

**UKIAH REGIONAL AIRPORT COMMISSION**  
**August 1<sup>st</sup>, 2017**  
**Minutes**

**COMMISSIONERS PRESENT**

Randal Beckler, Chair  
Don Albright  
Eric Crane  
Mark Ashiku, Vice Chair  
Bill Beard

**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 Chair Beckler at 6:07 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 – June 6<sup>th</sup>, 2017**

- Motion made to approve June 6<sup>th</sup>, 2017 minutes by Commissioner Albright and 2<sup>nd</sup> by Commissioner Crane.

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

**5. DISCUSSION/ACTION**

**5A. Fuel Pricing**

**Airport Manager Owen:**

- The new self-service Avgas tank has been installed and staff is requesting the Commission recommend a new Avgas fuel pricing resolution to Council. Currently full service Avgas is \$1.03 +/- 30% depending on current market prices. Staff is requesting that new full service price be set \$1.50 over the City's cost of the fuel with a +/- 30% adjustment and CPI. The Self-service price be \$1.03 over the City's cost of the fuel with a +/- 30% adjustment and CPI. This resolution would be reviewed every 5 years.

Current fuel cost:           \$3.72

Current full-service price:   \$4.65

Proposed full-service:       \$4.77 - \$5.67

Proposed self-service:       \$4.44 - \$5.06

**Commissioners:**

- Discussion about the pricing structure. Not inclined to agree on the new fuel pricing structure.

**Commissioner Ashiku:**

- Could we get a breakdown of the customers that would use self-service compared to the full-service fuel? What is the percentage of transit customers compared to permanent airport customers?

**Commissioners:**

- Lengthy discussion on the way we would like to formulate the fuel pricing structure.

1 **Commissioner Crane:**

- 2 • Made a motion that this comes back next meeting and 2<sup>nd</sup> by Commissioner Beard. Aye 5 - 0

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4 **5B. Budget 2017-18**

5 **Airport Manager Owen:**

- 6 • This is the approved 2017-18 budget. It is in a new format so it's the first time seeing it presented  
7 this way.

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9 **Commissioners:**

- 10 • Discussion over the budget.

11  
12 **Commissioner Crane:**

- 13 • The City Council does not listen to the commissions, and it is very disappointing when things are  
14 brought to their attention and nothing is done!

15  
16 **5C. City Services Billing**

17 **Airport Manager Owen:**

- 18 • This is the billing from the city attorney that has been asked for in previous meetings.

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20 **Commissioner Crane:**

- 21 • How does this track with what the airport is charged annually?

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23 **5D. Airport Maintenance**

24 **Airport Manager Owen:**

- 25 • We plan on slurring the airport entryway road down to Featherlite this year.  
26 • All the street lights on the airport have been replaced with LED lights making a big difference.

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28 **5E. Airport Business Plan**

29 **Airport Manager Owen:**

- 30 • This was brought back for the commission to approve and move on to the City Council.

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32 **Commissioners:**

- 33 • Commissioner Albright made a motion to approve business plan and 2<sup>nd</sup> by Commissioner  
34 Ashiku. Aye 5 - 0

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36 **5F. South Gate**

37 **Airport Manager Owen:**

- 38 • This item was asked to be on the agenda for discussion.

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40 **Commissioner Albright:**

- 41 • Feels this gate should be used as another avenue into the airport. Concerned that there is only  
42 one entry way into or out of the airport and if that is blocked there is no way to access the airport.  
43 Also with the delivery personnel in the Taylor hangars they have to drive in the hangar area  
44 amongst the airplanes taxing.

45  
46 **Commissioners:**

- 47 • Discussion for and against allowing access of the south gate.

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49 **Commissioner Ashuki:**

- 50 • Recommended that the new tenant of the old nursery be required to add fencing and gate into  
51 their leased area and leave driveway open for airport tenants to assess.

52  
53 **Commissioner Crane:**

- 54 • Recommended removing the State Street gate and leaving automatic gate and old nursery  
55 property has its own fence and gate.

1 **Commissioners:**

- 2 • Agreed that this should be done.  
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4 **REPORTS**

5 **6A. Airport Monthly Financial**

6 **Airport Manager Owen:**

- 7 • So far this fiscal year it has been really slow with our Jet fuel sales down from previous years.  
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9 **6B. FAA Grants**

10 **Airport Manager Owen:**

- 11 • Still in the design grant.  
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13 **6C. Exceptional Employee Award**

14 **Airport Manager Owen:**

- 15 • The Airport as a group received the Exceptional Employee award that will be presented to the  
16 airport personnel tomorrow at the City Council meeting at 6 pm Aug. 2<sup>nd</sup>.  
17

18 **7. AGENDA ITEMS FOR SEPTEMBER**

19 **A.** Fuel Pricing / User Fee's

20 **B.** Hangar Uses

21 **C.** Airport Maintenance

22 **D.** Airport Monthly Financial

23 **E.** FAA Grants

24 **F.** Jet A Storage Tank  
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27 **8. COMMISSIONER COMMENTS/STAFF COMMENTS**  
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30 **9. ADJOURNMENT**

31 There being no further business, the meeting adjourned at 8:26 p.m.  
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34 \_\_\_\_\_  
35 Kenneth Ronk, Recording Secretary  
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