

Watsonville Airport Advisory Committee

Minutes of January 8, 2014 Meeting

Meeting called to order by John Randolph at 1611.

ROLL CALL: Steve Henderson (City resident), John Randolph (Business Community), Dan Chauvet (WPA), Kurt Yeager (County resident), Marjorie Bachmann (99's), Gryphon MacArthur (EAA) and Rayvon Williams (Airport Manager). Absent: Dan Bloecher (Airport FBO) and Gryphon MacArthur (EAA). Guests: Jim Doherty, Mary Doherty and Sarah Chauvet (Tenants).

MOTION ACCEPTING MINUTES OF October 10, 2013 meeting, so moved and approved.

CONSENT AGENDA – mutually agreed that a “Consent Agenda” (that part of a meeting agenda permitting routine items be grouped under one umbrella) is not required. Going forward this agenda item will be deleted.

AGENDA ITEMS

1. UNFINISHED BUSINESS

- a. Gryphon MacArthur will sign draft Gilbertson letter and forward to City Manager expressing appreciation of building removal.
- b. Regarding the remaining fencing and power lines on property WAAC request removal of both, with the wiring taking priority. Airport Mgr agrees to remove fencing this month and contact PG&E regarding moving wires to underground. Citing the summer 2013 forces landing will be evidence this action is required.
- c. Airport Mgr confirms the City has issued a Request for Proposal (RFP) for a new Financial Mgmt System. Airport has confirmed the new system's cost, to its enterprise fund, will not exceed a percentage appropriate for respective airport usage. Airport Manager to report the airport “share” to WAAC and if he believes the cost on percentage or dollar amount is unreasonable state same.
- d. Discussion regarding Airport's share of “Cost Allocation” focused on spreadsheet (attached) provided by Airport Mgr. WAAC questions the percentages. Airport Mgr suggests members of WAAC consult the United States Office of Management & Budget's (OMB) [Circular A-87](#) which the City utilizes to calculate the Cost Allocation. WAAC is concerned the Enterprise funds are paying an amount of the City's “Admin Cost” that is too high on percentage and real terms. To further understand the Cost Allocation WAAC members Randolph and Henderson agree to meet with City Administrative Services Director Ezequiel Vega. Airport Mgr to arrange meeting as soon as possible.
- e. Airport Mgr presented update regarding Obstructions north of field. Last reported plan of action has changed given FAA's change of funding tree removal. Current plan involves soliciting community support and funding removal from Airport's enterprise fund. Estimated cost \$6,500 per tree. RFPs will be issued for lowest responsible bid.
- f. Airport Mgr reported no progress on investigation and independent confirmation of \$4.7 million fund deficit. Airport Mgr committed to provide an update on closure of Sage Instruments diversion of funds by next meeting.

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NEW BUSINESS

- (1) Airport Mgr provides update of Watsonville Emergency Airlift Command Team (W.E.A.C.T.)
 - a. Mgr has met with Santa Cruz Chapter of American Red Cross, Santa Country Office of Emergency Services, Santa Cruz Regional 911 and the South County Airport Pilots Association regarding plans for WEACT.
 - b. Mgr will add Dan Bloecker and Marjorie Bachmann to review the initial plan documents.
 - c. Plan call for first drill on the 25th anniversary of the Loma Prieta earthquake.

ADJOURNMENT - at 17:21

Time and place for the next meeting: April 9, 2014 4:00pm at WAEC.

Future Meeting dates:

July 9, 2014
October 8, 2014