

**CITY OF LOS BANOS
AIRPORT ADVISORY COMMISSION MEETING MINUTES
JUNE 16, 2015**

ACTION MINUTES – These minutes are prepared to depict action taken for agenda items presented to the Airport Advisory Commission.

CALL TO ORDER: Chairperson Wilber called the Airport Advisory Commission Meeting to order at 5:00 p.m.

PLEDGE OF ALLEGIANCE: Commissioner Schifano led the pledge of allegiance.

ROLL CALL – MEMBERS OF THE AIRPORT ADVISORY COMMISSION PRESENT: Anderson, Schifano, Wilber; Stichel excused.

STAFF MEMBERS PRESENT: Public Works Director/City Engineer Fachin, Parks and Recreation Operations Manager Cardoza, Administrative Coordinator de Melo.

CONSIDERATION OF APPROVAL OF AGENDA: Motion by Anderson, seconded by Schifano to approve the agenda as submitted. The motion carried by the affirmative vote of all Airport Advisory Commission Members present; Stichel excused.

CONSIDERATION OF APPROVAL OF THE ACTION MINUTES FOR THE REGULAR MEETING OF MAY 19, 2015: Motion by Schifano, seconded by Anderson to approve the minutes as submitted. The motion carried by the affirmative vote of all Airport Advisory Commission Members present; Stichel excused.

PUBLIC FORUM: MEMBERS OF THE PUBLIC MAY ADDRESS THE COUNCIL ON ANY ITEM OF PUBLIC INTEREST THAT IS WITHIN THE JURISDICTION OF THE CITY; INCLUDES AGENDA AND NON-AGENDA ITEMS. NO ACTION WILL BE TAKEN ON NON-AGENDA ITEMS. SPEAKERS ARE LIMITED TO A FIVE (5) MINUTE PRESENTATION. DETAILED GUIDELINES ARE POSTED ON THE COUNCIL CHAMBER INFORMATIONAL TABLE. No one came forward to speak and the public forum was closed.

NEW LOS BANOS AIRPORT SITE SELECTION & CONCEPT STUDY UPDATE BY WADELL ENGINEERING CORPORTATION. Public Works Director/City Engineer Fachin gave a brief review of the scope of work, and contract amount.

STATUS OF INDUSTRIAL PARK PROJECT/RUNWAY RELOCATION. Public Works Director/City Engineer Fachin reported we are preparing to have a water study done on the perspective locations. We will be purchasing two wind towers at \$6,000 each and are hoping to have the wind towers up by September, to start our wind studies.

AIRPORT 2013/2014 ANNUAL FUEL SALES PROFILE REVIEW. Operations Manager Cardoza reported the current fuel sales are \$4.329 for 100LL and \$4.009 for

Jet A fuel. We sold 4,500 gallons for May 2015. We sold about 1,900 less gallons than May of 2014. Last weekend, we sold about 2,400 gallons of fuel, due to the fly in at Eagle Field. We made sure that we were the lowest fuel price within a 50 mile radius, lowering fuel prices the Thursday before the event weekend. Prices have been set back to normal rates, which are still competitive.

AIRPORT 2014/2015 REVENUE/EXPENDITURE UPDATE. Director/City Engineer Fachin reported we are 11 months into a 12 month period. We are positive about \$70,000. We will fill our fuel tanks one more time, which should bring our revenue to about \$50,000, which is about what we were projected to meet.

PROPOSED AIRPORT BUDGET FOR 2015-2016 FISCAL YEAR. Director/City Engineer Fachin report the proposed budget will be present to the City Council tomorrow night for adoption. Revenue is expected to hold the same. Expenditures have been increased due to the fact that wages for part-time employees have increased, gas and electricity has increased, as well as insurance costs. There is \$10,000 set aside for the AWOS upgrade. It is not mandatory for our airport to have an AWOS system, and our current AWOS system is not working. We are purchasing a new AWOS system. We have also included in the budget, enough funds to match the 2% matching funds required for the runway overlay project. We are currently on year 15 of 17 year loan on our Airport debt, which was used to increase the runway years ago.

AIRPORT FACILITY MAINTENANCE REPORT. Operations Manager Cardoza reported the weeds that Mr. Tony Whitehurst mentioned last meeting has been taken care of. Staff has mowed and cut all weeds around the hangars. The new AWOS is on order and is currently being built. We are hoping to have it ready by August.

PUBLIC WORKS DIRECTOR/CITY ENGINEER REPORT. Director/City Engineer Fachin reported last month we distributed a copy of the letter from the attorney of the Los Banos School District sent the City, regarding the process of how they over-road the City's General Use Plan and the County ALUC Plan. The California Department of Transportation (Caltrans) has also asked the School District for proof of approval and procedures as well. Director Fachin reviewed the School Districts response to Caltrans.

COMMISSION MEMBER REPORTS.

ANDERSON: Asked the status of filling the Airport Commission Vacancy. Director/City Engineer Fachin said we have one applicant.

SCHIFANO: Thanked staff for accommodating the fuel prices for the planes that flew in from Eagle Field. It was a great event.

STICHEL: Excused.

WILBER: Thanked staff for lowering the fuel prices for the Eagle Field weekend event.

ADJOURNMENT: The meeting was adjourned at the hour of 5:36pm.

APPROVED:

Alan Wilber, Chairperson

ATTEST:

Jelene de Melo, Secretary