



MINUTES

REGULAR MEETING OF THE Airport Advisory Committee (AAC)

Monday, April 19, 2010

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

CALL TO ORDER: Chairman Thiel called the meeting to order at 4:00 P.M. in Council Chambers on April 19, 2010.

ROLL CALL – AIRPORT ADVISORY COMMITTEE:

PRESENT:

Committee Chairperson: Doug Thiel
Committee Vice Chairperson: Jerry Cox
Committee Members: Steve Lawrence, Scott Porter, Anthony Trees, Ryan Jones

ABSENT:

Committee Members: Lyndon Mandrell

City staff and contract employees present at the meeting: Jay Varney, Acting City Administrator/Airport Manager, Harry Turner, Public Services Interim Director, Joanne Upton, Project Analyst/Airport Liaison/ Clerk of Record.

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- Doug Thiel]
2. **ANNOUNCEMENT AND OATH OF OFFICE** – City Council appointed Ryan Jones to the Airport Advisory Committee. Term of Office (January 2010 – January 2014)
3. **Election of Chair and Vice Chair as officer (Held each January at its first meeting, or as soon thereafter as reasonably possible)**
 - a. Nominations for Chair- Motion: Lawrence nominated member Thiel, seconded by Trees. **Motion passed by voice vote.**
 - b. Nominations for Vice Chair- Motion: Porter nominated Member Cox, seconded by Lawrence. **Motion passed by voice vote.**

PUBLIC TO ADDRESS ADVISORY COMMITTEE – Section 1

1.1 PUBLIC ADDRESS-

No members of the public addressed the Airport Advisory Committee.

CONSENT CALENDAR – Section 2

2.1 CONSIDERATION FOR MINUTES OF JANUARY 19, 2010–

Action to Approve: A motion was made by Committee Member Porter, seconded by Committee Member Lawrence. Motion Passed by voice vote.

DEFERRED BUSINESS – Section 3

NO DEFERRED BUSINESS.

NEW BUSINESS – Section 4

4.1 UPDATE ON CONSTRUCTION ACTIVITIES FOR FAA AIP PROJECT AT THE CHOWCHILLA AIRPORT (Apron Reconstruction & Phase I Drainage Project) –

Staff report: The Notice of Completion goes to City Council on April 26, 2010 for approval. Staff reported that the subcontractor will take care of the punch list and fog seal the new asphalt as soon as the weather permits. Staff noted by Committee Member Porter that additional asphalt work is needed in front of Hangar #6.

4.2 UPDATE/STATUS REPORT REGARDING COST FOR PROPOSED ADDITIONAL WORK TO RESURFACE PAVEMENT IN APRON AREA BETWEEN HANGARS AND TIEDOWN AREA

Written Staff Report: City received a cost estimate of \$37,104 from Dave Christian Construction Company for additional pavement rehabilitation work on the Apron area between Tie-Down area and Regular T-Hangars. The Committee asked for the cost estimate for the small area that was not engineered into the Apron & Drainage reconstruction Project due to FAA funding limits at the time of the application. The estimated cost included materials and all labor necessary to complete the additional reconstruction.

4.3 COST TO IRRIGATE TURF ON AIRPORT OPEN SPACE PARK AREA

Written Staff Report: (Turner) The Airport Park over a 14 month period March 2008- October 2009 used 1,225,600 cubic feet of water. ($8170.18 \div 14 \text{ Months} = \583.50 per month to irrigate the turf and trees in Airport Open Space Park). A brief discussion ensued. Turner reported that the 14th month period spanned two summers.

4.4 ESTIMATE FOR FENCING INTERIOR OF AIRPORT PARK (Handout in packet)

Written Staff Report: Estimated cost \$6,400. This item was in response to the Committee request for the estimated cost to utilize the Park area for public use or possibly a Dog Park to keep the grass turf and trees alive and viable.

4.5 ESTIMATE FOR ROLLING AUTOMATIC GATE AT THE AIRPORT ENTRANCE TO THE AG ACCESS ROAD (Handout in packet)

Written Staff Report: Estimated cost \$5,400, this item was in response to the Committees request for the estimated cost to put install an automatic gate at the Airport's Ag Access Entrance Road.

4.6 COMPLAINT FILED WITH FAA REGARDING CB ANTENNA (105 COLUSA AVE) - AIRCRAFT STRUCK THE ANTENNA (Written and verbal reports)

The City received a written report from FAA Investigator regarding runway approach incident (Larry DeCosta/FAT/FSDO Investigator).

City staff reported that they are waiting for additional information from Don Haug, Aviation Safety Officer, Caltrans Division of Aeronautic.

COMMITTEE REPORTS – Section 5

No ad hoc committees.

STAFF REPORTS – Section 6

6.0 STAFF REPORTS

6.1 Airport Maintenance Report (Verbal or written report)

A. City Maintenance updates (verbal)

Committee Member Lawrence offered to get a spring and install on the walk-in Man-gate so it will close once you enter or exit automatically.

City will order a Paper Towel Holder and soap dispenser, and issue airport office keys to the a couple Committee Members to resupply the restrooms as needed.

Members reported that the older restroom faucet is dripping and needs repaired.

6.2 Airport Administration and Operation Reports (Verbal or written report)

A. FAA is implementing Global Positioning System; Wide Area Augmentation System (WAAS) localize Performance with Vertical (LPV) and Localizer Performance (LP) instrument approach procedures throughout the National Airspace System (NAS). Contact will be visiting Chowchilla Airport in December 2009. WAAS Report printouts were made available to view at the meeting.

B. Airport fund Financial Report Updates – Staff is monitoring the budget to keep costs down yet remain in compliance with airport safety and grant assurances. FY 2009/10 CAAP Annual Grant Program suspended funds to all airports. City will not receive \$10,000 allocated and earmarked for Chowchilla Airport this fiscal year.

C. Administration updates –

C.1 Update on Coordination of City Council Ad Hoc Committee & Airport Advisory Committee Ad Hoc Committee Meeting. Verbal update (Varney or Turner)

City will coordinate AAC Ad Hoc meeting with City Council Ad Hoc Committee possibly in May.

C.2 Annual FAA Airport Inspection (Verbal Report by Turner/Upton)

Staff reported that overall the Aviation Safety Officer found our Airport in good condition. He will send a letter of items he will need to bring to our attention. He mentioned during the inspection that we will need to lower the security light pole on the hangars, lower two light poles at the Race Track and lower or remove the Palm Tree at the gate entrance. They are all penetrating FAR 77, 20:1. He added that some holes need to be filled along the RSA and dry farming crop will need to be cut in the RW Safety Zone as well as other items.

ANNOUNCEMENTS & CORRESPONDENCE – Section 7

7.1 AMENDMENT OF CITY MUNICIPAL CODE (455-10 §2.25.030 & §2.27.030) AS

RELATED TO COMMISSIONS AND COMMITTEES (Handout in packet)

Summary of change(s) regarding AAC meetings: Meeting shall be held at least once each quarter unless there is a lack of business.

Staff requests consensus from AAC regarding revised meeting scheduled dates listed below.

2010 Revised AAC Meeting Schedule: (Held at least once each quarter), the next meetings are:
July 19, 2010 and October 18, 2010

Meeting cancellations will be posted on city website and Committee Members will be notified if they are canceled due to lack of business.

For general information, calendar events and other meetings (dates/times) visit www.ci.chowchilla.ca.us and click on 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 The meeting adjourned at 5:15pm.

- Next Airport Advisory Committee: July19, 2010

SIGNED COPY OF MINUTES ARE AVAILABLE IN THE CITY CLERK'S OFFICE