

MINUTES
REEDLEY AIRPORT COMMISSION MEETING
Thursday, November 19, 2015

1. CALL TO ORDER
A meeting of the Reedley Airport Commission was held at the Reedley Community Center, 100 N. East Avenue, Reedley, California and called to order by Chairperson David Richey at 4:00 p.m.
2. ROLL CALL AND INTRODUCTION OF GUESTS
 - A. Commissioners Present: David Richey, Chairperson; Carl Smith, Vice Chairperson; Robert Harris; Anthony Jewell; Robert Mason.
 - B. Commissioners Absent: None.
 - C. Staff Present: Joel Glick, Airport Manager; Denise Phariss, Administrative Assistant.
 - D. Others present: None.
3. OATH OF OFFICE – Sylvia Plata administered the Oath of Office to the newest Commissioner, Anthony Jewell.
4. APPROVAL OF MINUTES
 - A. Motion by Commissioner Smith, seconded by Commissioner Harris to approve the September 25, 2015 Airport Commission minutes. Motion carried.
5. PUBLIC DISCUSSION – None.
6. ORAL AND WRITTEN COMMUNICATIONS
 - A. Joel distributed copies of the Airport Capital Improvement Plan (ACIP) that lists upcoming projects that will be partially funded by the Federal Aviation Administration (FAA). He indicated no project will be done in 2017 in order to fund the 2018 project that will have a very large portion payable by the City.
7. UNFINISHED BUSINESS
 - A. **Rummage Sale Planning – March 5, 2016** – Initial plans are underway for the rummage sale to be held at the Reedley Community Center in March. Staff will advertise and sell spots for \$15 as a means of raising money for the Airport Beautification Fund. A table for donated items for sale will be available to earn additional funds.
 - B. **Security Fence Phase 2 Project Status** – Joel explained that delays prevented the project from starting earlier. First of all the State Award Letter had to be received before the FAA would pay for the project. Secondly, the Notice to Proceed had to be received from the FAA. Both of those requirements have been met. The preconstruction meeting will be held December 2, 2015 at the Reedley Municipal Airport at 10:00 a.m. The Commission is welcome to attend. The project is expected to start in mid-December, barring any other delays such as weather or scheduling of the contractor. Commissioner Jewell asked that the gravel road for emergency vehicles have sufficient gravel depth for the weight of the fire trucks. Joel explained that it is being engineered to compensate for the weight of the trucks, but explained that the gravel road is not included in this project – the emergency access gate is, but not the road. Commissioner Smith expressed his concern for the 24 foot main gate stating that with the ability for 3 cars to enter at the same time, it doesn't provide the security that was the point of this project. Joel explained that the 24 foot gate was submitted and approved by the FAA and cannot be changed.

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- C. **Airport Capital Improvement Project List** – Previously discussed in Oral and Written Communications.

8. STAFF REPORTS

- A. Joel Glick, Airport Manager
- 1) Reported that Justin Kulikov will be mowing and spraying weeds the first part of December.
 - 2) Explained that written safety procedures will have to be created prior to this year's Airport BBQ. Many of the procedures we are currently doing, but we must now put them in writing according to what he learned at the FAA Small Airports Conference. In addition, the spectator area will need to be delineated to prevent them from wandering into unsafe areas.

9. COMMISSIONERS REPORTS

- A. Capital Improvements – None.
B. Landscaping/Parking – None.
C. Public Relations – None.
D. Airport Promotion – None.
E. BMX Track – Joel reported that BMX will be paying their annual rent this month - \$1,250.
F. Hangar Development – None.
G. Hangar Vacancies – Denise reported that another hangar has been filled, leaving only 2 hangars (one old and one new) vacant. Joel reported renting 3 vehicle parking spaces recently.
H. IFR Approach – Is in the ACIP, slated for 2018.
I. Fuel Tanks – Recently inspected – no problems.
J. Cal Trans Inspection – Will be here in the next few weeks to perform annual inspection of airport.
K. Commissioner Jewell
- 1) Will be out of town during 2016 Airport BBQ in May.
 - 2) Asked that Joel update the Commission at a future meeting about the FAA's involvement in the airport. Glick said that he would have C&S Companies, the City's airport consultant do the presentation.

10. ADJOURNMENT

As there was no further business to discuss, it was moved by Commissioner Harris, seconded by Commissioner Smith to adjourn at 4:45 p.m. Motion carried.

David Richey, Chairperson

Joel Glick, Airport Manager

Denise Phariss, Administrative Assistant

NEXT MEETING DATE: January 21, 2015 at 4:00 p.m.