

# CITY OF MERCED

*"Gateway to Yosemite"*



## **WELCOME TO YOUR REGIONAL AIRPORT AUTHORITY** **MEETING OF THE CITY OF MERCED**

### **AUTHORITY MEMBERS**

Janet Young Chair, Richard Basart Vice-Chair, Kraig Riggs,  
Larry Morelock, Ray Beverly and John Sundgren

### **AGENDA**

**7:00 pm**  
**COUNCIL CHAMBERS**  
**678 WEST 18<sup>th</sup> STREET**  
**MERCED, CALIFORNIA**

**TUESDAY**  
**JULY 19, 2011**

**([www.cityofmerced.org](http://www.cityofmerced.org))**

STAFF REPORTS OR OTHER WRITTEN DOCUMENTATION RELATING TO EACH ITEM OF BUSINESS REFERRED TO ON THE AGENDA ARE ON FILE IN THE AIRPORT ADMINISTRATION OFFICE OF THE AIRPORT SUPERINTENDENT. ANY PERSON WHO HAS QUESTIONS CONCERNING ANY AGENDA ITEM MAY CALL THE AIRPORT SUPERINTENDENT AT (209) 385-6873 TO MAKE INQUIRY REGARDING THE NATURE OF THE ITEM DESCRIBED ON THE AGENDA. PRIOR TO EACH REGULAR CITY COUNCIL MEETING, A COMPLETE AGENDA PACKET IS AVAILABLE FOR REVIEW IN THE FOYER OUTSIDE THE COUNCIL CHAMBERS AND ON THE CITY'S WEBSITE AT [WWW.CITYOFMERCED.ORG](http://WWW.CITYOFMERCED.ORG). ANY DOCUMENTS PROVIDED TO A MAJORITY OF THE COMMITTEE MEMBERS AFTER THIS AGENDA IS POSTED WILL BE AVAILABLE FOR PUBLIC INSPECTION IN THE CITY CLERK'S OFFICE DURING NORMAL BUSINESS HOURS.

FOR CITIZEN PARTICIPATION INSTRUCTIONS, PLEASE REFER TO THE CITY'S WEBSITE AT [WWW.CITYOFMERCED.ORG](http://WWW.CITYOFMERCED.ORG). A HANDOUT IS ALSO AVAILABLE AT THE MEETING ADJACENT TO THE AGENDA. INDIVIDUAL AGENDA ITEMS MAY BE HEARD IN AN ORDER THAT IS DIFFERENT THAN THEY APPEAR ON THE AGENDA TO ACCOMMODATE MEETING PARTICIPANTS.

**INFORMATION FOR INDIVIDUALS WITH DISABILITIES:**

Accommodation for individuals with disabilities may be arranged by contacting the City Clerk's Office at 209-388-7100.

Assisted Hearing Devices Available for Hearing Impaired  
Teletypewriter (TTY) 209-385-6816

THE PUBLIC HAS THE OPPORTUNITY TO ASK QUESTIONS OR COMMENT AT THE TIME SPECIFIC AGENDA ITEMS ARE CONSIDERED. NORMALLY, EACH AGENDA ITEM WILL HAVE A STAFF PRESENTATION, FOLLOWED BY COMMENTS OR QUESTIONS BY THE AIRPORT AUTHORITY MEMBERS. IF REQUESTED BY AN AUDIENCE MEMBER, THE CHAIRPERSON WILL THEN ALLOW THE PUBLIC TO MAKE COMMENTS OR ASK QUESTIONS. AFTER ANY PUBLIC INPUT, THE AUTHORITY MAY HAVE FURTHER DISCUSSION BEFORE TAKING ACTION TO THE NEXT AGENDA ITEM.

- A. **CALL TO ORDER**
- B. **ROLL CALL**
- C. **WRITTEN PETITIONS AND COMMUNICATIONS**
- D. **ORAL COMMUNICATIONS**

AT THIS TIME, ANY MEMBER OF THE AUDIENCE MAY COMMENT ON ANY MATTER NOT LISTED ON THE AGENDA. PLEASE STAND AND STATE YOUR NAME AND ADDRESS FOR THE RECORD. THE AUTHORITY WILL NOT TAKE ACTION ON THE ITEM THAT IS BROUGHT TO THEIR ATTENTION THIS EVENING. IF IT REQUIRES ACTION, IT WILL BE REFERRED TO STAFF AND/OR LISTED ON THE NEXT AUTHORITY AGENDA.

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PLEASE BE BRIEF AND TO THE POINT. AVOID REPEATING WHAT PREVIOUS SPEAKERS HAVE SAID. IF TWO OR MORE INDIVIDUALS ARE HERE AS A GROUP AND WISH TO SPEAK ON ONE SIDE OF AN ISSUE, PLEASE SELECT A SINGLE SPOKESPERSON TO PRESENT YOUR VIEWS.

E. **CONSENT CALENDAR**

1. **AIRPORT AUTHORITY MINUTES FOR JUNE 21, 2011.**

Recommendation: *Adopt a motion to approve and file.*

**F. REPORTS**

**1. AIRPORT MANAGER'S REPORT**

*Recommendation: For information only.*

**G. AUTHORITY BUSINESS**

**1. POSSIBLE INCOMPATIBLE LAND USE ACTIVITY**

*Recommendation: Discussion as desired by Authority members.*

**2. OTHER BUSINESS FROM AUTHORITY MEMBERS**

- a. Appointment of Chair and Vice-Chair

*Recommendation: Adopt a motion to approve and file.*

- b. Authority members may introduce items to be calendared for a future agenda.

*Recommendation: Discussion as desired by Authority members.*

**H. ADJOURNMENT:**

TO THE NEXT AIRPORT AUTHORITY MEETING, TUESDAY  
AUGUST 16, 2011 AT 7:00 PM IN THE CITY COUNCIL CHAMBERS,  
678 WEST 18<sup>TH</sup> STREET MERCED, CA 95340.

CITY OF MERCED  
REGIONAL AIRPORT AUTHORITY MINUTES

COUNCIL CHAMBERS  
MERCED CIVIC CENTER  
678 WEST 18<sup>TH</sup> STREET  
MERCED, CA

TUESDAY  
JUNE 21, 2011

**A. CALL TO ORDER**

Chair Janet Young called the meeting to order at 7:00 p.m.

**B. ROLL CALL**

Members Present: Janet Young, Rich Basart, Larry Morelock, and John Sundgren

Members Absent: Kraig Riggs, Jerry Crews and Ray Beverly – Excused

Staff Present: Ron Elliott and Robin Gardner

**C. WRITTEN PETITIONS AND COMMUNICATIONS**

None

**D. ORAL COMMUNICATIONS**

None

**E. CONSENT CALENDAR**

**1. AIRPORT AUTHORITY MINUTES FOR MARCH 15, 2011.**

M/S/C – Basart/Sundgren motioned to approve and file the minutes for the March 15, 2011 as submitted.

**F. REPORTS**

**1. AIRPORT MANAGER’S REPORT**

Great Lakes Airlines continues to draw more and more passengers monthly. In five of the first six months this year, enplanements have improved over the previous month. The airline now has code-share agreements with both Frontier and United airlines. Additionally, the airlines is working on gaining a slot at LAX for an early morning arrival and a late departure. The Authority discussed increasing the education and awareness of citizens about the new

service to Los Angeles and new and improved flight times to Las Vegas in order to build the number of business travelers.

All current FAA grants are in the process of final close-out. RS&H's contract was approved by City Council on June 6, 2011.

The Hangar Café's building plans were reviewed by the engineering department. County Health is also reviewing the plans and will need to approve before a building permit is granted.

The Airport Authority's lease committee is currently in the process of reviewing Gateway Air Center's revised lease.

## **2. MEDI-FLIGHT ALERT FACILITY SITE PLAN**

Airport staff and Mercy Air have agreed on a site near Fire Station 52 to build a new modular alert facility. The Authority discussed the importance of keeping this business at the airport and encouraged using incentives. The terms of the improvement and lease are in the negotiation process.

## **3. FISCAL YEAR 2011/12 BUDGET UPDATE**

The Airport reduced the 2011/2012 budget by 15% due to current City fiscal challenges. Although no services will be cut, airport staff will limit or cut funding in a number of budget lines, such as travel and training, advertising, and some professional services. The airport plans to continue working with its corporate partners to improve airport revenues. The City's economic sustainability effort should help save money as well. By replacing the runway and taxiway lights with a new LED lighting system, adding window treatments in the terminal building and replacing existing HVAC systems with new energy efficient systems will reduce expenses considerably. In addition, the airport is working with Great Lakes Airlines to improve passenger demand, as well as continuing to market existing hangars and land for future development to increase revenues.

The Authority discussed the economic challenges and the dwindling pilot population as well. The Authority encouraged the airport to pursue aircraft maintenance businesses, and improve corporate air traffic.

## **4. THORNTON ROAD RE-ALIGNMENT**

The Thornton Road re-alignment site plans were reviewed by the FAA. The project is estimated to cost between \$1.3 and \$2.0 million. The design and planning work for the road re-alignment and new terminal building will be combined into one ACIP grant application. The road re-alignment

construction phase is estimated to begin summer 2012, and the terminal construction will follow. The Airport is working with the City and the FAA to provide matching funds in order to pursue each phase of the projects.

**G. AUTHORITY BUSINESS**

**1. POSSIBLE INCOMPATIBLE LAND USE ACTIVITY**

None.

**2. OTHER BUSINESS FROM AUTHORITY MEMBERS**

None.

**H. ADJORNMENT**

M/S/C – Basart/Sundgren motioned to adjourn the Airport Authority meeting at 7:45 p.m. and to meet again on Tuesday, July 19, 2011 at 7:00 p.m. in the City Council Chambers, 678 W 18<sup>th</sup> Street, Merced, CA 95340.



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## Merced Regional Airport

June 2011

### Manager's Report

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#### OPERATIONS

Airline enplanement numbers for the month of June were up 41 percent compared to enplanements in May. Compared to June of 2010, enplanements were up 53 percent. There were five cancellations this month; all for maintenance issues. Service to both LAX and LAS is going well and advanced ticket sales continue to climb.

#### SMALL COMMUNITY AIR SERVICE DEVELOPMENT PROGRAM GRANT

The Small Community Air Service Development Program (SCASDP) Grant is complete. All the grant money has been encumbered and the process to close the grant has begun.

#### CAPITAL PROJECTS AND CONSTRUCTION

Airport staff has been working on the Federal Aviation Administration Airport Capital Improvement Grant for 2011. The current grant application was approved by City Council on January 18 and sent to the FAA for approval and funding. This month, the FAA requested the Airport revise the current grant as written in order to add additional money for the Thornton Road Realignment. Thornton Road intersects the runway safety area (RSA) by 68 feet and the FAA is requesting this issue be corrected. The additional money requested (\$75,000 total/\$3948 in matching funds) will go toward Thornton Road Realignment design. Actual construction will be handled in next year's ACIP Grant. The revised ACIP Grant is scheduled for the August 1<sup>st</sup> city council meeting.

#### OTHER

The Hangar BBQ submitted building plans and requested a building permit. City Planning and Building Department are reviewing the plans. Some corrections will need to be made and County Health must also approve the plans before a building permit can be issued. Once plans have been approved, bonds issued, and permits are in place, renovations can begin.

Legal is working with Gateway Air Center on consolidating numerous lease amendments into one lease. Progress is being made, but a completion date has not yet been determined. A draft lease is currently in review.

To: Regional Airport Authority  
From: Ronald K. Elliott, Airport Manager  
Date: June 19, 2011  
**Re: Possible Incompatible Land Use Activity**

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No activity this month.



To: Regional Airport Authority  
From: Ronald K. Elliott, Airport Manager  
Date: July 19, 2011  
**Re: Other Business from the Authority**

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- a. Appointment of Chair and Vice-Chair
  - Accept nominations and vote
  - Adopt Motion to approve and file
  
- b. Authority members may introduce items to be calendared for a future