

**UNOFFICIAL MINUTES OF THE  
Salinas Airport Commission Meeting  
Thursday, October 27, 2016  
City Council Rotunda, 200 Lincoln Avenue**

**CALL TO ORDER:** Chairperson Shumaker called the meeting to order at 6:15 p.m.

**PRESENT:** Commissioners, Diane Ausonio, Richard Fors, Paula Gail Johnson, Sue Purvis, and Chairperson Jim Shumaker. Commissioner Paul Gail Johnson arrived at 6:23 p.m.

**ABSENT:** Commissioners, Bob McGregor and Wes White

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

**PRESENTATIONS**

NONE.

**CONSENT**

**ID#15-937 APPROVAL OF MINUTES OF MEETING HELD AUGUST 25, 2016**

Upon motion by Commissioner Purvis and second by Commissioner Johnson the Minutes of August 25, 2016 were approved by the following votes: Ayes: Commissioners: Fors, Johnson, Purvis, and Chairperson Shumaker. Noes: None. Absent: Commissioner McGregor and White. Abstained: Commissioner Ausonio.

**CONSIDERATIONS**

None

**ADMINISTRATIVE REPORTS**

**ID#15-938 FY 15-16 Airport Budget**

Mr. Godown provided a summary of the FY 15-16 Airport Budget. Mr. Godown stated the year end fund balance is not included at this time and will bring that information back to the Commission at the December 2016 Airport Commission meeting.

**ID#15-939 Seatec Underground Utilities, Inc. Lease – City Council Action**

Mr. Godown advised the Commission that Seatec Underground Utilities, Inc. Lease was approved by the City Council in September 2016 and Seatec Underground Utilities, Inc. has already moved

into the building and erected a new fence on the interior side of the property which will prevent any staff members or customers access to the inside of the Airport.

#### **ID#15-940 RFP – Airport Restaurant Update**

Mr. Godown updated the commission on the RFP for the Airport Restaurant stating that there have been several businesses showing interest. He is not sure at this time as to how many will submit their proposals, but is sure one of the operators will be submitting a proposal. The deadline is November 17, 2016.

Commissioner Johnson asked what business showed interest in submitting a proposal. Mr. Godown answered The Coach Choke from Pezzini Farms.

Commissioner Ausonio asked who owned the aeronautical memorabilia in the Landing Zone. Mr. Godown responded that it belongs to the Landing Zone.

#### **ID#15-941 Airport Terminal Remodel Update**

Mr. Godown stated the airport terminal remodel has been completed for the year.

Commissioner Ausonio made comment that maybe this year the Chamber Mixer for the Airshow could be in the airport terminal to show off the new area.

#### **ID#15-942 Restroom Upgrade at 240 Mortensen Avenue Update**

Mr. Godown said the restroom remodel at 240 Mortensen Avenue has been completed, and airport staff is waiting for the final sign-off in order to open the restrooms for use. It has two unisex bathrooms. In the contract the contractor was required to paint a portion of the front of the building, and with some of the savings from the project the entire front of the building was able to be painted.

#### **ID#15-943 Airport Commission Workshop**

Mr. Godown said materials continue to be developed for the Airport Commission Workshop that is scheduled for Saturday, November 12<sup>th</sup> with a possible delay as a couple of commissioners may not be able to attend and the Consultant recommends that the commission attend as a unit. The decision to reschedule the workshop will be made by this next Monday.

#### **AIP 25 – Airport Electrical Upgrades, CalTrans State Match Grant**

Mr. Godown advised the Commission that he forwarded an item directly to the City Council, only due to the timing issue in order to receive a matching fund grant from CalTrans. The airport was notified early October that there were matching grant funds available on a first come first use basis. The matching fund grant amount was for \$41,203. The original council report that went to City Council had the CalTrans matching fund grant language included but unfortunately the resolution did not, and CalTrans will only process a matching fund grant by way of an approved Resolution

not a council report. In the best interest of the Airport and the timing, the item went directly to the City Council for approval on October 18, 2016.

### **AIRPORT LAYOUT PLAN UPDATE**

Mr. Godown updated the Commission on the Airport Layout Plan (ALP) and Narrative Project and discussed the Non-Standard Condition of the departure of RWY 26; the Runway Protection Zone and Runway Safety Area. Mr. Godown presented alternatives that have been presented in the ALP Update and Narrative Report. The presented alternatives are projects to mitigate the Non-Standard Conditions.

Mr. Godown hopes to meet with airport businesses to present, discuss and obtain more information to submit to the FAA regarding any negative impacts that will affect operators or businesses on the Airport.

Ms. Lori Atkinson on behalf of the Salinas Business Owners Association (SBOA) requested the airport keep an open dialog with the Salinas Business Owners Association and the Salinas Owners and Pilots Association (SOPA) on this matter as it could create an economic and financial impact on them.

### **ID#15-944 Operations Report / Fuel Flowage Report**

Mr. Godown provided the Operations and Fuel report.

### **ANNOUNCEMENTS**

None.

### **FUTURE AGENDA ITEMS**

None.

### **GENERAL PUBLIC COMMENT**

Ms. Lori Atkinson stated that she was sorry to have missed the two meetings where the two Young Eagles Scholarship Recipients made their presentations. The Salinas Owners and Pilots Association and the Experimental Aircraft Association did send two young men to OshKosh Wisconsin Air Academy on a scholarship this year. Ms. Atkinson said the dads briefed her and said it was a really great experience for the kids and she knows that both associations are looking for candidates for next year.

### **NEXT MEETING DATE:**

The next meeting of the Airport Commission will be on December 8, 2016 at **5:30 PM**

### **ADJOURNMENT**

The Airport Commission meeting was adjourned at 7:24 p.m.