

**CITY OF LOS BANOS
AIRPORT ADVISORY COMMISSION MEETING MINUTES
APRIL 19, 2016**

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

CALL TO ORDER: Chairperson Anderson called the Airport Advisory Commission Meeting to order at 5:02 p.m.

PLEDGE OF ALLEGIANCE: Vice Chairperson Renshaw led the pledge of allegiance.

ROLL CALL – MEMBERS OF THE AIRPORT ADVISORY COMMISSION PRESENT: Anderson, Stichel, Reed, Renshaw; Wilber arrived at 5:07pm.

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

CONSIDERATION OF APPROVAL OF AGENDA: Motion by Reed, seconded by Renshaw to approve the agenda as submitted. The motion carried by the affirmative vote of all Airport Advisory Commission Members present; Wilber late.

CONSIDERATION OF APPROVAL OF THE ACTION MINUTES FOR THE REGULAR MEETING OF MARCH 15, 2016: Motion by Reed, seconded by Renshaw to approve the minutes as submitted. The motion carried by the affirmative vote of all Airport Advisory Commission Members present; Wilber late.

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.

STATUS OF INDUSTRIAL PARK PROJECT/RUNWAY RELOCATION. Public Works Director/City Engineer Fachin reported the Industrial Park is still at the same status as last month; utility evaluation is underway. The wind equipment has been recording wind measurements on the I-5 south location. The results will determine if we will look at a new location for the runway relocation. A new transmission line is being proposed on the Westside of I-5. It may have an impact on the runway relocation.

AIRPORT 2015/2016 ANNUAL FUEL SALES PROFILE REVIEW. Operations Manager Cardoza reported the current prices for 100LL fuel are \$4.509 and Jet A fuel is \$4.009 per gallon. Prices have stayed steady. We are currently #5 in cheapest fuel price of the airports within a 50 mile radius. We sold 400 gallons more this year, than we

did last year of Jet A fuel. We have sold a little less 100LL this year, than we did last year. Our tanks are full, and we do not anticipate ordering more fuel before the end of the fiscal year.

AIRPORT 2015/2016 REVENUE/EXPENDITURE UPDATE. Director/City Engineer Fachin reported we are about 75% into the fiscal year. We have only spent 58% on expenses. We have received more revenue than was projected. Overall, the budget is doing very well.

PROPOSED AIRPORT BURDGET FOR 2016/2017 FISCAL YEAR. Director/City Engineer Fachin reported the numbers in the staff report are a draft that was submitted to the Finance Department. We will be meeting with Finance to review the Airport budget. Each department is responsible to put their budget together, then review with the Finance Department to finalize the numbers. We are budgeting the federal grant of \$150,000. In the past, we transferred that grant to different airports, however, this year we will be using it toward upgrading our airport design specs. Most other line items stayed the same, except for a few things, such as benefits that will cost more in the next year.

AIRPORT FACILITY MAINTENANCE REPORT. Operations Manager Cardoza reported we are continually mowing and spraying for weeds at the Airport. The Jet A pump was down for the weekend due to a solenoid problem. It has been repaired. Daily airport inspections, reports and fuel delivery testing are performed and documented on a daily basis. The pumps, reels, and fuel canisters, as well as base rock to taper off the edges of the runway and taxiway, have been included in the proposed budget.

PUBLIC WORKS DIRECTOR/CITY ENGINEER REPORT. Director/City Engineer Director Fachin had nothing further to report, but was open to any questions, comments and concerns.

COMMISSION MEMBER REPORTS.

WILBER: Had a stroke in December; spent 89 days in the hospital. He should be here next month.

STICHEL: No report.

RENSHAW: No report.

REED: Will not be able to attend the next meeting.

ANDERSON: Welcomed Commissioner Wilber back to the Commission. We have missed you and you have been in our thoughts.

ADJOURNMENT: The meeting was adjourned at the hour of 5:22pm.

APPROVED:

Dave Anderson, Chairperson

ATTEST:

Jelene de Melo, Secretary