

**UKIAH REGIONAL AIRPORT COMMISSION**  
**May 12<sup>th</sup>, 2015**  
**Minutes**

**COMMISSIONERS PRESENT**

Gordon Elton, Vice Chair  
Don Albright  
Eric Crane  
Randal Beckler

**STAFF PRESENT**

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

**COMMISSIONERS ABSENT**

Carl Steinmann, Chair

**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** – April 5<sup>th</sup>, 2015

**Vice Chair Elton:**

- Page 4 line 33 add Vote 4-0 motion carries.
- Page 5 line 19 change motion made by Commissioner Crane and 2nd by Commissioner Albright.

**Commissioner Crane:**

- Made a motion to approve minutes as amended.

**Commissioner Beckler:**

- 2<sup>nd</sup> motion

**Commission:**

- Approved minutes 4-0

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

**5. DISCUSSION/ACTION**

**5A. Budget**

**Airport Manager Owen:**

- Due to the time working on the budget for the City the Finance Director could not attend this meeting.
- Passed out Budget worksheet that I've submitted to the City on our projected budget.
- The 291 account will no longer be used and the funds will come out of the Fund Balance.

**Commission:**

- Discussion

**Commissioner Albright:**

- What are the chances of moving the P/T Maintenance worker to full time?

**Airport Manager Owen:**

- 1 • The p/t maintenance worker position went from 20 hours per. week to 32 hours per week 2 years  
2 ago. Would like to see the position moved to a 40 hour work week but the cost for moving them to  
3 40 hour work week is a significant amount and the city is not going to approve it at this time.  
4

5 **Commission:**

- 6 • Discussion  
7

8 **Vice Chair Elton:**

- 9 • The line item for Calpers is inconsistent to the past few years?  
10

11 **Airport Manager Owen:**

- 12 • The 1,000 hour a year part time employees are now eligible for retirement benefits. If they are  
13 considered year around part time they are eligible for retirement benefits. The inconsistency is the  
14 onetime payment to catch the p/t employee's Calpers retirement up to date. Now that the  
15 employees are in the retirement system the 1,000 hr. maximum does not apply.  
16

17 **Vice Chair Elton:**

- 18 • Would like to see the cost comparison for next year for the maintenance position from 32 hours to  
19 40 hours.  
20

21 **Commissioner Crane:**

- 22 • Make's a motion to field a representative from this commission to ask questions about the budget  
23 to the City Council because we cannot get answers from City finance staff.  
24

25 **Commissioner Albright:**

- 26 • 2<sup>nd</sup> the motion  
27

28 **Commission:**

- 29 • Discussion  
30 • Motion passes 4-0  
31

32 **5B. Airport Maintenance**

33 **Airport Manager Owen:**

- 34 • Dave and Ken have been busy weed-whacking and mowing all the airport grounds. Due to the  
35 late rains we have had a lot of growth after mowing.  
36 • Still replacing the decomposing granite around the taxiway and runway lights.  
37 • The slurry seal bids still have not come in.  
38 • Have not heard of the status of the taxiway and runway crack repairs and will check on that.  
39

40 **5C. Hangar Rent**

41 **Airport Manager Owen:**

- 42 • This was brought to our attention last month from Ron Hunt about the inequity of the port-a-port  
43 twin hangars compared to the other hangars. The twin port-a-ports are not highly sought after, at  
44 this time they are all rented but we have been having difficulties keeping them occupied due to  
45 their pricing. We have 5 twin port-a-ports that we are talking about.  
46

47 **Commission:**

- 48 • Discussion  
49

50 **Commissioner Crane:**

- 51 • Proposed this price model for the hangars  
52 \$95 - Shade Hangars  
53 \$144 - Small Port-a-Port  
54 \$182 - Twin Port-A-Port  
55 \$220 - Small Pasco

1 \$240 - Large Pasco  
2

3 **Commission:**

- 4 • Discussion  
5 • Small Port-a-Port hangars should not stay at the current rate.  
6 • Twin Port-a-Port hangars should be decreased due to how wet they are and no power compared  
7 to the Pasco hangars.  
8

9 **Commissioner Crane:**

- 10 • Proposed changing the small port-a-port hangars to \$152 this is almost a 6% rate hike in one  
11 year.  
12

13 **Commissioner Beckler:**

- 14 • These rate hikes would go into effect March 1<sup>st</sup>, 2016.  
15

16 **Airport Manager Owen:**

- 17 • Will bring back a revised schedule for hangar rate increases next meeting.  
18

19 **REPORTS**

20 **6A. Airport Monthly Financial**

21 **Airport Manager Owen:**

- 22 • Fuel sales are on track for this year  
23 • Reach left today and relocated to their new base at the Willits airport.  
24

25 **Airport Assistant Ronk:**

- 26 • Next load of 100LL the price is going up due to the increased price at the refineries.  
27

28 **Commissioner Albright:**

- 29 • The price of car gas has been going down why the increase?  
30

31 **Airport Assistant Ronk:**

- 32 • There are only 7 U.S. refineries still making 100ll and it's a very small percentage of their total  
33 output of fuels. These big refineries would like to completely get out of selling 100ll all together  
34 due to the liabilities of leaded products.  
35 • 100ll doesn't always track with car fuels.  
36

37 **6B. Airport Day**

38 **Airport Manager Owen:**

- 39 • Everything for the Airport Day is moving forward. We have a vender from a local church that will  
40 be giving away waters. We expect the event to be very similar to the past Airport Days.  
41

42 **6C. Fuel Tank**

43 **Airport Manager Owen:**

- 44 • Fuel pump skid will be going to the City Council next month.  
45 • Still checking with fuel vendors about them helping install and finance the new fuel tank.  
46 • Would like to get some of the concrete work done this year.  
47

48 **Commissioner Crane:**

- 49 • Check with CIFAC (Construction Industry Force Account Council) – watchdog for forced  
50 accounting.  
51 • Sally is a very good resource from CIFAC to use to make sure you comply with all the forced  
52 accounting laws.  
53  
54  
55

- 1 7. **AGENDA ITEMS FOR JUNE**  
2 1. Budget  
3 2. Airport Maintenance  
4 3. Hangar Rent  
5 4. Airport Tour  
6 5. Commission Chair & Vice Chair Elections  
7 6. Airport Day  
8 7. Fuel Tank  
9

10  
11 **8. COMMISSIONER COMMENTS/STAFF COMMENTS**  
12

13 **Airport Assistant Ronk:**

- 14 • Larry Lombard one of the owners of Featherlite located here on the airport passed away. I'm  
15 unsure at this time of any funeral arrangements.  
16

17  
18 **9. ADJOURNMENT**

19 There being no further business, the meeting adjourned at 7:43 p.m.  
20  
21

22 \_\_\_\_\_  
23 Kenneth Ronk, Recording Secretary  
24