



# CITY OF MERCED

Merced Civic Center  
678 W. 18th Street  
Merced, CA 95340

## Meeting Agenda

### Regional Airport Authority

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Tuesday, March 19, 2024

7:00 PM

City Council Chamber, 2nd Floor, Merced Civic  
Center, 678 W. 18th Street, Merced, CA 95340

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#### NOTICE TO PUBLIC

##### WELCOME

At least 72 hours prior to each regular Board/Commission meeting, a complete agenda packet is available for review on the City's website at [www.cityofmerced.org](http://www.cityofmerced.org) or at the City Clerk's Office, 678 W. 18th Street, Merced, CA 95340. All public records relation to an open session item that are distributed to a majority of the Commission will be available for public inspection at the City Clerk's Office during regular business hours.

##### **PUBLIC COMMENT: OBTAIN SPEAKER CARD FROM THE BOARD/COMMISSION CLERK**

Members of the audience who wish to address the Board/Commission are requested to complete a speaker card available at the podium against the back of the Council Chamber. Please submit the completed card to the Board/Commission Clerk before the item is called, preferably before the meeting begins.

Material may be emailed to (insert Board/Commission contact email) and should be limited to 300 words or less. Please specify which portion of the agenda you are commenting on, for example, Report item # or Public Comment. Your comments will be presented to the Board/Commission at the appropriate time. Any correspondence received after 1 PM will be distributed to the Board/Commission and retained for the official record.

You may provide telephonic comments via voicemail by calling (insert voicemail # set up for your Board/Commission) by no later than 1 PM on the day of the meeting to be added to the public comment. Voicemails will be limited to a time limit of one (1) minute. Please specify which portion of the agenda you are commenting on, for example, Report item #, Consent item #, or Public Comment. Your comments will be played during the Board/Commission meeting at the appropriate time.

##### **INDIVIDUALS WITH DISABILITIES**

Accommodation for individuals with disabilities may be arranged by contacting the City Clerk at (209) 388-8650. Assisted hearing devices are available for meetings held in the Council Chamber.

##### **A. CALL TO ORDER**

**B. PLEDGE OF ALLEGIANCE****C. ROLL CALL****D. PUBLIC COMMENT**

Members of the public who wish to speak on any matter not listed on the agenda may speak during this portion of the meeting and will be allotted 3 minutes. State law prohibits the Board/Commission from acting at this meeting on any matter raised during the public comment period. Members of the public who wish to speak on a matter that is listed on the agenda will be called upon to speak during discussion of that item.

**E. CONSENT CALENDAR**

Adoption of the Consent Calendar may be made by one motion of the Board/Commission, provided that any Member, individual, or organization may request removal of an item from the Consent Calendar for separate consideration. If a request for removal of an item from the Consent Calendar has been received, the item will be discussed and voted on separately.

**G. REPORTS****G.1. [24-278](#)      SUBJECT: Advanced Air Quarterly Marketing Update****REPORT IN BRIEF**

The Terminal lease between the City of Merced and Advanced Air requires Advanced Air to provide a written report to the City summarizing its marketing efforts on a quarterly basis. These reports are to be provided in October, January, April, and July of each year for the duration of the Agreement.

Attached is Advanced Air's Marketing Report for the fourth quarter of calendar 2023.

Barbara Hunt, VP of Business Operations, Advanced Air, will make a presentation on updated statistics regarding enplanements and load factors, as well as recent advertising and marketing campaigns.

**ATTACHMENTS**

- A. Advanced Air Q4, 2023 Marketing Update

**G.2. [24-279](#)      SUBJECT: Passenger and Cargo Report of February 2024****REPORT IN BRIEF**

MCE Passenger and Cargo reports February 2024.

**RECOMMENDATION**

Information only-no action required

**ATTACHMENTS**

A. MCE Passenger and Cargo reports February 2024

**G.3.** [24-280](#)

**SUBJECT:** Airport Manager Report

**REPORT IN BRIEF**

Airport Staff have been focused on several projects since the RAA last met. The fuel farm had to replace a console and monitor. This vital piece of equipment ensures that alarms will go off if there is spillage or issues with the fuel farm. Prior to the replacement, the FBO and Airport Staff worked closely to document when fuel was delivered along with fuel levels to report to the County of Merced. Staff submitted work on the FY 24/25 budget and is waiting on direction from the City Manager and City Council. Staff has been working on new hangar leases, the Terminal Replacement Project, Marketing, and new Logo project with Vela Marketing. The Airport Capital Improvement Plan Program Grant with RS&H Engineering Firm was completed and turned into the FAA. The ACIP is a five-year Capital Improvement Plan required by the FAA.

Airport Staff has been working with the Refuse Department, Police Department and Fire Department using the Airport Grounds for training purposes.

The Airport went in with the Public Works Department to go out for an RFP for landscape services. The vendor selected was BrightView Landscape Services who will be providing monthly maintenance.

**RECOMMENDATION**

Information only-no action required.

**G.4.** [24-281](#)

**SUBJECT:** Update on the Airport Terminal Replacement Project

**REPORT IN BRIEF**

Update on the Airport Terminal Replacement Project

**RECOMMENDATION**

Information only-no action required

**DISCUSSION**

Economic Development Associate Baker will provide an update regarding the construction of the Terminal Replacement Project.

**G.5.** [24-277](#)

**SUBJECT: Economic Development Update**

**REPORT IN BRIEF**

Oral Report from the Deputy City Manager on Economic Development Activity

**RECOMMENDATION**

Information Only

**DISCUSSION**

Deputy City Manager Quintero will provide a report regarding current economic development throughout the City including the Airport Industrial Park

**H. BUSINESS**

**I. ADJOURNMENT**