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UKIAH REGIONAL AIRPORT COMMISSION
November 6, 2012
Minutes

COMMISSIONERS PRESENT

Don Albright, Chair
Dottie Deerwester
Eric Crane
Carl Steinmann

STAFF PRESENT

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

COMMISSIONERS ABSENT

OTHERS PRESENT

1. CALL TO ORDER

The Airport Commission meeting was called to order by Chair Albright at 6:00 p.m. 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 – October 2, 2012

M/S Deerwester/Crane to approve October 2, 2012 minutes, as submitted. Motion carried (4-0).

4. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

Airport Manager Owen congratulated Commissioner Albright for becoming instrument rated.

5. DISCUSSION/ACTION

5A. Airport Maintenance Sub-committee

Airport Manager Owen: Sub-committee members Crane and Steinmann met with staff to discuss Airport Maintenance and to formulate assessments about the conditions of buildings/structures on the Airport.

Staff/Commissioner Crane provided the following information about the condition of Airport buildings/structures/facilities and precautionary measures that can and/or should be taken to improve their overall life function.

- Capital buildings such as T&M Aviation, FedEx, West Coast Wings, etc., are the primary focus concerning assessment of repair/maintenance needs.
- With regard to repair/improvement needs the Pasco hangars are of higher priority than the port-a-ports hangars.
- The buildings/facilities identified in the worst shape are the old Pasco hangars, the Ace Aerial building, and some of the port-a-ports. Some of the port-a-port hangars are vacant so it may be that the ones in very poor condition should be removed rather than repaired because they are not likely worth fixing at this point.
- The Pasco hangars are galvanized buildings and need to be treated for rust and the sooner the better. Staff has begun the process of revitalizing the buildings that involves using steel wool, a product that treats rust (OSPHO) so that paint primer can be applied. It may be that the bottom of the structures will be painted to prevent further rusting.

Might consider a spec for a painting contractor to paint just the trim of the hangars after the rust preventative work is complete. It is not a good idea to paint the rust free portions of the galvanized panels on the hangars because when the paint fails, the hangars have to be painted again. The focus is the two-foot height from ground level where the buildings could be painted from the wainscot level down at a uniform height. The buildings in this regard should be painted the same color.

1 Accordingly, the door frames need to be treated for rust because they are not in good
2 condition.

- 3 • There was discussion about other possible effective treatments that could be applied from the
4 wainscot level down. Selecting an appropriate treatment must be cost effective.
- 5 • **Commissioner Crane** recommends the use of OSPHO followed by a direct-to-metal primer
6 and a good oil-based either rolled or brushed-on paint (Spray application is not
7 recommended). This would provide for a 15 to 20 year solution that can be easily maintained.
- 8 • Some of the buildings looked at need new roofs to the degree that their useful life has been
9 exceeded. The re-roofing of certain buildings should be a maintenance task priority because
10 of the risk of losing structures and corresponding income.
- 11 • **Commissioner Crane** identified Pasco hangars and shade hangars in need of either new
12 roofs/roof overlays.
- 13 • **Staff** noted hangar vacancies are occurring, particularly port-a-port hangars because pilots
14 are selling their aircraft. As a plane ages, it can be too costly to maintain or pilots no longer
15 are able to continue to fly. Other general aviation airports are experiencing the same thing.
16 The average age of a general aviation aircraft is typically 42 years.
- 17 • **Commissioner Crane** noted it is important to determine the best approach in terms of
18 providing maintenance and/or the ability to provide for new construction of buildings or
19 replacement of buildings at the Airport because it must be economically viable for the City. It
20 is also too costly for the City to construct new buildings and/or replace buildings because
21 prevailing wage costs are too great. In order for new construction or replacement of a building
22 to be economically viable for the City, such development will likely have to be private.

23
24 Recognizes the importance of maintaining economic viability for the Airport and appropriately
25 being able to provide for an effective return on investment. A building is an investment and
26 needs to be properly maintained.

27
28 Cannot use public funds to replace buildings unless there is a 'good rate of return.' By
29 applying the rental figures for the shade hangars as an example of hangars that are popular
30 and using the formula to calculate what a good rate of return on investment should be does
31 not pencil out for what the hangars are currently leased for. The monthly rent and/or
32 investment should be approximately 1% of the purchase price of a building in order for the
33 investment to pencil out financially. This would provide for a 12% return on investment. As
34 such, this is not the case for the Airport. Talked about what it would take to be able to
35 effectively utilize and/or provide for maximum use of space in order to achieve that greater
36 return on investment using the shade hangars that already exist as an example and be able
37 to provide for more of the same. If this same situation were to be economically viable in the
38 private sector, the whole project could not cost more than \$120,000 using the formula for
39 calculating a greater return on investment. Questioned what type of market would give that
40 greater return on investment. There may be such a market for hangars that are 'Pasco-like' in
41 terms of size and structure, but it will take some ingenuity on the part of the developer and
42 Commission to make it happen.

43
44 It would not be realistic to charge excessive rental fees for buildings that are in poor
45 condition. Rental fees are also market rate based and not typically representative of what is
46 considered a 'good rate of return.' It is for this reason buildings must be properly maintained
47 in order to protect the Airport's investments except in instances where a building is not worth
48 the cost of fixing. A maintenance schedule and/or maintenance strategy should be in place
49 for each building because it is financially prudent to do so.

50
51 **Commission:**

- 52 • Has observed that some port-a-ports may not be salvageable.
- 53 • The shade hangars provide for the most active of fliers.
- 54 • Airport investments must be protected by providing the necessary maintenance before a
55 building/structure gets to the point where it becomes too costly to repair.

1 **Staff** recommends the next step is to come up with a spec to see what the estimates would be for
2 some of the maintenance/repairs documented, such as a re-roof and/or other types of maintenance
3 that staff would not be able to do for buildings that are Airport owned, particularly those that are in
4 poor and very poor condition.
5

6 **5B. Airport Security**
7 **Airport Manager Owen:**

- 8 • The subject of Airport Security goes hand-in-hand with the Airport tenant meeting.
- 9 • It was brought to the attention of staff that the Airport gate code has never been changed and
10 advised of the new code number. One of the reasons why staff was not able to re-program
11 some of the Airport's control units is because they were outdated. As such, some control
12 units have been replaced. The plan is to change code numbers annually.
- 13 • Received a letter from Airport user Ron Hunt concerning security at the Airport. He is of the
14 opinion the Airport has no security citing the transients as being a problem and would like to
15 see more police patrols.
- 16 • There is little staff can do about the transients that congregate on State Street next to the
17 Airport.
- 18 • There have been some issues with transients/homeless on the Airport. There are times when
19 staff has to ask transients to leave Airport property.
20

21 **Commission:**

- 22 • There was discussion concerning the transient problem in the City and at the Airport and
23 measures that could be taken to discourage/deter them that could include fencing and gates.
24 The concern is vandalism to aircraft and other property.
- 25 • Would like more discussion about the fencing of certain areas, particularly in and around
26 hangars.
27

28 **6. REPORTS**

29 **6A. Airport Land Use Plan Schedule for Review by Council**
30 **Airport Manager Owen:**

- 31 • No new update, but will keep the Commission informed when this matter will be reviewed by
32 Council.
33

34 **6B. Airport Holiday Party**

35 **Airport Assistant Ronk** gave the Commissioners an invitation to the Airport's annual Christmas
36 potluck party that will be held December 6, 2012 from noon to 2 p.m.
37

38 **6C. Airport Tenants meeting**
39 **Airport Manager Owen:**

- 40 • The recent Airport tenant meeting was useful.
- 41 • Airport security was one of the primary discussion topics.
- 42 • There was also discussion about Airport hangars, particularly the Pasco Hangars.
43

44 **6D. Airport signs for old lumber yard**
45 **Airport Manager Owen:**

- 46 • An interested person did contact staff about potentially leasing the area, but provided no
47 details about the use and/or any other information. There have been no other inquiries.
48

49 **7. AGENDA ITEMS FOR NEXT REGULAR MEETING**

- 50 1. Maintenance/Landscaping reports by Sub-committees
- 51 2. Airport Security/fencing
- 52 3. Noise abatement
- 53 4. Airport Land Use Plan Schedule for Review by Council
- 54 5. Airport Holiday Party
55

1 **8. COMMISSIONER COMMENTS/STAFF COMMENTS**

2 **Airport Assistant Ronk:**

- 3 • David Poma is a new part-time hire.
- 4 • Calstar bringing Santa Claus to the community by way of helicopter this Christmas season
- 5 has been cancelled.
- 6 • Winter hours for the Airport that will continue until February 2013 will be 8:00 a.m. to 5:00
- 7 p.m.

8

9 **Commissioner Crane:**

- 10 • Attended a Mohave Cal-pilots meeting/event that was very informative. Tours and
- 11 presentations were given about unmanned aerial systems talking about integrating 'UAVs
- 12 and UASs' into the airspace and how these systems work in real life.

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14 **9. ADJOURNMENT**

15 There being no further business, the meeting adjourned at 7:38 p.m.

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19 Cathy Elawadly, Recording Secretary

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