



MARIPOSA COUNTY DEPARTMENT OF PUBLIC WORKS

Roads – Parks & Recreation – Facilities – Airport
Engineering – Surveying – Transportation – Utility Operations
Fleet Maintenance – Solid Waste - Cemeteries

TEAM, SERVICE, STEWARDSHIP

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AIRPORT ADVISORY COMMITTEE

ACTION SUMMARY MINUTES December 9, 2024

A. 3:00 PM Called to Order

Attendee Name	Title	Status	Arrived
Aitor Loymendy	Cat. A		
Roy Anderson	Cat. A	Y	
Gary Friesen	Cat. A	Y	
Joe Coho	Cat. B	Y	
Vacant	Cat. B		Vacant
Rick Leinheuser	Cat. C	Y	
Patricia Skogen	Alt. 1		
Andy Ferris	Alt. 2	Y	
Ron Rhodes	Alt. 3	Y	
Supervisor Miles Menetrey	BOS Liaison	Y	
Director Shannon Hansen	PW Rep.	Y	
Deputy Director Sam Cerveny	PW Rep.	Y	
Deputy Director Melinda Rice	PW Rep.	Y	
PW Accountant Joy	PW Rep.	Y	
Executive Assistant Tennille Holt	PW Rep.	Y	
Many members of the public in Galley area		Y	

A. Introductions - Yes

B. Public Comment (non-agenda items)

1. Andy Ferris – Young Eagles meet monthly; can they still use the terminal for mtgs.? Next Young Eagle event is in May. They have event 2x/yr.
 - a. Deputy Director Cerveny - Yes, Will need to fill out a facilities use permit and provide/purchase insurance. Parks & Rec will be adding the Airport Terminal to the list of avail rentals.
 - b. Provide a list of requirements – will need access to a laptop & printer
 - County cannot provide access to laptop & printer
 - c. Guest Wi-Fi will be avail.
 - d. Director Hansen - There is a clause for non-profits on rental, discounted rates. We will work with the existing groups.

2. Joe Coho – Would like to recognize Jean Dordan for her contribution to the committee.
3. Klaus Heddergott – sold his plane wants to sell his hanger
 - a. County received his notice of intent to sell, we will not be purchasing. Must go to BOS then he can sell to an interested party.
4. Experimental Aircraft Club
 - a. Has a mtg coming up in Jan. would like consideration as non-profit to have meeting in terminal.
 - b. Wants to note that the TV & Books in the terminal meeting room belong to them.
 - c. Director Hansen - we have certain rules we must follow; Public Works does not have the ability to waive, BOS does have the option to waive fees. We just need to know what programs are utilizing the facility.
5. Terminal Questions
 - a. Yes – there will be someone here on Jan. 2nd to open it.
 - b. Yes, someone will do field checks on Jan. 1 and Yes, they will be trained
6. Master Plan 1195 Appendix possible expansion
 - a. Neighboring property is for sale, will the County buy it?
 - b. Supervisor Menetrey - Not on radar to purchase, currently too expensive

C. Approval of Minutes

1. Approval of the minutes is postponed to next meeting Ron (M) Joe (S)
Motion Carried
 - b. Possibly needs to be amended, will review the recording.
 - c. Supervisor Menetrey asked if anyone would like to be added to the minutes email.
 - d. Joe Coho requests that minutes be sent to Patricia via USPS

D. Action Items

1. Approve 2025 Mtg. Dates Rick (M) Gary (S)
Motion carried

E. Updates & Reports Items

1. FBO Report - Deferred
2. Safety – Deputy Director Cervený stated that the lights requested by Tony have been ordered.
 - a. Stan (arrived late) - States there are wires visible on conduit
 - b. Stan - Jet Fuel and Av gas are back up and running
3. RFQ – Capital Improvement/Airport Layout Plan Public Works received no interest Planning & Design

- a. Engineering Dept met w/ consultant, will prepare a pavement maintenance plan. If approved they will submit an outline to the FAA, for grant approval. Airport must absorb the cost of the outline.
- b. Roy Anderson - Same consultant as before?
 - Not the same, but it is a consultant that was referred
- 4. Cal-Trans Inspection = Trees, still need right of entry for 2 properties. One property is in dispute, and it has been difficult to contact, numbers have been disconnected. The Public Works Fuels Reduction Crew will be addressing as much as they can.
- 5. Title 19 – 2 sets left for review and the airport terminal, please review. Would appreciate any input.
- 6. Airport Transition
 - a. Airport Fuel – will continue to be Titan
- 7. Rent and Lease information will go out by the end of January
- 8. Billing – Joy Hopper describes what the billing invoice will look like and goes over the ways avail. to pay, such as USPS, at PW office, online, or at the Airport terminal.
 - a. Ron Rhodes asked what info needs to be on the checks/payment
 - Account #
- 9. Ron Rhodes – asked about possible power at hangers
 - a. Deputy Director Cerveney states that PG&E will not install that many meters and that it would be 1 meter and subbed out. Would need to establish a policy. Hanger #52 is currently disconnected and will be added to the County hanger's power.
 - b. Ron – Do we know what the cost of sub meter would look be?
 - No, not at this time
- 10. Water Access
 - a. Deputy Director Cerveney states that water will be metered
- 11. Stan – (arrived late) Safety comments added above under Safety
 - a. No FBO report from Stan

F. Discussion Items

- 1. AAC Annual Report to the Board of Supervisors
 - a. Gary & Danielle confirms report Due April 1st, 2025
 - b. Gary prepared the report last yr. with the help of Roy & Ron, Ron & Gary put in about 10 hours each. Ron will help again this year. Can meet up with 3 or less members as a quorum = 4. Roy, Gary & Ron will meet in Late Jan. or early Feb. to get started on the annual report. Need to have completed, so it can be voted on at the Feb meeting.
 - c. Member will send out last years copy of annual report.
 - d. As a committee of the county can schedule the committee mtg with whom ever is working the terminal. Formal request/schedule is best to ensure the facility is avail.

2. Review of Hangar Lease Rates

- a. Deputy Director Cervený states rates/rate increases will stay in accordance with all current leases, applicable increases will take place February 1st. We will not go back and apply 2%, if they were not applied previously, we will only apply the 2% moving forward.
- b. New lease/renewal will now go off CPI, some with cap other with no cap
 - Lease renewals may see noticeable increase
 - Roy asked for an example
 - Deputy Director Cervený \$27 to start, increase to \$43
- c. Sublet of Hangers is subject to the Airport Managers Approval (Airport Manager is Public Works Director)
- d. Lease Terms & Conditions = most deficiencies are lack of Insurance, must have COI on file with PW. Can set up COI for auto with their insurance co.

COB Danielle Bondshu clarified for the committee that public comment on every agenda item, then close and move to the next items. Must be addressed at each item.

3. Role of the Airport Committee

- a. Roy – Does lack of Fix FBO effect the committee role?
 - COB Danielle Bondshu states that the role of the committee cannot give advice on any day-to-day activities. Can advise on land use, master plan & general operation (not day-to-day operations).
- b. Danielle will send the Committee Policy, Resolution and Committee Handbook.
 - Roy requests Committee policies to be added as Feb.10, 2025 agenda item.
 - Danielle also, advised that the BOS will be re-evaluating all committee roles, and some committees will be dissolved. Currently the county has a total of 36 committees.
- c. Ron Rhodes – confirmed can advise on Master plan and operations
 - Danielle – Can advise on the overall airport operation plan, if it does not affect day-to-day operations.
 - Danielle - noted that it would be a good idea to loop in planning in relation to the Master Plan. As they oversee all Master Plans.
- d. Roy Anderson – asked if the Airport committee must exist?
 - Danielle advised that the Airport Committee is not required by law, however, the committee can choose not to continue. Currently, Public Works has not recommended dissolution.
- e. Ron – Master Plan 1995 when will should there be another master plan? If the committee has been advising on items outside of the committee scope, should the scope be expanded to include those items?

- Danielle cannot speak for what the BOS would do. Could request the scope/purpose be expanded, but that is the discretion of the board. The scope includes what happens if the Master Plan is not being followed. And if there is something happens within the area of the Master plan, it should come to the committee before it is moved on to the planning dept.
- f. Roy asks how the committee is to bring this to the BOS?
 - Supervisor Menetrey Yes, Committee would need to submit a recommendation.
 - Danielle - Committee would need to submit a recommendation to Public Works and that goes to BOS. The annual report is the chance to tell the BOS what they have done, every 4 years the report must be in person. If this is not followed, they could implement a sunset date to close the committee. Sunset policy could change based off upcoming BOS meeting. May of 2023 County Website was updated, and a committee's page was added and includes all the documents.
- g. Public Comment on role of committee - Tim states he was active in getting the hangers built and is concerned about the restrictions on what the committees can do. Concerned that a Public Works employee behind the counter will not have a fraction of the knowledge that Tony & Stan have to offer. States that history and expertise could be lost, without the Committee's input.
 - Supervisor Menetrey states that we are all here to stay connected and this committee is an excellent way to share/discuss what is needed.
- h. Andy Ferris asks if there is a recommendation from the county on what the committee should do?
 - Director Hansen appreciates all the input. Can always call Public Works with any input. Defers to COB Danielle to see what input is allowed
- i. Gary Freisen states that he is not real familiar with the Master Plan. Trees, Consultants, what they can act upon and the cost(s).
 - Director Hansen states that Public Works is actively pursuing grants, however, the county does not have a grant writer, and we keep losing out on grants to bigger airports.
 - Deputy Sam Cervený – We have even adjusted how we approach grants for example that we are in proximity to Yosemite National Park.
- j. Jay – asks if anyone has consider bringing in a Hub for UPS/FedEx?
- k. Ron – If the committee finds something that the Master Plan supports how does the committee move forward.
 - Danielle – Direction/advise needs to be laid out in the minutes and Public Works would submit Action/Recommendation(s) as an Agenda Item for BOS mtg.
 - Jay – will the committee be notified?

- a. Danielle states they can request staff notified them or they can view on the website.

G. Next Meeting

1. February 10, 2025

H. Adjournment

1. Meeting adjourned at **4:33 PM**

Respectfully submitted,



Tennille Holt

Executive Assistant

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