



**San Joaquin County Aviation Advisory Committee
Regular Monthly Meeting (in person)
October 25, 2022 Minutes**

Call to Order: The meeting was called to order at 5:02 p.m. by Vice Chairman Verlyn Wolfe.

Roll Call:

Members Present: Verlyn Wolfe-Vice Chairman, Ricky Gill, Greg Hennefer, Marla Livengood, Mary Macias (arrived at 5:06 p.m.), Mark Plovnick (arrived at 5:11 p.m.), and Bill Ross.

Members Absent: Chairman Bill Trezza and Wes Rhea.
Supervisors Patti and Villapudua could not to attend.

Staff Present: Hélène Nussbaumer – Interim Director
Heather Keifer – Administrative Assistant

Minutes for the September 27, 2022 meeting were approved. Motion: Verlyn; Second: Marla.

I. Discussion Item

A. Ethics Training – Every 2 years

- The committee was reminded that if they have not completed the ethics training to contact the County and if they run into any issues, to reach out to Airport Administration to obtain instructions regarding the training.
- As of 11/3/22, all committee members have completed Ethics Training.
- Airport Administration will review biennial renewals and notify members as needed.

B. Public Board Training – Once

- The committee was reminded to contact the County and if they run into any issues, to reach out to Airport Administration to obtain instructions regarding the training. Training is required for them to participate on the Airport Advisory Committee.
- As of 10/25/22, all committee members have completed Public Board Training.

C. Current Project Update

1. **ARFF** – Grant closeout still pending. Submitted to the FAA on March 4, 2022. Closeout will likely finalize in the next few months.
2. **Perimeter Fence** – Project is complete. Grant closeout sent to the FAA on May 11, 2022. Closeout will likely finalize in the next few months.
3. **Security System Upgrades** – The system has been turned on since late July and the contractor is addressing issues (e.g., some issues with workstation fingerprinting, equipment malfunction). Final acceptance site walk with the engineer is projected for December.

4. **Ticket Counter Upgrades** – Contractor was on site the last 2 weeks of October completing majority of installation work for terminal ticket counters. Minor details to be finished still. Waiting on mill work to replace existing hold room gate counter and addition of a counter at the second gate.
5. **GA Taxilane Rehab** – Project started on Monday, March 21, 2022. Phase 8 almost completed. Paving anticipated to happen November 16 & 17 with painting/stripping projected to be finished by the week of Thanksgiving. Project remains on schedule. Next year, only Phase 7 will remain to complete the project.
6. **Cargo Ramp Expansion** – OC Jones started the project on 8/4/2022. Electrical work is completed. Some challenges with rebar, concrete and pre-cast structure (i.e., contractor experiencing difficulties obtaining cast molding of the underdrain structure and is looking at pouring on site instead). P-501 concrete paving is planned for the week of 10/31/22 and will hopefully finish by Thanksgiving. Light poles and drain structure delayed. Completion expected in January.
7. **Cargo Taxilane Rehabilitation** – Final design expected by end of year. Construction to rehabilitate the degraded asphalt will take place next year. Interim Director had a phone meeting with Amazon to inform and review plans. Still need to meet with Atlas & WFS.
8. **ALP Update** – Ground survey is scheduled to begin the week of 11/7/22.

D. Future/Planned Projects

1. **Taxiway D Connector** – No change. Second entrance for cargo ramp will be needed.
2. **Terminal Building** – The project has been added back on the ACIP and the Airport is still working with the FAA on the information needed. Approximately 5-7 years before work will begin. Funding for this project continues to be of primary concern.

E. Airpark 599

No change

F. Air Cargo Service Update

Cargo flights are reducing back down to 2 flights since the end of peak season. Previously had 3 flights. Airport will reach out to another cargo provider once the cargo ramp expansion is closer to completion (sometime in November).

G. Air Service Development

Interim Airport Director attended the Routes/Take Off Conference in Las Vegas. Met with multiple airlines (Frontier, Allegiant, Viva Aerobus, etc.) to promote interest in Stockton Airport. Allegiant mentioned their routes to Vegas have been slowing lately with less passengers. Other airlines also expressed difficulties with maintaining aircrafts and staffing requirements but might be interested in a couple of years.

H. COVID 19

No changes. Remove from future agendas unless needed.

I. CARES ACT/CRRSA/ ARPA

Spreadsheet sent to Committee. Chapter 11 SJC Code of Ordinance precludes sharing and discussion of financial items (at 11-2102 under Committee Limitations). Will remove from future agendas.

J. Community Engagement

None.

K. Annual Report

All members have received the report. Will remove from future agendas.

II. Action Items

- Tour of the Airport taking place at 3p.m. on 10/31/22.
- Allegiant's July & August passenger enplanement and on-time performance data was sent to Committee. New data will be updated and sent every 2 months, or when available.
- Committee members requested more information on the SJC Code of Ordinance limitations.

III. Communications

None.

IV. Review of Written Requests for the Future Agenda Items

None.

V. Public Comment (Must complete Public Comment Form)

None.

VI. Miscellaneous

- A requisition for the position of Airport Director was posted for SJC and closed 10/14/22.

Adjournment: There being no further business, the meeting was adjourned at 5:49PM.

Motion: Verlyn; Second: Marla.

Next Regular Meeting: November 22, 2022 at 5:00pm
This meeting will be in person