UKIAH REGIONAL AIRPORT COMMISSION
December 6th, 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 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 1st, 2016
- Motion made to approve Nov. 1st, 2016 minutes by Commissioner Albright and 2nd by Commissioner Crane.

4. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

5. DISCUSSION/ACTION
5A. Airport Commission Request To Council
Airport Manager Owen:
- This letter has been prepared by Commissioner Crane and Albright in regards to the Airport Government Charges and there escalating amount.

Commissioners:
- Reviewed document and made correction and minor change to letter that will be forwarded to the City Council.
- Motion to approve letter as amended by Commissioner Albright and 2nd Commissioner Beard.

5B. Fuel Tank
Airport Manager Owen:
- Went and did a walk around of the new fuel tank. Everything on the 100ll tank looks good and ready to go. We are just waiting on the concrete slap to be poured then the tank can be placed and power hooked-up.
- We did get Caltrans approval for a loan for the purchase of the fuel tank.

5C. FAA Grants
Airport Manager Owen:
- Still working on the design grants for the runway overlay project. We have been working with an Independent Fee Assessment consultant that’s required for all FAA grant projects. Project still moving forward.

5D. Airport Maintenance
Airport Manager Owen:
- The one main maintenance issue we are dealing with right now is a group of runway lights that have shorted out. We have had the city electricians helping identify the problem areas. After trouble shooting the lights we had a complete system wide shut down on the runway and taxiway.
lights. We had to overnight electrical wire to replace the old wire and get the system back up and running.

REPORTS

6A. Airport Monthly Financial

Airport Manager Owen:
- This year we have had a slow season for fuel sales. Overall both Jet and Avgas are down.
- We still have a nice fund balance and with the Caltrans loan we will not have to deplete the fund balance.

7. AGENDA ITEMS FOR FEBRUARY
   A. New Commissioner Introduction
   B. Airport Commission Letter Council
   C. Fuel Tank
   D. FAA Grants
   E. Airport Maintenance

8. COMMISSIONER COMMENTS/STAFF COMMENTS

Airport Manager Owen:
- Need to reschedule Commission meeting due to my absence.

Commissioners:
- Discussion on date, rescheduled date to Jan. 17th, 2017.
- Cancel Feb. meeting.

9. ADJOURNMENT

There being no further business, the meeting adjourned at 6:51p.m.

Kenneth Ronk, Recording Secretary