



AGENDA
CITY OF GUSTINE
AIRPORT COMMISSION
COUNCIL CHAMBERS, CITY HALL
352 5th STREET GUSTINE, CALIFORNIA
AUGUST 9, 2016 – 6:30 P.M.

CALL TO ORDER - PLEDGE OF ALLEGIANCE

ROLL CALL

Commission Members: Vacant- Marchese- Andersen- Alexander – Vacant -
Ex-Officio Anderson

ORAL COMMUNICATIONS

Members of the audience may address the Airport Commission on any item that has been described in the notice for the meeting before or during consideration of that item and may step to the podium, state their name and City of Residence for the record and make their presentation. Please limit presentations to five minutes.

Members of the public, who have questions regarding a specific agenda item, may comment on that item before consideration of that item, when recognized by the Chair.

CITY OF GUSTINE AIRPORT COMMISSION ADMINISTRATIVE AGENDA

- 1. Approval of the June 14, 2016 Minutes**
 1. Recommendation: Review and approve

- 2. Discussion and Direction: Attendees for Association of California Airports 2016 Fall Conference**
 1. Receive info from Airport Manager
 2. Receive public comment
 3. Discuss and provide direction on which two Airport Commissioners will be attending the conference

- 3. Discussion and Direction: Gustine Airport Fly-In Planning**
 1. Receive staff report
 2. Receive public comment
 3. Discuss and provide direction on planning elements for Gustine Airport Fly-In

- 4. Discussion and Direction: Sterling Charter Services Flyer Advertisement**
 1. Receive staff report
 2. Receive public comment
 3. Discuss and provide direction on charter services flyer

AIRPORT MANAGER REPORT

COMMISSIONER REPORTS

ADJOURNMENT

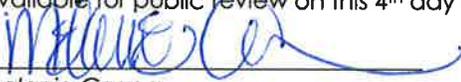
Note:

1. In compliance with the Americans with Disabilities Act, a disabled person requesting a disability-related modification or accommodation to participate in this meeting, must contact City Hall at (209) 854-6471 or (209) 854-2127 (fax). Requests must be made as early as possible, preferably one-full business day before the start of the meeting.

2. Any document provided to a majority of the Airport Commission regarding any item on this agenda is available for public inspection during normal business hours at the front counter of City Hall located at 352 5TH Street, Gustine, CA. Documents or writings received after the general distribution of the agenda are also available for inspection.

CERTIFICATION

I, Melanie Correa, Deputy City Clerk, do hereby declare under penalty of perjury that the foregoing agenda was posted at the Gustine City Hall, 352 5th Street, Gustine CA and made available for public review on this 4th day of August, 2016, at or before 5:00 p.m.



Melanie Correa

**MINUTES OF THE
GUSTINE AIRPORT COMMISSION
REGULAR MEETING
JUNE 14, 2016**

CALL TO ORDER - PLEDGE OF ALLEGIANCE

Chairman Andersen called the meeting to order at 6:30 P.M., and conducted the pledge of allegiance.

ROLL CALL

Commissioners: Andersen, Marchese, Ex-Officio Anderson

Staff Present: Public Works Director/Airport Manager Kathryn Reyes

PRESENTATIONS

ORAL COMMUNICATIONS

There was no oral communication.

CITY OF GUSTINE AIRPORT COMMISSION ADMINISTRATIVE AGENDA

1. Minutes of the May10, 2016 Special Meeting

Recommendation: Review and approve

Chairman Andersen introduced the agenda item. Commissioner Alexander made a motion to approve the minutes. The motion was seconded by Chairman Marchese, and carried 3-0.

2. Discussion and Direction: Airport Hangar Uses

1. *Receive staff report*
2. *Receive public comment*
3. *Discuss and provide direction*

Public Works Director/Airport Manager Reyes presented the staff report. There was no public comment. There was a lengthy discussion, in which direction was given to staff on how to proceed with edits to the lease agreement and to take no action on amending the hangar uses as defined in the Gustine Municipal Zoning Code. Commissioner Marchese made a motion to approve the language edits to the lease agreement. The motion was seconded by Commissioner Alexander, and carried 3-0.

3. Consider Approving Volunteer Program for Airport Special Projects

1. *Receive staff report*
2. *Receive public comment*
3. *Consider a motion to approve the Volunteer Program and associated forms*

Public Works Director/Airport Manager Reyes presented the staff report. There was no public comment. After a brief discussion, Commissioner Marchese made a motion to approve the Volunteer Program and associated forms. The motion was seconded by Commissioner Andersen and carried 3-0.

AIRPORT MANAGER REPORT

Public Works Director/Airport Manager Reyes announced the 50th Annual Airport Fly-In in Columbia, CA. advised on the status of the Sterling Charter consultation.

COMMISSIONER REPORTS

Commissioner Alexander discussed his work on the initial preparations for Gustine's Fly-In event.

Commissioner Marchese advised on the status of his outreach for memberships, and on his effort to promote the Gustine Airport.

Chairman Andersen expressed his opinion on how beneficial Sterling Executive Charter would be to local executives.

Ex-Officio Anderson inquired on the limitations our runway would accommodate, to which Public Work Director/Airport Manager Reyes provided information.

ADJOURNMENT

Commissioner Alexander made a motion to adjourn the meeting. The motion was seconded by Commissioner Marchese, and carried 3-0. The meeting adjourned at 7:49 P.M.

ATTEST:

DEPUTY CITY CLERK



ITEM NO. 3

AIRPORT COMMISSION AGENDA ITEM

AUGUST 9, 2016

PREPARED BY: Kathryn Reyes, Airport Manager

SUBJECT: Gustine Airport Fly-in

BACKGROUND/DISCUSSION:

There has been discussion about planning and hosting a fly in at the Gustine Airport. This Agenda item is for the purpose of discussing and planning the event along with commissioner roles for the event.

Discussion items:

1. Flyer to advertise
2. Vendors
3. Date
4. City activities

RECOMMENDATION:

Staff recommends the Commission discuss and plan a Gustine Airport Fly- in.

APPROVED BY:

SEAN SCULLY, CITY MANAGER



ITEM NO. 4

AIRPORT COMMISSION AGENDA ITEM

AUGUST 9, 2016

PREPARED BY: Kathryn Reyes, Airport Manager

SUBJECT: Sterling Charter Services Flyer/Advertisement

BACKGROUND/DISCUSSION:

The City of Gustine and Sterling Aviation Management have been in discussions about the possibility of offering charter flights from the Gustine Airport. Sterling has agreed that they would like to offer flights and in the interest of promoting the use of the Gustine Airport, staff has determined that a flyer can be sent out in the Gustine Utility bill. In addition, the Gustine Chamber of Commerce has agreed to assist Sterling and the City with the promotion and advertisement of charter flights from the Gustine Airport.

The purpose of this agenda item is to discuss the information that should be included on the flyer.

RECOMMENDATION:

Staff recommends the Commission discuss and plan a Flyer to send the residents of Gustine.

APPROVED BY:

SEAN SCULLY, CITY MANAGER