PUBLIC WORKS DEPARTMENT
Airport Division

TO: Council Airport Committee
Council Member Henson, Chair
Council Member Halliday
Council Member Quirk

THROUGH: Jesús Armas, City Manager

FROM: Robert Bauman, Director of Public Works

SUBJECT: Council Airport Committee Meeting

MEETING DATE:	January 26, 2006
TIME:	5:30 p.m.
LOCATION:	City of Hayward 777 B Street Work Session Room 2A Hayward, CA

Date of Notice: January 20, 2006

City of Hayward
777 B Street
Hayward, CA 94541

Council's Airport Committee Meeting

Thursday, January 26, 2006
5:30 p.m.
Work Session Room 2A

AGENDA

5:30 p.m. Call to Order - Pledge of Allegiance

Public Comments: (The PUBLIC COMMENTS section provides an opportunity to address the Committee on items listed on the agenda, as well as other items of interest. The Committee welcomes your comments under this section, but is prohibited by State law from discussing items not listed on the agenda. Your item will be taken under consideration and referred to staff.)

1. **Approval of October 27, 2005 Summary Minutes**

2. **Security for General Aviation Airports**

3. **Airport Construction Update**

4. **Status Report on Helicopter Arrival and Departure Procedures Study**

5. **Future Agenda Items**

Distribution:

Mayor and City Council	City Clerk	Daily Review
City Manager	FAA Tower Manager	Post
Assistant City Manager	Airport Tenants	
City Attorney	FBO's	
Public Works Director	Interested Parties	

Assistance will be provided to those requiring accommodations for disabilities in compliance with the Americans with Disabilities Act of 1990. Interested persons must request accommodation at least 48 hours in advance of the meeting by contacting the Airport Manager at (510) 293-8678 or TDD (510) 293-1590.

AGENDA DATE 01/26/06

AGENDA ITEM 1

COUNCIL AIRPORT COMMITTEE

Summary Minutes for October 27, 2005

CALL MEETING TO ORDER

Council Member Henson called the meeting to order at 5:04 p.m. with Council Member Halliday and Council Member Quirk present.

City staff: Jesús Armas, City Manager
Robert Bauman, Director of Public Works
Brent Shiner, Airport Manager
Jenny Donnelley, Admin Analyst I

Members of the public present:

John Kyle	Brad Busam
Deanna Bogue	Adam Lee Jones
Edward Bogue	Norman Rameriz
Scott Briggs	Nancy Van Huffel
James Perrizo	

PUBLIC COMMENTS:

Mr. John Kyle asked the Airport Manager, Mr. Shiner, if the gentleman from the FAA he referred to in an email, had made contact with him. Mr. Shiner responded that he had not talked to him. Nancy Van Huffel, Administrator of the San Lorenzo Village Homes Association, stated that there were no representatives on the Helicopter Study Working Group from San Lorenzo and that they would like to be included in any future Airport Committees of this nature.

1. Approval of Summary Minutes – July 28, 2005 Meeting

Summary Minutes were approved as submitted.

2. Status Report on Helicopter Arrival and Departure Procedures Study

Airport Manager, Brent Shiner, presented the staff report. Since the last update to the Council Airport Committee on July 28, 2005, the Helicopter Study Group including Airport staff,

Coffman and Associate consultants, members of the general public, helicopter owners/pilots and the FAA, held additional meetings and as a result a refined set of flight tracks and proposed flight procedures were developed. Additionally, further approval from the FAA is necessary to formalize the Letter of Agreement between the City of Hayward, helicopter operators, and the FAA.

Mr. Shiner reported that the second public meeting held at the La Quinta Inn on October 5th, was attended by approximately 30 concerned citizens and interested parties. Comments were generally positive, however, there were repeated concerns expressed by mobile home residents regarding touch and go operations by helicopter pilots over the mobile home park. An additional meeting was held on October 18th, at the Country Club Mobile Home Park to address some of these concerns.

Mr. Shiner summarized the arrival and departure proposed procedures. Council Member Halliday asked what the purpose of the Letter of Agreement was. Mr. Shiner stated that the City is not permitted to enforce or regulate pilots; that is the FAA's responsibility. Once the FAA approves the procedures, pilots have to comply. Discussion on this agenda item was open to the public. Nancy Van Huffel expressed her concerns regarding helicopters using the Hesperian corridor.

3. Report on Oakland International Airport' s "Runway 29 ILS Study"

Edward Bogue, one of two Hayward representatives on Oakland Airport's (OAK) Noise Management Forum, presented the report. The report focused on the noise impact Oakland air traffic has over residents on Bal Harbor Lane in Hayward. Mr. Bogue reported that a noise monitor was placed in the neighborhood and the bulk of OAK traffic approaching the airport does fly directly over Bal Harbor homes. Some of the options discussed to mitigate the noise level were to move traffic further west. However, moving the noise to another area is not an option that the Noise Forum will address. There were also concerns regarding interfering with flights into San Francisco Airport. Having jet aircraft fly at higher altitudes over the area was also considered. The conclusion of the committee was that there is a problem, however, there is no immediate solution. The important outcome of the study was that the problem was identified and data was collected.

AGENDA BUILDING

ADJOURNMENT

The meeting adjourned at 6:08 p.m.

CITY OF HAYWARD

STAFF REPORT

AGENDA DATE 01/26/06

AGENDA ITEM 2

TO: Council Airport Committee

FROM: Director of Public Works

SUBJECT: Security for General Aviation Airports

RECOMMENDATION:

It is recommended that the Council's Airport Committee review and comment on this report.

BACKGROUND:

In May of 2004, the Transportation Security Administration (TSA) published an Informational Publication (IP) regarding security guidelines for general aviation airports. It is important to note that the guidelines are not regulatory. As part of the IP, an Airport Characteristics Measurement Tool has been developed to assist airport owners with assessing their airport security characteristics. This is done to determine which security enhancements would be most appropriate for its specific airport environment.

Airport staff has been diligently pursuing security enhancements. The TSA Airport Characteristics Measurement tool suggests several airport security enhancements applicable at Hayward, based upon Hayward Airport's specific aircraft operational environment. Airport staff has implemented, or is in the process of implementing, the following security improvements.

The most recent security enhancement at the Hayward Executive Airport is an improved lock and key control system. This system allows staff to effectively administer access control over City Airport managed buildings and gates, and to ensure positive control over lock and key distribution to tenants and employees.

A wireless digital video surveillance camera system has been installed at the Airport. Closed circuit surveillance camera systems are an invaluable security feature. Due to the large areas requiring security control at airports, surveillance cameras allow staff to monitor and review potential security breaches more effectively. The surveillance system selected is expandable in size and features, and can be integrated with future airport access controls. Captured video images will be digitally stored and archived to a DVD video library.

Several airport perimeter areas will be receiving new and improved perimeter fencing. We will be increasing the height of the perimeter fence from six (6) feet to eight (8) feet. The chain link material used will have a small mesh design to help deter casual intruders from penetrating secure areas.

In an effort to reduce the number of unauthorized persons and vehicles on the airfield, signs have been posted at every City maintained access gate, which clearly state the proper procedure to follow when entering or exiting the airfield. Additionally, airport staff periodically changes the gate access code to help restrict access to persons with current business on the airfield. All airport tenants have been informed of new security procedures as well.

Hayward Airport's commercial aviation operators have implemented security measures for each of their facilities as well. The Transportation Security Administration (TSA) governs the operations for all air charter operators (corporate aircraft) under TSR part 1544. Each operator must allow TSA to inspect its facilities and records to determine compliance. The following list identifies some of the security measures implemented by Hayward's air charter operators.

- Secure unattended aircraft to prevent unauthorized use
- Verify the identification of crew and passengers prior to departure
- Verify that baggage and cargo are known to the persons on board
- Provide Identification badge's and a challenge system for persons without badge
- Be alert/aware of suspicious persons or activities
- Implement and maintain TSA approved written security program
- Perform 10 yr. FBI background check on employees

TSR Part 1544 allows for each operator at Hayward to implement a *partial-program* based on the type of operations and the size of the largest aircraft used. Additionally, each operator at Hayward has a tailor-made TSA approved security program, which is on file in Sacramento. Again, these security measures are specific to each air charter operator and its facilities.

Although General Aviation airports do not have federally regulated security requirements, staff has taken extensive measures to protect customers and the general public. As the airport continues to expand services to the public, staff will continue to implement appropriate security enhancements.

Prepared by:

FR _____
Brent S. Shiner, Airport Manager

Recommended by:

_____
Robert A. Bauman, Director of Public Works

Approved by:

_____
Jesús Armas, City Manager

CITY OF HAYWARD

STAFF REPORT

AGENDA DATE 01/26/06

AGENDA ITEM 3

TO: Council Airport Committee

FROM: Director of Public Works

SUBJECT: Airport Construction Update

RECOMMENDATION:

It is recommended that the Council's Airport Committee review and comment on this report.

BACKGROUND:

The summer of 2005 marked the beginning of several construction projects located on or near the Airport. In July, construction began under two Federal Aviation Administration (FAA) grants consisting of a 2-inch asphalt overlay of both runways (safety & maintenance), construction of a displaced threshold for Runway 28L (safety), widening of a taxiway (safety), installation of a new visual approach lighting system (safety), and relocation of the airport's segmented circle and lighted wind cone. These projects were all part of the Airport's Master Plan and were completed on schedule in late September. Additionally, as part of the Airport's approved Master Plan, the City's engineering consultant has completed design of a new North Side Helipad (safety), which will soon have approval for FAA grant funds with construction anticipated later this summer.

In November, Ascend Development began construction of Phase 2 of its corporate aircraft storage hangar facility known as "ParkAvion." This phase ties into Ascend's recently completed Phase 1 project and includes three new hangar buildings (subdivided for individual storage of aircraft). The project is located between Ascend's Phase 1 building, the Air Traffic Control Tower and Skywest Drive. Currently, the contractor has completed earthwork for the hangar building foundations and installed underground piping and conduit for utilities to serve the new hangars. Due to poor weather conditions, the construction site has been winterized and construction will resume when the weather improves.

Recently, the City successfully negotiated the sale of airport property located at the northwest corner of Skywest Drive and Hesperian Blvd. This was accomplished in order to facilitate construction of a "Target" retail shopping center. In conjunction with the Target project, site clearance of the former Festival Theater, Vagabond Inn, and J.T.'s Service Station is nearly complete.

In combination with the Target development is the realignment of West A Street. When constructed, West A Street will extend past Hesperian Blvd. to a signalized intersection with a

slightly realigned Skywest Drive. The West A Street extension will then curve behind (south) Target and intersect with existing Golf Course Road. This is to be bid later this month with construction scheduled for this summer.

Another continuing construction project on airport property is the SFPUC and EBMUD Waterline Intertie Project. This project includes a new above ground pumping station at Skywest Dr. and Hesperian Blvd., as well as a 36-inch water pipeline buried under portions of Skywest Drive, Golf Course Road and Hesperian Blvd. The Intertie project should be complete by this summer. The remaining pipeline portions of the Intertie project are currently under construction at night to help reduce impacts to vehicle traffic. Airport staff has been coordinating construction activities with City inspectors to help minimize any inconvenience to airport tenants and surrounding neighborhoods (i.e., Skywest Townhomes). It is recognized that even when the required trench paving for the Intertie project is complete, Skywest Drive is in need of a complete overlay. This work is already planned for inclusion in the City's next overlay project during this summer.

The Target project, West A Street Realignment project, and portions of the Intertie project, all converge at the northwest corner of the airport. To facilitate simultaneous construction of these three projects, Clubhouse Drive is currently not accessible from Skywest Drive.

Prepared by:

Brent S. Shiner, Airport Manager

Recommended by:

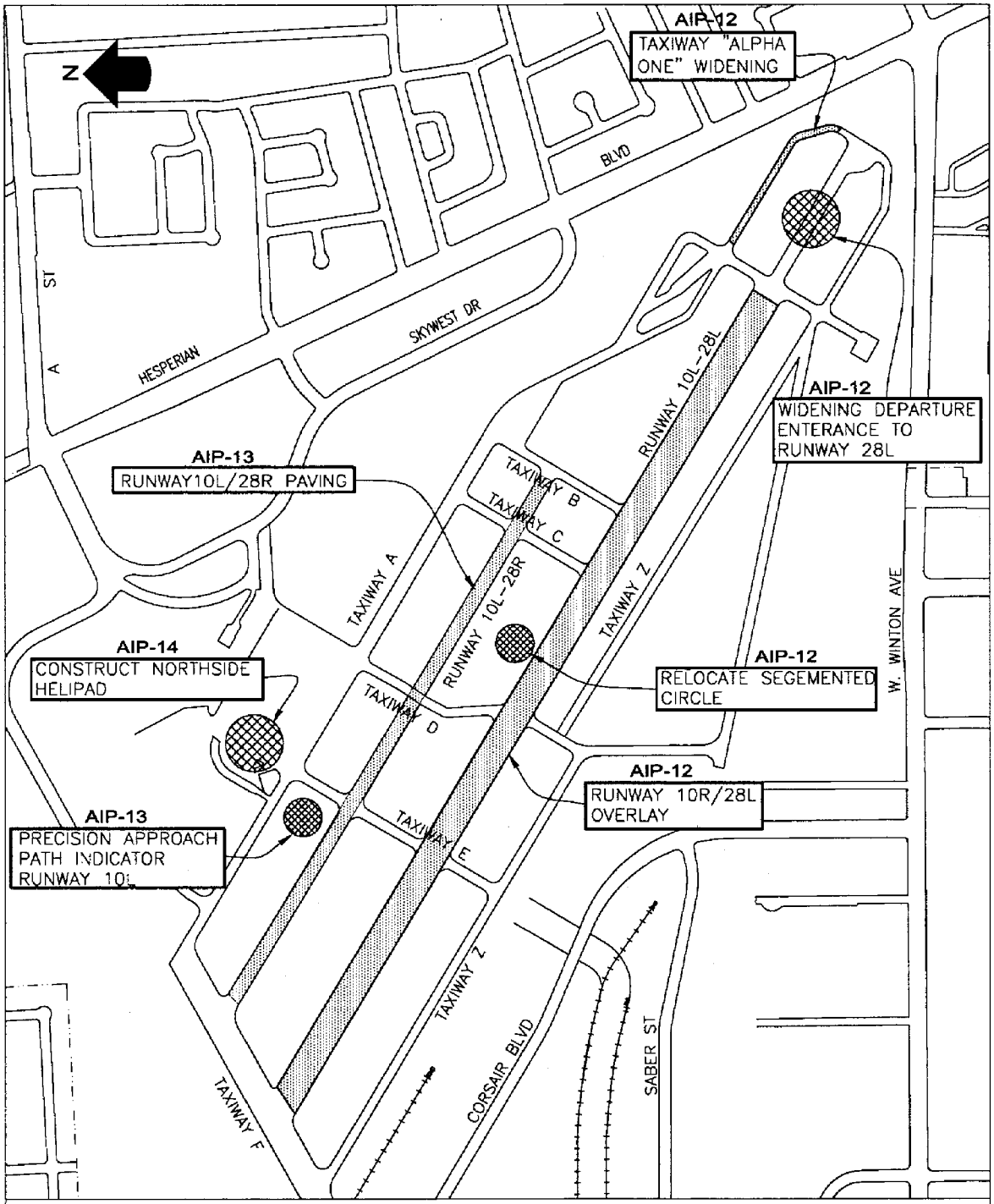
Robert A. Bauman, Director of Public Works

Approved by:

Jesús Armas, City Manager

Attachments:

Exhibit A – Airport Projects Location Map
Exhibit B – West A Street Realignment

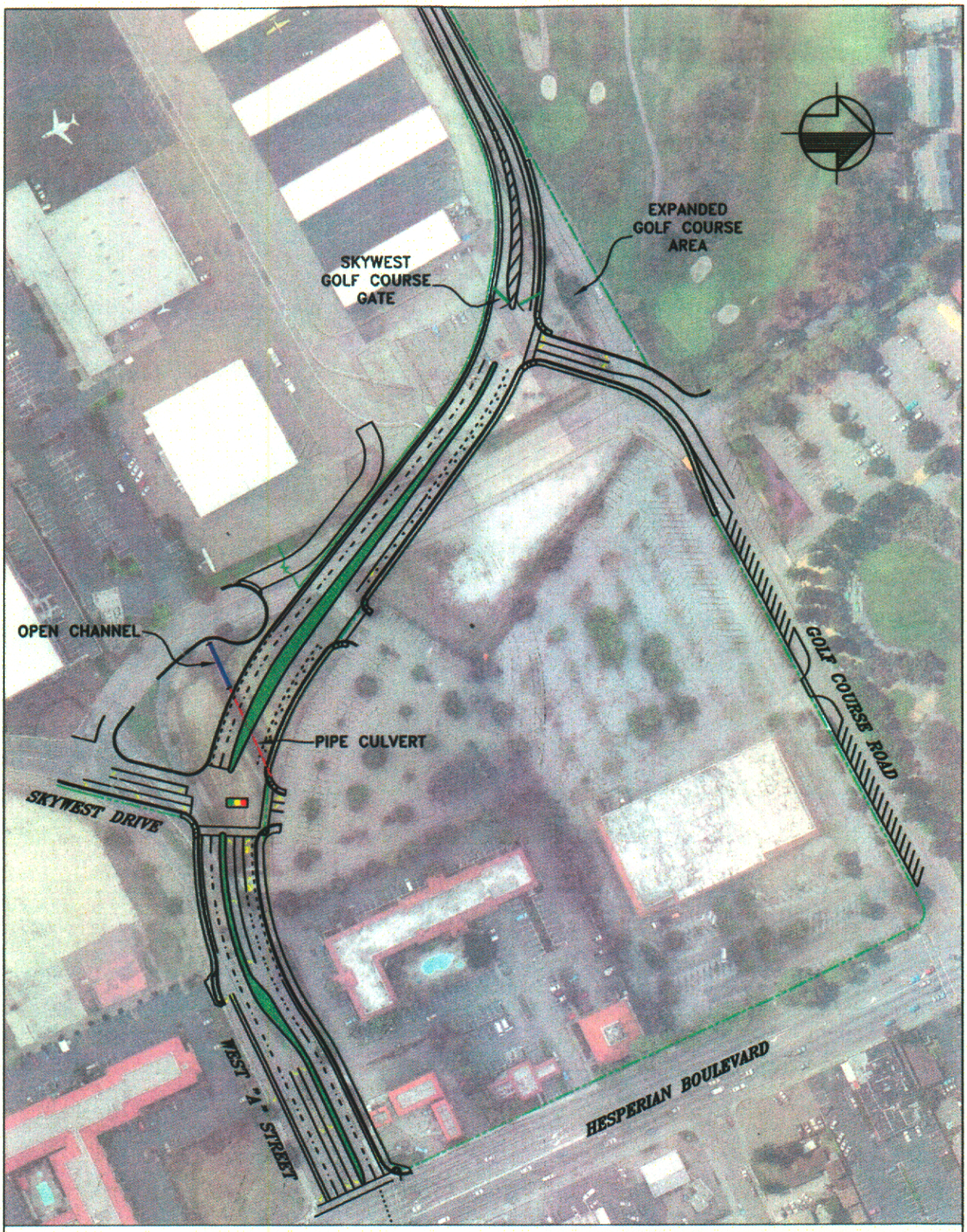


HAYWARD EXECUTIVE AIRPORT IMPROVEMENTS (AIP-12 & AIP-13)

Project Nos. 6818, 6821, 6830, 6833, 6839, 6841 & 6842

LOCATION MAP

Exhibit A



WEST A STREET REALIGNMENT

HESPERIAN BOULEVARD TO GOLF COURSE ROAD

PROJECT NO. 5185

Exhibit B

CITY OF HAYWARD

STAFF REPORT

AGENDA DATE 01/26/06

AGENDA ITEM 4

TO: Council Airport Committee

FROM: Director of Public Works

SUBJECT: Status Report on Helicopter Arrival and Departure Procedures Study

RECOMMENDATION:

It is recommended that Council Airport Committee review and comment on this report.

DISCUSSION:

At its meeting on January 27, 2005, the Committee was advised of the need for a helicopter arrival and departure procedures study to reduce impacts of helicopter operations on residential areas near the Airport. Subsequently, a Helicopter Arrival & Departures Procedures Study Working Group ("Working Group") was formed. In addition to the Working Group, three public information meetings were held. The response and contributions by Working Group members, as well as by the based helicopter operators participating in the study, have helped to dramatically reduce helicopter operation impacts on surrounding residential areas and significantly diminish the number of helicopter-related noise complaints. At the Committee meeting held October 27, 2005, staff provided a PowerPoint presentation of the new helicopter operational procedures.

The helicopter study is now complete. The City's next goal is to develop a Letter of Agreement (LOA) between the Federal Aviation Administration, City, and the helicopter operators, verifying proper helicopter noise abatement routes at Hayward. Consequently, on January 13, staff met with the San Francisco Area FAA Air Traffic Manager, Walt Smith, to gain his assistance and guidance toward drafting, formalizing and implementing an LOA. With Mr. Smith's participation (in concert with the Hayward Air Traffic Manager's assistance) staff is currently drafting an LOA for approval by City Council, and implementation by Hayward's helicopter operators. It is anticipated that the FAA will have an LOA for the City's review by the end of February.

Prepared by:

for Brent S. Shiner, Airport Manager

Recommended by:

Robert Bauman, Director of Public Works

Approved by:

Jesús Armas, City Manager