



# PLANNING AND BUILDING DEPARTMENT AIRPORTS DIVISION

<https://edcgov.us/Government/CAO/airports/Pages/airports.aspx>

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## COUNTY AIRPORTS ADVISORY COMMITTEE

Minutes from the March 24, 2021 Special Meeting

Location: Virtually, via Zoom

I. CALL TO ORDER: 6:01 p.m. by Russ Sardina, Chair

To comply with protective requirements due to the COVID-19 pandemic, this meeting was virtual, using Zoom, and it was recorded.

Participating members: Russ Sardina, Sue Bell, Jason Brand, Chris Nelson, Gary Vorderbruggen

Absent members: Ricky Branaugh, Mike Worth

Participating staff: Chris Perry, Sherrie Busby, Julianne Melchor, Jeremy Gutenberger, Jessica Dillon, and Daniel Vandekoolwyk

Guests: John McCormack, Dick Wampach, Rick Todd, Dave Lugert, Scott Herring, Dan McNeil

II. ADOPTION OF AGENDA: Russ Sardina made a motion to adopt the agenda without changes; Gary Vorderbruggen seconded the motion. The motion passed.

III. DISPOSITION OF MINUTES: Meeting of January 20, 2021, and the Special Meeting of February 24, 2021; Sue Bell made a motion to adopt the minutes, Russ Sardina seconded. The motion passed.

IV. DISCUSSION ITEMS

a) Safety Message – Gary Vorderbruggen: Obstruction pole on North end of the Georgetown Airport runway; all pilots need to be aware. Caltrans requires the light. Jeremy is working with the property owner to remove trees that caused the FAA to require the installation of the pole. Once the trees are removed, Jeremy will ask Caltrans if the pole can be removed, and if so, he will replace it with a windsock. Discussion ensued.

b) Leases: Two ten-year options have been included in the lease template; staff is still looking at process for FBO and other leases. Three leases went to the Board in January. Three or four are about to go to the Board next month. We have 123 leases; roughly 68 are either expired or no lease status – this process will not be rectified quickly. Jessica Dillon is doing an outstanding job of processing leases. Chris Perry asked for users to be as responsive as possible to ensure that the process moves along more quickly.

- c) Insurance Letters – Russ Sardina: Discussed Ebix sending out letters asking for insurance. Chris Perry stated that we are using Ebix again to track insurance.
- d) WIFI – Russ Sardina: The service continues to be spotty and cameras are not working well due to the slow speed of the WIFI, which should be used for security cameras only, not for other uses.
- e) Trial Period of Lower Tie Down and Hangar Rates: Gary Vorderbruggen and Scott Herring discussed lowering rates. Sherrie Busby clarified rates are 8.2 cents per square foot per month, not 82 cents per square foot per month.

V. PUBLIC COMMENT (limited to 3 minutes each):

- a) Rick Todd
- b) Scott Herring

VI. STAFF REPORTS

- a) Strategic Plan Update: Chris Perry shared that language has been added to the economic development plan component of the strategic plan for the County, so the plan now includes the Airports.
- b) Benchmark Study: Attachments are available for the public to view. There will be a fee and nexus study for the Planning and Building Department, should conclude in 2022.
- c) Fuel Dispensers – Placerville Airport: Requested for next year’s budget. Tank cleaning has been requested as well.
- d) AWOS – Georgetown Airport: Lower priority for the FAA.

VII. ACTION ITEMS

VIII. COMMITTEE MEMBER COMMENTS:

Gary Vorderbruggen: The pole at the north end is a hazard. Women pilots are planning to put on a fly day during Memorial Day weekend in Georgetown. Julianne Melchor will add the event to the Airports website once the permit is approved by Risk Management.

IX. ITEMS FOR NEXT AGENDA: WIFI, tie-down and lease rates, auto insurance requirement, obstruction pole update. Russ Sardina proposed a Special Meeting on April 14<sup>th</sup> to discuss rates and marketing.

X. ADJOURNMENT: Russ Sardina made a motion to adjourn; Gary Vorderbruggen seconded the motion. The meeting was adjourned at 8:27 p.m. The next regular meeting will be May 19<sup>th</sup>, 2021 at 6:00 p.m. There will be a special meeting on April 14<sup>th</sup>, 2020 at 6:00 p.m.