

**MERCED REGIONAL AIRPORT AUTHORITY
CITY OF MERCED
MINUTES**

**SAM PIPES CONFERENCE ROOM
MERCED CIVIC CENTER
678 WEST 18TH STREET
MERCED, CA**

**TUESDAY
MARCH 17, 2009**

A. CALL TO ORDER

Vice-chair Rich Basart called the meeting to order at 7:00 p.m.

B. ROLL CALL

Members Present: Rich Basart, Kraig Riggs, Robert Avalle, Allen Rutledge
and Larry Morelock

Members Absent: Janet Young and Jerry Crews (Both excused)

Staff Present: Ron Elliott and Jessica Cortright

C. ADDITIONS/DELETIONS TO THE AGENDA

None.

D. WRITTEN PETITIONS AND COMMUNICATION

None.

E. ORAL COMMUNICATIONS

1. TOM LOPES, GATEWAY AIR CENTER

Tom Lopes, President of Gateway Air Center was proud to announce that they had just performed the largest Cirrus structural repair and that it was a great success. Gateway has entered into a 12-month lease for a Cessna 152, which will be used as a rental and instruction aircraft. Fuel prices remain at a competitive rate with neighboring airports. Mr. Lopes asked that a review of the Minimum Standard Requirements for Commercial Aeronautical Services specifically for an FBO be reviewed. He feels that it should be more elaborate or written more clearly, and to state that an FBO should be required to represent the city to a higher standard. He asked that this item be added to the April agenda. Airport Superintendent Ron Elliott advised authority members that the Minimum Standards could be found and reviewed at flymercedairport.com.

F. CONSENT CALENDAR

1. AIRPORT AUTHORITY MEETING MINUTES FOR FEBRUARY 12, 2009.

M/S/C – Morelock/Riggs motioned to approve and file the minutes for February 12, 2009 as submitted.

G. REPORTS

1. AIRPORT RATES AND CHARGES STUDY

Ron Elliott reviewed the data collected up to now and completed by intern Alyssa Anderson, who was present and introduced to the authority. Mr. Elliott stated the process agreed to during the Feb 2009 Airport Authority meeting will be used to set our Rates and Charges schedule for July 1, 2009 through June 30, 2014, as well as having a market driven hangar rental rate schedule. The airports selected and agreed upon for hangar comparison purposes are Chowchilla, Los Banos, Madera, Mariposa, Modesto and Stockton. Castle Airport is not used since they do not own or lease personal size hangars. Numerous other airports were used for data collection to provide information and overall understanding, but due to their different markets, demographics, and distance from Merced they will not be used to determine the final rental rates for our hangars. Factual data is provided regarding basic comparison amenities and services at each airport. A second aspect of the outline is a comparison of actual hangars available at each airport being compared. As done in the previous study and agreed upon for this study, current monthly rents, hangar size, number of units, and amenities such as electricity, age, and hangar construction material have been collected.

The authority felt the study was on track, easy to read and understand, but did ask for Modesto Airport information to be double-checked for accuracy.

2. AIRPORT MASTER PLAN PROJECT REVIEW

Ron Elliott reviewed the projects with the authority and explained that the Merced Municipal Airport (Now Merced Regional Airport) Master Plan was adopted by the City Council in September 2007. The plan as adopted recommended three phases of development. All three phases are outlined in Chapter 7 of the adopted plan. In total, the three phases of development recommend projects to be completed through the year 2026. Specifically for Phase 1 development, the plan recommends projects to be completed from 2007 through 2011. A specific number of capital improvement projects are recommended for each year. In order to accomplish these projects the Airport has relied heavily on FAA Grants for the most part, and to a lesser degree monies available in the Airport's Capital Improvement budget. Through FAA Grant monies and programmed budget items, the Merced Regional Airport has stayed on track regarding Master Plan recommended capital improvements.

3. QUARTERLY NEWSLETTER (SUPERINTENDENT'S REPORT)

Ron Elliott reviewed this month's superintendent report, which is the quarterly newsletter. This newsletter spotlighted on tenant Tom Lopes, President of Gateway Air Center, LLC which is the FBO located at Merced Regional Airport as well as:

Airline Status: Great Lakes Airlines is flying their posted schedule as advertised. Two flights were cancelled last month, one due to maintenance and one due to weather. Great Lakes Airlines has made a schedule change adding two non-stop flights daily Monday thru Saturday. On Sundays, there will be one flight daily stopping in Visalia to and from Ontario. The new schedule will go into effect April 7.

Small Community Air Service Development Program: TJA is working on the Marketing and Advertising Plan as required by the SCASDP Grant. The proposed plan presented February 25 to the committee members was a good start, but some changes were requested and an updated plan will be discussed in March.

Capital Projects and Construction: Floyd Johnston Construction was awarded the contract by the City Council on July 7 for the final phase of pipelining irrigation and drainage canals on the Airport. Construction began October 1 and is now complete. Airport Staff is currently working on closing out the grant. Viking General Contractors, Inc. was awarded the contract by the City Council on July 7 to construct the new Airport Storage-Maintenance Building and related paving. The 2,000 square foot metal building is located off Fly-In Way, behind Hangar 16. Construction is complete.

PART 139 and Runway Safety Inspections: The airport received its annual Part 139 Certification Inspection and Runway Safety Inspection on February 4th. The inspection went very well overall.

H. AUTHORITY BUSINESS

1. POSSIBLE INCOMPATIBLE LAND USE ACTIVITY

None.

2. OTHER BUSINESS FROM AUTHORITY MEMBERS

None.

I. ADJOURNMENT

M/S/C – Rutledge/Avalle motioned to adjourn the Airport Authority meeting at 7:32 pm and to meet again on Tuesday, April 21, 2009 at 7:00 pm at the Civic Center, 678 W 18th Street, in the Council Chambers.