

UKIAH REGIONAL AIRPORT COMMISSION
December 3, 2013
Minutes

COMMISSIONERS PRESENT

Gordon Elton, Vice Chair
Eric Crane
Dottie Deerwester
Don Albright

STAFF PRESENT

Greg Owen, Airport Manager
Ken Ronk, Airport Assistant
Cathy Elawadly, Recording Secretary

COMMISSIONERS ABSENT

Carl Steinmann, Chair

OTHERS PRESENT

Jim Derickson
Nick Bishop
Mike Whetzel
Corbett Smith
David Dietz

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 – November 5, 2013

Commissioner Crane recommended the following changes to the minutes:

Page 2, line 47, sentence revised to read, 'Confirmed consideration is being given to a 100LL tank with self-serve capacity.'

Page 4, line 16, replace language 'value and cash flow' with 'rental rate and cash flow.'

M/S Deerwester/Albright to approve November 5, 2013 minutes, as amended. Motion carried (4-0) with Chair Steinmann absent.

4. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

5. DISCUSSION/ACTION

5A. Airport Layout Plan

Airport Manager Owen introduced Mead & Hunt consultants, Corbett Smith and David Dietz.

Corbett Smith, Mead & Hunt:

- Gave a presentation regarding the Airport Layout Plan Update project. The content of this presentation is included in the minutes as attachment 1.
- Will be looking at the following design renderings:
 - Northeast Parking Apron
 - Taxiway D Relocation – Alternative 1
 - Taxiway D Relocation – Alternative 2
 - Runway 15 Potential Threshold Location
 - North Runway End Airspace Penetrations
 - Potential Parallel Taxiway
 - Composite of the proposed Improvement Plan
 - Helicopter Parking Site Improvement Plan:
 - Existing site - Option A

1 - east side, north site Options B & C.
2

3 **Corbett Smith:**

- 4 • Runway length and width:
5 a) Current taxiway delta does not meet FAA standards;
6 b) b) Appears possible to reclaim 425 feet of runway – i)-Existing marked runway end would be
7 changed to a displaced threshold, 1) Hastings Avenue is controlling obstruction; 2) A couple
8 of trees in approach need to be trimmed. ii) Runway end would be set to provide standard
9 runway safety area and runway object free area clearance; iii) Limited potential to reclaim full
10 paved length through use of declared distances.
11 c) Near certainty that FAA will require that runway width be reduced.
12 i) Standard for this class of runway is a width of 75 feet.
13 ii) Likely that Airport could retain 100-foot width
14 iii) Runway edge lights would need to be moved.
15
16 • The FAA requires the Airport update its ALP before approving funding for the Runway
17 rehabilitation project. This process involves producing a narrative report which describes the
18 Project and talks about what is being proposed to be changed and why as well as any issues
19 that needed to be evaluated in the plan.
20 • At this juncture, alternatives are being considered.
21 • The next step will be to take the runway length issue to the FAA to get input before the update to
22 the ALP is completed.
23 • The FAA has made a major change to the Advisory Circular related to taxiways and runway
24 designs for airports.
25 • Pages 1 and 2 of the presentation outline provide information regarding the scope of services that
26 include northeast parking apron, taxiway D Realignment, Runway length and width and
27 helicopter parking positions.
28 • Northeast parking apron – a) Would accommodate about 20 single-engine piston and two twins
29 or large, single-engine turboprop; b) could be built in stages; c) would be functional with or
30 without a parallel taxiway.
31 ○ Intent is to come up with a plan that would allow for transient parking in this location.
32 ○ There is some potential interest for an eastside parallel taxiway.
33 ○ The FAA will almost certainly require wherever the end of the runway is determined to be
34 that the extra taxiway connect at the end of the runway. Where the aircraft parking ends
35 up will be the same regardless.
36 ○ Referred to the design rendering concerning a transient parking apron on the northeast
37 side of the Airport and discussed the scope of services associated with having a parking
38 apron in this location.
39 ○ Related to costs that would include costs associated with drainage is that a taxiway
40 connection is not particularly long or complicated.
41 ○ The design rendering shows the layout of a proposed parking apron in the northeast
42 corner. If the existing building were to go away there would be more flexibility for aircraft
43 to park. As designed, there would be adequate circulation for aircraft parked in this area
44 depending on the demand.
45 ○ No alternative plan recommended.

46
47 **Commissioner Crane:**

- 48 • Why the relocation of the end of the runway?
49

50 **Vice Chair Elton:**

- 51 • Related to the large aircraft parking area as shown on the design rendering, if there was no
52 demand could smaller aircraft be parked there?
53

54 **Mike Whetzel:**

- 1 • Is the building on the northeast corner rentable? The existence of this building does have an
2 effect on how the parking of aircraft is configured. It may be beneficial to have that building
3 available for use should there be tie-downs in the area even if the building is being used as a
4 'courtesy kiosk.'

5
6 **Corbett Smith:**

- 7 • Will be discussing relocation of the end of the runway later on in the presentation. At this time, we
8 are just talking about the parking area.
9 • Just like any other apron, parking accommodations would depend on the demand. The parking
10 apron can be built in stages/phases and in this way an assessment can be made about who uses
11 the facility and whether or not additional parking should be consideration.
12 • Related to a need for a parallel taxiway the apron would be functional with or without a parallel
13 taxiway.

14
15 **Vice Chair Elton:**

- 16 • Whether or not the building located on the northeast side is rentable is not part of tonight's
17 discussion.

18
19 **Commissioner Crane:**

- 20 • The problem with leasing the building located on the northeast corner of the Airport for a business
21 to operate is because it is not ADA compliant. The northeast corner and building is part of the
22 land use plan & zoning document but there are no renovation plans in the works at this time to
23 make the building ADA compliant.
24 • As part of the Land Use Plan relevant to the northeast corner, helicopters would be an allowed
25 use.

26
27 **Corbett Smith:**

- 28 • Taxiway D Realignment – a) FAA standards require a right-angle exit taxiway; b) One alternative
29 would utilize existing location; one would shift taxiway to north; c) Northern location appears more
30 useful for most pilots.
31 ○ Referred to design rendering and scope of services concerning Taxiway D Realignment
32 i.e., FAA standards require a right-angle exit taxiway; One alternative would utilize
33 existing location; one would shift the taxiway to the north; Northern location appears more
34 useful for most pilots.
35 ○ According to the revised Advisory Circular Ukiah's angled taxiways are no longer
36 considered standard. Referenced the design renderings regarding Taxiway D relocation
37 showing alternatives 1 and 2. The Airport needs to come up with an alternative for
38 placement of the taxiway delta and this would be necessary as part of the runway
39 reconstruction project. Preference is Alternative 1. The FAA would likely accept
40 Alternative 1 because the design is closer to the acceptable standard.

41
42 **Commissioner Albright:**

- 43 • Has observed Calfire will exit taxiway delta and then do a run-up facing north as part of their
44 testing of aircraft so it is important where taxiway delta is placed.
45 • Using Runway 33, Alternative 1 makes sense.

46
47 **Mike Whetzel:**

- 48 • Preference is Alternative 1.

49
50 **Corbett Smith:**

- 51 • Long ago the California Division of Aeronautics found the simple solution was to shorten the
52 runway rather than use the displaced threshold.
53 • Referred to the design rendering relevant to Runway 15 and potential threshold location and
54 noted according to new construction data what will be recommended is to reclaim about 425 feet
55 of the existing runway for use of a displaced threshold and demonstrated/discussed how this

1 would be accomplished utilizing the application of 'declared distances' where all of the existing
2 pavement would remain. It may be a difficult sell to get the FAA to understand how important it is
3 to try and maintain an additional 155 feet of the existing runway given the type of airport Ukiah is.
4 Acknowledged this could be problematic given the amount of turboprop traffic the Airport has.
5 Requested comments regarding maintaining an additional 155 feet of runway for a new taxiway.
6

7 **Commissioner Crane:**

- 8
- 9 • Putting in a new taxiway where taxiway bravo is shown puts it in what is historically been referred
10 to as 'rabbit habitat' and questioned whether this is really a good fit in terms of feasibility. In terms
11 of the survivability related to the two construction renderings shown, the new taxiway would cost
12 more to make and may not be as good as the way the existing taxiway currently functions and the
13 location thereof.

14 **Jim Derickson:**

- 15
- 16 • Related to the new taxiway bravo, will there be accommodations for a run-up area there or will
17 this be lost? If this is the case during a busy time, there could be traffic congestion.

18 **Corbett Smith:**

- 19
- 20 • Asked whether having a run-up at the end of the runway would serve as value? It may be
21 regardless of the threshold configuration without an apron, aircraft would likely stack up during
22 departure.

23 **Commission/Public:**

- 24
- 25 • Replied affirmatively to the aforementioned question.
 - 26 • A run-up apron is a good idea.
 - 27 • Can run-up area be located on the north side of the taxiway bravo where the existing taxiway is
28 currently located? In other words is it possible to taxi by bravo, do a run-up and come back to
29 bravo?
 - 30 • An effective approach may be for pilots to stay on the primary north/south taxiway, spin the
31 planes around and do a run-up.

32 **Corbett Smith:**

- 33
- 34 • The distance is rather lengthy so it may be necessary to include a configuration/design that wraps
35 around the corner and demonstrated the distance where one cannot get any closer to the runway.
36 The configuration could be a bulb-out located to the north.
 - 37 • Pilots rely on 'declared distances' for runways.

38 **Mike Whetzel:**

- 39
- 40 • If the FAA does not approve a runway extension and taxiway bravo has to be built is it possible to
41 mirror that north taxiway so the additional footage is available to make the turn.
 - 42 • What is the possibility the Airport will lose 150 feet at the end of the runway?
 - 43 • The Airport is experiencing more and more jet traffic. Has observed up to five Calfire aircraft out
44 on the ramp at any one time during a fire. It is important to maintain the existing length of the
45 runway.

46 **Corbett Smith:**

- 47
- 48 • The FAA has new requirements. The Advisory Circular spends a lot of time on taxiway issues. As
49 such two new taxiway categories have been formulized. The drawings everyone is looking at
50 tonight are schematic drawings and not construction drawings.
 - 51 • It may be the Airport will be able to retain some of this footage the FAA wants to eliminate since
52 the Airport users have turboprop aircraft. The pitch to the FAA could be to retain all of the runway
53 length since it is already paved and can be used in preparation for departure and still allow for a
54 taxiway connector at the end leaving sufficient room for aircraft to make the turn on the north end
55 of the Airport.

1 **Commissioner Crane:**

- 2 • Should the Airport lose some of the runway length, the touch down point will not be changing.
3 • Looking at the rendering, right now that end portion of the runway located to the north is a
4 relocated threshold.
5

6 **Corbett Smith:**

- 7 • Rather than a relocated threshold the best way to identify the aforementioned scenario is to call it
8 a 'runway end.' To be clear with the FAA only refer to thresholds if they are not where the runway
9 is. To this end, will say it will become a displaced threshold but right now it is essentially a
10 relocated runway end. The end of the runway is technically a displaced threshold, but to be clear
11 with the FAA the area is called a relocated runway end.
12

13 **Commission/Public consensus:**

- 14 • Would like the consultant to 'pitch' to the FAA retention of the runway length for as much as is
15 possible. No one wants the runway to be shorter.
16

17 **Corbett Smith:**

- 18 • Mead & Hunt's job is to pitch to the FAA not only for a displaced threshold but also declared
19 distances in an effort to maintain the length of the runway as much as possible.
20

21 **Corbett Smith:**

- 22 • Potential Parallel Taxiway
23 ○ Referred to the design rendering and noted the problem is the Airport is very 'land poor'
24 where the parallel taxiway is proposed on the east side of the Airport.
25 ○ It may be a parallel taxiway is not feasible in terms of helping with accessibility. The
26 Project is costly and may not be helpful. It would be located too close to Airport Road so
27 unless the road is moved in some larger scheme on the part of the City, construction of a
28 parallel taxiway would likely not be cost effective.
29

30 **Commissioner Crane:**

- 31 • Referenced the design rendering and asked since there has been discussion about specific areas
32 for fixed wing aircraft that would include the far south end and/or northeast corner questioned
33 what the FAA would say about having 'the crosses' at the two ends as opposed to in the middle
34 too? To use that side must the taxiway be parallel for fixed wing aircraft use?
35

36 **Corbett Smith:**

- 37 • If all the Airport is doing is building an apron on the northeast corner would give a 80 to 90
38 percent chance the FAA would be willing to fund a parallel taxiway as a 'standalone' project
39 because it involves a relatively low volume of operations. The Ukiah Airport is not extraordinarily
40 busy so it is likely feasible to have the connection just at the ends. This aspect could likely be sold
41 to the FAA. If, however, this aspect is combined with a future use at the other end of the Airport or
42 particularly in connection with Calfire this would be a little harder to sell to the FAA on the basis
43 this would create a reason to go from one side to the other as demonstrated on the design
44 rendering. Related to parallel taxiways because of accidents at commercial airline airports
45 largely, the issue of people crossing runways in ways that are not anticipated the FAA finds
46 undesirable. However, at lower activity airports, the FAA is willing to allow aircraft to cross
47 runways.
48 • Related to the design rendering demonstrated what portion of the design might be the most
49 feasible for the use designations on the Airport. It may be a full length parallel taxiway is not
50 necessary, but then again this depends upon the use designations. It is likely at the Ukiah Airport
51 a full length parallel taxiway would not get much activity.
52

53 **Commissioner Crane:**

- 54 • What would occur if there were no crosses on the northeast corner, but rather only crosses on the
55 southeast corner?

1 **Corbett Smith:**

- 2 • The southeast corner is the Calfire operation where FAA approval is necessary for a runway cross. This might be something the FAA would approve. The FAA may say for the Airport to go ahead and put a potential parallel taxiway on the ALP, but it will never be funded.
- 3
- 4
- 5 • The issue of a parallel taxiway to the runway is debatable so it may just be 'ink on paper' and never approved for construction by the FAA.
- 6
- 7 • If the east side of the Airport were developed, a full length parallel taxiway/runway would be needed to serve it. In addition to the original cost for construction, the Airport will be responsible for maintaining it and this can be very expensive. If the structure is not being used, this is actually much harder on asphalt than if it was being used.
- 8
- 9
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- 11

12 **Vice Chair Elton:**

- 13 • If the parallel taxiway were approved could the northeast parking area be built as discussed above without actually constructing the parallel runway?
- 14
- 15

16 **Corbett Smith:**

- 17 • Confirmed the northeast parking area could still be built without constructing the parallel taxiway.
- 18 • Views the parallel taxiway as having a very limited operation. It would occur right at the end of the runway. There are no multiple runways or other complexity issues at this end. It may be the FAA would approve of this design concept for the parallel taxiway.
- 19
- 20
- 21

22 **Commissioner Albright:**

- 23 • What would be the length of the parallel taxiway if it is proposed only for the northeast corner? Would it be a partial parallel?
- 24
- 25

26 **Corbett Smith:**

- 27 • Looking at the conceptual design represented in black for the taxiway related to the northeast area there would be a 'stub' coming off the runway and would essentially be a partial parallel.
- 28
- 29 • If the City Corporation Yard were non-existent or if there was a demand for use of the east side of the Airport, this would be appropriate for a full length parallel. The problem is the east side of the Airport does not have much airspace and/or room to build hangars where only apron and such would be appropriate. There is not much demand for this type of use at this point. In the long run an apron kind of use does not provide much market value if a hangar structure is not connected. There is not really much room to put a hangar in the north east area and/or anywhere on the east side that would give the kind of room a hangar would require.
- 30
- 31
- 32
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- 35
- 36 • Essentially, a 'partial parallel' does not get you anything. Even if the Corporation Yard was not there other than the use being proposed for parking, it is pretty hard 'to get excited' about the eastside in terms of routine traffic. If there was some specialized use that wanted to be away from everything such as a highway patrol and/or similar use that wants its own space, the eastside would be the place. Other than perhaps a small office building, nothing can really be built today that would meet airspace requirements and certainly not a hangar.
- 37
- 38
- 39
- 40
- 41
- 42 • It appears there is not much desire for a parallel taxiway. If not, does not recommend showing it as a future prospect on the ALP for the northeast corner.
- 43
- 44

45 **Commissioner Crane:**

- 46 • Asked about the potential of Calfire relocating to the eastside of the Airport and should consideration be given to having a parallel taxiway in this regard?
- 47
- 48 • If a partial or full length parallel taxiway is really not feasible at this time, it is at least important it get addressed on the ALP as a future possibility even if it is for some future aviation use.
- 49
- 50 • Asked how the Airport Land Use Plan that essentially drives the zoning designations for uses at the Airport would apply to what is documented on the updated ALP.
- 51
- 52

53 **Corbett Smith:**

- 54 • It is unlikely Calfire will relocate to the eastside any time soon. Understands while Calfire is an important use at the Airport would not want to really close out that option of having a full length
- 55

1 parallel taxiway on the eastside in the event Calfire is able to relocate. The problem with
2 relocation and having an operation on the eastside is funding.

- 3 • Related to a parallel taxiway, it may be effective to make the associated language sufficiently
4 vague and/or not necessarily show provisions for a parallel taxiway on the eastside, but rather
5 include language that references potential infrastructure for and/or could accommodate a future
6 aeronautical use(s).
- 7 • When the draft ALP update is ready for review, this would be an opportunity for the Commission
8 to check for any complications that may be related to the Airport Land Use Plan and the
9 corresponding land use designations.

10
11 **Mike Whetzel:**

- 12 • Cannot really depend upon Calfire relocating and supports leaving it open-ended for any use that
13 complies with zoning designation on the eastside.

14
15 **Airport Manager Owen:**

- 16 • Related to the parallel taxiway on the eastside is fine with including language in the ALP update
17 that generally references potential infrastructure that can accommodate a future aeronautical use
18 rather than specifically calling out for a 'parallel taxiway' by identifying the particular use it would
19 accommodate.

20
21 **Corbett Smith:**

- 22 • Composite Improvement Plan
 - 23 ○ Related to the initial discussion concerning the scoping of services for the ALP update, is that
24 when the runway gets reconstructed it is going to get narrower.
 - 25 ○ The standard for the Ukiah Airport is a 75-foot width. Is of the opinion that with the use of
26 'turboprops' and conceivably going to the next standard it is possible to 'sell a 100-foot width'
27 to the FAA. If the City wants to go beyond this dimension, it will have to pay the difference.
 - 28 ○ The runway width choices are 75, 100, or 150 and explained how this works contingent upon
29 the class of uses that are needed. It is likely the FAA will go along with a 100-foot request
30 and recommends asking for this width and hope it is acceptable. The worst case scenario
31 would be a 75 feet width. The narrower the runway, the less maintenance costs and
32 responsibility.
 - 33 ○ Has no knowledge how the reconstruction process will occur without a full/comprehensive
34 engineering design. If reconstruction is what is necessary, supports the concept that what
35 material is existing be ground and turned into base material for all the existing 150 feet. As
36 such what the Airport will end up with is stabilized gravel shoulders.

37
38 **Commissioner Crane:**

- 39 • Is it possible to grind out 100 feet leaving 25 feet free on either side of the runway.

40
41 **Corbett Smith:**

- 42 • The aforementioned would depend upon what the engineers say is the 'fix for the runway.' It is
43 certainly possible not to do anything to the median and/or the external and paved shoulders if the
44 crown and all the associated drainage work appropriately.
- 45 • The intent is to get the most value out of the dollar when doing a runway renovation as it relates
46 to drainage, runway surfacing, the shoulder and necessary maintenance activities.

47
48 **Vice Chair Elton:**

- 49 • Is it highly unlikely the FAA would approve retention of a 150-foot width?

50
51 **Corbett Smith:**

- 52 • Can almost guarantee the FAA will not approve payment for renovation of a runway having a
53 150-foot width. They may pay for a 75 or 100-foot width. The City would be responsible for that
54 portion of the runway greater than 75 or 100 feet in width. Allowing for a runway having a width of

1 100-foot or less would reduce the cost thereof. A 75-width is the standard for classification of an
2 airport like Ukiah airport has.

- 3 • If the Commission sees value in having a 100-foot width this should be the request to the FAA.

4
5 **Mike Whetzel:**

- 6 • Supports a 100-foot width for the benefit of Calfire tankers and other larger aircraft.

7
8 **Commission consensus:**

- 9 • Okay with 100-foot runway width.

10
11 **Corbett Smith:**

12 Helicopter parking positions

- 13 a) FAA unlikely to be involved in helicopter parking or approaches.
- 14 b) California Division of Aeronautics could require creation of a helipad or helicopter parking
15 positions.
- 16 c) May be desirable for helicopter operator to clarify parking position or helicopter parking positions.
- 17 d) May be desirable for helicopter operator to clarify parking position or taxi routes.
- 18 e) May be desirable for Airport to clarify operational practices.
 - 19 i. Heightens awareness of helicopter operations
 - 20 ii. Alerts taxiing aircraft to likely path of helicopters
 - 21 iii. Can reduce potential dust and FOD issues
- 22 f) Option A
 - 23 i. Can fit two parking positions.
 - 24 ii. Taxi route would conflict with one tiedown
 - 25 iii. Might increase dust/FOD issues with adjacent FBO
 - 26 iv. Could be combined with helipad markings on Taxiway A
- 27 g) Option B
 - 28 i. Two parking positions provided.
 - 29 ii. 250-foot taxiway needed
 - 30 iii. Easy auto access from Airport Road
 - 31 iv. Space for auto parking and existing modular buildings
 - 32 v. Airspace limitations would prevent hangar construction
 - 33 vi. Drainage feature on site may be wetland
- 34 h) Option C
 - 35 i. Two parking positions provided
 - 36 ii. Would not conflict with creation of Calfire base
 - 37 iii. 200-foot access road needed
 - 38 iv. 250-foot taxiway needed
 - 39 v. Airspace would permit a 25-foot tall hangar
 - 40 vi. Wetlands would be affected
 - 41 vii. Potential noise impact on residences to south

42
43 **Corbett Smith:**

- 44 • Helicopter Parking Site Improvement Plan, Options A, B, & C
 - 45 ○ No particular need for any of the aforementioned options as there are no explicit and/or
46 anticipated changes to the airfield design standards.
 - 47 ○ Important to understand there is no explicit requirement for a helipad pertinent to a
48 helicopter operation having the equivalent of a runway.
 - 49 ○ Related to helipad parking positions, may want to designate space(s) if helipad operation
50 is near a public apron just so people understand where to park.
 - 51 ○ If there are a lot of transient operations, it might be beneficial to put helipad markings with
52 an 'H' on the parallel taxiway in a convenient location. Primary helicopter operations are
53 typically on a 'private leasehold' so there is essentially no explicit need to provide for any
54 helicopter parking. As such, if private helicopter operators want to provide and/or build
55 their own parking accommodations, Mead & Hunt has design concepts that will meet the
56 appropriate standards in in this regard. What typically occurs is unless there is a very

1 high volume of helicopter operations any complications resulting from these operations
2 are dealt with by airport management.

- 3 ○ What triggers helicopter parking site improvements is California Division of Aeronautics
4 staff's belief a designated helipad and corresponding parking positions are necessary. To
5 his knowledge this has not occurred at the Ukiah Airport although design options have
6 been provided.
- 7 ○ Discussed helicopter parking Option A and explained the design particulars/concepts as
8 it relates to helicopter operations, what to expect and what other operation types could be
9 affected. Is of the opinion this option is not likely a benefit in terms of possible
10 complexities with other adjacent operations.
- 11 ○ Related to the east side, Options B & C in relation to the possible future parallel taxiway
12 explained how helicopter parking would work including possible issues/limitations in
13 connection with existing/potential new infrastructure/buildings/building restriction
14 lines/TOFA. Related to Option C, area proposed for new Calfire base, it is possible to
15 build hangars. However in terms of access, there may have to be some property
16 acquisition to make it all work, but again it is possible to build a 60' x 50' hangar. A long
17 taxiway would be necessary for the hangar as well as other potential complications
18 related to utilities.
- 19 ○ Is of the opinion, it is not necessary to spend money for helicopter parking and it is not
20 necessary to include any of these options in the ALP update. There is no requirement
21 and the FAA is not expecting this information. What would likely occur is any investment
22 made for improvements related to helicopter parking would be made by the Airport and/or
23 operators. It would be unlikely for helicopter operations to solely make this type of
24 investment because they do not produce the type of revenue required. For example, in
25 terms of capital investment even REACH, which is relatively 'well-off' by the standards of
26 these types of medical flight operations could not afford to make such improvements
27 and/or provide other infrastructure necessary to their operation.
- 28 ○ The California Division of Aeronautics rather than the FAA is the agency involved with
29 airports and related operational issues. It is this agency that will voice whether something
30 needs to be changed at an airport.

31
32 **Vice Chair Elton:**

- 33 • If none of the helicopter site improvement plans are included in the ALP update and the Airport
34 wanted to designate an area like in one of the options a few years down the road would the plan
35 have to be fully updated?

36
37 **Corbett Smith:**

- 38 • A lot of the cost concerning the present plan is to 'repackage' it into the new format as it relates to
39 design changes to the Airport Advisory Circular. The FAA put out a 54 page checklist for airport
40 layout plans that includes a checklist for the property associated with the ALP in an attempt to
41 standardize the plans nationally.
- 42 • The intent at this point is to include new sheets of information that would update the plan for
43 consistency purposes with FAA requirements/standards and should be good for a significant
44 amount of time. Minor changes are relatively inexpensive change. An ALP update can be done
45 for minor changes at the time of construction. Such modifications as changing the runway into a
46 displaced threshold would require a longer review period and would be reviewed by every division
47 of the FAA because the proposed change will essentially lengthen the runway.

48
49 **Airport Manager Owen:**

- 50 • Would the aforementioned discussion be the type of information sheet the FAA would want on the
51 ALP Update, but will never fund?

52
53 **Corbett Smith:**

- 54 • The exhibits provide for two helicopter parking site options for the east side of the Airport.
- 55 • The FAA holds very little interest in helicopter operations. However, has observed the FAA will
56 fund for 'bounce pads' around an airport to get high density hover practice operations out of the

1 building area. Other than this unless there is a very clear level of helicopter operation occurring at
2 an airport funding is not typically allocated for helicopter operations.

- 3 • If an airport wants FAA funding for helicopter parking accommodations, for instance, it will likely
4 have to come out of the annual FAA entitlement funds and this would be a choice made by the
5 airport.
- 6 • The Airport could proceed with including helicopter parking in the ALP update, but unless the
7 Airport has a 'really defined use' the FAA would require the expenditure of Entitlement funds for
8 this improvement type. Accordingly, the FAA will not fund if the improvement is for one private
9 user.
- 10 • If the FAA were to fund for one of the helicopter parking options, there would have to be a
11 plausible public use associated. Otherwise, the project would have to be 100% funded by the City
12 or the operator. Such a project would likely include a hover taxiway and to avoid hover damage
13 there should be no open dirt. Because of issues associated with having helicopter pads some
14 airports have eliminated their helicopter pad/designated parking area and provide for helicopter
15 transient parking only.

16
17 **Airport Manager Owen:**

- 18 • Is pleased to be able to look at the plans for helicopter operations since there has been
19 considerable Commission discussion about uses on the eastside of the Airport.
- 20 • It appears some of the plans for improvement particularly for helicopter operations would not be
21 practical or possible at the Airport on the eastside since there are no hangar accommodations,
22 etc.

23
24 **Commissioner Albright:**

- 25 • What would occur if the Airport is not interested in pursuing the plans?

26
27 **Corbett Smith:**

- 28 • The exhibits discussed tonight will be documented in the narrative report so they will not be lost
29 from documentation and can be used as reference material. The narrative report can state the
30 City has concluded plans for helicopter parking on the east side of the Airport are not worthy of
31 being added to the ALP at this time. As such, the documentation will remain in the report.

32
33 **Mike Whetzel:**

- 34 • Has experienced problems/issues with the present location of Calstar interfering with his business
35 and recommends leaving the option for the south easterly corner open for possible future
36 helicopter operations.

37
38 **Vice Chair Elton:**

- 39 • How can the aforementioned be effectively documented for future reference purposes:

40
41 **Corbett Smith:**

- 42 • This can be done two ways: 1) incorporate the specific design or 2) use text to document to
43 differentiate area designated for future aeronautical use, possible helicopter use.

44
45 **Commissioner Albright:**

- 46 • Is it possible to leave language in the document that designates a particular area for future
47 aviation usage?

48
49 **Corbett Smith:**

- 50 • Acknowledged specifying/documenting an area for potential future aviation use is certainly an
51 effective approach.
- 52 • Sites/areas on the Airport may have different complexities involving environmental-related issues
53 other than just cost issues. Documenting areas for future aeronautical use in the ALP is an
54 acceptable approach because essentially no environmental studies have to be done. All that has
55 to be said is that a particular area is being preserved for future aeronautical use where it is not

1 known what that use may be. Specifying an area for a particular operation such as Calfire or for a
2 helicopter operation will require some review in order to adopt the updated ALP.
3

4 **Commissioner Crane:**

- 5 • For a particular area, what about including language it is to be designated for future fixed-wing
6 and/or rotocraft aeronautical use?
7

8 **Corbett Smith:**

- 9 • The Airport must decide what approach is most beneficial. The more specific you are, the greater
10 the cost to update the ALP. The Airport must decide how interesting the designation is and is the
11 Airport willing to pay more today for a speculative use.
- 12 • His recommendation is unless any of the project improvements and corresponding area
13 designations discussed tonight are going to happen in the next five years there is not a lot of
14 value into being 'more specific' about designating an area for a future aeronautical use unless
15 you are trying to make a point to a public presence such as City Council or the community.
16

17 **Commission preference:**

- 18 • Maintain the Land Use Plan as a zoning document and for designating future uses and document
19 for references purposes in the narrative report the exhibits discussed tonight without specifically
20 identifying an area for a particular future aeronautical use that would require some level of review
21 in order to get the updated ALP adopted.
22

23 **Corbett Smith:**

- 24 • Addressed the next steps in the process and anticipated timeframes and noted the aeronautical
25 survey has yet to be completed to make certain there are no significant issues that cannot be
26 resolved.
27

28 The Commission thanked Mead & Hunt consultants for the presentation.
29

30 **Commissioner Albright** left the meeting.
31

32 **5B. Jet A Truck Purchase**

33 **Airport Manager Owen:**

- 34 • Referred to the City Council Agenda Summary Report (ASR) dated December 4, 2013 regarding
35 the award to purchase a used Jet A fuel truck for the Airport to EPIC Aviation, LLC for the total
36 amount of \$203,558.44.
- 37 • Went out to bid for a new fuel truck and received three responses. The years of the truck were
38 newer than originally anticipated.
- 39 • The purchase prices are also higher than originally anticipated.
- 40 • The intent was to purchase a truck for approximately \$150,000. None of the bids came in that
41 low. Two of the trucks models are year 2009 and the other is year 2007.
- 42 • Airport staff has selected the 2009 truck at a purchase price of \$203,558.44. It is basically a new
43 truck with only 79 hours on the engine. Is of the opinion the operating features are much better on
44 this truck compared to the other two trucks.
- 45 • The matter is agendized for Council tomorrow night.
- 46 • The recommended action is to award purchase of the 2009 International 7300 5,000 gallon Jet A
47 fuel truck in the sum of \$203,558.44 to Epic Aviation, LLC for the Airport. This truck is over
48 budget by approximately \$53,000.
- 49 • Epic Aviation Truck 1 has seen much less use than Epic Aviation Truck 2. There is only an 11%
50 difference between the prices of these two trucks.
- 51 • The Omega Aviation truck is older and has a lot more engine hours on it.
- 52 • The lead City garage mechanic supports the purchase of Truck #1. The intent was after Council
53 approves the purchase would be for a City mechanic to go to Oregon to look at both of trucks to
54 make certain that what the Airport is getting is what the Airport is looking for.
55

1 **Commission:**

- 2 • While there may be an 11% difference in prices between Trucks #1 and #2, the purchase price is
- 3 30% more than what the Commission had in mind.
- 4 • No justification is written into the ASR that supports purchase of the higher priced truck.
- 5 • Is looking for cost of benefit as this relates to life cycle costs. Truck #1 has 79 engine hours and
- 6 Truck #2 has 678 hours.
- 7 • Asked to see the specifications for the three trucks and asked about what occurred with the other
- 8 trucks the Commission had been looking at/discussing for comparison purposes.
- 9 • Understands while there were only three bid responses other trucks are out there to potentially
- 10 purchase that might be a better deal.
- 11 • Does not support Staff's recommendation to Council for the purchase of Truck #1.
- 12 • It may be beneficial to continue review specifications of other trucks.
- 13 • Would like staff to defer City Council approval of the truck purchase until after the Commission
- 14 has had time to further review specifications for other trucks.
- 15 • Is concerned about cash on hand and how staff intends to pay for Truck #1 for the difference that
- 16 has not been budgeted for and further asked how low staff intends to go with cash on hand.
- 17 • Brief discussion concerning the 'Omega Aviation' truck and if there were any benefits to
- 18 purchasing this truck noting that some of the former trucks the Commission reviewed were older
- 19 models.
- 20 • Discussion about the carb standards and noted the truck standards are at least Tier 4 that more
- 21 than complies with the current Tier 2 standards.
- 22 • If a decision is necessary, Truck #2 having a purchase price of \$180,906.55 looks like the better
- 23 deal.
- 24

25 There was Commission/staff discussion concerning Epic Trucks #1 and #2 related to number of hours on
26 the engine, what this means, and truck maintenance/operating features.

27
28 **Break: 7:41 p.m.**

29 **Reconvene: 8:20 p.m.**

30
31 **Airport Manager Owen:**

- 32 • Again, the Airport only received three responses to the RFPs so based on this staff made a
- 33 decision to go with Truck #1.
- 34 • Provided the Commission with copies of the RFPs and corresponding specifications that went out
- 35 for the three trucks.
- 36 • Talked about the history of the existing Jet A truck and reason for the purchase of a new used
- 37 truck.
- 38 • Compared the operating features/amenities and performance level based on the individual
- 39 specification for each of the trucks.
- 40 • Supports the purchase of Truck #1. The revenue generated from the use of this truck and the
- 41 length of life of the truck would more than pay for itself over time and in the long run is worth the
- 42 extra cost.
- 43

44 **Commissioner Crane:**

- 45 • Preference would be to take more time to look for a truck within the original budget of \$150,000.
- 46 • Is generally okay with Truck #2 having a purchase price of \$180,906.25, but it is still over budget
- 47 by \$30,000.
- 48

49 **M/S Elton/Deerwester** to recommend purchase of Epic Aviation Truck #2 having a purchase price of
50 \$180,906.25.

51
52 **Commissioner Crane:**

- 53 • Is okay with Truck #2, however, preference would be to purchase a truck more in keeping with
- 54 the original budget of \$150,000.

55 **Airport Manager Owen:**

- 1 • Rather than go out to bid again preference would be for Council to approve the purchase of Truck
2 #2 at the regular December 4, 2013 meeting.
3

4 **Motion carried by the following roll call vote:**

5 **AYES: Commissioner Deerwester and Vice Chair Elton**

6 **NOES: Commissioner Crane**
7

8 **5C. North East Yard**

9 **Commissioner Deerwester** requested discussion of this agenda item be deferred to the next regular
10 Commission meeting.
11

12 **Vice Chair Elton** continued this agenda item to the next regular Commission meeting.
13

14 **5D. Airport Maintenance**

15 **Commissioner Crane** has observed some of the doors on the Pasco hangars have been painted.
16
17

18 **Airport Assistant Ronk:**

- 19 • Gave a progress report on hangar repairs, particularly with regard to the issue of rust on the
20 doors.
21

22 **Airport Manager Owen:**

- 23 • Staff is trying to make repairs to the hangar doors as much as possible because it is expensive to
24 hire the hangar door specialists out the Bay Area to come and make repairs.
25

26 **6. REPORTS**

27 **6A. Airport Monthly Financial Report**

28 **Airport Manager Owen:**

- 29 • Referred to the financial report documents and talked about the format.
30

31 **Vice Chair Elton:** Appreciates getting the 'Balance Sheet.'
32

33 **6B. 100LL Self-Serve Tank**

34 **Airport Manager Owen:** Nothing new to report.
35

36 **6C. Airport Business Plan**

37 **Airport Manager Owen:**

- 38 • Located an airport business plan that may be a good fit for the Airport.
39 • This matter will be discussed at the next regular Commission meeting.
40

41 **7. AGENDA ITEMS FOR FEBRUARY 4, 2014 MEETING**

- 42 1. Review of Lease for City of Ukiah Credit Union
43 2. Jet A Fuel Truck
44 3. Northeast Yard letter
45 4. Airport Business Plan
46 5. Maintenance - Pavement Repair
47

48 **8. COMMISSIONER COMMENTS/STAFF COMMENTS**

49 **Staff:** Airport annual Christmas Party luncheon is Thursday, December 5.
50

51 **9. ADJOURNMENT**

52 There being no further business, the meeting adjourned at 9:38 p.m.
53
54

55 _____
Cathy Elawadly, Recording Secretary



Ukiah Regional Airport Commission

Airport Layout Plan Update

December 3, 2013 Meeting

Presenters: Corbett Smith and David Dietz (Mead & Hunt, Inc.)

Contents

- Presentation outline
- Graphics
 - Northeast parking apron
 - Taxiway D relocation: Alternative 1
 - Taxiway D relocation: Alternative 2
 - Runway 15 potential threshold relocation
 - North runway end airspace penetrations
 - Potential parallel taxiway
 - Composite improvement plan
 - Helicopter site improvement plan: Option A – existing site
 - Helicopter site improvement plan: Option B – east side, north site
 - Helicopter site improvement plan: Option C – east side, north site

Presentation Outline

1. Brief review of scope of services

2. Northeast parking apron

- a) Would accommodate about 20 single-engine piston and two twins or large, single-engine turboprop (e.g., PC-12).
- b) Could be built in stages.
- c) Would be functional with or without a parallel taxiway.

3. Taxiway D realignment

- a) FAA standards require a right-angle exit taxiway.
- b) One alternative would utilize existing location; one would shift taxiway to north.
- c) Northern location appears more useful for most pilots.

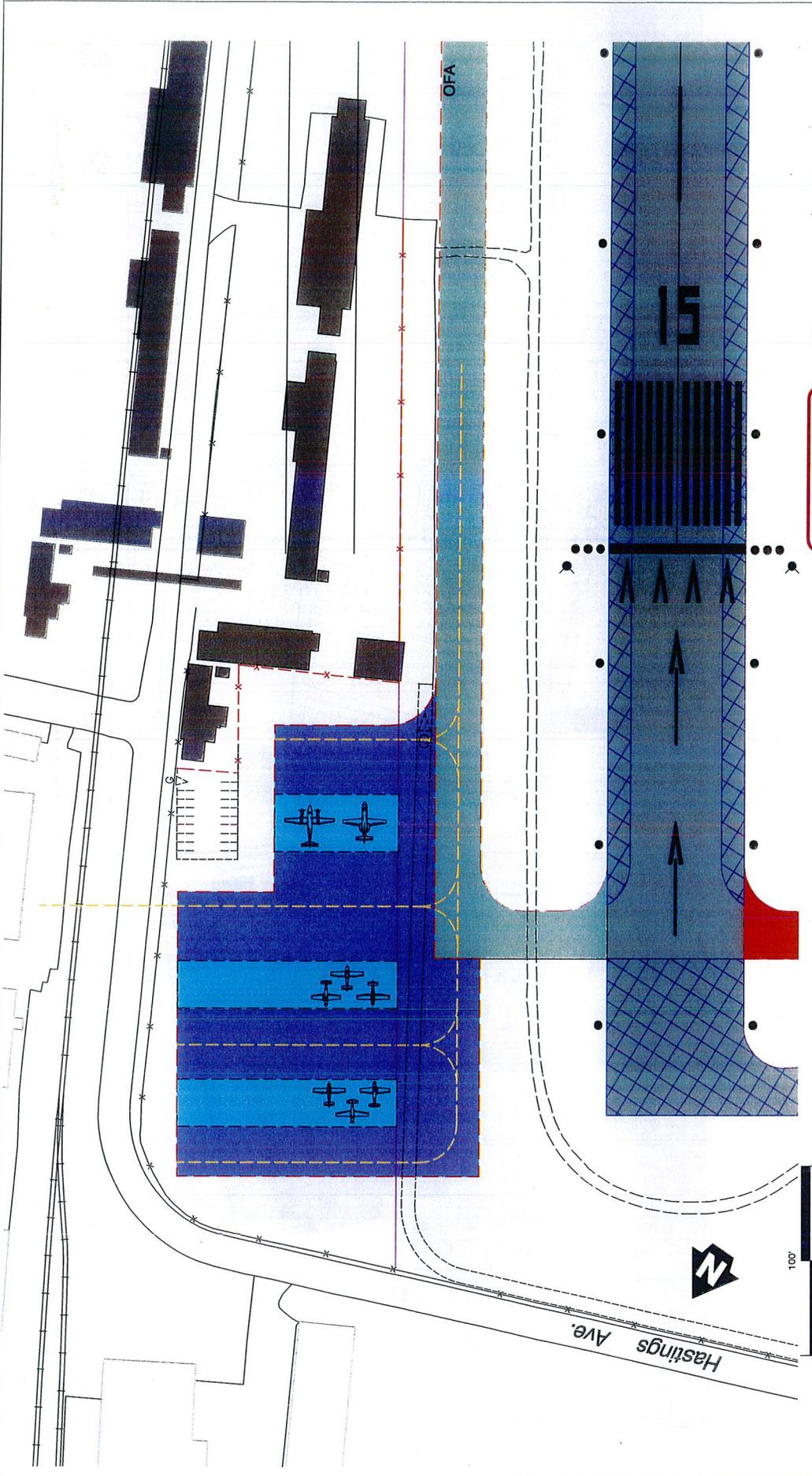
4. Runway length and width

- a) Current taxiway aligned with runway does not meet FAA standards.
- b) Appears possible to reclaim 425 feet of runway.
 - i) Existing marked runway end would be changed to a displaced threshold.
 - (1) Hastings Avenue is controlling obstruction.
 - (2) A couple of trees in approach need to be trimmed.
 - ii) Runway end would be set to provide standard runway safety area and runway object free area clearance.
 - iii) Limited potential to reclaim full paved length through use of declared distances.

- c) Near certainty that FAA will require that runway width be reduced.
 - i) Standard for this class of runway is a width of 75 feet.
 - ii) Likely that we could retain 100-foot width.
 - iii) Runway edge lights would need to be moved.

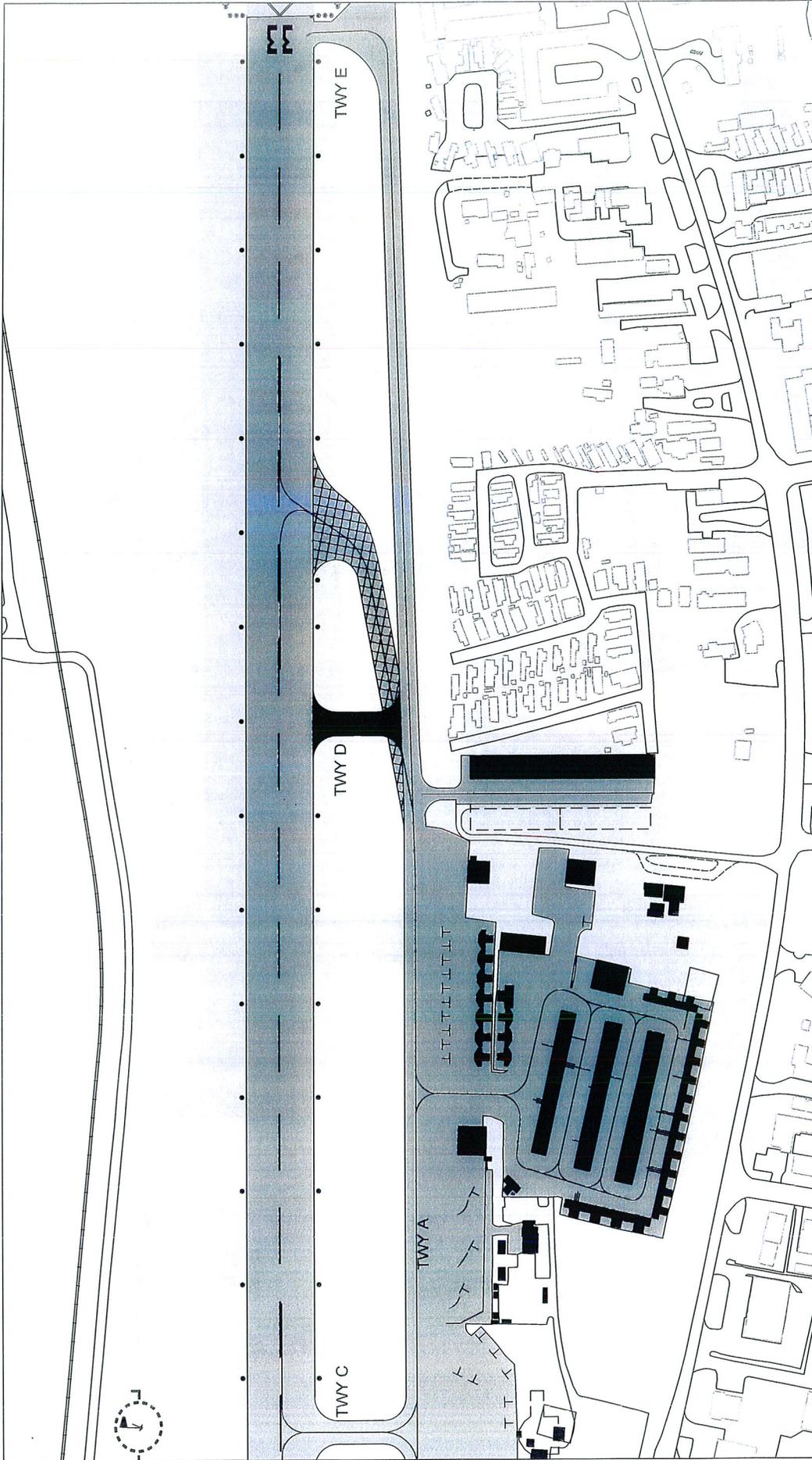
5. Helicopter parking positions

- a) FAA unlikely to be involved in helicopter parking or approaches.
- b) California Division of Aeronautics could require creation of a helipad or helicopter parking positions.
- c) May be desirable for helicopter operator to clarify parking position or taxi routes.
- d) May be desirable for airport to clarify operational practices.
- e) Having marked parking positions and taxi routes:
 - i) Heightens awareness of helicopter operations.
 - ii) Alerts taxiing aircraft to likely path of helicopters.
 - iii) Can reduce potential dust and FOD issues.
- f) Option A – existing site
 - i) Can fit two parking positions.
 - ii) Taxi route would conflict with one tiedown.
 - iii) Might increase dust/FOB issues with adjacent FBO
 - iv) Could be combined with helipad markings on Taxiway A
- g) Option B – east side, north site
 - i) Two parking positions provided.
 - ii) 250-foot taxiway needed.
 - iii) Easy auto access from Airport Road.
 - iv) Space for auto parking and existing modular buildings.
 - v) Airspace limitations would prevent hangar construction.
 - vi) Drainage feature on site may be wetland.
- h) Option C – east side, north site
 - i) Two parking positions provided.
 - ii) Would not conflict with creation of CalFire base.
 - iii) 200-foot access road needed.
 - iv) 250-foot taxiway needed.
 - v) Airspace would permit a 25-foot tall hangar.
 - vi) Wetlands would be affected.
 - vii) Potential noise impact on residences to south.
- i) Next steps in project



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Northeast Parking Apron Ukiah Regional Airport



UKIAH REGIONAL AIRPORT
AIRPORT IMPROVEMENTS

2112500-136221.01
NOVEMBER 2013

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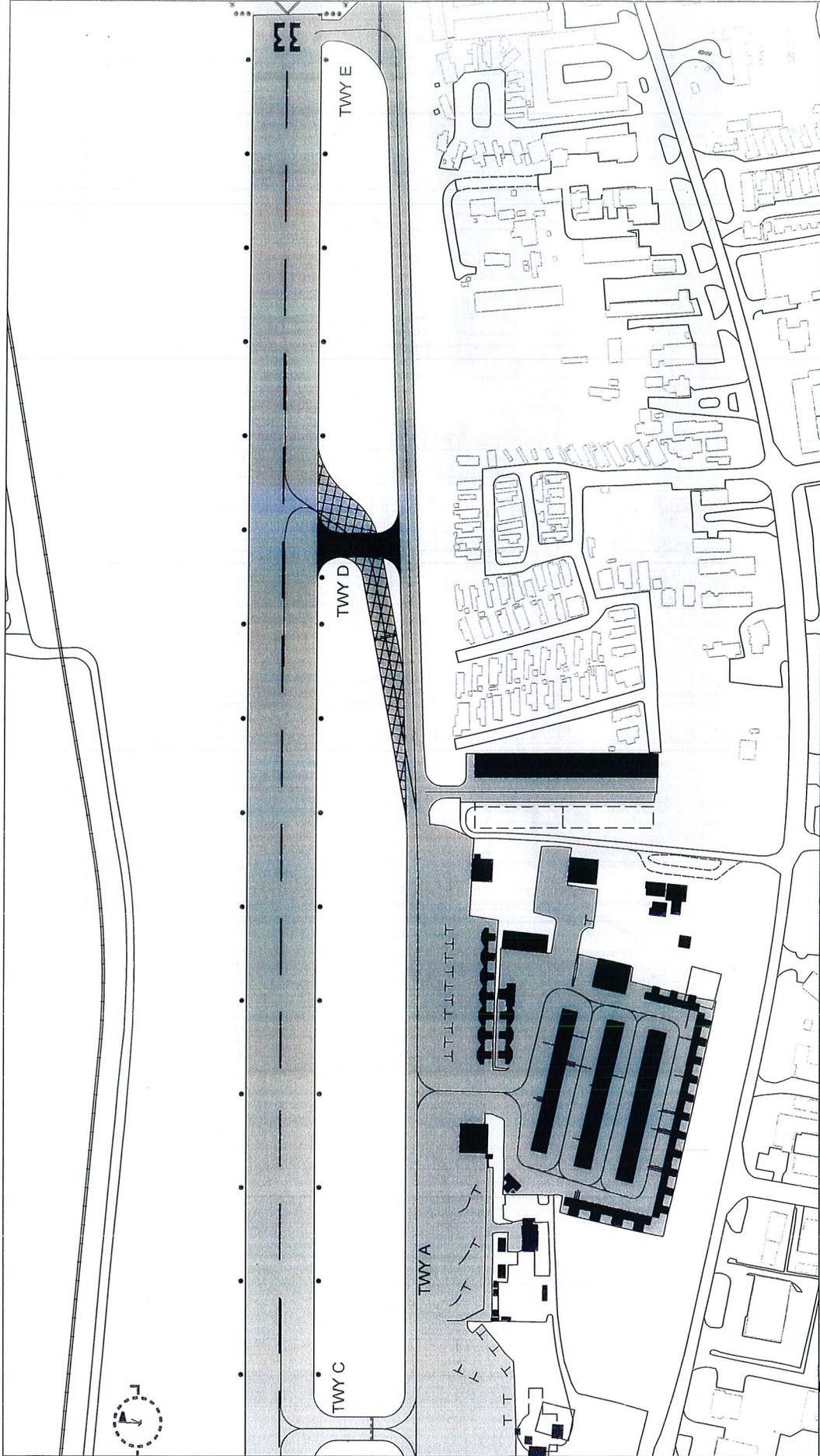
TAXIWAY D RELOCATION - ALT. 1



EXHIBIT 1.1



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Mead & Hunt

EXHIBIT 1.2



TAXIWAY D RECONFIGURED TO 90° EXIT - ALT. 2

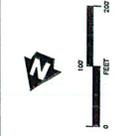
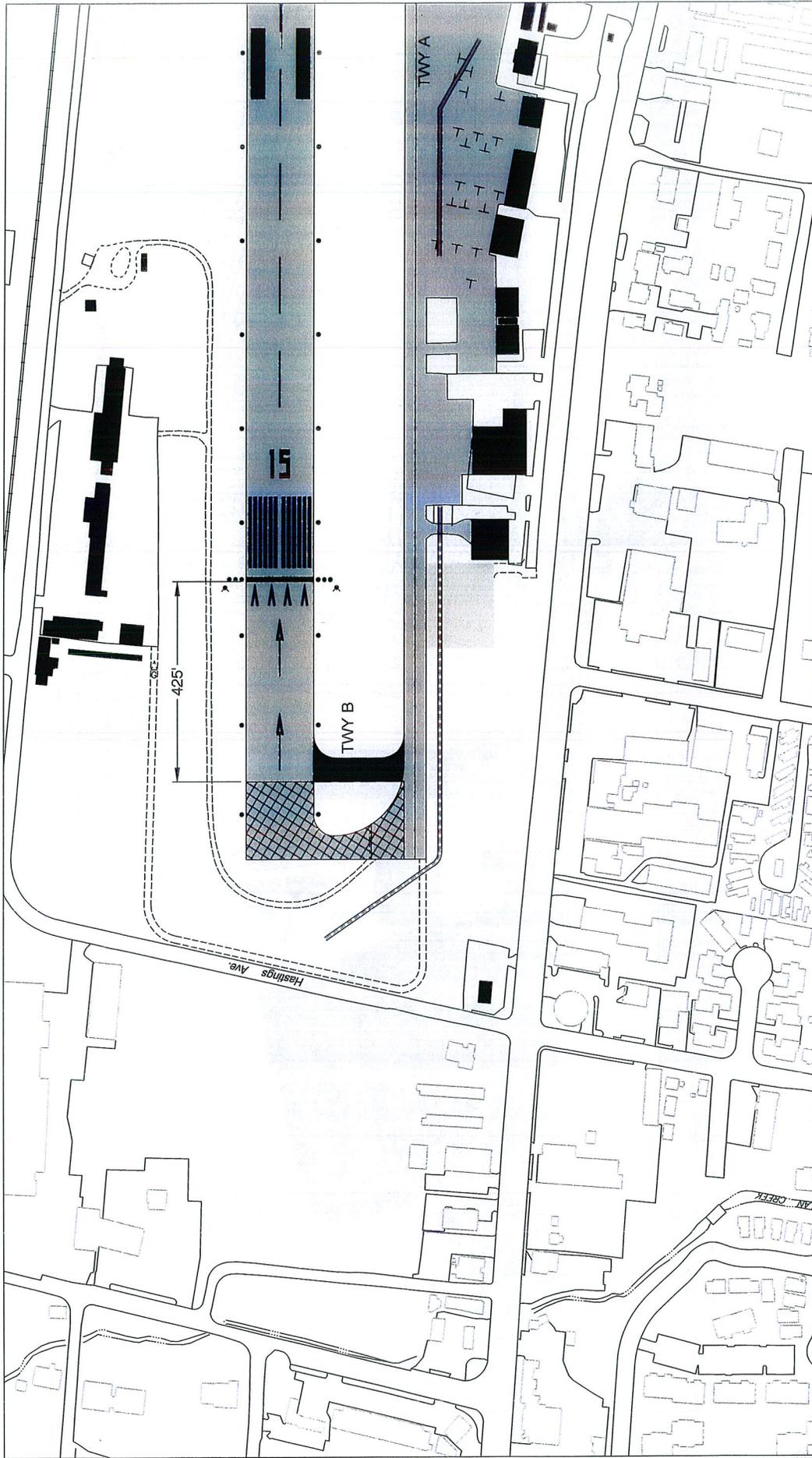
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UKIAH REGIONAL AIRPORT
AIRPORT IMPROVEMENTS

2112200-130201.01
NOVEMBER 2013



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RUNWAY 15 POTENTIAL THRESHOLD LOCATION

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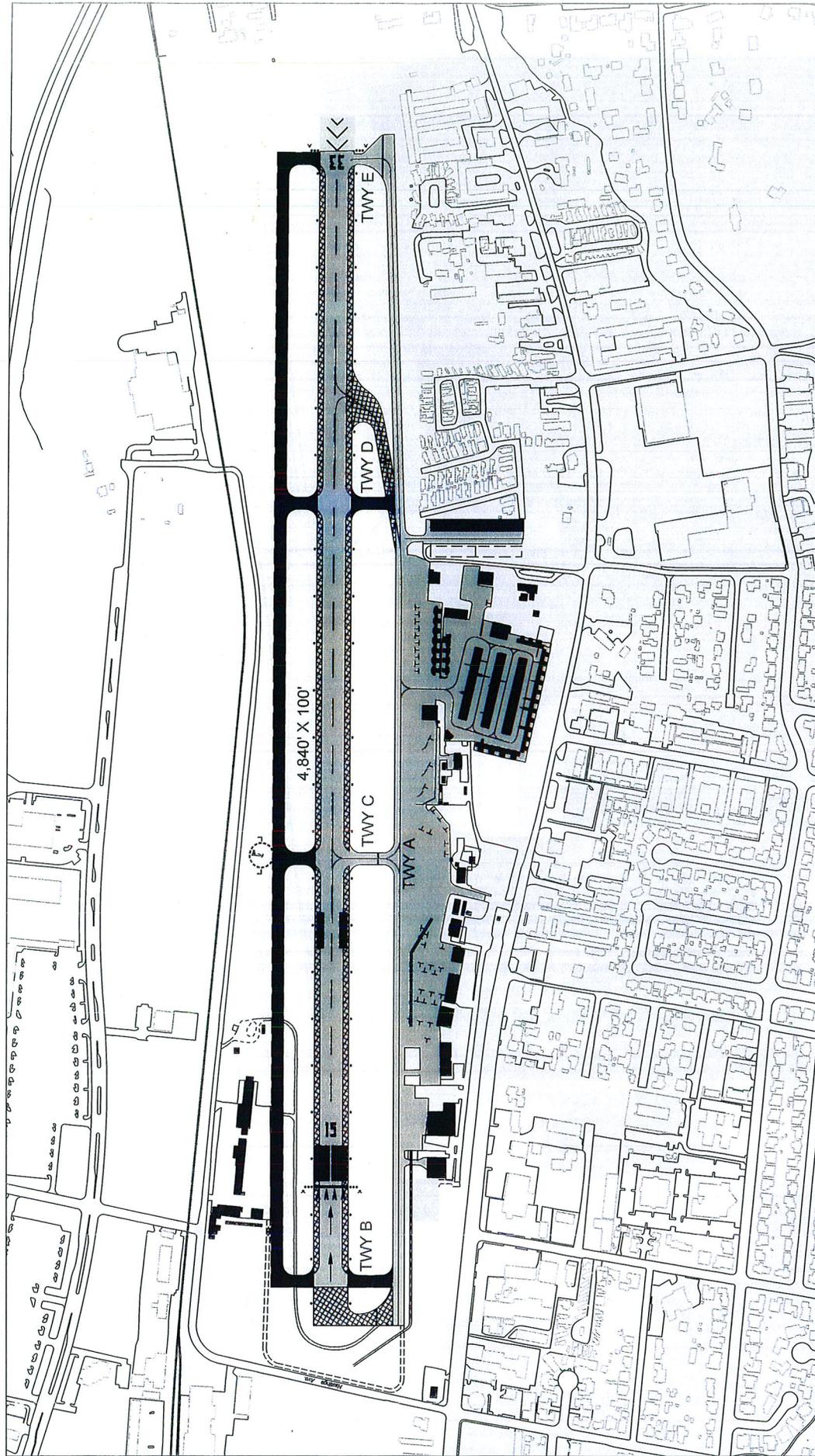
North Runway End Airspace Penetrations

0 200 400
FEET

Figure 1

City of Ukiah
Ukiah Regional Airport
Airport Layout Plan Update
2112200-113467 01
November 2013

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UKIAH REGIONAL AIRPORT
AIRPORT IMPROVEMENTS
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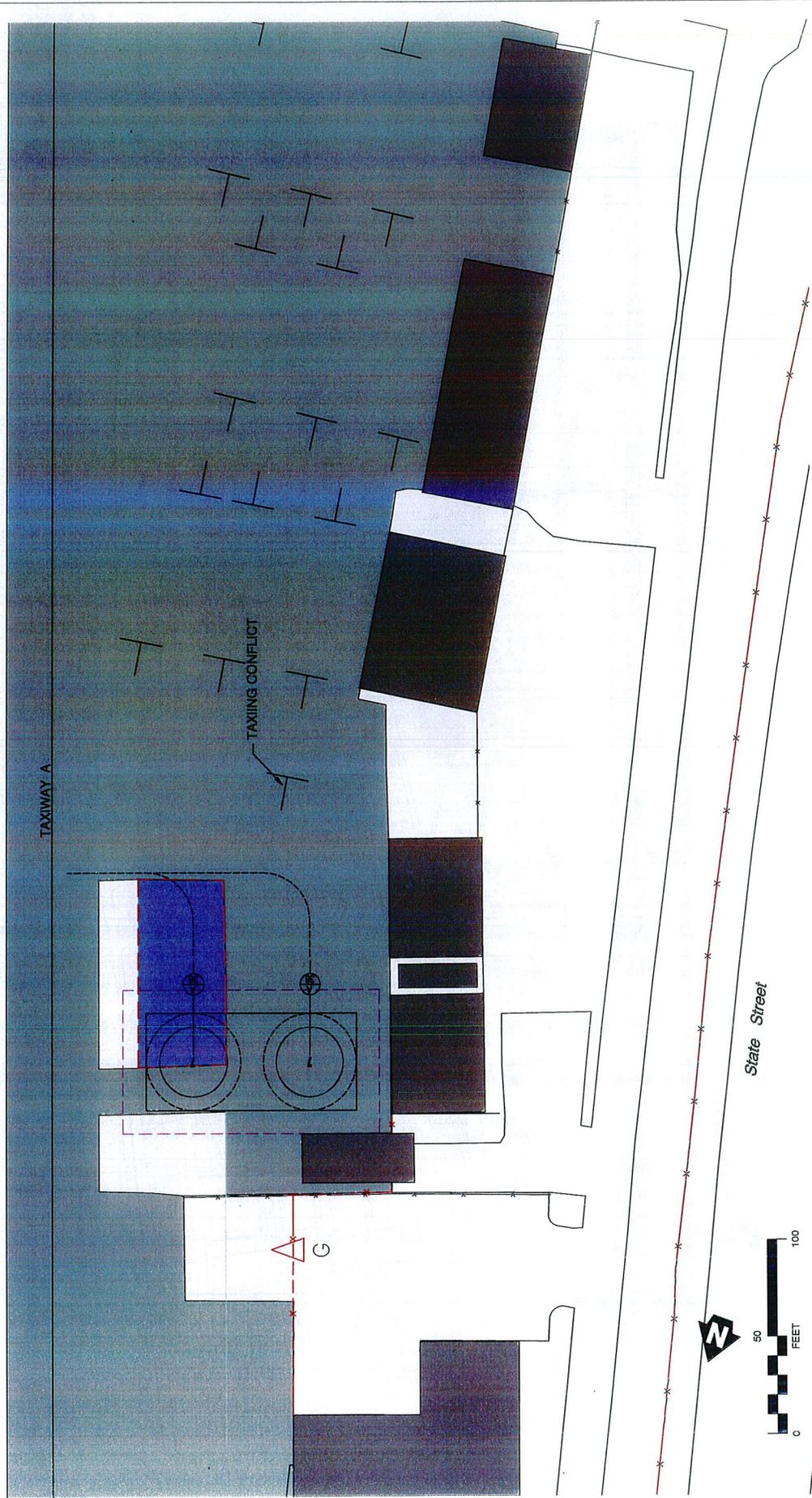
COMPOSITE IMPROVEMENT PLAN



Mead
& Hunt

EXHIBIT 1.5

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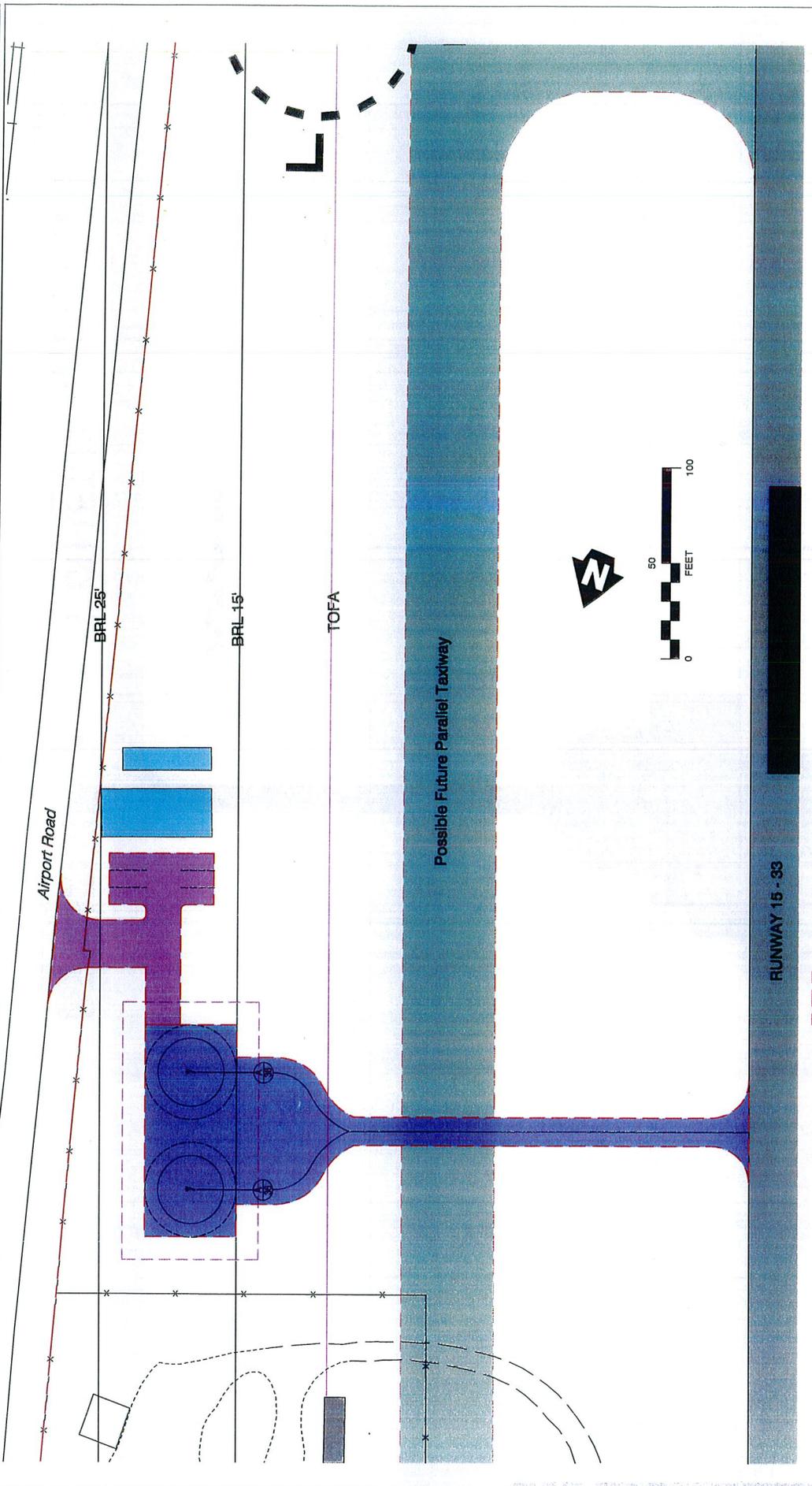
NEW AIRFIELD PAVEMENT



Option A

Helicopter Parking Site Improvement Plan

Ukiah Regional Airport

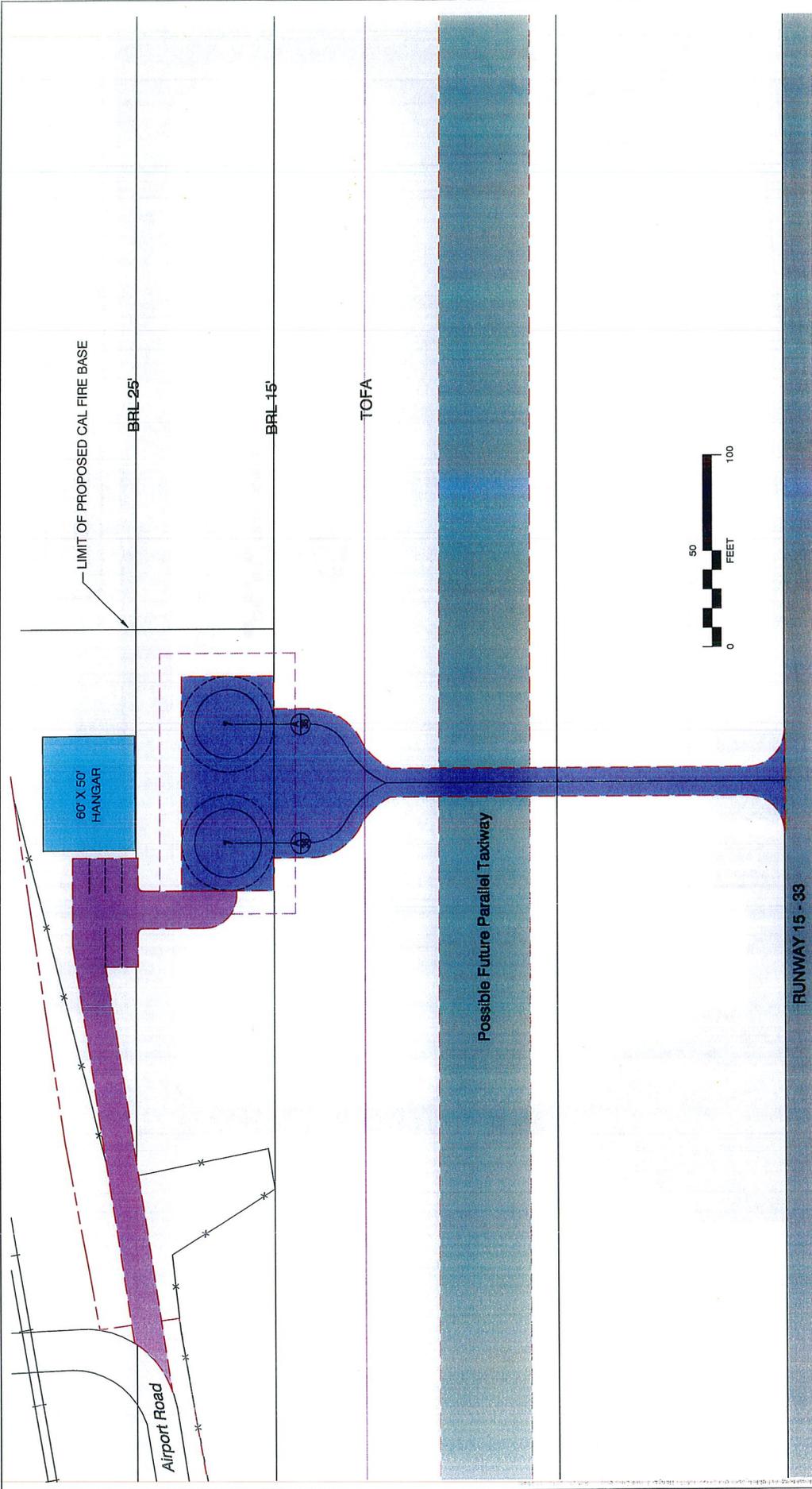


Option B
 Helicopter Parking Site Improvement Plan
 Ukiah Regional Airport

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NEW AIRFIELD PAVEMENT
 OTHER NEW PAVEMENT

Prepared By: Mead&Junt



DRAFT

Option C

Helicopter Parking Site Improvement Plan

Utah Regional Airport