updates related to the project.

Council Member Salinas asked for clarification of the hotel construction timeline. Mr. McNeeley responded that given the prefabricated rooms, the Home2Suites hotel should be completed by October 2021.

Council Member Zermeño asked if the front entrance to the hotel would be on the Hesperian Boulevard side of the property or on the Skywest Drive side. Mr. McNeeley responded that the front entrance will be on the Hesperian Boulevard side.

Public Comments

None.

3. Review and Comment on Proposed Set Jet Charter Service

Airport Manager McNeeley presented the report on the new charter service, which is scheduled to commence operations on January 5, 2021.

Council Members Wahab and Salinas stated they appreciate the effort to bring more business to Hayward and queried what other options could be available with the development of the former California Air National Guard site and if there will be a need for an Environmental Impact Report (EIR). Airport Manager McNeeley will investigate the state's plans for a new EIR. Director Ameri added that staff will work with the Planning and Economic Development Departments to attract more businesses and highlight the City of Hayward's industrial area on the south side of the airport.

Council Member Zermeño asked if Set Jet would provide travel to Mexico, saying that Puerto Vallarta and Mazatlán are popular destinations. Mr. McNeeley responded that he wasn't aware of any plans for international travel but that it could be possible.

CM Zermeño asked if Hayward Executive Airport was the busiest of the 84 municipal airports in the United States. Mr. McNeeley answered that in 2014, the FAA had categorized the airport as one of just 84 "national" general aviation airports in the United States, the highest category. The latest air traffic data places Hayward as the 128th busiest of 520 airports with control towers in the United States.

A motion was made by Council Member Wahab and seconded by CM Salinas to receive and file the report. The motion passed unanimously.

Public Comments

None.

4. Review and Comment on Updated 2021 Agenda Planning Calendar

Mr. McNeeley presented the informational report with the following upcoming items:

1. Taxiways Zulu & Foxtrot – Project Update (January 2021)
2. Hangar Repair Project – Construction Update (January 2021)
3. Hangar Condition Assessment – Project Update (April 2021)
4. Hotel Construction Update (April 2021)
5. Report on Summer Activities for Teens at other General Aviation Airport (unscheduled)
6. Discussion About Aircraft Noise in Community (unscheduled)
7. Update on Sulphur Creek Improvements Project (unscheduled)
8. Partnerships with Small Commercial Flight Operators (unscheduled)

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

1. The revenue generating potential of the CANG site
2. Development plans for the Skywest Golf Course
3. Environmental review requirement for the CANG site
4. Teen summer camp
5. Internship opportunities at the Airport

Public Comments

None.

Committee Member/Staff Announcements and Referrals

None.

ADJOURNMENT

The meeting adjourned at 6:20 p.m.

Meeting Attendance

| | Present 10/22/20 Meeting | Present to Date This Calendar Year | Excused to Date This Calendar Year | Absent to Date This Calendar Year |
|-------------------|--------------------------------|--|--|---|
| Mark Salinas | ✓ | 2 | 0 | 1 |
| Aisha Wahab | ✓ | 3 | 0 | 0 |
| Francisco Zermeño | ✓ | 2 | 0 | 1 |