



## MINUTES

# REGULAR MEETING OF THE Airport Advisory Committee

**Monday, May 18, 2009**

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

**CALL TO ORDER:** Chairman Thiel called the meeting of the Airport Advisory Committee to order at 4:02 p.m. in Council Chambers on May 18, 2009.

**ROLL CALL PRESENT – AIRPORT ADVISORY COMMITTEE:**

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

**ABSENT:**

Committee Members: Lyndon Mandrell

City staff present at the Meeting: Nancy Red, City Administrator/Airport Manager  
Joanne Upton, Project Analyst/Airport Liaison (Clerk of Record)  
Marty Piepenbrok, Parks, Recreation & Community Services  
Director

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*Any individual with a disability may request special assistance by contacting the  
Airport Liaison/Clerk of Record*

**PLEDGE OF ALLEGIANCE: [Chairman- Doug Thiel]**

**ANNOUNCEMENT OF APPOINTMENT OF COMMITTEE MEMBERS:**

City Council appointed Jerry Cox to the Airport Advisory Committee at 03/23/2009 meeting. Appointed members shall serve for a term of four years calculated from January 1<sup>st</sup> of the year of appointment, or until their successors are appointed.

**OATH OF OFFICE:**

Jerry Cox received the oath of allegiance and official oath conducted by Rebekah Barr, Deputy City Clerk.

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**PUBLIC TO ADDRESS ADVISORY COMMITTEE – Section 1**

**1.1 PUBLIC ADDRESS-**

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**CONSENT CALENDAR – Section 2**

**2.1 CONSIDERATION OF MINUTES OF JANUARY 20, 2009 – (Handout in packet)**

**Motion: Approve to accept the Minutes of January 20, 2009 as submitted, moved by Member Porter, seconded by Member Trees. Motion carried.**

## DEFERRED BUSINESS – Section 3

No deferred business.

## NEW BUSINESS – Section 4

### 4.1 REPORT REGARDING GLOBAL FINANCIAL CRISIS-IMPACTS TO THE CITY OF CHOWCHILLA –

Nancy Red, City Administrator/Airport Manager gave an overview on the current global financial crisis is still unfolding, Socio-economic impacts to our community is inevitable. The City receives CAAP Annual Grant funds of \$10,000 yearly to assist with airport operations and maintenance costs; however the city's general fund subsidizes airport operations on a yearly basis impacting the general fund. Staff has made necessary cuts in the current airport budget where necessary, without jeopardizing the airport daily operations to stay in FAA compliance.

Nancy reported that the City's 2008/09 Final Budget Summary for the Airport Enterprise Fund as well as other fund accounts reflects the severe fiscal hardship. The city is legally required to audit and provide certified results of all operations on economic activity that is relevant to our community and local leaders. The current negative balance in the Airport Enterprise Fund reflects the monies subsidized by the city's general fund which impacts the City's General Fund adding to the current financial crisis. City staff has made cutbacks in all department budgets, and city leaders will continue to make tough decisions required to balance the budget. City Council mandated a citywide furlough day for all employees' (estimating 10% cut in employee wages) except for Public Safety which started on May 15 (every other Friday).

She assured members that city leaders are continuing to look for industrial business opportunities (potential revenue ventures) for the industrial park area near the airport.

### 4.2 CURRENT FAA-AIP PROJECT –CHOWCHILLA APRON RESURFACING/PHASE I DRAINAGE) – Handouts in packet

Staff reported that the AIP Airport project is on schedule, going out to bid in April. City hopes to have bid award in June and construction in August/September.

### 4.3 COMMISSIONS/COMMITTEES MEETING SCHEDULE - Amending yearly calendar to reflect City Committees/Commissions meeting moving from monthly/bimonthly to quarterly meeting dates. The Airport Advisory Committee currently meets bimonthly.

Chairman Thiel asked if this is a directive or discussion/approval. Administrator Red said that this is open to discussion, however they can vote to endorse this recommendation to City Council. She added that this is one cutback that will save the city employees time and costs by moving from bimonthly to quarterly. She added that either way, when this item is brought before City Council, they will make the final decision in the best interest of City.

A brief discussion ensued. **The consensus of the committee asked to keep the Airport Advisory Committee meetings on a bi-monthly schedule until if and when City Council moves to change the number of dates they meet on a yearly basis.**

## COMMITTEE REPORTS – Section 5 (Information only - No action)

## 5.1 Reports/formed ad hoc committees (if applicable) –

No ad hoc committees to report at this time.

### **STAFF REPORTS – Section 6** (Information only, direction may be given. No action)

#### 6.1 Airport Maintenance Report (Staff) Written and/or verbal reports.

Staff recognized that the weeds are getting tall and may create potential risks to pilots landing. Airport Liaison Joanne asked Parks staff to plan/schedule weed abatement prior to Chowchilla Fair week; however staff has not reported a date for cleanup. She will check with Parks.

Committee members were concerned about the weeds and squirrels on north end of the airport. City Administrator/Airport Manager asked staff to find out when if and when it has been plan/scheduled asking for work to be completed within two weeks.

Committee members asked when the other key pad was going to be installed on the walk-in magnate. Staff reported that the system was on back order and should be installed soon. Staff also noted that the new restroom needs a slide lock installed inside the restroom to keep people from entering the restroom while in use. They also noted a committee member asked if a soap dispenser can be installed instead of a bar of soap and sodium vapor lights need repair on regular T hangar area.

#### 6.2 Airport Administration and Operation Reports (Verbal or written reports) – (Staff)

Airport Fund Financial Report - See handout in packet. Report was given under New Business 4.1 Item.

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

For general information, calendar events and other meetings (dates/times) visit [www.ci.chowchilla.ca.us](http://www.ci.chowchilla.ca.us) and click on Calendar

### **ADJOURNMENT – Section 8**

#### 8.1 The Chairman called for adjournment with no further business.

- Next Airport Advisory Committee: **July 20, 2009**

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