



**SPECIAL MEETING
AGENDA
CITY OF GUSTINE
AIRPORT COMMISSION
COUNCIL CHAMBERS, CITY HALL
352 5th STREET GUSTINE, CALIFORNIA
APRIL 9, 2019 – 5:00 P.M.**

CALL TO ORDER - PLEDGE OF ALLEGIANCE

ROLL CALL

Commission Members: vacant – Craig – Lucas – Villalobos – Chairperson Anderson – Ex-Officio Turner

PUBLIC COMMENT

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 three 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 CONSENT AGENDA

- 1. Minutes of the December 11, 2018 Regular Meeting**
Recommendation: Review and approve
- 2. Minutes of the January 22, 2019 Special Meeting**
Recommendation: Review and approve
- 3. Minutes of the February 26, 2019 Special Meeting**
Recommendation: Review and approve

CITY OF GUSTINE AIRPORT COMMISSION ADMINISTRATIVE AGENDA

- 4. DISCUSSION: Fly-In Planning**
 - 1. Receive Item Introduction*
 - 2. Site Visit*
 - 3. Return to Council Chambers to hold discussion*

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 April, 2019, at or before 5:00 p.m.

Melanie Correa

**MINUTES OF THE
GUSTINE AIRPORT COMMISSION
MEETING
DECEMBER 11, 2018**

CALL TO ORDER - PLEDGE OF ALLEGIANCE

Commissioner Alexander called the meeting to order at 6:30 P.M. and conducted the pledge of allegiance.

ROLL CALL

Commissioners: Anderson, Ince, Alexander, Ex-Officio Turner

Staff Present: City Manager Doug Dunford and Administrative Assistant Amanda Trigo

PUBLIC COMMENT

There was no public comment.

CITY OF GUSTINE AIRPORT COMMISSION ADMINISTRATIVE AGENDA

1. Approval of Minutes from September 27, 2018 Special Meeting

1. *Introduce Minutes*
2. *Receive Public Comment*
3. *Consider a motion to approve the minutes from the September 27, 2018 Special Meeting*

City Manager Dunford introduced the minutes. There was no public comment. Commissioner Anderson made a motion to approve the September 27, 2018 minutes. The motion was seconded by Commissioner Ince and carried 3-0.

2. 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 2019 Airport Capital Improvement Program (ACIP) to Council*

City Manager Dunford introduced the staff report. Commissioner Anderson inquired on the partnership between Gustine and other cities and how this comes into play with current projects. There was a brief discussion. Commissioner Ince made a motion to accept and recommend approval of the 2019 Airport Capital Improvement Plan. The motion was seconded by Commissioner Anderson and carried 3-0.

AIRPORT MANAGER REPORT

City Manager Dunford advised the Commission that the regular meeting scheduled for January 8th would need to be rescheduled for January 22nd due to lack of quorum. He advised that the Fly-in would be the topic of discussion at the next meeting. Lastly, he informed the Commission of upgrades and replacements that have been made to the Airport in recent months.

COMMISSION REPORTS

Commissioner Ince advised that he is focusing on starting the process of getting his pilot's license.

Commissioner Anderson advised that she has friends that run an airport that would like to participate in the Gustine Fly-In.

Ex Officio Turner advised that he had no comment.

Commissioner Alexander stated it was his last Airport Commission meeting and thanked the Commission.

ADJOURNMENT

Commissioner Anderson made a motion to adjourn the meeting. The motion was seconded by Commissioner Ince. The meeting adjourned at 7:01 P.M.

ATTEST:

DEPUTY CITY CLERK

**MINUTES OF THE
GUSTINE AIRPORT COMMISSION
SPECIAL MEETING
JANUARY 22, 2019**

CALL TO ORDER - PLEDGE OF ALLEGIANCE

Ex-Officio Turner called the meeting to order at 6:17 P.M. and conducted the pledge of allegiance.

ROLL CALL

Commissioners: Anderson, Craig, Villalobos, Ex-Officio Turner

Staff Present: City Manager Doug Dunford, Administrative Assistant Amanda Trigo

PUBLIC COMMENT

Jennifer Villalobos, owner of Pickers Paradise, welcomed the commissioners and congratulated them on their appointments.

CITY OF GUSTINE AIRPORT COMMISSION ADMINISTRATIVE AGENDA

1. Committee Organization: Election of a Committee Chairperson

1. *Receive staff report*
2. *Receive nominations*
3. *Receive public comment*
4. *Consider a motion to elect a Committee Chairperson*

City Manager Dunford presented the staff report. There was a brief discussion. Ex-Officio Turner made a motion to nominate Commissioner Anderson as Chairperson. The motion was seconded by Commissioner Craig and carried 3-0. Chairperson Anderson made the following appointments to the ad-hoc committee list:

Instrument Approach Committee: Commissioners Ince and Anderson

Volunteer Project Committee: Commissioners Lucas and Craig

Airport Fly-In Committee: Commissioners Craig and Villalobos

Fundraising Committee: Commissioners Lucas and Villalobos

2. DISCUSSION: Fly-In Planning

1. *Receive Item Introduction*
2. *Receive Public Comment*
3. *Hold discussion*

City Manager Dunford presented the staff report. There was a brief discussion. It was suggested that the Fly-In be rescheduled to early June and to continue discussion at the next meeting.

ADJOURNMENT

Commissioner Craig made a motion to adjourn the meeting. The motion was seconded by Commissioner Villalobos. The meeting adjourned at 6:37 P.M.

ATTEST:

DEPUTY CITY CLERK

**MINUTES OF THE
GUSTINE AIRPORT COMMISSION
SPECIAL MEETING
FEBRUARY 26, 2019**

CALL TO ORDER - PLEDGE OF ALLEGIANCE

Chairperson Anderson called the meeting to order at 6:30 P.M. and conducted the pledge of allegiance.

ROLL CALL

Commissioners: Chairperson Anderson, Villalobos, Lucas, Craig, Ex-Officio Turner

Staff Present: City Manager Doug Dunford and Recreation Coordinator Tiffany Vitorino

PUBLIC COMMENT

There was no public comment.

CITY OF GUSTINE AIRPORT COMMISSION ADMINISTRATIVE AGENDA

1. Discussion: Fly-In Planning

1. *Receive Item Introduction*
2. *Receive Public Comment*
3. *Hold Discussion*

City Manager Doug Dunford introduced the item. There was no public comment. After some discussion, the Commission agreed upon October 5th as the best date for the 2019 Fly-In. The Commission discussed the different roles each of the Commissioners would have in planning the Fly-In. A discussion was had resulting in the cancellation of the March 12th Regular meeting, and the addition of a Special Meeting on March 26th, where the Commissioners will travel to the Airport.

AIRPORT MANAGER REPORT

City Manager Doug Dunford introduced Dan Arnold as the new Airport Manager.

COMMISSION REPORTS

Commissioner Villalobos advised that he has a few vendors committed to the Fly-In.

Commissioner Lucas inquired on information regarding hanger rental rates to which City Manager Dunford provided information.

Ex Officio Turner advised that he was grateful the Commissioners were all going to travel to the Airport on March 26th for the Special Meeting.

Commissioner Craig inquired on several questions he had about vendors to which City Manager Doug Dunford provided information.

Chairperson Anderson requested the minutes from the previous meeting be at the following meeting here on out to which City Manager Doug Dunford agreed.

ADJOURNMENT

Commissioner Villalobos made a motion to adjourn the meeting. The motion was seconded by Commissioner Craig. The meeting adjourned at 7:21 P.M.

ATTEST:

DEPUTY CITY CLERK