



DATE: January 10, 2019
TO: Council Airport Committee
FROM: Interim Director of Public Works
SUBJECT Approval of Minutes of the Council Airport Committee (CAC) Meeting held on October 11, 2018

CALL MEETING TO ORDER

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

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

Members of the public present:

Scott Briggs	Otto Hooks	Kate Turney
Bob Burnett	Carlos Rodrigues	
Drew Detsch	Jerry Turney	

PUBLIC COMMENTS

None.

1. Approval of Minutes for July 12, 2018

Minutes approved as submitted.

2. Phase II of Administration Building at Hayward Executive Airport: Construction Feasibility

Airport Manager Doug McNeeley presented the report. The report concluded that the construction of Phase II was not feasible at this time because the costs of construction and

financing would exceed the anticipated revenue, and because viable tenants have not been identified.

In addition, a suggestion was made by a tenant that staff acquire the Hayward Air Plaza building in lieu of proceeding with Phase II. However, this is not feasible due to the renovation work required on the Air Plaza building, among other reasons.

Council Member Mendall and Council Member Zermeño both agreed that the construction of Phase II is not feasible but asked that staff include Phase II as a future Capital Improvement Project.

PUBLIC COMMENTS

Jerry Turney, principle in the Hayward Hangar Tenant Group, expressed a desire to bid on the Hayward Air Plaza building when the lease expires. He added that he would talk with staff regarding the procedure to do so.

3. Annual Evaluation of 2017 Airport Noise Program

Ara Balian, Airport Operations Specialist, presented the report and provided an overview of the noise monitoring program. The PowerPoint presentation is available on the City's website.

PUBLIC COMMENTS

Drew Detsch commended Mr. Balian for his help in moving his disabled aircraft from the runway.

4. Promotional Materials for the Airport

Mr. McNeeley presented the informational report. The Airport uses promotional materials for special events or a specific, educational objective. Staff will produce two general information brochures for distribution at an upcoming conference.

Council Members Mendall, Zermeño, and Salinas support the new brochures.

PUBLIC COMMENTS

None.

5. Summary of Capital Improvement Needs at the Airport

Mr. McNeeley presented the informational report, referred to an attached list of CIP projects, and requested comments or questions.

CM Mendall stated that the list of projects was a good start. He suggested that the customs building, Phase II, and solar panels should be placed in a low priority category. He also requested input from airport users.

CM Zermeño questioned why the new Air Traffic Control Tower (ATCT) building was not higher on the list of priorities. CM Mendall also asked that a new ATCT be a higher priority. Mr. McNeeley explained that Congress used to earmark funds to build new air traffic control towers, but they no longer do so, and airports are now responsible for the entire cost. Staff will move this item to a higher priority and consider financing options. The current Airport Layout Plan (ALP) depicts a new control tower on the Southside with a better view of the airfield.

CM Zermeño asked staff to add a project to increase lighting along Golf Course Road. Staff will research the need and options for appropriate lights.

PUBLIC COMMENTS

Mr. Turney commented that, in his view, the airfield pavement has experienced wear due to jet traffic. He suggested that jet aircraft owners be responsible for some of the paving cost.

Scott Briggs suggested that the City combine their paving project plans with those of other commercial tenants to affect cost savings.

6. Updated 2019 Agenda Planning Calendar

Airport Manager Doug McNeeley presented the calendar for 2019.

PUBLIC COMMENTS

None.

Future Agenda Items

1. Update on Hangar Condition Assessment (January 2019)
2. Update on Sulphur Creek Improvement Project (January 2019)
3. Update on US Customs Facility at Hayward (January 2019)
4. 21015 Skywest Drive: First Amendment to Lease and Assignment & Assumption of Lease with Briggs Resources, Inc. (January 2019)
5. Installation of Solar Technologies at Hayward (TBD)

Committee Member/Staff Announcements and Referrals

Mr. McNeeley made the following announcements of events:

1. Tenant Appreciation Day was held on Thursday, August 2, 2018, from 11 a.m. to 2 p.m. in the Administration Building.

2. A memorial tree planting ceremony in honor of Gary Briggs was held on Friday, September 7, 2018.
3. The Airport Open House event was held on Sunday, September 23, 2018. Over 4,000 people attended, and the Young Eagles gave airplane rides to over 100 children.
4. The Airport's Annual Holiday Celebration will be held on Wednesday, December 5, 2018, between 4 p.m. and 6 p.m. in the Airport Administration Building.

ADJOURNMENT

The meeting adjourned at 6:20 p.m.