

# 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, Ryan Smith and Michael Bodine.

### **AGENDA**

**7:00 pm  
3<sup>rd</sup> FLOOR CONFERENCE ROOM  
678 WEST 18<sup>th</sup> STREET  
MERCED, CALIFORNIA**

**TUESDAY  
FEBRUARY 18, 2014**

**([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**

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 21, 2014.**

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

**F. REPORTS**

**1. AIRPORT CAPITAL IMPROVEMENT PROGRAM (ACIP) UPDATE**

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

**2. GREAT LAKES AIRLINES, STATUS AND UPDATE  
from Chuck Howell, CEO, Great Lakes Airlines**

*Recommendation: For information only.*

**3. 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**

*Recommendation: Discussion as desired by Authority members.*

**H. ADJOURNMENT:**

TO THE NEXT AIRPORT AUTHORITY MEETING, TUESDAY MARCH  
18, 2014 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**

**SAM PIPES CONFERENCE ROOM  
MERCED CIVIC CENTER  
678 WEST 18<sup>TH</sup> STREET  
MERCED, CA**

**TUESDAY  
JANUARY 21, 2014**

**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

Staff Present: Ron Elliott and Jessica Cortright.

Mr. Bodine introduced himself to the board and gave a brief description of his aviation background.

**C. WRITTEN PETITIONS AND COMMUNICATION**

Larry Morelock explained that the recommendation for item F2 needs to be amended from "For Information Only" to "Adopt a Motion".

**D. ORAL COMMUNICATIONS**

None.

**E. CONSENT CALENDAR**

**1. REGIONAL AIRPORT AUTHORITY MEETING MINUTES FOR NOVEMBER 19, 2013.**

M/S/C –Sundgren/Cowperthwaite motioned to approve and file the minutes for November 19, 2013 as submitted.

**F. REPORTS**

**1. FIXED BASED OPERATOR LEASE UPDATE/STATUS**

Ron Elliott reviewed the correspondence between himself and Gateway Air Center; he shared the reason for the request to clarify and compile the current lease containing several amendments and restatements into one document.

**2. AIRPORT CAPITAL IMPROVEMENT PROGRAM (ACIP) UPDATE**

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. After some discussion a motion was made to table this item to the February meeting so that the Airport Manager could provide an updated list of requested projects.

M/S/C – Sundgren/Bodine motioned to table this item to the February 18<sup>th</sup> meeting so that an updated list of requested projects can be provided.

**3. AIRPORT MANAGER’S REPORT**

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

**G. AUTHORITY BUSINESS**

**1. POSSIBLE INCOMPATIBLE LAND USE ACTIVITY**

None.

**2. OTHER BUSINESS FROM AUTHORITY MEMBERS**

- a. Regional Airport Authority 2014 Meeting Schedule was provided.
- b. Authority Members may introduce items to be calendared for a future agenda. Mr. Morelock handed out an article from AOPA titled “Don’t wait to teach new city officials about your airport” and shared that the Merced Regional Airport is a key economic component to the City of Merced.

**H. ADJOURNMENT**

Larry Morelock called the meeting adjourned at 7:55 PM until the next Regional Airport Authority meeting on Tuesday, February 18, 2014 at 7:00 pm in the 3<sup>rd</sup> Floor Conference Room at 678 W 18<sup>th</sup> Street, in the Civic Center.

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Larry Morelock, Chair  
Regional Airport Authority

To: Regional Airport Authority  
From: Ronald K. Elliott, Airport Manager  
Date: February 18, 2014  
Re: **FAA AIRPORT CAPITAL IMPROVEMENT PLAN 2014**

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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 and Merced Regional Airport Consultants. Since last year's update, two projects have been added:

1. Pavement Maintenance Construction (last year was design only)
2. Black Outline for Runway Surface Markings...Per AC 150/5340-1L

Project priority is based on a number of factors to include safety, federal fund availability, needs, etc. This year Pavement Maintenance Construction and Black Outline for Runway Surface Markings will be the priority projects since we've already been funded to complete the Design portion for the Pavement Maintenance and the Black Outline for Runway Surface Markings have been directed by AC 150/5340-1L.

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's current Airport Layout Plan was approved in February 2013. All projects listed in this ACIP must be contained or added to the ALP.

Based on the updated ACIP, airport staff will complete two an FAA ACIP Grant applications for 2014. The first application will be for the Pavement Maintenance Construction and Black Outline for Runway Surface Markings.

**Costs and Funding:** Funding for capital projects comes from matching City funds, capped at 5% for each FAA grant issued. Total costs for both the Pavement Maintenance and Black Outline for Runway Markings will not be known until bids are received.

**SUMMARY/RECOMMENDATION:**

Airport staff requests the Regional Airport Authority make a motion to recommending the Merced City Council approve the Airport Capital Improvement Plan for FY 2014-2024.

Attachment:

Airport Capital Improvement Plan 2014-2024

**Merced Regional Airport (MCE)  
Airport Capital Improvement Plan  
Future Projects Overview  
(FAA Grant-funded Projects Only)  
Fiscal Year 2013-2024**

FAA FY	Project	Project Description / Justification	FAA Grant	PFC Revenues	City Share	Total
2013	Wildlife assessment	Conduct, per FAA Part 139 requirements, wildlife hazard assessment.	\$109,079		\$5,741	\$114,820
2013	Pavement Maintenance - Design Only	Per the 2011 Airport Pavement Management System Update (APMS) for MCE, pavement areas as identified in the report will need to be maintained.	\$142,500		\$7,500	\$150,000
2014	Pavement Maintenance - Construction	Per the 2011 Airport Pavement Management System Update (APMS) for MCE, pavement areas as identified in the report will need to be maintained.	\$142,500		\$7,500	\$150,000
2014	Black outline for runway surface markings	Per AC 150/5340-1L - Virtually all runway markings need to have black borders by 9/27/15	\$38,000		\$2,000	\$40,000
2015	Overlay of GA Parking Area, Ramp, and Freight Ramp	The service life of the GA ramp is approaching its maximum ability to support continuous traffic. With the anticipated increases in GA and corporate traffic into the Airport, coupled with the significant increased FBO activity in and around the service and storage hangars, repaving this area will be of prime importance to continued safe operations. The project also accommodates the relocation of the main airline terminal, to an area that is compliant with the Airport Master Plan. The relocation of the terminal building and ramp areas are necessary for the projected passenger growth within the projected ten year period.	\$1,363,300		\$72,000	\$1,435,300
2015	Crack Sealing for runway, taxiways, and apron	Needed for overall pavement maintenance to increase life-cycle of pavement. Last accomplished in 2009.	\$95,000		\$5,000	\$100,000
2016	Fuel farm tank replacement	The fuel farm underground storage tank is old and outdated and will need to be replaced.	\$475,000		\$25,000	\$500,000
2017	Acquire land in fee	Runway extension requires the acquisition of additional land for the Runway Safety Area (RSA). This is necessary at the same time or before the runway extension project. The 2007 Master Plan shows acquisition of a 9.5-acre parcel, but actual acquisition is approximately 1-acre after final design and RSA / OFA configuration.	\$950,000		\$50,000	\$1,000,000
2017	Acquire aviation easements	Runway extension requires the acquisition of additional easements, as identified in the 2007 Master Plan and current Airport Layout Plan. This is necessary at the same time or before the runway extension project.	\$1,045,950		\$55,050	\$1,101,000
2018	Engineering and any needed environmental for new passenger terminal area	Per FAA guidance in AC 5050.4A and Executive Order 1050.1, the work performed in this project will serve to ensure no environmental issues are present prior to commencement of construction. Further work will consist of pre-engineering for the construction of 562,000 square feet of paved ramp and connecting taxiway surface.	\$631,000		\$143,000	\$774,000
2019	Construct new Passenger Terminal Area (terminal building, access, and parking)	The current passenger terminal building was built in the early 1950s. The current structure is not ADA compliant, fails to meet current federal energy guidelines for government buildings, is undersized, is hard to maintain, and presents a security problem for scheduled air carrier operations. Growing passenger enplanements have been met by the addition of a modular building for additional secured waiting area, but this is a temporary measure and not a long term solution.	\$4,157,000		\$163,000	\$4,320,000
2019	Construct new Passenger Terminal Apron and Taxiway to Taxiway A	A new apron area and taxiway is needed for aircraft utilizing the new passenger terminal. The approximate area is 15,000 square yards.	\$3,018,000		\$217,000	\$3,235,000
2020	Engineering and environmental for relocation of Taxiway A	Per FAA guidance contained in AC 5050.4A and Executive Order 1050.1, the work performed in this project will serve to ensure that no environmental issues are present prior to commencement of construction. Further work will consist of pre-engineering for the construction of the runway extension project in 2010.	\$150,000		\$7,895	\$157,895
2021	Relocate taxiway A for 400-foot separation		\$5,347,200		\$267,300	\$5,614,500
2022	Extend Runway to 6,450 feet, extend Taxiway A at 400-foot separation, relocate glide slope, PAPI, MALSR, and underground power lines along Dickenson Ferry Road	Increasing capacity demands, coupled with a growing number of large cabin class turbine aircraft utilizing the Merced Airport, support the addition of additional paved surface that will adequately meet published accelerate stop distance requirements, at a total runway length of 6,450 feet. Most turbojet aircraft have published accelerate stop distance requirements that exceed Merced's current published runway length. This project will greatly enhance the Airport's operational safety, while allowing larger aircraft to operate from Merced Regional Airport, without being penalized in their operational safety requirements.	\$5,740,000		\$309,150	\$6,049,150
2022	ARFF Support	Adequate equipment is essential to provide for safety and effective operation of fire crews. Strengthened ARFF support systems are needed to increase safety at Merced Regional Airport. Fire hydrant distribution is necessary to adequate firefighting.	\$399,000		\$21,000	\$420,000
2023	Apron lighting enhancements		\$855,000		\$45,000	\$900,000
2024	ARFF Support		\$25,000		\$1,250	\$26,250
<b>Total*</b>						

\* Actual cost will be determined by bids. FY projects subject to change - based on need.

**Related plans:**

1. Merced Municipal Airport Master Plan, 2007: project listings are consistent; some costs have been revised.

Current demand for hangar storage has outstripped supply. Present demand supports construction of additional infrastructure (e.g. taxiways, 4 additional hangar spaces, and associated ramp areas) that will supply significant revenue to the airport, while supplying growth needed as additional capacity increases.



<b>Airport Name</b>		<b>Merced Regional Airport (MCE)</b>	<b>Fiscal Year</b>	<b>FY2014/15</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	1. Pavement Maintenance - Construction	142,500	7,500	150,000
YES	D	2. Black outline for runway surface markings	38,000	2,000	40,000
		<b>Total of projects</b>	180,500	9,500	190,000
* D - Development; P - Planning; E - Environmental					
<b>PROVIDE THE FOLLOWING DETAILED INFORMATION FOR PROJECTS ANTICIPATED WITHIN 1-2 YEARS</b>					
Detailed Project Description (Square/Lineal Footage or Length/Width)					
<p>1. Per the 2011 Airport Pavement Management System Update (APMS) for MCE, pavement areas as identified in the report will need to be maintained. Design of this area is currently be accomplished as part of our 2013 ACIP Grant</p> <p>2. Per AC 150/5340-1L - Virtually all runway markings need to have black borders (borders done in black paint) by 9/27/15</p>					
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)					
<p>1. Bids for project will go out in Feb/Mar 2014. Construction anticipated in July 2014.</p> <p>2. Bids for project will go out in Feb/Mar 2014. Construction anticipated in July 2014.</p>					
NEPA Environmental Status (Date of FONSI or submit CATEX Form for Approval)					
<p>1. CATEX completed....accomplished during design phase.</p> <p>2. CATEX completed.</p>					
Land Title Status & Date of Exhibit "A" Status			Date		
<p>1. All land is in ownership of City of Merced;</p> <p>2. All land is in ownership of City of Merced;</p>					
Open AIP Funded Projects			Expected Close-out Date		
2013 ACIP Grant - Pavement Maintenance Design.			5/1/2014		
<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>					
Ronald K. Elliott, Airport Manager			Ronald K. Elliott, Airport Manager		
Name and Title of Authorized Representative (Print or Type)			Contact Name and Title (Print or Type)		
Signature		Date	Contact Phone (Print or Type)209-385-6874		



## Merced Regional Airport

Manager's Report January 2014

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### OPERATIONS

Great Lakes Airlines enplaned 116 total passengers for the month of January. Airline revenue enplanements were down 60 percent from December. In comparison to January 2013, enplanements were down 18 percent. There were 35 cancellations this month out of the 58 scheduled departures. Only 23 scheduled flights were actually flown. Of the 35 cancelled flights, all 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 over 200 of their pilots. 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

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. This item will remain open for the next 12 to 18 months. No additional information will be made available until the Airport Biologist completes his data collection.

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. The "design" scope of work has been approved and RS&H is currently working on the project.

With help and assistance from our IT Department, Merced Regional Airport has been connected to the City's WiFi hotspot. Customers can now utilize their computers to connect to the City's "Guest Wireless Network" in the Airport Terminal.

### 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 January Regional Airport Authority monthly meeting agenda.

To: Regional Airport Authority  
From: Ronald K. Elliott, Airport Manager  
Date: February 18, 2014  
**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 18, 2014  
**Re: Other Business from the Authority**

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- a. Regional Airport Authority 2014 Meeting Schedule
- b. Authority members may introduce items to be calendared for a future agenda.