

**UNOFFICIAL MINUTES OF THE
Salinas Airport Commission Meeting
Thursday, August 25, 2016
City Council Rotunda, 200 Lincoln Avenue**

CALL TO ORDER: Chairperson Shumaker called the meeting to order at 6:00 p.m.

PRESENT: Commissioners, Richard Fors, Paula Gail Johnson, Bob McGregor, Sue Purvis, Wes White, and Chairperson Jim Shumaker.

ABSENT: Commissioner Diane Ausonio

STAFF PRESENT: Brett Godown, Airport Manager, Earl Paisant, Operations Supervisor and Chris Schlough, Administrative Secretary

PRESENTATIONS

NONE.

CONSENT

ID#15-840 APPROVAL OF MINUTES OF MEETING HELD JUNE 23, 2016

Upon motion by Commissioner White and second by Commissioner Johnson the Minutes of June 23, 2016 were approved by the following votes: Ayes: Commissioners: Fors, Johnson, McGregor, Purvis, White, and Chairperson Shumaker. Noes: None. Absent: Commissioner Ausonio. Abstained: None.

CONSIDERATIONS

ID#15-835 2016 – Airport Commission Elections

The 2016 Airport Commission Elections were opened up for nominations for the Chairperson and the Vice-Chairperson positions.

Commissioner Fors nominated Jim Shumaker for Chairperson and Commissioner Shumaker nominated Commissioner Purvis for Vice-Chairperson. Both Commissioner's Shumaker and Purvis accepted the nominations.

MOTION

Upon motion by Commissioner McGregor and second by Commissioner Fors to approve Commissioner Shumaker as Chairperson and Commissioner Purvis as Vice-Chairperson the Commission approved the 2016 Airport Commission positions by the following votes: Ayes:

Commissioners: Fors, Johnson, McGregor, Purvis, White and Chairperson Shumaker. Noes: None. Absent: Commissioner Ausonio. Abstained: None.

ID#15-831 Kimley Horn and Associates, Inc. Professional Services Agreement Amendment #3 – Airport Electrical Improvements and the development of a Pavement Maintenance and Management Program

Mr. Godown discussed what Amendment #3 entailed and requested a recommendation from the Commission to move this item forward to City Council.

MOTION

Upon motion by Commissioner White and second by Commissioner McGregor the Commission recommended to move the item forward recommending the City Council approved the Kimley Horn and Associates, Inc. Professional Services Agreement #3 – Airport Electrical Improvements and the Development of a Pavement Maintenance and Management Program by the following votes: Ayes: Commissioners: Fors, Johnson, McGregor, Purvis, White and Chairperson Shumaker. Noes: None. Absent: Commissioner Ausonio. Abstained: None.

ID#15-832 Seatec Underground Utilities, Inc. Lease

Mr. Godown presented the Seatec Underground Utilities, Inc. Lease to the Airport Commission and discussed the history of the Gomes Farm Air Services going out of business and introduced Alan Bikle from Seatec Underground Utilities, Inc. (Seatec). The Lease with Seatec will be an original thirty-year term with two ten year options for the ground lease located at 467 Airport Blvd. and Mr. Godown is requesting a recommendation from the Commission to move the item forward to the City Council with a recommendation to approve the lease between the City of Salinas and Seatec Underground Utilities, Inc.

Mr. Bikle provided information regarding the business he will be operating at 467 Airport Blvd. and provided comments regarding the improvements planned for the building.

Ms. Alison Goss from Mahoney & Associates Commercial Real Estate provided comments in favor of the lease.

MOTION

Upon motion by Commissioner McGregor and second by Commissioner Purvis the Commission recommended to move the item forward to the City Council recommending the City Council approve the Lease between the City of Salinas and Seatec Underground Utilities, Inc. by the following votes: Ayes: Commissioners: Fors, Johnson, McGregor, Purvis, White, and Chairperson Shumaker. Noes: None. Absent: Commissioner Ausonio. Abstained: None

ADMINISTRATIVE REPORTS

ID#15-838 AIP 25 Update

Mr. Godown provided an update on the Airport Improvement Program (AIP) 25 Airport Electrical Upgrades to the Airport Commission. Mr. Godown stated he coordinated the acquisition of Santa Clara County expiring grant funds of \$150,000 to transfer their funds over to the City of Salinas, Salinas Municipal Airport and worked with the FAA to secured an additional \$427,000 and to allow the total project to be completed in one year, rather than phasing the project out over a three-year period.

ID#15-836 Terminal Remodel

Mr. Godown provided the update on the airport terminal remodel and shared a picture of the airport terminal, stating the terminal should be completed by mid-September.

ID#15-837 Restroom Upgrade at 240 Mortensen Avenue - Update

Mr. Godown said the Restroom Upgrade at 240 Mortensen Avenue is projected to be completed by September 16, 2016.

ID#15-834 Flight Simulator

Mr. Godown informed the Commission that airport staff has been entertaining the idea of the purchase of a flight simulator for the airport and beginning a flight simulator program at the Salinas Municipal Airport. Mr. Godown stated the airport staff have been seeking private partnerships to reduce the initial purchase cost and has received positive responses. The Salinas Owners and Pilots Association (SOPA) as offered to donate \$1,100.00. Mr. Godown said he would bring this item back to Commission for further discussion.

There was some discussion, comments and suggestions regarding the flight simulator from the Commissioners.

ID#15-839 Restaurant RFP

Mr. Godown announced that the owners of the Landing Zone Restaurant at the Salinas Municipal Airport have given notice the restaurant will be closing in December 2016. The airport staff have started the process of preparing an RFP for a new restaurant and would welcome any suggestions the Commissioner's may have to be included in the RFP.

Commissioner Purvis said she heard the process will take six months and the airport may be without a restaurant. Mr. Godown stated he has approached the Landing Zone Restaurant and asked them if it was possible to delay closing the doors until closer to the time that the airport staff has accepted a new agreement, and is waiting to hear back for an answer.

ID#15-833 Operations Report / Fuel Flowage Report

Mr. Godown provided the Operations and Fuel report.

ANNOUNCEMENTS

Mr. Godown stated the city staff continues to work with the airshow staff. The Airshow Permit went before the City Council on August 16, 2016 and was approved. The California International Airshow is scheduled for September 24 – 25, 2016 and the primary act will be the Thunderbirds.

FUTURE AGENDA ITEMS

None

GENERAL PUBLIC COMMENT

None

NEXT MEETING DATE:

The next meeting of the Airport Commission will be on September 22, 2016 at 6:00 PM

ADJOURNMENT

The Airport Commission meeting was adjourned at 6:55 p.m.