



City of Los Banos

At the Crossroads of California

www.losbanos.org

AGENDA

AIRPORT ADVISORY COMMISSION MEETING

CITY HALL COUNCIL CHAMBERS
520 J Street
Los Banos, California

JULY 19, 2022

If you require special assistance to attend or participate in this meeting, please call the City Clerk's Office @ (209) 827-7000 at least 48 hours prior to the meeting.

The City of Los Banos complies with the Americans with Disabilities Act (ADA) of 1990.

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Si requiere asistencia especial para atender o participar en esta junta por favor llame a la oficina de la Secretaria de la ciudad al (209) 827-7000 a lo menos de 48 horas previas de la junta.

La Ciudad de Los Banos cumple con la Acta de Americanos con Deshabilidad (ADA) de 1990.

Any writings or documents provided to a majority of the Airport Advisory Commission regarding any item on this agenda will be made available for public inspection at the meeting and in the City Clerk's office located at City Hall, 520 J Street, Los Banos, California during normal business hours. In addition, such writings and documents may be posted on the City's website at www.losbanos.org.

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Cualquier escritura o los documentos proporcionaron a una mayoría de la Airport Advisory Commission con respecto a cualquier artículo en este orden del día será hecho disponible para la inspección pública en la reunión y en la oficina del City Clerk del City Hall, 520 J Street, Los Banos, California durante horas de oficina normales. Además, tales escrituras y los documentos pueden ser anunciados en el website de la Ciudad en www.losbanos.org.

1. CALL TO ORDER. **5:00 PM**
2. PLEDGE OF ALLEGIANCE.
3. ROLL CALL:
Anderson ____, King ____, Leonardo ____, Reed ____
4. CONSIDERATION OF APPROVAL OF AGENDA.
Recommendation: Approve the agenda as submitted.
5. CONSIDERATION OF APPROVAL OF THE ACTION MINUTES FOR THE

REGULAR MEETING OF JUNE 21, 2022.

Recommendation: Approve the minutes as submitted.

6. PUBLIC FORUM. (Members of the public may address the Airport Advisory Commission on any item of public interest that is within the jurisdiction of the Airport Advisory Commission; 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).

7. AIRPORT 2022 MONTHLY FUEL SALES REVIEW.

Recommendation: Informational item only, no action to be taken.

8. AIRPORT 2021/2022 REVENUE/EXPENDITURE UPDATE.

Recommendation: Informational item only, no action to be taken.

9. PUBLIC WORKS DIRECTOR/CITY ENGINEER'S REPORT.

10. COMMISSIONER REPORTS.

A. Dave Anderson

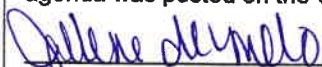
B. David King

C. Larry Leonardo

D. Dennis Reed

11. ADJOURNMENT.

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing agenda was posted on the City Hall bulletin board not less than 72 hours prior to the meeting.


Jelene de Melo, Secretary

Dated this 13th day of July 2022

**CITY OF LOS BANOS
AIRPORT ADVISORY COMMISSION MEETING MINUTES
JUNE 21, 2022**

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

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

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

ROLL CALL – MEMBERS OF THE AIRPORT ADVISORY COMMISSION PRESENT: Anderson, Leonardo, Reed; King excused.

STAFF MEMBERS PRESENT: Public Works Director/City Engineer Than, Administrative Coordinator de Melo.

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

CONSIDERATION OF APPROVAL OF THE ACTION MINUTES FOR THE REGULAR MEETING OF APRIL 19, 2021: Motion by Anderson, seconded by Reed to approve the minutes as submitted. The motion carried by the affirmative vote of all Airport Advisory Commission Members present, King 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 comments were received and the public forum was closed.

AIRPORT 2022 MONTHLY FUEL SALES REVIEW. Public Works Operations Manager Via reported fuel sales have been steady. Fuel prices are still about low to mid-range within a 50-mile radius. JetA is currently priced at \$5.46/gallon and 100LL is \$6.86/gallon.

AIRPORT 2021/2022 REVENUE/EXPENDITURE UPDATE. Public Works Director/City Engineer reported that revenues and expenditures are on track at this time. We had budgeted to begin the design of the overlay project. We have issued an RFQ to procure an Airport Consultant and will be selecting a consultant soon.

PUBLIC WORKS OPERATIONS MANAGER'S REPORT. This position is currently vacant, and no report was given.

PUBLIC WORKS DIRECTOR/CITY ENGINEER'S REPORT. Public Works Director
Director/City Engineer Than reports that City Council recently adopted a new budget for
Fiscal Year 2022-2023. Regarding the RFQ for Airport Consultant, we are looking to
hire up to three consultants for various projects and reports. We recently received an
inspection report from Caltrans, which staff will be reviewing in the next few days.

COMMISSION MEMBER REPORTS.

KING: Excused.

REED: Are we still on track for the relocation? Director Than replied that we are in
need of a new City Manager, but we are currently following the previous vision and work
plan.

ANDERSON: Keep up the good work.

LEONARDO: Understands that things may slow down until a new City manager can
come up to speed.

ADJOURNMENT: Chairperson Leonardo adjourned the meeting at the hour of 5:11
p.m.

APPROVED:

Chairperson Leonardo

ATTEST:

Jelene de Melo, Secretary



City of
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Agenda Staff Report

TO: Airport Advisory Commission

FROM: Nirom Than, P.E., Public Works Director/City Engineer

DATE: July 19, 2022

SUBJECT: Los Banos Airport 2022 Fuel Sales Review

TYPE OF REPORT: Informational Item

Recommendation:

Informational item only, no action to be taken.

Discussion:

Attached is the monthly fuel sales report for the Airport for June 2022.

Also attached is the 2021 annual fuel sales report to compare with fuel sales for 2022.

Sales Summarized by Product

Site: **Los Banos Airport**

Created on (UTC):

Terminal: **M4000-4000440**

Start Date: **6/1/2022**

End Date: **6/30/2022**

Name	Total Amount	Total Units	Total Count
100 LL	\$9546.56	1389.800	51
Jet A	\$13213.17	2416.010	28

Running Totals

Number of Sales: 79

Sale Total: \$22759.73

Units Total: 3805.810

Airport Fuel Sales Summary

January 1, 2021 - December 31, 2021

	January		February		March		April		May		June	
	\$ Amount	Units	\$ Amount	Units	\$ Amount	Units	\$ Amount	Units	\$ Amount	Units	\$ Amount	Units
100 LL	\$ 2,611.38	613.14	\$ 6,643.68	1,559.92	\$ 5,122.68	1,202.79	\$ 10,478.62	2,412.57	\$ 6,537.39	1,307.74	\$ 7,941.26	1,588.57
Jet A	\$ 2,239.51	746.75	\$ 2,078.50	693.06	\$ 4,678.83	1,560.13	\$ 5,108.23	1,703.31	\$ 7,195.00	2,399.13	\$ 6,777.93	2,060.60
TOTAL	\$ 4,850.89	1,359.89	\$ 8,722.18	2,252.98	\$ 9,801.51	2,762.92	\$ 15,586.85	4,115.88	\$ 13,732.39	3,706.87	\$ 14,719.19	3,649.17

	July		August		September		October		November		December	
	\$ Amount	Units	\$ Amount	Units	\$ Amount	Units	\$ Amount	Units	\$ Amount	Units	\$ Amount	Units
100 LL	\$ 9,459.44	1,892.26	\$ 3.60	0.72	\$ 2,409.79	434.20	\$ 4,710.12	848.67	\$ 4,090.34	737.00	\$ 5,549.39	999.89
Jet A	\$ 5,961.75	1,753.97	\$ 4,620.14	1,359.27	\$ 5,785.95	1,661.68	\$ 12,848.91	3,610.26	\$ 8,675.02	2,412.79	\$ 7,513.70	2,009.55
TOTAL	\$ 15,421.19	3,646.23	\$ 4,623.74	1,359.99	\$ 8,195.74	2,095.88	\$ 17,559.03	4,458.93	\$ 12,765.36	3,149.79	\$ 13,063.09	3,009.44



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Agenda Staff Report

TO: Airport Advisory Commission

FROM: Nirorn Than, P.E., Public Works Director/City Engineer

DATE: July 19, 2022

SUBJECT: Airport 2021/2022 Revenue/Expenditure Update

TYPE OF REPORT: Informational Item

Recommendation:

Informational item only, no action to be taken.

Discussion:

Attached is the Fiscal Year 2021/2022 Revenue/Expenditure update for the Airport as of July 11, 2022. Please note, staff time is not reflected in this report.

Attachments:

Airport 2021/2022 Revenue/Expenditure Update

General Ledger
Revenue Analysis



City of
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At the Crossroads of California

User: rsouto
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Period 01 - 13
Fiscal Year 2022

Account Number	Description	Budget	Month to Date	End Bal	AvailUncollect
505-000-311-015	Property Tax Unsecured	-4,100.00	0.00	0.00	-4,100.00
505-000-331-010	Federal Grant	-150,000.00	0.00	0.00	-150,000.00
505-000-331-050	CARES Act Funding	0.00	0.00	0.00	0.00
505-000-334-010	State Grant	-10,000.00	-10,000.00	-10,000.00	0.00
505-000-346-010	Airport Tie Down Fees	-100.00	-506.00	-506.00	406.00
505-000-346-020	Aviation Fuel	-234,000.00	-178,615.20	-178,615.20	-55,384.80
505-000-361-010	Interest Earnings	-3,000.00	-715.82	-715.82	-2,284.18
505-000-362-010	Gain/Value on Investment GASB	0.00	178.32	178.32	-178.32
505-000-363-014	Rental - Land & Buildings	-95,000.00	-114,613.37	-114,613.37	19,613.37
505	AIRPORT FUND	-496,200.00	-304,272.07	-304,272.07	-191,927.93
Revenue Total		-496,200.00	-304,272.07	-304,272.07	-191,927.93

General Ledger Expenses vs. Budget



User: rsouto
 Printed: 07/11/22 08:04:30
 Period 01 - 13
 Fiscal Year 2022

Account Number	Description	Budget	Month to Date	Year To Date	Available	% Expended
505	AIRPORT FUND					
505-435-100-102	Personnel Services	14,500.00	11,142.00	11,142.00	3,358.00	76.84
505-435-100-120	Part Time	2,862.00	852.37	852.37	2,009.63	29.78
	Benefits	17,362.00	11,994.37	11,994.37	5,367.63	69.08
	Personnel Services					
	Supplies & Services					
505-435-100-201	Ground Maintenance	10,000.00	8,975.52	8,975.52	1,024.48	89.76
505-435-100-205	Facility Maintenance	25,000.00	23,024.19	23,024.19	1,975.81	92.10
505-435-100-231	Professional Services	167,500.00	1,087.60	1,087.60	166,412.40	0.65
505-435-100-236	Medical Services	200.00	69.50	69.50	130.50	34.75
505-435-100-238	Technical Services	21,000.00	14,480.40	14,480.40	6,519.60	68.95
505-435-100-250	Insurance	18,245.00	17,675.02	17,675.02	569.98	96.88
505-435-100-252	Communications	1,500.00	1,361.76	1,361.76	138.24	90.78
505-435-100-260	Office Supplies	1,500.00	899.17	899.17	600.83	59.94
505-435-100-264	Electricity & Gas	19,800.00	17,700.53	17,700.53	2,099.47	89.40
505-435-100-265	Gasoline & Oil	185,000.00	184,206.76	184,206.76	793.24	99.57
	Supplies & Services	449,745.00	269,480.45	269,480.45	180,264.55	59.92
	Capital Outlay					
505-435-100-725	Airport Improvements	70,000.00	0.00	0.00	70,000.00	0.00
505-435-100-740	Miscellaneous Equipment	10,000.00	8,963.10	8,963.10	1,036.90	89.63
	Capital Outlay	80,000.00	8,963.10	8,963.10	71,036.90	11.20
Expense Total		547,107.00	290,437.92	290,437.92	256,669.08	0.5309
435	Airport	547,107.00	290,437.92	290,437.92	256,669.08	53.09
505	AIRPORT FUND	547,107.00	290,437.92	290,437.92	256,669.08	53.09
Expense Total		547,107.00	290,437.92	290,437.92	256,669.08	0.5309