

# CITY OF MERCED

*"Gateway to Yosemite"*



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

### **AUTHORITY MEMBERS**

Janet Young Chair, Larry Morelock Vice-Chair, John Sundgren,  
Russ Cowperthwaite, Alvin Osborn, Josh Franco and Rodrigo Flores.

### **AGENDA**

**7:00 pm  
SAM PIPES CONFERENCE ROOM  
678 WEST 18<sup>th</sup> STREET  
MERCED, CALIFORNIA**

**TUESDAY  
FEBRUARY 19, 2013**

**([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 REGIONAL AIRPORT AUTHORITY 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**

**1. INTRODUCTION OF RODRIGO FLORES**

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 JANUARY 15, 2013.**

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

**F. REPORTS**

**1. FAA GRANT APPLICATION**

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

**2. TEMPORARY HANGAR RENT**

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

**3. AVIS/BUDGET RENTAL CAR LEASE RENEWAL**

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

**4. FAGUNDES FARMS AGRICULTURAL LEASE**

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

**5. GREAT LAKES CEO, CHUCK HOWELL – AIRLINE UPDATE**

*Recommendation: For information only.*

**6. 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, TUESDAY MARCH 19, 2013 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  
January 15, 2013**

**A. CALL TO ORDER**

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

**B. ROLL CALL**

Members present: Janet Young, Larry Morelock, John Sundgren, Russ Cowperthwaite, Al Osborn and Josh Franco.

Members absent: None

Staff Present: Ron Elliott and Jessica Cortright

**C. WRITTEN PETITIONS AND COMMUNICATION**

None

**D. ORAL COMMUNICATIONS**

None

**E. CONSENT CALENDAR**

**1. REGIONAL AIRPORT AUTHORITY MEETING MINUTES FOR NOVEMBER 27, 2012.**

M/S/C –Sundgren/Osborn motioned to approve and file the minutes for November 27, 2012 as submitted.

**F. REPORTS**

**1. AIRPORT MANAGER'S REPORT**

Airport Manager, Ron Elliott reviewed the December 2012 Monthly report.

**2. AIRPORT CAPITAL IMPROVEMENT PROGRAM 2013-2024 AND GRANT APPLICATION INFORMATION FOR 2013**

Airport Manager, Ron Elliott reviewed the grant information for the need for an Airport Wildlife Assessment, Pavement Maintenance and Fuel Farm Replacement for the Underground Storage Tank.

M/S/C – Franco/Morelock motioned to approve that staff proceed with the ACIP Grant Application for 2013-2024.

**G. AUTHORITY BUSINESS**

**1. POSSIBLE INCOMPATIBLE LAND USE ACTIVITY**

None

**2. OTHER BUSINESS FROM AUTHORITY MEMBERS**

Members discussed the desire of the Great Lakes Visit for the February meeting and possibility of inviting AOPA to discuss a pilot program at this airport.

**H. ADJOURNMENT**

Janet Young called the meeting adjourned at 7:38 PM until the next Regional Airport Authority meeting on Tuesday, February 19, 2013 at 7:00 pm in the Sam Pipes Conference Room, 678 W 18<sup>th</sup> Street, in the Council Chambers.

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Janet Young, Chairperson  
Regional Airport Authority

<b>Application for Federal Assistance SF-424</b>	
* 1. Type of Submission <input type="checkbox"/> Preapplication <input type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application * If Revision, select appropriate letter(s): <input type="checkbox"/> New <input type="checkbox"/> Continuation * Other (Specify) <input type="checkbox"/> Revision
* 3. Date Received:	4. Application Identifier:
5a. Federal Entity Identifier:	* 5b. Federal Award Identifier:
<b>State Use Only:</b>	
6. Date Received by State:	7. State Application Identifier:
<b>8. APPLICANT INFORMATION:</b>	
* a. Legal Name:	
* b. Employer/Taxpayer Identification Number (EIN/TIN):	*c. Organizational DUNS:
<b>d. Address:</b>	
* Street1: Street 2: * City: County: * State: Province: Country: *Zip/ Postal Code:	
<b>e. Organizational Unit:</b>	
Department Name:	Division Name:
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>	
Prefix: Middle Name: * Last Name: Suffix:	First Name:
Title:	
Organizational Affiliation:	
* Telephone Number:	Fax Number:
* Email:	

**Application for Federal Assistance SF-424**

9. Type of Applicant 1: Select Applicant Type:

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

\* 10. Name of Federal Agency:

11. Catalog of Federal Domestic Assistance Number:

CFDA Title:

12. Funding Opportunity Number:

Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

\* 15. Descriptive Title of Applicant's Project:

**Attach supporting documents as specified in agency instructions.**

<b>Application for Federal Assistance SF-424</b>	
16. Congressional Districts Of:	
* a. Applicant	* b. Program/Project:
Attach an additional list of Program/Project Congressional Districts if needed.	
17. Proposed Project:	
* a. Start Date:	* b. End Date:
<b>18. Estimated Funding (\$):</b>	
*a. Federal	
*b. Applicant	
*c. State	
*d. Local	(d) local
*e. Other	
*f. Program Income	
*g. TOTAL	
<b>*19. Is Application Subject to Review By State Under Executive Order 12372 Process?</b>	
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on	
<input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review.	
<input type="checkbox"/> c. Program is not covered by E.O. 12372.	
*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)	
<input type="checkbox"/> Yes <input type="checkbox"/> No	
21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001).	
<input type="checkbox"/> **I AGREE	
** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.	
Authorized Representative:	
Prefix:	*First Name:
Middle Name:	
*Last Name:	
Suffix:	
*Title:	
*Telephone Number:	Fax Number:
*Email:	
*Signature of Authorized Representative:	Date Signed:

**Application for Federal Assistance SF-424**

**\*Applicant Federal Debt Delinquency Explanation**

The following field should contain an explanation if the Applicant organization is delinquent on any Federal Debt. Maximum number of characters that can be entered is 4,000. Try and avoid extra spaces and carriage returns to maximize the availability of space.

**PART II**  
**PROJECT APPROVAL INFORMATION**

Item 1.  
Does this assistance request require State, local, regional, or other priority rating?  
 Yes  No

Name of Governing Body:  
Priority:

Item 2.  
Does this assistance request require State, or local advisory, educational or health clearances?  
 Yes  No

Name of Agency or Board:  
(Attach Documentation)

Item 3.  
Does this assistance request require clearinghouse review in accordance with OMB Circular A-95?  
 Yes  No

(Attach Comments)

Item 4.  
Does this assistance request require State, local, regional or other planning approval?  
 Yes  No

Name of Approving Agency:

Date: / /

Item 5.  
Is the proposed project covered by an approved comprehensive plan?  
 Yes  No

Check one: State   
Local   
Regional

Location of Plan:

Item 6.  
Will the assistance requested serve a Federal installation?  
 Yes  No

Name of Federal Installation:  
Federal Population benefiting from Project:

Item 7.  
Will the assistance requested be on Federal land or installation?  
 Yes  No

Name of Federal Installation:  
Location of Federal Land:  
Percent of Project:

Item 8.  
Will the assistance requested have an impact or effect on the environment?  
 Yes  No

See instruction for additional information to be provided

Item 9.  
Will the assistance requested cause the displacement of individuals, families, businesses, or farms?  
 Yes  No

Number of:  
Individuals. \_\_\_\_\_  
Families. \_\_\_\_\_  
Businesses. \_\_\_\_\_  
Farms. \_\_\_\_\_

Item 10.  
Is there other related Federal assistance on this project previous, pending, or anticipated?  
 Yes  No

See instructions for additional information to be provided.

**PART III - BUDGET INFORMATION**

**SECTION A - BUDGET SUMMARY**

Grant Program, Function Or Activity  (a)	Federal Catalog No.  (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. AIP	20.106	\$	\$	\$ 109,078.16	\$ 5,740.96	\$ 114,819.12
2.						
3.						
4.						
5. TOTALS		\$	\$	\$ 109,078.16	\$ 5,740.96	\$ 114,819.12

**SECTION B - BUDGET CATEGORIES**

6. Object Class Categories	Grant Program, Function or Activity				Total
	(1)	(2)	(3)	(4)	(5)
a. Personnel	\$	\$	\$	\$	\$ 2,000.00
b. Fringe Benefits					
c. Travel					
d. Equipment					
e. Supplies					
f. Contractual					\$112,819.12
g. Construction					
h. Other					
i. Total Direct Charges					
j. Indirect Charges					
k. TOTALS	\$	\$	\$	\$	\$ 114,819.12
l. Program Income	\$	\$	\$	\$	\$

<b>SECTION C - NON-FEDERAL RESOURCES</b>					
(a) GRANT PROGRAM	(b) APPLICANT	(c) STATE	(d) OTHER SOURCES	(e) TOTALS	
8. AIP – 20.106	\$ 5,740.96	\$	\$	\$ 5,740.96	
9.					
10.					
11.					
12. TOTALS	\$ 5,740.96	\$	\$	\$ 5,740.96	
<b>SECTION D - FORECASTED CASH NEEDS</b>					
	Total for 1 <sup>st</sup> Year	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4th Quarter
13. Federal	\$ 109,078.16	\$ 27,269.54	\$ 27,269.54	\$ 27,269.54	\$ 27,269.54
14. Non-Federal	\$ 5,740.96	\$ 1,435.24	\$ 1,435.24	\$ 1,435.24	\$ 1,435.24
15. TOTAL	\$ 109,078.16	\$ 28,704.78	\$ 28,704.78	\$ 28,704.78	\$ 28,704.78
<b>SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT</b>					
(a) GRANT PROGRAM	FUTURE FUNDING PERIODS (YEARS)				
	(b) FIRST	(c) SECOND	(d) THIRD	(e) FOURTH	
16.	\$	\$	\$	\$	
17.					
18.					
19.					
20. TOTALS	\$	\$	\$	\$	
<b>SECTION F - OTHER BUDGET INFORMATION</b> (Attach additional sheets if necessary)					
21 Direct Charges: <p style="text-align: center;"><i>See attached Project Work Scope</i></p>					
22. Indirect Charges:					
23. Remarks:					
<b>PART IV PROGRAM NARRATIVE</b> <i>(Attach per instruction)</i>					

**PART IV**  
**PROGRAM NARRATIVE**  
*(Suggested Format)*

DEPARTMENT OF TRANSPORTATION - FEDERAL AVIATION ADMINISTRATION

OMB NO. 2120-0569

**PROJECT : Wildlife Hazard Assessment Project**

**AIRPORT : Merced Regional Airport**

**1. Objective:** Safety of aircraft and personnel

Airports certified under Part 139 are required to conduct WHAs in accordance with criteria in 14 C.F.R. §139.337. Therefore, a Wildlife Hazard Assessment will be completed for Merced Regional Airport.

**2. Benefits Anticipated:** Safety of aircraft and personnel

The completion of a Wildlife Hazard Assessment for Merced Regional Airport complies with Part 139 requirements. It also allows for the assessment of risks posed to aircraft by certain wildlife species and helps to ensure the safety of aircraft operations at Merced Regional Airport.

**3. Approach :** *(See approved Scope of Work in Final Application)*

A Wildlife Hazard Assessment (WHA) will be prepared in accordance with relevant Federal Aviation Administration (FAA) requirements and guidelines for WHAs with respect to commercial and general aviation airports. The WHA will be carried out by a qualified specialist in accordance with Federal Aviation Administration (FAA) Advisory Circular (AC) 150/5200-36A (dated 01/31/2012).

**4. Geographic Location:**

The Wildlife Hazard Assessment (WHA) will be conducted for the Merced Regional Airport.  
Merced Regional Airport (KMCE)  
Merced, CA

**5. If Applicable, Provide Additional Information:**

**6. Sponsor's Representative:** *(include address & telephone number)*

John M. Bramble, 678 West 18<sup>th</sup> Street, Merced, CA 95340 209-385-6834

Ronald K. Elliott, 20 Macready Drive, Merced, CA 95340 209-385-6873

# Merced Regional Airport



## Wildlife Hazard Assessment

### Project Proposal Project Work Scope

**RS&H**  
**IMPROVING YOUR WORLD**  
**RS&H California, Inc**  
369 Pine St. Suite 610  
San Francisco, CA  
(415) 986-1702

## Introduction

Merced Regional Airport (Airport) is a publicly owned 450-acre airport located in Merced, California that provides the surrounding Merced County area with commercial and general aviation services. It is located approximately 5 statute miles southwest of the City of Merced. The Airport is owned and operated by the City of Merced. Facilities include an airfield with one Runway 12-30, a terminal building, various hangars, and associated support facilities. Runway 12-30 currently measures 150 feet wide by 5,914 feet long.

## Wildlife Hazard Assessment

A Wildlife Hazard Assessment (WHA) is prepared in accordance with relevant Federal Aviation Administration (FAA) requirements and guidelines for WHAs with respect to commercial and general aviation airports. WHAs must be carried out by a qualified specialist in accordance with *Federal Aviation Administration (FAA) Advisory Circular (AC) 150/5200-36A* (dated 01/31/2012).

The WHA for the Airport will be prepared in accordance with the following:

- *Title 14 Code of Federal Regulations, Part 139.337, Wildlife Hazard Management*, which prescribes the specific issues that a WHA must address for FAA approval;
- *FAA AC 150.5200-33B, Wildlife Hazards on or near Airports*
- *Wildlife Hazard Management at Airports: A Manual for Airport Personnel*, prepared by FAA and USDA, wildlife services

## Task 1 – Baseline Research

A review of the existing databases and background information pertaining to known and potential wildlife hazards in the Airport vicinity will be conducted. Sources of information and data will include, but will not necessarily be limited to the FAA Wildlife Strike Database information for the Merced Airport and for nearby airports (e.g., Castle Airport, Gustine Airport), as well as consultation with the California Department of Fish and Wildlife (CDFW).

## Task 2 – Project Planning Meeting

To initiate the WHA, a project planning meeting with the Airport will be held between the Contracting Agency and Contractor (and its Subconsultants). During the meeting the Contractor will meet with relevant airport personnel to discuss the scope and goals of the WHA and to learn about specific wildlife hazard issues and concerns the Airport may have. Past wildlife observations around the Airport and known incidents of strikes or potential strikes will also be discussed. The Contractor will also discuss the project schedule, reporting and communications protocols, airport access and security requirements, operations procedures, and other site-specific issues associated with conducting the WHA. Following the project planning meeting, the Contractor will participate in any required training to perform work within secure areas of the Airport with or without an escort, as allowed. Training may include security and driver training provided by airport personnel.

Following the meeting, the Contractor will also participate in an airport reconnaissance survey with pertinent airport staff. The focus of the reconnaissance survey will be to identify potential wildlife monitoring points for use in standardized surveys performed during the 12-month study period.

### **Task 3 – Map Wildlife Habitat and Potential Wildlife Hazards**

The Contractor will map cover types within and adjacent to the “Air Operations Area” (AOA). The Contractor will also map potential hazardous wildlife attractants and habitat features that could attract hazardous wildlife within a 10,000-foot radius “Wildlife Hazard Separation Zone” of the Airport, in accordance with *FAA Advisory Circular 150/5200-33B*. This map will be prepared based on aerial photo interpretation, field mapping, and consultation with Airport personnel. The results of this mapping will help inform the final locations of wildlife monitoring points.

### **Task 4 – Conduct Wildlife Surveys**

As described in FAA Part 139.337 (c) (2), a WHA must include the “identification of the wildlife species observed and their numbers, locations, local movements, and daily and seasonal occurrences” at the subject airport. To obtain this data, the Contractor will conduct 24 daytime surveys (two per month) over a twelve month period, as currently required by the FAA. The minimum period between the daytime surveys will be five days. The wildlife surveys will also include two small mammal trapping surveys (three trap nights each), and two large mammal surveys (i.e., night-time spotlight surveys). These mammal surveys are also required by the FAA. The large mammal surveys will be conducted one hour after sunset and will be conducted during the same survey period as the small mammal trapping. The Contractor staff involved in the small mammal trapping survey will hold valid Scientific Collecting Permits from the CDFW. Data obtained from all from wildlife surveys will be recorded on field data sheets and later entered into an electronic data storage format (e.g., Excel). All wildlife observations will be recorded to the extent practical using a sub-meter accurate GPS receiver.

### **Task 5 – Draft WHA**

The Contractor will prepare a Draft WHA. The Draft WHA will include the following: a description of the existing environmental conditions at the Airport, including land cover types and potential wildlife attractants within the Airport AOA and within the Wildlife Hazard Separation Zone; an analysis of the data obtained during the 12-month study period; and recommendations to mitigate potential wildlife hazards identified at and/or around the Airport. The Draft WHA will include figures depicting the regional and local location, land cover types within the Airport property, and a more generalized map of land cover types and potential wildlife attractants within or near the Airport. The Draft WHA will also include digital photographs of the land cover types and potential wildlife attractants within and adjacent to the Airport. The draft WHA will be reviewed via internal review procedures.

### **Task 6 – Revised Draft WHA**

The Contractor will submit the draft submittal to the Airport for their review and comment. The Contractor will be available to meet with the Airport or participate in conference calls with the Airport during the review process.

### **Task 7 – Final Draft WHA**

Following the Airport’s review of the Revised Draft WHA, the Contractor will incorporate any requested edits and modifications, and will then prepare the Final Draft WHA for submittal to the FAA for their review and comment. The Contractor will be available to meet with the FAA or participate in conference calls with the FAA during the review process.

## **Task 8 – Prepare Final WHA and Respond to FAA Comments**

Following the completion of FAA review and comment, the Contractor will prepare a Final WHA for submittal to the Airport and the FAA.

### **Assumptions**

1. This scope of work does not include preparation of a Wildlife Hazard Management Plan (WHMP).
2. Under Task 5, one hard copies and one electronic copy of the Draft WHA will be provided to the Contracting Agency.
3. Under Task 6, one hard copies and one electronic copy of the Revised Draft WHA will be provided to the Contracting Agency.
4. Under Tasks 7 and 8, two hard copies and two electronic copies of the Final Draft WHA and Final WHA will be provided to the Contracting Agency and the FAA.
5. A maximum of two meetings with the County and/or FAA are assumed during the WHA review and approval process.
6. A maximum of one additional one-day field visit is assumed if additional field data or analysis is requested during the WHA review and approval process.

### **Budget**

The work effort as scoped to be carried out by the Contractor will be based on a lump sum contact type totaling \$112,819.12 for labor and expenses.

### **Schedule**

The field surveys will require 12 consecutive months to complete. Preparation of the WHA (methods, base line information, data analysis, recommendations to mitigate potential hazards, figures, etc.) can be started during 12-month data gathering period; the final data analysis will be started after completion of the final field survey. A draft report for submittal will be prepared within two month of the final field survey. Revised and final drafts under Tasks 6, 7 and 8 will be submitted within 3 weeks of receipt of all comments, unless additional field analysis is required.



Merced Regional Airport  
Wildlife Hazard Assessment

Project Fee Proposal

SCOPE / TASK TITLE	PROJ OFCR/ DIRECTORS	PROJ MGR/ SNR A/E	STAFF A/E	A/E	SENIOR TECHN	TECHN	ADMN ASST/ WRD PROC	TOTAL
<b>A. BASIC SERVICES - LUMP SUM</b>								
<b>Wildlife Hazard Assessment</b>								
Task 1 - Baseline Research		2						2
Task 2 - Project Planning Meeting	4	4					8	16
Task 3 - Map Wildlife Habitat and Potential Wildlife Hazards		2						2
Task 4 - Conduct Wildlife Surveys		2						2
Task 5 - Draft WHA		8						8
Task 6 - Revised Draft WHA		8						8
Task 7 - Final Draft WHA		8						8
Task 8 - Prepare Final WHA and Respond to FAA Comments		8						8
TOTAL HOURS	4	42	0	0	0	0	8	54
RATE	\$100.96	\$90.38	\$55.46	\$55.46	\$38.63	\$26.95	\$19.50	\$80.66
TOTAL DIRECT LABOR \$	\$404	\$3,796	\$0	\$0	\$0	\$0	\$156	\$4,356
OVERHEAD @	187.9%							\$8,185
PROFIT @	12%							\$1,505
TOTAL BURDENED LABOR @	3.22							\$14,045
<b>OTHER DIRECT NON-SALARY COSTS</b>								
REPRODUCTION	# DWGS @	#PAGES @						
	\$2.60	\$0.10			#SETS			
Drawings	1				6			\$16
Reports/Specifications		30			60			\$180
TOTAL REPRODUCTION								\$196
POSTAGE/DELIVERY	# PCKGS @	# PCKGS @						
	\$35.00	\$3.00						
Drawings and Specifications	2							\$70
TOTAL POSTAGE/DELIVERY								\$70
SPECIALTY SUBCONSULTANTS								
LSA Associates, Inc.								\$96,869
TOTAL SPECIALTY SUBCONSULTANTS								\$96,869
TRAVEL	#People	#Days	Airfare @	Car @	Lodging @	Per Diem @		
			\$300	\$65	\$125	\$40		
Project Planning Meeting	1	1	\$300	\$65	\$0	\$40		\$405
								\$0
								\$0
								\$405
MILEAGE		Miles @	\$0.50					\$0
TOTAL ODC's								\$97,540
<b>Total Proposed Fee for:</b>	<b>Wildlife Hazard Assessment</b>							<b>\$112,819</b>

## STANDARD DOT TITLE VI ASSURANCES

\_\_\_\_\_ City of Merced \_\_\_\_\_ (hereinafter referred to as the Sponsor) hereby agrees that as a condition to receiving Federal financial assistance from the Department of Transportation (DOT), it will comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.) and all requirements imposed by 49 CFR Part 21, - Nondiscrimination in Federally Assisted Programs of the Department of Transportation -- Effectuation of Title VI of the Civil Rights Act of 1964 (hereinafter referred to as the "Regulations") to the end that no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance and will immediately take any measures necessary to effectuate this agreement. Without limiting the above general assurance, the sponsor agrees concerning this grant that:

1. Each "program" and "facility" (as defined in Sections 21.23(e) and 21.23 (b)) will be conducted or operated in compliance with all requirements of the Regulations.
2. It will insert the clauses of Attachment 1 of this assurance in every contract subject to the Act and the Regulations.
3. Where Federal financial assistance is received to construct a facility, or part of a facility, the assurance shall extend to the entire facility and facilities operated in connection therewith.
4. Where Federal financial assistance is in the form or for the acquisition of real property or an interest in real property, the assurance shall extend to rights to space on, over, or under such property.
5. It will include the appropriate clauses set forth in Attachment 2 of this assurance, as a covenant running with the land, in any future deeds, leases, permits, licenses, and similar agreements entered into by the sponsor with other parties:
  - (a) for the subsequent transfer of real property acquired or improved with Federal financial assistance under this Project; and
  - (b) for the construction or use of or access to space on, over, or under real property acquired or improved with Federal financial assistance under this Project.
6. This assurance obligates the Sponsor for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of personal property or real property or interest therein or structures or improvements thereon, in which case the assurance obligates the sponsor or any transferee for the longer of the following periods:
  - (a) the period during which the property is used for a purpose for which Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits, or
  - (b) the period during which the sponsor retains ownership or possession of the property.

7. It will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he delegates specific authority to give reasonable guarantee that it, other sponsors, subgrantees, contractors, subcontractors, transferees, successors in interest, and other participants or Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Act, the Regulations, and this assurance.

8. It agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Act, the Regulations, and this assurance.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining Federal financial assistance for this Project and is binding on its contractors, the sponsor, subcontractors, transferees, successors in interest and other participants in the Project. The person or persons whose signatures appear below are authorized to sign this assurance on behalf of the Sponsor.

DATED \_\_\_\_\_

\_\_\_\_\_  
City of Merced  
(Sponsor)

By \_\_\_\_\_  
(Signature of Authorized Official)

# CONTRACTOR CONTRACTUAL REQUIREMENTS

## ATTACHMENT 1

During the performance of this contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. **Compliance with Regulations.** The contractor shall comply with the Regulations relative to nondiscrimination in federally assisted programs of the Department of Transportation (hereinafter, "DOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.

2. **Nondiscrimination.** The contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.

3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment.** In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the contractor of the contractor's obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.

4. **Information and Reports.** The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Sponsor or the Federal Aviation Administration (FAA) to be pertinent to ascertain compliance with such Regulations, orders, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the contractor shall so certify to the sponsor or the FAA, as appropriate, and shall set forth what efforts it has made to obtain the information.

5. **Sanctions for Noncompliance.** In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, the sponsor shall impose such contract sanctions as it or the FAA may determine to be appropriate, including, but not limited to:

- a. Withholding of payments to the contractor under the contract until the contractor complies, and/or
- b. Cancellation, termination, or suspension of the contract, in whole or in part.

6. **Incorporation of Provisions.** The contractor shall include the provisions of paragraphs 1 through 5 in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations or directives issued Pursuant thereto. The contractor shall take such action with respect to any subcontract or procurement as the sponsor or the FAA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the contractor may request the Sponsor to enter into such litigation to protect the interests of the sponsor and, in addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

## **CLAUSES FOR DEEDS, LICENSES, LEASES, PERMITS OR SIMILAR INSTRUMENTS**

### **ATTACHMENT 2**

The following clauses shall be included in deeds, licenses, leases, permits, or similar instruments entered into by the Sponsor pursuant to the provisions of Assurances 5(a) and 5(b).

1. The (grantee, licensee, lessee, permittee, etc., as appropriate) for himself, his heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add "as a covenant running with the land") that in the event facilities are constructed, maintained, or otherwise operated on the said property described in this (deed, license, lease, permit, etc.) for a purpose for which a DOT program or activity is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) shall maintain and operate such facilities and services in compliance with all other requirements imposed pursuant to 49 CFR Part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation, and as said Regulations may be amended.

2. The (grantee, licensee, lessee, permittee, etc., as appropriate) for himself, his personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add "as a covenant running with the land") that: (1) no person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such land and the furnishing of services thereon, no person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the (grantee, licensee, lessee, permittee, etc.) shall use the premises in compliance with all other requirements imposed by or pursuant to 49 CFR Part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation, and as said Regulations may be amended.

**U.S. DEPARTMENT OF TRANSPORTATION  
FEDERAL AVIATION ADMINISTRATION**

**AIRPORT IMPROVEMENT PROGRAM  
SPONSOR CERTIFICATION**

**DRUG-FREE WORKPLACE**

City of Merced

Merced Regional Airport

*(Sponsor)*

*(Airport)*

*(Project Number)*

*Description of Work:*

Runway Safety Area (RSA) Study to determine the best option to clear Merced Regional Airport's RSA.

Title 49, United States Code, section 47105(d), authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements on the drug-free workplace within Federal grant programs are described in Title 49, Code of Federal Regulations, Part 29. Sponsors are required to certify they will be, or will continue to provide, a drug-free workplace in accordance with the regulation. The AIP project grant agreement contains specific assurances on the Drug-Free Workplace Act of 1988.

Except for the certified items below marked not applicable (N/A), the list includes major requirements for this aspect of project implementation, although it is not comprehensive, nor does it relieve the sponsor from fully complying with all applicable statutory and administrative standards.

	Yes	No	N/A
1. A statement has been or will be published notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the sponsor's workplace, and specifying the actions to be taken against employees for violation of such prohibition.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. An ongoing drug-free awareness program has been or will be established to inform employees about:			
a. The dangers of drug abuse in the workplace;			
b. The sponsor's policy of maintaining a drug-free workplace;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Any available drug counseling, rehabilitation, and employee assistance programs; and			
d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.			
3. Each employee to be engaged in the performance of the work has been or will be given a copy of the statement required within item 1 above.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Employees have been or will be notified in the statement required by item 1 above that, as a condition employment under the grant, the employee will:			
a. Abide by the terms of the statement; and	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.			



To: Regional Airport Authority  
From: Ronald K. Elliott, Airport Manager  
Date: February 19, 2013  
Re: **Temporary Hangar Rent**

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Airport Staff is requesting a temporary hangar rent fee adjustment to accommodate and maintain current customers and attract potential airport tenants. As an example, there is an airport tenant in good standing since July 2012. He has rented a hangar in Building 6, Hangar #2 for \$175 per month. This tenant has been on the waiting list to rent a hangar in Building 21. Recently, this tenant has purchased a new aircraft that will no longer fit (due to the new aircraft's wing span) in his existing hangar. In order to accommodate this tenant and keep him from moving his aircraft to Modesto Airport, Airport Staff is requesting a temporary hangar rent fee adjustment for building 22 and 23 until an opening is provided in Building 21.

Hangars in Building 21 are some of the Airport's most popular hangars due to their size and price point, and are currently 100% occupied. Hangars in Building 21 currently rent for \$347 per month, hangars in Buildings 22 and 23 currently rent for \$450 per month. For more details on Merced Regional Airport's rates and charges, please see attached Resolution 2012-26. In order to maintain business with current and future customers, Airport Staff recommends decreasing Buildings 22 and 23 rental rates to \$347 per month, equivalent to Building 21 rental rates, until hangars in Building 21 becomes available. This temporary rate adjustment will only apply to tenants on the waiting list for Building 21 whose aircraft cannot be accommodated in other existing hangars. Currently, the airport has nine hangars available for rent in Buildings 22 and 23. Allowing these types of rental adjustments will increase the Airport's revenue and help decrease hangar vacancy rates.

**SUMMARY/RECOMMENDATION:** Adopt a motion; approving temporary hangar rent fee adjustments for hangars in Buildings 22 and 23 for \$347 per month until hangars becomes available in Building 21.

**RESOLUTION NO. 2012-26**

**A RESOLUTION OF THE CITY COUNCIL OF  
THE CITY OF MERCED, CALIFORNIA,  
ADOPTING VARIOUS FEES, RATES AND  
CHARGES APPLICABLE TO THE MERCED  
REGIONAL AIRPORT**

THE CITY COUNCIL OF THE CITY OF MERCED DOES HEREBY  
FIND, DETERMINE, RESOLVE AND ORDER AS FOLLOWS:

SECTION 1. That the City Council of the City of Merced does hereby find,  
determine and declare, as follows:

A. That the City Council has adopted Section 2.32.020 of the Merced  
Municipal Code for the purpose of authorizing the use of the Merced Regional  
Airport such that the airport users should pay for the costs of the services provided  
therein; and,

B. That the Section requires applicants using the Merced Regional  
Airport to obtain various permits, authorizations, or other approvals from the City;  
and,

C. That the City Council, for the purpose of reimbursement of costs  
associated with processing of the same and for the costs related to providing  
services at the Merced Regional Airport recognizes the need for fees, rates, and  
charges at sufficient levels to support airport services; and,

D. That the City Council conducted a duly noticed public hearing  
regarding the proposed fees, rates, and charges established by this Resolution, at  
which oral and written presentations were invited, as part of a regularly scheduled  
meeting. The City Council has duly considered all oral and written testimony prior  
to the adoption of the fees set forth in Section 2 herein; and,

E. That the amounts of the fees, rates, and charges established herein do  
not exceed the sums reasonably necessary to cover the costs of providing the  
services related thereto, unless otherwise authorized by law; and,

F. That the City Council has determined that the public interest,  
convenience, and necessity require the adoption of the fees, rates, and charges

established herein in order to allow for the continued operation of the Merced Regional Airport.

SECTION 2. Pursuant to Section 2.32.020 of the Merced Municipal Code, the City Council hereby sets the following rates and charges for the use of the Merced Regional Airport as follows:

	Rate 7/1/2012	Rate 7/1/2013	Rate 7/1/2014	Rate 7/1/2015
<b>Aircraft Tie Downs</b>				
Single Engine, monthly	\$33.00	\$34.00	\$35.00	\$36.00
Multi-Engine, monthly (7,500-12,500 lbs)	\$63.00	\$65.00	\$66.00	\$68.00
Large Multi-Engine, Monthly (12,500 lbs +)	\$75.00	\$78.00	\$80.00	\$82.00
Transient (single engine, daily)	\$8.00	\$9.00	\$9.00	\$9.00
Transient (multi-engine, daily)	\$14.00	\$14.00	\$15.00	\$15.00
Transient (multi-engine over 12,500 lbs, daily)	\$27.00	\$27.00	\$28.00	\$29.00
<b>Hangar Rentals (monthly)</b>				
Bldg 3, 3 spaces	\$178.00	\$183.00	\$189.00	\$195.00
Bldg 4, 6 spaces	\$147.00	\$152.00	\$156.00	\$161.00
Bldg 5, 4 spaces	\$179.00	\$185.00	\$191.00	\$197.00
Bldg 6, 6 spaces	\$175.00	\$180.00	\$186.00	\$192.00
Bldg 21, 10 spaces	\$347.00	\$358.00	\$368.00	\$379.00
Bldg 22/23/ 20 spaces	\$450.00	\$464.00	\$477.00	\$492.00
Executive	\$185.00	\$191.00	\$197.00	\$203.00
Executive I	\$214.00	\$221.00	\$227.00	\$234.00
Executive II	\$288.00	\$296.00	\$306.00	\$315.00
<b>Portable Hangar Space Rental</b>				
Executive	\$75.00	\$78.00	\$80.00	\$82.00
Executive 1	\$87.00	\$91.00	\$93.00	\$96.00
Executive 3	\$111.00	\$115.00	\$118.00	\$122.00
<b>Landing Fees (Minimum)*</b>				
Transient Commercial Aircraft/Helicopters	\$14.00	\$14.00	\$15.00	\$15.00
Based Commercial Aircraft/Helicopters	\$8.00	\$9.00	\$9.00	\$9.00
<b>Commercial Operator Permits</b>				
Commercial Operator, monthly	\$93.00	\$96.00	\$99.00	\$102.00
Commercial Operator, daily	\$33.00	\$34.00	\$35.00	\$36.00

\*Landing fees: For transient aircraft, \$0.60 per 1,000 lbs of certified gross landing weight, but not less than minimum shown.  
For based aircraft, \$0.50 per 1,000 lbs of certified gross landing weight, but not less than minimum shown.

The rates and charges effective as of July 1, 2015 continue in effect unless and until a subsequent Resolution adopts a new or different rate or charge.

To: Merced Regional Airport Authority  
From: Ronald K. Elliott, Airport Manager  
Date: February 19, 2013  
**Re: Avis/Budget Rental Car Lease Renewal**

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### **Discussion**

Avis Rent A Car System, LLC and Budget Rent A Car System, Inc. are subsidiaries of Avis Budget Car Rental, LLC, which markets its automobile rental business under both “the Avis brand” and “the Budget brand.”

Avis Budget Car Rental, LLC entered into a facility lease agreement at the Merced Regional Airport April 16, 2007. On February 2, 2009 this lease was restated to clarify existing terms and update the leased premises. As agreed upon in the lease, Avis exercised their option to extend the lease an additional three years. Under this option, the lease will now expire April 30, 2013.

Avis Budget Car Rental, LLC has contacted Airport Staff requesting their lease agreement be renewed for another three year period with the same three year option. The current rent and new negotiated rent amounts are as follows:

1. Kiosk/Counter space - \$125.00.....new lease rent \$135.00
2. 150 sq ft office space - \$60.80.....new lease rent \$60.80 (no increase)
3. Common Area Maintenance/Janitorial Service - \$50.00.....new lease rent \$75.00
4. Twenty unfenced Parking Spaces (\$30 ea) - \$600.00 new lease rent \$660.00 (\$33 ea)

Total rent for existing lease = \$835.80 per month in addition to 10% of gross rental receipts for all vehicles rented from the leased premises.

Total rent for proposed lease = \$930.80 per month in addition to 10% of gross rental receipts for all vehicles rented from the leased premise.

Additionally, if Avis Budget Car Rental, LLC exercises their option to extend the lease the amount of base rent (does not include 10% of gross rental receipts) shall be adjusted based on the then current Consumer Price Index for the Western Region since the commencement of the original lease term.

**SUMMARY/RECOMMENDATION:**

Adopt a motion recommending the City Council approve the Avis Budget Car Rental, LLC lease agreement.

To: Merced Regional Airport Authority  
From: Ronald K. Elliott, Airport Manager  
Date: February 19, 2013  
Re: **Fagundes Farms Agricultural Lease**

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### **Discussion**

Since April 2008, the Airport has leased a portion of its agricultural land to Mr. Todd Machado. Mr. Machado has indicated he is no longer interested in farming the land. Fagundes Farms has contacted Airport Staff and requested to lease the property once the existing lease expires in April 2013.

The property being leased is approximately 35 acres west of Thornton Road and south of Wardrobe Avenue. In the previous lease with Mr. Machado rent was set at \$2,200 per year (\$63 per acre) for a five year lease. Fagundes Farms has agreed to pay \$3,700 per year (\$105 per acre) for a three year lease with a three year option. After year one, the rental rate shall be adjusted to account for inflation on each succeeding April 1<sup>st</sup> by using the United States Department of Labor's San Francisco-Oakland-San Jose Consumer Price Index as the measure of inflation and adding any such increase to the base rental rate. If the option is exercised the rent will be re-negotiated and adjusted for the then current market rate and then adjusted annually for inflation as done the previous years.

### **SUMMARY/RECOMMENDATION:**

Adopt a motion recommending the City Council approve the Fagundes Farms Agricultural lease agreement.



# Merced Regional Airport

Manager's Report January 2013

## **OPERATIONS**

Great Lakes Airlines enplaned 141 total passengers for the month of January. Airline revenue enplanements were down 33 percent from the month before. Compared to January 2012, enplanements were down 18 percent. As identified in last month's Manager's Report, this decrease in enplanements from the previous year was expected due to Great Lakes Airlines changing their schedule and decreasing the number of scheduled trips to Las Vegas. No further schedule changes are foreseen in the near future. There were 6 cancellations this month out of the 78 scheduled departures. No cancellations were due to weather issues.

## **CAPITAL PROJECTS AND CONSTRUCTION**

Airport staff has been working with RS&H Consulting on the Federal Aviation Administration (FAA) Airport Capital Improvement Program (ACIP) Grant for 2011. This grant provides funding for a new commercial airline terminal study. 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. We're waiting on a letter from TSA regarding office space needs and current limitations. I spoke with Bob Benson, TSA Regional Director; he's working on the letter and awaiting a legal review from TSA attorneys.

Additionally, airport staff has been working on the Federal Aviation Administration (FAA) Airport Capital Improvement Program (ACIP) grant for 2012. On June 27<sup>th</sup>, 2012 the FAA approved the Runway Safety Area (RSA) study to determine the best and most advantageous option for clearing the airport's RSA. FAA is asking the study be completed as soon as possible. Airport staff met with the FAA and RS&H in November 2012 to review the study and discuss possible fixes to the RSA. All parties agreed that changing the Airport Reference Code from a C-III to a B-II was the best and most advantageous fix. Changing the reference code will change the RSA dimensions and realign the airport design criteria to meet current needs, but will not require extensive modifications or change the types and size of aircraft able to utilize the airport. Changing the RSA will only require an update to the Airport Layout Plan (ALP). The new/updated ALP has been submitted to the FAA. Expect this grant to close out in the next few months.

Construction of the new Medi-Flight Alert Facility is complete. Medi-Flight delivered their modular and has started efforts to bring the building up to City code.....sewer, electrical, water, phone, etc. Carter Construction will also do the upgrades on Medi-Flight's maintenance hangar as well. Contracts are now in place and work is moving forward to finish this project. Carter Construction has submitted the required paperwork to obtain needed building permits and connection fees. Expected completion date is March 1, 2013.

## **OTHER**

Expected renovations on Hangar BBQ have stopped. However, a lease amendment has been approved by City Council and the Hangar BBQ has submitted plans to acquire building permits. No permits have been issued as of February 1st.

Legal and Airport staff are 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.

To: Regional Airport Authority  
From: Ronald K. Elliott, Airport Manager  
Date: February 19, 2013  
**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: February 19, 2013  
**Re: Other Business from the Authority**

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