

**CITY OF LOS BANOS  
AIRPORT ADVISORY COMMISSION MEETING MINUTES  
NOVEMBER 17, 2015**

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

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

**PLEDGE OF ALLEGIANCE:** Commissioner Anderson led the pledge of allegiance.

**ROLL CALL – MEMBERS OF THE AIRPORT ADVISORY COMMISSION PRESENT:** Anderson, Stichel, Wilber; Reed 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 Wilber, seconded by Anderson to approve the agenda as submitted. The motion carried by the affirmative vote of all Airport Advisory Commission Members present; Reed excused.

**CONSIDERATION OF APPROVAL OF THE ACTION MINUTES FOR THE REGULAR MEETING OF OCTOBER 20, 2015:** Motion by Anderson, seconded by Wilber to approve the minutes as submitted. The motion carried by the affirmative vote of all Airport Advisory Commission Members present; Reed 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 stated the feasibility study continues to be conducted for the Industrial Park. On November 4<sup>th</sup>, Bob Wadell gave an update on his Airport Relocation Study to the City Council, which Commissioner Reed was in attendance; there was a brief review of the information Bob Wadell had presented to the Council, which was also included in the commission packet.

**AIRPORT 2014/2015 ANNUAL FUEL SALES PROFILE REVIEW.** Operations Manager Cardoza reported the current prices for 100LL fuel are \$4.509 and Jet A fuel is \$4.009 per gallon. We remain very competitive in price of the airports within a 50 mile radius. Prices have stayed steady. We have adjusted the limit on our card reader on

the fueling system to allow the purchase of \$3,000 limit per day, per card, to \$4,000. Timberline Helicopters has purchased a large quantity of Jet A fuel recently, which benefits the Airport revenues.

**AIRPORT 2014/2015 REVENUE/EXPENDITURE UPDATE.** Director/City Engineer Fachin reported we are about \$65,000 revenue over expenditures. The budget calls for \$37,000. This is partly due to the fact that we are selling quite a bit of Jet A fuel recently.

**AIRPORT TENANT LIST UPDATE.** Director/City Engineer Fachin reported Winco Helicopters moved into hangar #G on November 1, 2015. They will be doing pole surveys for PG&E through January 1, 2016.

**FISCAL YEAR 2017-2021 AIRPORT CAPITAL IMPROVEMENT PLAN (ACIP).** Director/City Engineer Fachin reported this is a report we prepare every year. This report had more input from the FAA, than we have had in the past. There was a brief review of the 5 year plan.

**AIRPORT FACILITY MAINTENANCE REPORT.** Operations Manager Cardoza reported the AWOS upgrade has been installed and passed FAA inspection. The drains at the Airport have been cleaned out in anticipation for El Nino. We are hoping that we get enough rain to get a storm water sample to send in to the state for testing.

**PUBLIC WORKS DIRECTOR/CITY ENGINEER REPORT.** Director/City Engineer Director stated that we have 3 vacancies to fill. We have 2 applications to review. We will continue to advertise to fill the last vacancy. Asked Vice Chairperson Stichel to adjourn the meeting to January 19, 2016.

#### **COMMISSION MEMBER REPORTS.**

**ANDERSON:** Thanked staff for getting the AWOS up and running again.

**REED:** Excused.

**STICHEL:** Thanked City Staff for their outstanding work. Is glad the AWOS system is back and running. Hope it lasts another 20 years. Wishes everyone a joyous holiday season.

**WILBER:** Commended Director/City Engineer Fachin and Manager Cardoza for all the work they do. Wishes everyone a Merry Christmas and Happy Hanukah.

**ADJOURNMENT:** The meeting was adjourned at the hour of 5:40pm to the meeting of January 19, 2016.

APPROVED:

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Chairperson

ATTEST:

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Jelene de Melo, Secretary