



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

MARCH 21, 2023

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 Deshebilidad (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.

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 ____, 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 FEBRUARY 21, 2023.

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 2023 MONTHLY FUEL SALES REVIEW.

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

8. AIRPORT 2022/2023 REVENUE/EXPENDITURE UPDATE.

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

9. FISCAL YEAR 2023/2032 AIRPORT CAPITAL IMPROVEMENT PLAN (ACIP).

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

10. PUBLIC WORKS OPERATIONS MANAGER'S REPORT.

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

12. COMMISSIONER REPORTS.

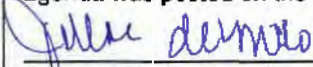
A. Dave Anderson

B. Larry Leonardo

C. Dennis Reed

13. 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 Meiro, Secretary

Dated this 16th day of March 2023

**CITY OF LOS BANOS
AIRPORT ADVISORY COMMISSION MEETING MINUTES
FEBRUARY 21, 2023**

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

CALL TO ORDER: Chairperson Reed called the Airport Advisory Commission Meeting to order at 5:04 p.m.

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

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

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

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

CONSIDERATION OF APPROVAL OF THE ACTION MINUTES FOR THE REGULAR MEETING OF JANUARY 17, 2023: 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.

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 2023 MONTHLY FUEL SALES REVIEW. Public Works Operations Manager Granillo reported fuel prices are mid-range within a 50-mile radius. JetA is currently priced at \$5.50/gallon and 100LL is \$6.13/gallon.

AIRPORT 2022/2023 REVENUE/EXPENDITURE UPDATE. Public Works Operations Manager Granillo reported that rentals and fuel sales are on track. We recently repaired a short in the AWOS system.

PUBLIC WORKS OPERATIONS MANAGER'S REPORT. Operations Manager Granillo reported that we are still working to replace the hoses and reels on the fueling station in the near future. Weed abatement is ongoing.

PUBLIC WORKS DIRECTOR/CITY ENGINEER'S REPORT. Public Works Director
Director/City Engineer Than presented and reviewed the new ACIP 5-year update for
Fiscal Years 2023-2028 that was submitted to FAA.

COMMISSION MEMBER REPORTS.

ANDERSON: Keep up the good work.

REED: Who does the calibration of the papi lights when they go out? Manager Granillo
said that the papi lights just needed the light bulb replacement, but no calibration
necessary, however we do have a local electrician that works on the papi lights when
needed, as his is familiar with them.

LEONARDO: When do we anticipate the installation of hoses and reels? Manager
Granillo said we are gathering quotes for the work now.

ADJOURNMENT: Chairperson Reed adjourned the meeting at the hour of 5:19 p.m.

APPROVED:

Chairperson Reed

ATTEST:

Jelene de Melo, Secretary



City of
Los Banos
At the Crossroads of California

Agenda Staff Report

TO: Airport Advisory Commission

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

DATE: March 21, 2023

SUBJECT: Los Banos Airport 2023 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 February 2023.

Also attached is the 2022 annual fuel sales report to compare with fuel sales for 2023.

Sales Summarized by Product

Site: **Los Banos Airport**

Created on (UTC):

Terminal: M4000-4000440

Start Date: 2/1/2023

End Date: 2/28/2023

Name	Total Amount	Total Units	Total Count
100 LL	\$10659.23	1667.110	35
Jet A	\$4658.68	845.650	9

Running Totals

Number of Sales: 44

Sale Total: \$15317.91

Units Total: 2512.760

Airport Fuel Sales Summary

January 1, 2022 - December 31, 2022

	January		February		March		April		May		June	
	\$ Amount	Units	\$ Amount	Units	\$ Amount	Units	\$ Amount	Units	\$ Amount	Units	\$ Amount	Units
100 LL	\$ 3,026.28	545.27	\$ 6,082.83	1,082.92	\$ 6,341.08	1,120.53	\$ 22,762.94	4,022.43	\$ 12,638.56	2,091.30	\$ 9,546.56	1,389.80
Jet A	\$ 19,956.15	5,255.78	\$ 10,621.01	2,493.78	\$ 16,679.31	3,733.00	\$ 6,353.45	1,161.72	\$ 12,023.49	2,198.48	\$ 13,213.17	2,416.01
TOTAL	\$ 22,982.43	5,801.05	\$ 16,703.84	3,576.70	\$ 23,020.39	4,853.53	\$ 29,116.39	5,184.15	\$ 24,662.05	4,289.78	\$ 22,759.73	3,805.81

	July		August		September		October		November		December	
	\$ Amount	Units	\$ Amount	Units	\$ Amount	Units	\$ Amount	Units	\$ Amount	Units	\$ Amount	Units
100 LL	\$ 19,071.65	2,776.48	\$ 14,084.06	2,035.00	\$ 6,896.64	995.33	\$ 10,615.27	1,532.00	\$ 5,383.41	776.94	\$ 1,881.50	271.54
Jet A	\$ 23,050.31	3,732.98	\$ 11,130.21	1,786.84	\$ 7,378.88	1,209.90	\$ 21,969.69	3,987.96	\$ 10,025.02	1,819.75	\$ 1,673.91	303.85
TOTAL	\$ 42,121.96	6,509.46	\$ 25,214.27	3,821.84	\$ 14,275.52	2,205.23	\$ 32,584.96	5,519.96	\$ 15,408.43	2,596.69	\$ 3,555.41	575.39

Total	
\$ Amount	Units
\$ 118,330.78	18,639.54
\$ 154,074.60	30,100.05
\$ 272,405.38	48,739.59



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Agenda Staff Report

TO: Airport Advisory Commission

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

DATE: March 21, 2023

SUBJECT: Airport 2022/2023 Revenue/Expenditure Update

TYPE OF REPORT: Informational Item

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 March 9, 2023. Please note, staff time is not reflected in this report.

Attachments:

Airport 2022/2023 Revenue/Expenditure Update

General Ledger
Revenue Analysis

User: rsouto
Printed: 03/09/23 10:45:19
Period 01 - 13
Fiscal Year 2023



City of
Los Banos
At the Crossroads of California

Account Number	Description	Budget	Month to Date	End Bal	AvailUncollect
505-000-311-015	Property Tax Unsecured	-4,100.00	-4,640.33	-4,640.33	540.33
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	-105.00	-105.00	5.00
505-000-346-020	Aviation Fuel	-200,000.00	-159,239.45	-159,239.45	-40,760.55
505-000-361-010	Interest Earnings	-1,000.00	-4,631.07	-4,631.07	3,631.07
505-000-362-010	Gain Value on Investment GASB	0.00	38.31	38.31	-38.31
505-000-363-014	Rental - Land & Buildings	-105,000.00	-70,779.30	-70,779.30	-34,220.70
505-000-390-020	Refunds	0.00	-448.20	-448.20	448.20
505	AIRPORT FUND	-320,200.00	-239,805.04	-239,805.04	-80,394.96
Revenue Total		<u>-320,200.00</u>	<u>-239,805.04</u>	<u>-239,805.04</u>	<u>-80,394.96</u>

General Ledger
Expenses vs. Budget



City of
Los Banos
At the Crossroads of California

User: rsouto
Printed: 03/09/23 10:45:19
Period 01 - 13
Fiscal Year 2023

Account Number	Description	Budget	Month to Date	Year To Date	Available	% Expended
	Personnel Services					
505-435-100-102	Part Time	15,000.00	9,831.00	9,831.00	5,169.00	65.54
505-435-100-120	Benefits	2,920.00	752.13	752.13	2,167.87	25.76
	Personnel Services	17,920.00	10,583.13	10,583.13	7,336.87	59.06
	Supplies & Services					
505-435-100-201	Ground Maintenance	10,000.00	5,242.32	5,242.32	4,757.68	52.42
505-435-100-205	Facility Maintenance	27,000.00	21,445.60	21,445.60	5,554.40	79.43
505-435-100-236	Medical Services	200.00	88.37	88.37	111.63	44.19
505-435-100-238	Technical Services	15,000.00	13,026.15	13,026.15	1,973.85	86.84
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	859.58	859.58	740.42	53.72
505-435-100-257	Travel & Training	35.00	35.00	35.00	0.00	100.00
505-435-100-260	Office Supplies	1,000.00	160.93	160.93	839.07	16.09
505-435-100-264	Electricity & Gas	21,200.00	11,383.96	11,383.96	9,816.04	53.70
505-435-100-265	Gasoline & Oil	199,965.00	151,792.22	151,792.22	48,172.78	75.91
	Supplies & Services	292,454.00	224,003.97	224,003.97	68,450.03	76.59
	Capital Outlay					
505-435-100-725	Airport Improvements	110,000.00	1,569.76	1,569.76	108,430.24	1.43
	Capital Outlay	110,000.00	1,569.76	1,569.76	108,430.24	1.43
Expense Total		<u>420,374.00</u>	<u>236,156.86</u>	<u>236,156.86</u>	<u>184,217.14</u>	<u>0.5618</u>
435	Airport	420,374.00	236,156.86	236,156.86	184,217.14	56.18
Expense Total		<u>420,374.00</u>	<u>236,156.86</u>	<u>236,156.86</u>	<u>184,217.14</u>	<u>0.5618</u>



City of
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Agenda Staff Report

TO: Airport Advisory Commission

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

DATE: March 21, 2023

SUBJECT: Fiscal Year 2023-2032 Airport Capital Improvement Plan (ACIP)

TYPE OF REPORT: Informational Item

Recommendation:

Informational item only, no action to be taken.

Discussion:

Caltrans Division of Aeronautics is conducting their update of the 10-year Airport Capital Improvement Plan (ACIP). Caltrans Division of Aeronautics uses the ACIP to identify and prioritize airport capital improvement needs, and to plan the distribution of Airport Improvement Program (AIP) funds.

Attached is the ACIP Data Sheet that the City submitted to Caltrans Division of Aeronautics for the 10-year cycle from fiscal year 2023 through 2032.

Attachments:

Fiscal Year 2023-2032 ACIP Data Sheet

AWP ACIP DATA SHEET

Airport Name		LOS BANOS MUNICIPAL AIRPORT	Fiscal Year	2045	
Shown On ALP	Project Type	Project Description	Federal Share	Local Share	Total
Yes	D	Central Apron Rehab and Marking	\$540,000.00	\$60,000.00	\$600,000.00
Yes	D	Internal Access Road Extension	\$567,000.00	\$63,000.00	\$630,000.00
		Narrative Report with ALP Update	\$315,000.00	\$35,000.00	\$350,000.00
Yes	D	New Hangar Taxiways	\$337,500.00	\$37,500.00	\$375,000.00
Yes	D	Parallel Taxiway Overlay	\$366,000.00	\$40,666.67	\$406,666.67
Yes	D	Parallel Taxiway Overlay Design	\$45,000.00	\$5,000.00	\$50,000.00
Yes	D	Parallel Taxiway Slurry and Marking	\$54,000.00	\$6,000.00	\$60,000.00
Yes	D	Parallel Taxiway Slurry and Marking	\$180,000.00	\$20,000.00	\$200,000.00
Yes	D	Runway 14 - 32 Overlay	\$900,000.00	\$100,000.00	\$1,000,000.00
Yes	D	Runway 14-32, South and Central Apron	\$135,000.00	\$15,000.00	\$150,000.00
Yes	D	Sealing and Marking Runways	\$72,000.00	\$8,000.00	\$80,000.00
Yes	D	Sealing and Marking Runways	\$225,000.00	\$25,000.00	\$250,000.00
Yes	P	Site Selection for Replacement Airport	\$270,000.00	\$30,000.00	\$300,000.00
Yes	D	T-Hangars (12 Units)	\$540,000.00	\$60,000.00	\$600,000.00
		Total	\$4,546,500.00	\$505,166.67	\$5,051,666.67

* D - Development; P - Planning; E - Environmental

PROVIDE THE FOLLOWING DETAILED INFORMATION FOR PROJECTS ANTICIPATED WITHIN 1-2 YEARS

Detail Project Description (include information on Square/Lineal Footage or Length/Width)

Central Apron Rehab and Marking -
 Internal Access Road Extension - Internal Access Road Extension (1,500 lf) with Drainage
 Narrative Report with ALP Update -
 New Hangar Taxiways - New Hangar Taxiways (25' x 700')
 Parallel Taxiway Overlay -
 Parallel Taxiway Overlay Design - Parallel Taxiway Overlay & Marking (12,000 sy)- Design Update
 Parallel Taxiway Slurry and Marking -
 Parallel Taxiway Slurry and Marking -
 Runway 14 - 32 Overlay - South Apron Pavement Rehabilitation & Marking (6,600 sy)
 Runway 14-32, South and Central Apron - Runway 14-32 Overlay with Exits & Marking (33,000 sy)
 Sealing and Marking Runways - Sealing and Marking Runways (33,000 Sq. Ft.)
 Sealing and Marking Runways -
 Site Selection for Replacement Airport - Site selection, ALP, and Environmental Assessment for a replacement airport
 T-Hangars (12 Units) - T-Hangars (12 Units)

AWP ACIP DATA SHEET

Project Schedule (Anticipated date for bids or negotiated prices, consultant selection for planning or environmental projects, length of construction or design, planning or environmental process)

Central Apron Rehab and Marking -
 Internal Access Road Extension - Consultant Selection Done
 Design - Start December 2025
 Bidding - March 2026
 Construction - May 2026
 Narrative Report with ALP Update -
 New Hangar Taxiways - Consultant Selection - Done
 Design - Start December 2026
 Bidding - March 2027
 Construction - May to July 2027
 Parallel Taxiway Overlay -
 Parallel Taxiway Overlay Design - Consultant Selection - Done
 Design - To be Updated March 2023
 Parallel Taxiway Slurry and Marking -
 Parallel Taxiway Slurry and Marking -
 Runway 14 - 32 Overlay - Consultant Selection- Done
 Design- Start December 2024
 Bidding- March 2025
 Construction- May 2025
 Runway 14-32, South and Central Apron - Consultant Selection- Done
 Design- Done
 Bidding- March 2024
 Construction- May to June 2024
 Sealing and Marking Runways - Consultant Selection TBD
 Design - February 2030
 Bidding - March 2030
 Construction - May to June 2030
 Sealing and Marking Runways -
 Site Selection for Replacement Airport - Consultant Selection- Done
 Design- March 2024
 T-Hangars (12 Units) - Consultant Selection - Done
 Design - Start December 2027
 Bidding - March 2028
 Construction - May to July 2028

NEPA Environmental Status (With grant application include copy of ROD, FONSI or CATEX letter of approval)

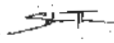
Central Apron Rehab and Marking -
 Internal Access Road Extension - CATEX TBD
 Narrative Report with ALP Update -
 New Hangar Taxiways - CATEX TBD
 Parallel Taxiway Overlay -
 Parallel Taxiway Overlay Design - CATEX n/a
 Parallel Taxiway Slurry and Marking -
 Parallel Taxiway Slurry and Marking -
 Runway 14 - 32 Overlay - CATEX TBD
 Runway 14-32, South and Central Apron - CATEX TBD
 Sealing and Marking Runways - CATEX TBD
 Sealing and Marking Runways -
 Site Selection for Replacement Airport - TBD
 T-Hangars (12 Units) - CATEX TBD

Land Title Status & Date of Exhibit "A" Status

Date

Central Apron Rehab and Marking -
 Internal Access Road Extension - None Required
 Narrative Report with ALP Update -
 New Hangar Taxiways - None Required
 Parallel Taxiway Overlay -
 Parallel Taxiway Overlay Design - None Required
 Parallel Taxiway Slurry and Marking -
 Parallel Taxiway Slurry and Marking -
 Runway 14 - 32 Overlay - None required
 Runway 14-32, South and Central Apron - None Required
 Sealing and Marking Runways - None Required
 Sealing and Marking Runways -
 Site Selection for Replacement Airport - None required
 T-Hangars (12 Units) - None Required

AWP ACIP DATA SHEET

Open AIP Funded Projects (include grant number and grant description)		Expected Close-out Date
Construction		
Certification: To the best of my knowledge and belief, all information shown in the ACIP Data Sheet is true and correct and has been duly authorized by the Sponsor.		
Sokniorn Than, Public Works Director		Sokniorn Than, Public Works Director
Name and Title of Authorized Representative (Print or Type)		Contact Name and Title (Print or Type)
 <small>Digitally signed by Sokniorn Than Date: 2023.03.02 18:42:54-08'00'</small>		209-827-2466
Signature	Date	Contact Phone (Print or Type)