

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?id5192](http://www.mendocinocounty.org/home/showdocument?id5192)
- 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.

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3 **5C. Airport Monthly Financial**

4 **Airport Manager Owen:**

- 5 • Monthly Financial reports were not available.
6 • City is reworking the rental of the Airport corporation yard fees.
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8 **5D. FAA Grants**

9 **Airport Manager Owen:**

- 10 • RWY 15-33 Pavement Rehab and TWY realign 60% design submittal 12/21/2017
11 • PMMP: Final Signed Documents 12/15/2017
12 • Plans right now to have project submittals in April and bid opening on May 1st.
13 • The FAA has reevaluated the cost and expect total cost to be around 3.5 million.
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15 **5E. Budget Committee**

16 **Airport Manager Owen:**

- 17 • Staff is working on scheduling a meeting.
18 • Plan on Commissioner Albright and Crane at meeting.
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20 **5F. Fuel Tank**

21 **Airport Manager Owen:**

- 22 • Staff had an inspection performed in July on the bulk storage tank. Staff was emailed by the
23 inspected company and told the tank was unserviceable. Staff request a formal report and was
24 told a new inspection we needed to be performed as the old report was lost. The report attached
25 shows the tank in much better condition and only needing minor maintenance to convert the tank.
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28 **6. AGENDA ITEMS FOR FEBRUARY**

- 29 **A.** Garton Tractor Project Appeal
30 **B.** Airport Maintenance
31 **C.** Airport Monthly Financial
32 **D.** FAA Grants
33 **E.** Budget Committee
34 **F.** Fuel Tank
35 **G.** Hangar Inspections
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37 **7. COMMISSIONER COMMENTS/STAFF COMMENTS**

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40 **8. ADJOURNMENT**

41 There being no further business, the meeting adjourned at 7:32 p.m.
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45 Kenneth Ronk, Recording Secretary
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