

**CITY OF LOS BANOS
AIRPORT ADVISORY COMMISSION MEETING MINUTES
AUGUST 19, 2014**

ACTION MINUTES – These minutes are prepared to depict action taken for agenda items presented to the Airport Advisory Commission.

CALL TO ORDER: Chairperson Leonardo called the Airport Advisory Commission Meeting to order at 5:03 p.m.

PLEDGE OF ALLEGIANCE: Chairperson Leonardo led the pledge of allegiance.

ROLL CALL – MEMBERS OF THE AIRPORT ADVISORY COMMISSION PRESENT: Anderson, Beasworrick, Stichel, Leonardo; Wilber excused.

STAFF MEMBERS PRESENT: Parks and Recreation Operations Manager Cardoza, Administrative Coordinator de Melo, Administrative Assistant Hughes.

CONSIDERATION OF APPROVAL OF AGENDA: Motion by Beasworrick, seconded by Stichel to approve the agenda as submitted. The motion carried by the affirmative vote of all Airport Advisory Commission Members present; Wilber excused.

CONSIDERATION OF APPROVAL OF THE ACTION MINUTES FOR THE REGULAR MEETING OF JULY 15, 2014: Motion by Anderson, seconded by Beasworrick to approve the minutes as submitted. The motion carried by the affirmative vote of all Airport Advisory Commission Members present; Wilber excused.

PUBLIC FORUM: MEMBERS OF THE PUBLIC MAY ADDRESS THE COUNCIL ON ANY ITEM OF PUBLIC INTEREST THAT IS WITHIN THE JURISDICTION OF THE CITY; INCLUDES AGENDA AND NON-AGENDA ITEMS. NO ACTION WILL BE TAKEN ON NON-AGENDA ITEMS. SPEAKERS ARE LIMITED TO A FIVE (5) MINUTE PRESENTATION. DETAILED GUIDELINES ARE POSTED ON THE COUNCIL CHAMBER INFORMATIONAL TABLE. No one came forward to speak and the public forum was closed.

AIRPORT TENANT LIST UPDATE.

Hangar E was being rented month-to-month by Mid-Valley Aviation, and is now vacant. There are 22 hangars leased, 9 vacant.

AIRPORT 2013/2014 ANNUAL FUEL SALES PROFILE REVIEW. Parks and Recreation Operations Manager Cardoza stated that the fuel sales profile shows that in July 2014, we sold 800 gallons less of 100LL, than was sold in July 2013; we sold 1,800 gallons more of Jet A in July 2014 than in July 2013; combined, that is an increase of 1,000 gallons of gas sold in July 2014.

AIRPORT 2014/2015 REVENUE/EXPENDITURE UPDATE. Operations Manager Cardoza reported that the reports only had about a month of activity. There were no further questions.

AIRPORT FACILITY MAINTENANCE REPORT. Parks and Recreation Operations Manager Cardoza, reported that he received a call from Commissioner Stichel regarding weeds near the runway; those have been cut and cleaned up. He also stated the Pappi lights are out on the north end of Runway No. 14. An Electrician has been out to fix them, but was unsuccessful. He will be contacting the manufacturer for repair. Commissioner Leonardo asked if a cover had been placed at the fast pay fuel machine. Operations Manager Cardoza stated there is a cover over it and a note has been placed nearby to remind pilots to keep it covered. Commissioner Stichel stated he has seen the wind blow it off.

PUBLIC WORKS DIRECTOR/CITY ENGINEER REPORT. Mark Fachin, Public Works Director/City Engineer was unable to attend the meeting. Operations Manager Cardoza stated that there will be a joint meeting with the Planning Commission on September 10th; he encouraged all to attend the presentation of the Airport Relocation Project. Commissioner Anderson asked if we were at a place in the project that the Airport Commissioners could receive monthly updates of the Airport Relocation Project on the agendas, and stated he wants to be kept in the loop about the project. Operations Manager Cardoza estimated up to 60 days for it to be an agenda item. Commissioner Stichel stated that although there is a plan to relocate the Airport, he still wants to make sure the City continues to maintain the facility throughout the project; continuing planned repairs, and not forego maintenance of the airport site. Operations Manager Cardoza agreed and mentioned that the Streets Division will be doing some sealing and partial repaving of the fueling area.

COMMISSION MEMBER REPORTS.

ANDERSON: No report.

BEASWORRICK: No report.

STICHEL: Had reported three concerns last month, and all were fixed the next day.

WILBER: Excused.

LEONARDO: Reminded everyone about the Joint Meeting with the Planning Commission/Airport Commission September 10th; encouraged all Airport Commissioners to attend.

ADJOURNMENT: The meeting was adjourned at the hour of 5:23 p.m. to the Joint Planning Commission/Airport Commission Meeting September 10th at 7 p.m.

APPROVED:

Larry Leonardo, Sr., Chairperson

ATTEST:

Jelene de Melo, Secretary