

**MINUTES**  
**REEDLEY AIRPORT COMMISSION MEETING**  
Thursday, April 21, 2016

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 David Richey, Chairperson at 4:02 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. **APPROVAL OF MINUTES**
  - A. Motion by Commissioner Smith, seconded by Commissioner Harris to approve the March 17, 2016 Airport Commission minutes. Motion carried.
4. **PUBLIC DISCUSSION – None.**
5. **ORAL AND WRITTEN COMMUNICATIONS**
  - A. Staff submitted the Cal Trans grant application for the \$10,000 annual payment for utilities for the airport. Payment should be received soon.
6. **UNFINISHED BUSINESS**
  - A. **Airport Barbecue Planning** – Joel will be bringing these items to the airport – Tables, chairs, the barbecue, podium, flags, tubs of ice, caution tape, barricades, ice chest, and sound system. Most of these will be delivered on Friday. Denise reported that the porta-potties will be delivered on Friday and asked Commissioner Smith to let them know where to place them. The Commissioners will pool their money to purchase hotdogs, buns, chips, chili, cheese, and condiments. Commissioner Smith will get the waters donated. Denise will bring a large donation can for anyone wanting to donate to the meal. A pan will be needed to heat the chili. All Commissioners, except Commissioner Jewell will be in attendance at the event (Jewell has a conflict). The Commissioners will meet Joel at the airport at 9:00 a.m. the day of the event. Joel indicated that Justin Kulikov will be mowing and spraying weeds this week. Staff will be working over the next few weeks to get the grounds in shape. A safety training will take place the morning of the event for volunteers. It was reported that 7-10 Taylor Craft will be coming to the event and display their aircraft. Reedley College students will again help park aircraft. Joel will need to buy more orange vests. Commissioner Richey will bring some small aviation items to put on display. Denise will order more toy gliders to give out to kids. Commissioner Harris will invite City Council at their April 26<sup>th</sup> meeting, giving them a glider and flier. Denise will provide the City Clerk with a flier to put on City Council's calendar of events. Denise will purchase a VISA card for the Pilot's raffle. A 50/50 raffle will be held. Commissioner Mason will invite the British Car Club; Commissioner Jewell will invite the Nomads and Blossom Trail A's. Denise distributed the donation list to the Commission and asked for their help in contacting anyone that we haven't received a donation from already. Denise will submit the list of donators to the Exponent to

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include in the display ad that will run the week of the Barbecue. Felicia with the Exponent will be writing an article about the event, as well.

7. STAFF REPORTS

A. Joel Glick, Airport Manager

- 1) The Fence Project Phase 2 is nearly complete. The issues with the asphalt by the new drive-thru gate will be addressed when the safety gate approach is poured. Now that the weather has been dry for a while, the contractor will be back to finish up. They will also smooth out the pile of dirt by the south ponding area.
- 2) The 2016-17 budget that was recently submitted will be very similar to this year's. There won't be a project this year so that the matching funds can be saved up to take on a big project the following year. He also reported that the airport debt that he inherited a few years ago has now been reduced to \$40,000. He anticipates it being paid off in the next couple of years. The Commission was very happy to hear this.

8. COMMISSIONERS REPORTS

- A. Commissioner Harris – Indicated that the FBO lounge area is in need of some repair. There are some leaks from the outside on the southwest corner. Wanted to bring this to staff's attention so that it can be budgeted for.  
At 4:45 p.m. the Commission asked for a brief recess; reconvened at 4:50 p.m.
- B. Commissioner Jewell - Stressed the need to replace the skylights in the old row of hangars, stating that through the years they have deteriorated and now leak during rain. Joel will take a look to see what needs to be done and how to do it.
- C. Denise reported that there are still two vacancies in the old row of hangars; the new row is full.

9. ADJOURNMENT

As there was no further business to discuss, it was moved by Commissioner Harris, seconded by Commissioner Smith to adjourn at 4:58 p.m.

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David Richey, Chairperson

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Joel Glick, Airport Manager

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Denise Phariss, Administrative Assistant

**Next meeting date: June 16, 2016 at 4:00 p.m.**