

**CITY OF MERCED  
REGIONAL AIRPORT AUTHORITY MINUTES**

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

**TUESDAY  
APRIL 17, 2012**

**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, John Sundgren  
and Russ Cowperthwaite

Members absent: Ray Beverly and Kraig Riggs (Excused)

Staff Present: Ron Elliott, Frank Quintero and Jessica Cortright

**C. WRITTEN PETITIONS AND COMMUNICATION**

None

**D. ORAL COMMUNICATIONS**

None

**E. CONSENT CALENDAR**

**1. REGIONAL AIRPORT AUTHORITY MEETING MINUTES FOR MARCH 22,  
2012.**

M/S/C -Basart/Cowperthwaite motioned to approve and file the minutes for March  
22, 2012 as submitted.

**F. REPORTS**

**1. GREAT LAKES AIRLINES CEO TO PRESENT AN UPDATE**

CEO, Chuck Howell gave a verbal update on the status of the airlines and confirmed  
their plans to reapply for the EAS Program at the Merced Regional Airport, when the  
current contract expires September 30, 2012.

## **2. PRESENTATION TO PROMOTE AWARENESS OF AIRPORT**

Ron Elliott presented a “draft” power point presentation which will help to promote the airport and educate the community on airport capabilities and services currently offered. The board and staff discussed some changes and additions that should be made to this draft. The final presentation will be presented at a future city council meeting.

## **3. AIRPORT RATES AND CHARGES UPDATE**

Ron Elliott explained that after discussing the proposed change to the “Aircraft Tie Down” fee language to reflect aircraft maximum take-off weights versus single engine, multi-engine, or large multi-engine with the City Attorney, it was learned that this change cannot be accomplished without supporting documentation obtained through a formal, detailed study, as previously accomplished in 2009. Due to the time involved to accomplish another study and then get the Rates and Charges freeze approved by the City Council prior to fiscal year 2012/13 budget execution, Airport Staff recommends the Rates and Charges be frozen for one year, but leave the original language concerning “Aircraft Tie Down” fees the same as previous years, and documented in the last study. If the Airport Authority would like to change the language to reflect aircraft maximum take off weights an updated study could be accomplished at a future date and changed in next year’s budget cycle.

M/S/C – Basart/Morelock motioned to rescind the motion made on February 16, 2012 regarding the change to “Aircraft Tie Down” fee language and to approve the recommendation that Resolution 2011-28 is rewritten to freeze airport rates and charges for one year leaving out the language referencing the change to Tie Down fees.

## **4. PLAN TO INCREASE TENANCY AND OFFER DISCOUNTS**

During the March Regional Airport Authority meeting, a tenant approached the Authority asking for a discussion on possible discounts and/or marketing strategies to increase hangar occupancy rates.

Mr. Quintero suggested that staff research other like kind airports to see if they have any incentive programs and get an update on their occupancy, rates and charges.

M/S/C – Basart/Sundgren motioned to accept this as a report.

## **5. AIRPORT MANAGER’S REPORT**

Ron Elliott reviewed the Airport Manager’s report for March 2012.

**G. AUTHORITY BUSINESS**

**1. POSSIBLE INCOMPATIBLE LAND USE ACTIVITY**

None

**2. OTHER BUSINESS FROM AUTHORITY MEMBERS**

None

**H. ADJOURNMENT**

M/S/C – Morelock/Basart motioned to adjourn the Airport Authority meeting at 8:16 pm and to meet again on Tuesday, May 15, 2012 at 7:00 pm at the Civic Center, 678 W 18<sup>th</sup> Street, in the Council Chambers.



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Janet Young, Chairperson  
Regional Airport Authority