UKIAH REGIONAL AIRPORT COMMISSION
December 5th, 2017
Minutes

COMMISSIONERS PRESENT
Randal Beckler, Chair
Eric Crane
Bill Beard

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

COMMISSIONERS ABSENT
Mark Ashiku, Vice Chair
Don Albright

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 – November 7th, 2017
   • Motion made to approve Nov. 7th, 2017 minutes by Commissioner Crane and 2nd by Commissioner Beard. Aye 3-0

4. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

5. DISCUSSION/ACTION
5A. Recommendation to Council Guidelines for Community Development Department for review of Projects in Airport Land Use Zone
   Airport Manager Owen:
   • The current Airport Land Use Plan was completed and approved in 1996. Staff would like the Airport Commission recommendation to Council on updating the current plan and what action would trigger a review of the Airport Land Use Commission.
   • Airport Land Use Plan – Link; //www.mendocinocounty.org/home/showdocument?id=5192
   • The City would like Mead & Hunt on board to consult about this project and have the Airport Land Use plan updated.
   • Garton Tractor project has been appealed and I feel that the letter that we drafted for the City Council not be sent until all the appeal information has been gathered.

   Commissioners:
   • Motion made by Commissioner Beard to create Adhoc committee and 2nd by Commissioner Crane. Letter to Council about Planning process and ALUC Crane and Beckler
   Aye 3-0

5B. Airport Maintenance
   Airport Manager Owen:
   • With the winter months moving in we have been performing maintenance on the lighting and hangars as they become available.
5C. Airport Monthly Financial
Airport Manager Owen:
- Monthly Financial reports were not available.
- City is reworking the rental of the Airport corporation yard fees.

5D. FAA Grants
Airport Manager Owen:
- RWY 15-33 Pavement Rehab and TWY realign 60% design submittal 12/21/2017
- PMMP: Final Signed Documents 12/15/2017
- Plans right now to have project submittals in April and bid opening on May 1st.
- The FAA has reevaluated the cost and expect total cost to be around 3.5 million.

5E. Budget Committee
Airport Manager Owen:
- Staff is working on scheduling a meeting.
- Plan on Commissioner Albright and Crane at meeting.

5F. Fuel Tank
Airport Manager Owen:
- Staff had an inspection performed in July on the bulk storage tank. Staff was emailed by the inspected company and told the tank was unserviceable. Staff request a formal report and was told a new inspection we needed to be performed as the old report was lost. The report attached shows the tank in much better condition and only needing minor maintenance to convert the tank.

6. AGENDA ITEMS FOR FEBRUARY
A. Garton Tractor Project Appeal
B. Airport Maintenance
C. Airport Monthly Financial
D. FAA Grants
E. Budget Committee
F. Fuel Tank
G. Hangar Inspections

7. COMMISSIONER COMMENTS/STAFF COMMENTS

8. ADJOURNMENT
There being no further business, the meeting adjourned at 7:32 p.m.

Kenneth Ronk, Recording Secretary