

**CITY OF LOS BANOS
AIRPORT ADVISORY COMMISSION MEETING MINUTES
AUGUST 18, 2015**

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

CALL TO ORDER: Chairperson Wilber called the Airport Advisory Commission Meeting to order at 5:00 p.m.

PLEDGE OF ALLEGIANCE: Commissioner Reed led the pledge of allegiance.

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

STAFF MEMBERS PRESENT: Public Works Director/City Engineer Fachin, Parks & Recreation Operations Manager Cardoza, Administrative Coordinator de Melo.

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

CONSIDERATION OF APPROVAL OF THE ACTION MINUTES FOR THE REGULAR MEETING OF JULY 21, 2015: Motion by Schifano, seconded by Anderson to approve the minutes as submitted. The motion carried by the affirmative vote of all Airport Advisory Commission Members present; Stichel 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.

STATUS OF INDUSTRIAL PARK PROJECT/RUNWAY RELOCATION. Public Works Director/City Engineer Fachin welcomed Commissioner Reed, and thanked him for serving on the Airport Advisory Commission. There is a consultant that is working on developing a conceptual plan for the industrial park layout for two locations. A water study would be the next step for that project. We will be taking the wind study equipment purchase before the City Council on September 16, 2015. The cost will be approximately \$6,000 per unit. Wadell Engineering is still working on the draft study. We will place the wind towers in locations that Bob Wadell recommends, with the permission from the land owners.

AIRPORT 2014/2015 ANNUAL FUEL SALES PROFILE REVIEW. Operations Manager Cardoza reported the current prices for 100LL is \$4.809 per gallon, and Jet A is \$4.009 per gallon. We are listed 2nd for the lowest prices within a 50 mile radius. We sold about 1,800 gallons more fuel in July 2015, than was sold in July 2014. We will be receiving a new shipment of fuel tomorrow.

AIRPORT 2014/2015 REVENUE/EXPENDITURE UPDATE. Director/City Engineer Fachin stated the reports cover the first month of the fiscal year. They do not have any expenses and revenues reported as of yet. The yearly insurance is deducted all at one time, in the beginning of the fiscal year. Our debt service is usually deducted during the last quarter of the fiscal year. He does not believe we will have any problem meeting our budget for this year.

AIRPORT 2015/2016 ADOPTED BUDGET. Director/City Engineer Fachin stated this was the actual budget that was approved by the City Council. 2012/2013 and 2013/2014 are actual numbers. 2014/2015 has not been audited, as the fiscal year just ended. This is a good source of information to reference to for the rest of the year.

AIRPORT FACILITY MAINTENANCE REPORT. Operations Manager Cardoza reported we are continually mowing and spraying weeds at the Airport. Daily inspections and records are kept every day. Our upgraded AWOS system is currently being built. We hope to have it by our next Commission meeting. We did budget funds for this purchase. The AWOS is not mandatory to have, however, it is useful to the pilots, so we will be replacing the outdated, non-functioning system we currently have in place.

PUBLIC WORKS DIRECTOR/CITY ENGINEER REPORT. Director/City Engineer Director stated the wind equipment is not coming out of the Airport budget. It will be paid for by the Community Development Department.

COMMISSION MEMBER REPORTS.

ANDERSON: No report.

REED: Thanked staff for having him on the Commission. Gave a brief review of his personal history, including past job and airport experience.

SCHIFANO: Welcomed Commissioner Reed; his background will be very helpful with the purposed relocation of the Airport. Early this morning, a spray helicopter departed the Airport at less than 500 feet, over most the houses south-east of the Airport. Wondering if they can use a different departure over the agricultural land, rather than over the homes. Does not want the Airport to get a noise abatement citation.

STICHEL: Excused.

WILBER: Welcomed Commissioner Reed. Nice to have a 5-person Commission.

ADJOURNMENT: The meeting was adjourned at the hour of 5:24pm.

APPROVED:

Alan Wilber, Chairperson

ATTEST:

Jelene de Melo, Secretary