Airport Advisory Committee

Quarterly Meeting
January 2024
AIRPORT DIRECTOR’S REPORT

• Quarterly Financial Report

• Draft presentation to City Council regarding FAA's guidance on Runway 9-27 shortening or deactivating

• FAA Updates on Proposed Nordic Naturals Land release

• Security Gate project and Vehicle/Pedestrian Access Training

• Suggested Tail-Gate Entry education campaign

• Airport Regulations Update status

• Airport Aviation Storage Unit Inspection results
## MID YEAR 2023-2024 FINANCIAL REPORT

### MID YEAR REVENUES

<table>
<thead>
<tr>
<th></th>
<th>23-24 Budget</th>
<th>23-24 Projection</th>
<th>YTD%</th>
</tr>
</thead>
<tbody>
<tr>
<td>FUEL SALES</td>
<td>$1,616,000</td>
<td>$1,413,344</td>
<td>87%</td>
</tr>
<tr>
<td>STORAGE UNITS</td>
<td>$1,488,311</td>
<td>$1,444,101</td>
<td>97%</td>
</tr>
<tr>
<td>AVIATION LEASES</td>
<td>$428,302</td>
<td>$465,241</td>
<td>109%</td>
</tr>
<tr>
<td>NON AVIATION LEASES</td>
<td>$959,655</td>
<td>$1,002,958</td>
<td>105%</td>
</tr>
<tr>
<td><strong>REVENUE TOTAL</strong></td>
<td><strong>$4,492,268</strong></td>
<td><strong>$4,325,644</strong></td>
<td><strong>96%</strong></td>
</tr>
</tbody>
</table>

### MID YEAR EXPENSES

<table>
<thead>
<tr>
<th></th>
<th>23-24 Budget</th>
<th>23-24 Projection</th>
<th>YTD%</th>
</tr>
</thead>
<tbody>
<tr>
<td>SALARY &amp; WAGES</td>
<td>$1,426,744</td>
<td>$1,289,492</td>
<td>90%</td>
</tr>
<tr>
<td>OPERATIONS</td>
<td>$450,500</td>
<td>$250,962</td>
<td>56%</td>
</tr>
<tr>
<td>FUEL &amp; LUBRICANTS</td>
<td>$1,281,757</td>
<td>$1,275,149</td>
<td>99%</td>
</tr>
<tr>
<td>ADMIN</td>
<td>$450,757</td>
<td>$504,051</td>
<td>112%</td>
</tr>
<tr>
<td>SPECIAL EVENTS</td>
<td>$132,000</td>
<td>$194,500</td>
<td>147%</td>
</tr>
<tr>
<td>CITY CHARGE OUTS</td>
<td>$716,731</td>
<td>$732,901</td>
<td>102%</td>
</tr>
<tr>
<td><strong>EXPENSE TOTAL</strong></td>
<td><strong>$4,458,489</strong></td>
<td><strong>$4,247,055</strong></td>
<td><strong>95%</strong></td>
</tr>
</tbody>
</table>

### AIP GRANTS

<table>
<thead>
<tr>
<th></th>
<th>Award</th>
<th>Cost</th>
<th>NET Award/Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Security Gate Upgrade</td>
<td>$427,761</td>
<td>$475,290</td>
<td>$928,487</td>
</tr>
<tr>
<td>Aircraft Wash Rack</td>
<td>$417,150</td>
<td>$463,500</td>
<td>$1,031,652</td>
</tr>
<tr>
<td>Ford F-150 (Operations)</td>
<td>$83,576</td>
<td>$92,862</td>
<td>$103,165</td>
</tr>
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</table>

### CAPITAL

<table>
<thead>
<tr>
<th></th>
<th>Award</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ford Mustang (Admin)</td>
<td></td>
<td>$57,264</td>
</tr>
</tbody>
</table>

| **AIRPORT FUND BALANCE** | $709,701 |
City Council – Crosswind Runway Options

Option One
Relocation of Crosswind Runway 9-27 Threshold by 870 ft

Option Two
Relocation of Crosswind Runway 9-27 Threshold by 1590 ft

Option Three
Deactivate Crosswind Runway 9-27

Option Four
Deactivate Municipal Airport
City Council – Crosswind Runway “Bravo” Option
City Council – Crosswind Runway “Deactivate” Option
Draft Checklist of Threshold Relocation or Deactivating Crosswind Runway

1. Submit formal notice via FAA Form 7480-1
2. Request, in writing, Caltrans via Airport Permit (CCR 3536)
3. Proposed Deactivation request points of contact
4. Identify FAA Business Units requiring review/approval
5. Submit proposal for ADO consideration with appropriate FAA agencies
6. Preliminary reimbursement plan that ensures FAA repayment for previous investment
7. Proposed deactivation description and impact on aeronautical activities
8. Aviation technical analysis by Western Region Flight Procedures
9. Address potentially significant environmental issues
10. Airspace review by Airport District Office (ADO) and Western Region Flight Procedures
11. Identification of impact on aeronautical utility (Commercial and non-Commercial)
12. Affect/impact on based aircraft, aviation community and stakeholders
13. Summary of type and extent of public involvement
14. Preliminary schedule, including all environmental reviews
15. FAA authorizations required for implementation of runway deactivation
16. Potential mitigation strategies for potentially significant impacts
Nordic Natural Land Release - update
**FIELD ACCESS UPGRADE TIMELINE**

**Winter 2022/Spring 2023**  
1. Review City facilities/leverage current technology  
2. Visit and site survey of nearby airports  
3. Apply for FAA grant

**Summer 2023**  
1. Site surveys and tenant data; develop high level framework for WVI  
2. Vet technical solutions & offerings  
3. Draft process credential issuance

**Fall 2023**  
1. Align with City IT; review potential vendors  
2. Join w/City IT to select potential vendor via RFP  
3. Consult with Kimley Horn planning team

**Winter 2023**  
1. City IT selects winning proposal  
2. City approves winning Bid/accepts grant  
3. Airport & Contractor confirm Project plan

**Early 2024**  
1. Relocate Gate 4  
2. Acquire hardware and associated equipment  
3. Install test section/conduct limited QC testing

**Spring 2024**  
1. Test credential process  
2. Conduct Drivers Training Program  
3. Gate access upgrade by July 1st
There are several solutions that can help mitigate tailgating:

1. Speed bumps.
2. Gate Timing

Tailgating is a common physical security breach at GA airports, in which an unauthorized vehicle follows an authorized one so close that it is able to enter the premise while the gate is still open.

The consequences of tailgating can be detrimental for the airport by increasing perceptions of insecurity among its tenant, and potentially physically damaging the gates.
Biennial Airport Regulations Review

Airport Regulations updates are listed below:

1. Instituting Vehicle/Pedestrian Access Training Program
2. Implementation of Gate Card access technology
3. Vehicular traffic along transient fence line is prohibited.
4. Speed Limits on Ramp and around aircraft
5. Eviction process for failure to pay account balances.
6. Eliminated charges for non-aviation storage
7. Permit holders designate others to pay monthly invoices.
8. Mandatory “Welcome Orientation” for new permittees

Airport Minimum Commercial Standards update include:

1. Instituting Vehicle/Pedestrian Access Training Program
2. Certificate of Insurance required for CAA permit renewal.
BASED AIRCRAFT REPORTING (FAA Form 5010)
AVIATION STORAGE UNIT 2024 Inspection results

Based Aircraft:
Total number of aircraft Hangared - 227
Total number aircraft Tie-downed - 37
Owned by SASOs - 21
- Specialized - 10
- Strawberry Aviation - 2
- Calibro Aviation - 2
- United Flight Services - 5
- Santa Cruz Skydive - 2

Aviation Storage Units inspected:
Units without requested access - 3
Number reported to Tax Authority - 238
Number of units with aircraft under construction (EXHIBIT F) - 27

Number of units for reinspection
Number if units for Reinspection - 46
- Housekeeping /Fire Hazard - 16
- Aircraft not in hangar - 27
- No Fire Extinguisher, Smoke Sign, Drip Pan - 3
Number referred to Fire Department (Housekeeping) - 16
Number of airport deemed non-operational - 23
Aircraft not registered to permit holder - 7

<table>
<thead>
<tr>
<th>Aircraft Type</th>
<th>Airport Inventory</th>
</tr>
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<tbody>
<tr>
<td>Single Engine</td>
<td>259</td>
</tr>
<tr>
<td>Multi Engine</td>
<td>14</td>
</tr>
<tr>
<td>Jet</td>
<td>4</td>
</tr>
<tr>
<td>Helicopter</td>
<td>6</td>
</tr>
<tr>
<td>N-Numbers Not Found</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Single, Multi, Jet, and Heli</strong></td>
<td><strong>283</strong></td>
</tr>
<tr>
<td>Glider</td>
<td>0</td>
</tr>
<tr>
<td>Military</td>
<td>0</td>
</tr>
<tr>
<td>Ultra-light</td>
<td>2</td>
</tr>
<tr>
<td>Non 5010 aircraft types</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Found in FAA Acrft. Reg. Data</strong></td>
<td><strong>285</strong></td>
</tr>
</tbody>
</table>
Aviation Saves... Lives
Local Economies
Jobs
Communities
Businesses