



AGENDA

REGULAR MEETING OF THE Airport Advisory Committee (AAC)

Tuesday, January 17, 2012

130 S. Second St., Council Chambers-Civic Center Plaza, Chowchilla

CALL TO ORDER: 4:00 P.M.

ROLL CALL – AIRPORT ADVISORY COMMITTEE:

Committee Chairperson: Jerry Cox
Committee Vice Chairperson: Steve Lawrence
Committee Members: Doug Thiel, Lyndon Mandrell, Alfred Hansen
(Anthony Trees & Ryan Jones resigned)

City staff and contract employees present at the meeting will be noted in the minutes.

Any individual with a disability may request special assistance by contacting the Airport Liaison/Clerk of Record prior to a scheduled meeting

1. PLEDGE OF ALLEGIANCE: [Chairman- Jerry Cox]

2. INTRODUCTIONS/ORGANIZATION:

- Andrew Benelli, Engineer/Public Works Director (Airport Maintenance & Operations)

PUBLIC TO ADDRESS ADVISORY COMMITTEE – Section 1

This time is reserved for members of the audience to address the Airport Advisory Committee on items of interest that are not on the Agenda and are within the subject matter jurisdiction of the Committee. It is recommended that speakers limit their comments between 3 to 5 minutes each and it is requested that no comments be made during this period on items on the Agenda. Members of the public wishing to address the Committee on items on the Agenda should notify the Chairperson when that Agenda item is called. The Committee is prohibited by law from taking any action on matters discussed that are not on the Agenda, and no adverse conclusions should be drawn if the Committee does not respond to public comment at this time. Speakers are asked to please use the microphone, and provide their name and address. Prior to addressing Committee, any handouts to be provided to Committee Secretary who will distribute to Committee and appropriate staff.

1.1 PUBLIC ADDRESS-

CONSENT CALENDAR – Section 2

All items on the Consent Calendar are to be acted upon by a single action to the Airport Advisory Committee unless otherwise requested by an individual Committee Member for special consideration.

1.1 CONSIDERATION FOR MINUTES OF JULY 18, 2011– (No meeting in October 2011)

Action to approve: (Motion, second, voice vote)

DEFERRED BUSINESS – Section 3

NO DEFERRED BUSINESS

NEW BUSINESS – Section 4

4.1 AIRPORT IMPROVEMENT PROGRAM – (Discussion/Direction)

Discussion and update report by Staff: FAA and Caltrans-Division of Aeronautics generates the California Aviation System Plan Capital Improvement Plan (CIP) and the Airport Capital Improvement Plan (ACIP) updates. FAA is conducting the annual update of the ACIP and they requested 5-year cycle (2013-2017) updates by January 16, 2012. (Handout in packet).

Status update: Staff submitted ACIP AWP Data Sheets in January 2011 for 2012/2013 – 2021. Staff is checking with FAA & Caltrans to see if we can hold to our current project list and modify as needed later. City did submit an Letter of Intent to update the Airport Layout Plan, this too will be under review by staff.

COMMITTEE REPORTS/UPDATES – Section 5

(Information only - No action)

5.1 REPORTS/UPDATES – (Verbal)

STAFF REPORTS – Section 6

(Information only, direction may be given. No action)

6.1 AIRPORT MAINTENANCE REPORT (Verbal or written report)

A. City Maintenance updates:

1. Grounds and Facilities-Items to address:

- a. On airport: Paint segmented circle, rust on hangers, eroded asphalt/apron area (add to AIP list) –remove or replace VASI on RWY 30 (on AIP list). Weeds obstructing RWY signage.
- b. Not on airport: Tree on private property (Gudgel); prune or remove. Trees on Fairgrounds (3 trees), Light Pole at Race Track.

2. Grounds and Facilities-Items Addressed/Completed:

- a. Lowered security light on hangar bank
- b. Removed abandoned threshold light assembly at approach end of runway 30.
- c. Post/Repost NOTAM (ongoing) for inoperative VASI (out of service until replaced or removed).

6.2 AIRPORT ADMINISTRATION & OPERATIONS REPORT (Verbal or written report)

A. Airport Fund Report Updates:

1. Airport Fund/Financial Updates- Funding Year 2011/2012 (Begins July 1, 2011 ending on June 30, 2012). (Handout in packet) and verbal update
2. Hangar usage – (Handouts in packet) and verbal update

B. FAA/Caltrans-Aeronautics Division –

1. Caltrans contracted aviation services conducted a Airfield Pavement System

Survey at Chowchilla Airport on October 5th. Report will be available once they complete their analysis.

2. Staff applied for 2011/12 California Aid to Airports Program Certification and Request for \$10,000 disbursement of funds.

- C. Request for Interest of Statement for Qualifications for Aviation Consulting (RFQ) Status Report: Staff is coordinating a selection board of at least 3 to evaluate 3 Consulting firms; Giersch & Associates, Inc. Ford Aviation and Tartaglia Engineering.

ANNOUNCEMENTS & CORRESPONDENCE – Section 7
(Informational handouts in meeting packet or at meeting if applicable)

7.1 ANNOUNCEMENTS:

- Airport Committee Openings: Two members resigned (Tony Trees & Ryan Jones). City Clerk has run notices in the Chowchilla Newspaper; currently no applicants have applied. Two positions remain open to date.
- Airport Advisory Committee term expires:
 - Chairman: Jerry Cox (Term expires January 2012)*
 - AAC Member: Doug Thiel (Term expires January 2012)*
- New location for the Airport Administrative Principal Office: Relocated to the Civic Center (130 S. Second Street).
- City offices closed every Friday: All City offices area closed on Fridays and employee furloughs still in effect every other Friday.
- City Council Reorganization: (Effective 12/13/11)
 - Mayor: Janan Hebert (Term expires 12/2014)*
 - Mayor Pro Tem: Jim Kopshever (Term expires 12/2012)*
 - Council Member: Dennis Haworth (Term expires 12/2012)*
 - Council Member: Isaac Jackson (Term expires 12/2014)*
 - Council Member: David Alexander (Term expires 12/2012)*

7.2 CALENDAR OF EVENTS:

Meeting cancellations will be posted on city website and Committee Members will be notified if they are canceled. For general information and community events, and/or other meetings (dates/times) visit www.ci.chowchilla.ca.us and **click** on the **Calendar**

ADJOURNMENT – Section 8

NOTICE: Pursuant to Government Code §54954.c(a) Public comments may be directed to the Airport Advisory Committee concerning any item contained for this meeting before or during consideration of the item. Those wishing to address the Committee on an item shall be limited to between 3-5 minutes and if a large group, the Chairman may request that individuals provide only new information not presented by another person

8.1 ADJOURNMENT

- Next Airport Advisory Committee: Monday, April 16, 2012
- Next Agenda items requested by AAC- AAC reorganization (Chairman and Vice Chair Pro Tem Positions)

PUBLIC NOTICE

Notice provided to Administrative Services on 01/11/2012 at 12:00 P.M. by Joanne Upton. Posted in the kiosk at 130 S. Second St., Civic Center Plaza, on _____, 2012, at _____ AM/PM, By _____.