UKIAH REGIONAL AIRPORT COMMISSION
November 3rd, 2015
Minutes

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

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

COMMISSIONERS ABSENT

OTHERS PRESENT
Mike Whetzel

1. CALL TO ORDER
The Airport Commission meeting was called to order by Vice Chair Elton at 6:04 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 – October 6th, 2015
• Motion made by Commissioner Albright and 2nd by Vice Chair Beckler for approval of Oct. 6th, 2015 minutes.

4. AUDIENCE COMMENTS ON NON-AGENDA ITEMS
Mike Whetzel Airport Tenant:
• Over the last couple years the helicopters traffic has increased significantly to the point it is affecting my business at T&M Aviation and Nick Bishops business West Coast Wings. The amount of extra time that I have to pay someone to sweep my shop is approximately 3 ½ to 4 hours a week that comes out to over $15,000 annually that I’m paying extra to keep my shop clean. I would like to see this item on the Agenda for Discussion / Action so that it can be talked about and published procedures can be made for all the helicopter traffic to follow. Also the amount of noise that the helicopters are making while there on the ground makes it impossible to conduct business on the phone. So I request that this item be on a future agenda for discussion.

5. DISCUSSION/ACTION
5A. Airport Maintenance
Airport Manager Owen:
• As you probable noticed both parking lots and the Calfire ramp have been slurry sealed. Calfire was very excited to get this done and moved there aircraft off the normal pads for several days to give the slurry time to set up. We had almost $16,000 worth of slurry work done at approximate $1.00 per yard.
• Dave has been working on completing the rock area; he has started placing the boarder of the rock area up the drive way of the ramp.
• Dave has been doing the normal weed eating and mowing before the winter sets in. We plan on trimming the weeds on the runway one more time before the rains hit hard.

5B. ALP Update
Airport Manager Owen:
• Sent FAA an email and they have not responded about the progress of the ALP update. Was hoping to have it back and signed by the FAA already. Our hands are tied till they sign the ALP once the ALP gets approved we plan on the Design work for the runway in 2016 then starting the construction in 2017. With the Design work we should find out what will get done on the runway weather it will be a complete overlay of the runway or crack sealed and slurred.
5C. Airport Business Plan

Airport Manager Owen:
- I’ll email everyone the web address for Renton Airport Washington that is the business that I’m referring to while we make this business plan. I felt that Renton’s business plan closely resembles what the Ukiah Airport does. We will bring this back after everyone looks at that business plan we will have a better understanding of what should be included in the plan.

Airport Commissioners:
- Discussion

REPORTS
6A. Airport Monthly Financial

Airport Manager Owen:
- October we had an average month for fuel sales. Jet was a little off but overall we are tracking on an average year.

Airport Assistant Ronk:
- Reach has been getting bad weather in Willits forcing me to come in after hours for fuel call outs.

6B. Fuel Tank

Airport Manager Owen:
- Had a meeting with the City Manager and the City Engineer about the fuel tank. The City Manager has assigned Ben from the engineering department to help us with the design and specifications for the concrete and electrical work that we need to get done.

6C. Airport Holiday Party

Airport Assistant Ronk:
- The annual Airport Christmas Potluck Party will be held December 10th, 2015 at noon till 2pm at the Airport Administration Building all airport users and their families are invited.

7. AGENDA ITEMS FOR DECEMBER

1. Aircraft Operations
2. Airport Maintenance
3. ALP Update
4. Airport Monthly Financial
5. Airport Holiday Party

8. COMMISSIONER COMMENTS/STAFF COMMENTS

Airport Commissioners:
- Discussion on rescheduling Dec 1st meeting to Dec. 8th due to commissioners being unavailable on the 1st.
- Dec. 1st meeting is rescheduled to Dec. 8th.
- No meeting scheduled for Jan. 2016

Chair Elton:
- The American Legion has a Christmas dinner planned at the Senior Center Dec. 19th at 3pm ticket prices $5 for vets and $10 for family members.

9. ADJOURNMENT

There being no further business, the meeting adjourned at 7:54 p.m.

Kenneth Ronk, Recording Secretary

MINUTES of the Ukiah Airport Commission

November 4, 2015