

ACAT Meeting Minutes from the October 10, 2017 Regular Meeting

Call Meeting to Order: 9:20 A.M.

ACAT Members Present: Joe Polverari
Lisa Krueger
Dan Lutkenhouse
Kathryn Rohlf

ACAT Members Absent: Vacant Seat
Leigh Golden

Staff Present: Kevin Smith, General Manager
Mike Cooke, Aviation and Community Services Manager
Lauren Tapia, District Clerk

Public Present: None

Special Orders of Business: None

PUBLIC COMMENT: None

ACAT PROJECT LIST – ADOPTION OF TWO PROJECTS

Interim Chair Krueger stated that at last month's Board of Directors meeting, the Board expressed that they felt that ACAT was "not getting anything done". Interim Chair Krueger stated that there was discussion about ACAT focusing on only two subcommittee projects. Member Rohlf stated that it was a good idea, but two projects seemed narrow. Member Rohlf suggested the scope be three projects.

PUBLIC COMMENT: None

SELECTION OF ACAT CHAIR, VICE CHAIR AND TREASURER

Member Polverari inquired when the Members will vote on ACAT Chair, Vice Chair and Treasurer. Mr. Smith stated that ACAT will continue to have Interim Chair Krueger until the Board selects an individual for the vacant Pilot seat, so there can be a full membership vote on that. Voting will be deferred to the November meeting.

PUBLIC COMMENT: None

JOINT ACAT/BOARD MEETING – DATE SETTING

ACAT members acknowledged the joint meeting with the Board and discussed whether or not they would like to have a regular meeting after the joint meeting for debriefing. There was member consensus to defer the decision to hold a regular meeting after the joint meeting until November so they could have full membership opinion.

PUBLIC COMMENT: None

POTENTIAL SOLUTIONS TO NOISE AND ANNOYANCE - UPDATE

Mr. Smith informed the members about Staff's status on the Temporary Tower Summer Review report. The report will be presented to the Board at their regular October meeting. Mr. Smith stated that overall, the community didn't notice a significant change to their annoyance to noise, but the pilot community felt safety was dramatically improved. Mr. Smith reviewed the Cessna Diesel Aircraft sound testing which was conducted by District contractor HMMH.

Member Lutkenhouse inquired when the Temporary Tower Summer Review report will be posted and if it could be sent to the ACAT members early. Mr. Smith stated that the report will be on the District's website when the October meeting agenda and board book materials are posted the Friday before the meeting. Mr. Smith noted that it is highly unlikely the report will be finished and able to be sent out for review earlier than that.

TRAILS MASTER PLAN

Interim Char Krueger stated that this topic is in reference to the project being put on the new project list for 2018. Mr. Smith stated that the "finish line" for this project last year was to have the Trails Masterplan on paper. The Masterplan, in its current state, can be utilized to help find funding via grants. Mr. Smith noted that the Board of Directors had no desire to fully fund the trail system on their own.

Member Lutkenhouse requested the conversation be returned to the topic of Noise and Annoyance. Member Lutkenhouse inquired the status of his requests regarding the Noise Monitor Project analysis be sent to him. Member Lutkenhouse expressed concern about his request being reflected in previous monthly minutes. Ms. Tapia read aloud Member Lutkenhouse's requests which were captured in her notes from the previous month's meeting. Mr. Smith noted Member Lutkenhouse's request, and encouraged him to utilize follow up emails if there is a delay with staff.

ACAT MEMBER NOTIFICATION OF ATTENDANCE

Mr. Smith reviewed the notification process for ACAT member attendance. All members should let the District Clerk know if they will be attending or not attending as soon as possible. Ms. Tapia informed the members that she was approximately 5 minutes away from cancelling the meeting due to not knowing if there would be a quorum (due to the delay of membership communication).

SPONSORSHIP AND AGENCY PARTNERSHIP POLICY REVIEW

Mr. Smith reviewed the two sections of PI 311 for ACAT (sponsorship and agency partnership). Mr. Smith clearly noted the extensive requirements and parameters of the Agency Partnership section of the Policy. Discussion ensued regarding the relationship between non-profit and for-profits with the District. There was member consensus to have this item be put on the November meeting Agenda for further discussion.

AWOS SUBCOMMITTEE UPDATE

None to report.

PUBLIC COMMENT: None

LAND USE SUBCOMMITTEE

Mr. Smith stated that staff is hoping another Director Ad Hoc meeting will occur before the November 29th Board meeting.

PUBLIC COMMENT: None

PILOT INCENTIVES

Member Polverari stated that Ms. Greenwood submitted a summary of her efforts to Mr. Bullock. The subcommittee is waiting to hear back from Mr. Bullock of how he would like to proceed with their findings.

AIRPORT USER DATA COLLECTION

Mr. Cooke reviewed the current status of data user collection. Staff is deciding about whether or not to go down do the road of non-secure redirect pages when users sign on to the public wifi. The secure redirect pages are not working. More information to come.

PUBLIC COMMENT: None

MY AIRPORT WEB PAGE

None to report.

PUBLIC COMMENT: None

COMMUNICATION ENHANCEMENT

None to report.

PUBLIC COMMENT: None

ACAT MEMBER REPORT

None.

PUBLIC COMMENT: None

ADJOURN

MOTION #1:

Member Rohlf made a motion to adjourn the meeting. Member Polverari seconded the motion. Members Polverari, Krueger, Rohlf and Lutkenhouse voted in favor of the motion. The motion passed.

At 10:30 AM on October 10, 2017 the regular meeting of the Airport Community Advisory Team adjourned.