

UKIAH REGIONAL AIRPORT COMMISSION
November 1st, 2016
Minutes

COMMISSIONERS PRESENT

Randal Beckler, Chair
Don Albright
Eric Crane
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 6:00 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 – August 2nd, 2016

- Motion made to approve Aug. 2nd, 2016 minutes by Commissioner Crane and 2nd by Commissioner Albright.

4. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

- None

5. DISCUSSION/ACTION

5A. Airport Allocations

Airport Manager Owen:

- The Airport Commissioners asked that this be agenda from last month.
- The Allocation fund in the 2004/05 budget was \$40,000 and has progressed to \$112,000 in the 2016/17 budget.

Commissioner Crane:

- Due to the rising increase in the Allocations of the Airport budget, I feel a subcommittee should be formed and a letter draft to be addressed to the City Council. We need to see a justification in the rising cost of the Allocation to the budget. I'm making a motion to draft this letter with the help of another commissioner (Albright). Motion 2nd by Commissioner Albright. This letter will be ready for the December Commission meeting so all the Commissioners can comment and make changes if needed.

5B. Fuel Tank

Airport Manager Owen:

- The Jet A fuel skid is now up and running. There were some issues with the fuel skid when the installation was going on. The pump needed replaced wiring and relays also needed replacing due to rust and corrosion and there were a few wires cut at the motor. The total extra work and parts came to an extra \$15,000. The fuel skid was sold to us as a new reconditioned Jet A pump. We have been in contact with the old owners but the main person has retired, but we are still pursuing this matter.
- The new self-serve 100 tank has been completed and ready for inspection and I plan on going down to Bakersfield and inspecting it within a week or two. The concrete pad and electrical for the tank is still in in the works.

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5C. FAA Grants

Airport Manager Owen:

- Right now two grants getting worked on.
 1. Airport Runway and Taxiway Alignment grant
 2. PCN grant

5D. Airport Maintenance

Airport Manager Owen:

- Dave is continuing with the regular airport maintenance. The old nursery area has been cleaned up of all the garbage. At this time we do not have anyone interested in leasing the old nursery property.

REPORTS

6A. Airport Monthly Financial

Airport Manager Owen:

- Report given.

6B. Ukiah Aviation Services

Airport Manager Owen:

- Report given about Ukiah Aviation Services hangar being used for a non-aviation use. The hangar in question now has an airplane inside making it compliant with their lease.

7. AGENDA ITEMS FOR DECEMBER

1. Airport Commission Request to Council
2. Fuel Tank
3. FAA Grants
4. Airport Maintenance

8. COMMISSIONER COMMENTS/STAFF COMMENTS

Commissioner Crane: Need to update Airport Web page.

Airport Assistant Ronk: Annual Christmas Potluck party is Dec. 15th

Airport Manager Owen: New recording device for recording minutes will be coming soon.

9. ADJOURNMENT

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

Kenneth Ronk, Recording Secretary