



# City of Los Banos

*At the Crossroads of California*

[www.losbanos.org](http://www.losbanos.org)

## AGENDA

### AIRPORT ADVISORY COMMISSION MEETING

CITY HALL COUNCIL CHAMBERS  
520 J Street  
Los Banos, California

**AUGUST 16, 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.*

*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](http://www.losbanos.org).*

*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](http://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 JULY 19, 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 OPERATIONS MANAGER'S REPORT.

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

11. COMMISSIONER REPORTS.

A. Dave Anderson

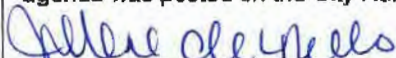
B. David King

C. Larry Leonardo

D. Dennis Reed

12. 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 11<sup>th</sup> day of August 2022

**CITY OF LOS BANOS  
AIRPORT ADVISORY COMMISSION MEETING MINUTES  
JULY 19, 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 King led the pledge of allegiance.

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

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

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

**CONSIDERATION OF APPROVAL OF THE ACTION MINUTES FOR THE REGULAR MEETING OF JUNE 21, 2022:** Motion by Reed, seconded by King to approve the minutes as submitted. The motion carried by the affirmative vote of all Airport Advisory Commission Members present; Anderson 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 Director/City Engineer Than 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 Than reported that we just began the new fiscal year. We have closed the RFQ to procure an Airport Consultant and will be awarding the contract to the selected firm next month.

**PUBLIC WORKS DIRECTOR/CITY ENGINEER'S REPORT.** Public Works Director/City Engineer Than reported that we recently received an inspection report

from Caltrans, and instructed Secretary de Melo to email it to all commissioners. Our new Interim City Manager is Greg Wellman, and he has begun working for the City of Los Banos.

**COMMISSION MEMBER REPORTS.**

**KING:** No report.

**REED:** Are there any problems with asphalt melting due to the high heat weather? Director/City Engineer Than said we have not seen any problems with asphalt melting.

**ANDERSON:** Excused.

**LEONARDO:** Would like the City to get the overlay done this fiscal year.

**ADJOURNMENT:** Chairperson Leonardo adjourned the meeting at the hour of 5:12 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

A handwritten signature in blue ink, appearing to read 'Nirom Than', is positioned to the right of the 'FROM:' field.

**DATE:** August 16, 2022

**SUBJECT:** Los Banos Airport 2022 Fuel Sales Review

**TYPE OF REPORT:** Informational Item

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**Recommendation:**

Informational item only, no action to be taken.

**Discussion:**

Attached is the monthly fuel sales report for the Airport for July 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: **7/1/2022**

End Date: **7/31/2022**

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Name	Total Amount	Total Units	Total Count
100 LL	\$19071.65	2776.480	93
Jet A	\$23050.31	3732.980	37

<b>Running Totals</b>		
<b>Number of Sales: 130</b>	<b>Sale Total: \$42121.96</b>	<b>Units Total: 6509.460</b>

# 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
<b>TOTAL</b>	<b>\$ 4,850.89</b>	<b>1,359.89</b>	<b>\$ 8,722.18</b>	<b>2,252.98</b>	<b>\$ 9,801.51</b>	<b>2,762.92</b>	<b>\$ 15,586.85</b>	<b>4,115.88</b>	<b>\$ 13,732.39</b>	<b>3,706.87</b>	<b>\$ 14,719.19</b>	<b>3,649.17</b>

	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
<b>TOTAL</b>	<b>\$ 15,421.19</b>	<b>3,646.23</b>	<b>\$ 4,623.74</b>	<b>1,359.99</b>	<b>\$ 8,195.74</b>	<b>2,095.88</b>	<b>\$ 17,559.03</b>	<b>4,458.93</b>	<b>\$ 12,765.36</b>	<b>3,149.79</b>	<b>\$ 13,063.09</b>	<b>3,009.44</b>





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**Agenda Staff Report**

**TO:** Airport Advisory Commission

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

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**DATE:** August 16, 2022

**SUBJECT:** Airport 2022/2023 Revenue/Expenditure Update

**TYPE OF REPORT:** Informational Item

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**Recommendation:**

Informational item only, no action to be taken.

**Discussion:**

Attached is the Fiscal Year 2022/2023 Revenue/Expenditure update for the Airport as of August 11, 2022. Please note, staff time is not reflected in this report.

**Attachments:**

Airport 2022/2023 Revenue/Expenditure Update



General Ledger  
Revenue Analysis



City of  
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At the Crossroads of California

User: rsouto  
Printed: 08/11/22 13:20:09  
Period 01 - 13  
Fiscal Year 2023

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
505-000-334-010	State Grant	-10,000.00	0.00	0.00	-10,000.00
505-000-346-010	Airport Tie Down Fees	-100.00	0.00	0.00	-100.00
505-000-346-020	Aviation Fuel	-200,000.00	-61,600.59	-61,600.59	-138,399.41
505-000-361-010	Interest Earnings	-1,000.00	0.00	0.00	-1,000.00
505-000-363-014	Rental - Land & Buildings	-105,000.00	-8,914.49	-8,914.49	-96,085.51
505	<b>AIRPORT FUND</b>	<b>-320,200.00</b>	<b>-70,515.08</b>	<b>-70,515.08</b>	<b>-249,684.92</b>
Revenue Total		<u>-320,200.00</u>	<u>-70,515.08</u>	<u>-70,515.08</u>	<u>-249,684.92</u>

General Ledger  
Expenses vs. Budget



City of  
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At the Crossroads of California

User: rsouto  
Printed: 08/11/22 13:20:09  
Period 01 - 13  
Fiscal Year 2023

Account Number	Description	Budget	Month to Date	Year To Date	Available	% Expended
<b>505</b>	<b>AIRPORT FUND</b>					
	<b>Personnel Services</b>					
505-435-100-102	Part Time	15,000.00	817.50	817.50	14,182.50	5.45
505-435-100-120	Benefits	2,920.00	62.55	62.55	2,857.45	2.14
	<b>Personnel Services</b>	<b>17,920.00</b>	<b>880.05</b>	<b>880.05</b>	<b>17,039.95</b>	<b>4.91</b>
	<b>Supplies &amp; Services</b>					
505-435-100-201	Ground Maintenance	10,000.00	0.00	0.00	10,000.00	0.00
505-435-100-205	Facility Maintenance	27,000.00	239.61	239.61	26,760.39	0.89
505-435-100-236	Medical Services	200.00	0.00	0.00	200.00	0.00
505-435-100-238	Technical Services	15,000.00	650.00	650.00	14,350.00	4.33
505-435-100-250	Insurance	16,454.00	19,969.84	19,969.84	-3,515.84	121.37
505-435-100-252	Communications	1,600.00	0.00	0.00	1,600.00	0.00
505-435-100-260	Office Supplies	1,000.00	14.93	14.93	910.42	1.49
505-435-100-264	Electricity & Gas	21,200.00	0.00	0.00	21,200.00	0.00
505-435-100-265	Gasoline & Oil	200,000.00	32,432.30	32,432.30	167,567.70	16.22
	<b>Supplies &amp; Services</b>	<b>292,454.00</b>	<b>53,306.68</b>	<b>53,306.68</b>	<b>239,072.67</b>	<b>18.23</b>
	<b>Capital Outlay</b>					
505-435-100-725	Airport Improvements	110,000.00	0.00	0.00	110,000.00	0.00
	<b>Capital Outlay</b>	<b>110,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>110,000.00</b>	<b>0.00</b>
<b>Expense Total</b>		<b>420,374.00</b>	<b>54,186.73</b>	<b>54,186.73</b>	<b>366,112.62</b>	<b>0.1289</b>
435	Airport	420,374.00	54,186.73	54,186.73	366,112.62	12.89
<b>505</b>	<b>AIRPORT FUND</b>	<b>420,374.00</b>	<b>54,186.73</b>	<b>54,186.73</b>	<b>366,112.62</b>	<b>12.89</b>
<b>Expense Total</b>		<b>420,374.00</b>	<b>54,186.73</b>	<b>54,186.73</b>	<b>366,112.62</b>	<b>0.1289</b>