



**AGENDA**  
**CITY OF GUSTINE**  
**AIRPORT COMMISSION**  
COUNCIL CHAMBERS, CITY HALL  
352 5<sup>th</sup> STREET GUSTINE, CALIFORNIA  
**FEBRUARY 14, 2017 – 6:30 P.M.**  
**\*\* AMENDED AGENDA \*\***

**CALL TO ORDER - PLEDGE OF ALLEGIANCE**

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**ROLL CALL**

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Commission Members: Vacant- Marchese - Alexander – Chairman Andersen -  
Vacant - Ex-Officio Turner

**PRESENTATIONS**

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1. **Gustine Airport Drainage Project Update**  
Gouveia Engineering

**PUBLIC COMMENT**

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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**

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2. **Approval of the December 13, 2016 Regular Meeting Minutes**
  1. Recommendation: Review and approve
3. **Approval of the January 18, 2017 Special Meeting Minutes**
  1. Recommendation: Review and approve
4. **WORKSHOP: Gustine Airport Fly-In Preparations**
  1. Discussion

**AIRPORT MANAGER REPORT**

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**COMMISSIONER REPORTS**

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**ADJOURNMENT**

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**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 5<sup>th</sup> 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 5<sup>th</sup> Street, Gustine CA and made available for public review on this 9<sup>th</sup> day of February, 2017, at or before 5:00 p.m.

  
Melanie Correa

**MINUTES OF THE  
GUSTINE AIRPORT COMMISSION  
REGULAR MEETING  
DECEMBER 13, 2016**

**CALL TO ORDER - PLEDGE OF ALLEGIANCE**

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

**ROLL CALL**

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Commissioners: Andersen, Marchese, Alexander

Staff Present: Community Services Director Kathryn Reyes

**PRESENTATIONS**

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**ORAL COMMUNICATIONS**

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There was no oral communications.

**CITY OF GUSTINE AIRPORT COMMISSION ADMINISTRATIVE AGENDA**

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- 1. Approval of the November 8, 2016 Regular Meeting Minutes**
  - 1. Recommendation: Review and approve*

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

- 2. DISCUSSION: Vacant Hangars**
  - 1. Discussion*

Chairman Andersen introduced the agenda item. Community Services Director Reyes gave a briefing on the existing vacant hangars. There was a lengthy discussion. Community Services Director Reyes advised that the City's Building Inspector would be assessing damage and necessary repairs to several unoccupied hangars. An inquiry was made in the status of the City's fee scheduled study, to which Community Services Director Reyes provided information.

- 3. DISCUSSION: Extension of Tie-Down Areas**
  - 1. Discussion*

Commissioner Marchese addressed the Commission on the possibility of extending the tie-down areas at the Airport, to accommodate additional aircraft. Possibilities were discussed.

**AIRPORT MANAGER REPORT**

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Community Services Director Reyes distributed and reviewed the 2016 Airport Fly-In Profit & Loss sheet to the Commission. She also advised that airport grounds maintenance was ongoing.

**COMMISSIONER REPORTS**

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Commissioner Alexander inquired on the timeline of the Airport Drainage project, and deadlines of the project. Community Services Director Reyes provided information. A conversation was had relating to grant matching funds.

Commissioner Marchese updated on the status of Sterling Charter service. Community Services Director Reyes updated on the status of a potential rental car service/ride service at the airport. Commissioner Marchese advised of a potential "Young Eagles" event. He reported that September 23<sup>rd</sup> or October 29<sup>th</sup> were potential dates for a successful 2017 Gustine Fly-In. There was a discussion surrounding the best day of the week for the Fly-In. Community Services Director Reyes reminded the Commission that items for discussion needed to be listed on the agenda.

Chairman Andersen inquired whether the flag pole at the Airport could be relocated. Community Services Director Reyes provided information. Chairman Andersen inquired about delivery of emails to the entire Commission, to which Community Services Director Reyes reminded of the potential of Brown Act violations.

#### **ADJOURNMENT**

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Commissioner Marchese made a motion to adjourn the meeting. The motion was seconded by Commissioner Alexander, and carried 3-0. The meeting adjourned at 7:17 P.M.

**ATTEST:**

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**DEPUTY CITY CLERK**

**MINUTES OF THE  
GUSTINE AIRPORT COMMISSION  
SPECIAL MEETING  
JANUARY 18, 2017**

**CALL TO ORDER - PLEDGE OF ALLEGIANCE**

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

**ROLL CALL**

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Commissioners: Andersen, Marchese, Alexander, Ex-Officio Turner

Staff Present: Community Services Director Kathryn Reyes, Recreation Coordinator Tiffany Vitorino

**PRESENTATIONS**

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**ORAL COMMUNICATIONS**

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There was no oral communications.

**CITY OF GUSTINE AIRPORT COMMISSION ADMINISTRATIVE AGENDA**

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**1. 2017 Gustine Airport Fly-In Date Selection**

1. *Receive staff report*
2. *Receive public comment*
3. *Consider a motion to select a date specific for the 2017 Gustine Airport Fly-In*

Community Services Director Reyes presented the staff report.

The meeting was paused at 6:33 P.M., the meeting reconvened at 6:35 P.M.

Zach Ramos, Elm Ave Gustine and on behalf of Gustine High School Club Med, advised that Club Med would be willing to assist with the 2017 Gustine Airport Fly-In. Commissioner Marchese suggested that September 23<sup>rd</sup>, 2017 would be his recommendation for date. Commissioner Alexander made a motion to select September 23<sup>rd</sup> as the date specific for the 2017 Gustine Airport Fly-In. The motion was seconded by Commissioner Marchese, and carried 3-0.

**2. WORKSHOP: Airport Budget Discussion**

1. *Review of the FY 2016-2017 Airport Budget*

Community Services Director Reyes gave a brief overview of the budget. There was a brief discussion.

**AIRPORT MANAGER REPORT**

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Community Services Director Reyes welcomed Council member Turner. She advised on the status of the new Airport Commissioner appointments. She further updated on the inspection of Hangar 13. She updated on a conversation she had with Sterling Aviation. She reported that an update would be presented at the regularly scheduled February meeting from the City Engineer on the drainage project.

**COMMISSIONER REPORTS**

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Commissioner Alexander advised that he had a group of volunteers ready for the next Airport volunteer project.

Commissioner Marchese inquired on whether the back side of the airport hangars could be utilized for paid advertising space. Commissioner Marchese also distributed a printout of his updates.

Chairman Andersen advised that he had nothing to report.

Ex-Officio Turner thanked the Commission and staff for the welcome.

**ADJOURNMENT**

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Commissioner Alexander made a motion to adjourn the meeting. The motion was seconded by Commissioner Marchese, and carried 3-0. The meeting adjourned at 7:02 P.M.

**ATTEST:**

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**DEPUTY CITY CLERK**