



**AGENDA**  
**CITY OF GUSTINE**  
**AIRPORT COMMISSION**  
COUNCIL CHAMBERS, CITY HALL  
352 5<sup>th</sup> STREET GUSTINE, CALIFORNIA  
**NOVEMBER 8, 2016 – 6:30 P.M.**

**CALL TO ORDER - PLEDGE OF ALLEGIANCE**

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**ROLL CALL**

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

**PRESENTATIONS**

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**ORAL COMMUNICATIONS**

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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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- 1. Approval of the October 11, 2016 Regular Meeting Minutes**
  1. Recommendation: Review and approve
  
- 2. Approval of the October 25, 2016 Special Meeting Minutes**
  1. Recommendation: Review and approve
  
- 3. WORKSHOP: Gustine Fly-In Update**
  1. Receive update on Gustine Airport Fly-In preparations

**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 3<sup>rd</sup> day of November, 2016, at or before 5:00 p.m.

Melanie Correa

**MINUTES OF THE  
GUSTINE AIRPORT COMMISSION  
REGULAR MEETING  
OCTOBER 11, 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, Ex-Officio Anderson

Staff Present: Public Works Director/Airport Manager Kathryn Reyes, and Recreation Coordinator Tiffany Vitorino

**PRESENTATIONS**

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**1. Association of California Airports Conference Report**

Tony Marchese and Derek Alexander, Gustine Airport Commissioners

Airport Manager Reyes advised that a paper copy of the presentation was available, and had been distributed to the Commission. Commissioners Alexander and Marchese gave a presentation on their attendance at the Association of California Airports Conference.

**ORAL COMMUNICATIONS**

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Victor Martinho, of Gustine, suggested a mission statement for the Airport. He further suggested expanded marketing efforts to get the hangars rented.

Zach Ramos, of Gustine, expressed a unique service that hosting events at airport hangars, and several perceived benefits.

**CITY OF GUSTINE AIRPORT COMMISSION ADMINISTRATIVE AGENDA**

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**2. Approval of the August 9, 2016 Minutes**

1. *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.

**3. Consider, Accept, and Recommend Approval of the Airport Capital Improvement Program (ACIP)**

1. *Receive Staff Report*
2. *Receive Public Comment*
3. *Consider a motion to accept and recommend approval of the 2016 Airport Capital Improvement Program ACIP to Council*

Airport Manager Reyes presented the staff report. There was some discussion. There was no public comment. Commissioner Marchese made a motion to accept and recommend approval of the 2016 Airport Capital Improvement Program to Council. The motion was seconded by Commissioner Alexander, and carried 3-0.

**4. WORKSHOP: Gustine Fly-In Update**

*1. Receive update on Gustine Airport Fly-In preparations*

Airport Manager Reyes distributed a profit and loss budget sheet to the Commission. She gave an update on the status of the Fly-In preparations and planning. There was a lengthy discussion. Airport Manager Reyes requested to hold a special onsite meeting at the Airport to further discuss Fly-In planning on Tuesday, October 25<sup>th</sup> at 5:00 P.M.

**AIRPORT MANAGER REPORT**

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Airport Manager Reyes advised on the ongoing maintenance at the airport. She also advised of the laying of walnut shells around the hangars for weed control. She reported that there are two applications for Airport Commissioner that are in interview phase with the Mayor and City Manager.

**COMMISSIONER REPORTS**

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Commissioner Alexander provided information on walnut shells. He also inquired on what would happen after the election and Council member Anderson was not longer on City Council, to which she provided information.

Commissioner Marchese advised that he had nothing to report.

Chairman Andersen reminded everyone to attend the upcoming Candidate's Night.

**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 7:57 P.M.

**ATTEST:**

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**DEPUTY CITY CLERK**

**MINUTES OF THE  
GUSTINE AIRPORT COMMISSION  
SPECIAL MEETING  
OCTOBER 25, 2016**

**CALL TO ORDER - PLEDGE OF ALLEGIANCE**

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Chairman Andersen called the meeting to order at 5:02 P.M.

**ROLL CALL**

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Commissioners: Andersen, Marchese, Alexander

Staff Present: Director of Community Services Kathryn Reyes, Recreation Coordinator Tiffany Vitorino and Intern Zach Ramos

**ORAL COMMUNICATIONS**

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There was no oral communications.

**CITY OF GUSTINE AIRPORT COMMISSION ADMINISTRATIVE AGENDA**

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**1. Fly-In Update**

Kathryn Reyes, Director of Community Services

Director of Community Services Reyes provided an update and visual walk through of the Fly-In preparations. There was some discussion.

**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 5:47 P.M.

**ATTEST:**

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**DEPUTY CITY CLERK**