

**AIRPORT COMMITTEE**

**CITY OF LINCOLN**

**MEETING MINUTES**

**Wednesday January 22, 2020**

***LOCATION: CITY HALL – 600 SIXTH STREET***

**First Floor Meeting Room Lincoln, CA 95648**

**Members Present**

Bob Butera  
Brian Leibundguth  
Mark Lynch  
Gary Patburg

**Members Absent**

Paul Joiner, Mayor  
Dan Karleskint, Councilmember  
Byron Maynard,

**Staff Present**

Jennifer Hanson, City Manager  
Ray Leftwich, Director of Public Works  
Stefanie Beauchaine, Financial Consultant

Jennifer Hanson, City Manager, called the meeting to order at 10:00 AM

**QUOROM**

A Quorum was established with four members in attendance.

**APPROVAL OF THE MINUTES FROM THE PREVIOUS MEETING**

No minutes were taken at the last meeting held October 16, 2019

**PUBLIC COMMENT**

Gary Patburg asked the City to consider electrifying the Gazebo during the construction of the fuel farm and abandoning the old farm. He stated that the LRAA would be glad to help out in both materials and labor. One 15 amp 110 volt circuit is all that is needed. The city will check on this and get back.

There was some discussion regarding the quarterly meetings versus monthly meetings of the Airport Committee. The city reaffirmed it wants scheduled quarterly meetings and is willing to

hold other meetings as the needs arise. Also it was affirmed that the Municipal Code calls for the meeting to be held on the 3<sup>rd</sup> Wednesday of the month

### **ELECTION OF NEW OFFICERS**

Mark Lynch, Chairman  
Bob Butera, Vice Chairman  
Gary Patburg, Secretary

### **OPERATION UPDATE – Jennifer Hanson/Ray Leftwich**

#### Fuel Farm Update –

Work continues as the weather permits. The foundation and footings have been excavated. Bollards are installed and the next step is to install and tie the reinforcing steel. The two tanks have been ordered and should arrive on the first week of March. Fuel farm should be complete in April 2020.

#### Airport Staff –

Richard Spinali is the only regular staff person assigned to the airport. Tony Latuca has retired but has agreed to work on a part time basis as needed.

#### Runway Maintenance –

Mark Lynch asked that the city sweeper make a few passes on the runway to get rid of the debris buildup. (gravel etc.) The city will try to schedule this. The question came up regarding the maintenance of taxiways. The city commented that the maintenance and rebuilding of the runway will have to come first as there is no budget for other work.

#### RFP for FBO –

Jennifer commented that a RFP (Request for Proposal) was sent out for a potential FBO (Field Based Operator). This is an ongoing project and those proposals received to date have not penciled out and not practical.

#### Hangar Leases –

The Hangar Leases have been completed for 66 of the airport hangars. The Tie Downs and the Ground Leases are in process.

Hangar rentals are full and continues to be a large list of prospective tenants.

#### Planes of Fame –

Planes of Fame museum is still in conversation with the City but nothing new to report.

### **AIRPORT FINANCIAL UPDATE – Stefanie Beauchaine**

Stephanie gave a report on the General Ledger for the Airport for physical year 2019. June 30, 2018 – June 30, 2019

### **ADJOURNMENT**

The meeting was adjourned at 11:30 AM.

### **NEXT MEETING**

The next meeting is scheduled for April 15, 2020 at 10:00 AM.

**SUBMITTED January 27, 2020**

**By:** Gary Patburg, Airport Committee Member