

**UKIAH REGIONAL AIRPORT COMMISSION**  
**January 17<sup>th</sup>, 2017**  
**Minutes**

**COMMISSIONERS PRESENT**

Randle Beckler, Chair  
Don Albright  
Eric Crane  
Bill Beard

**STAFF PRESENT**

Greg Owen, Airport Manager  
Ken Ronk, Airport Assistant / Recording Sec.

**COMMISSIONERS ABSENT**

**OTHERS PRESENT**

Dan Buffalo – Director of Finance

**1. CALL TO ORDER**

The Airport Commission meeting was called to order by Vice Chair Elton at 6:12p.m. at the Ukiah Regional Airport, Old Flight Service Station, 1403 South State Street, Ukiah, California. Roll Call was taken with the results listed above.

**2. PLEDGE OF ALLEGIANCE - Everyone recited the pledge of allegiance.**

**3. APPROVAL OF MINUTES – December 6<sup>th</sup>, 2016**

- Motion made to approve Dec. 6<sup>th</sup>, 2016 minutes by Commissioner Albright and 2<sup>nd</sup> by Commissioner Beard.

**4. AUDIENCE COMMENTS ON NON-AGENDA ITEMS**

**5. DISCUSSION/ACTION**

**5A. New Commissioner Introduction**

**Airport Manager Owen:**

- Mark Ashiku has been reappointed as an Airport Commissioner, did not receive prior notice to this meeting.

**5B. Airport Commission Letter to Council**

**Airport Manager Owen:**

- The letter from the Commission did get sent to the City Council and the City Manager. We have not received any comments from them.

**Director of Finance Dan Buffalo:**

- Dan introduced himself as the new Finance Director and wants to meet with all the City Commissions. At this time I'm not ready to address your letter. I wanted to first meet with all the commissions then start researching the information that you're concerned with. I need to address the City Council on the mid-year review in Feb. When I return I will have a better understanding and give you my responses to your concerns.

**5C. Fuel Tank**

**Airport Manager Owen:**

- Hopefully the spec. will be out within 3 weeks. With all the rain we would not have been able to proceed until it dries out.

**5D. FAA Grants**

**Airport Manager Owen:**

- 2 design grants will be going to City Council on Wednesday so Mead and Hunt can get going on the design work. I've also applied for another grant for the work on the new runway lights and the repainting of the runway marking to indicate a 75ft. runway instead of the present 150ft.

1 **5E. Airport Maintenance**

2 **Airport Manager Owen:**

- 3 • Dave's work on the bad section of runway wire has held and we have not had any other runway  
4 light issues.

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6 **REPORTS**

7 **6A. Airport Monthly Financial**

8 **Airport Manager Owen:**

- 9 • Fuel sales are down from last year but tracking right along for what was budgeted for this year.

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12 **7. AGENDA ITEMS FOR FEBRUARY**

- 13 1. New Commissioner Introduction  
14 2. Budget Review  
15 3. Commission Chair and Vice Chair Selections  
16 4. Airport Maintenance  
17 5. Airport Business Plan  
18 6. Letter To Council  
19 7. Airport Monthly Financial  
20 8. Fuel Tank  
21 9. FAA Grants

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23 **8. COMMISSIONER COMMENTS/STAFF COMMENTS**

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25 Airport Manager Owen: No February meeting next meeting will be March 7<sup>th</sup>.  
26 The County Airport Land us Commission does need a new commissioner.

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29 **9. ADJOURNMENT**

30 There being no further business, the meeting adjourned at 7:07 p.m.

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34 Kenneth Ronk, Recording Secretary  
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