

CITY OF MERCED

"Gateway to Yosemite"



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

AUTHORITY MEMBERS

Larry Morelock-Chair, Alvin Osborn-Vice-chair, John Sundgren,
Russ Cowperthwaite, Rodrigo Flores and Ryan Smith.

AGENDA

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

TUESDAY
DECEMBER 17, 2013

(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. 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 NOVEMBER 19, 2013.

Recommendation: Adopt a motion to approve and file.

F. REPORTS

1. FIXED BASED OPERATOR LEASE UPDATE/STATUS

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

- a. Regional Airport Authority 2014 Meeting Schedule
- 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
JANUARY 21, 2014 AT 7:00 PM IN THE **3rd FLOOR CONFERENCE
ROOM**, 678 WEST 18TH STREET MERCED, CA 95340.

**CITY OF MERCED
REGIONAL AIRPORT AUTHORITY MINUTES**

**SAM PIPES CONFERENCE ROOM
MERCED CIVIC CENTER
678 WEST 18TH STREET
MERCED, CA**

**TUESDAY
NOVEMBER 19, 2013**

A. CALL TO ORDER

Chair Larry Morelock called the meeting to order at 7:00 p.m.

B. ROLL CALL

Members present: Larry Morelock, Alvin Osborn, John Sundgren, Russ Cowperthwaite, Rodrigo Flores and Ryan Smith.

Members absent: None (one vacancy)

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 SEPTEMBER 17, 2013.

M/S/C -Osborn/Sundgren motioned to approve and file the minutes for September 17, 2013 as submitted.

F. REPORTS

1. FIXED BASED OPERATOR LEASE UPDATE/STATUS

Ron Elliott explained that he received a response from Mr. Tom Lopes this morning, due to this reply this item will be tabled to the December meeting.

2. GREAT LAKES AIRLINE – NEW SCHEDULE

Ron Elliott reviewed the new airline schedule that started on November 5, 2013. This new schedule has an originating flight in Merced, which should help with the fog season.

3. GRANT 20, RSA STUDY – FINAL CLOSE-OUT REVIEW

Ron Elliott reviewed the highlights in the Executive Summary from RS&H.

4. ACA CONFERENCE UPDATE – SEPT 11, 2013

Ron Elliott shared the Association of California Airports (ACA) Conference agenda with board members and spoke about courses he attended. Mr. Elliott has been the Vice-President of the ACA for the past 2 years, and this year he was elected as the President. With this role he will be in charge of the Annual Aviation Awareness Day on April 23, 2014 and invited everyone to attend.

5. AIRPORT MANAGER’S REPORT

Ron Elliott reviewed the written manager’s report for October 2013.

G. AUTHORITY BUSINESS

1. POSSIBLE INCOMPATIBLE LAND USE ACTIVITY

None.

2. OTHER BUSINESS FROM AUTHORITY MEMBERS

None.

H. ADJOURNMENT

Larry Morelock called the meeting adjourned at 7:21 PM until the next Regional Airport Authority meeting on Tuesday, December 17, 2013 at 7:00 pm in the Council Chambers at 678 W 18th Street, in the Civic Center.

Larry Morelock, Chair
Regional Airport Authority



Merced Regional Airport

Manager's Report November 2013

OPERATIONS

Great Lakes Airlines enplaned 217 total passengers for the month of November. Airline revenue enplanements were slightly down previous month – 222 versus 217. In comparison to November 2012, enplanements were down 23%. There were thirteen cancellations this month out of the 54 scheduled departures. Of the thirteen cancelled flights, 12 were cancelled for lack of crew availability. The Federal Aviation Administration (FAA) instituted a new rule requiring First Officers to have a minimum of 1,500 flight hours to fly for a commercial airline. Since this new rule has gone into effect Great Lakes Airlines has lost 87 (or roughly 25 percent) of their pilots. About half of these pilots have been furloughed until they can acquire their 1500 hours and return, and the other half have moved on to major airlines to backfill openings created by this same new FAA rule. To alleviate customer dissatisfaction, Great Lakes Airlines is cancelling flights at least 3-5 days out so passengers can reschedule or make other arrangements.

CAPITAL PROJECTS AND CONSTRUCTION

Airport staff has been working with RS&H Consulting on the FAA Airport Capital Improvement Program (ACIP) Grant for 2011 – Grant 19. 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. The study is complete. The FAA has approved moving forward with closing out the grant and all the final paperwork has been submitted.

Additionally, Airport staff has been working on the FAA ACIP grant for 2012, Grant 20. On June 27, 2012, the FAA approved the Runway Safety Area (RSA) study to determine the best and most advantageous option for clearing the Airport's RSA. The Study determined the best course of action is to change the Airport Reference Code from a C-III to a B-II. The change has been made and a new and updated Airport Layout Plan (ALP) has been approved and accepted. The FAA has approved moving forward with closing out the grant, and the final paperwork has been submitted.

Grant 21, Wildlife Hazard Assessment Study has been approved and funded by the FAA. A "kick-off" meeting was held in September to start the yearlong Wildlife Hazard Assessment.

The FAA has approved Grant 22 for pavement rehab to the west side of the FBO maintenance hangar. However, since only discretionary funds were available, the FAA approved only the design portion of the grant. Total funding available for design was \$87K. Actual construction, using entitlement funds, will occur in 2014. Another grant application will be required in first quarter 2014 to request this additional funding for actual construction.

OTHER

Legal and Airport staff are working with Gateway Air Center on consolidating numerous lease amendments into one lease. The Airport Manager, Ron Elliott, and Past Regional Airport Authority Chairperson, Janet Young, met with the President of Gateway Air Center, Tom Lopes, on February 26, 2013, to review and discuss the new lease. In November, Mr. Lopes has submitted a letter requesting the lease not be renegotiated, but has requested changes be made so he can obtain financing against the lease. Airport Staff has requested Mr. Lopes identify (in writing) these desired changes. This item has been added to the December Regional Airport Authority monthly meeting agenda.

Visit the Merced Regional Airport website at www.flymercedairport.com

2014 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 21, 2014* | <input type="checkbox"/> | _____ |
| February 18, 2014 * | <input type="checkbox"/> | _____ |
| March 18, 2014 | <input type="checkbox"/> | _____ |
| April 15, 2014 | <input type="checkbox"/> | _____ |
| May 20, 2014 | <input type="checkbox"/> | _____ |
| June 17, 2014 | <input type="checkbox"/> | _____ |
| July 15, 2014 | <input type="checkbox"/> | _____ |
| August 19, 2014 | <input type="checkbox"/> | _____ |
| September 16, 2014 | <input type="checkbox"/> | _____ |
| October 21, 2014 | <input type="checkbox"/> | _____ |
| November 18, 2014 | <input type="checkbox"/> | _____ |
| December 16, 2014 | <input type="checkbox"/> | _____ |

**January and February meetings will be held in the 3rd Floor Conference Room.*