

UKIAH REGIONAL AIRPORT COMMISSION
March 8th, 2016
Minutes

COMMISSIONERS PRESENT

Gordon Elton, Chair
Don Albright
Eric Crane
Randal Beckler, Vice Chair

STAFF PRESENT

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

COMMISSIONERS ABSENT

OTHERS PRESENT

1. CALL TO ORDER

The Airport Commission meeting was called to order by Vice Chair Elton at 6:00 p.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 – Feb. 16th, 2016

- Motion made to approve Feb. 16th minutes by Commissioner Albright and 2nd by Commissioner Beckler. Motion carried 4-0.

4. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

5. DISCUSSION/ACTION

5A. Helicopter Operations Flyer

Airport Manager Owen:

- Last month we discussed the Helicopter Procedures brochure that we produced to give to helicopter operators here. We've made the recommended changes to the brochure and uploaded it to the City web page under the airport.
- This past week we have had numerous helicopters and for the most part following the recommended procedures.

5B. Airport Maintenance

Airport Manager Owen:

- Dave has been doing the normal mowing and general maintenance around the airport.
- Regulators for the runways lights still have not come in.
- Nursery property has been turned back over to us. The area needs cleaned up everything is grown over and there is a lot of garbage that's been getting collected. We plan on getting an inmate crew in there to do most of the cleanup, because we do not have the personnel to do that big of job. We have had some interest in another nursery opening up there.

Vice Chair Elton:

- Is that area zoned to have non-aviation business activity?

Airport Manager Owen:

- Yes, it is identified on the Airport Land Use Plan as an area that can be used for non-aviation use do to that area not being accessible to any of the taxiways.

1 **5C. Fuel Tank**

2 **Airport Manager Owen:**

- 3 • Bid opening for the Avgas Fuel tank was on Friday with the following results.
- 4 ○ Bryant Fuel Technologies - \$147,193.37 plus \$2,500 on-site acceptance test
 - 5 ○ Fuel Tech, Inc. - \$151,712.49 plus \$5,000 on-site acceptance test
 - 6 ○ Mascott Equipment Co. - \$161,058.50 plus \$3,960 on-site acceptance test
 - 7 ○ Northwest Pump & Equip. - \$163,436.96 plus \$2,800 on-site acceptance test
 - 8 ○ Memco/Envirosafe Inc. - \$181,670.32
 - 9 ○ Petroleum Marketing - \$202,857.96 plus \$6,000 on-site acceptance test
 - 10 ○ Bassco Services - \$207,246.40 plus \$2,500 on-site acceptance test
- 11 • We are very happy with the amount of responses. Bryant Fuel Technologies came in as the low bidder and purchasing has researched them. They have done several military jobs and everyone seemed pleased with their work. Bryant Fuel is located in Bakersfield and only need 8-10 weeks lead time on the installation of the tank. All the bids came in with card readers included, so the only thing left is the site prep work that needs to get done, concrete and electrical. Now that we know the tank size and pad requirements we can get that started.

17 **REPORTS**

18 **6A. Airport Monthly Financial**

19 **Airport Manager Owen:**

- 20 • Last month could not assess Muni's due to an update; we are tracking right in line with an average year. With the cost of fuel being down the revenue is down but we still gross about the same amount.

24 **6B. Airport Day**

25 **Airport Manager Owen:**

- 26 • June 4th will be our Airport day, Nick from West Coast Wings who helps organize everything expects a few BT-13's to stop by for the event.

29 **7. AGENDA ITEMS FOR FEBRUARY**

- 30 1.
31 2.
32 3.
33 4.
34 5.

35 **8. COMMISSIONER COMMENTS/STAFF COMMENTS**

36 **9. ADJOURNMENT**

37 There being no further business, the meeting adjourned at 6:35 p.m.

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46 Kenneth Ronk, Recording Secretary
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