

JACK BARSTOW AVIATION ADVISORY COMMISSION

AGENDA

Tuesday, March 8, 2022 at 5:00 pm
City Council Chambers

1. Call to Order - Roll Call
2. Approval of December 14, 2021 Meeting Minutes
3. ACIP Update (Stephanie Ward)
4. Monthly Activity Report and Airport Maintenance Status Report (Sarah Pagano)
5. New Business
6. Public Comment
7. Adjourn

MINUTES OF THE BARSTOW AVIATION ADVISORY COMMISSION MEETING

December 14, 2021

PRESENT: Commissioners: Dustin Jermalowicz, Linda Langrill, James Pollack, Richard Siemer

EXCUSED: Commissioner Matt Janson

LOCATION: Barstow Airport

OTHERS: Airport Manager Sarah Pagano, Carol Stone, Pilots:Dot Hornsby, Tom Ryden, John McKeen

REPORTED BY: Sarah Pagano, Airport Manager

Comm. Pollack called the meeting to order at 5:03pm.

Agenda Item #2 Approval of Past Minutes: Approval of Minutes: The minutes of the November 9, 2021 meeting were reviewed. Comm. Siemer moved to accept the amended minutes. The motion was approved unanimously (4-0).

Agenda Item #3 Project Updates: Sarah Pagano reported that there was little update to current airport projects. In the beginning of the year the Commission will need to recommend to the City Council that the airport block grant be accepted. Ms. Pagano reported that money for the pavement improvement plan as well as money for the removal of the trees on runway 18-36 will be sought in future budgets. Work has not begun to contact local property owners who have trees that must be removed.

Ms. Pagano reported that for the tree clearing on runways 06-24 the environmental assessment is expected to begin in spring of 2022 and tree clearing will begin in late 2022 or early 2023.

Agenda Item #4: 2022 Airport Rates: Sarah Pagano reported that it the review of airport rates and fees was overdue. Ms. Pagano went over the airport usage fees including commercial operator's license, tie down fees, overnight fees, gate key deposit and terminal building conference room rental fees.

Ms. Pagano explained that land lease and rental rates are typically calculated based from changes in the CPI but the rates do not lower if the CPI were to go down, they stay the same. Ms. Pagano reported that the CPI rose by 6.8% from October 2020 to October 2021 and asked the commission if it was their wish to use this number or change the amount the lease/rental rates will increase for 2022. After deliberation Commissioner Pollack made a motion to increase the lease/rental rates by 4%. Commission Jermalowicz seconded. The motion passed (3-1).

Agenda Item #5: Rules & Regulations Review: Ms. Pagano presented a revised version of the Barstow Airport Rules & Regulations which took into account the comments provided by the pilots and users of the airport. The major changes included a change to verbiage to include all types of aircraft, removing rules related to who can do mechanical work to an aircraft and making the document gender neutral.

Commissioner Siemer made a motion to modify the rules and regulations to state that Certified Flight Instructors should be exempt from being required to obtain a commercial operating agreement with the city. Commissioner Jermalowicz seconded the motion. The motion passed (4-0).

Agenda Item #6: Monthly Activity Report & Airport Maintenance Status Report: Ms. Pagano reported that overall movements as well as overall fuel sales were all more in December 2021 than they were in December 2020. Ms. Pagano reported that a fuel profit study will be presented at the January Commission Meeting. Ms. Pagano further reported that no airfield maintenance was planned during the winter months and apologized for her failure to secure a company to do maintenance on hangar doors in 2021 but promised to keep trying to arrange for the work to be done as early as possible in 2022.

Agenda Item #7: New Business: Sarah Pagano announced the passing of Mr. Thomas Lind who served on the Airport Advisory Commission. Mr. Lind's family has plans to erect a memorial bench at the airport.

Agenda Item #8: Public Comment: Pilot and hangar owner Mr. John Mckeen thanked the Commission for taking a measured approach to the land lease rates.

The next meeting of the Aviation Advisory Commission is:

Tuesday, January 11 at 5:00pm at City Hall

The meeting was adjourned at 5:39pm

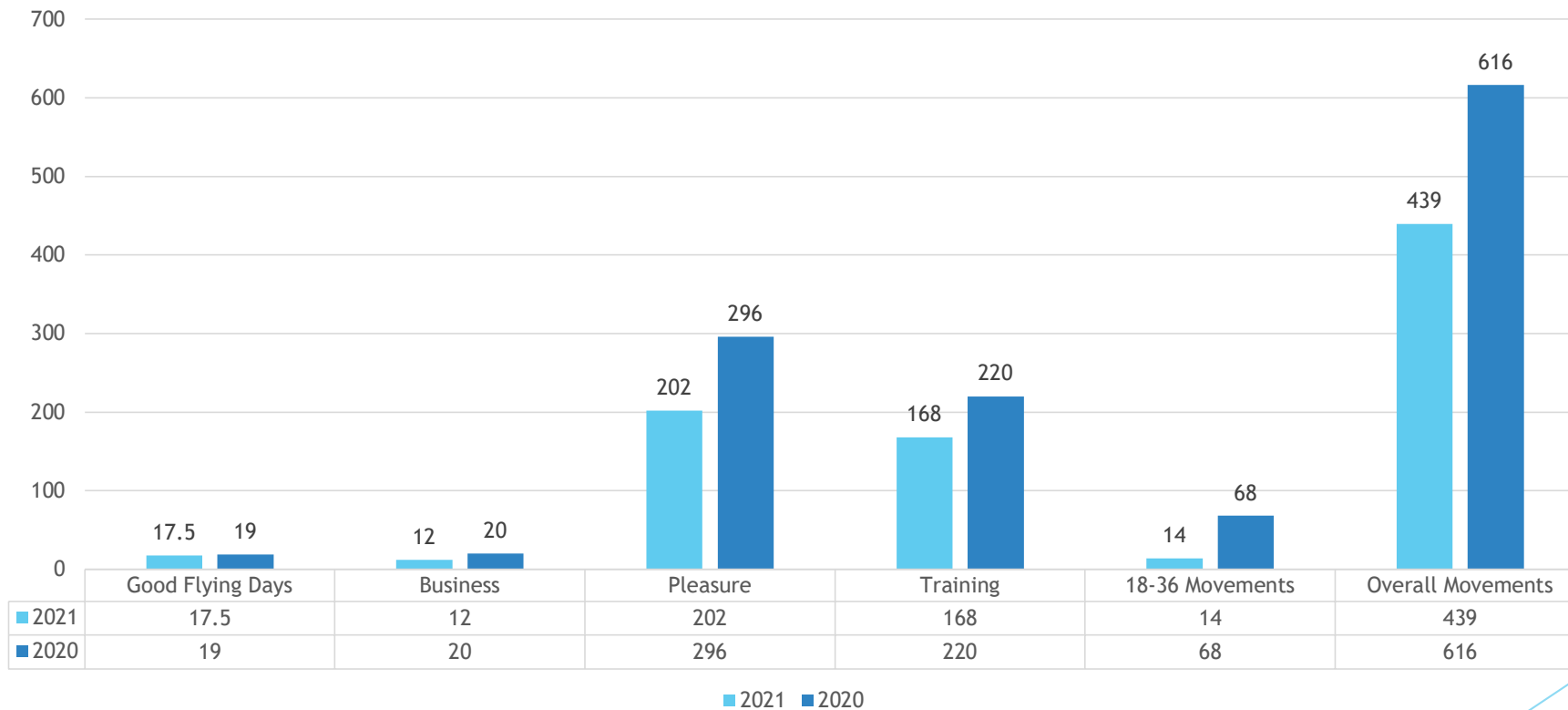
Airport Advisory Commission

January 11, 2022

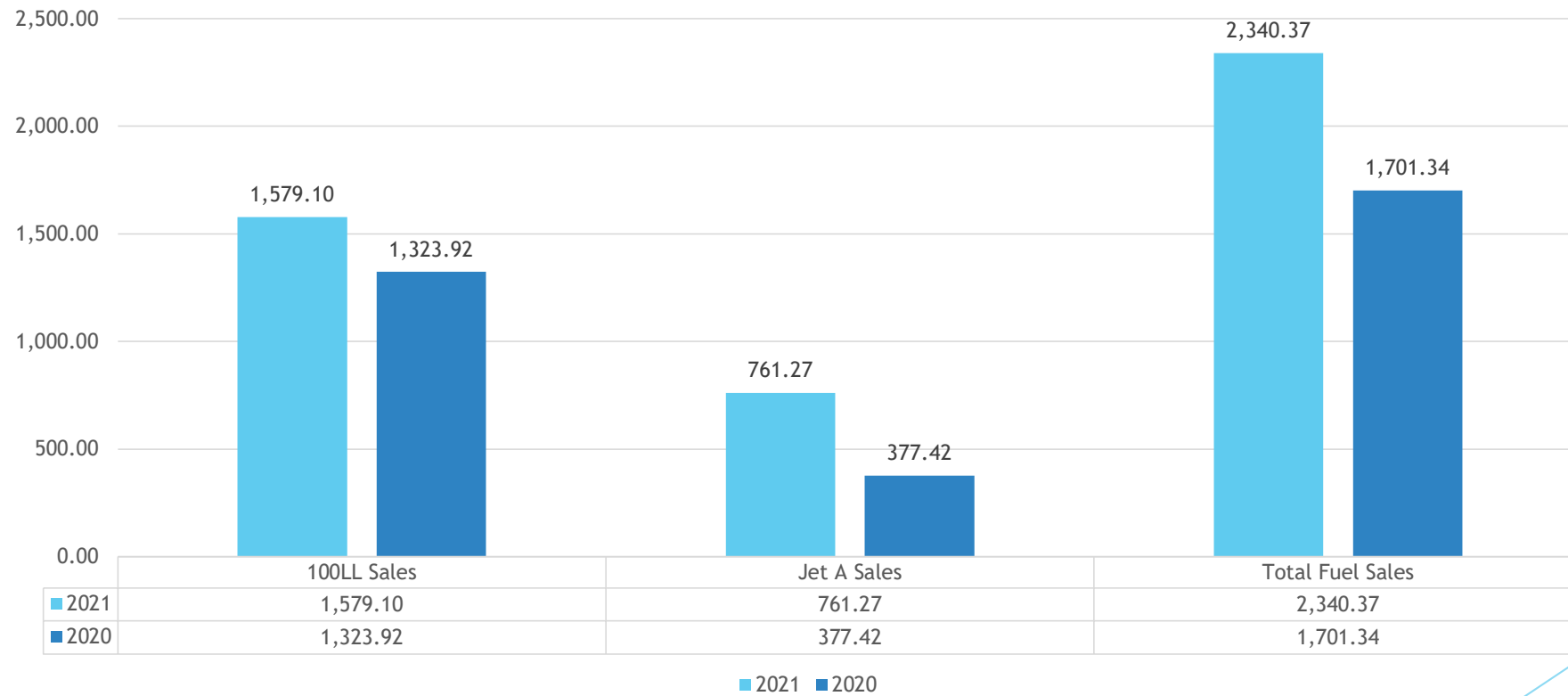
Overview December

Good Flying Days	17.5
Poor Flying Days	13.5
Precipitation	
Rain	1.88
Snow	2.25
Aircraft Movements	
Business	12
Pleasure	202
Training	168
Sub-Total	382
Unattended Hours(15%)*	57
Total Movements	439
Fuel Sales	
100 LL Sales	1,579.10
Jet A Sales	761.27
Total Fuel	2,340.37
Runway 18-36 Usage	
Total 18-36	14
Total Movements	439
% of Total	3.19%
Total 100LL (last 12 mos.)	
Total 100LL (last 12 mos.)	36,106.17
Total Jet A (last 12 mos.)	
Total Jet A (last 12 mos.)	10,717.41
Total Fuel (last 12 mos.)	
Total Fuel (last 12 mos.)	46,823.58
YTD 100LL	
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YTD Jet A	
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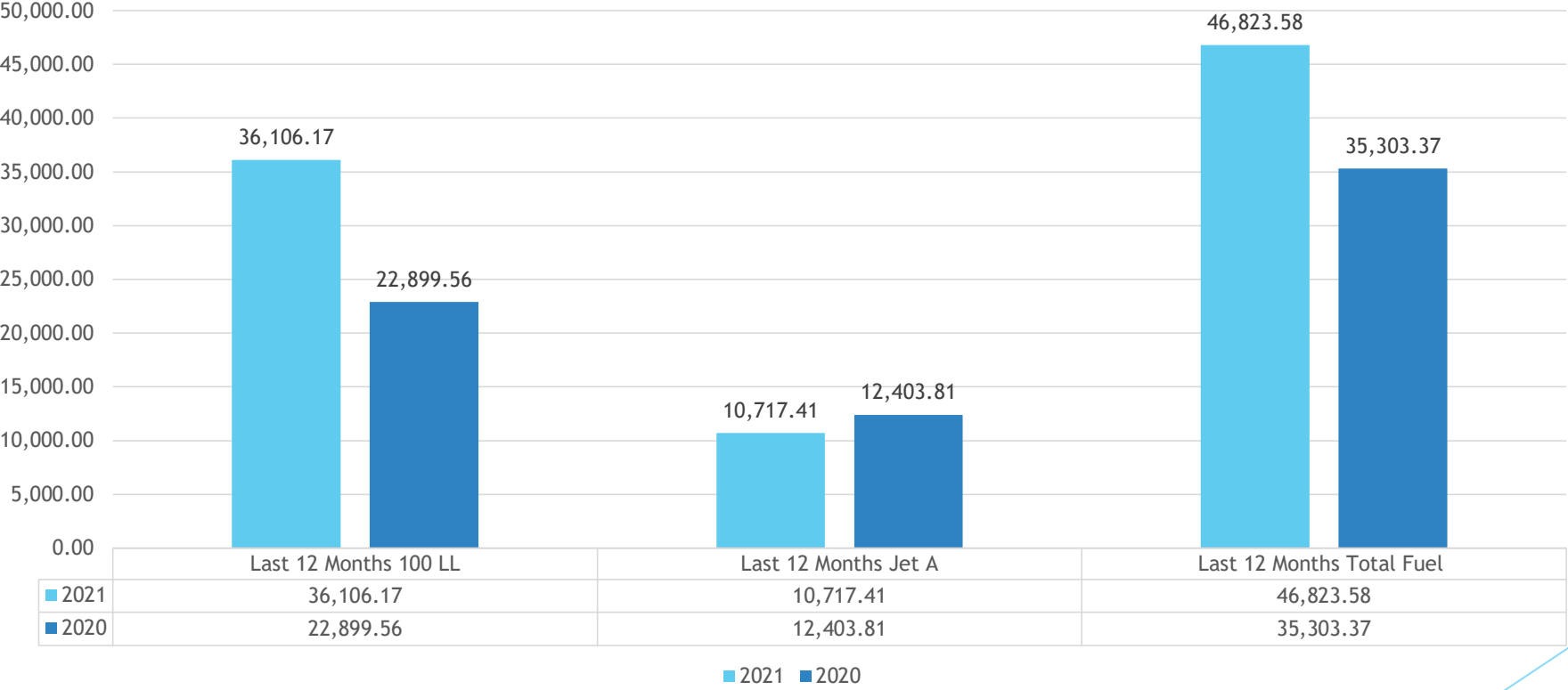
Movements



Fuel Sales Month Total



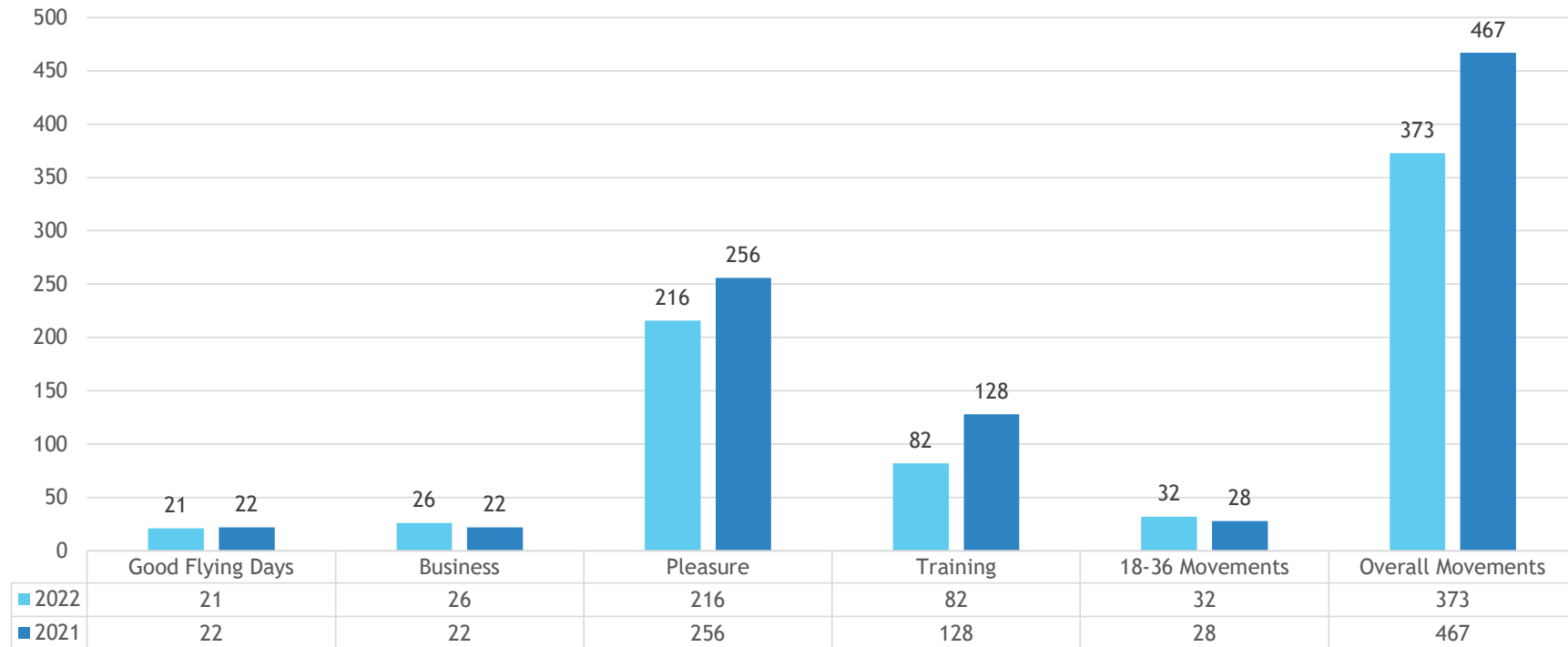
Fuel Sales Last 12 Months/YTD



Overview January

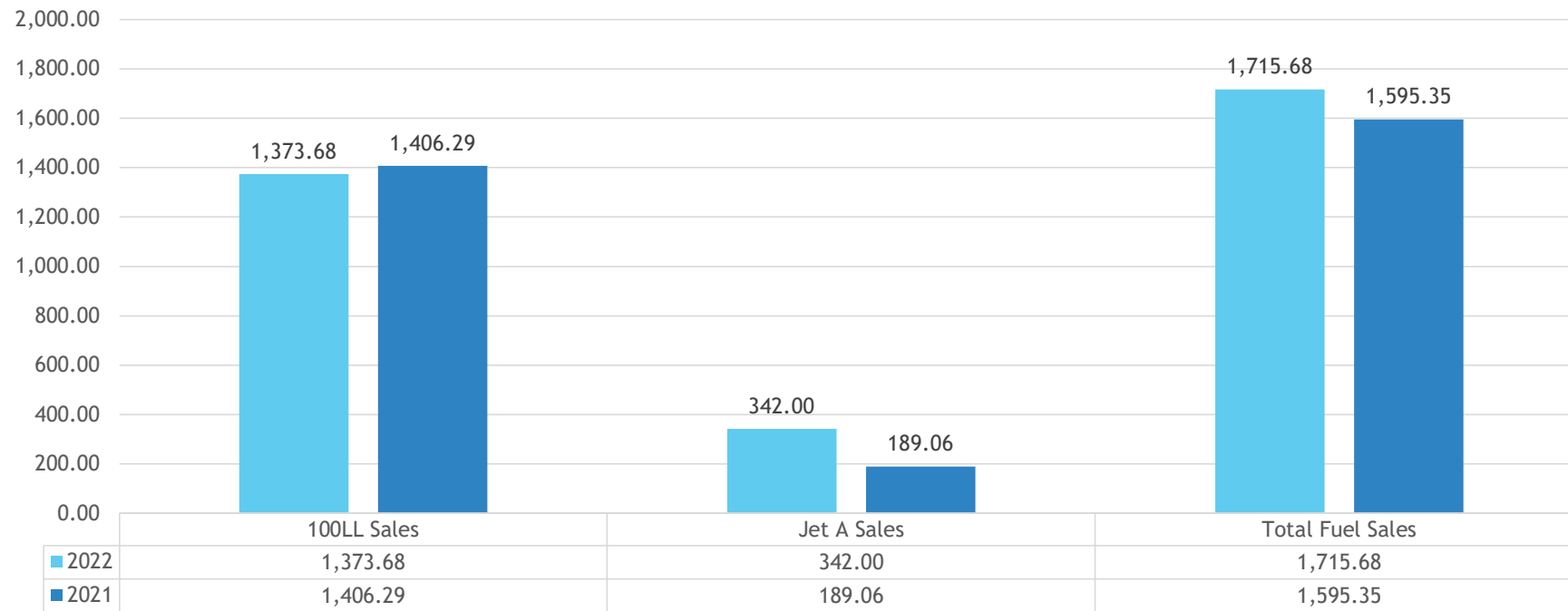
Good Flying Days	24
Poor Flying Days	7
Precipitation	
Rain	0.00
Snow	6.00
Aircraft Movements	
Business	20
Pleasure	222
Training	36
Sub-Total	278
Unattended Hours(15%)*	42
Total Movements	320
Fuel Sales	
100 LL Sales	1,319.87
Jet A Sales	427.47
Total Fuel	1,747.34
Runway 18-36 Usage	
Total 18-36	18
Total Movements	320
% of Total	5.63%
Total 100LL (last 12 mos.)	
	35,961.30
Total Jet A (last 12 mos.)	
	10,922.37
Total Fuel (last 12 mos.)	
	46,883.67
YTD 100LL	
	1,319.87
YTD Jet A	
	427.47
YTD Total Fuel	
	1,747.34

Movements



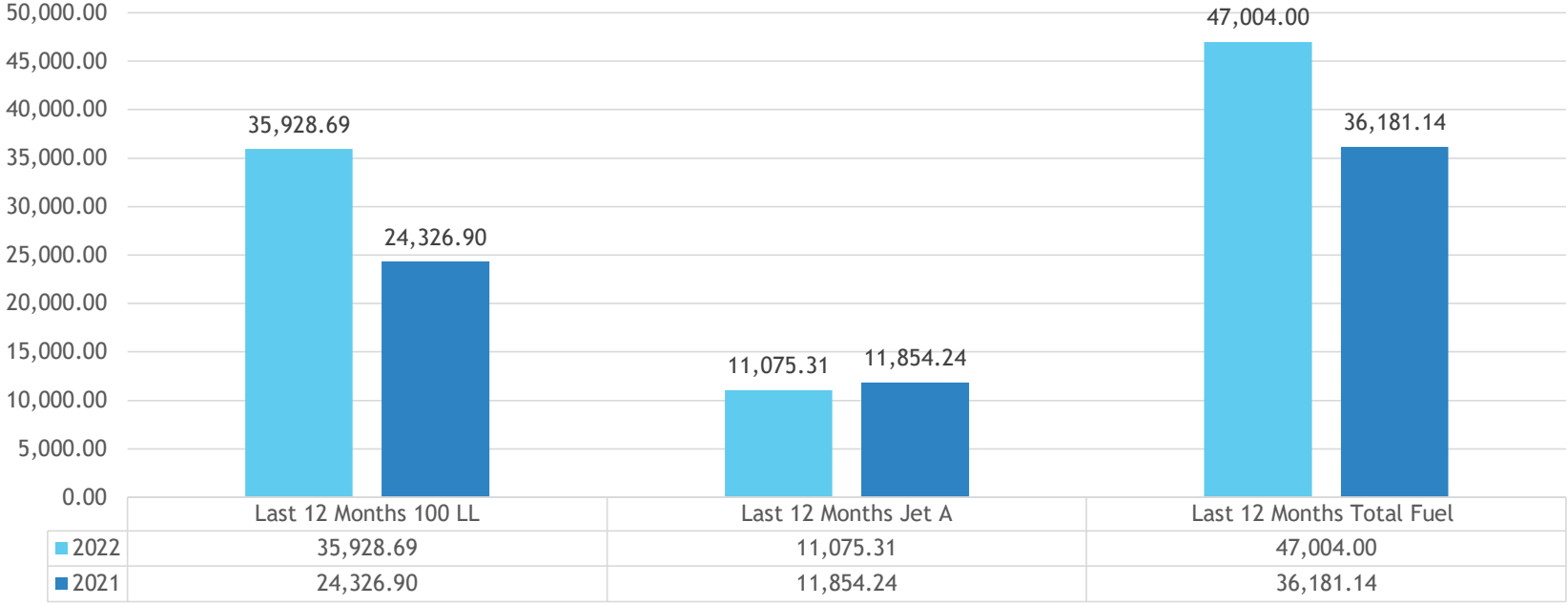
■ 2022 ■ 2021

Fuel Sales Month Total



■ 2022 ■ 2021

Fuel Sales Last 12 Months

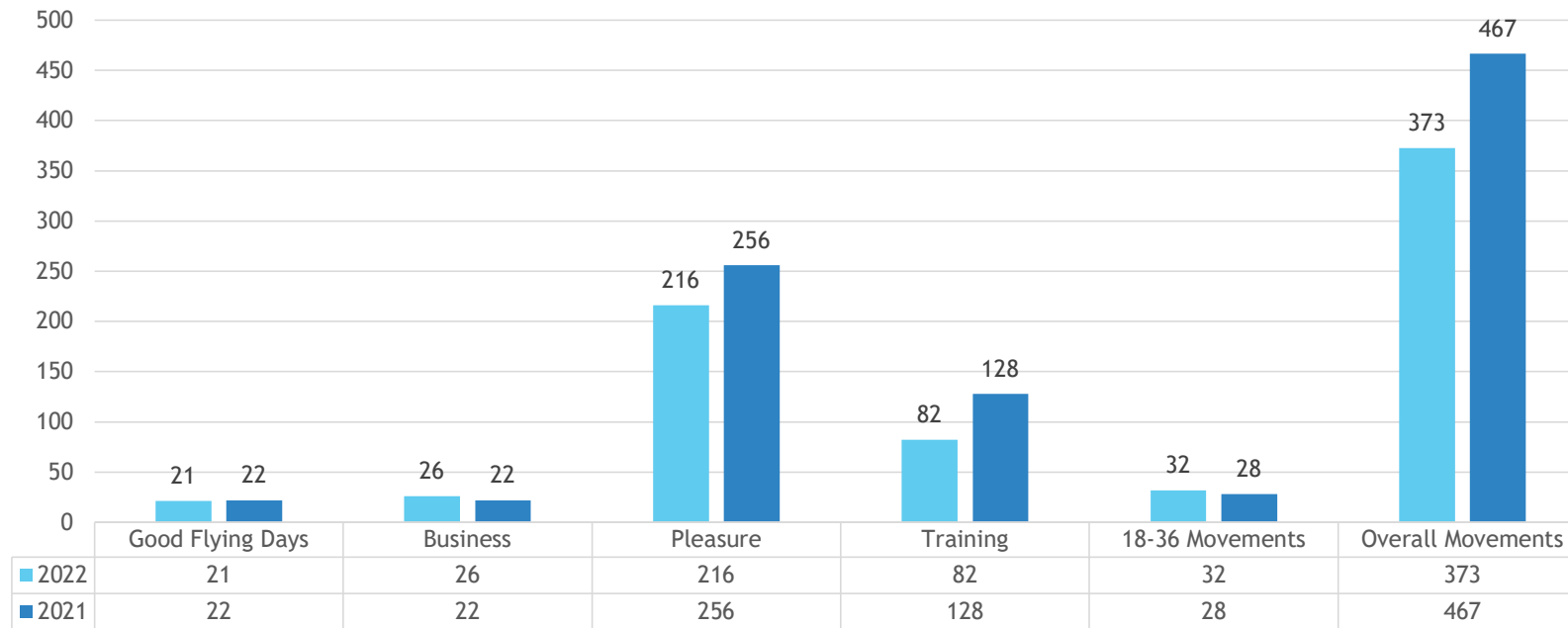


■ 2022 ■ 2021

Overview February

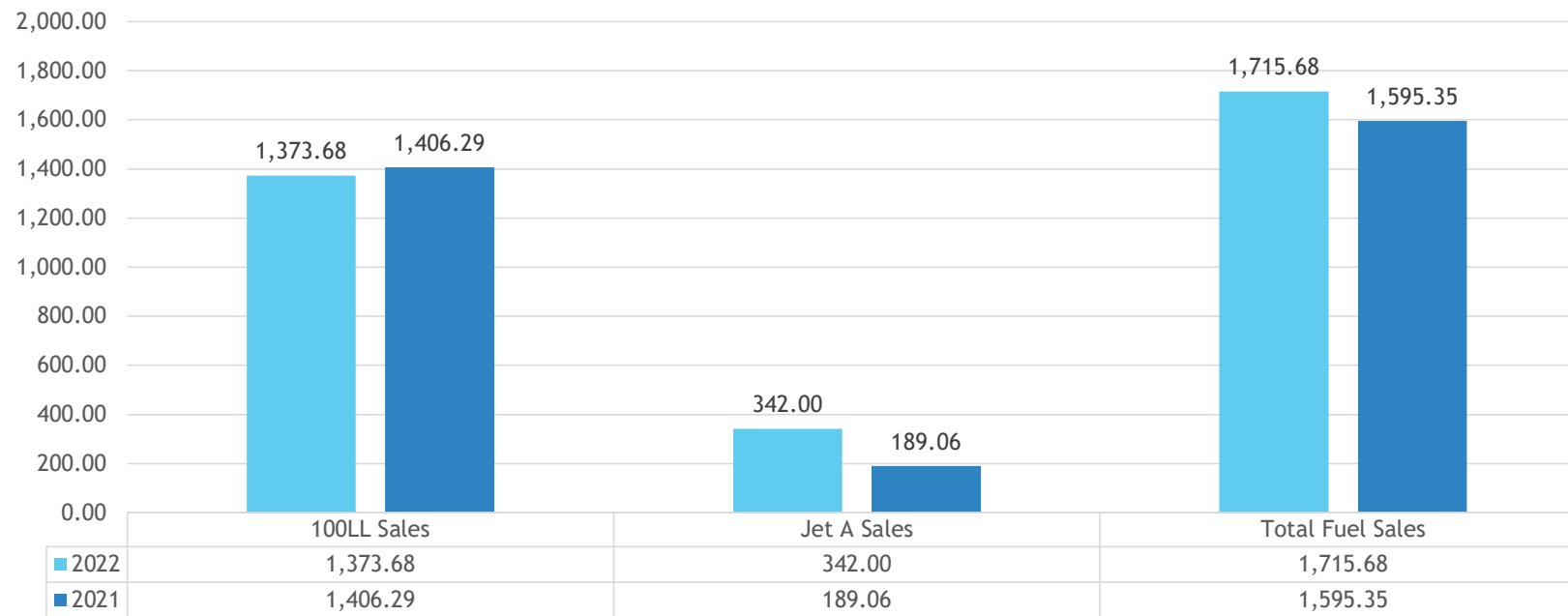
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Movements



■ 2022 ■ 2021

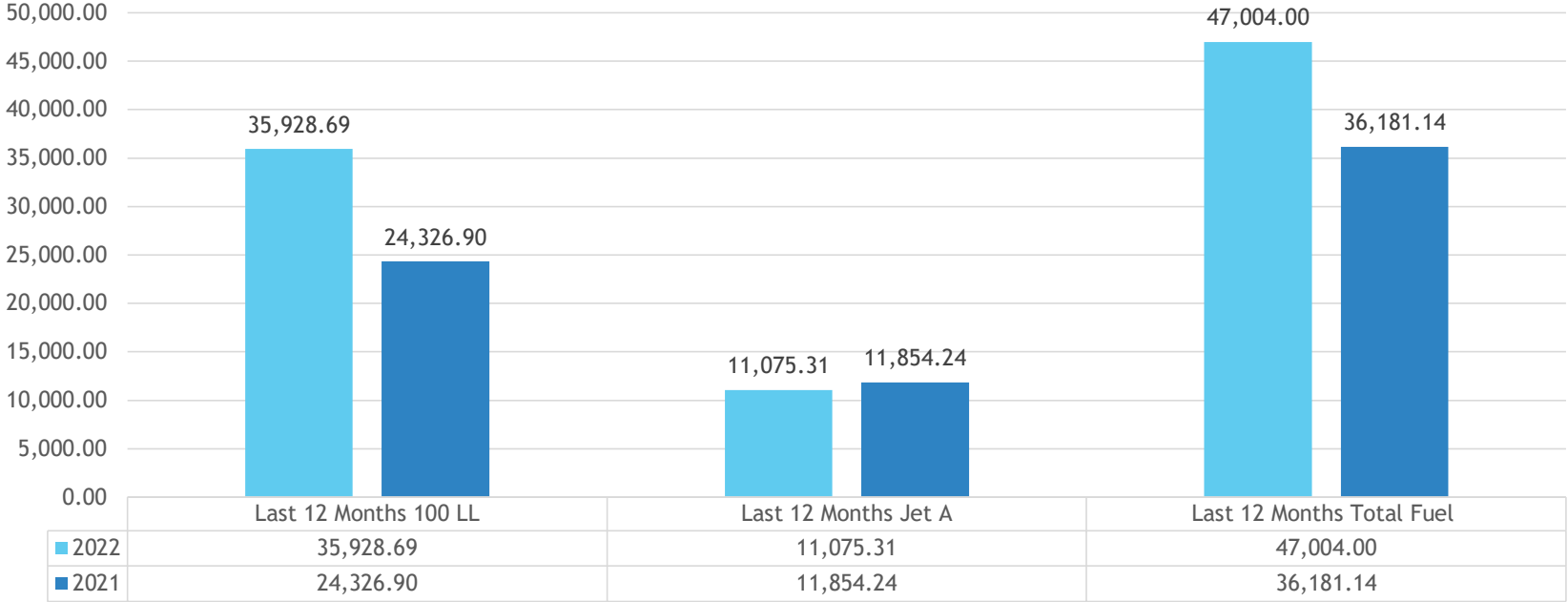
Fuel Sales Month Total



■ 2022 ■ 2021

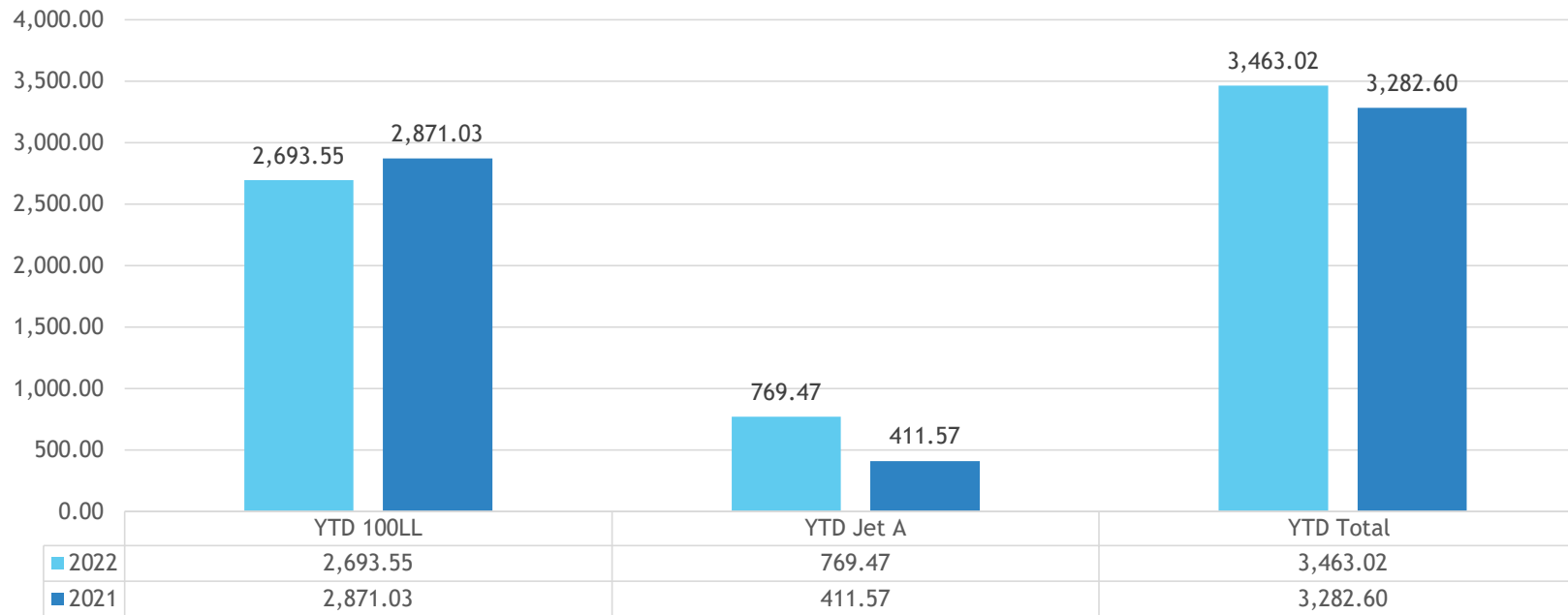
Fuel Sales

Last 12 Months Total



■ 2022 ■ 2021

Fuel Sales YTD Total

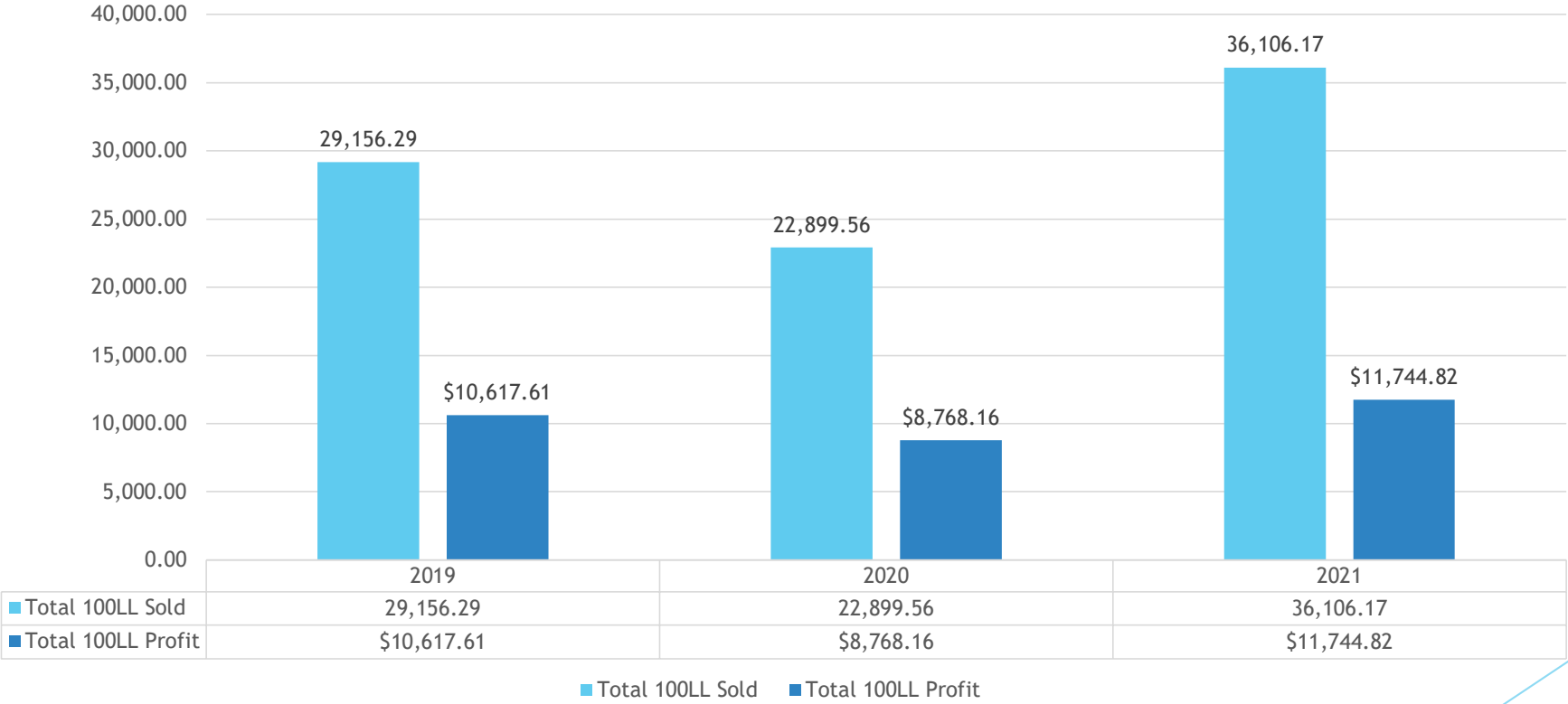


■ 2022 ■ 2021

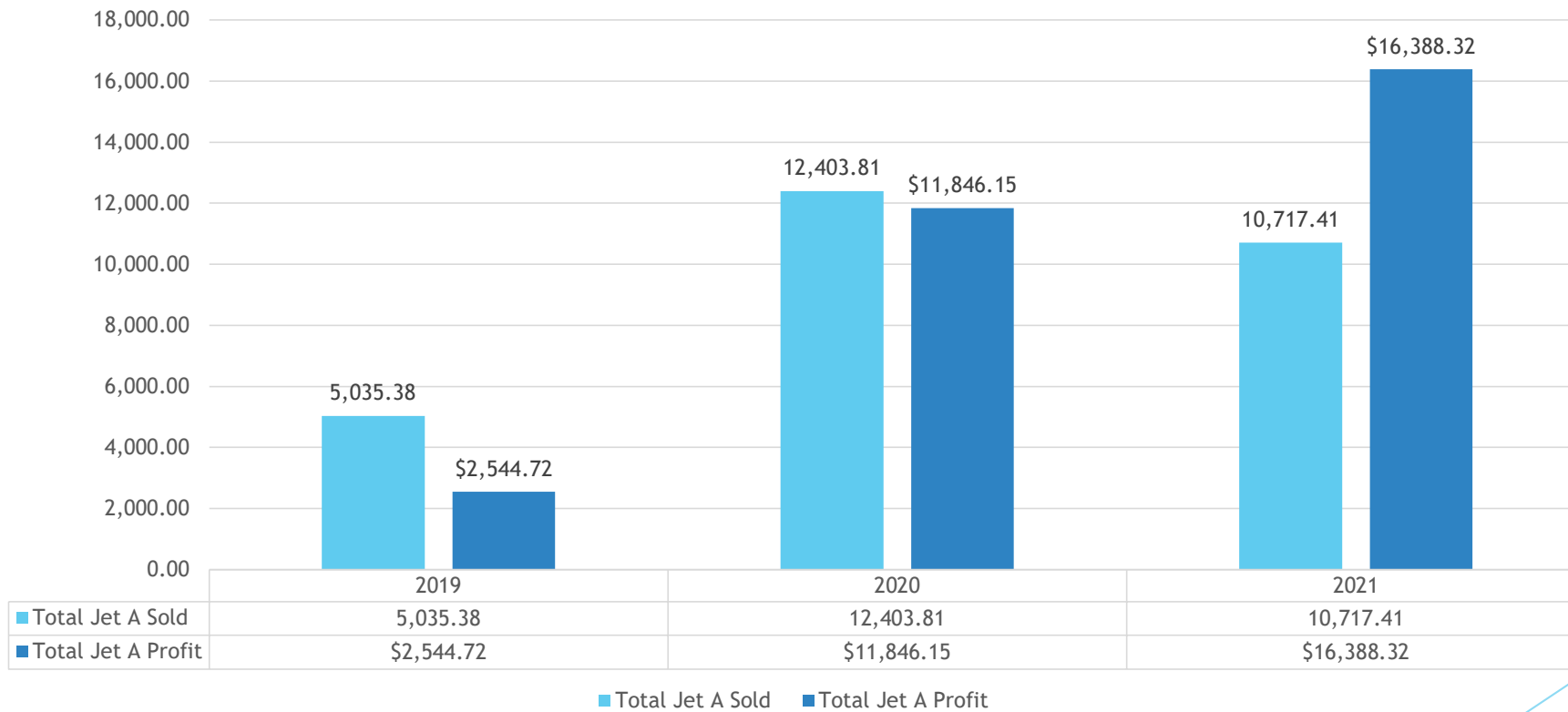
Field Updates

- ▶ Airport Inspection Results
- ▶ Snow plowing has been successful
 - ▶ We are now offering plowing of private hangars
- ▶ Food Truck Fridays will resume in Summer
- ▶ FY23 Includes funds for hangar door maintenance, hangar maintenance and fuel pump maintenance

Fuel Profit 100LL



Fuel Profit Jet A



Fuel Profit Combined

