



CITY OF RED BLUFF

555 Washington Street Red Bluff, California 96080 (530) 527-2605 Fax (530) 529-6878 www.ci.red-bluff.ca.us

AIRPORT COMMISSION AGENDA

Date of Meeting: December 9, 2009
Place of Meeting: City Council Chambers
Time of Meeting: 5:30 p.m.

This agenda has been posted pursuant to City of Red Bluff Resolution No. 28-1995. The City of Red Bluff welcomes you to their meetings, which are regularly scheduled for the second Wednesday of each month. Your participation and interest are encouraged and appreciated. Meeting notices are available in appropriate alternative formats, upon request of a person with a disability. If accommodations are needed for individuals with disabilities, please contact the Public Works office prior to the day of the meeting.

A. APPROVAL OF MINUTES:

May 27, 2009

ACTION:

AYES:

NOES:

ABSENT OR NOT VOTING:

B. CITIZEN'S COMMENTS:

Citizen comments are a special time for citizens to address the Airport Commission on Airport related items that are not on this meeting's agenda. If your comments concern an item that is on the agenda or noted for public hearing you may address it when the item is discussed or when the hearing is open for public testimony. By law, the Airport Commission cannot make decisions on matters not on the agenda; however, items can be discussed and can be placed on the agenda of the next Airport Commission Meeting. If requested by letter, at least two weeks prior to the Airport Commission Meeting, any subject relative to the operation of the airport will be placed on the next agenda. The Chairperson reserves the right to limit the duration of time per each speaker.

C. CURRENT BUSINESS:

1. FIXED BASE OPERATORS REPORT-PHIL ALGER

2. AIRPORT CAPITAL IMPROVEMENT PROJECT (ACIP) UPDATE 2011-2015

Recommendation:

That the Airport Commission review the ACIP for future project consideration by the FAA and DOA and recommend City Council adopt the FY 2011-2015 ACIP and authorize the Airport Manager to submit the project list for programming.

The Airport Manager will be meeting with the San Francisco Airport District Office December 4, 2009, to discuss options for the 2011-2015. The proposed 2011-2015 ACIP will be distributed to the Commissioners, via e-mail, December 8, 2009 for review.

D. OLD BUSINESS

ADJOURNMENT: January 13, 2010



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December 9, 2009

Red Bluff Airport Commission

SUBJECT: FEDERAL AVIATION ADMINISTRATION/DEPARTMENT OF AERONAUTICS (FAA/DOA), AIRPORT CAPITAL IMPROVEMENT PROGRAM (ACIP) FY 2011 - 2015

The ACIP list of projects for the Red Bluff Municipal Airport in accordance with FAA and State guidelines is presented for your review.

FAA/DOA's goal is to maintain a running 5-year ACIP to improve their budget projections. The projects listed on this ACIP are subject to change depending upon funding availability, safety issues that may arise, and the City's ability to meet the matching fund requirements.

The Airport Manager is proposing to submit the FY 2011-2015 ACIP to City Council for approval and submission to the FAA & DOA.

RECOMMENDATION

That the Airport Commission review the ACIP for future project consideration by the FAA and DOA and recommend City Council adopt the FY 2011-2015 ACIP and authorize the Airport Manager to submit the project list for programming.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Mark H. Barthel".

Mark H. Barthel
Airport Manager



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RED BLUFF AIRPORT COMMISSION

MINUTES

Date of Meeting: May 27, 2009
Time of Meeting: 5:30 p.m.
Place of Meeting: Council Chambers, City Hall

The agenda for this meeting was posted pursuant to Resolution No. 28-1995.

Commissioners Present: Robert Schmid, Chairperson
Wanda Schuler, Vice Chairperson
Lynn Chamblin
Donald Ferreira
Donald Kinser

Commissioners Absent None

Staff Present: Mark Barthel, Public Works Director
Dawn Arnett, Administrative Assistant

CALL TO ORDER & CITIZENS COMMENTS

Chairperson, Robert Schmid, called the regular meeting of the Airport Commission to order at 5:31 p.m. on May 27, 2009.

A. APPROVAL OF MINUTES

M/S/C Chamblin/Schuler, to approve the corrected minutes of April 8, 2009.

AYES: Commissioners: Schuler, Chamblin, Schmid, Kinser and Ferreira
NOES: None
ABSENT OR NOT VOTING: None

B. CITIZEN'S COMMENTS

None

C. CURRENT BUSINESS

1. RED BLUFF MUNICIPAL AIRPORT FIXED BASE OPERATOR (FBO) LEASE AGREEMENT

Chairperson Schmid stated that the Airport Commission had a copy of the proposed RFP, asked the Commissioners if they had read the RFP and if anyone would like to comment on

the RFP. Commissioner Fereira stated that many people feel that the airport is underutilized and felt that the RFP is a very important issue. Commissioner Fereira stated that he did not feel that the City or the FBO should micro-manage the restaurant because they do not share the risk of the restaurant and questioned whether the operating hours should be in the RFP. Commissioner Fereira asked Mark Barthel, Public Works Director, if the fuel charge was a fixed amount or could it be based on the profit of the fuel that was sold. Mr. Barthel stated that it was a fixed amount due to the involvement it would take in the FBO's profit and loss statement.

Vice Chairperson Schuler asked Mr. Barthel for some historical background on when Phil Alger, current FBO Operator, took over the FBO. Mr. Barthel stated that the current FBO went through a name change and minor modifications by an amendment to the existing lease of which started in 1999.

Dave Hall, DMK Aviation, asked if there will be standards due to the liability of the possible lack of training and knowledge to pump fuel and talking on the air. Phil Alger stated that the supplier would have a Quality Assurance Program for the employees for insurance purposes.

Chairperson Schmid stated that the Commission had some concerns with the proposed 2% of gross revenue sales, excluding the revenue sales for fuel and restaurant, may be a deterrent and 2% of net might be better. Commissioner Fereira stated that he agreed with Chairperson Schmid. Mr. Barthel stated that he can put this on the ACA website to get feedback or he can take the Commission's recommendation to City Council. Mr. Barthel further stated that the 2% could come into effect after a six month period of time to get the business up and running.

Steve Chamblin, Business Owner at airport, stated that there is a difference between trying to fill space out at the airport and a business that is making \$25 to \$50 thousand dollars a year or more. Mr. Chamblin stated that his clients have brought business out to the airport by eating at the restaurant and enjoying other activities out at the airport. Mr. Chamblin further stated that it is better to have the business owners monitoring some of the activity that goes on out at the airport when it is dark than to have empty buildings at the airport. Mr. Chamblin stated that if the City is going to start raising prices to the FBO then he will have to look in to buying a piece of property to run his business because the FBO will have to charge him more to rent.

Chairperson Schmid stated that everyone is opposed to the 2% of gross revenue but understands that the City needs to generate income for the airport but it should not be at a 2% of gross revenue from the FBO. Mr. Barthel stated that the only other way to generate revenue will come after the ALP has the extension to the South. Mr. Barthel proposed staying with the 2% gross but after the FBO has been up and running for a year.

Chairperson Schmid stated that the Commission wants to see a viable airport through their lifetime and they understand that the airport needs to keep itself afloat. Phil Alger stated that any money the City had made on flowage fees since 1999 has been spent on the fuel tank testing and the City should consider having the FBO split the tie down fees with the City.

Irwin Fust, hangar owner stated that we are in tough economic times and is not sure that the airport should make that much money right now. The RFP should state that the FBO will have to pay on revenues when times are better. Mr. Barthel stated that the City is just trying to keep the airport alive.

Vice Chairperson Schuler volunteered to be one of the Committee Members for the FBO RFP selection process. Commissioner Fereira volunteered to be the second Committee Member from the Airport Commission. The Airport Commission were reluctant to have an Airport Manager from another airport participate as a Committee Member for the selection process and felt that a pilot or someone closely related to the airport should be selected instead. Mr. Barthel stated that City Council preferred someone independent of the Red Bluff Airport be selected as a Committee Member. Chairperson Schmid suggested that if it had to be an Airport Manager then it should be from someone outside of 150 mile radius of the Red Bluff Airport. Vice Chairperson Schuler stated that it should be left to Mr. Barthel's discretion.

Commissioner Chamblin and Chairperson Schmid stated that they would like to recommend Mr. Barthel go to City Council with the RFP to go out to the public with the wording in the RFP as "2% after 2 years of the start of the enterprise" as their recommendation to Council.

M/S/C Schmid, Schuler to recommend the City Council approve Mr. Barthel to go out to the public with the RFP for the FBO with the wording in the RFP as "with a commission of 2% after 2 years of the start of the enterprise, (based on monthly gross revenues of all aircraft related sales and service, except revenues derived from the sale of aviation fuel and restaurant income.)"

AYES:	Commissioners:	Fereira, Schuler, Chamblin, Kinser and Schmid
NOES:		None
ABSENT OR NOT VOTING:		None

Commissioner Chamblin stated that the Airport Land Use Commission met and agreed to direct the Planning Department to write a letter to TANC opposing the construction of the transmission towers at the Corning Airport due to the danger to the pilots and imposing on the expansion of the Corning Airport.

2. OLD BUSINESS

Vice Chairperson Schuler asked Mark Barthel if he had a chance to check on the fence that was not really a fence out at the airport. Mr. Barthel stated he had not had a chance to do that as of yet.

There being no other business, the meeting was adjourned at 7:08 p.m.

Respectfully submitted,



Mark Barthel
Public Works Director