

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, John Sundgren and Russ Cowperthwaite

AGENDA

**7:00 pm
COUNCIL CHAMBERS
678 WEST 18th STREET
MERCED, CALIFORNIA**

**TUESDAY
OCTOBER 18, 2011**

(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. 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. 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.

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 SEPTEMBER 20, 2011.**

Recommendation: Adopt a motion to approve and file.

F. REPORTS

1. AIRPORT MANAGER'S REPORT

Recommendation: For information only.

2. STORING OF POLICE VEHICLES

Recommendation: For information only.

3. HOBBY HANGAR POLICY

Recommendation: For information only.

4. 2012 MEETING SCHEDULE

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

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
NOVEMBER 15, 2011 AT 7:00 PM IN THE CITY COUNCIL
CHAMBERS, 678 WEST 18TH STREET MERCED, CA 95340.

**CITY OF MERCED
REGIONAL AIRPORT AUTHORITY MINUTES**

**COUNCIL CHAMBERS
MERCED CIVIC CENTER
678 WEST 18TH STREET
MERCED, CA**

**TUESDAY
SEPTEMBER 20, 2011**

A. CALL TO ORDER

Chair Janet Young called the meeting to order at 7:01 p.m.

B. ROLL CALL

Members present: Janet Young, Larry Morelock, Ray Beverly and John Sundgren.

Members absent: Rich Basart and Kraig Riggs - Excused

Staff Present: Ron Elliott, John Bramble, Frank Quintero and Jessica Cortright

C. WRITTEN PETITIONS AND COMMUNICATION

Ron Elliott presented a Certificate of Appreciation to Ms. Robin Gardner for her Valuable Contribution to the Merced Regional Airport as an operations intern.

D. ORAL COMMUNICATIONS

1. GREAT LAKES AIRLINES WILL PRESENT AN UPDATE

Great Lakes Airlines CEO, Chuck Howell and Regional Sales Manager, Kassi Mohlenkamp presented a power point presentation on Great Lakes Airlines current operations and their vision for future operations at Merced Regional Airport.

E. CONSENT CALENDAR

1. AIRPORT AUTHORITY MEETING MINUTES FOR AUGUST 16, 2011

M/S/C – Morelock/Beverly motioned to approve and file the minutes for August 16, 2011 as submitted.

F. REPORTS

1. FLY MERCED NEWSLETTER/AIRPORT MANAGER'S REPORT

Ron Elliott reviewed the Newsletter and July report on progress at the Merced Regional Airport.

G. AUTHORITY BUSINESS

1. POSSIBLE INCOMPATIBLE LAND USE ACTIVITY

None

2. OTHER BUSINESS FROM AUTHORITY MEMBERS

Janet Young would like the Regional Airport Authority Board to take action on the planned development at Mission Lakes which is included in the City of Merced's General Plan updated prior to the October 17, 2011 City Council meeting.

H. ADJOURNMENT

M/S/C – Beverly/Sundgren motioned to adjourn the Airport Authority meeting at 7:57 pm and to meet again on Tuesday, October 18, 2011 at 7:00 pm at the Civic Center, 678 W 18th Street, in the Council Chambers.

Janet Young, Chairperson
Regional Airport Authority



Merced Regional Airport

September 2011
Manager's Report

OPERATIONS

Great Lakes Airlines added their second flight to LAX on September 8th. The new flight originates in Merced and departs at 6:30 a.m. The new returning flight departs LAX at 4:30 p.m. With this new flight addition, Great Lakes Airlines is now offering four flights per day, seven days a week - two to Las Vegas and two to LAX.

For September, Great Lakes Airlines enplaned 332 total passengers. Airline revenue enplanements were up 7 percent compared to July. Compared to July of 2010, enplanements were up just over 68 percent. There were seven cancellations this month out of the 113 scheduled departures; all for maintenance issues. Service to both LAX and LAS is going well and advanced ticket sales continue to climb. Having four daily departures, should boost our enplanements even more.

CAPITAL PROJECTS AND CONSTRUCTION

Airport staff has been working on the Federal Aviation Administration (FAA) Airport Capital Improvement Program (ACIP) grant for 2011. The grant application has been approved and funded to provide a detailed Commercial Terminal Area Study to address current safety and security issues. The study will include site design and a needs assessment for the location and layout of a new airline terminal, aircraft parking apron, additional access roads, and vehicle parking needs. The study will also address our needs for expanded facilities. Airport staff is currently working with RS&H defining the scope of work for the new terminal study.

OTHER

The City is currently waiting on Mr. Stuhmer to resubmit the Hangar BBQ building plans for final approval – same status as last month. Once plans have been approved, bonds issued, and permits are in place, the renovations can begin. Mr. Stuhmer has indicated construction would begin on or about September 15th, but no improvements can be made until plans, permits, and bonds are in place. During construction a temporary security fence will be installed for construction equipment and personnel. Existing airport walk-on and drive-thru gates should not be affected. Once construction is complete a new security fence will be installed.

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.

AIRPORT "HOBBY" HANGAR POLICY

Building 23, Hangar #2 is now available to Merced Regional Airport tenants. This "Hobby" hangar offers additional space and electricity for those in T-Hangar and Tie-down spaces. Contact the Airport Admin office at (209) 385-6873 for availability.

"Hobby" hanger uses:

- Approved aircraft maintenance per Merced Regional Airport Rules and Regulations.
- Cleaning, waxing, and detailing your aircraft.

"Hobby" hanger Rates and Charges:

- First 7 days are Free, then \$15/day thereafter.
- Each tenant allowed 1 free week biannually (no consecutive weeks).

Hangar housekeeping rules will apply as stated in the Airport Rules and Regulations.

- Drip pans in place, oily rag containers and garbage removed.
- Cleaning and repair fees will be assessed if the "Hobby" hangar is abused.

Loss of Hangar Key will incur a fee of \$75.

Tenant name: _____ Date: _____

Date of requested use: _____ to _____

Purpose of requested use: _____

**Must be a Merced Regional Airport tenant with a current, compliant, and balance paid lease agreement for a T-Hangar or Tie-Down space are eligible.

Office use only: Tenant current with lease agreement? _____ Hangar leased: _____

Tenant account balance paid? _____ Requested dates approved or denied: _____

Alternate dates available: _____

2012 REGIONAL AIRPORT AUTHORITY MEETING SCHEDULE
 (MEETS THIRD TUESDAY OF EACH MONTH AT 7:00 P.M.)
 (LISTED ON CITY COUNCIL CONSENT CALENDAR-INFORMATION ONLY)
Jessica Cortright

	Minutes Presented To Council	Date Presented
*January 10, 2012 (2 nd Tues)	<input type="checkbox"/>	_____
*February 16, 2011 (2 nd Thurs)	<input type="checkbox"/>	_____
March 20, 2012	<input type="checkbox"/>	_____
April 17, 2012	<input type="checkbox"/>	_____
May 15, 2012	<input type="checkbox"/>	_____
June 19, 2012	<input type="checkbox"/>	_____
July 17, 2012	<input type="checkbox"/>	_____
August 21, 2012	<input type="checkbox"/>	_____
September 18, 2012	<input type="checkbox"/>	_____
October 16, 2012	<input type="checkbox"/>	_____
November 20, 2012	<input type="checkbox"/>	_____
December 18, 2012	<input type="checkbox"/>	_____

*Please note - January and February meetings will be held on a different date, other than the normal 3rd Tuesday due to the Holiday Schedule and City Council meeting dates.

To: Regional Airport Authority
From: Ronald K. Elliott, Airport Manager
Date: October 18, 2011
Re: Possible Incompatible Land Use Activity

No activity this month.

To: Regional Airport Authority
From: Ronald K. Elliott, Airport Manager
Date: October 18, 2011
Re: Other Business from the Authority

Authority members may introduce items to be calendared for a future meeting.