

UKIAH REGIONAL AIRPORT COMMISSION
April 3rd, 2018
Minutes

COMMISSIONERS PRESENT

Randal Beckler, Chair
Bill Beard
Eric Crane
Mark Ashiku, Vice Chair

STAFF PRESENT

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

COMMISSIONERS ABSENT

Don Albright

OTHERS PRESENT

Summer & Henry Crane
Wendy & Taylor Owen

1. CALL TO ORDER

The Airport Commission meeting was called to order by Chair Beckler at 6:05 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 – January 16th, 2018
Minutes need revised so they will be resubmitted for approval in May 1st, 2018.

4. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

5. DISCUSSION / ACTION / REPORTS

5A. Airport Land Use Commission A, A* and B1 Review

Airport Manager Owen:

- The Airport Commission requested Staff bring forward a recommendation to Council that all projects in the A, A* and B zone be reviewed by the Mendocino County Airport Land Use Commission. To insure projects are compatible with the current Airport Land Use Plan.

Commissioner Ashiku:

- The intent of the Airport Land Use Commission is to protecting the areas around the airports. If areas are not protected it could put restrictions on public safety aircraft and their missions. If the airport gets restrictions because of a building it usually doesn't hurt the general aviation pilots it hurts our emergency service operators and the type of aircraft, they can bring in. The fires of this past October helps show the importance of having an airport that could support the current aircraft used. Safeguarding the airport from any restrictions is the #1 priority for Mendocino County residence.

Commissioner Beard:

- Sited a City Ordinance that prohibits the issuing of a building permit if it interferes with airport operations. He could not cite the ordinance but he would look it up to see if it still pertained to this circumstance.

Motion/Second: Ashiku/Beard to:

- Agenized this for the City Council that all projects in the A, A* and B1 zones be reviewed by the Mendocino County Airport Land Use Commission.
Motion carried by the following roll call votes: AYES: Beckler, Ashiku, Crane, and Beard.
Noes: None.
Absent: Albright.
Abstain: None

1 **5B. Airport Maintenance**

2 **Airport Manager Owen:**

- 3 • Standard maintenance items – mowing in full swing due to the nice weather.
4 • Need to look at roofs and get their conditions.

5
6 **Motion/Second: Beckler/Ashiku to:**

- 7 • Create adhoc committee for spec's and condition of the airport roofs.
8 • Committee shall be Crane and Beckler

9 Motion carried by the following roll call votes: AYES: Beckler, Ashiku, Crane, and Beard.

10 Noes: None.

11 Absent: Albright.

12 Abstain: None

13
14 **5C. Airport Monthly Financial / Budget**

15 **Airport Manager Owen:**

- 16 • The Airport fuel revenue report is not done as of now. March looks like a slow month due to all
17 the bad weather. Will provide next month.
18 • Will submit a preliminary Budget to the commission next month.

19
20 **5D. FAA Grants**

21 **Airport Manager Owen:**

- 22 • Nothing new to report, still waiting on a response from the FAA on the mod to standard for the
23 runway lights.

24
25
26 **5E. Fuel Tank**

27 **Airport Manager Owen:**

- 28 • Spec is with the Purchasing department. We're planning on getting that back soon.
29 • Spec will be to have old split 20,000-gallon tank removed and a new 20,000-gallon tank installed
30 where the old tank sits.
31 • Timeline is to have this done by this summer.

32
33 **5F. Cal Fire Lease**

34 **Airport Manager Owen:**

- 35 • Calfire has been operating here on an old lease with extensions from the 1970's.
36 • The State refuses to use the City of Ukiah's lease and we have to use their lease agreement.
37 • What I'm looking for from the commissioners is an approval of the new rates for the ground rent
38 and their operations fee. These new fees are consistent with our current fee structure.
39 • City attorney and I have already addressed most of the language mistakes in the lease with the
40 state.

41 **Commissioner Ashiku:**

- 42 • This lease is very poorly written with numerous mistakes. They have numerous inconsistencies of
43 who is responsible for the leased area whether it's the state or lease.

44 **Commissioner Crane:**

- 45 • Needs to address having a HMBP mentioned in the lease. (Hazardous Material Business Plan)

46 **Airport Manager Owen:**

- 47 • Due to the many issues with this lease it will be presented at the May Commission meeting to get
48 reviewed before approval.

49
50 **5G. Garton Tractor Project**

51 **Airport Manager Owen:**

- 52 • No new update on this project.
53 • The lead in the planning department on this project has left the City and the City has hired an
54 emergency hire due to no planners within the City.

1 **Motion/Second: Crane/Beckler to:**

- 2 • Create adhoc committee for the Garton Tractor project and how we should move forward with this
3 project.
4 • Committee shall be Ashiku and Beckler.

5 Motion carried by the following roll call votes: AYES: Beckler, Ashiku, Crane, and Beard.

6 Noes: None.

7 Absent: Albright.

8 Abstain: None

9 **Commissioner Crane:**

- 10 • Request that when Garton Tractor resubmits this project with the building moved out of the RPZ
11 (Runway Protection Zone) that it a new project and must go through all the proper channels.
12

13 **6. AGENDA ITEMS FOR MAY**

- 14 **A.** Airport Monthly Financial / Budget
15 **B.** Airport Land Use Commission
16 **C.** Airport Maintenance
17 **D.** FAA Grants
18 **E.** Fuel Tank
19 **F.** Cal Fire Lease
20 **G.** Garton Tractor Project
21 **H.** Airport Day
22

23 **7. COMMISSIONER COMMENTS/STAFF COMMENTS**

- 24 • Airport Day – This is the 10th year for this event. June 2nd from 9am – 3pm.
25

26 **8. ADJOURNMENT**

27 There being no further business, the meeting adjourned at 7:06 p.m.
28
29

30 _____
31 Kenneth Ronk, Recording Secretary
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