UKIAH REGIONAL AIRPORT COMMISSION
August 1st, 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 6th, 2017
• Motion made to approve June 6th, 2017 minutes by Commissioner Albright and 2nd 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.

<table>
<thead>
<tr>
<th>Current fuel cost:</th>
<th>$3.72</th>
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<tbody>
<tr>
<td>Proposed full-service:</td>
<td>$4.77 - $5.67</td>
</tr>
<tr>
<td>Proposed self-service:</td>
<td>$4.44 - $5.06</td>
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</table>

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.
Commissioner Crane:
- Made a motion that this comes back next meeting and 2nd by Commissioner Beard. Aye 5 - 0

5B. Budget 2017-18
Airport Manager Owen:
- This is the approved 2017-18 budget. It is in a new format so it's the first time seeing it presented this way.

Commissioners:
- Discussion over the budget.

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

5C. City Services Billing
Airport Manager Owen:
- This is the billing from the city attorney that has been asked for in previous meetings.

Commissioner Crane:
- How does this track with what the airport is charged annually?

5D. Airport Maintenance
Airport Manager Owen:
- We plan on slurring the airport entryway road down to Featherlite this year.
- All the street lights on the airport have been replaced with LED lights making a big difference.

5E. Airport Business Plan
Airport Manager Owen:
- This was brought back for the commission to approve and move on to the City Council.

Commissioners:
- Commissioner Albright made a motion to approve business plan and 2nd by Commissioner Ashiku. Aye 5 - 0

5F. South Gate
Airport Manager Owen:
- This item was asked to be on the agenda for discussion.

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

Commissioners:
- Discussion for and against allowing access of the south gate.

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

Commissioner Crane:
- Recommended removing the State Street gate and leaving automatic gate and old nursery property has its own fence and gate.
Commissioners:
  • Agreed that this should be done.

REPORTS

6A. Airport Monthly Financial
Airport Manager Owen:
  • So far this fiscal year it has been really slow with our Jet fuel sales down from previous years.

6B. FAA Grants
Airport Manager Owen:
  • Still in the design grant.

6C. Exceptional Employee Award
Airport Manager Owen:
  • The Airport as a group received the Exceptional Employee award that will be presented to the airport personnel tomorrow at the City Council meeting at 6 pm Aug. 2nd.

7. AGENDA ITEMS FOR SEPTEMBER
   A. Fuel Pricing / User Fee’s
   B. Hangar Uses
   C. Airport Maintenance
   D. Airport Monthly Financial
   E. FAA Grants
   F. Jet A Storage Tank

8. COMMISSIONER COMMENTS/STAFF COMMENTS

9. ADJOURNMENT
There being no further business, the meeting adjourned at 8:26 p.m.

Kenneth Ronk, Recording Secretary