

MINUTES

CITY OF TULARE AVIATION COMMITTEE
Monday, July 24, 2023 at 6:00 p.m.
CITY HALL COMMUNITY ROOM
411 E Kern Ave

Mission Statement

To promote a quality of life making Tulare the most desirable community in which to live, learn, play, work, worship and prosper.

I. CALL TO ORDER

Meeting was called to order at 6:01pm by Michael Schoenau, Committee Chairman.

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Michael Schoenau.

III. CITIZEN COMMENTS

This is the time for citizens to comment on items within the jurisdiction of the Committee. The Committee cannot legally discuss or take official action on citizen comments that are introduced today. Each speaker will be allowed 3 minutes, with a maximum of 10 minutes per item, unless otherwise extended by the Committee.

No citizen comments.

IV. COMMUNICATIONS

Communications are to be submitted 10 days prior to a meeting to be considered for this section of the Agenda. No action will be taken on matters listed under Communications; however, the Committee may direct staff to schedule issues raised during Communications for a future agenda. Citizen comments will be limited to 3 minutes per topic, unless otherwise extended by Committee.

No communications.

V. STUDENT REPORTS

No students present.

VI. CONSENT CALENDAR

All Consent Calendar items are considered routine and will be enacted in one motion. There will be no separate discussion of these matters unless a request is made, in which event the item will be removed from the Consent Calendar to be discussed and voted upon by a separate motion.

- Minutes from the meeting of January 23, 2023
Michael Schoenau, Committee Chairman motioned to approve the minutes. Chris Colson seconded the motion.
- New Lease Rates
New lease rates were presented but not voted on. Existing contracts would be raised 10% each year on January 1, beginning January 1, 2024. The proposed rates for new tenants would be \$170 per month for Port-a-Hangars, currently \$125 per month. T-Hangars would be \$200 per month, currently \$150 per month. The two extended hangars would be \$215 per month, currently \$160 per month. Michael Schoenau expressed concern about raising rates due to lack of maintenance done at the airport. Peter Aranzazu, Airport Manager, assured the rates were not excessively increased and that maintenance at the airport is taking place and will continue to increase/improve moving forward. Peter said

that as a business, the airport needs to raise rates to help with the cost of the maintenance. Peter also mentioned that the new rates would not take affect until January of 2024 and there are multiple projects that are scheduled at the airport before then. Manny Correa, Office of Safety, Compliance & Facilities Officer, mentioned projects that had been completed at the airport, such as the installation of the restrooms and roof repair at Johnstons Aircraft. Chris Colson, committee member, agreed with Michael that there needs to be more maintenance and repairs to justify the rate increase.

- Lease Contracts
The lease contract will be voted on at the next scheduled meeting.

VII. GENERAL BUSINESS

- Project Updates
 - Taxiway and Apron resurfacing project
The taxiway and apron resurfacing project will begin September 5th. The taxiway will be done first, and the apron will be done second. Both the taxiway and apron will be seal coated using 2 coats of Tuf-Cote Asphalt Seal. This is a temporary fix that will last 2 to 3 years while the city looks for grants to pay for the complete reconstruction of the taxiway and apron.
 - Gate Access
Manny discussed plans to replace the gate, motor, and parts for the main entrance of the airport. The new gate will be closed throughout the day and will require a code access. It will also be replaced with a double wide gate. Michael Schoenau voiced concern of turning the gate into a double wide. He suggests leaving it a single wide to minimize traffic entering and exiting the airport. He also has concern regarding keeping the gate closed throughout the day, questioning how delivery trucks would be able to enter the airport. Peter, recommended that temporary codes could be created to be given out to delivery drivers, thus giving them access when needed.
 - Installation of Information Board at restrooms
Manny proposed the installation of an Information Board on the wall of the restroom where information can be posted regarding the airport. Michael Schoenau stated he had already installed an information board near the fueling station and it never gets used. Peter said the new board will get used to post items such as when the airport will be closed for the taxiway and apron project. Peter said this is just another form of communication between the airport and those using the airport.
 - Pony Wall at Restroom
Manny shared plans to install a 2ft to 3ft wall in front of the restroom to prevent rocks and debris from hitting the restroom. Michael commented that it should be a small wall and Manny agreed.
 - Roof covering for the Mefford Hangar
Manny shared that a temporary roof covering will be installed at the Mefford Hangar, pending City Manager approval. Peter explained that the covering

is a plastic wrap, called Mule-Hide, that will be installed by a contractor. The contractor will remove all loose and lifted pieces from the current roof and will then wrap the entire roof with the plastic wrap and secure it. This will keep rain from getting into the building. This is a temporary fix with a warranty on the product and the labor.

Additional discussion was done regarding a new app-based Work Order system that the city is rolling out for maintenance at all City owned locations. A QR code will be posted at the airport and the link will be sent out to all airport tenants so they can utilize the system to report any work that needs to be done at the airport.

The area surrounding the Mefford Hangar was also brought up. Peter mentioned that his crew was working on putting a cable around the hangar to prevent unauthorized vehicles from entering the area and causing damage. Signage will also be posted for anyone wanting to inquire about using the area for trainings or other needs. Chad Petersen, Vice Chairman, suggested charging a fee to anyone interested in using this area. Manny and Peter agreed this is a good idea and will investigate further.

VIII. ITEMS OF COMMITTEE INTEREST

- Pilot's lounge
The Pilot's Lounge will be installed in Hangar 21A. Vending machines and seating will be installed for the convenience of pilots using the airport. Peter said this would help to make the airport more appealing.
- Sign for entrance of the airport
Manny presented a proposal for a sign for the airport that was created by Tiffany Connelley, Administrative Assistant for the Office of Safety, Compliance & Facilities. The sign would have 3D letters with a solar powered propeller and lighting to illuminate the sign.

IX. ADJOURNMENT

Meeting was adjourned at 7:08pm

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