

# 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 18<sup>th</sup> STREET  
MERCED, CALIFORNIA

TUESDAY  
JANUARY 10, 2012

([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 NOVEMBER 15, 2011.**

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

**F. REPORTS**

**1. ACIP 2012 GRANT APPLICATION**

*Recommendation: For information only.*

**2. 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**

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, THURSDAY  
FEBRUARY 16, 2012 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  
NOVEMBER 15, 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, Kraig Riggs, Larry Morelock, John Sundgren  
and Russ Cowperthwaite.

Members absent: Rich Basart – Excused  
Ray Beverly - Unexcused

Staff Present: Ron Elliott, Frank Quintero and Jessica Cortright

**C. WRITTEN PETITIONS AND COMMUNICATION**

None

**D. ORAL COMMUNICATIONS**

None

**E. CONSENT CALENDAR**

**1. AIRPORT AUTHORITY MEETING MINUTES FOR OCTOBER 18, 2011**

M/S/C – Sundgren/Morelock motioned to approve and file the minutes for October 18, 2011 as submitted.

**F. REPORTS**

**1. AIRPORT CAPITAL IMPROVEMENT PROGRAM UPDATE**

Ron Elliott reviewed the updates with the board and asked for their recommendation of the ACIP for FY 2012 as submitted.

M/S/C – Morelock/Sundgren motioned to approve the Airport Capital Improvement Plan for FY 2012 as presented. The motion was passed with a unanimous vote.

**2. FAA CAPITAL IMPROVEMENT GRANT FOR 2012**

Ron Elliott reviewed the FY2012 FAA Grant Application that will provide design work to move Thornton Road out of the runway safety area and provide AARF support.

M/S/C – Sundgren/Cowperthwaite motioned to approve the FY2012 FAA Grant Application and recommends City Council approval. The motion was passed with a unanimous vote.

**3. RS&H CONSULTING SCOPE AND SERVICES CONTRACT AWARD – For information only.**

Ron Elliott reviewed the Terminal Needs Assessment as submitted by RS&H.

**4. AIRPORT MANAGER’S REPORT – For Information only.**

Ron Elliott reviewed the report on progress at the Merced Regional Airport, including enplanements, airline service, on-going and completed projects and acknowledged the appreciation to Airport Operations Tech, Jon Kwiatkowski for his assistance with the MALSR cable replacement.

**5. CURRENT AIRPORT PROJECTS UPDATE – HANGAR BBQ, AIRFIELD LIGHTING, PAVEMENT MANAGEMENT, MALSR MAINTENANCE – For Information only.**

Ron Elliott reported on the progress of several projects on-going at the airport.

**G. AUTHORITY BUSINESS**

**1. POSSIBLE INCOMPATIBLE LAND USE ACTIVITY**

None

**2. OTHER BUSINESS FROM AUTHORITY MEMBERS**

None

**H. ADJOURNMENT**

M/S/C – Riggs/Morelock motioned to adjourn the Airport Authority meeting at 7:38 pm and to meet again on Tuesday, December 20, 2011 at 7:00 pm at the Civic Center, 678 W 18<sup>th</sup> Street, in the Council Chambers.

To: Regional Airport Authority  
From: Ronald K. Elliott, Airport Manager  
Date: January 10, 2012  
Re: **MERCED REGIONAL AIRPORT ACIP AND GRANT  
APPLICATION REQUEST FOR FY2012**

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### **DISCUSSION:**

The Merced Regional Airport is required to send a detailed list of all potentially eligible Capital Improvement Projects that require federal grant assistance to the FAA Airports District Office each year for consideration of all future Capital Improvement Projects.

This detailed list is based on recommendations from the FAA's Airport Compliance Specialists, City and FAA Engineering Departments, State of California DOT/Cal-Trans Aviation Office, Merced Regional Airport Consultants, Regional Airport Authority and Airport staff.

The ACIP does not obligate the City of Merced to perform. The ACIP provides FAA a list of potentially eligible projects that necessitate Federal Grant assistance for completion and may be altered or changed at any time by the sponsor. The benefit from having a living document, means that alteration and change to the ACIP are easily accomplished, providing that changes to capital projects are based upon information and updates contained in the Airport Layout Plan. Merced Regional Airport's Layout Plan was approved in September 2007.

**Costs and Funding:** There is no initial cost to the City of Merced. Funding for future capital projects comes from matching City funds, capped at 5% for each FAA grant issued.

**FAA Grant Application for Fiscal Year 2012:** City staff met with FAA Airports District Office staff in Burlingame on October 20, 2011. The purpose of the meeting was to discuss the City's possible FAA grant application for Fiscal Year 2012, as well as the ACIP for FY2012-2021.

The meeting's results were very favorable. The FAA has invited the City to apply for \$250,000 to fund the engineering, design, and environmental to move

Thornton Road out of the airport's Runway Safety Area (RSA) and Runway Object Free Area (ROFA).

Thornton Road intersects the northwest corner of the airport's RSA and ROFA. This has not always been the case, but due to changing and evolving airport design criteria and FAA safety mandates that have occurred since Thornton Road and the runway were built, this situation now exists.

Doing the engineering, design, and environmental does not obligate the City to actually construct a new Thornton Road, but lays the ground work to identify realistic future costs if such construction were to take place. Based on these design characteristics and realistic costs, other options may be identified and considered.

**Costs and Funding:** Funding for this \$250,000 FAA capital grant requires a 5% City match of \$13,158. The usual source of funds for the FAA grant match is revenue from Airport Industrial Park land sales (Fund 448), which has sufficient resources for this purpose.

Attachment : ACIP

|   |                      |   |   |                    |              |
|---|----------------------|---|---|--------------------|--------------|
| <b>Airport Name</b>   |                      | <b>Merced Regional Airport (MCE)</b>                            | <b>Fiscal Year</b>                        | <b>FY2011-12</b>   |              |
| <b>Shown On ALP</b>   | <b>Project Type*</b> | <b>Project Description</b>                                      | <b>Federal Share</b>                      | <b>Local Share</b> | <b>Total</b> |
| YES   | D/E                  | 1. Design, Engineering, and Environmental to move Thornton Road | 250,000                                   | 13,158             | 263,158      |
|   |                      | <b>Total of projects</b>  | 250,000                                   | 13,158             | 263,158      |
| * D - Development; P - Planning; E - Environmental  |                      |   |   |                    |              |
| <b>PROVIDE THE FOLLOWING DETAILED INFORMATION FOR PROJECTS ANTICIPATED WITHIN 1-2 YEARS</b>   |                      |   |   |                    |              |
| <b>Detailed Project Description (Square/Lineal Footage or Length/Width)</b>   |                      |   |   |                    |              |
| Thornton Road intersects the north west corner of the airports Runway Safety Area (RSA). To correct the situation Thornton Road needs to be moved. Preliminary design estimates approximately 39,770 sq feet of road needs to be relocated, or approximately 1400; of linear two-lane road. |                      |   |   |                    |              |
| <b>Project Schedule (Anticipated date for bids or negotiated prices, consultant selection for planning or environmental projects, length of construction or design, planning or environmental process)</b>  |                      |   |   |                    |              |
| Design, Engineering, and Environmental to be completed by Dec 2012. Construction bids by May 2013. Start of construction by July 2013; completion by Oct 2013.  |                      |   |   |                    |              |
| <b>NEPA Environmental Status (Date of FONSI or submit CATEX Form for Approval)</b>  |                      |   |   |                    |              |
| FONSI or CATEX will be prepared for each project prior to grant.  |                      |   |   |                    |              |
| <b>Land Title Status &amp; Date of Exhibit "A" Status</b>   |                      |   | <b>Date</b>                               |                    |              |
| Preliminary design anticipates all land is in ownership of City of Merced;. However, if land is needed acquisition or an easement may be necessary.   |                      |   |   |                    |              |
| <b>Open AIP Funded Projects</b>   |                      |   | <b>Expected Close-out Date</b>            |                    |              |
| NONE  |                      |   |   |                    |              |
| <b>Certification: To the best of my knowledge and belief, all information shown in the ACIP Data Sheet is true and correct and had been duly authorized by the Sponsor.</b>   |                      |   |   |                    |              |
| John M. Bramble, City Manager   |                      |   | Ronald K. Elliott, Airport Superintendent |                    |              |
| Name and Title of Authorized Representative (Print or Type)   |                      |   | Contact Name and Title (Print or Type)    |                    |              |
| Signature   |                      | Date  | Contact Phone (Print or Type)209-385-6834 |                    |              |



## Merced Regional Airport

December 2011  
Manager's Report

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### OPERATIONS

Great Lakes Airlines enplaned 297 total passengers. Airline revenue enplanements were down just over 20 percent compared to November. Compared to December 2010, enplanements were up just over 47 percent. There were six cancellations this month out of the 116 scheduled departures; all six cancellations were due to weather (fog). Service to both LAX and LAS is going well and advanced ticket sales continue to climb.

### 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, FAA, and RS&H staffs have defined the scope of work for the new terminal study. The Service Agreement has been completed and signed by the City Manager and RS&H is beginning the study.

Additionally, airport staff has been working on the Federal Aviation Administration (FAA) Airport Capital Improvement Program (ACIP) grant for 2012. The FAA ACIP grant application is tentatively scheduled to go before the City Council on February 6<sup>th</sup>. This grant will provide funding for the design, engineering and environmental to move Thornton Road out of the airport's runway safety area.

### OTHER

Expected renovations on Hangar BBQ have stopped. Mr. Stuhmer, Lessee of the Hangar BBQ, began selling alcohol before complying with the Conditional Use Permit (CUP). Airport Staff provided Mr. Stuhmer with a cease and desist letter for selling alcohol until the CUP is complied with. In response, Mr. Stuhmer has stated that all efforts to move forward and comply with the CUP have been halted. Airport staff is working with Mr. Stuhmer to find a way to move forward. Legal and Airport Staff are discussing how to proceed.

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: January 10, 2012  
**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: January 10, 2012  
**Re: Other Business from the Authority**

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